



## **Basic MyCube Safe Operating Instructions**

*Visit [mycubesafe.com](http://mycubesafe.com) for installation instructions and other product information. The operating manual is also located on our website.*

### **Personal User Function:**

#### **Getting Started:**

Upon taking the safe out of the box, pull out the gray fabric strips to open the door. Once door is open, install the 4-AA batteries (that come with your safe) into the battery pack. Flip the switch on the inside of the door (opposite the side where the bolts come out) to ON. The safe keypad will light up. You are now ready to set your user code.

#### **To set user code:**

With the safe in the unlocked position, enter a 4-digit personal code of your choice, press LOCK. This programs your code and "CLOSED" will be displayed on the LED screen. This code is now your personal code to operate your safe.

#### **To open safe:**

Enter 4-digit code and "OPENED" will be displayed on the LED screen.

#### **To close safe:**

Press LOCK to close safe.

#### **To change user code:**

With the safe in the unlocked position, turn off the switch and turn it on again, enter a 4-digit personal code of your choice, press LOCK. This programs your code and "CLOSED" will be displayed on the LED screen. This code is now your personal code to operate your safe.

#### **Charging your electronics:**

Plug in your MyCube to bring power to the internal charging outlet. Note, the keypad runs on 4-AA batteries only, and is not powered through the electrical cord.

## Notes:

1. If you input wrong code, press "CLEAR" to delete it.
2. If you input wrong code, "E-CODE" will show.
3. If the wrong code is input 3 times "HOLD-5" will show and the system will be locked for 5 minutes. Resume opening after 5 minutes.
4. Before inputting code, you can press "CLEAR" then code will only show dashes.

## Using the Manual Key

*The purpose of the manual key is to be able to open the safe if the batteries run out in the keypad. You must place this key in a safe place. It is the only way to open the safe if the batteries run out and the door is locked.*

1. Remove the silver plaque from the front of the safe using the allen wrench that is provided with each bolt package inside your MyCube.
2. Insert the key and turn clockwise to open the safe.
3. Open the safe door, turn the key with the bolts in the locked position and remove the key.
4. The safe bolts will remain out, so input your personal code, the bolts will retract and the safe is once again ready for use.

## Battery Use

The batteries will last between 12-18 months with normal use. Each safe operates on 4-AA alkaline batteries. If the batteries begin to run low, the message "BATT-L" will appear on the screen. At this point, you should change the batteries in the safe. If the batteries run out before you are able to change them, you must use the manual key to open your safe. (See instructions above.)

**IT IS THE OWNER OF THE SAFE'S RESPONSIBILITY TO  
RECORD THE KEY NUMBER OF THE SAFE AND ALSO MAKE  
SURE THAT THE SAFE IS PROPERLY INSTALLED AND  
SECURELY BOLTED TO THE INSTALLATION SURFACE SO AS  
NOT TO CAUSE HARM OR INJURY TO ANYONE**