



## TO OPEN THE LOCKER

- BOTH the individual Locker Key & Control Key are required to open the locker.
- Keys are inserted into the lock with the flat side of the key facing the hinge.
- Ensure the key is FULLY inserted before turning.
- Insert the Control Key hinge side cylinder (slightly narrower key hole) & turn 80 degrees clockwise
- Insert the Locker Key into the outside cylinder (slightly wide key hole) & turn 100 degrees clockwise
- Open the door

## TO LOCK THE LOCKER

- Open locker as above
- Turn both keys anti-clockwise back to the horizontal position and remove

**NOTE:** The locker key is retaining and can only be removed in locked position  
Each locker has a separate Locker Key but the same Control Key unlocks all lockers

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