**INSTALLATION INSTRUCTIONS**

**STEP 1. LATCH INSTALLATION INSTRUCTIONS**

**IMPORTANT - DOOR JAMB (Z-BAR) HAS OPENINGS FOR BOLT EXTENSION. THE WOOD IN THESE OPENINGS MUST BE REMOVED TO A MINIMUM DEPTH OF 3/4" BEFORE OPERATING THE DEADBOLT WITH THE DOOR CLOSED. SEE STEP 3A.**

**A.** From outside the door, determine if your door is a right or left hinged door. **See Fig. 2.**

**B.** Fold the template for a left or right hinge installation as indicated on the template. **One side of the template is for a right hinge door installation and the other is for a left hinge.** Make sure you use the correct side. Place the template locator tab into the mortise notch in the door edge, then tape the template in place. Center punch the four hole locations and remove the template. Drill the holes using the drill bits indicated on the template.

**C.** If the latch bolt orientation of the mortise plate and latch assembly matches your door go to **Step D.** If the latch bolt orientation is incorrect for your door, remove the two #10-32 flat head screws and mortise plate. Rotate the latch bolt 1/2 turn (180 degrees) and reattach mortise plate to latch assembly. **See Fig. 3.**

**D.** Insert latch assembly into end of door panel as shown in **Fig. 4.** **DO NOT** fasten at this time, fastening will be completed in **Step 2G.**

**STEP 2. HANDLE AND ESCUTCHEON PLATE ASSEMBLY**

**A.** Insert extension through the T-bushing and outside trim plate. On the back of the outside trim plate, place the flat nylon washer over the extension and slide the D-clip over the flat nylon washer. **See Fig. 5**

**B.** Insert the square spindle all the way into the outside handle. Using the Hex wrench provided, tighten the set screw on the underside of the handle to hold the spindle in place. With the D-clip in the vertical position (parallel with flat on inside of extension) insert handle/spindle assembly into extension/plate assembly.

**C.** Rotate the deadbolt spindle so the proper letter code is facing up. Letter Code: "R" is for right hinged door installation and "L" is for left hinged door installations. **See Fig. 6.**

**D.** From the outside of the door, insert the outside handle/trim plate/spindle assembly through the square hole in the latch assembly, making sure that the lever handle is facing in the correct direction and that the deadbolt spindle is correctly orientated as described in step 2C.
E. Align thumb turn button in vertical position on the inside trim plate, as shown in Fig 7. On the inside of the door, position the inside handle, with T-bushing, through the inside trim plate and over the spindles; making sure inside lever is facing in correct direction.

F. Align trim plates and install the (2) 10-32 pan head screws through the top and bottom holes on the inside trim plate. **CAUTION: DO NOT OVERTIGHTEN AS WALLS MAY BEND.** Hold the handles tightly together and tighten set screw on inside handle with hex wrench.

G. Centerpunch and drill 1/8" pilot holes and install the (2) #8 flat head screws in the edge of the door securing latch assembly to the door.

**To maintain proper operation of your door hardware, periodically check your mounting and set screws for tightness**

**STEP 3. STRIKE INSTALLATION INSTRUCTIONS**

A. Using a drill and chisel, clear the wood from the strike openings behind the "Z" bar a minimum of 3/4" deep. See Fig. 8.

B. With the door open, extend the deadbolt fully. Carefully close door until deadbolt contacts the z-bar. With a pencil, mark the location of the top and bottom of the deadbolt onto the z-bar. See Fig. 9. Return the deadbolt to the fully retracted position.

C. Position the strike plate on the latch side z-bar. Align the strike vertically by centering the bottom hole in the strike plate with the marks previously made on the z-bar. See Fig. 10.

D. Position the strike horizontally by aligning the outside edges of the top and bottom slots in the strike plate with the outside edges of the top and bottom slots in the z-bar. Mark the hole locations in the center of the two adjustable slots.

E. Remove the strike and drill the marked holes with a 3/32" drill bit. Reposition the strike and insert #8 flat head screws into the mounting holes and tighten. Close the door and check for proper operation of latch and deadbolt. Adjust the strike if needed.