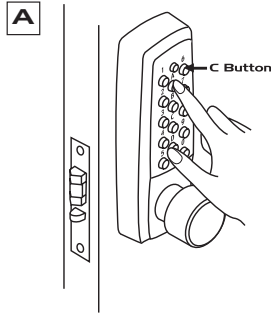


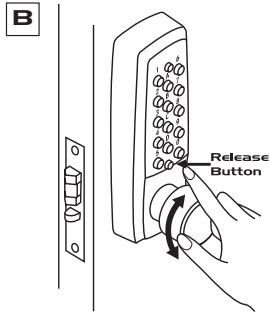
# COMBINATION No.

# 2100

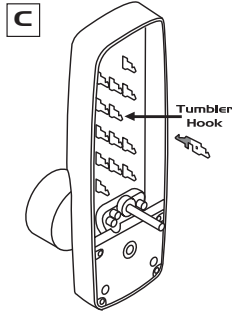
## HOW TO USE AND INSTALL THE KEYLEX 2100 (AUTOTHROW DEADLATCH TYPE)



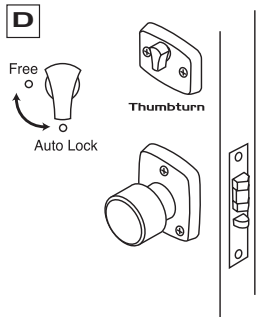
**A Clearing Codes**  
It is essential that any 'spurious' code be cleared before operation of the lock from the outside. The 'C' clear button should be pressed as a precursor to the entry of your code.



**B Entering Codes**  
Codes should be ideally selected to contain between 3 and 6 digits and can include a mixture of letters and numerals. Buttons may be pressed in any order and must be pushed firmly to engage the code. Once the correct code is entered, followed by the release button, the lock may be used. If mistakes are made you may clear the code using the procedure described above.

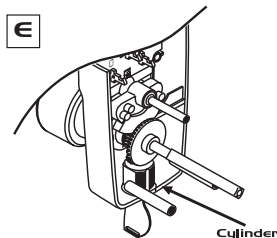


**C Changing Codes**  
Code changing is fast and straightforward, requiring a screwdriver and a little dexterity. Codes are set via a series of hooks and their relative orientation (See opposite).



**D Setting the Passage Function**  
Keylex locks do not include a 'hold-back' facility. However, the passage function facility achieves the same end result. The door is opened using the correct code and (while the door is ajar) the passage function snib is set to 'free passage'. The lock is then free from either side until such time as the passage function snib is re-set.

**NOTE** - only authorised code holders can set the passage function feature. It is possible to modify the feature to include a removable key to restrict the feature to 'key holders' only.



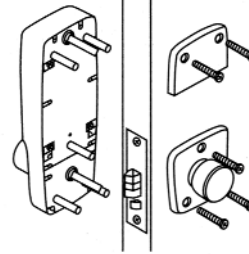
**E (Optional) Key Override**  
The key override cylinder is hidden at the base of the lock body and provides an override to the code for any key holder. This facility is convenient to building owners or premises managers who may have a number of locks, each with different user codes, to manage.

Key override locks can be provided with cylinders keyed alike, to differ or under a mastered suite. Each cylinder is supplied with a minimum of two keys.

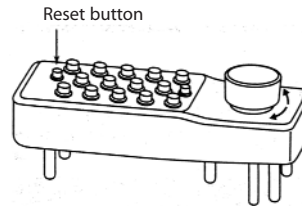
If you experience any difficulties in installing this Keylex product please call 01380 729600.

### C DETAIL ON RESETTING THE CODE

#### REMOVING LOCK BODY

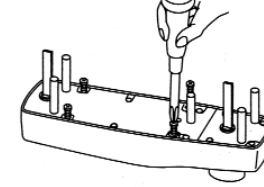


1 Remove furniture via 5 screws as shown

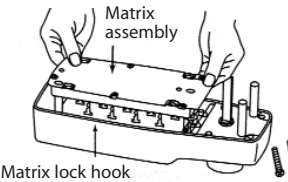


2 Place the lock face down on a bench as shown. Press the Reset button

#### REMOVING THE MATRIX ASSEMBLY



3 Ensure the lock body is horizontal (on its back) and remove the four silver pozi head screws. Re-engage one of these screws into the vacant hole adjacent to the central mounting pillar – this will aid removal of the back plate. **Do not remove any of the Red-cap screws.**



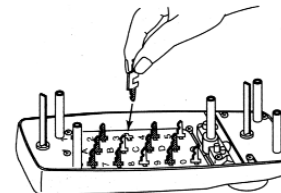
4 Carefully lift the matrix assembly away from the lock body as shown.

### CANCELLING THE EXISTING CODE

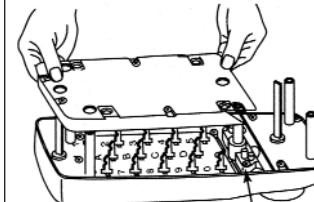
5 Carefully remove the code hooks from their slots, replacing them so that all hooks show the copper colour uppermost. This gives you a temporary neutral code. (i.e. No code is set).

### SETTING THE NEW CODE

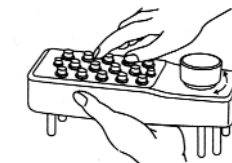
6 Make a note of your new code (see section B opposite). Remove the hooks corresponding to your new code turning them 180°. The 'coded' hooks will now be distinct from the rest of the hooks (the copper colour on these hooks will no longer be visible)



### REPLACING THE MATRIX ASSEMBLY



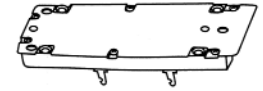
7 Carefully reverse the procedures described in 3 and 4 above.



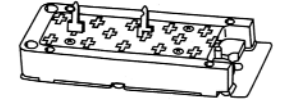
8 Ensure all buttons work smoothly. If any button sticks, check that the code hook has been inserted correctly into its corresponding slot.

### Warning!

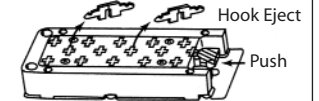
If the matrix assembly is removed incorrectly some hooks may be retained.



In order to remove these hooks it is necessary to place the matrix assembly on its back as shown.

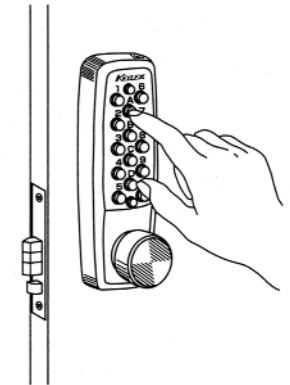


Push the slider as shown to eject the code hooks.



Never try to force hooks out of the matrix as this will damage the spring mechanisms.

### TESTING OPERATION



9 Replace the lock body on the door and test all aspects of the locks operation including the new code. Ensure that the door is kept ajar until you are satisfied that the new code operates correctly.