Ellenby Technologies, INC.

CashTrak™ Safe Manual

Rev 02.1 March, 2021

Thank You for your purchase of a CashTrak™ smart safe. We have taken great care to ensure your safe will provide industry-leading security and provide reliable service for years.

This equipment is compatible with a wide range of complete managed cash management solutions and associated options for web portal reporting, armored car pickup, and advanced bank credits.

Please take the time to familiarize yourself with the safety information in this manual prior to use.

If you have any concerns, please contact your solution provider or you may reach out to us directly.

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UL 62368-1
CSA C22.2 No. 62368-1
E115233

Eurofins MET Labs certified product

UL 62368-1/CSA C22.2 No. 62368-1, Second Edition, Audio/Video, Information, and Communication Technology Equipment, Rev. December 2014.

Federal Communications Commission (FCC) Compliance

Note:

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

Only properly trained personnel or those instructed by a trained person should be permitted to perform service inside your safe. For most CashTrak™ safe models, there is a separately lockable service door which can only be opened by a trained service technicians or by those instructed on proper equipment servicing techniques.

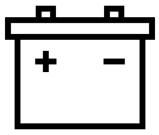
Prior to the replacement of any serviceable parts inside the safe, be sure to first unplug the safe from the power line. If the safe features an internal battery backup system, please also see instructions to power off internal battery backup system.

If replacing the AC power supply, failure to unplug AC power prior to servicing may lead to injury

CAUTION: Unplug AC power cord prior to servicing AC power supply to avoid risk of electric shock.

Avoid spills of any kind on the user interface. In the event of a spill, clean with a soft towel. Do not use alcohol or other solvents. In the event on an excessive spill, please contact a service technician to evaluate and clean electronics inside the safe.

When retrieving contents from a storage locker with envelope drop, if equipped, avoid contact with the drop chute edge as it may be sharp.



Your CashTrak™ safe may be equipped with a lead acid battery backup system. When replacing old batteries, please ensure you follow proper lead acid battery recycling procedures - do not discard in the trash.

When handling the lead acid battery, do not crush, incinerate, or dismantle the battery. The electrolyte contains sulfuric acid which can cause serious damage to eyes and skin. Should this occur, flush profusely with water and seek medical attention.

Specification	Value
Input Voltage	100VAC - 250VAC, 50/60Hz
Input Power	150W max
Temperature Range	5℃ - 40℃
Humidity	10%RH to 90%RH (Non condensing)

Please see your individual model datasheet for dimensions, weight, and installed features.

Safes should be anchored to a poured concrete floor with the ½" floor anchors (provided). For lighter weight models, such as the CTS, ½" mounting bolts can be substituted for floor anchors to install the safe to a countertop or shelf.

Improper anchoring results in increased risk of theft so please take care to ensure a trained installer is used to secure your safe in place.

Please see your safe model's installation sheet for mounting instructions. For all safe models, please adhere to the following requirements and considerations:

