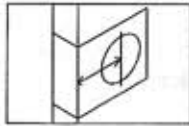
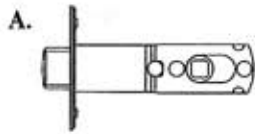


# INSTRUCTIONS FOR INSTALLATION OF TUBULAR LEVERSETS

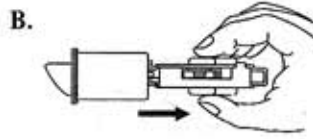
## Latch Backset Adjustment



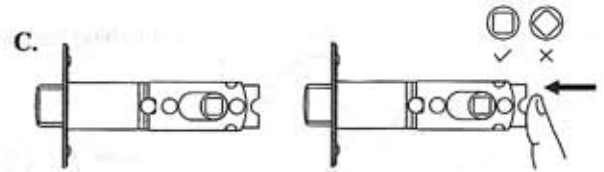
Backset is a distance from the door edge to the centre of the hole on door face. Some locks are supplied with adjustable latch which can fit 2-3/8" (60mm) or 2-3/4" (70mm) backset. Just follow the steps shown below to change backset.



A. This latch is set for 2-3/8" (60mm) backset.



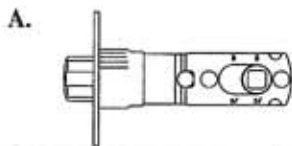
B. Keep spindle cam in correct position as illustrated. Pull spindle cam all the way to right.



C. Your latch is now set for 2-3/4" (70mm) backset. To reset 2-3/8" (60mm) backset, just push spindle cam back to left side. Please make sure that the cams are staying with square shape.

## Latch Face Plate

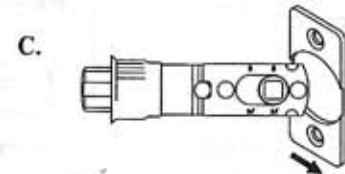
Some locks are supplied with 4-way latch which can fit mortise in or drive in.



A. This latch is for mortise in.



B. Rotate latch face clockwise 20° and pull out latch face.



C. This latch is for drive in.

## 1. Mark Door with Template



- Start 36" (914mm) from floor, fold and apply template from floor, mark centre of door edge.
- Select 2-3/8" (60mm) or 2-3/4" (70mm) backset as desired and mark centre of hole on door face.

## 2. Drill Holes



- Drill 2-1/8" (54mm) hole on door face, from both sides to avoid wood splitting.
- Drill 1" (25.4mm) hole for latch. (refer step 3c for drive-in latch)

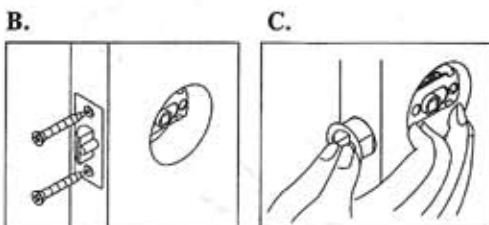
## 3. Install Latch



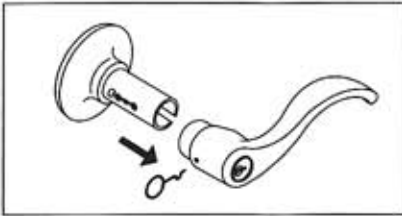
a. Insert latch in hole, mark outline of faceplate and chisel 5/32" (4mm) deep.

b. Insert latch and tighten screws.

c. For drive in latch, drill 31/32" (24.6mm) hole and press latch until it is flush with door edge.

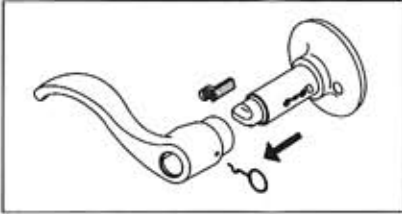


### 4. Reversible Levers

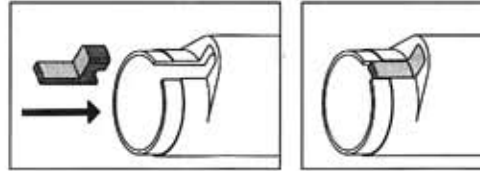


a. Please check the levers are unlocked (Entrance sets only).  
Depressing lever catch with hand tool to release outside lever and pulling lever off.  
Taking apart off the spacer and cylinder from outside lever.

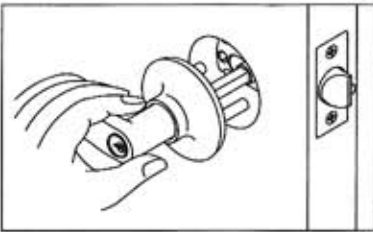
b. Afterwards, taking apart off the spacers from inside lever with the above procedures.  
Reversing the levers from outside to inside/inside to out side, putting the cylinder  
on the outside lever (Entrance sets only) and setting the spacer back.  
Please do the same procedures for inside lever.



c. Pushing handles in until catch clicks. Make sure levers are retained by lever.



### 5. Install Outside Lever



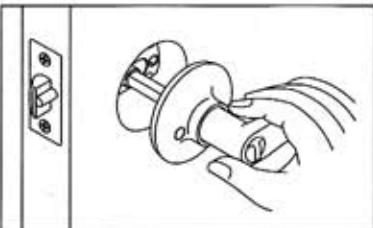
Insert spindle through latch.  
Press flush against door.

Handle can be only installed when the timing of "emergency release" is set in the position shown below.



