

Owner's Guide

Important Homeowner Information



Package Protector



FLORENCE

 CORPORATION

5935 Corporate Drive • Manhattan, KS 66053

www.florencemailboxes.com • 800.275.1747

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Getting to Know your Package Protector™

Package deliveries to homes continue to grow as online purchases are now part of our everyday lifestyle!

Package Protector™ provides you a secure place for deliveries to help ensure your packages stay safe and sound while you are away from home.

Packages can be delivered by any carrier company you use for online order purchases – you control access simply by providing carriers or others your access code.

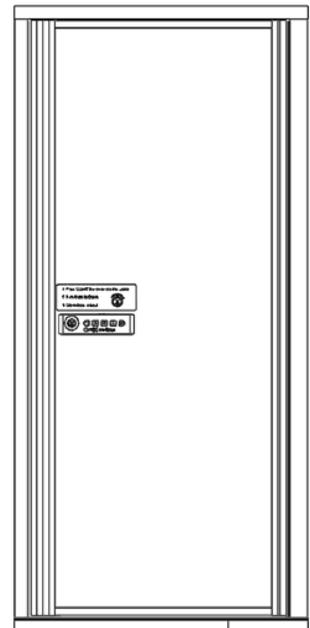
Product Features:

1. Internal package compartment size is 34.5" High x 12" Wide x 15" Deep
2. Constructed of heavy aluminum and stainless steel components for superior strength and corrosion resistance
3. Rugged, powdercoat finish resists scratching and vandalism
4. Resettable, push button combination lock provides homeowner and delivery carrier easy access
5. Water intrusion management system (patent pending) on recessed PRO model to discharge water if it gets into interior compartment when door is open
6. Lock is mechanical - no electricity required – auto locks when door is closed

For more product information, please visit www.MyPackageProtector.com.

Note: The features above relate to both the recessed (PRO) model as well as the pedestal mounted (PORT) model unless otherwise noted.

See next page to find out how easy it is to setup and use your new **Package Protector™**.



Using Package Protector™

You can start using your new *Package Protector™* in two simple steps...

- 1) Setup your unique user access code on the resettable combination lock*
- 2) When ordering something online – enter your Package Protector™ access code in the shipping address

Insert carrier delivery instructions in **line #2 of the shipping address** - see sample below:

First & Last Name

Line #1 – Address / House # & Street Name

Line #2 – Input XXXX to open package box [on porch... or other location]

City, State & Zip Code

Packages are delivered fast and easy using your *Package Protector™* – your Delivery Carrier will...

- 1) Enter the user access code you provided in your online order shipping address
- 2) Open the *Package Protector™*
- 3) Deposit your package(s) inside
- 4) Close the door to lock

Repeat!

Additional package deliveries can be made as long as there is space in *Package Protector™*.



Retrieve your packages waiting securely for you in *Package Protector™* by...

- 1) Entering your unique user access code to unlock the door
- 2) Retrieve your packages from the unit
- 3) Close the door to lock

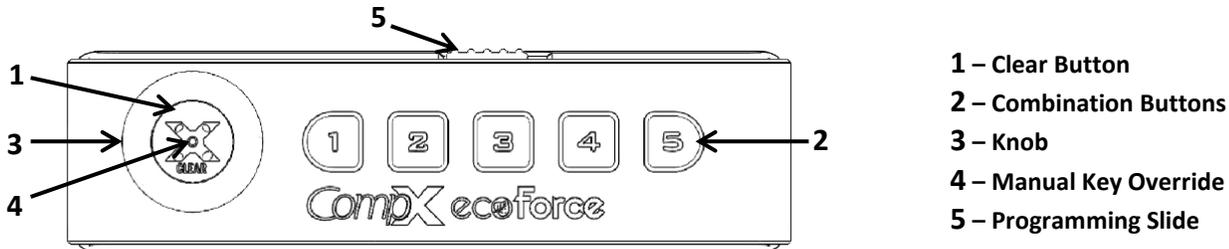


* Please refer to page 4 for instructions on setting up your *Package Protector™* resettable combination lock

Setting Your Package Protector™ User Access Code

Get to know your new ecoForce resettable lock before setting up your user access code.

