

# How to open the cards only TOTM

1

**Open** the receipt tray, locate the hidden latch located at the top right hand side. Lower the latch with one hand, this opens the key slot located on the right lower side of the TOTM. Insert the key into the exposed key slot.



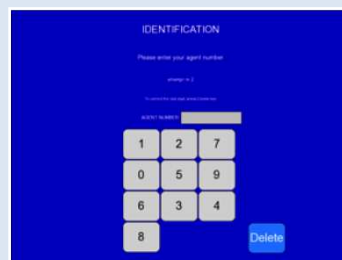
2

**Turn** the key left 90 degrees. Do not open the door at this stage. This will automatically display the log in screen.



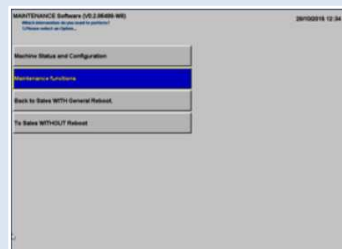
3

**Enter** the 4 digit User ID followed by the 4 digit Secret Pin.  
***Note the screen is dynamic so numbers will move automatically after each entry.***



4

**Wait** until Maintenance Function screen is displayed.



5

You are now logged on and can safely open the door of the TOTM



6

Secure open TOTM door with foot bracket.