

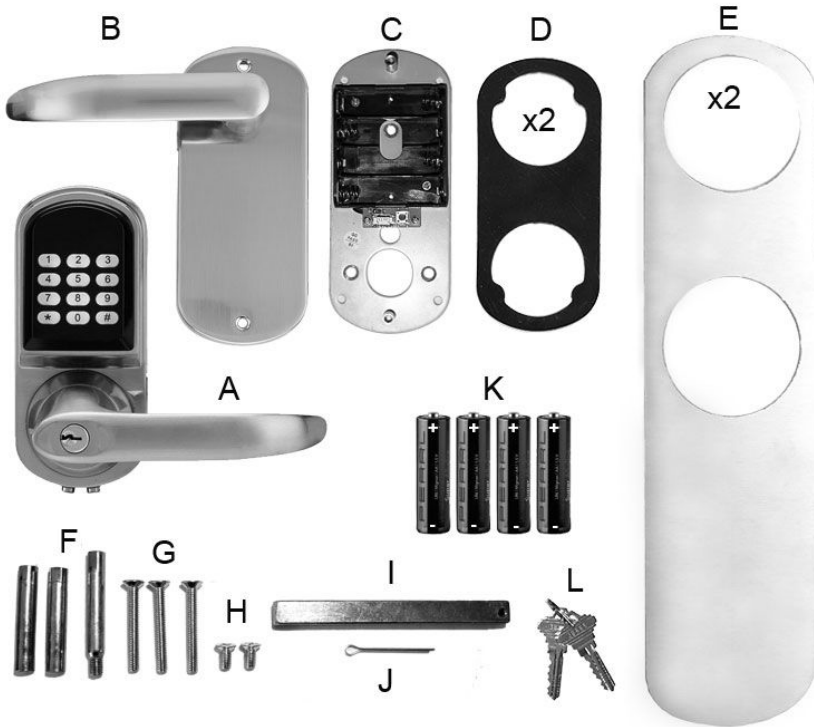
# Installation instruction of Booking Lock

Before installing the lock in the door, check whether it will be able to connect to the Wi-Fi network in the place where it will be mounted.

1. Before entering the data, make sure that the Wi-Fi network data (name and password) is correct.
2. Add your lock in the customer's administration panel available at <http://app.bookinglock.com/>.
3. Insert the batteries into the lock and configure the network within 2 minutes.
4. Enter the technical code on the lock keypad: \* 4567.
5. Search for wireless networks on the computer. Find the network named BookingLock and connect to it using the password: abcdefgh.
6. Open your web browser and enter the IP address to the configuration page: 192.168.4.1.
7. In the open web page, enter the parameters of the Wi-Fi network (SSID - network name, PASS - password) available in the place of the lock assembly and confirm with the Submit button. After this procedure, the lock will accept new network parameters.
8. After confirming the parameters, the lock will perform synchronization. The synchronization time of the lock with the server is about 10 minutes. The new lock will receive the default settings after the first synchronization, which should be configured in the administration panel according to your own needs.
9. If the configuration of the Wi-Fi network has been correct, the new lock will be visible on the list in the 'My locks' tab.

Due to the large number and variety of plates and mortice locks, the instruction should be used according to individual needs.

1. Prepare the mounting parts shown in the picture below.



- A) Front part of the lock (control panel)
- B) Back part of the lock
- C) Inner part of the lock (power section)
- D) Rubber washer x 2
- E) Metal sheet x 2
- F) Bushes
- G) Screws for screwing the front and back part of the lock
- H) Screws for the lock cover
- I) Square spindle
- J) Pin
- K) AA alkaline batteries or LR6 x 4 rechargeable batteries
- L) Emergency key

2. Before starting the assembly, prepare the necessary tools:

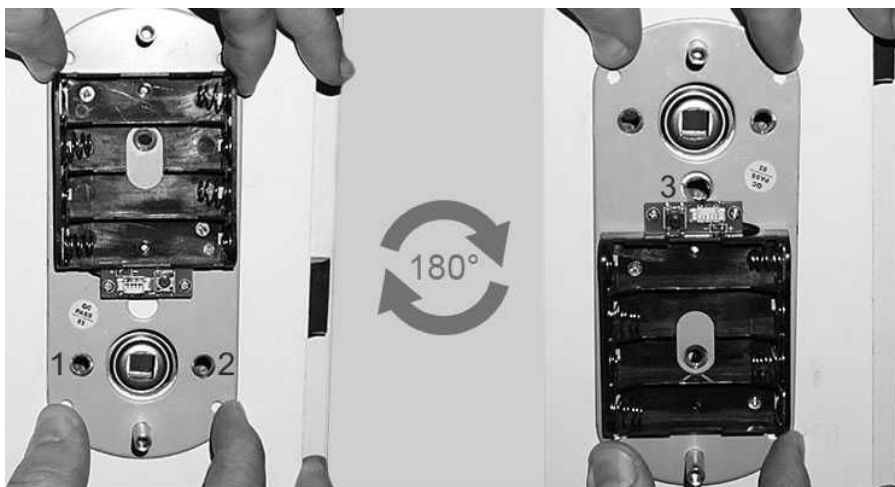
- a drill / a drill driver,
- bits,
- a star screwdriver,
- a level.



