KeyTracer

KEYTAG
ASSEMBLING
GUIDE

DEVELOPED FOR USE WITH KEY MANAGEMENT SYSTEMS

To Assemble a Keytag

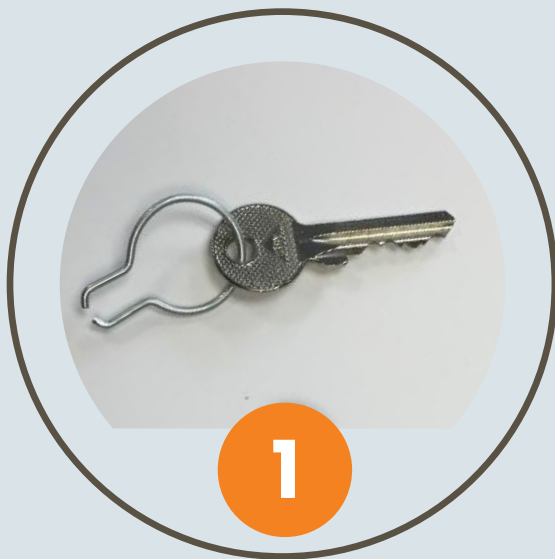You will need the following:

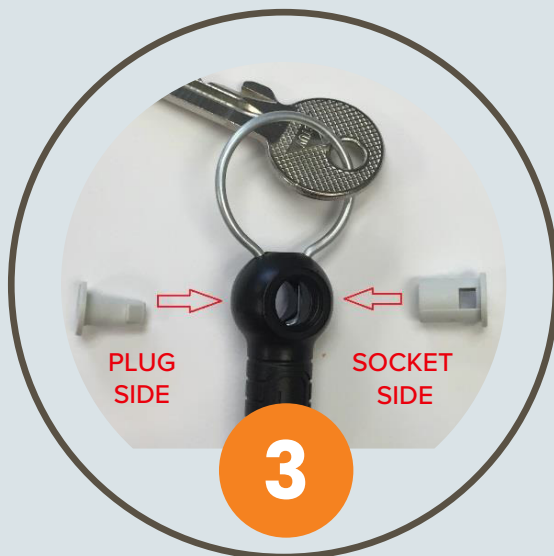**Keytag Ring**

Keytag

Keytag Seal

1
Place your key(s) on the Keytag ring

2
Insert the ring into the keytag

3
PLUG SIDE → ← SOCKET SIDE

Insert the female seal into the keytag first and then insert the male side to lock in place.

4
Once the seal is in place it locks the ring onto the keytag.

To Disassemble a Keytag

You will need the de-sealing tool

De-sealing Tool

Logo side

blank side

Place the keytag into the de-sealing tool as shown below, with the logo side of the seal pointing towards the punch and squeeze quickly and firmly. This will remove the seal and the ring can be removed.