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# INSTRUCTIONS <br> INSTALLING \& OPERATING THE LOCKBOX/LOCKBOXW 



## Included:

(4) Screws to attach the lock box to your model (provided)
(1) Lockbox/LockboxW (with two windows) with combination lock
(2) Keys to override combination lock

## Installing the lock box:

1. Disconnect the unit from the power source, and open the door.
2. Select the shelf on which the LockBox will sit. It is recommended the lock box be placed on the bottom of the unit. Items can be placed on top of the LockBox, once installed.
3. Push the LockBox all the way into the unit. The front edge of the lock box should not hang over the front of the shelf. Note: you may need to adjust the shelves and shelve clips above or below your selected position if the LockBox is not fitting.
4. Open the front of the lock box.
5. Locate the two screw holes, which are pre-drilled in the side of the lock box, on both the left and the right sides of the box.
6. Align these holes with the shelving track inside the unit.
7. Secure the LockBox to the unit using the provided screws. Be careful not to overtighten the screws.
8. Reconnect the power, and shut the door.

NOTE: Do not install your lock box on the same shelf as the unit's temperature probe.

## Using the Combination Lock

The default combination is set at 0-0-0-0. To reset the combination, follow these steps:

## Resetting the combination

1. Make sure the digital wheels are set at the correct code so that the housing turns freely. The cam should be engaged so that the door of the locker cannot open.
2. Use a screwdriver or other tool to push and hold the reset button. (Fig. 1) Enter a new combination code using the four numbered wheels on the front of the lock.
3. Release the reset button.
4. Make sure the housing is able to turn freely at the new setting. The new code is now set.


Fig. 1

## Locking

While the lock is in the unlocked position (i.e. the housing can be turned by hand), set the numbered wheels to any random numbers to lock. (Fig. 2)

## Unlocking

Turn the numbered wheels to the correct code for the particular locker.

## Using a Key to Unlock

Use a key to open the locker, if the combination is forgotten.

1) Insert the key into the barrel on the front of the lock.
2) Turn the key 90 degrees to unlock. If the key is used to unlock, the cam will turn, but the numbered wheels will not rotate.


Fig. 2

NOTE: The key for the outer door does not match the key used for the interior locking compartment.

