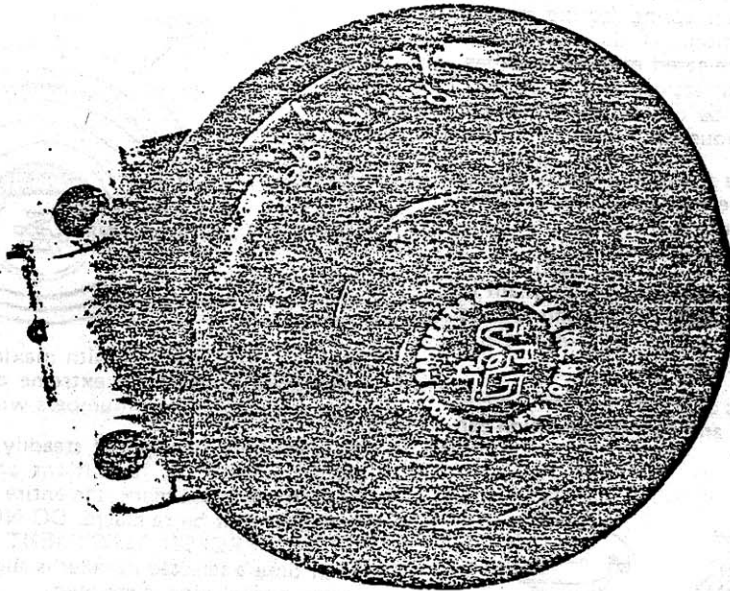




**SARGENT & GREENLEAF, INC.**



## 8550 Series MP & XMP Locks

### Installation and Operating Instructions

#### Installation Instructions

After lock case assembly and dial ring have been attached to door and properly aligned, assemble dial to lock cam as follows:

1. Before assembling dial through dial ring on door, make sure that washers and spring are in place, see figure 1. Lubricate dial bearing and drive cam bearing.
2. Insert dial spindle thru dial ring and lock. **CAUTION:** Be careful not to trap or bend the accelerator spring under the cam when assembling. Holding cam in place, screw the dial and spindle into cam, until back-of-dial stops on dial ring.
3. Turn dial  $1\frac{1}{2}$  turns counterclockwise minimum, then continue turning until spline in spindle is aligned with spline in cam, DO NOT turn more than  $2\frac{1}{4}$  turns total.

4. Insert the spline key with key handle pointing away from the center of the cam, (see figure 2). Insert key until key handle rests on cam. Tap in lightly if necessary.

**CAUTION:** In the event the Lever Control Tension Spring has become disengaged from the case and/or lever, reinstall as follows:

- (a) Remove lever screw allowing access to lever assembly.
- (b) Remove lever assembly.
- (c) Holding lever spring in hand, insert longer loop into small hole in lever assembly.
- (d) Reinstall lever assembly, making sure the short loop of spring is inserted in small hole in case as far as possible.
- (e) Reinstall lever screw.

5. Before attaching cover to lock check for proper operation of accelerator spring as follows:

- Turn dial to left at least one complete revolution and stop at "0". Accelerator spring should now be in loaded position in lock case. See Figure 3.
- Hold cover in place on lock and push dial in at "0"; release dial. Remove cover and check position of accelerator spring (spring should be in released position.) If the accelerator spring is not in the released position, dial has not been turned counterclockwise far enough and condition must be corrected. (See paragraphs 3 and 4 previously.)
- Turn dial at least one complete revolution and stop at "50". Accelerator spring should now be in loaded position.
- Hold cover in place on lock and push dial in at "50", accelerator spring should remain in loaded position. Accelerator spring should release from loaded position only when dial is pushed in at "0" setting.

6. When accelerator spring is operating properly, cover may be attached to lock and new combination can be set.

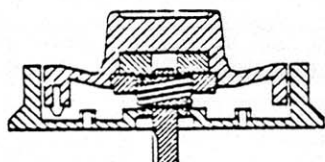


Figure 1.



Figure 2.

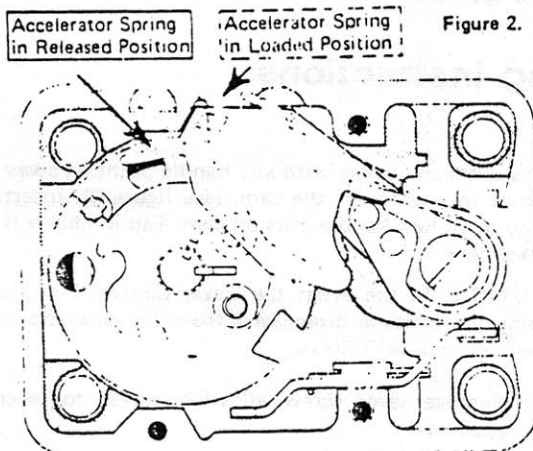


Figure 3.

#### For Locks With Tubes

- Fasten the lock to the mounting plate. Place the dial ring on the tube and tighten the tube nut.
- Measure the tube excess. Remove the lock and cut off the excess. Leave 1/16" above the nut.
- File the end of the tube smooth. Replace the lock and ring on the door.

#### Operating Instructions

**CAUTION:** Before operating the lock or changing the combination, read all these instructions thoroughly.

At the top of the dial ring an index mark is provided for normal dialing and opening. At the left of the opening index, a changing index is provided for use only when setting a new combination.

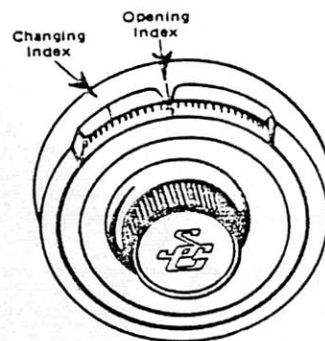


Figure 4.

This is a precision lock with maximum security against manipulation; therefore extreme care must be used to align the combination numbers with the indices.

Turn the dial slowly and steadily. If, after turning the correct number of revolutions any number is turned beyond the index mark, the entire series of combination numbers must be re-dialed. **DO NOT TURN BACK TO REGAIN PROPER ALIGNMENT OF THE NUMBERS.** Each time a selected number is aligned with the opening index, a revolution is counted.

#### CENTI-SPLINE SETTING IN DIAL

MOUNTING POSITION	RH LOCK	LH LOCK
Right Hand	41	Not Recommended (Use a RH Lock)
Left Hand	Not Recommended (Use a LH Lock)	57
Vertical Up	66	32
Vertical Down	16	82

#### TO UNLOCK (On a Factory Setting)

- Turn dial to the LEFT, stopping when "50" is aligned with the opening index, the FOURTH time.
- Turn dial to the RIGHT, stopping when "25" is aligned with the opening index the THIRD time.
- Turn dial to the LEFT, stopping when "50" is aligned with the opening index, the SECOND time.
- Turn dial to the RIGHT, stopping when "0" is aligned with the index mark the FIRST time.
- With the "0" aligned with the index, push dial in to activate lever assembly; release dial.
- Turn the dial to the right for a right hand lock, and left for a left hand lock, until the bolt is fully retracted. If the combination has been correctly dialed, the safe or cabinet may be opened.