# SARGENT & GREETILEAF, INC.

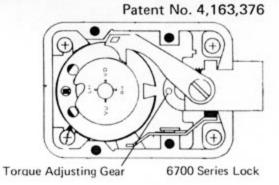
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OPERATING & CHANGING INSTRUCTIONS LOCK MODELS: R6770, R6775, R6780 & R6785.

# Torque Adjusting Instructions:

With cover removed, insert a 3/32 allen wrench into adjusting screw (See Diagram). Turn clockwise to tighten or counter-clockwise to loosen. NOTE: Manipulation-proof locks should not be adjusted to less than 18 in. ozs. of dialing torque.



Before operating the lock or changing the combination, READ THESE INSTRUCTIONS THOROUGHLY.

At the top of the dial ring an index is provided for normal dialing and opening of the lock. This is also used for changing a combination.

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

Turn the dial slowly and steadily. If, after turning the correct number of revolutions, any number is turned beyond the index, the entire series of combination numbers must be re-dialed. DO NOT TURN BACK TO REGAIN A PROPER ALIGNMENT WITH THE NUMBERS. Each time a selected number is aligned with the index, a revolution is counted.



Figure 1.

#### TO UNLOCK ON A FACTORY SETTING

TO UNLOCK ON FACTORY SETTING- TURN DIAL "LEFT" 4 TURNS STOPPING ON "50". TURN DIAL "RIGHT" UNTIL BOLT RETRACTS.

#### TO UNLOCK ON A 3 NUMBER COMBINATION - For Example 50 - 25 - 50

- Turn dial to the LEFT, stopping when "50" is aligned with the opening index, the FOURTH time.
- 2. Turn dial to the RIGHT, stopping when "25" is aligned with the opening index, the THIRD time.
- 3. Turn dial to the LEFT, stopping when "50" is aligned with the opening index, the SECOND time.
- 4. Turn dial slowly to the RIGHT until the bolt retracts.

### TO LOCK

Turn dial to the LEFT at least four full revolutions.

(over)

# CHANGING TO A NEW COMBINATION

Make up a new combination, selecting 3 sets of numbers of your own choosing. DO NOT use numbers between 0 and 20 for your last number. (e.g. 46-82-13). For maximum security, DO NOT use numbers ending in 0 or 5 and DO NOT use numbers in a rising or falling sequence. e.g. 35-50-75 is not as good a combination as 54-38-72.

Figure 2.

- Using the changing index, dial the existing combination as explained in Items 1-2-3 on the front of this instruction sheet. The lock leaves the factory with a one number combination set on 50.
- Hold the dial with the last number at the index, and insert changing key in the key hole in the back of the lock (see Figure 2). Insert the key until the wing is entirely inside the lock and comes to a positive stop.
- 3. Turn key one quarter turn to the LEFT (see Figure 3). With the changing key in this position, turn the dial to the LEFT, stopping when the first number of the newly selected combination aligns with the index the FOURTH time.
- 4. Turn dial to the RIGHT, stopping when the second number is aligned with the index, the THIRD time.
- Turn the dial to the LEFT, stopping when the third number is aligned with the index the SECOND time. Holding the dial in this position, turn the changing key back to the RIGHT, and remove it (see Figure 4).

# CAUTION

Before closing the unit, try the new combination several times, using the opening index.

WARNING: NEVER INSERT THE CHANGING KEY IN THE LOCK WHEN THE COVER IS REMOVED. ALWAYS BE CERTAIN THAT THE WING OF THE CHANGING KEY IS ENTIRELY WITHIN THE LOCK (Figure 2) BEFORE TURNING KEY.

IF AN ERROR HAS BEEN MADE IN SETTING A NEW COMBINATION, we suggest that an accredited lock-smith be called.