

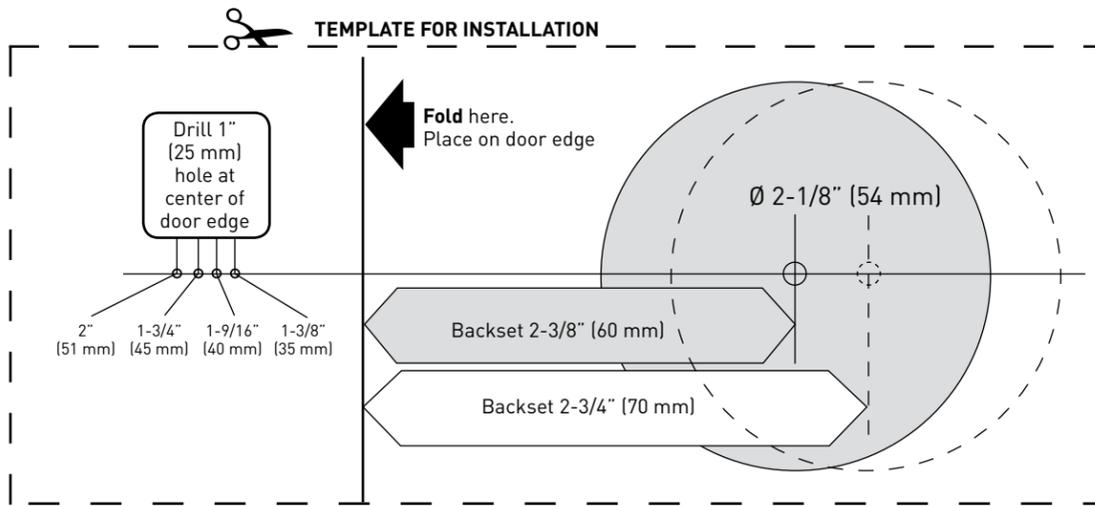
# INSTRUCTIONS FOR INSTALLATION OF PROFESSIONAL LEVERSETS

## TOOLS NEEDED FOR INSTALLATION ON NEW DOOR:

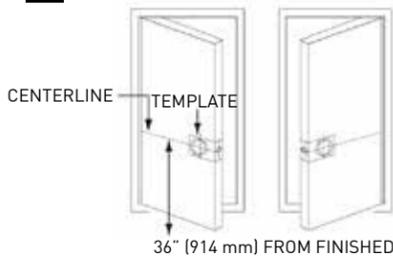
- Pencil
- Chisel
- Tape Measure
- Hammer
- Phillips Screwdriver
- 1" (25 mm) & 1/8" (3 mm) Drill Bits
- 2-1/8" (54 mm) Hole Boring Kit
- Power Drill

Replacing an existing lock? Start at **3.** below.

## TEMPLATE FOR INSTALLATION



### 1. MARK DOOR

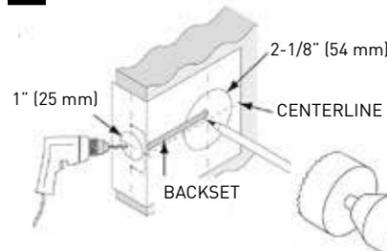


Use template provided to mark holes on the door:

- Fold template over door edge approximately 36" (914 mm) from floor.
- Determine thickness of the door and make center mark for 1" (25 mm) hole.
- Mark the surface of the door for 2-1/8" (54 mm) hole according to desired backset.

NOTE: The latch is adjustable for either 2-3/8" or 2-3/4" (60 mm or 70 mm) backset.

### 2. MARK & DRILL HOLES



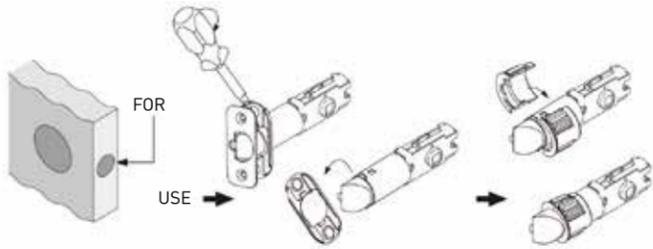
Drill 1/8" (3 mm) pilot holes as marked in previous step for both 1" (25 mm) and 2-1/8" (54 mm) holes.

- Drill 2-1/8" (54 mm) hole through door surface. To minimize splitting please drill from both sides.
- Drill 1" (25 mm) hole in the center of door edge through to meet surface hole.

### 3. ASSEMBLE LATCH

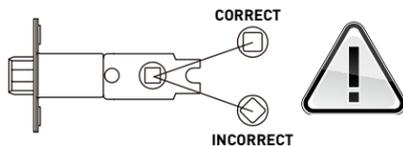
#### 6-IN-1 LATCH:

You are provided with a latch that can be assembled and installed in 6 different configurations. In addition to 2-3/8" (60 mm) or 2-3/4" (70 mm) adjustable backset, you may change the latch faceplate to square faceplate, radius faceplate or drive-in collar.

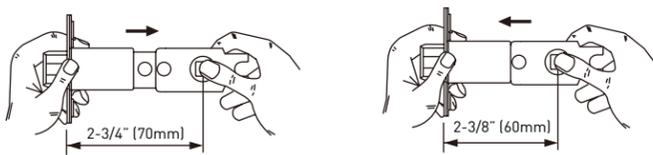


### 4. INSTALL LATCH

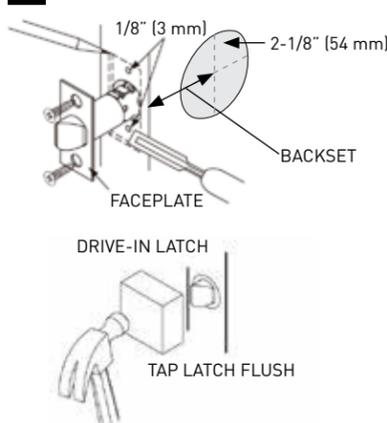
- Make sure latch cam is aligned properly before adjusting backset.



