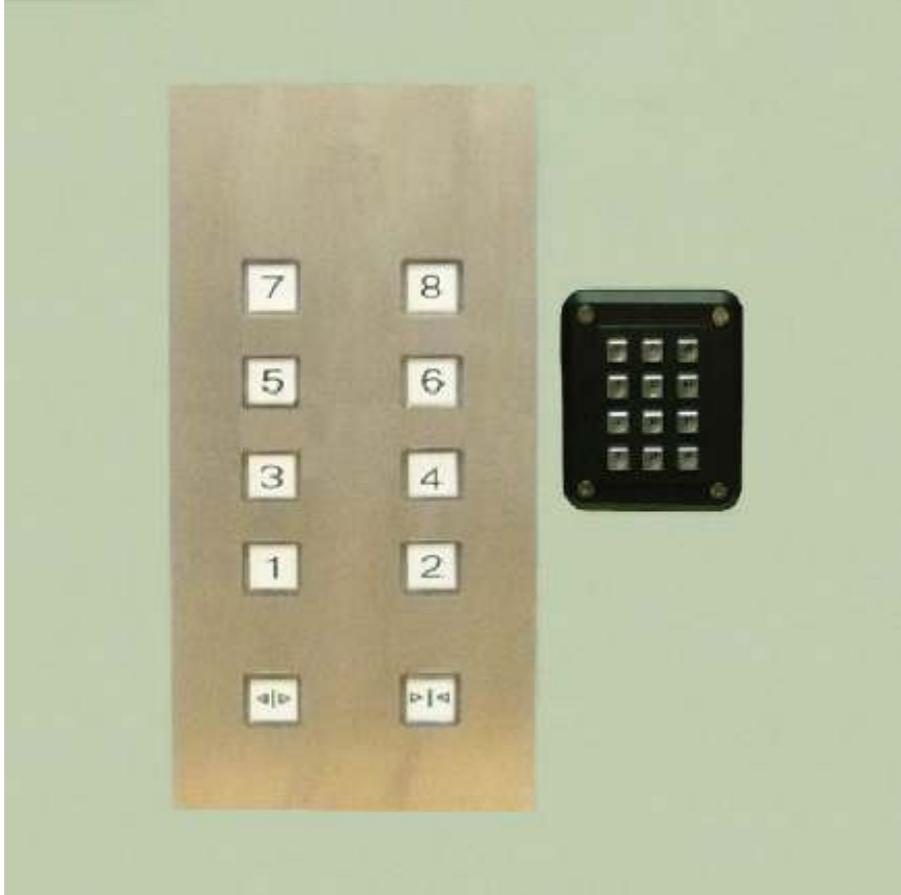# Load Tech Devices
KP03 KEYPAD

KP03 KEYPAD

The KP03 Keypad is the perfect solution to
access control, without the expense of
adding a centralized building security system.

**The Load Tech Devices KP03 is designed with eight relays
rather than only one relay seen with the Load Tech devices KP01
The KP03 is perfect for use in the COP for car call access control**

- **Installs in minutes**
- **The keypad and controller are installed in the COP, eliminating the need for additional wiring**
- **Change Access Code or Program Code in seconds**

KP03 INSTALLATION INSTRUCTIONS

Car Call Lockout:

1. Verify car call voltage is 24 VDC*
.
2. Install the keypad in a convenient location on the C.O.P. Route the keypad cable into the C.O.P. Connect the cable to the car calls. Refer to Diagrams one and two.

Note:
Phase II fire service MUST override car call lockouts. If using call lockout inputs, verify that the elevator controller software overrides them during Phase II. If interrupting the car call common, one of the terminals on the DISABLE terminal block, must be grounded during Phase II to override the keypad controller.

