



MASTER KEYING FORM



ORDER NUMBER*: _____

SHIPPING ADDRESS:

Construction Keys/Cores:

CUSTOMER NUMBER: _____

Permanent Keys:

CUSTOMER: _____

REQUESTED SHIP DATE: _____

CUSTOMER PO NUMBER: _____

CHANGE KEYS

PER CORE/CYLINDER

JOB NAME: _____

PER KEY SYMBOL

LOCATION: _____

QUANTITY

1. SYSTEM

NEW

SCHLAGE ("C", "E", "F", "C-K")

KWIKSET (KW1)

BEST A2 (6PIN "A" / 7PIN "A-TB")

RESTRICTED (SFIC /CONVENTIONAL)

HSK (SFIC / LFIC / CONVENTIONAL)

QUANTITY

CONSTRUCTION KEYED

SPECIAL FUNCTION

CONTROL

EXISTING : PREVIOUS S.O #: _____

MAINTENANCE

2. SYSTEM TYPE

HOUSEKEEPING

CONVENTIONAL KEYED 5-PIN

MECHANICAL

CONVENTIONAL KEYED 6-PIN

ENGINEERING

INTERCHANGEABLE CORE 6-PIN

JANITORIAL

INTERCHANGEABLE CORE 7-PIN

SKD

QUANTITY

6. KEY STAMPING (VISUAL KEY CONTROL)

KEY SET SYMBOL

3. CORES

DOOR NUMBER

TYPE

BITTING NUMBER

6 PIN

DO NOT DUPLICATE (STANDARD WITH INTERCHANGEABLE CORE)

7 PIN

CORES (SFIC CORES AND LFIC CORES ONLY) KEYSET SYMBOL

KEYWAY(S) SPECIFY: _____

Please note that visual key control is recommended. Otherwise, keys will be tagged with temporary identification.

STAMPING:

7. PACKAGING

KEYSET SYMBOL

PACK KEYS WITH LOCK

FACE

PACK KEYS SEPARATE FROM LOCK

SIDE

MARKING INSTRUCTIONS (labels, packaging, etc.):

4. KEYS

KEY SECTION(S) SPECIFY: _____

SPECIAL SHIPPING INSTRUCTIONS:

TYPE

SCHLAGE - 5 PIN

SCHLAGE - 6 PIN

KWIKSET - 5 PIN

EMBOSSED

NON-EMBOSSED

5. SYSTEM LEVEL KEY QUANTITY

LEVEL

QUANTITY

GGMK

GMK

MK

CONSTRUCTION KEY

CONTROL KEY (SFIC, LFIC)

8. BITTING LIST

REQUIRED YES NO

SHIP TO ADDRESS:

9. FUTURE EXPANSION (List future MK symbols, approximate number of change key symbols)

10. CONTACT PERSON

NAME: _____
TITLE: _____
PHONE: _____
FAX: _____
EMAIL: _____
SIGNATURE: _____

IS A SIGNATURE REQUIRED TO FUTURE KEYING? YES NO

11. ADDITIONAL INFORMATION (Specialized Keyset Lettering, System Expansion Notes, Cross Keying, Remarks, etc.)

Please note that this document will become part of the keying files for the project. It is the end user or owner's responsibility to notify Cal-Royal Product's, Inc. if there are any changes on the Master Keying Form requirements



KEYING SCHEDULE FORM



TOTAL QUANTITY	PRODUCT	STOCK NUMBER	FINISH

STAMP/MARK: