

RECOMMENDATIONS

SAFES HANDLING AND GENERAL USAGE GUIDELINES

Kubs Safes and Locks Pvt. Ltd, congratulate you on your purchase of a quality security product. We offer the below guidelines and recommend strict compliance for your own safety and to ensure trouble free usage. For any additional assistance, please contact our **Technical Support** division via techsupport@kubs.in

TRANSIT

- All our products are manufactured in house under stringent criteria and they are carefully examined and securely packed by an in-house packaging team prior to dispatch from our factory.
- All our products are loaded onto trucks from our factory by third party transport and logistics companies under strict supervision of our in-house warehousing team. Goods may be damaged while in transit and/ or when unloaded at destination. This is due to manhandling during loading and unloading from the truck. Therefore, we request you to ensure that the unloading is done carefully and under your direct observation at all times.
- As we take all the necessary precautions while dispatching the product to reach safely to your location, we do not accept any liability for damage inflicted in transit. Insurance cover may be considered if required.

UNPACKING, LEVELLING AND PLACEMENT

- The product should be unpacked only at its designated location. Kindly ensure the product is placed on a levelled surface to ensure smooth door operations to avoid any service call outs.
- **Please ensure the position and opening space requirements for the product door is considered before placing at final location.**
- Before moving your product to its final position, verify the load bearing weight of the floors and stairs, and types of flooring the product will be moved over (tile, wood, and other flooring can be damaged by the weight of the product). Proper installation and anchoring (where applicable) are critical to the security of your product.
- We recommend placing a protective barrier (such as a piece of carpet, treated wood or rubber mat) between the product and floor to prevent scratching of the product surface, which could lead to rust. Before anchoring safe, make sure the product is level. Securing it to the floor / wall helps secure and prevent removal of the safe by thieves.
- To help protect the exterior finish of your product, store / install in a dry location where there is climate control (heat in the winter and cooling in the summer). We recommend not storing the product in any unprotected, uncontrolled environments to ensure our warranty remains valid.
- Our products are a first level of security to safeguard your valuable assets. Please ensure additional security measures are considered such as alarm systems, CCTV, manned security as may be applicable for your facility.

KEYS (IMPORTANT)

- The backup key must be safely stored separately in a sealed cover and /or kept somewhere else in a safe place offsite. Ensure this is **not stored inside the safe.**
- Both the keys of the safe should not be in the same bunch. Should keys be misplaced / damaged, immediately contact techsupport@kubs.in for initiating replacement procedure.
- The keys must be handled smoothly during normal usage to avoid / minimize damage to the key / lock to ensure security of the safe is not compromised. Always ensure, opening and closing of the safes are carried out in a quiet and calm environment.
- **DON'T** expose the keys and/or safe to humid / wet conditions for prolonged periods. The product is not waterproof.

USING & MAINTAINING YOUR SAFE

- When putting items of value into your safe, make sure they rest securely within the body provided to prevent accidental tipping when the door is closed.
- Do not put anything in your safe that will put pressure against the door, or the locking bars when the door is closed.
- If you live in a humid environment, it is recommended that you use a dehumidifier or desiccant to protect the contents from rust or mildew. Do not install or store these devices, or any other personal contents, near the locking bars on the door as this could interfere with the function of the mechanism in the door.

CLEANING AND MAINTAINING YOUR SAFE

- The Combination Lock (if available) – The combination lock does not require any type of service.
- Internal Locking Mechanism – The advanced locking mechanism requires no maintenance. Opening the service door panel of your safe by anyone other than a Kubs technician may void your warranty.
- Exterior – Use a soft, non-abrasive cloth dampened with water to clean the textured surface. Other materials may cloud or scratch the finish of your safe:
 - Logos and other graphic images must be wiped gently. Never rub or polish – The lock and handle have a protective coating to prevent tarnish. DO NOT use metal polishes or solvents for cleaning. Simply wipe off with a soft clean cloth.
 - Scratches and other blemishes may be touched up with a paint touch-up kit
- We recommend that the safes are stored and maintained within a clean climate-controlled environment at all times to avoid any service issues.