- Adjust the backset.



### 5. INSTALL LATCH

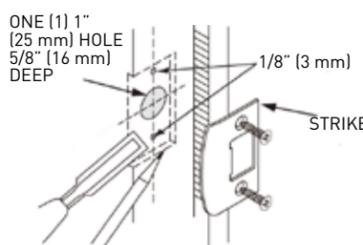


Make sure the backset of your latch is the same as backset of your door.

- If installing with mortise faceplate, use faceplate to mark outline and chisel 1/8" (3 mm) deep or until latch face is flush with the door edge.

- If installing as drive-in, tap in place using block until flush with the door edge.

### 6. PREPARE DOOR JAMB AND INSTALL STRIKE (IF NECESSARY)



- Mark centerline on the jamb exactly opposite center or latch hole.
- Drill holes as shown.
- Use strike to mark outline and chisel until space is flush with jamb surface.

### 7. DETERMINE HANDING OF YOUR DOOR

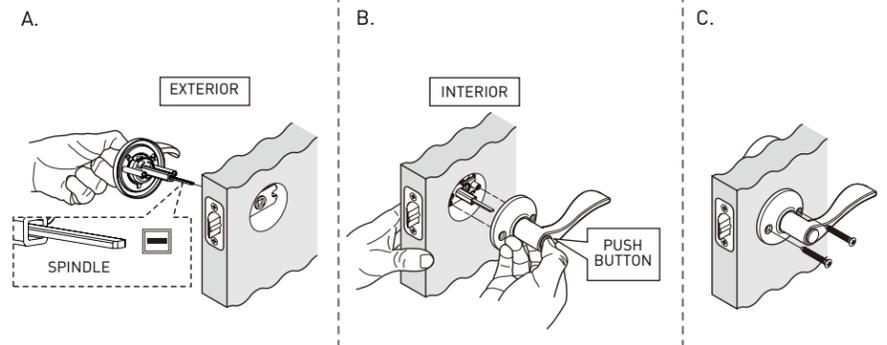
Stand at exterior side and face the door.

- Your door is a left hand door if hinges are installed at your left hand.
- Your door is a right hand door if hinges are installed at your right hand.



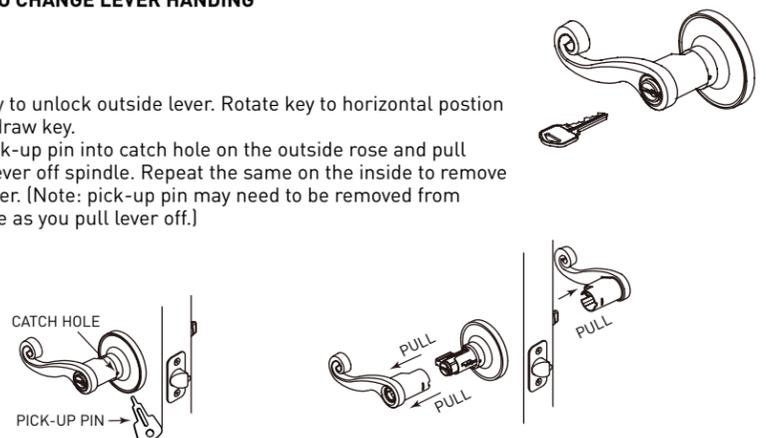
### 8. INSTALL LEVERSET ON DOOR

- Make sure spindle on the exterior side is in a horizontal position.
- Press the push button down on the interior side.
- Keep pressing push button while assembling the lock on the door.



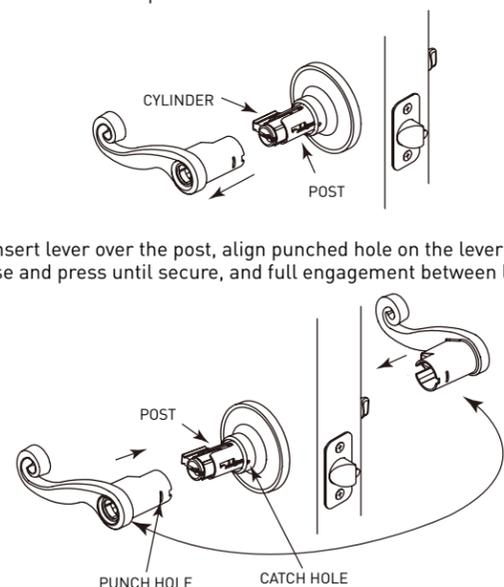
### 9. HOW TO CHANGE LEVER HANDING

- Insert key to unlock outside lever. Rotate key to horizontal position and withdraw key.
- Insert pick-up pin into catch hole on the outside rose and pull outside lever off spindle. Repeat the same on the inside to remove inside lever. (Note: pick-up pin may need to be removed from catch hole as you pull lever off.)



- Do not remove cylinder when changing handing. If cylinder was removed (i.e. for re-keying), please re-insert back into lock post.

- Swap levers, insert lever over the post, align punched hole on the lever shank with catch hole on the rose and press until secure, and full engagement between lever and spindle is reached.



### THE FOLLOWING STEPS SHOULD BE OBSERVED TO PROLONG THE FINISH ON YOUR LOCKS

- Do not install locks before doors are painted.
- To avoid oxidation, refrain from using cleansers or acid chemicals to clean or polish.
- Refrain from using heavy or sharp-edged objects to clean locks.

QUESTIONS:  
CUSTOMER SERVICE  
WEST 1-800-267-4774  
EAST 1-800-387-7064