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KEY SYSTEMS SECURITY POLICY

The purpose of this security policy is to enforce Corbin Russwin policies concerning security/high security cylinders and patended keyway product, as well as master key system information.

No master key system information or security related product is to be given or sold to anyone other than the Facility owner through written correspondence. Verification must be submitted (fax copy will be acceptable) to Corbin Russwin Key Systems Administration. The verification must be on the Facility's letterhead and signed by a Facility authorized systems administrator. Key Systems Administration does not maintain "Letters of Authorization" on file. Each order must be accompanied by proper authorization. Only after the authorization has been verified will the order be processed for production.

This security policy refers to the following:
• Pyramid systems
• Patented keyway systems
• Security cylinder systems

Also includes:

• Bitting information (even one bitting, absolutely no top level master keys)
• Bitting lists (all formats; i.e., hard copy, disc)
• Keyblanks and systems components

No orders are to be processed through Corbin Russwin Key Systems Administration without proper authorization. Only orders with appropriate authorization attached will be given priority. Requests for systems information without proper authorization from the owner will be denied. Requests for information regarding the purchase of any systems support products as listed above will be referred to the local authorized sales agency. Refer to the current price lists for additional policies and procedures as they relate to this security policy.

Please remember the purpose for the establishment of any security system is to provide an increased level of protection for the facility owner.

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