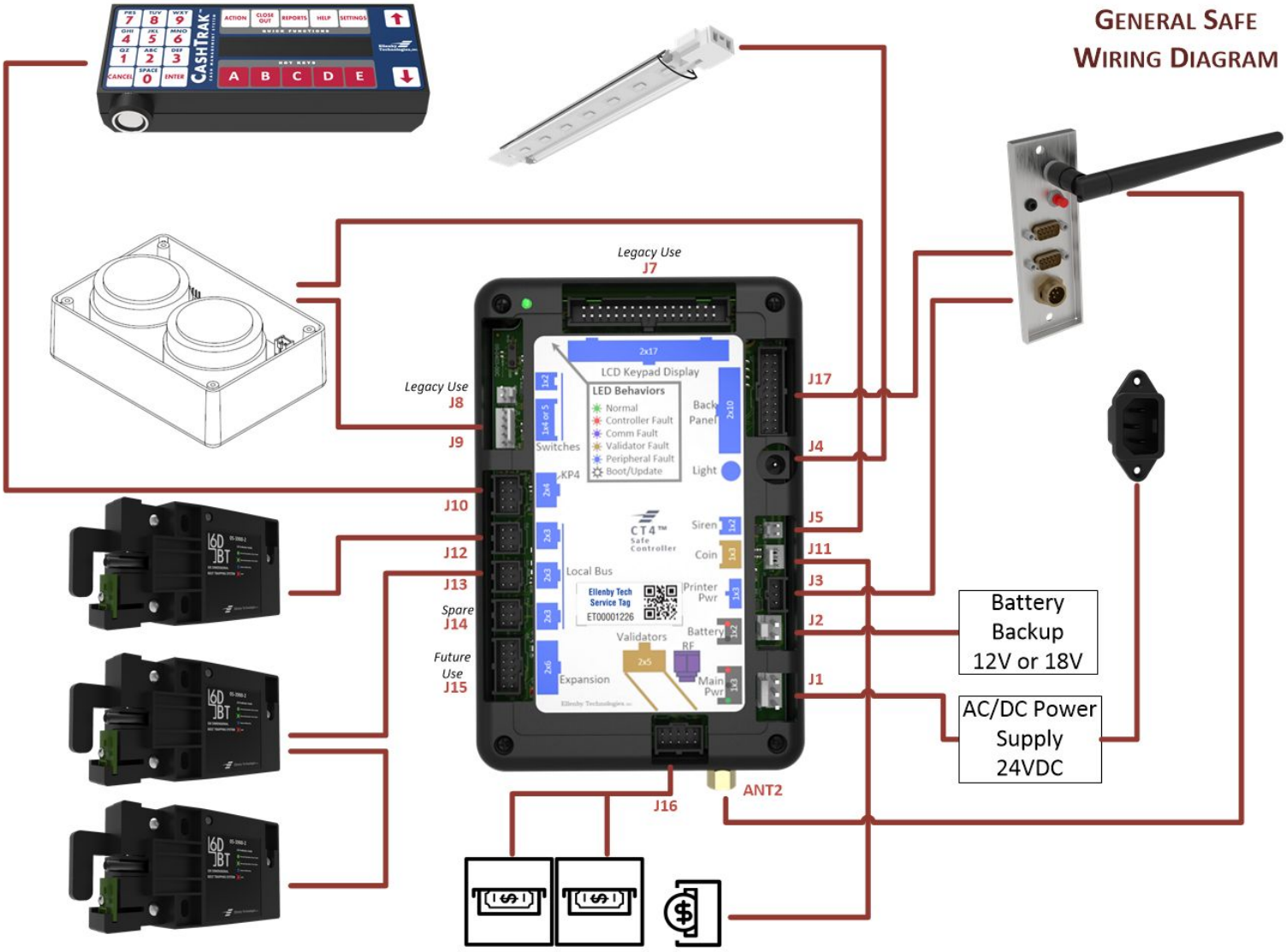
Keep safe unplugged during installation process

1. Proper installation requires the safe to be securely mounted to a surface.
2. Safe should be installed on a flat surface.
3. Ensure power cable does not stretch when plugged in. Recommend locating the safe within 6 feet of a power outlet.
4. Installer should use available installation template and follow drill anchor or bolt instructions on that template.
5. Avoid installing the safe in areas prone to liquid spills (under drink dispensers or near food prep areas).
6. If installing under a countertop, note that the keypad can be extended proud of the safe.

Anchoring a Safe (no riser)

Anchoring a Safe (with riser)

Securing a CTS



Your CashTrak™ safe features the CT4 controller. This controller supports control and monitoring of a wide range of peripherals including:

- KP4 keypad interface
- 6DBT electronic door locks
- Local siren module
- Bill and coin validators
- Internal battery backup module
- Service light
- Thermal printer power and data
- Network interface (cellular, Ethernet/Wifi, or RS232 serial)

Connections inside your safe may vary depending on your safe model and accessories.

CTS

Single Validator, Host Controlled

Single Validator,Std
(shown with riser)

Dual Validator, Std
(shown with envelope door)

Standard model safes pictured above feature bill validators that accept one note at a time which are fed into a cash cassette.

The CTS model is a lighter weight, compact single door design that is ideally suited for self-managed cash management without armored car pickup services.

The single validator models feature separate locked service access doors apart from cash access doors to maintain security of cash during service calls.

Finally, the dual validator model features a third locked storage compartment on the bottom with available lockable envelope drop slot.

Bill and Coin, Std

Single BNF, Std

Dual BNF, Std

Single BNF, Deep

Dual BNF, Deep

CashTrak™ safes are available in several optional varieties that extend their capability beyond the standard single note feeding bill acceptors shown in our standard models.

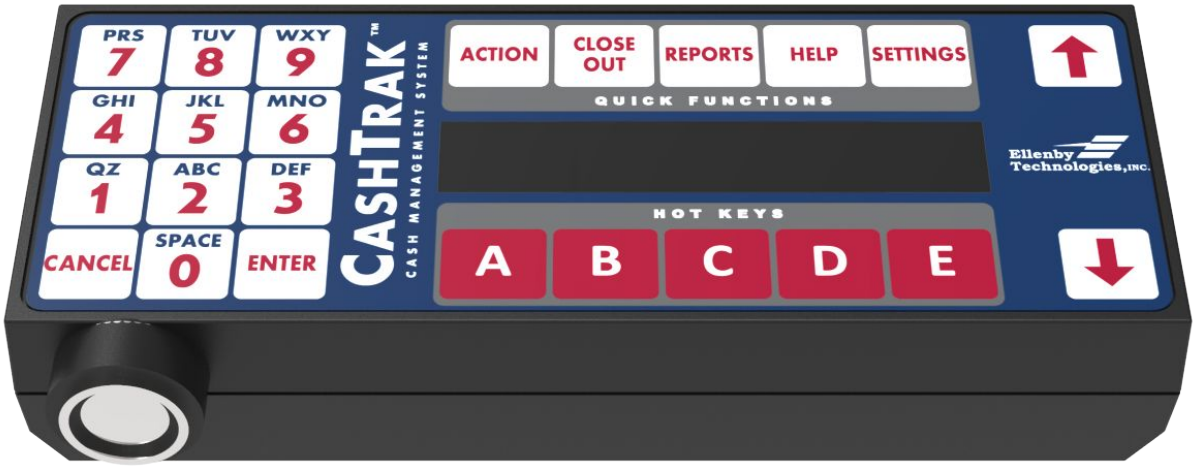
Single coin acceptors can be added in tandem with a bill validator for locations that take in large quantities of high value coin.

