

Battery & Combination Changes La Gard Electronic Locks







In the sections below we provide guidance on the changing of batteries and combination codes for a common range of electronic locks produced by La Gard.

Should you have problems with the operation of your safe or the changing of batteries or combinations please contact our Service Team during business hours (weekdays 8:30am-5pm)

09-443 8444 or 0800-922 222

(Chargeable after hours support is available 24/7).









CHANGING ELECTRONIC LOCK BATTERIES

(ALWAYS PERFORM THIS OPERATION WITH THE SAFE DOOR OPEN)

Repeated beeping from the keypad when opening the lock indicates that the lock battery has low voltage and should be changed immediately.

Batteries on the inside of the keypad

- To change the lock battery open the Safe door and lock it in the open position.
- Locate Battery. (Batteries are positioned either in the cover of the lock keypad or inside the safe door).
- 3.1 If the battery is located inside the lock keypad -
- Remove the battery cover from the keypad by pulling gently down on the battery cover tab (operation varies with keypad type).
- · Pull battery out of the keypad.
- Unclip the connector using both hands to pull the connector off the battery terminals. (DO NOT PULL ON THE BATTERY CABLES)
- Replace the battery and relocate the connected battery back into the keypad. (Use only
 Duracell or Energizer Alkaline 9V batteries do not use super heavy duty battery versions of
 these batteries)
- Replace the keypad battery cover pushing it back into place ensuring it is correctly seated in the key pad cover (it must fit flush with the keypad cover), Make sure the recessed lip of the battery cover under the pull tab is positioned facing the safe door.
- Test the keypad by opening the lock with the new battery and keypad cover in place a minimum of 3 times before closing the safe door.

Batteries on the inside of the safe door

- · Open the safe door
- Locate the battery housing as shown below
- · Lift the centre of the battery housing up to remove and replace the battery
- · Re-install the battery housing
- Test the lock operation three times before shutting the safe door.

Trouble Shooting

- In some circumstances where a lock battery has very low voltage you may not be able to unlock/open the safe.
- To unlock the safe hold the new battery on the keypad battery terminals as shown below.
 Whilst holding the battery in place enter your code and open the safe door.
- Then complete above steps and test operation of the lock 3 times before closing and locking the safe door.







CHANGING YOUR LOCK COMBINATION CODE

(ALWAYS PERFORM THIS OPERATION WITH THE SAFE DOOR OPEN)

- Select your new combination number. To improve security your new combination should contain a range of numbers that avoids the repeat of the same number and should not be in a simple sequence).
- Lock combinations may be either 6,7,8 or 9 digits long.
- Enter "zeros" (0) equating to the length of your combination depending on lock type lock response double beep (e.g. 0 0 0 0 0 then 1 2 3 4 5 6).
- Within 3 seconds enter your existing combination one time, lock response double beep
- Within 3 seconds enter your NEW combination two times, lock response double beep each time. (Enter the second code within 3 seconds of entering the first code)
- If a mistake is made, wait thirty (30) seconds and repeat steps 3 to 5.
- Test the lock operation by entering your new code (then within 4 seconds turning handle to open the bolts) several times before closing the door.
- Valid Code Entry Double beep after valid code is entered.
- Invalid Code Entry Triple beep and old code is still valid.

WRONG CODE TIME DELAY PENALTY

- Entry of four (4) consecutive invalid codes starts a five (5) minute delay period. LED flashes red at ten (10) second intervals.
- At the end of the delay period, two (2) more consecutive invalid codes will restart an additional five (5) minute delay period. The lock will not respond to a keypad entries during delay period.