The ecoForce resettable combination lock is easy to setup and operate – please see features below.



Factory Default Combination is 1-2-3-4-5.

To operate your new ecoForce* lock the first time...

- 1) Press the Clear Button firmly
- 2) Press Combination Buttons down in order one-at-a-time [1-2-3-4-5]
- 3) Rotate Knob 90° clockwise to unlock
- 4) Release Knob to allow self-locking cam to engage and lock

Changing the Combination (User Access Code)

To change the user access code on your lock, follow the steps below to enter programming mode.

1. Press the Clear Button firmly
2. Press current Combination Buttons down in order and one at-a-time
3. Move Programming Slide towards the Knob
4. Press Clear Button down completely to clear current combination code until you hear a “click”
5. Enter your new code by pressing buttons in the order you choose - user code can be from 3-5 digits
6. Rotate Knob 90° clockwise to set your new combination
7. Release Knob to allow self-locking cam to engage and lock
 - ✓ Check that your new combination is set by reopening your Package Protector™ before using

Manual Key Override

Your Package Protector™ comes with a key in case you need to unlock the unit manually - to use the override:

1. Insert key completely
2. Rotate key 90° clockwise to unlock
3. Release Knob to allow cam to engage and lock



Manual Override Key



Code Recovery Pin*

IMPORTANT SECURITY NOTE:

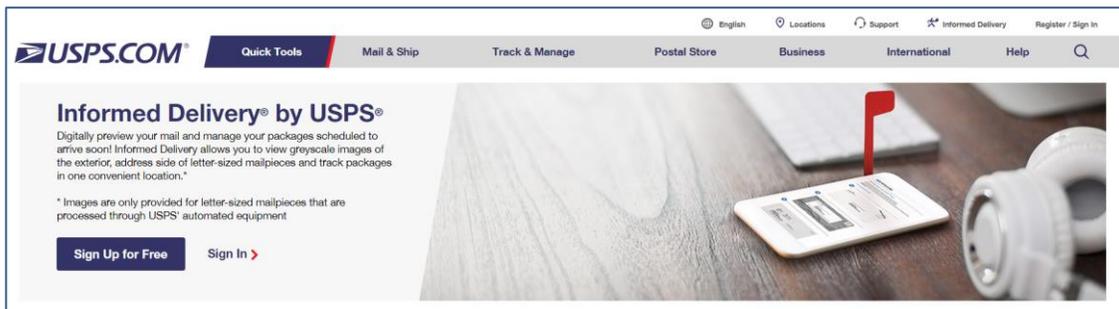
Change your user code combination code from the factory default! Please don't use your new Package Protector™ for package deliveries until you set your own unique user code.

*For additional lock details or to discover a lost or forgotten combination, please visit www.compxecoforce.com

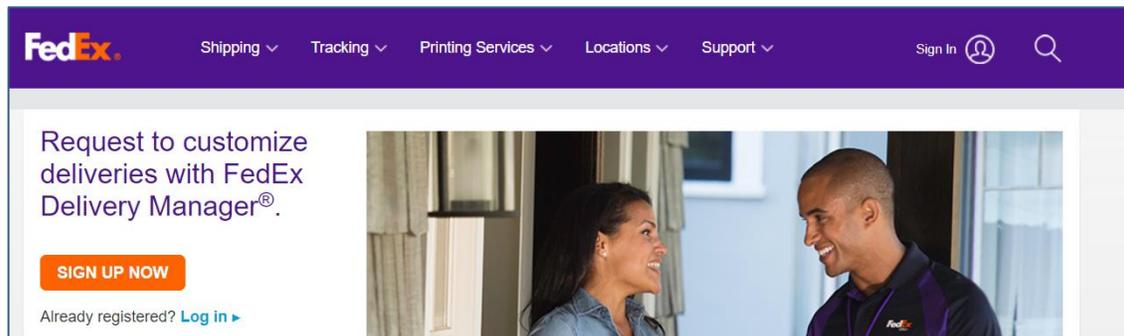
Parcel Carrier Customer Delivery Services

