



Bill to: _____	Ship to: _____	BRC #: _____
_____	_____	Cust PO#: _____
_____	_____	Project: _____
Phone: _____	_____	_____

Lock and Key Ordering Instructions

Complete the Lock and Key order details below and return this form to orders@brc.group within 5 business days. If this Lock and Key order form is not returned within this timeframe, all units in the entire order will be keyed differently (KD) with random locks from BRC inventory. See note "a)" under Lock Numbers below.

Lock details are as follows:

Lock Code from BRC Price Book	Lock/Key Details	Keying Options
LHB = HM Black Lock LHS = HM Silver Lock	HM numbers between 250-349	KA = Keyed Alike KD = Keyed Differently LH-NC = Lock Housing, No Core
LBB = BRC Black Lock LBS = BRC Silver Lock	BRC numbers between 551-700	

Lock Numbers:

- a) Mark the **Random** column with an "X" if you would like BRC to choose the lock numbers. Note: random numbers between 500-509 will be assigned for BRC Locks and 226-235 will be assigned to HM (Hudson) Locks; **OR**
- b) If you would like to assign the lock numbers, enter the numbers in the **Preferred** column. You may choose any numbers between 551-700 for BRC Locks, or 250-349 for HM (Hudson) Locks.

No Core	Lock Series and Finish <small>Select series and finish.</small>				Locks (Sets) <small>Complete this section for Lock sets. Locks in a set will be bagged and keyed alike.</small>		Locks (No Sets) <small>Complete this section if there are no Lock sets.</small>		Lock Numbers	
	LH-NC Housing only	LHB HM Black	LHS HM Silver	LBB BRC Black	LBS BRC Silver	Number of Lock sets	Number of Locks in each set	Total number of Locks	Keying: KA or KD	<u>Random</u> BRC to choose Lock numbers.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	
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BRC #: _____	Customer PO #: _____
Customer: _____	Project: _____

No Core	Lock Series and Finish <small>Select series and finish.</small>				Locks (Sets) <small>Complete this section for Lock sets. Locks in a set will be bagged and keyed alike.</small>		Locks (No Sets) <small>Complete this section if there are no Lock sets.</small>		Lock Numbers	
	LH-NC Housing only	LHB HM Black	LHS HM Silver	LBB BRC Black	LBS BRC Silver	Number of Lock sets	Number of Locks in each set	Total number of Locks	Keying: KA or KD	<u>Random</u> BRC to choose Lock numbers.
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