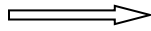


Lockbox Instructions

If your lockbox looks like this



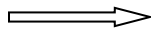
To Open the Lockbox

1. Clear the lockbox by pressing down on the **Clear** button
2. Enter your four-digit code: **1478**
3. Push down on the **Open** button and pull the front panel toward you
4. Remove your key from the lockbox

To Place the Front Panel Back onto the Lockbox

1. Place the panel in its original position
 2. Clear the lockbox by pressing down on the **Clear** button
 3. Re-enter your four-digit code: **1478**
 4. Push down on the **Open** button and the panel will slip back into place
-

If your lockbox looks like this



To Open the Lockbox

1. Push down on the black shutter door in the front to reveal the number dials
2. Rotate the dials to: **1478**
3. Press down on the black **Release** button on the left of the dials to open the door
4. Remove your key(s) from the lockbox

To Close the Lockbox

1. Close the compartment door
2. Scramble the numbers on the dial pad to lock the door and conceal the combination
3. Close the black shutter door

Please do not remove lock box, as fees will apply. A member of our staff will remove the lockbox after check in.