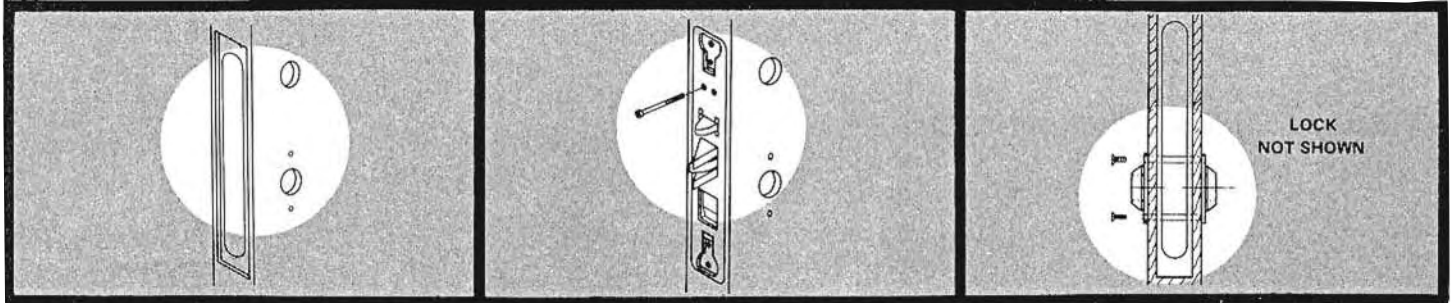


# Instructions for Installing Thru-Bolted Trim with Mortise Locks

## Steps 1 and 2 Common to all Trim.



### STEP

- 1** Mortise door for required lock and bore holes. Use template packed with lock.

### STEP

- 2** Thread cylinder set screws partially into lock before inserting and fastening lock into mortise.

### STEP

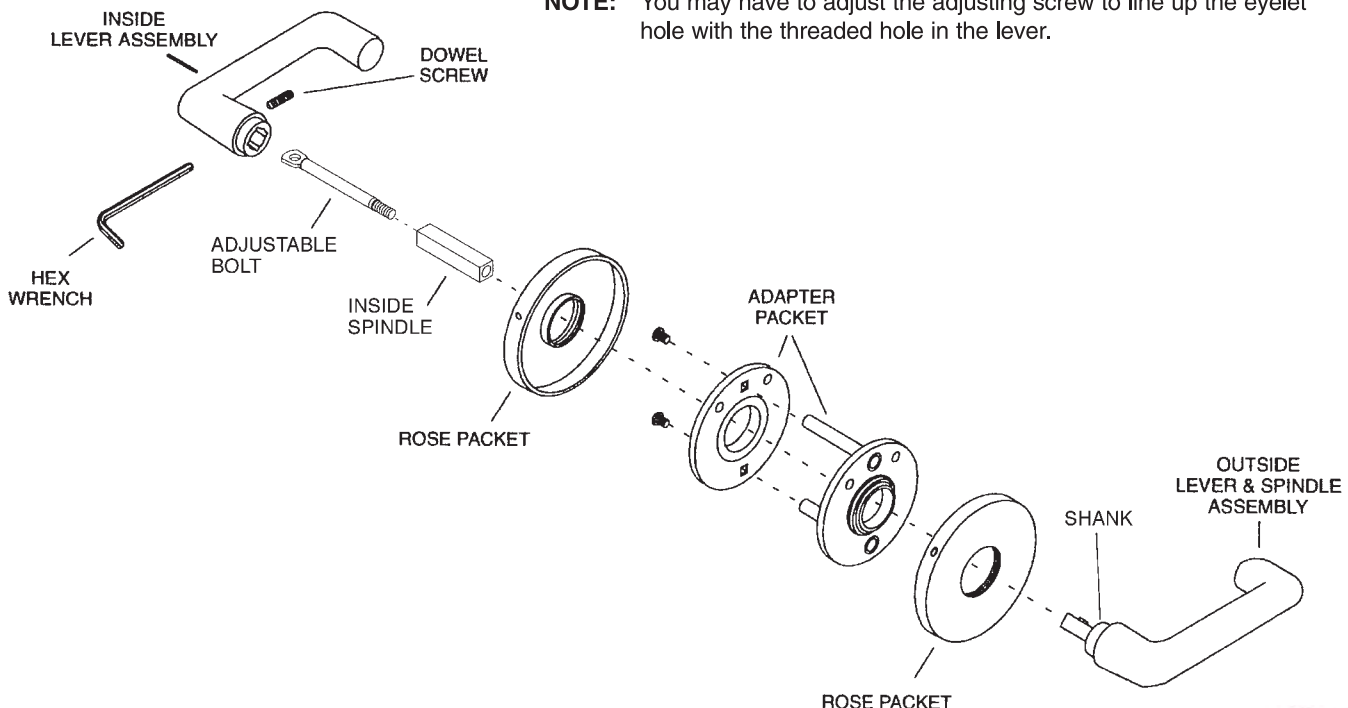
- 3** Install adapter plates squarely on door with lugs passing through lock case. Adapters must be accurately centered to insure smooth operation. Tighten screws securely.

