



# Key Management Program Overview



## The Ideal Solution to Costly Lock Changes.

InstaKey® Security Systems provides a comprehensive key management program that effectively reduces overall costs of locks and keys, while allowing business owners to gain complete control of their keyed access, no matter how many locks need to be managed. Here's how we do it:

### Rekeyable Cylinders

With a 180-degree turn of a key, the InstaKey cylinder can be rekeyed without the cost of a locksmith (\$200+ for each visit) or a Manager's time to swap cores for each incident. A rekey can be performed up to **nine** times before a core needs to be replaced.

### Non-Duplicable, Serialized Keys

Business owners no longer have to worry about additional keys being made without their knowledge, because they can't be duplicated. The key blanks necessary to make a copy are tightly controlled by InstaKey and not available to hardware stores, locksmiths or key cutting kiosks.

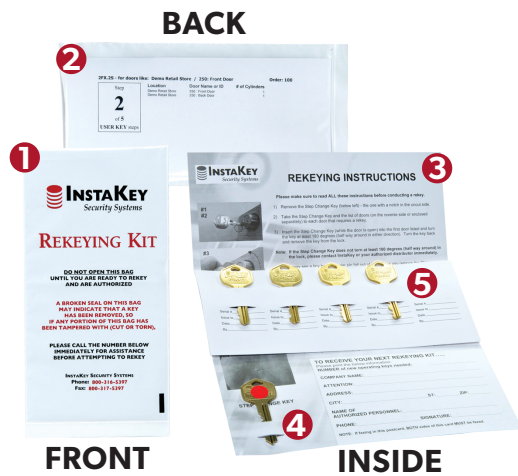
When keys are returned by employees upon separation, there is no need to rekey, because you know the key has not been duplicated -- saving the cost to rekey. The unique serial numbers stamped on each key allows you to keep track of assigned keys by their serial numbers.

### Dedicated Support

InstaKey provides dedicated account support to make sure you get the keys and cores you need, when you need them. Because our keys are restricted, only InstaKey can cut them. Keys can be sent overnight in emergencies. To avoid this, we recommend keeping a rekeying kit in each location's safe to be used as needed.

### Comparing Costs

Would you rather spend \$200 on a locksmith callout or \$40 for a rekey kit? If you chose the rekey kit, you'd be saving 80% on lock changes with InstaKey. Each rekey kit averages \$40. Rekey kit costs may vary depending upon the number of keys needed. The cost for an initial hardware install varies as well, depending on door hardware currently in use, but averages \$300 per location for a single storefront setup, including the first rekey kit.



## Each Rekey Kit Includes:

- ① Sealed, tamper-proof bag
- ② Door list and indicator for each Step
- ③ Rekeying instructions
- ④ Step Change Key
- ⑤ New keys to assign

## Operational Procedures

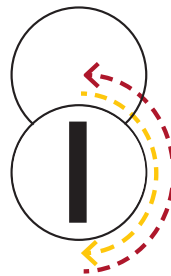
InstaKey's systems are designed to simplify the rekey process. Below are the operational procedures for when and how to conduct a rekey.

### When To Conduct a Rekey

A rekey is conducted **only** when the original issued keys are unaccounted for. Managers can locate the rekey kit (preferably in the safe), open it and follow the simple instructions enclosed in the kit.

### How To Conduct a Rekey

1. Take the Step Change Key (marked with a red dot sticker) from the lower left portion of the rekeying instructions and open the door to be rekeyed. Insert the Step Change Key into the lock. Turn the key to the right 180 degrees, and then back to the left, arriving back at the starting position.
2. Remove the Step Change Key from the lock. As you do that, look for a small brass pin that will fall out as you remove the key.
3. Try the old key in the lock. If it does not turn and only the new operating keys turn, then you have successfully rekeyed the lock. The Step Change Key and old operating keys may be sent to InstaKey to be recycled.



The cost savings and ease-of-use are clear. To find out exactly how much you stand to save with InstaKey, request a quote by emailing [sales@instakey.com](mailto:sales@instakey.com) today!

### A Risk to Consider

With keys being the front line security defense, what is the impact if locations are not immediately rekeyed? What is the potential impact on the safety and security of personnel?

### Master Key System

Master systems can be designed by store, region, geography, etc. This offers the ability to rekey independently between levels, saving from having to rekey at all levels. In disaster recovery situations, this can provide an immediate cost-effective solution.

### What Happens After the Ninth Rekey?

Locks will self-destruct after nine rekeys. **Just kidding.** It's time to swap out your cores. If you find yourself on Step 9, we'll send you a new set of cores to replace the old ones, which will start at Step 1 again. With the new cores, we'll send a Control Key to remove old cores and insert new ones. No tools necessary. InstaKey will recycle the old cores.