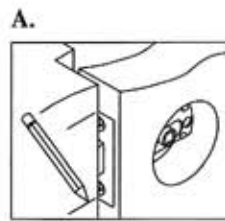
LEFT HAND DOOR      RIGHT HAND DOOR

### 6. Install Inside Lever

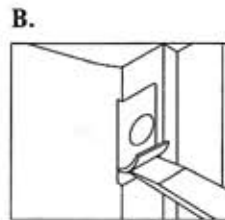


Install inside lever and  
tighten screws until lock is firm.

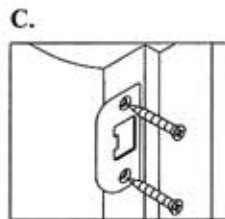
### 7. Install Strike



a. Close door to make horizontal  
centre line of strike.



b. Measure one half of door thickness  
from door stop and mark vertical  
centre line of strike.  
Drill 1" (25.4mm) hole 1/2" (13mm)  
deep at intersection of horizontal  
and vertical line of strike.  
Match screw holes on strike with  
centre lines on jamb.  
Mark outline and chisel 1/16"  
(1.6mm) deep for strike.

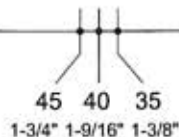


c. Install strike and tighten screws.

## TEMPLATE

Fold on dotted line and fit on door edge

Fold on dotted line and fit on door edge



Make 1" (25.4mm) hole at center of door edge.

FOR BACKSET 70mm (2-3/4")

FOR BACKSET 60mm (2-3/8")

∅ 54mm (2-1/8")

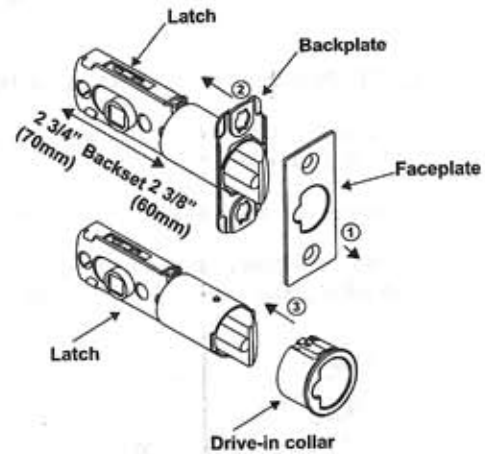
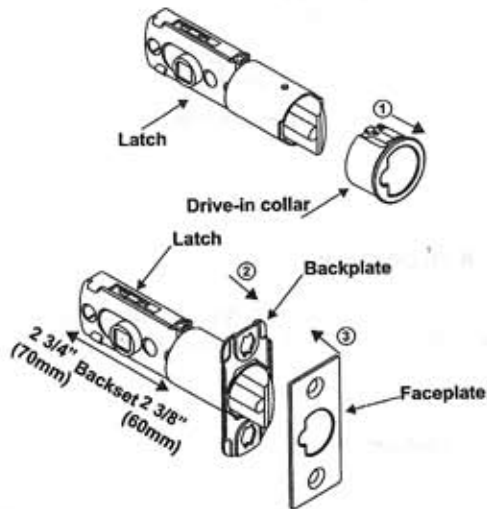
5.5mm (7/32") x 2  
hole for metal  
door only

2-1/4" (57mm)

# Universal Latch

## Convert from Mortise to Drive-in

1. Use a flat screwdriver to separate the faceplate from the latch backplate
2. Slide back the backplate to remove it
3. Align the round drive-in collar with the latch bolt and push it on the latch until it snaps-in.



## Convert from Drive-in to Mortise

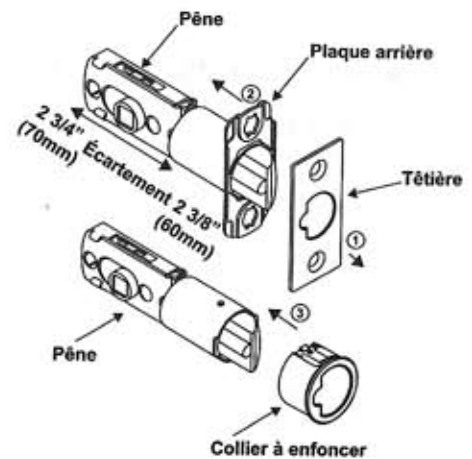
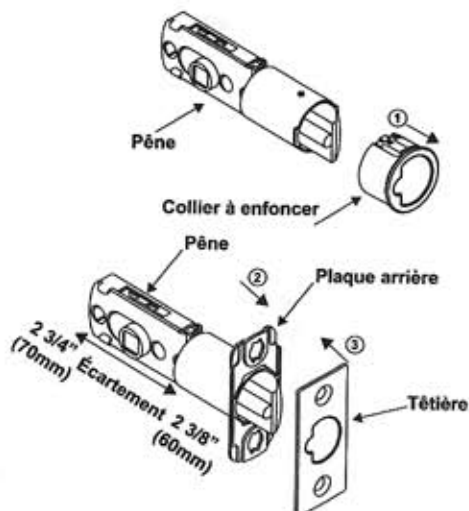
1. Use a small flat screwdriver to release the snapping of the drive-in collar on the latch and pull the collar forward to remove it
2. Slide-on the backplate from the back of the latch
3. Snap the faceplate on to the backplate

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# Pêne universel

## Convertir de mortaise à enfoncer

1. Utilisez un tournevis plat pour séparer le pêne de la plaque arrière
2. Glisser la plaque arrière pour l'enlever
3. Alignez le collier rond à enfoncer avec le pêne et pousser le pêne jusqu'à ce qu'il s'enclenche



## Convertir enfoncer à mortaise

1. Utilisez un petit tournevis plat pour libérer l'encliquetage du collier à enfoncer sur le pêne et tirez le collier en avant pour l'enlever
2. Glissez la plaque arrière par derrière le pêne
3. Enclencher la têtère dans la plaque arrière

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