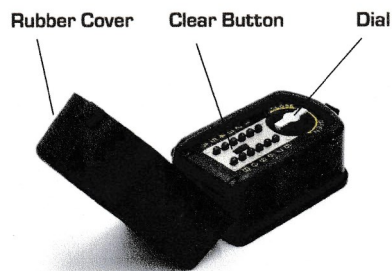




Pillaton Village Hall Key Safe Instructions

Opening Key Safe



- Remove the lid of the rubber cover.
- Ensure that the dial is in the vertical position as in image below.



- Enter the code you have been given. The order of the numbers/letters does not matter. Push buttons until they click. If you make a mistake, flick the 'clear' button and start again.
- Rotate the dial clockwise 360 degrees until it clicks. Pull the handle to open the safe, and take the keys.
- Close the door. Do not turn the dial. Close the lid of the rubber cover.



Pillaton Village Hall Key Safe Instructions

Returning Keys

- Ensure that the dial is in the vertical position as in image below.



- Pull the handle to open the safe. Carefully put the keys at the back of the safe. **Do not hang on the hook.**
- Close the door and lock it by turning the dial anti-clockwise 360 degrees until closes. It should click at least once.
- Ensure that it has locked properly by turning the dial clockwise 360 degrees until it clicks. Try and open the door. If it does not open, the safe is secure.
- Close the lid of the rubber cover.

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