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## Sargent & Greenleaf 1300V-SV-0ZI-E

# Sargent & Greenleaf 1300V Electronic Digital Keypad Lock User Manual

Model: 1300V-SV-0ZI-E

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## 1. Introduction

The Sargent & Greenleaf 1300V Electronic Digital Keypad Lock is a compact and versatile security solution designed for a wide range of applications. This V-Series lock is ideal for securing medical carts, cabinets, drawers, and lockers in various environments, including healthcare, education, sports & entertainment, and business. It offers an electronic keypad for secure access and is designed for easy installation and reliable performance.




Image 1.1: The Sargent & Greenleaf 1300V Electronic Digital Keypad Lock, showcasing its sleek design and keypad interface.

## 2. Safety Information

Please read and understand all safety instructions before installing or operating the lock. Failure to follow these instructions may result in product damage or personal injury.

- Do not attempt to disassemble or modify the lock. This may void the warranty and compromise security.
- Keep batteries out of reach of children. If swallowed, seek immediate medical attention.
- Use only the specified battery type (AAA Alkaline) and ensure correct polarity during installation.
- Avoid exposing the lock to extreme temperatures, direct sunlight, or excessive moisture. The lock is IP55 rated, offering protection against dust and low-pressure water jets, but is not fully submersible.
- Ensure all codes are kept confidential and changed regularly to maintain security.

## 3. Package Contents

Verify that all items are present in the package before beginning installation:

- Sargent & Greenleaf 1300V Electronic Digital Keypad Lock unit
- Installation hardware (screws, mounting plate, spindle, slam latch)
- 2 x AAA Alkaline batteries
- 1/16" (2mm) Allen Key (for Slam Latch installation)




Image 3.1: Product packaging for the Sargent & Greenleaf V-Series Electronic Cabinet Lock, Model 1300V.

## 4. Specifications

| Feature | Detail |
|---|---|
| Brand | Sargent & Greenleaf |
| Model Name | V-Series Cabinet Lock |
| Model Number | 1300V-SV-0ZI-E |
| Lock Type | Keypad |
| Material | Zinc |
| Color | Black |
| Dimensions (L x W x H) | 6.25 x 2.35 x 1.5 inches (15.88 x 5.97 x 3.81 cm) |
| Item Weight | 15.5 ounces (439 grams) |
| Power Source | 2 x AAA Alkaline batteries |
| Battery Life | Up to 15,000 operations |
| Special Features | Easy to Install, Lifetime warranty, On-the-door programming, Private and Public functions, ISO-certified photocatalytic coating, IP55 Rated |
| UPC | 850001149341 |




Image 4.1: Detailed product dimensions and components of the V-Series 1300V lock.

## 5. Installation Instructions

The Sargent & Greenleaf 1300V lock is designed for quick and simple installation. This section outlines the steps for installing the V-Series Slam Latch. Ensure you have all package contents as listed in Section 3.

### Important Notes Before Installation:

- The maximum door thickness when using the Slam Latch is $^{13}/_{16}$" (20mm).
- Familiarize yourself with the operation and programming of the V-Series before fitting to the Slam Latch.
- A $^{1}/_{16}$" (2mm) Allen Key is required for installation.

### Installation Steps:

1. **Remove Mounting Plate:** Unscrew the 4 mounting bolts to remove the mounting plate from the Slam Latch.
2. **Position Mounting Plate:** Use the mounting plate as a template. Position it on the inside face of the door as dictated by the door frame. Mark the $^{13}/_{16}$" (18mm) spindle hole and top $^{1}/_{4}$" (6mm) mounting hole.

   ***Important:*** *When positioning your Slam Latch, take into account any rebate, strike plate, or frame that the*

*door closes against, leaving a gap of between $^{1}/_{16}$" (2mm) and $^{5}/_{32}$" (4mm) from the latch body.*

3. **Drill Holes:** Drill the $^{13}/_{16}$" (18mm) spindle mounting hole and the $^{1}/_{16}$" (18mm) mounting hole.
4. **Choose Spindle:** Select the appropriate spindle length for your door thickness. The spindle fitted should project by a minimum of $^{5}/_{8}$" (17mm) and a maximum of $^{13}/_{16}$" (20mm) from the inside face of the door.

   ***Note:*** *This may be different to the spindle length suggested in the V-Series Installation Instructions.*
5. **Fit V-Series to Door:** Pass the spindle through the $^{13}/_{16}$" (16mm) hole in the door and the mounting plate. Secure with the locking nut. Fit the upper mounting bolt with washer to suit your door thickness.
6. **Fit Slam Latch:** Fit the Slam Latch to the mounting plate with the 4 mounting bolts. Enter the V-Series Master Code, or User Code, and turn the handle to check the latch retracts. Release the handle, checking the latch and handle spring back.
7. **Install Strike Plate (Optional):** If using a strike plate, mount this to the frame to receive the latch, ensuring the latch engages freely, yet securely.

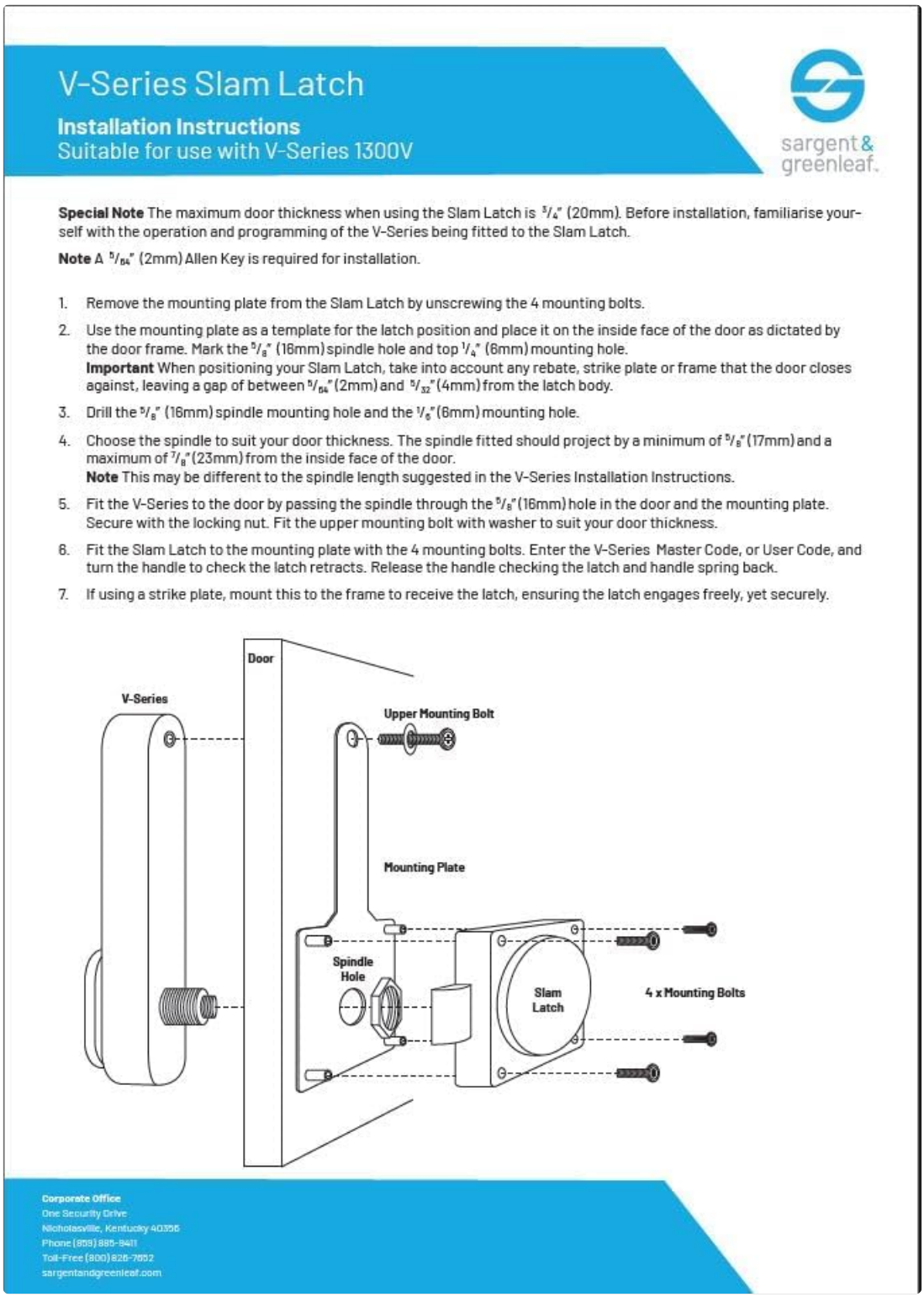



Image 5.1: Diagram illustrating the installation steps for the V-Series Slam Latch, including mounting plate, spindle hole, and slam latch components.

## 6. Operating Instructions

The Sargent & Greenleaf 1300V lock utilizes an 11-button keypad for secure access. It supports multiple code levels for flexible management.

### Code Levels:

- **Master Code:** 8-digit code for full control, including programming other codes.
- **Sub-Master Code:** 8-digit code, typically for supervisory access.
- **User Code:** 4-digit code for daily access.

- **Technician Code:** 6-digit code (factory set, for service).

### Opening the Lock:

1. Enter your valid User, Sub-Master, or Master Code on the keypad.
2. The lock will emit an audible confirmation (e.g., beep) and the LED indicator will change (e.g., green light).
3. Turn the handle to open the secured item.

### Locking the Lock:

The lock can be configured for automatic or manual locking. Refer to the programming instructions for specific settings.

- **Automatic Locking:** The lock will automatically re-lock after a set period once the door is closed.
- **Manual Locking:** Close the door and press the '#' button on the keypad to engage the lock.

