KEYLESS SOLUTIONS

# KSKS

## Smart Key Safe

### Installation and set-up guide

Written for the new style.
Original style: page 3.



New style, protection cover closed

**A spare key, safe on the wall.**

Set it up in TTLock the day you install it. Keep this guide.

KEYLESS SOLUTIONS

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# Before you start

Read this page first. If anything here is unclear, call us before you drill.

## In this guide


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## You will need

- Pencil
- Drill
- Brick or concrete: a 6 mm masonry bit, with the drill on hammer
- Timber: a 2 mm twist bit for pilot holes
- Screwdriver to suit the screws
- Small screwdriver, for the hole plugs and the battery cover
- 4 x AAA alkaline batteries
- A toothpick, only if you ever reset it

### Important

- Until it is set up in the TTLock app, the factory code in its manual opens the new style, and so does ANY fingerprint. Set it up the day you install it, before a key goes inside.
- Whoever will OWN the key safe sets up the app. The account that adds it controls it.
- Never keep the key safe's own mechanical keys inside it.
- It is a box, not a lock accessory. It does not pair with a door lock or share its codes.

## Two ways to install it

**On a wall** page 6

Brick, concrete or timber. Four screws.

**On a door knob** page 7

Hangs from its shackle. No drilling.

# Which style is yours

The key safe comes in two styles. This guide is written for the new style. The original style is sold while stocks last.



## New style

Softer, rounder edges in black, with the KS badge on the front and a protection cover that turns down to show the keypad. It mounts on a wall or hangs from its shackle.




## Original style

While stocks last

Angular and black, with the fingerprint reader above the keypad. Keypad and reader are always on show.

| | | |
|---|---|---|
| **Opens by** | App, code, card, fingerprint, key | App, code, card, fingerprint |
| **Build** | Aluminium and zinc alloy, toughened glass keypad | Zinc alloy |
| **Batteries** | 4 x AAA | 4 x AAA |
| **App** | TTLock | TTLock |

### Yours is the original style?

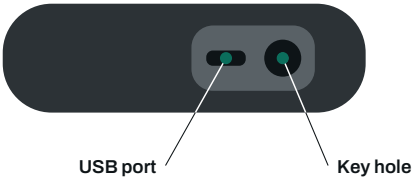
- Install it, put in its batteries and reset it as the manual in its own box shows. The installation, battery, factory code and reset steps in this guide are for the new style.
- Then set it up in TTLock as on pages 9 and 10. Any questions, call us on 09 238 2377.

# Know your key safe

New style, drawn with the protection cover turned down. Not to scale.




## Bottom edge




The USB port and the key hole sit side by side on the bottom edge, under a silicone plug marked USB / KEY. Keep the plug in place, so water and dirt stay out.

# In the box, and where to install it

New style, as its packing list prints it. Check every part before you start.

| Part | Qty |
|---|---|
| **Key safe** | 1 |
| **Mechanical keys** | 2 |
| **Wood screws, 4 x 30 mm** | 4 |
| **Wall plugs, 6 x 30 mm** | 4 |
| **Key cards** | 2 |
| **Manual** | 1 |
| **USB lead** | 1 |
| **Shackle, for hanging it** | 1 |

Batteries are not on the list: you need 4 x AAA alkaline. Original style: check its parts against the list in its own manual.

## Where to install it

**On a wall.** Brick, concrete or timber, at a height that suits the people who use it, somewhere they can reach easily.

**Or on a door knob.** It hangs from its shackle, with no drilling (page 7).

**Room below it.** The front swings down to open and the protection cover turns down, so leave space under the key safe.

**Any other wall?** Plaster, weatherboard or cladding: call us on 09 238 2377 before you drill.

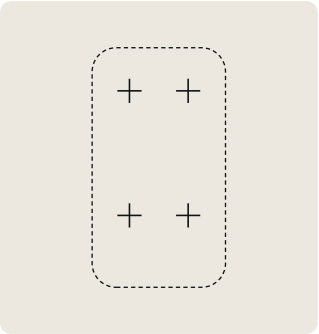
### Before you drill

- Check for pipes and cables behind the wall where the screws will go.
- Keep the keys and both key cards together until the key safe is set up in the app.

# Install it on a wall

The key safe is its own template: you mark the wall through its fixing holes. There is no paper template.

1. **Open it with a key**
   No batteries yet. Pull out the silicone plug on the bottom edge, put a key in, turn it clockwise and pull the front open.
2. **Push out the hole plugs**
   Inside the housing, push the plugs out of the fixing holes with a small screwdriver.
3. **Mark the wall**
   Hold the key safe level where you want it and mark through its fixing holes.



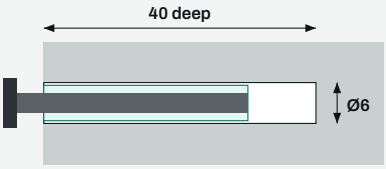
**Mark through the holes**
Not to scale

## Brick or concrete

4. **Drill and plug**
   Drill each mark 6 mm across and 40 mm deep with a masonry bit, drill on hammer. Push in the four wall plugs.
5. **Screw it on**
   Fix the housing with the four 4 x 30 mm screws.

