

8077 Exposed Shackle Padlock

8077
8077A -Green Dial
8077AB
8077AC -Black Dial
8077AD -Black Dial

NOTE: All models designed for indoor use only.

WARRANTY

This lock is guaranteed to be free of defects in materials and workmanship for a period of one year.

We will repair or replace, at our option, any lock which proves to be defective within the one year warranty period, providing it is returned to our factory by the S&G distributor from which it was purchased.



SARGENT AND GREENLEAF®

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All new 8077 locks are shipped from the factory set on a single combination number of 25. A new combination should be set on the lock before it is put into service.

Before attempting to operate this padlock, study the illustrations and familiarize yourself with the names of the various parts of the lock. Before attempting to change the combination, you should be thoroughly familiar with the opening procedures.

When opening the lock, or changing the combination, care should be taken to very precisely align the numbers of the combination and the index. Failure to do this could cause difficulties in opening the lock.

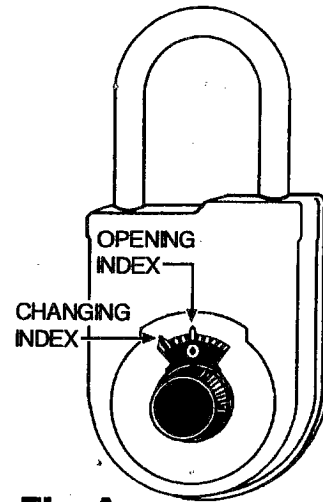


Fig. A

OPENING PROCEDURE

1. If the lock is set to the factory shipping combination, use the following procedure:

A. If the lock is new and is just being put into service, its combination has been set to the single number "25."

B. Turn the dial counterclockwise four revolutions. On the fourth revolution, align the number 25 on the dial with the opening index. See Fig. A.

C. Turn the dial clockwise to align zero with the opening index.

D. Pull on the shackle sharply to open the lock.

NOTE: If the lock fails to open: Dial $1/2$ number + or - (i.e. $24 \frac{1}{2}$ or $25 \frac{1}{2}$) to compensate for possible variation of the factory setting.

2. If the lock is set to a true, three number combination, use the following procedure:

A. Turn the dial left (counterclockwise) until the first number of the combination aligns with the opening index the fourth time.

B. Turn the dial right (clockwise) until the second number of the combination aligns with the opening index the third time.

C. Turn the dial left until the third number of the combination aligns with the opening index the second time.

D. Turn the dial clockwise until zero is aligned with the opening index the first time.

E. Pull the shackle sharply to open the lock.

IMPORTANT:

After re-locking the padlock the dial must be turned at least five complete revolutions in either direction to insure the mechanism is fully locked.

CHANGING PROCEDURE

1. With the present combination, open the lock as described in the **OPENING PROCEDURE**.
2. Use the screwdriver end of the change key (Fig. B) to turn the cover locking screw (Fig. C) clockwise until it comes to a complete stop.
3. Remove rear cover plate by sliding it upward.
4. Turn the cover lock screw counterclockwise, backing it out of the lock body as far as possible. It does not have a positive stop.
5. Close the shackle.
6. Cover the **opening index** mark with a small piece of tape or your thumb to prevent the possibility of dialing the numbers to the **opening index**.
7. Dial the present combination to the **changing index**. All numbers of the combination, including the last turn to zero, are used in the combination changing procedure.

A. In the event the lock is new and just being put into service, the single number of 25 is the combination. Turn the dial left (counterclockwise) until 25 aligns with the **changing index** the fourth time. Turn the dial right (clockwise) one-half revolution, stopping when zero is aligned with the **changing index** the first time. Do not pull on the shackle.

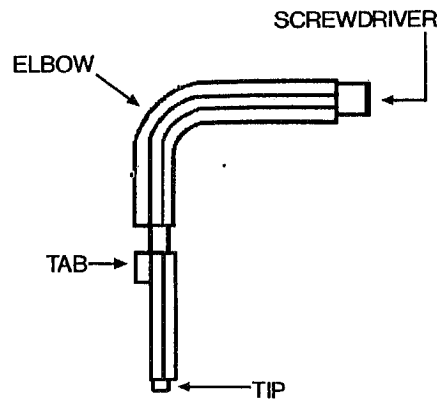


Fig. B

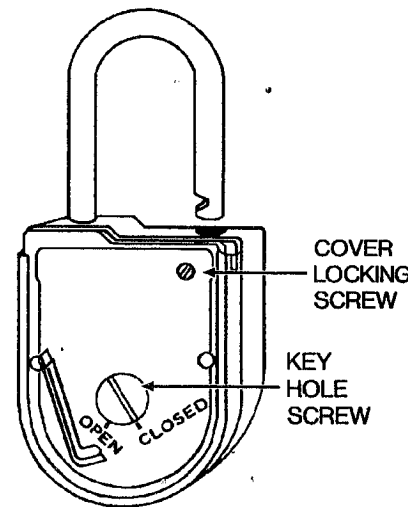
8. In the event that any other combination is set on the lock, use the same procedure outlined for opening the lock, but dial the combination numbers to the **changing index**.

9. Use the elbow of the changing key (Fig. B) to turn the key hole screw on the back of the lock (Fig. C) clockwise to the open position. If the screw will not turn, repeat the procedures in step 7 or 8, whichever applies.

10. Insert the change key (tip first) into the key hole in the back of the lock. The change key is properly seated when the tab on the key is fully inside the lock. Turn the key clockwise one-quarter turn.

11. Set the new combination as follows:

A. Turn the dial left until the first number of the new combination aligns with the **changing index** the fourth time.



8077 PADLOCK WITH COVER REMOVED

Fig. C

B. Turn the dial right until the second number of the new combination aligns with the **changing index** the third time.

C. Turn the dial left until the third number of the new combination aligns with the **changing index** the second time.

D. Turn the dial clockwise until zero aligns with the **changing index** the first time.

12. Once the new combination is set and zero is aligned with the **changing index**, turn the change key counterclockwise one-fourth turn and remove. Do not turn the key hole screw.

NOTE: To insure you have correctly set the combination, you should once again completely redial the new combination as directed in Step 11. Re-insert the change key fully into the lock, but do not turn. If the key will fully insert, you have set the combination correctly.

13. Remove the change key and again dial the new combination (including the final turn right to zero) to the **changing index**. Using the change key elbow, turn the key hole screw to the closed position.

14. If the key hole screw will not return to the closed position, the combination has been incorrectly dialed. Redial the combination to the **changing index** and try again.

15. Remove the tape or your thumb from the **opening index**. Dial the new combination to the **opening index** following the steps in the "OPENING PROCEDURE," and pull on the shackle sharply to open the lock.

16. Turn the cover locking screw clockwise until it comes to a complete stop.

17. Slide the rear cover into place.

18. Turn the cover locking screw counterclockwise as far as possible. Close the shackle.

19. After a combination change, it is advisable to operate the lock at least three times before putting it into use.