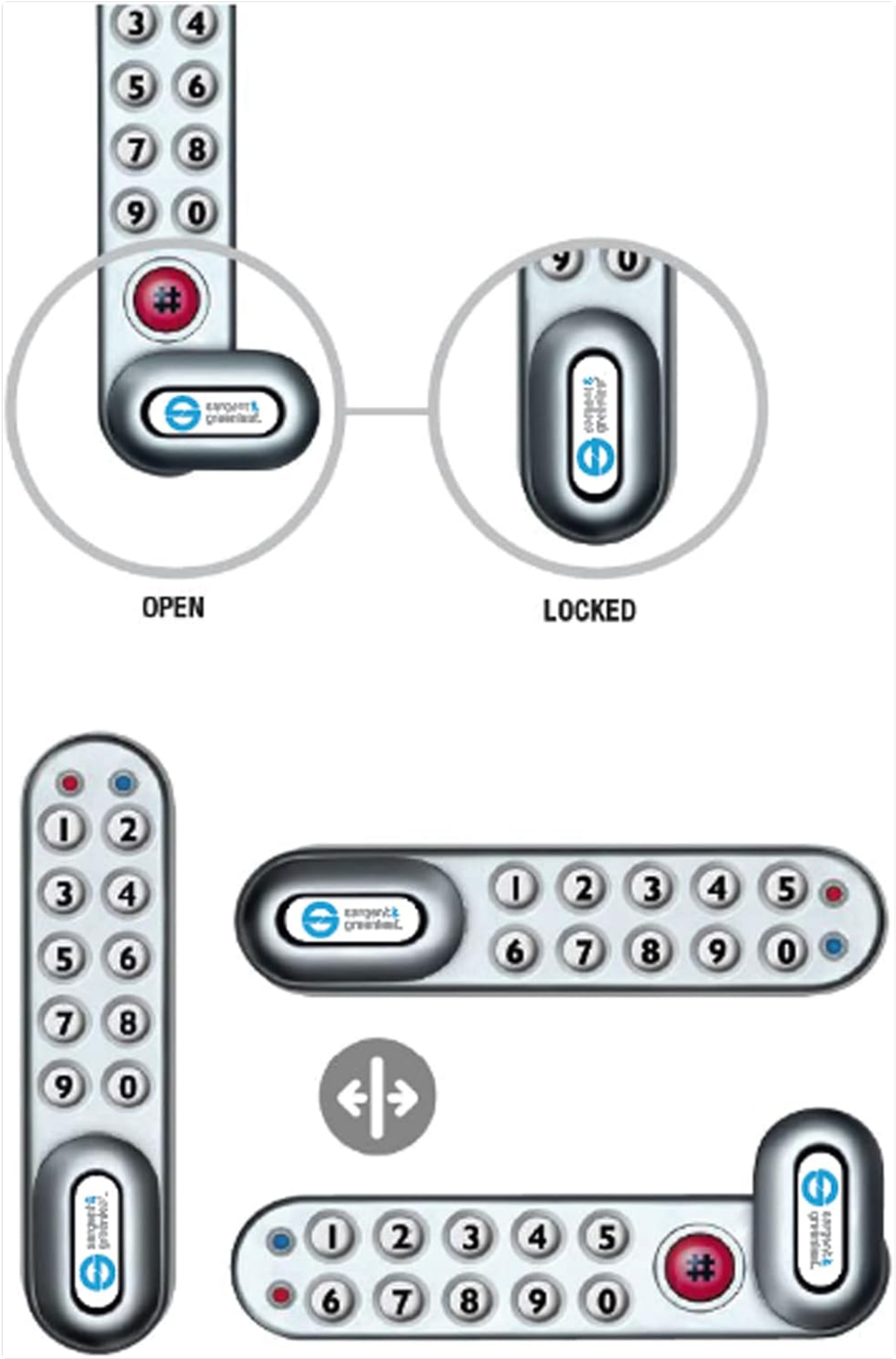



Image 6.1: Visual representation of the lock's open and locked states, indicated by the oval button's position and color.

### Programming Codes:

The V-Series 1300V supports on-the-door programming. Detailed instructions for changing Master, Sub-Master, and User codes are typically provided in a separate programming guide or can be found on the Sargent & Greenleaf website. Always ensure you remember your Master Code.




Image 6.2: The Sargent & Greenleaf 1300V lock installed on multiple lockers, demonstrating its application.

## 7. Maintenance

### Battery Replacement:

The lock is powered by 2 x AAA Alkaline batteries. A red LED will flash upon opening to indicate a low battery condition. Replace batteries promptly when this indicator appears to ensure continuous operation.

1. Locate the battery compartment, typically on the interior side of the lock unit.
2. Open the compartment cover.
3. Remove the old AAA batteries and insert new ones, ensuring correct polarity (+/-).

4. Close the battery compartment cover securely.

### Cleaning:

To clean the lock's exterior, use a soft, damp cloth. Avoid abrasive cleaners, solvents, or harsh chemicals, as these can damage the finish or the electronic components. The lock is treated with a clear ISO-certified photocatalytic coating for enhanced durability.

## 8. Troubleshooting

If you encounter issues with your Sargent & Greenleaf 1300V lock, refer to the following common problems and solutions:

| Problem | Possible Cause | Solution |
|---|---|---|
| Lock does not respond to keypad input. | Dead or low batteries. | Replace batteries with new AAA Alkaline batteries. |
| Lock does not open after entering code. | Incorrect code entered; Code not confirmed; Latch mechanism obstructed. | Ensure the correct code is entered. Listen for confirmation beeps. Check for any physical obstructions preventing the latch from retracting. |
| Difficulty programming new codes. | Incorrect programming sequence; Master Code forgotten. | Refer to the detailed programming guide (available on the manufacturer's website). If the Master Code is lost, contact Sargent & Greenleaf support. |
| Red LED flashes upon opening. | Low battery warning. | Replace batteries immediately. |

## 9. Warranty & Support

### Warranty Information:

The Sargent & Greenleaf 1300V Electronic Digital Keypad Lock comes with a**Lifetime Warranty**. This warranty covers defects in materials and workmanship under normal use. Please retain your proof of purchase for warranty claims. For full terms and conditions, refer to the official Sargent & Greenleaf warranty policy.

### Customer Support:

For technical assistance, programming inquiries, or warranty claims, please contact Sargent & Greenleaf customer support:

- **Corporate Office:** One Security Drive, Nicholasville, Kentucky 40356
- **Phone:** (859) 885-9411
- **Toll-Free:** (800) 826-7652
- **Website:** sargentandgreenleaf.com

When contacting support, please have your product model number (1300V-SV-0ZI-E) and purchase details ready.

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