

Operating and Combination Changing Instructions

6600 and 6700 Series 3-Wheel Safe Locks

3-Wheel Standard Size Locks



SARGENT AND GREENLEAF®

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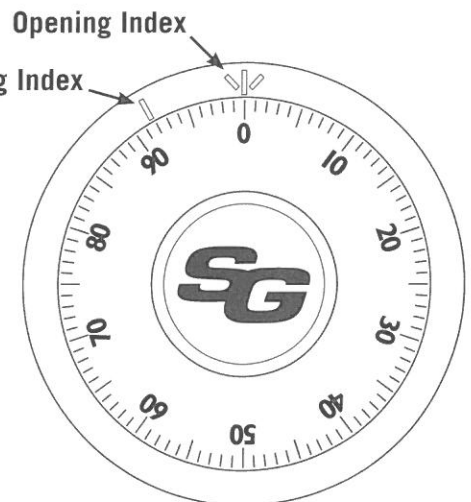
NOTE: READ COMPLETE INSTRUCTIONS BEFORE OPERATING THE LOCK OR CHANGING THE COMBINATION

OPENING THE LOCK

The opening index is located at the top of the dial ring. Dial numbers to this mark when you want to open the lock. The changing index is located at approximately 11 o'clock on the dial ring. Dial numbers to this mark when preparing to insert the change key and when actually setting a new combination.

This lock is a precision mechanism, so extreme care must be used to align the combination numbers with the index.

Turn the dial smoothly and steadily. If, after turning the correct number of revolutions, any number of the combination is turned beyond the index when you meant to stop on it, the entire series of combination numbers must be re-dialed. Do not attempt to turn the dial back to regain proper alignment with a "missed" number. Each time a selected number is aligned with the opening index, a revolution is counted.



TO UNLOCK ON A FACTORY SETTING OF 50

1. Starting anywhere, turn the dial left until 50 comes to the opening index a minimum of four times.
2. Turn the dial right until it comes to a positive stop indicating the bolt has retracted.

TO UNLOCK ON A FACTORY SETTING OF 41

1. Starting anywhere, turn the dial left until 41 comes to the opening index a minimum of four times.
2. Turn the dial right until it comes to a positive stop indicating the bolt has retracted.

TO UNLOCK ON A THREE NUMBER COMBINATION

1. Starting anywhere, turn the dial left (counterclockwise), stopping when the first combination number comes to the opening index the **FOURTH** time.
2. Turn the dial right (clockwise), stopping when the second number comes to the opening index the **THIRD** time.
3. Turn the dial left, stopping when the third number comes to the opening index the **SECOND** time.
4. Turn the dial slowly to the right until it comes to a positive stop, indicating the lock bolt has retracted.

TO LOCK

Turn the dial left (counterclockwise) at least five complete revolutions for maximum security.

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CHANGING TO A NEW COMBINATION

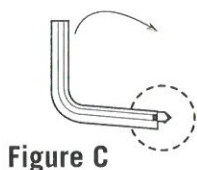
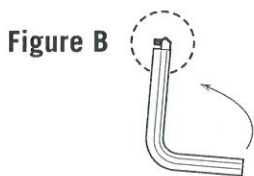
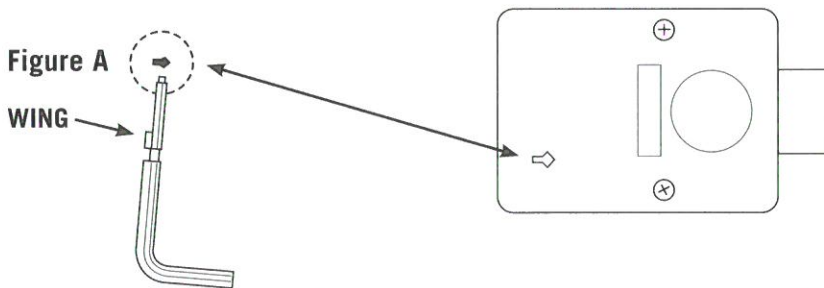
Make up a new combination consisting of three numbers. Do not set the third number between 0 and 20 if your lock uses a dial with the spindle splined on 50. This is called the *forbidden zone*, and only applies to the last (3rd) number of the combination.

Do not set the 3rd number between 90 and 99 or between 0 and 10 if the dial spindle is splined on 41.

If you are uncertain of the spindle splining, simply avoid numbers between 90 and 99 and those between 0 and 20 for the last (3rd) number of the combination.

Adjacent combination numbers should not be closer than five numbers to each other. Do not select combination numbers that all end with 0 or 5. Do not use numbers that represent birthdays, phone numbers, or other personal information. Do not use numbers that comprise a strictly rising or falling sequence. For instance, 25 - 44 - 67 is not as good as 44 - 25 - 67.

1. Starting anywhere, turn the dial left (counterclockwise), stopping when the first combination number comes to the **CHANGING** index the **FOURTH** time.
2. Turn the dial right (clockwise), stopping when the second number comes to the **CHANGING** index the **THIRD** time.
3. Turn the dial left, stopping when the third number comes to the **CHANGING** index the **SECOND** time.
4. With the third number at the **CHANGING** index, insert the change key into the hole in the lock cover (Figure A) until the wing is entirely inside the lock case, and the key comes to a positive stop.



5. Turn the key one quarter turn counterclockwise (Figure B). With the change key in this position, turn the dial left (counterclockwise), stopping when the first new combination number aligns with the **CHANGING** index the **FOURTH** time.
6. Turn the dial right (clockwise), stopping when the second new combination number aligns with the **CHANGING** index the **THIRD** time.
7. Turn the dial left, stopping when the third new combination number aligns with the **CHANGING** index the **SECOND** time.
8. Turn the dial right 10 numbers. Turn the change key clockwise a quarter turn and remove it (Figure C). Your new combination should now be installed in the lock.

Important: After changing the combination, the lock should be opened and locked several times (by dialing to the opening index) WITH THE SAFE DOOR OPEN.

Warning: Never insert the change key into the lock when the cover is removed. Always be certain the wing of the change key is entirely within the lock (Figure B) before turning the key.