Did you know that each of the major national parcel carrier companies offer free customer services that allow you to provide special instructions for package deliveries to your home? Creating accounts with the carriers is super easy and free! **You can choose to receive email or text communications that will be sent to you with each package delivery.**

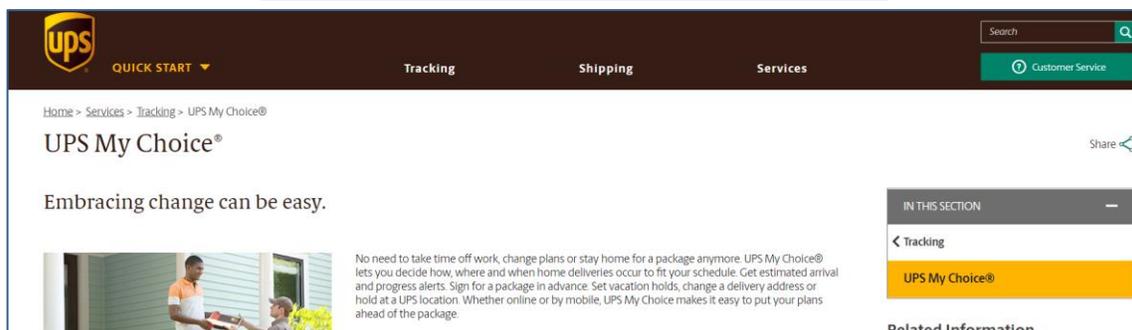
The links below will take you to sections of the carrier websites where you can create special instructions for your address that will help your carriers understand your needs as it relates to delivering packages to you at home. While these types of instructions are not required for carriers to use Package Protector™ at your home – these services can be very helpful to you in a number of ways -- including providing you visibility to every package on its delivery route to your home via email or text communications.



<https://informedelivery.usps.com/box/pages/intro/start.action>



<https://www.fedex.com/apps/fdmenrollment/>

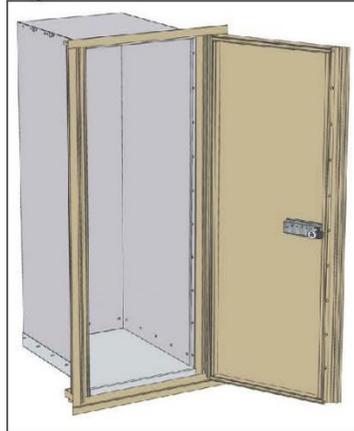


<https://www.ups.com/us/en/services/tracking/mychoice.page>

Replacing Your Package Protector™ Lock

If it is ever necessary to replace your Package Protector™ lock – please follow instructions outlined below.

Fig. 1

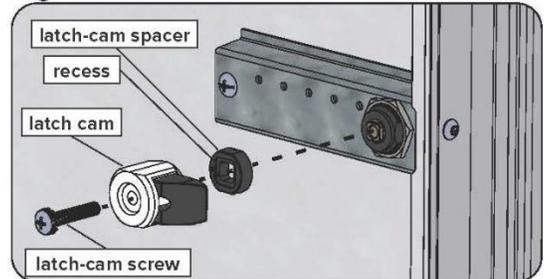
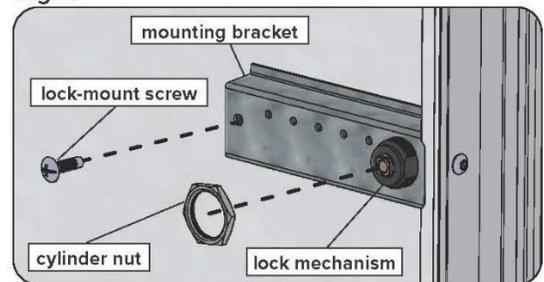
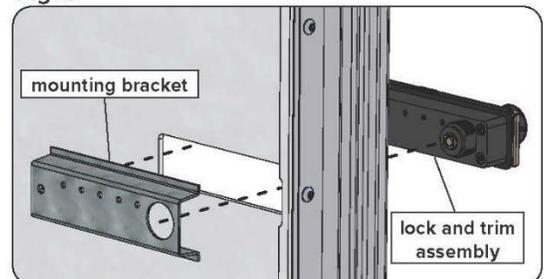
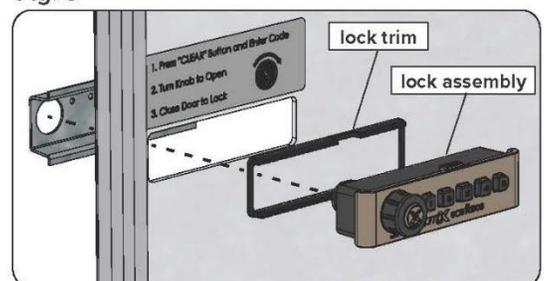
Fig. 2


