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**DO NOT DESTROY**

**THIS IS YOUR DIRECTION FOR OPERATION**

The combination of this lock is set on 10-20-30 after final inspection at factory.

**TO UNLOCK:**

1. Turn LEFT stopping when 10 is aligned with the index the FOURTH time.
2. Turn RIGHT stopping when 20 is aligned with the index the THIRD time.
3. Turn LEFT stopping when 30 is aligned with the index the SECOND time.
4. Turn RIGHT stopping when 0 is aligned with the index the FIRST time.
5. Pull shackle out.

**TO LOCK:**

Push shackle in and spin dial several times to left.

**Changing Key Inside**

**GENERAL:** Read all instructions completely thru before changing combination.  
 In selecting a combination of numbers, avoid exclusive use of 5's and 10's. Distribute numbers over entire dial, i.e., 6-36-14.

**CAUTION:** Dial numbers precisely—do not turn back to regain a number run past; readial entire combination. Before setting a new combination WRITE IT DOWN. Be sure that in changing a combination all numbers are set to the changing index and the next number to the opening index. If the changing key hole is open the lock can be reset. If the key hole is closed and the combination lost, the lock is valueless due to its security design.



SARGENT & GREENLEAF, Inc.

SINCE  
1857

ROCHESTER, 21, N. Y., U. S. A.

## TO CHANGE THE COMBINATION:

6. Dial to unlock and pull shackle open.
7. Slide changing button up, and hold while closing shackle. (See fig. b)
8. Using *changing index*, dial old combination as in steps 1 thru 3. (See fig. a)
9. Insert changing key in back and turn clockwise. (See fig. c)
10. Using *changing index*, dial new combination of your choosing as in steps 1 thru 3.
11. Turn change key back and remove.
12. Using *opening index*, dial new combination as in steps 1 thru 5.

