# **OVERRIDE**KEY

## MBF BURGLARY & FIRE SERIES OVERRIDE KEY INSTRUCTIONS

# **CHECK LIST**

Before proceeding, make sure you have your Override Key available. If you need to order a new Override Key, contact Mesa Safe Company Customer Care: 888.381.8514 [Monday thru Friday 7AM - 4PM/PST]



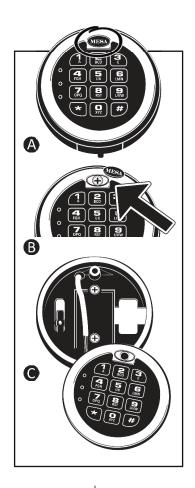
- 1 Override Key
- 1 Phillip's Head Screw-Driver [not included]

⚠ CAUTION: REMOVE THE BATTERY. Do NOT pull or tug on keypad face or wires. It is crucial that these wires stay intact & connected for the lock to operate. Please note: you are liable for any damages that occur to the lock while accessing the override key slot.

#### LOCATING THE OVERRIDE KEY

The Override Key is concealed yet easy to access in case of an emergency or loss of code.

- Remove the battery.
- 2 Looking at the keypad, locate the "MESA" bubble sticker; top, center.
- 3 Remove this bubble sticker.
  - Place the bubble sticker aside, face down, so to not stick to anything
  - Do not lose bubble sticker
  - ▶ SeeFigure A
- Using a Phillip's Head screw-driver, remove the screw connecting the <u>keypad face</u> to the <u>keypad</u> <u>collar</u>.
  - ▶ See Figure **B**
  - ▶ Keypad Face : the keypad & surrounding chrome edge
  - ► Keypad Collar: the black housing that is attached to the safe. Houses the battery, wires & electronic component
- **6** Carefully let the <u>keypad face</u> hang with wires still attached.
  - ▶ See Figure **C**



## USING THE OVERRIDE KEY

- 1 With the <u>keypad face</u> removed, locate the override key slot inside the keypad collar, on the left.
  - ▶ See Figure E
- 2 Using your key, with the larger/longer notches facing **DOWN**, place the key into the slot.
  - You may need to angle the key slightly in order for it to slide in properly.
  - ▶ See Figure D
- 3 Make sure the key slides completely into the slot, the pin fitting into the end of the key.
  - ▶ See Figure E
- **4** Once key is snug, turn counter-clockwise [left] to the 8 o'clock position. Your safe will be unlocked.
  - ▶ See Figure **F**

# REINSTALL THE KEYPAD FACE

Do NOT pinch wires in between the keypad face & the keypad collar.



- **2** Re-attach to the <u>keypad collar</u> by inserting **bottom first**, so the notch connects, then carefully press/push into keypad collar casing.
- 3 Once the <u>keypad face</u> is snug in place, screw the <u>keypad face</u> back to the <u>keypad</u> collar & replace the "MESA" bubble sticker.

