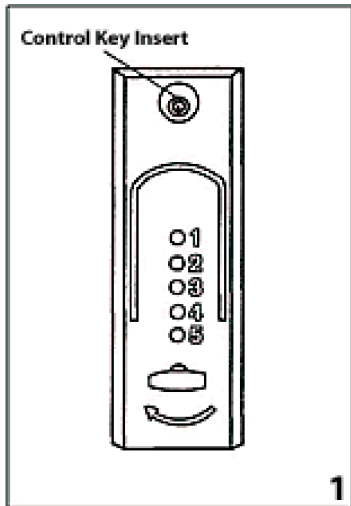


Changing the Code/Combination Simplex 2015

Note: If your lock is opening on every turn of the knob or lever, except upon entering a code, this may be a ZERO CODE. Before attempting to remove the lock from the door, refer to the troubleshooting procedures outlined at bottom of this document for a zero code symptom/solution.

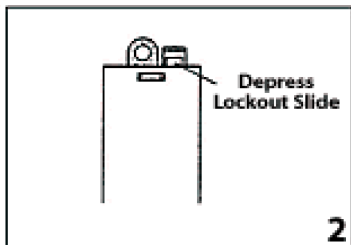


2015 Series FAQ Changing the Code/Combination

Important: Perform this procedure with the DOOR OPEN. Read the instructions through once before attempting to change the combination.

The factory pre-set combination is 2 and 4 pressed simultaneously (and released), then press 3 (and release).

Tool Required: Control Key



1. Insert the control Key into the lock and turn it 90° to the right (clockwise) to the horizontal position to unlock the front lock assembly from the mounting bracket (*see figure 1*).
2. Remove the front lock assembly from the mounting bracket by pulling it away from the door.
3. While holding the lock in your hand, turn the knob to the left (counterclockwise) to the stop position and release.
4. Enter the existing combination. Make sure you depress each button fully and release.
5. Use your finger to depress the lockout slide (*see figure 2*). A slight click should be felt.
6. Rotate the turn knob to the left (counterclockwise) to the stop position to clear the old combination, then release.
7. Select a new combination, write it down. Some or all of the buttons may be used for your new combination—pressed individually or simultaneously.

Each button may be used only once. We do not recommend the use of a one-button combination.

8. With the door open, enter your new combination. Depress each button fully and release it. You must feel a click each time you press a button to know that the button was fully depressed.
9. Turn the knob to the right (clockwise) to the stop position to activate the new combination and release.
10. Remount the front lock assembly by aligning the lock-in studs of the mounting bracket with the mating holes of the front lock assembly lock-in plate.
11. Turn the control key to the left (counterclockwise) to the vertical position. The front lock assembly is now locked in place.
12. Enter the new combination and rotate the turn knob to the right (clockwise) and hold. Make sure that the panic device latch is fully retracted; then release the turn knob.

Note:

- Do not use excessive force at any time.
- If a wrong combination is entered while operating the lock, turn the outside thumbturn to the left (counterclockwise) to the stop position and release. This will clear any previously depressed buttons. Enter in the correct combination.

Troubleshooting

Symptom/problem: Turning outside thumbturn clockwise always retracts latch without depressing any buttons.

Cause: Lock is in zero combination.

Solution: Follow the procedure for setting a new combination except omit step 2.