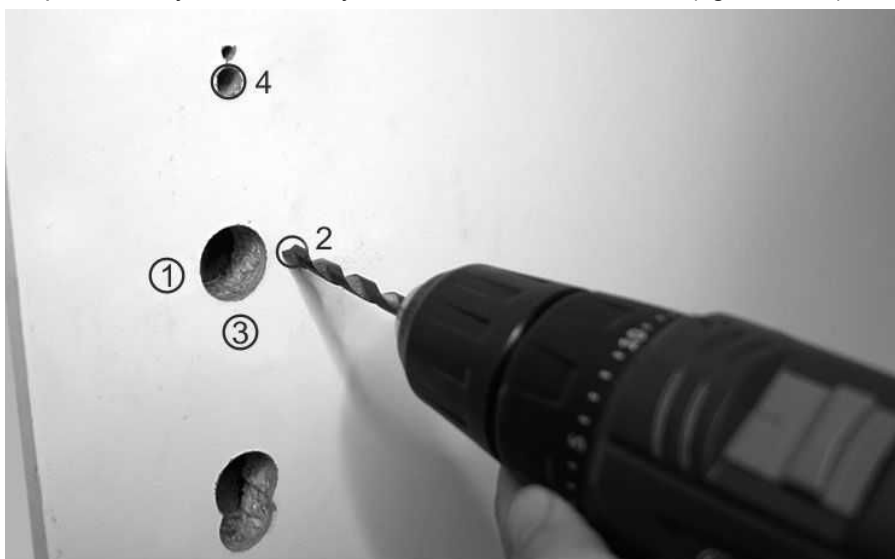
3. Zdemontuj wkładkę i szyld starego zamka. Remove the mortice lock and the old plate.



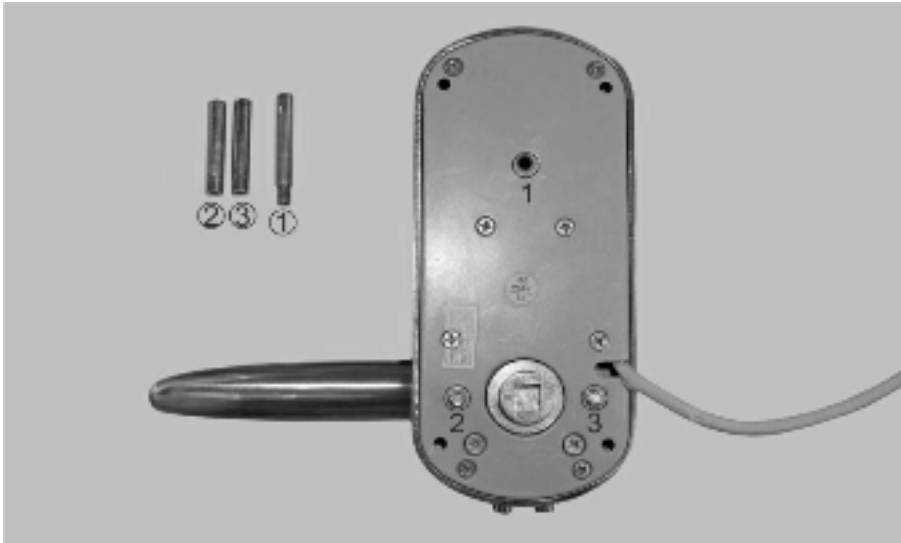
4. Try the inner part of the new lock (C) and mark the holes to be drilled (No. 1, 2). Remember to keep the cover straight. Then rotate it 180 ° and mark another hole (No. 3) that will help you to move the power cable to the other side of the door.



