

PRODUCTS THAT CAN BE KEYED ALIKE



**ALL STRUCTURAL &
MOBILE PEDESTALS**
FULL AND SQUARE PULL



ALL LATERAL FILES
FULL AND SQUARE PULL



ALL WARDROBE TOWERS
FULL PULL



**ALL FLIPPER DOOR
OVERHEADS**
"A" AND "B" STYLE



**ALL SLIDING DOOR &
UP-MOUNT CABINETS**
SQUARE PULL

PROCEDURE

1. When requesting a new order to be keyed alike, enter LOCK2.R.KA for both, Full Pull or Square Pull; you will enter the quantity for the number of items that will require a keyed alike lock core.
2. If just pedestals, lateral files and/or wardrobe towers are being keyed alike, enter the comment "Keyed Alike" to the line item for the LOCK2.R.KA. Include the items that are to be keyed alike:
Ex.: 4 stations to be keyed alike – each to include
 - (1) LF2-FP
 - (2) BBF-FP
 - (1) WR-TOWER
3. If there are overhead units that are to be keyed alike as well on the order, enter the comment "Keyed Alike" to the line item for the LOCK2.R.KA. Include the items that are to be keyed alike and also include the comment "Keyed Alike" to the overhead unit line item.

PRICING

1. For all Full Pull pedestals, lateral files and wardrobe towers that are being keyed alike, there is no additional charge. This also includes ANY flipper door units, either “A” or “B” style, there is no additional charge.
2. For all Square Pull pedestals, lateral files and overhead units (SDCabs and Up-Mounts) we will charge for this service. The pricing needs to be added to the LOCK2-R.KA line item for each lock core required.
3. If there are ANY flipper door units on an order with Square Pull pedestals, laterals or overheads, there is no charge to the flipper door units to be keyed alike.
4. All keyed alike orders will be shipped with one change key per order at no charge.
5. If additional change keys are requested they will have to be added to the order as a separate line item and billed accordingly.

PACKAGING

1. All customer orders with “Keyed Alike” pedestals, lateral files, flipper door units, overheads and or wardrobe towers on the order, the lock cores will be packaged in a small box on the top of the pallet or pallets of pedestals with a BRIGHT GREEN LABEL that states lock cores included, do not discard (example shown below). Included with each order is one change key for the installers to install the new lock cores.

LOCATE BOX WITH
GREEN LABEL!



2. All Full Pull pedestals, lateral files and wardrobe towers will be shipped with NO CORES installed, keyed alike or random.
3. If there are flipper door units “A” or “B” style that are keyed alike they will be shipped WITHOUT the cores installed. The cores will be included in the box with the cores for the pedestals and or lateral files.
4. If the order is just for random keyed cores, none keyed alike, the cores will be installed into the lock housings on all flipper door units, “A” or “B” style.