



Water Resistant Fire File Owner's Manual



Customer Service / 1-800-828-1438 / www.sentrysafe.com

A lock reference number is required to obtain replacement keys. The reference numbers and/or letters are engraved in the key lock cylinder. Please contact our Customer Service Department (Monday – Friday 8:00 a.m. – 6:00 p.m. E.S.T.) at 1.800.828.1438 or visit our website at www.sentrysafe.com for ordering information.

IMPORTANT

If you experience problems or challenges with your fire file, then please contact us. Many issues can be quickly resolved without the product being returned.

REGISTRATION

www.sentrysafe.com/customer-care/register_your_product

Reasons to register: By registering your SentrySafe product you can easily retrieve forgotten codes and combinations, which would otherwise require a notary letter and payment.

Setting up your file

MOVING THE FILE INTO PLACE:

SentrySafe fire files are heavy, and extra caution is advised when moving the file into place.

WARNING

Do not use the file's handle to lift or move the file; damage to the latching system may result. For the lock to function properly, the file must be leveled from side to side and front to back. Place shims at the bottom corners of the file as necessary to level the file.

Opening the file

KEY LOCK:

Use keys found in the plastic bag.

IMPORTANT

Open drawers do not provide protection. SentrySafe fire files use the latest technology to protect your valuables. During a fire, the insulation is designed to release moisture to create a protective barrier. If you are storing valuables that are sensitive to moisture, such as stamps, money, watches, etc., please place them in a sealed, humidity resistant container to protect them from moisture damage.

Filling drawers

MAXIMUM RECOMMENDED WEIGHT: Up to 30 lbs./drawer

The weight should be evenly distributed throughout the file. Exceeding the maximum recommended capacity may seriously damage your file's suspension.

Warnings

WARNING

Do not store delicate items directly in your file.

SentrySafe products which offer fire protection have a proprietary insulation that has a high moisture content. In addition the SentrySafe advanced files close airtight to offer water resistance, which may also cause moisture to accumulate inside your safe. The desiccant packet included in your file during shipment should be left in your safe. **DO NOT DISCARD IT.** It is intended to help absorb moisture which may accumulate inside your file. Please open your unit once every two weeks to avoid moisture accumulation.

If you choose to store delicate items such as jewelry with working parts, watches, stamps, or photos in your safe, we recommend putting them in an air-tight container, prior to placing them in the safe for storage.

NOTE: Sentry Group will not be responsible for any damage or loss of items placed in the unit due to moisture.

Anti-tip mechanism

This Water Resistant Fire File features an anti-tip mechanism designed to maintain weight distribution to prevent potential collapses and/or damage of file contents. When one drawer is opened, the safety device automatically locks the others so that they cannot open at the same time. You must fully close one drawer before opening another.

Protection specifications

UL-CLASSIFIED FIRE PROTECTION

Your SentrySafe product is classified by Underwriters Laboratories, an independent testing organization, to pass the following rigorous standards of fire protection:



1-HOUR UL FIRE ENDURANCE TEST

Subjected to temperatures up to 1700°F (927°C) for a duration of one hour, the interior of the unit will remain below 350°F (177°C) to protect documents.

UL EXPLOSION HAZARD TEST

Subjected to flash fire in a 2000°F (1093°C) furnace for 20 minutes, the unit will not explode or rupture.

ETL VERIFIED FIRE PROTECTION

ETL verified for 1 hour fire protection of CDs, DVDs, memory sticks and USB drives up to 1700°F (927°C)



ETL VERIFIED WATER PROTECTION

ETL verified water protection against sprinkler and water spray exposure

WARNING

No computer disks, audio-visual media or photo negatives.

This product is not intended to protect computer floppy or diskettes, cartridges and tapes, audio or video cassettes or photo negatives.

WARNING

Gun warning: This product is not intended for the secure storage of all materials. Items such as firearms, other weapons, combustible materials, or medication should **NOT** be stored in this unit.