

## INSTALLATION INSTRUCTIONS COMMERCIAL KEY-IN-LEVER

FOR USE ON DOORS 1-3/8"~2" (35mm~51mm) THICK

TOOLS REQUIRED FOR NEW INSTALLATION :

1 phillips head screwdriver      1 2-1/8" (54mm) hole saw

1 1" (25.4mm) drill bit            1 5/16" (8mm) drill bit

1 chisel

TOOLS REQUIRED FOR REPLACEMENT :

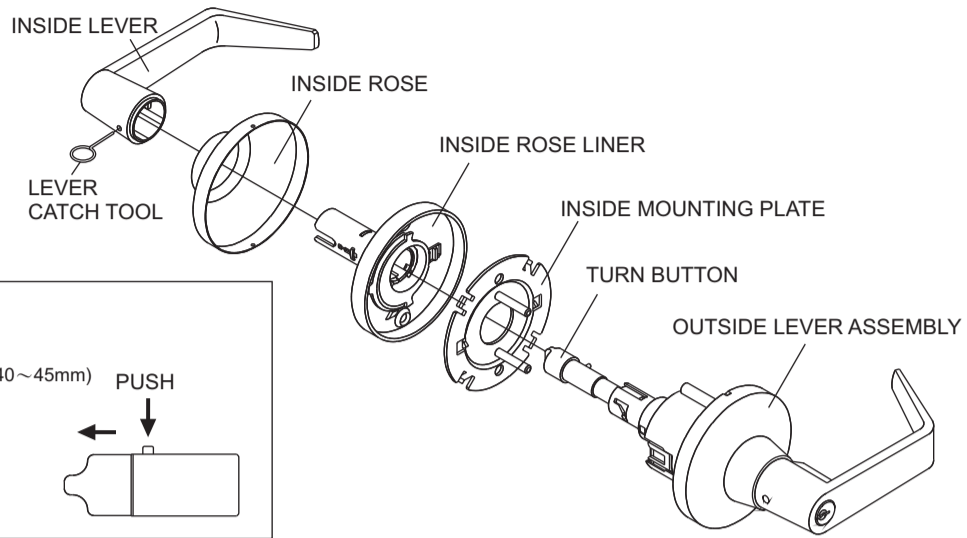
1 phillips head screwdriver

ILLUSTRATIONS ARE SHOWN WITH ENTRY MODEL.  
INSTALLATION IS SAME FOR PRIVACY AND PASSAGE MODEL AS WELL.  
FOLLOW ALL STEPS FOR NEW INSTALLATION.  
FOLLOW STEPS 3C, 4C, 5, 6, 7, 8 FOR REPLACEMENT INSTALLATION  
AFTER REMOVAL OF OLD LOCK AND LATCH.

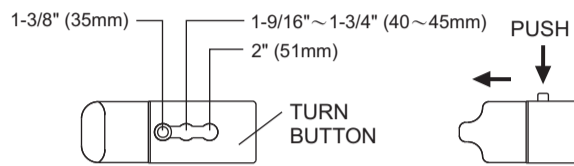
<p><b>1. MARK DOOR</b></p> <p>a. Start 38" from floor and mark center of door edge.</p> <p>b. Select backset 2-3/8" or 2-3/4" and mark hole center on door face. NOTE ·· BACKSET ON DOOR FACE MUST BE SAME AS BACKSET OF YOUR LOCK.</p> <p>c. Mark two holes for screw post.</p>	<p><b>2. DRILL HOLES</b></p> <p>5/16" (8mm) hole for screw post</p> <p>2-1/8" (54mm) hole for lockset</p> <p>1" or 31/32" (24.6mm or 25.4mm) hole for latch</p> <p>Drill holes as marked.</p> <p>NOTE ·· DRILL 2-1/8" (54mm) HOLE FROM BOTH SIDES TO AVOID SPLITTING WOOD.</p>
<p><b>3. INSTALL LATCH</b></p> <p>a. Insert latch in hole and keep it parallel to door face. Mark outline and remove latch.</p> <p>b. Chisel 11/64" (4~4.3mm) deep or until faceplate flush with door edge.</p> <p>c. Insert latch and tighten screws. NOTE ·· LATCHBOLT BEVEL MUST FACE TO CLOSING DIRECTION.</p>	<p><b>4. INSTALL STRIKE</b></p> <p>a. Close door to mark horizontal line of strike.</p> <p>b. Measure one half of door thickness from door stop to mark vertical center line of strike. Drill 1" (25.4mm) hole, 1/2" (12.7mm) deep at intersection of horizontal and vertical center lines.</p> <p>c. Cut out jamb 3/32" (2.4mm) deep or until strike flush with jamb. Tighten screws securely.</p>

### 5. REMOVE INSIDE TRIM

Use lever catch tool to depress lever catch visible under hole of inside lever shank and slide off inside lever, rose liner and mounting plate.