* If fixture voltage is other than 24 volts DC, contact Load Tech Devices to obtain the correct voltage regulator board.
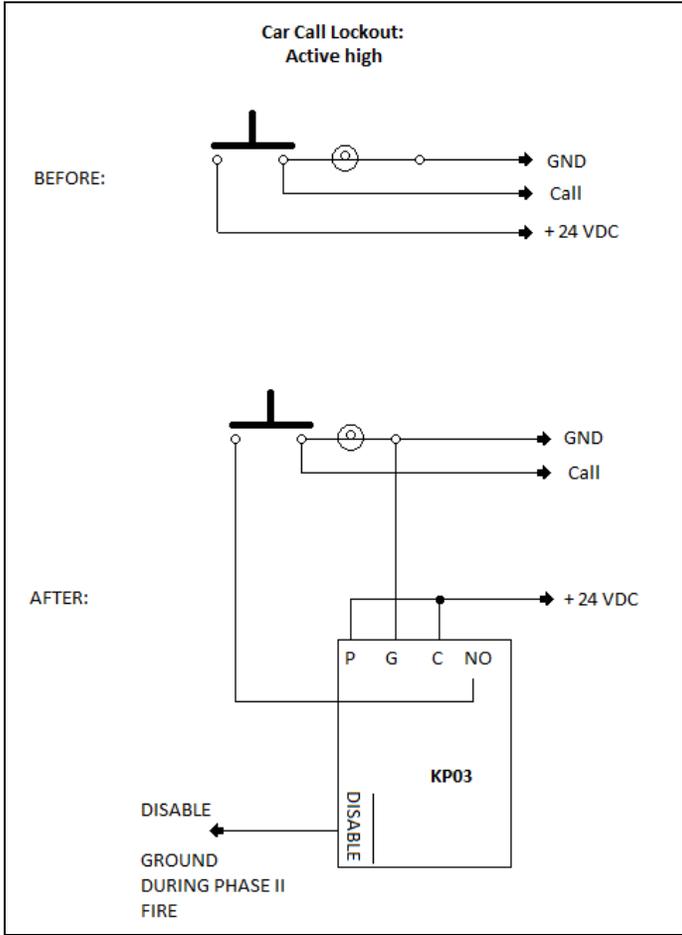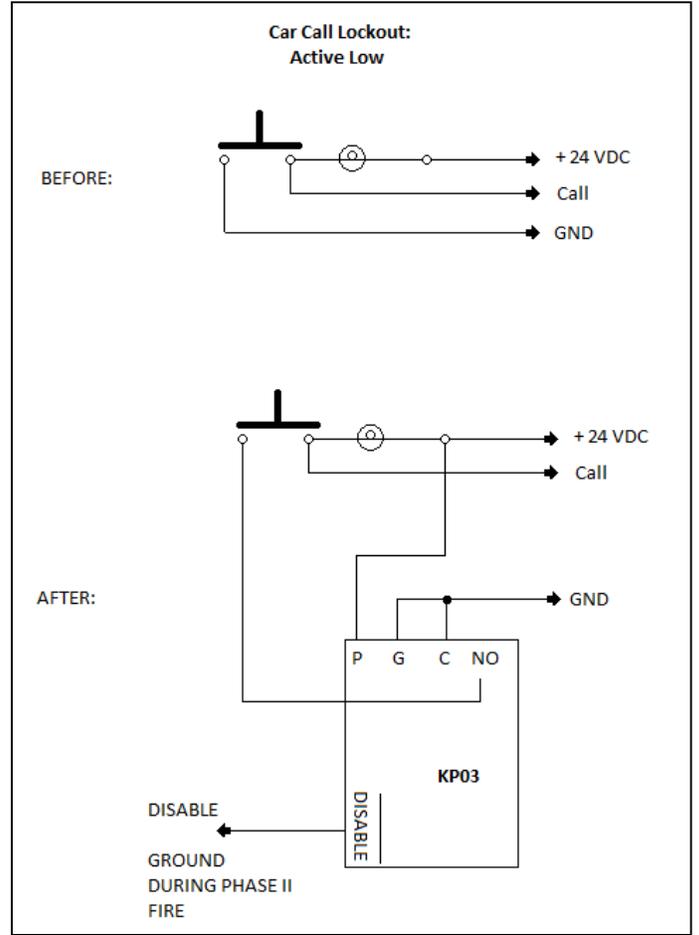
Diagram 1.

Diagram 2.

KP03 Programming Instructions

The default four digit PROGRAM code is: 9876
The default four digit ACCESS code is: 1234

To change the program code:

Hit * then #. Next enter the current Program Code. The KP03 will beep three times, hit # then enter the new four digit Program Code. The KP03 will then emit four short beeps followed by one long beep. The new Program Code will replace the existing Program Code.

Definitions

Access Code:
The four digit code, preceded by *, allowing a user to place a car or hall call.
Program Code:
The four digit code, preceded by * then #, allowing the administrator to change the Access Codes or the current Program Code.

To change the access code:

Hit * then #. Next enter the four digit program code. If the program code is valid, the keypad controller will beep three times. Enter the four digits desired
(Only numbers, no * or #), preceded by the relay number.
Example: To assign the code 4567 to relay one, enter 14567. The keypad controller will emit three short beeps followed by one long beep. The new access code will take effect. Repeat these steps for each of the eight relays.

The KP03 Keypad is now ready for use. To access a call, hit * then enter the four digit access code, preceded by the relay number. If the access code is valid, the keypad controller will emit short beeps for three seconds. During this time, the call button can be pushed. If the code is not valid, the keypad controller will emit one long beep.

To erase all data on the KP03:

With power applied, install a header jumper on the ERASE header.
Leave the jumper on for at least five seconds. The keypad controller will beep twice.
Remove the header jumper.
All data is now erased and the default
program and access codes will take effect