

## SIGMA KSF 3525

# SIGMA Electronic Safe KSF 3525 User Manual

Model: KSF 3525

Brand: SIGMA

## INTRODUCTION

Thank you for choosing the SIGMA KSF 3525 Electronic Safe. This safe is designed to provide secure storage for your valuables, such as money, jewelry, and important documents. It features a robust construction and an electronic locking system with programmable access codes. Please read this manual carefully before operating your safe to ensure proper setup, usage, and maintenance.

## SAFETY INFORMATION

- Always keep the override keys in a secure location, separate from the safe itself, and not inside the safe.
- Do not store the user manual or code programming instructions inside the safe.
- Ensure the safe is placed on a stable, level surface. For added security, consider bolting the safe to the floor or wall using the pre-drilled holes (mounting hardware not included).
- Keep the safe away from excessive moisture or direct sunlight.
- Do not attempt to force the safe open if the electronic lock malfunctions. Use the override key.

## PACKAGE CONTENTS

Please check the box for the following items:

- SIGMA KSF 3525 Electronic Safe
- Override Keys (2 pcs)
- User Manual (this document)
- Batteries (if included, otherwise 4x AA batteries required)

## SETUP

### 1. Unpacking and Placement

Carefully remove the safe from its packaging. Choose a discreet and secure location for your safe. Ensure the surface is flat and stable. For maximum security, it is recommended to bolt the safe to a floor or wall using the pre-drilled holes at the back and bottom of the safe. (Mounting hardware is not supplied).



Image: Front view of the SIGMA KSF 3525 Electronic Safe, showing the digital keypad, rotary handle, and a grey finish.

## 2. Installing Batteries

1. Locate the battery compartment on the inside of the safe door.
2. Open the battery cover.
3. Insert 4 AA batteries (1.5V) according to the polarity indicators (+/-).
4. Close the battery cover securely.

## 3. Initial Opening (First Use)

For the first opening, use the override key:

1. Insert the override key into the keyhole, usually hidden behind a small cover on the keypad panel.
2. Turn the key clockwise.
3. While holding the key turned, rotate the handle clockwise to open the safe door.
4. Remove the key and store it in a safe place, separate from the safe.

## OPERATING INSTRUCTIONS

### 1. Programming Your Personal Code

The safe allows programming of a personal code between 3 and 8 digits. It is recommended to program your code with the safe door open to avoid accidental lockout.

1. With the door open, press the red reset button located on the inside of the safe door, near the hinge. You will hear a beep, and the yellow light on the keypad will illuminate.
2. Within 15 seconds, enter your desired 3 to 8 digit code on the keypad.
3. Press the "E" or "#" button (depending on model, usually "E") to confirm your new code. You will hear a confirmation beep.
4. Test your new code with the door open: Enter your code, then press "E" or "#". The green light should illuminate, and you should be able to turn the handle.

**Important: Remember your code. If you forget it, you will need to use the override key.**

### 2. Opening the Safe

1. Enter your personal 3 to 8 digit code on the keypad.
2. Press the "E" or "#" button.
3. If the code is correct, the green light will illuminate. Within 5 seconds, turn the handle clockwise to open the door.

4. If the code is incorrect, the yellow light will flash, and you will hear a beep. Re-enter the correct code.

3. Closing and Locking the Safe

- 1. Close the safe door.
- 2. Turn the handle counter-clockwise to engage the locking bolts.
- 3. The safe is now locked.

4. Low Battery Warning

When the batteries are low, the red light will illuminate when you enter your code. Replace the batteries as soon as possible. Your code will be retained even if the batteries are completely drained.

MAINTENANCE

- Clean the safe's exterior with a soft, damp cloth. Do not use abrasive cleaners or solvents.
- Regularly check the battery level and replace batteries annually or when the low battery indicator appears.
- Do not lubricate the electronic lock or keypad.
- Ensure the locking bolts move freely.

TROUBLESHOOTING

Problem	Possible Cause	Solution
Safe does not open with code.	Incorrect code entered. Batteries are low or dead. Handle not turned within 5 seconds.	Re-enter the correct code carefully. Replace batteries. Enter code and turn handle promptly. Use override key if necessary.
Keypad does not respond.	Batteries are dead or incorrectly installed.	Check battery polarity and replace batteries.
Safe beeps continuously after incorrect entries.	Too many incorrect code attempts (lockout mode).	The safe will enter a lockout period (e.g., 20 seconds) after 3 incorrect attempts. Wait for the lockout period to end before trying again.

SPECIFICATIONS

Brand	SIGMA
Model	KSF 3525
Manufacturer	METRO SOURCING INTERNATIONAL LTD
Color	Grey
Material	Alloy Steel

External Dimensions (H x W x D)	25 cm x 35 cm x 25 cm (9.8 x 13.8 x 9.8 inches)
Door Thickness	4 mm
Body Thickness	2 mm
Lock Type	Electronic with Key Override
Code Length	3 to 8 digits
Capacity	Approx. 16 Liters
Alarm	Visual (low battery, incorrect entry)
GTIN	04333465097787

## WARRANTY AND SUPPORT

Your SIGMA KSF 3525 Electronic Safe comes with a standard manufacturer's warranty. Please refer to the warranty card included with your purchase for specific terms and conditions. For technical support, replacement parts, or warranty claims, please contact your retailer or the manufacturer directly. Keep your purchase receipt as proof of purchase.

For further assistance, please visit the official SIGMA website or contact their customer service department.