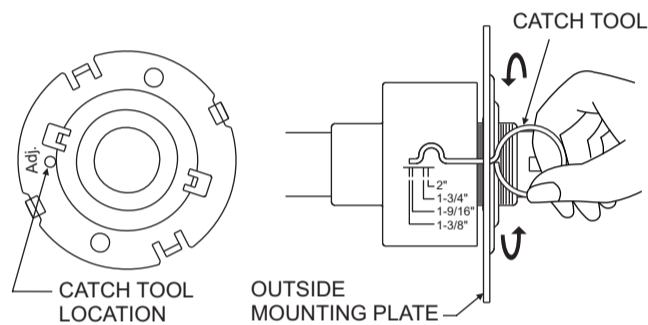


#### ADJUST DOOR THICKNESS



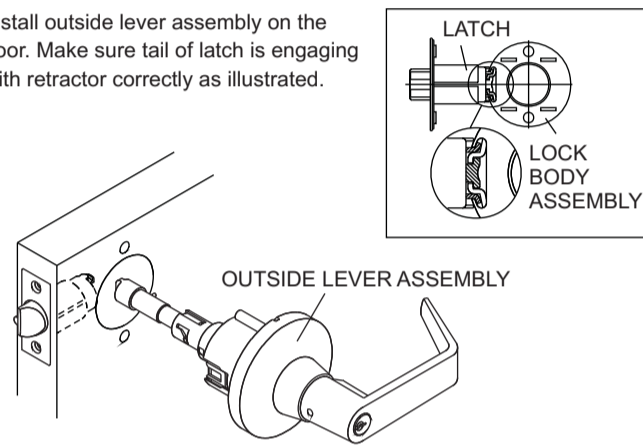
### 6. ADJUST DOOR THICKNESS

- Remove outside mounting plate toward cylindrical case.
- Put the catch tool into the allocated position of outside mounting plate as the illustrating bellow.
- Rotate outside mounting plate to required door thickness by using a catch tool.



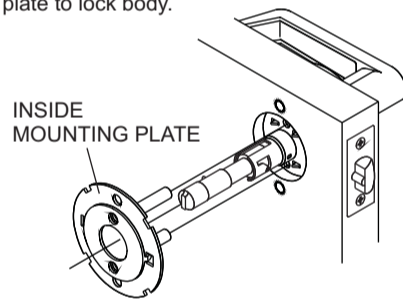
### 7. INSTALL OUTSIDE LEVER ASSEMBLY

Install outside lever assembly on the door. Make sure tail of latch is engaging with retractor correctly as illustrated.

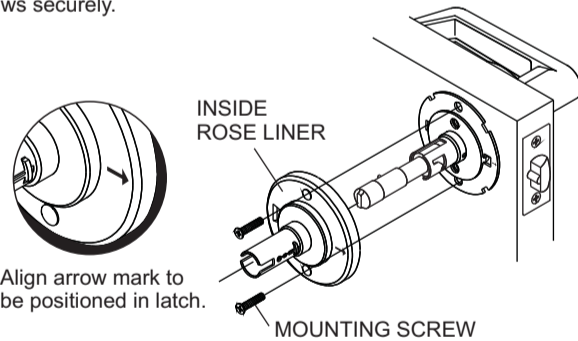


### 8. INSTALL INSIDE MOUNTING PLATE AND ROSE LINER

- Install inside mounting plate to lock body.

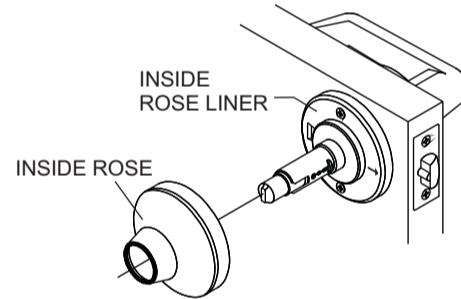


- Press inside rose liner onto mounting plate and tighten mounting screws securely.

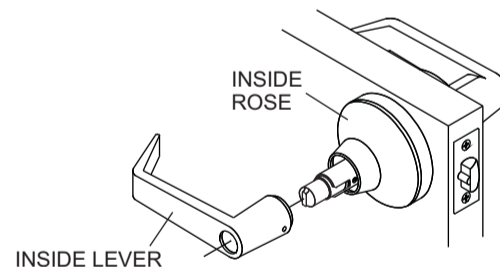


### 9. INSTALL INSIDE ROSE AND LEVER

- Be sure to fit rose in recess of rose liner.



- Depress lever catch with tool provided. Push inside lever on completely until catch engages in lever. Confirm lever is secured.



### TEMPLATE

**NOTE**  
DO NOT MAKE THE HOLES FOR LOCKS IF REMOVING OUTSIDE SECURING STUDS (THRU-BOLT)

