

# **MBG Hotelsafes models 20 - 23 - 45 - 62**

## **Important**

- For the purpose of security, always change ex-works codes prior to use
- Please keep codes in a safe place. Do not use personal data like birthdays, telf. numbers etc...
- Please keep emergency key in a safe place, but never in the safe itself !!
- Personal codes can be used as guest-codes in hotel mode
- If the safe is not to be used for a long time, please remove the batteries

## **To Lock the Safe**

### **Hotel mode:**

Close the door and hold it. Enter existing or a new personal code (3-6 digits), press # key. The door will lock automatically.

### **Private mode:**

Close the door and hold it. press # key. The door will lock automatically.

### **How to change mode version:**

In open position (that is, the bolts are retracted), enter \* \* 99 #.

If display shows "PERSON", it means safe is in private mode.

If display shows "HOTEL", it means safe is in hotel mode.

Caution: If there is anything blocking the door, the display will show ERROR2 and the bolts draw back automatically. Remove the blockage and enter code again.

In case of wrong entry digit, you can delete it by pressing \*.

## **To Open the Safe With Personal code**

Enter the personal code. The door will open automatically.

### **Caution:**

- Display will show "ERROR" after wrong code input.
- Four wrong code inputs consecutively puts the safe in secure mode for 3 minutes.
- Display will show HOLD03 when pressing any key (after 02 and then 01).
- When the 3 minutes have passed, the electronic lock is ready again for use.

## **To change Personal Code**

To change personal code in private mode, lock must be opened (that is, the bolts are retracted).

1. Enter \*\* display will show PROG, enter 68#, display will show NEW.
2. Enter new code (3-6 digits), then press #, the display will show AGAIN.
3. Enter the new code again and press #.

The display will show DONE which indicates the new personal code is changed successfully.

If not, repeat the input.

To change personal code in hotel mode, enter new personal code and press # to lock the door, the personal code is changed automatically.

### **To Open the Safe with Master Code**

Enter the master code ( ex-works 0-0-0-0-0-0 ). The door will open automatically.

### **To change Master Code**

To change master code, lock must be opened (that is, the bolts are retracted).

Press key 0 twice, then press #, the display shows OLD.

Enter old code (pre-selected 0-0-0-0-0-0) and then press #. Display shows NEW.

Enter new 6 digit code, press #, the display will show AGAIN.

Enter the new code again and press #.

The display will show DONE indicating that the master code is changed successfully.

Caution: For the purpose of security, always change the master code immediately after installation, especially in the Hotel mode !!!

### **To Open the Safe With Emergency Key**

Take off the cover of emergency key in the middle of the panel.

Insert the emergency key and turn clockwise 90° , display will show nAnUAL.

Open the door and turn the key anticlockwise 90°, press # key and the bolts will be retracted.

### **Replacing Batteries**

When the voltage of batteries is low, the display will show BA-LO, and the lock will not function properly. Replace the batteries as soon as possible with new ones. Check the USE BY date.

Never use re-chargeable batteries.

Please respect environmental standards.

### **Installation**

The safe must be mounted securely via the back and/or the bottom of the safe. You may use expansion bolts when it is a concrete wall surface or clamping bolts when it is a wooden wall surface.