Our Bunch Note Feeder (BNF) option allows for bunches of up to 30 bills to be deposited into the acceptor at a time.

BNF validators may be more appropriate for locations that have larger note deposits on a regular basis. We offer an increased capacity cash cassette model that extends the standard 1200 note cashbox to a 2200 note cash cassette. These higher capacity single and dual validator models require a deeper safe.

Our extended capacity safes may also be outfitted with standard single feed bill acceptors (not shown).

Activities users can perform are organized into the categories below. Users can only view and/or perform activities if they have been granted permission to do so based on their assigned role. Many of these activities can be performed locally at the safe through the KP4 interface. Activities can also be performed remotely through network connections or expanded touchscreens.



KP4
*Shown with standard CashTrak™ graphics**

Actions

All the deposit type activities, door access activities, and cash collections as well as options to force a network communication.

Reports

Prints summary data of various safe activities to the connected thermal printer. Also initiates the various types of cashier, shift, and daily closeouts and produces their corresponding reports.

Help

Displays error information and provides safe diagnostics for various peripherals such as network communications and door locks.

Settings

Adjustments for various configurations of the safe and users of the safe.

Hot Keys / Special Function Keys

Programmable to initiate cash deposits for a particular user for quick one-button cash drop operation. Alternatively, can be assigned as a shortcut to launch a particular safe activity**.

* custom graphics are available, min orders and fees may apply
** custom programming fees may apply

Each safe user is assigned a particular role category from the types listed below.

Cashier

Cashiers are only permitted to deposit money into the safe, to view basic reports, to close out themselves, and to view help information.
NOTE: Cashiers are not able to open any doors of the safe

Supervisors

Supervisors by default* have all the same privileges as Cashiers, but can also close out all cashiers on a shift or individual cashiers, and can add new Cashier users.

Managers

Managers by default* have all the same privileges as Supervisors, but can also participate in a cash collection and can add new Supervisors users.

Guards

Guards by default* are only permitted to participate in a cash collection and are restricted from accessing the service door.

Service

Service Techs by default* have all the same privileges as a Manager but can also access the Service Door and Cash Door** and can create new users of any role.

Configurable Roles

Additional roles are available with configurable permissions to be assigned as needed by customers. See solution provider for support in creating new roles.

* Default privileges are configurable and overridable. See solution provider to make adjustments to role privileges.
** Additional credentials are needed by default for a Service role to access the cash door

NOTE: All parts installed in your CashTrak safe must be genuine Ellenby Technologies parts ordered through Ellenby Technologies or an Ellenby affiliate.

Links to Guides

Clearing a Bill Jam

Some bill jams are capable of being cleared without opening the service door of the safe by pulling firmly on a any visible portion of the bill jammed inside or removal of BNF module (if applicable). If the bill is not visible from the front of the safe, the service door needs to be opened to permit the removal of the validator heads. This operation should only be performed by staff with proper training. No tools are needed. Power need not be removed.

Swapping an Interior Peripheral

In the event of a failure of an interior peripheral (examples: validator head, interface card, door lock, backup battery, alarm module, cables to peripherals) access to the service area of the safe is needed. No tools are necessary. Only those trained on how to service the safe should perform these tasks. The safe should be powered down and AC power unplugged after the door is opened prior to swapping any malfunctioning peripheral.

Swapping an Exterior Peripheral

In the event of a failure of an exterior peripheral (examples: KP4 interface, printer, antenna) access to the service area of the safe is generally not needed. A screwdriver or wrench is required to swap the KP4. Only those trained on how to service the safe should perform these tasks. The safe need not be powered down when swapping an exterior peripheral.

Swapping a Power Supply

Changing the main safe power supply requires access to the service area of the safe. Only those trained on how to service the safe should perform this task. The safe should be powered down and the AC power unplugged after the door is opened prior to removing the power supply bracket which requires the use of a socket wrench.

Swapping a Controller

Replacing the CT4 controller should only be performed by those trained on how to service the safe. The safe should be powered down and the AC power unplugged after the door is opened. No tools are required. Be sure to properly configure the new controller after install.