Remove the lock from the door.

1. Open the door of your Package Protector™ (**Fig. 2**) using the combination lock keypad, or the manual override key originally provided with your Package Protector™ (**Fig. 1**).
2. Remove the latch-cam screw from the back of the latch cam, using a Phillips screwdriver. Remove the latch cam and the spacer from the lock (**Fig. 3**).
3. Remove the lock-mount screw from the left side of the mounting bracket, using a Phillips screwdriver (**Fig. 4**).
4. Hold onto the lock on the outside of the door and unscrew the large cylinder nut from the lock mechanism, using an adjustable wrench (**Fig. 4**).
5. Remove the mounting bracket, lock, and lock trim from the door (**Fig. 5**).
 - **Keep the mounting bracket for reuse when reinstalling the new lock.**

Install the new lock using new parts supplied with the lock.

1. Place the lock trim and lock onto the outside of the door (**Fig. 6**).
2. Place the original mounting bracket over the lock from inside the door and secure in place by finger tightening the large cylinder nut (**Fig. 4**).
3. Place the lock-mount screw through the left side of the mounting bracket into the back of the lock, and secure using a Phillips screwdriver. Tighten the cylinder nut, using an adjustable wrench (**Fig. 4**).
4. Position the latch cam and spacer onto the back of the lock mechanism. **Be sure the latch-cam spacer is oriented with the recessed side toward the latch cam, and the flat side toward the lock body.** Secure the cam and spacer in place with the latch-cam screw, using a Phillips screwdriver (**Fig. 3**).
5. Test the operation of the new lock to ensure it works properly before closing the door.

Fig. 3

Fig. 4

Fig. 5

Fig. 6


To contact Florence Customer Service, please email sales@florencecorporation.com or call 800-275-1747.

Package Protector™ Care & Warranty

Care & Cleaning Guide

The surface of Package Protector™, like all Florence powder coated products, may be cleaned of dirt or grime with a soft cloth dampened with any mild detergent or properly diluted biodegradable, water-based cleaner, such as Simple Green™. Wipe from top to bottom to avoid run-down. Avoid use of abrasives, which might damage the product surface. Rinse with plain water and dry. Avoid cleaning during extreme temperature conditions.

Limited Warranty

Florence provides a five (5) year Warranty on its Package Protector™ products from the date of purchase. This Warranty covers defects in material and workmanship of any manufactured item and Florence will, at its option, repair or replace a defective item or refund the price paid for the defective item. All Warranty claims must be made promptly in writing to sales@florencecorporation.com and be accompanied by copy of original receipt or other proof of purchase.

This Warranty does not apply if the product has been damaged by improper installation, neglect, accident, vandalism, misuse, or exposure to extremes of heat, humidity, corrosive environments or other Acts of Nature. Florence is not responsible for costs associated with removal, installation, refinishing or disposal. Damage, loss of contents or any unauthorized removal of contents from Florence products is not covered under this Warranty. Florence will endeavor to supply original replacement parts; however, replacement parts may differ from original parts. Replacement parts, including upgrades, are warranted for the remainder of the original product Warranty.

Florence makes no other warranties of any kind, either expressed or implied. No dealer, employee, agent, nor any third party, may create or assume any other liability, obligation, or responsibility on behalf of Florence. This Limited Warranty provides specific legal rights which may vary from state to state. This Warranty is not a warranty of future performance or a statement of the useful life of any Florence product, but only a warranty to repair, replace, or refund.

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