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Hollon Safe HS-310E

Hollon Home Safe HS-310E Instruction Manual

Model: HS-310E

1. INTRODUCTION AND SAFETY INFORMATION

This manual provides essential instructions for the safe and effective use of your Hollon Home Safe HS-310E. Please read all instructions carefully before operating the safe and retain this manual for future reference.

Important Safety Precautions:

- Always keep the safe door securely closed and locked when not in use.
- Do not store the emergency override key inside the safe. Keep it in a secure, separate location.
- Ensure the safe is placed on a stable, level surface. Bolting down the safe is recommended for added security.
- Keep children away from the safe and do not allow them to play with the keypad or door.

2. PRODUCT FEATURES

The Hollon Home Safe HS-310E is designed to protect your valuables and important documents. Key features include:

- **UL Rated Fire Protection:** One-hour UL rated for 1850 degrees Fahrenheit, offering significant fire resistance.
- **Robust Construction:** Seamless body and door construction for enhanced strength and resistance against prying attempts.
- **Electronic Keypad:** Features an easy-to-program electronic keypad supporting one user code and one master code, with 3-8 digit combinations.
- **Advanced Locking Mechanism:** Equipped with two active round locking bolts and fixed hinge-side bolts to secure the door even if hinges are compromised.
- **Interior Organization:** Includes one removable shelf for flexible storage.
- **Anchoring Capability:** One anchoring hole located at the bottom, with bolting hardware included for secure installation.
- **Battery Powered:** Operates on 4 external 'AA' batteries (not included).



Figure 2.1: The Hollon Home Safe HS-310E with its door open, revealing the interior storage space and the electronic keypad on the exterior of the door.

3. SETUP

3.1 Battery Installation

1. Locate the battery compartment on the exterior of the safe's electronic keypad.
2. Slide the battery cover open.
3. Insert 4 new 'AA' batteries, ensuring correct polarity (+/-).
4. Close the battery cover securely.

3.2 Initial Opening and Code Setting

1. Upon first use, the safe may be in an unlocked state or require the factory default code. Consult the small label or sticker often found on the safe or in the packaging for the default code.
2. Enter the default code on the electronic keypad.
3. Turn the handle clockwise (or as indicated by the safe's design) to open the door.
4. To set your personal user code:
 - With the door open, press the red or green reset button located on the inside of the safe door (usually near the hinge). The safe will beep, and the indicator light on the keypad will flash.
 - Within 5 seconds, enter your new 3-8 digit code on the keypad.
 - Press the '#' or 'ENTER' button to confirm. The safe will beep twice, indicating successful code change.
5. To set the master code (if different from user code, refer to specific instructions for your model):
 - Typically, the master code is set similarly to the user code but may involve a specific sequence or a different reset button. Refer to the detailed instructions provided with your safe for master code programming.
6. Test your new code with the door open to ensure it works correctly before closing and locking the safe.

3.3 Bolting Down the Safe (Optional, Recommended)

Bolting the safe to the floor provides additional security against removal.

1. Choose a suitable location for the safe, ensuring it is level and stable.
2. Open the safe door and locate the anchoring hole at the bottom of the safe.
3. Mark the drilling spot on the floor through the anchoring hole.
4. Move the safe and drill a pilot hole in the marked spot using an appropriate drill bit for your floor material.
5. Reposition the safe over the pilot hole.
6. Secure the safe to the floor using the provided bolting hardware. Tighten firmly.

4. OPERATING INSTRUCTIONS

4.1 Opening the Safe

1. Enter your 3-8 digit user code on the electronic keypad.
2. The indicator light will turn green, and you will hear a beep.
3. Within 5 seconds, turn the handle clockwise to open the safe door.

4.2 Closing and Locking the Safe

1. Close the safe door firmly.
2. Turn the handle counter-clockwise until it locks into place.
3. The safe is now locked.

4.3 Changing User Code

1. Open the safe door using your current code.
2. Press the red or green reset button on the inside of the safe door.
3. Enter your new 3-8 digit code on the keypad.
4. Press the '#' or 'ENTER' button to confirm.
5. Test the new code with the door open before closing.

4.4 Changing Master Code

Refer to the specific instructions provided with your safe for master code programming, as the procedure may vary slightly.

5. MAINTENANCE

5.1 Battery Replacement

When the battery indicator light flashes or the keypad does not respond, it's time to replace the batteries.

1. Open the battery compartment on the keypad.
2. Remove the old 'AA' batteries.
3. Insert 4 new 'AA' batteries, observing correct polarity.
4. Close the battery cover.
5. Test the safe operation.

5.2 Cleaning

Clean the exterior of the safe with a soft, damp cloth. Do not use abrasive cleaners or solvents, as they may damage the finish or keypad.

6. TROUBLESHOOTING

6.1 Safe Does Not Open with Code

- **Check Batteries:** Ensure batteries are new and installed with correct polarity. Replace if necessary.
- **Re-enter Code:** Double-check that you are entering the correct 3-8 digit code.
- **Try Master Code:** If the user code fails, attempt to open with the master code.
- **Use Emergency Key:** If all electronic methods fail, use the emergency override key to open the safe.

6.2 Keypad Not Responding

- **Replace Batteries:** This is the most common cause.
- **Check Connections:** Ensure the battery compartment is closed properly.

6.3 Door Does Not Close/Lock Properly

- **Clear Obstructions:** Ensure no items are blocking the door or the locking bolts.
- **Align Door:** Make sure the door is properly aligned with the safe body before attempting to close and lock.

7. SPECIFICATIONS

Feature	Detail
Model Number	HS-310E
Exterior Dimensions (H x W x D)	12 1/8" x 16 1/2" x 14"
Interior Dimensions (H x W x D)	8" x 12 1/3" x 9 2/7"
Weight	81 lbs
Fire Rating	1-hour UL rated for 1850°F
Lock Type	Electronic Keypad
Code Digits	3-8 Digits (User & Master)
Material	Alloy Steel
Color	Gray
Mounting Type	Freestanding, Tabletop (Bolt-down capability)
Included Components	Bolting hardware, Key
Power Source	4 x 'AA' batteries (external)
Water Resistance	Not Water Resistant

8. WARRANTY AND SUPPORT

8.1 Warranty Information

The Hollon Home Safe HS-310E comes with a **1-year lock lifetime warranty on the safe**. Please retain your proof of purchase for warranty claims.

8.2 Customer Support

For technical assistance, troubleshooting, or warranty inquiries, please contact Hollon Safe customer support. Refer to the official Hollon Safe website or your purchase documentation for current contact information.