

# MasterLock

## Instructions to create a unique private code for your personal private door lock

### MANUFACTURERS OPERATING INSTRUCTIONS:

(This lock is pre-set at the factory,  
to operate/open at 0-0-0)

1. Turn dials to 0-0-0, and pull out shackle.
2. Turn shackle counter-clockwise 90° and press it down.
3. While holding shackle down, rotate it a further 90°.
4. Now change the dial to your **own secret code**, do not leave code at 0-0-0 as that is the factory reset position.
5. Turn the shackle clockwise back to the original 90° position.
6. The lock will no longer open at 0-0-0, instead will open only with your new secret code, close the shackle and rotate dials randomly to keep the lock closed.

**Please reset combination to 0-0-0 when vacating**

**FOLLOWING IS AN INSTRUCTIONAL GUIDE DETAILING EACH STEP  
IN THE PROCESS OF CHANGING YOUR DOOR CODE. PLEASE  
DON'T FORGET YOUR CODE!**



- 1) Step (1)
  - a) Turn dials to 0-0-0 (Factory setting), to open door for first time.



b) and pull out the shackle:





2) Step (2)

a) Turn the shackle counterclockwise 90°



b) and press it down:



- 3) Step (3)
- a) While holding shackle down,
  - b) Rotate it a further 90°.





4) Step (4)

- a) Create a new, private secret code and turn the dials to this position (*in this demonstration, the secret code is 5-5-5*)



- b) **Keep a record of the new combination.**

5) Step (5)

- a) Rotate the shackle 90° clockwise backward to the first 90° rotation position.





b) Slightly pull to raise the shackle



- c) Turn the shackle further clockwise 90° to its original position.



d) Close the shackle.





- e) Rotate the dials to a random sequence to disguise your secret code, and lock the device; do not share your code with anyone for the duration of your stay.

