LOCK MODEL: MSL-400
ELECTRONIC LOCK
OPERATING INSTRUCTIONS

Dear Valued Customer:

Congratulations, on your choosing Mesa Safe to protect your valuables. You have made an excellent choice in your security measures. Mesa Safe Company has built a solid reputation on integrity and quality craftsmanship. We pride ourselves in having the best products in the industry and consistently exceeding customer expectations.

Your Mesa Safe product comes with a support team and warranty in place that is second to none. We have the most qualified safe technicians throughout the country ready to assist you, should you have a problem with your unit.

Please read and understand the operating instructions of the unit, this will ensure maximum efficiency and usability. Please visit www.mesasafe.com and see the diverse selection of products available to meet your security needs. Thank you for choosing Mesa Safe Company.

TROUBLE SHOOTING

The Lock Has No Response (No Flash, No Beeps)
Make sure the wires in the keypad housing are not pinched and are securely connected. (See *CHANGING YOUR BATTERIES* on page 7)

Check to make sure the batteries are correctly and securely inserted into the battery compartment. (See *CHANGING YOUR BATTERIES* on page 7)

Lock can possibly be in the lockout penalty, wait five (5) minutes and check if the lock responds. (See *BASIC FEATURES AND FUNCTIONS* on page 2)

Replace the existing batteries with new ones. (See *CHANGING YOUR BATTERIES* on page 7)

The Lock Is Responding But Does Not Unlock
Make sure you are getting a valid response. (See *BASIC FEATURES AND FUNCTIONS* on page 2)

Make sure you get a signal with every key stroke.

Make sure you are not in time delay mode. (See *SETTING TIME DELAY* on page 5)

Replace the existing batteries with new ones. (See *CHANGING YOUR BATTERIES* on page 7)

If the lock still does not open, contact Mesa Safe Company's Tech Support: 800-490-5624 or 714-891-8356 (Available Mon - Fri, 8:00am - 5:00pm PST)

Follow the instructions carefully to get the best possible use from your lock**.**

BASIC FEATURES AND FUNCTIONS

The Mesa Model MSL-400 Electronic Lock is shipped from the factory with a factory set *master code & manager code*. You should set the lock to your own *unique master & manager code* immediately.

Keep notes on which code belongs to which user (Master, Manager, User 3, User 4, User 5, User 6 and User 7).

A *single signal* (LED flashes and beeps once) response from the lock indicates a *valid entry*.

A *double signal* (LED flashes and beeps twice) response from the lock indicates an *invalid entry*.

If three incorrect entries are entered in a row, the keypad will *shut down* for a period of *five minutes*. During this shut down period you will not get a response from the keypad.

The *MASTER CODE* is factory set to: ██████████████
The *MANAGER CODE* is factory set to ██████████

HOW TO OPEN YOUR SAFE
Single User Mode *(Default)*
1. Enter: ✱ - Code - #
2. The lock will indicate a valid code entry with a single signal and the open light will stay green for five (5) seconds.
3. Turn the handle clockwise before the green light disappears.

Dual User Mode *(Please see SETTING SINGLE USER AND DUAL USER MODE to use this mode)*
1. Enter: ✱ - 1st Code - # - 2nd Code - #
2. The lock will indicate a valid code entry with a single signal and the open light will stay green for five (5) seconds.
3. Turn the handle clockwise before the green light disappears.

CHANGING THE MASTER CODE (Code length: 1 - 10 digit code)
ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN.

1. Enter: # - Existing Master Code - #
2. The set light will stay orange for ten (10) seconds.
3. Enter: 1 - ✳ - New Master Code - # - New Master Code - #, before the orange light disappears.
4. If a mistake is made during the change, wait thirty (30) seconds and repeat steps 1 - 3.
5. ***Test the new code several times before closing the door.***
- The lock will indicate a valid code change with a single signal.
- The lock will indicate an invalid code change with a double signal and the old code is still valid.

CHANGING THE MANAGER CODE (Code length: 1 - 10 digit code)
ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN.

1. Enter: # - Master Code or Manager Code - #
2. The set light will stay orange for ten (10) seconds.
3. Enter: 2 - ✳ - New Manager Code - # - New Manager Code - #, before the orange light disappears.
4. If a mistake is made during the change, wait thirty (30) seconds and repeat steps 1 - 3.
5. ***Test the new code several times before closing the door.***
- The lock will indicate a valid code change with a single signal.
- The lock will indicate an invalid code change with a double signal and the old code is still valid.

ACTIVATE USER CODES (Code length: 1 - 10 digit code)
ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN.

1. Enter: # - Master Code or Manager Code - #
2. The set light will stay orange for ten (10) seconds.
3. Enter: (**User #**) - ✳ - New User Code - # - New User Code - #, before the orange light disappears. (**User #**: Specify which user you would like to activate 3, 4, 5, 6 or 7.)

ACTIVATE USER CODES (Continued)

4. If a mistake is made during the activation, wait thirty (30) seconds and repeat steps 1 - 3.
- The lock will indicate a valid code entry with a single signal.
- The lock will indicate an invalid code entry with a double signal and the old code is still valid.
- Example: # - Master Code or Manager Code - # - **5** - ✳ - New User Code - # - New User Code - #. This will activate **User Five (5)**.