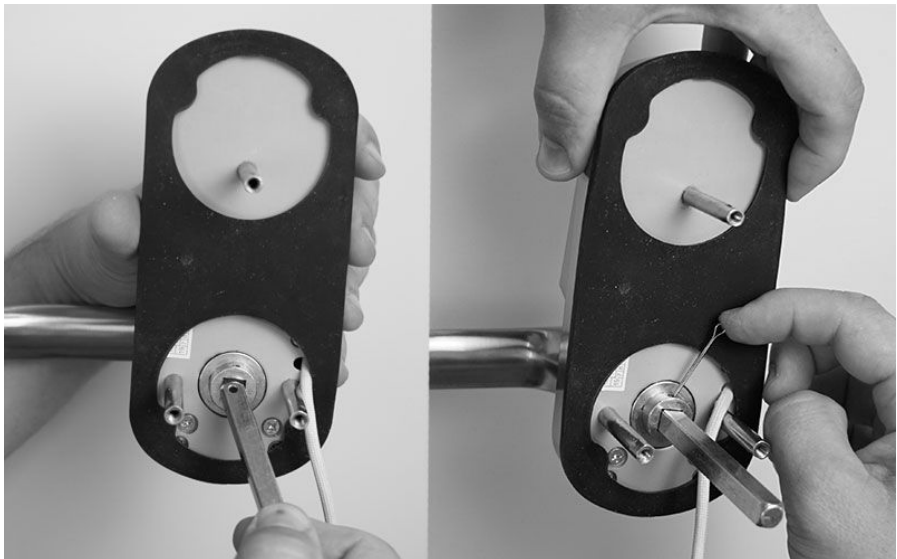
5. Drill mounting holes for a new lock (No. 1, 2, 3). Depending on the type of the plate, it may be necessary to re-drill or drill a new hole (figure No. 4).



6. Screw 3 bushes with threads (F) on the back to the front part of the lock (A). They will enable to screw the front and back part at a later stage of the assembly.



7. Put the rubber washer (D) to the housing. Insert the square spindle (I) into the handle hole, pointing it with the eyelet side up. Turn the pin (J) from the top and fold it out to the side because the spindle can't fall out.

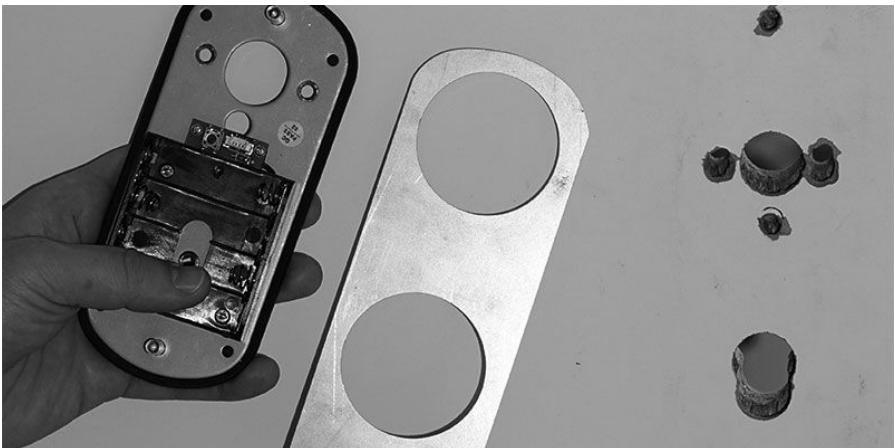


8. Fix the front part of the lock (A) with the metal sheet (E), inserting it into the mounting holes. Make sure that the cable connecting the control panel (A) and the power section (C) is correctly threaded through the hole.



In some situations, when the front part of the lock can't be installed due to the lack of certain recesses, it may be necessary to re-drill the holes of the mortice lock. The spacing of the factory-prepared recesses may differ slightly from the spacing of the bushes in the front part.

9. Put a second rubber washer (D) together with the metal sheet (E) on the back part (B).



Then screw it to the door plate.



10. Connect the power cable. Adjust the cable so that it is not damaged by the square spindle. Put inside AA 4 x 1.5V batteries (K).



11. Screw the back part of the door lock (B).



## **CHANGING THE SIDE OF THE HANDLE**

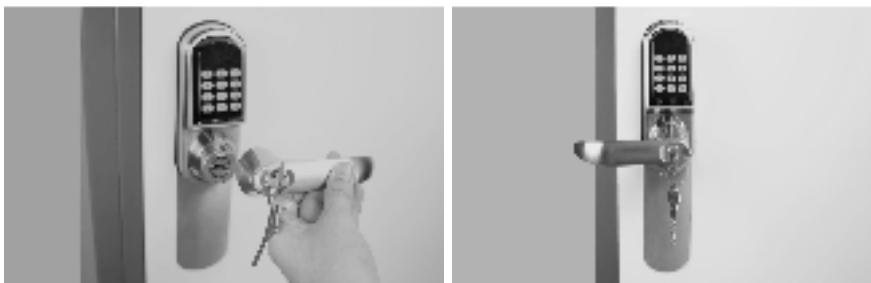
Depending on the method of assembly (right or left hand opening doors), it's possible to change a handle into the left or right side.

Insert the key into the lock and turn it to the right. Then press inside the bolts on both sides of the handle.





Remove the handle and turn it to the left. The handle will be correctly mounted if the bolts are not pressed inward.



The same applies when you want to change the handle from the left to the right side.