## Timber

4. **Pilot holes**
   Drill each mark 2 mm across and 40 mm deep with a twist bit. No wall plugs.
5. **Screw it on**
   Fix the housing with the four 4 x 30 mm screws.



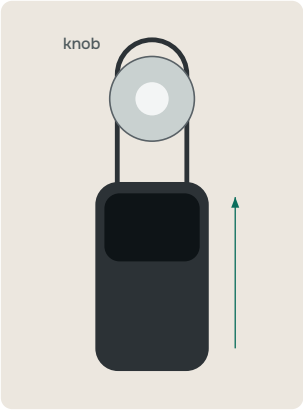

Brick or concrete, in section. The 6 x 30 mm wall plug sits in the 6 mm hole drilled 40 mm deep. The 4 x 30 mm screw goes through the housing into the plug.
Sizes in mm.

**If anything here differs from the manual in the box, follow the manual and call us on 09 238 2377.**

# Or hang it from a door knob

No drilling. The shackle goes over the knob's neck and the key safe locks onto it.

1. **Open it, batteries in**
   Open it with a key (page 6, step 1) and put in the batteries (page 8).
2. **Pull out the rubber plugs**
   Pull the two rubber plugs out of the top of the key safe. The shackle ends go in there.
3. **Buckle it on**
   Loop the shackle over the knob's neck. Push the key safe up onto both shackle ends until it buckles on.
4. **Test it**
   Do the code test and the key test on page 8 before you leave it.




**Push up to buckle on**
Not to scale

## Taking it off

1. **Open the key safe**
   With a code, card, fingerprint, the app or the key.
2. **Push the unhook button up, hard**
   It is at the top, inside the housing (page 4). It needs a firm push upwards.
3. **Lift it off**
   Lift the key safe off the shackle ends.

### Good to know

- The unhook button is inside, so the key safe only comes off the shackle once it is open.
- The shackle is in the box. Keep it, even on a wall mount, in case you move it to a door knob later.

# Batteries and first test

With the key safe open and fixed in place.

1. **Batteries**
   The battery box is on the inside of the front. Undo its cover's screws, put in 4 good quality AAA alkaline batteries, all from one fresh set, and screw the cover back on. Never use any other kind.

2. **Code test**
   Close the front. Turn the protection cover down to show the keypad. Key in the factory code from its manual and press the tick key: it opens.

3. **Key test**
   Check a mechanical key opens it too. Then keep both keys somewhere else, never inside.

4. **Set it up now**
   Until it is in the app, the factory code and any fingerprint open it. Go straight to page 9.

## Everyday use

**Open it** with your code then the tick key, a card held on the card reader, your fingerprint, or the TTLock app beside it.

**Lock it** by closing the front. Turn the protection cover back up over the keypad.

**With a key:** pull out the silicone plug on the bottom edge, put the key in, turn it clockwise and pull the front open.

**Batteries:** change all four together, with good quality AAA alkaline cells. If they go flat, open it with a key and change them.

### Care

- Wipe it with a soft damp cloth. Never spray anything onto it.
- Keep the silicone plug on the bottom edge in place, so water and dirt stay out.

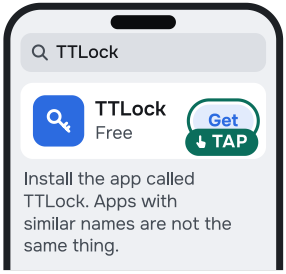
# Set up the TTLock app

TTLock is free. It is not our app, but it is the one the key safe runs on. Do this standing at the key safe, Bluetooth on, on the OWNER's phone.

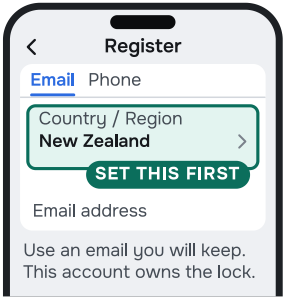
1. **Install TTLock**
   From the App Store or Google Play. Apps with similar names are not the same.

2. **Make an account**
   Your own email or mobile number, country New Zealand. This account owns the key safe.

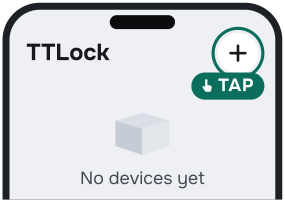
3. **Add the key safe**
   Press + and follow the steps in the app. Not sure which type to choose? Call us on 09 238 2377.



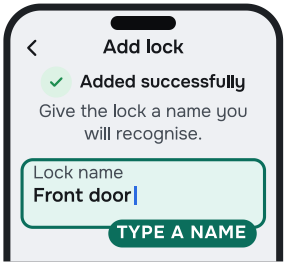

A Find TTLock




B Make an account




C Press +




D Name it

4. **Name it**
   Spare key, front door. Not Lock_1.

5. **Check the factory code is dead**
   New style: key in the factory code and the tick key. It must be refused now. If it opens, setup did not finish: add it again.

