

Code Change Guide - C500 KeySafe

Before you begin, please remember

You will need to select your own combination, ideally featuring between 5 and 7 digits and use a combination of both numbers and letters

Each number/letter can only be used once

Do not use a combination that can be easily guessed

There is no override or reset code. Make a note of your code and store it somewhere safe

Setting your combination

Pull open the black weather cover.

Press down on the CLEAR button (located in the centre of the C500) and then release.

Enter your existing code and then turn the OPEN dial clockwise 180° to open the lid. The word OPEN will now be upside-down.

Slide the white plastic instruction card on the lid towards the hinge of the KeySafe and remove. This may reveal a red warning sticker. Please read before removing.

Without closing the C500 lid, leaving the KeySafe open, turn the open dial on the front of the C500 counter clockwise 180°, back to the locked position. The word OPEN will now be the correct way up. Confirm that the "GREEN" triangle is visible on the locking bolt.

There are twelve grey buttons on the back of the lid. Each of these grey buttons corresponds to the black buttons on the front of the C500. These buttons each have small arrows in the shape of a triangle. Arrows pointing away from the hinge are OFF and are not part of the combination. Arrows pointing towards the hinge are ON and are part of the combination.

Important!

The locking pin must be in LOCKED position before the code can be changed. Forcing the setting buttons when in the DOWN position may damage the C500 and void the warranty.

Use the white plastic card provided (code change tool) to turn all the grey dials to the OFF position. This will reset your combination. If you encounter resistance, stop and check to make sure the locking bolt is LOCKED and the word OPEN is the correct way up on the OPEN dial.

Note: Do not use a screwdriver!

Test to make sure your KeySafe code has now been reset by turning the OPEN dial clockwise 180°. The OPEN dial should turn freely and the locking bolt should retract without entering a code. If the OPEN dial does not turn, then there is still a grey dial set in the ON position. Make sure all the dials are in the OFF position.

Again, without closing the C500 lid, turn the open dial on the front of the C500 counter clockwise 180° back to the locked position. The word OPEN will now be the correct way up. Confirm that the "GREEN" triangle is visible on the locking bolt.

To add a number or letter to the code, use the code change tool to turn the grey dial 180° until the button pops back up completely and the arrow points in the ON direction (towards the hinge).

Once your code is set. Return the red sticker (if there is one) and the white plastic card over the back of the lid.



Testing your combination

With the C500 still open, making sure the word OPEN is the correct way up on the OPEN dial. If it is not, turn the OPEN dial counter-clockwise until it is the correct way up. On the front of the C500, pressing only the buttons in your combination, press each button in until it clicks. If you press the wrong button, push down on the clear button and enter your code again.

Turn the OPEN dial clockwise 180° to open. If the combination is set correctly, the OPEN handle will turn fully and the locking bolt will retract. If not, push down the CLEAR button and check to ensure you have entered the correct code. Refer to "Setting your combination" if you continue to experience difficulty.

Opening and closing your C500

Press down on the CLEAR button.

Enter the combination. If you enter an incorrect combination, press down on the CLEAR button and re-enter the combination.

Turn the OPEN dial clockwise 180° to open. When you turn the handle, the combination will clear.

Note: The open dial is designed so it cannot be forced open. If an incorrect code is entered and the handle is forced, the handle will unlatch from the locking mechanism and turn freely without opening. To reset the handle, turn it all the way back to the locked position (OPEN is the correct way up) where it will snap back into place.

To relock, close the lid and turn the OPEN dial counter-clockwise 180° back to the locked position.

[Click here or scan below for our instruction video](#)