CHANGING THE USER CODE

ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN.

1. Enter: # - User Code - #
2. The set light will stay orange for ten (10) seconds.
3. Enter: # - New User Code - # - New User Code - # , before the orange light disappears.
4. If a mistake is made during the change, wait thirty (30) seconds and repeat steps 1 - 3.
5. ***Test the new code several times before closing the door.***
- The lock will indicate a valid code change with a single signal.
- The lock will indicate an invalid code change with a double signal and the old code is still valid.
- *The Master and Manager can also change the user codes by following the ACTIVATE USER CODES section Steps 1 - 3.*

DELETING CODES

ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN.

Deleting User Code

1. Enter: # - Master Code or Manager Code - #
2. The set light will stay orange for ten (10) seconds.
3. Enter: (User #) - ✳ - # - #.

SETTING SINGLE USER AND DUAL USER MODE

ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN.

In Dual User Mode you have a sixty (60) second window to enter the second code.

Setting Single User Mode (Any Code to Unlock)

1. Enter: # - Master Code - # - 0 - # - 0 - #
2. The lock will indicate a valid setting change with a single signal.

Setting Dual User Mode (Any Code & Any Code to Unlock)

1. Enter: # - Master Code - # - 1 - # - 1 - #
2. The lock will indicate a valid setting change with a single signal.

Setting Dual User Mode (Master or Manager Code & User Code to Unlock)

1. Enter: # - Master Code - # - 2 - # - 2 - #
2. The lock will indicate a valid setting change with a single signal.
- Please see *HOW TO OPEN YOUR SAFE, Dual User Mode* section on page 2 for unlocking in dual user mode.

SETTING TIME DELAY

ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN.

This function will delay both the opening and programming of the lock.

1. Enter: # - Master Code - # - (01-99) - # - (01-99) - #
2. The lock will indicate a valid setting change with a single signal.
- Example: # - Master Code - # - 05 - # - 05 - #, this will set a five (5) minute time delay.

Operating The Lock When Time Delay Is Set

1. Press ✱ or # to initiate the *Time Delay*. *(During the time delay period the keypad will not respond to any entries)*
2. The lock will flash once every five (5) seconds during *time delay* and will flash once every second during the last ten (10) seconds of the *time delay* ending with a double signal.
3. The lock will flash twice every five (5) seconds during the *open period*. **(The open period length is two (2) minutes)**
4. During the *open period* you can open your safe *(see HOW TO OPEN YOUR SAFE, Step 1)* or program your safe *(follow the steps of any programming procedure).*

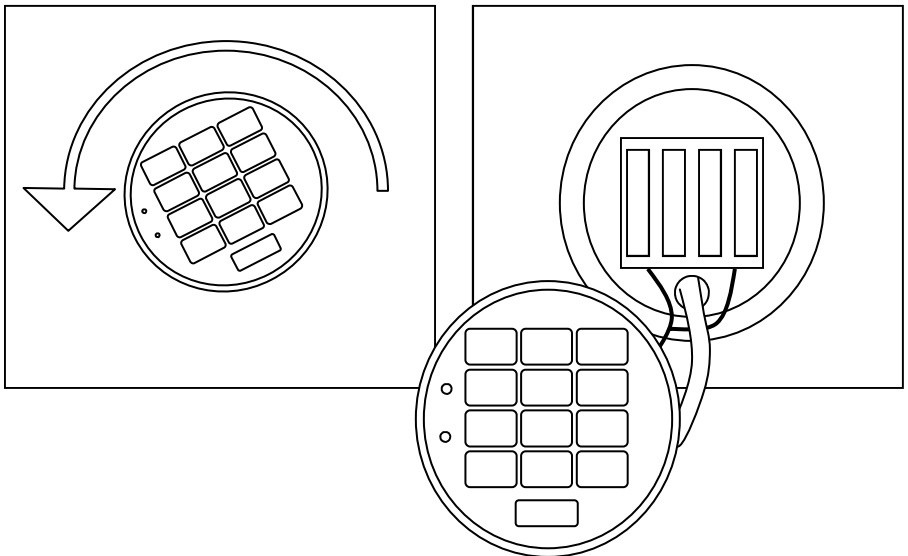## SETTING TIME DELAY (Continued)
DE-ACTIVATE TIME DELAY
1. Enter: # - Master Code - # - 00 - # - 00 - #
2. The lock will indicate a valid setting change with a single signal.

LOW BATTER WARNING
- The green LED light will signal in red when opening your safe.
- The lock is giving you a valid signal but is not unlocking.

CHANGING YOUR BATTERIES
1. Turn the keypad housing to the left (counter clockwise) and carefully pull away from the mounting plate to expose battery compartment.
2. Remove the four AAA Alkaline batteries and replace.
- **CAUTION! Hold onto the keypad housing to avoid pulling wires.**
3. Carefully position the keypad into the inserts on the mounting plate and turn keypad right (clockwise). Ensure that there are no wires or cables trapped between the keypad and the mounting plate. Pinched cables result in a short circuit.

"Better MESA SAFE than Sorry!"

MESA SAFE COMPANY
P.O. Box 52282
Irvine, CA 92619
Phone: 714-891-8356 Fax: 714-891-8474
www.mesasafe.com
sales@mesasafe.com