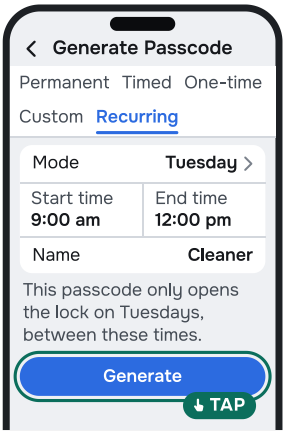
App screens are illustrations redrawn by Keyless Solutions in September 2026. Yours may look slightly different.

# Give people access

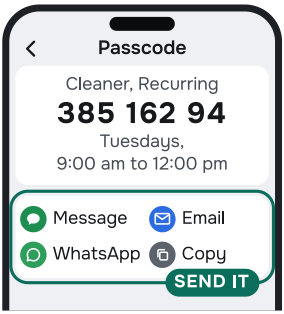
Everything here is done in the TTLock app by the owner. Name every code, card and fingerprint after the person who uses it.

**Codes.** Permanent, timed, one-time or recurring, for example a cleaner every Tuesday. Use timed or one-time codes for guests and trades. A new code must be used once within 24 hours of its start time.

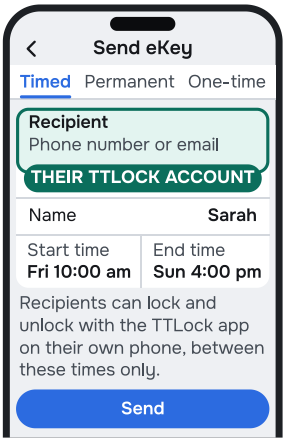
**eKeys.** For someone with the app on their own phone and their own TTLock account.



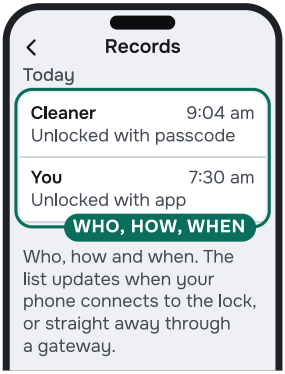

Make a code




Send it




Send an eKey




Records

**Cards.** Two key cards come in the box. Enrol each one at the key safe and label it.

**Fingerprints.** Enrol each person's finger at the key safe, from the app.

**Records.** See who opened it, how and when. Freeze or delete anyone at any time.

### Away from home

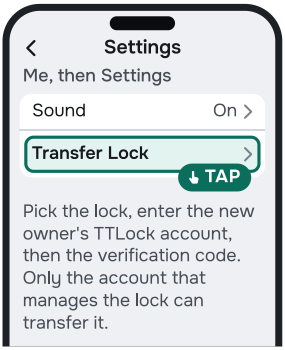
- Opening it remotely needs a gateway. Ask us which one before you buy. Codes, cards and fingerprints never need the internet.

App screens are illustrations redrawn by Keyless Solutions in September 2026. Yours may look slightly different.

# Passing it on

It is the ACCOUNT that owns the key safe. Moving out or selling: transfer it in the app to the new owner's TTLock account.

If you cannot transfer it, delete it in the app standing beside it, then do a factory reset so the new owner can add it.




Settings, Transfer Lock

### Factory reset, new style

- Open the key safe. Batteries in.
- Push a toothpick (anything under 2.5 mm across) into the setting hole on the inside of the front. Hold the reset button for 3 seconds.
- When the voice asks for the initialisation code, key in 000 then the tick key.
- It confirms the administrator is deleted. The factory code opens it again, and so does any fingerprint: set it up again before a key goes inside.

## If something is not right

| | |
|---|---|
| **Any fingerprint opens it** | It is not set up yet. Add it in the app (page 9). |
| **The factory code still opens it** | Setup did not finish. Add it in the app again. |
| **It will not lock** | Close the front fully. |
| **The app will not add it** | It is on someone else's account. They delete it beside it, or reset it. |
| **A new code will not work** | Use it once within 24 hours of its start time. |
| **Key turns, front stays shut** | Keep the key turned and pull the front open. |
| **Shackle will not let go** | Push the unhook button upwards, hard. |
| **Flat batteries** | Open it with the key and change all four. |

**Still stuck?** Call us on 09 238 2377 or 027 8 ACCESS (222 377).

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# Specifications

| | New style | Original style |
|---|---|---|
| **Opens by** | App, code, card, fingerprint, key | App, code, card, fingerprint |
| **Material** | Aluminium and zinc alloy, toughened glass keypad | Zinc alloy |
| **Colour** | Black | Black |
| **Mounting** | Wall, or hung from its shackle | See the manual in its box |
| **Weather rating** | IP65 | |
| **Holds** | | About five keys |
| **Front plate** | | 165 x 72 mm |
| **Batteries** | 4 x AAA alkaline | 4 x AAA |
| **Bluetooth** | | 4.0 or above |
| **App** | TTLock | TTLock |
| **Factory code** | In its manual, then the tick key. Off once set up | See the manual in its box |

## Warranty

Two years on the key safe. Nothing in our warranty limits your rights under the Consumer Guarantees Act 1993.

KEYLESS SOLUTIONS

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