## For LEVER X LEVER TRIM, proceed to Step 4. For KNOB x KNOB TRIM, proceed to Step 5.

### STEP

- 4**
- A. Install escutcheons or roses. Remove adjusting bolt and inside spindle from outside lever.
  - B. Install outside lever and spindle assembly into the adaptor plate and outside hub of the lock body. Make sure lever shank seats into the plastic bushing of the adaptor plate.
  - C. Insert the inside spindle and adjusting bolt into the inside hub of the lock body. Screw adjusting bolt into the outside spindle. Tighten completely and then unscrew the bolt until the outside lever operates smoothly.
  - D. Remove the set screw from the inside lever. Install the lever onto the inside spindle with the eyelet of the adjusting screw in line with the threaded hole in the lever. Make sure the lever shank seats in the adaptor bushing completely. Screw the set screw into the lever and through the eyelet of the adjusting bolt.

**NOTE:** You may have to adjust the adjusting screw to line up the eyelet hole with the threaded hole in the lever.



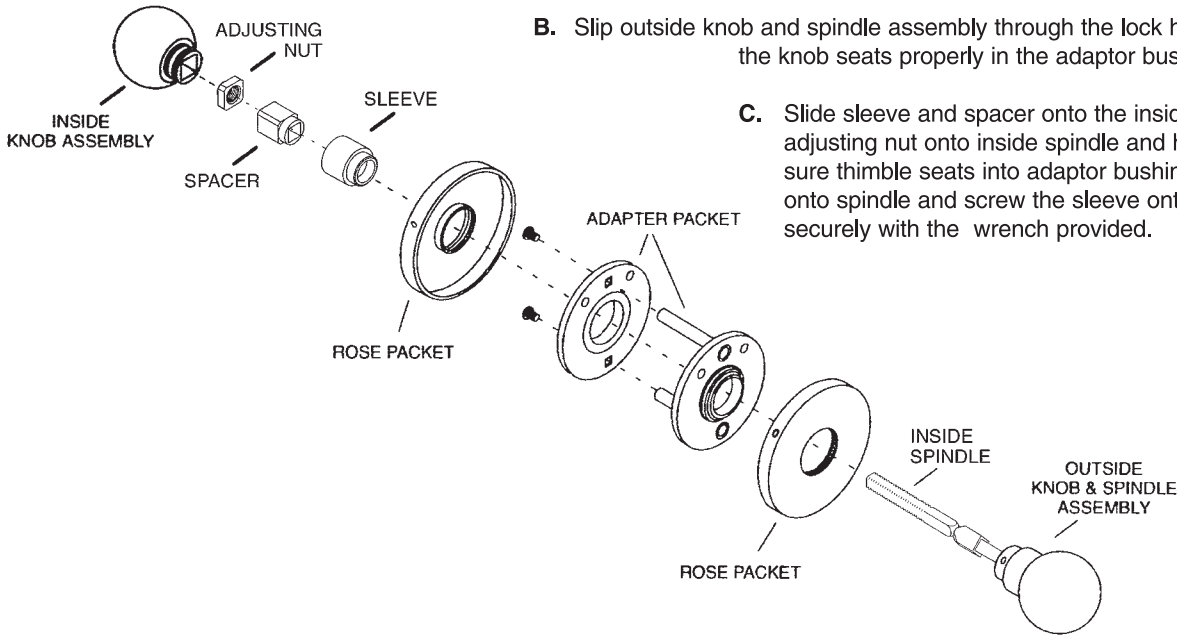
# Instructions for Installing Thru-Bolted Trim with Mortise Locks

## Steps 1 and 2 Common to all Trim.

If you have a **CAST KNOB x KNOB** follow Step 3 and then proceed as follows:

### STEP

- 5** A. Install escutcheon or roses and secure tightly. Remove inside spacer, sleeve, adjusting nut and threaded thimble from spindle assembly. Adjust inside spindle to provide 1/16" gap between the outside spindle and inside spindle.



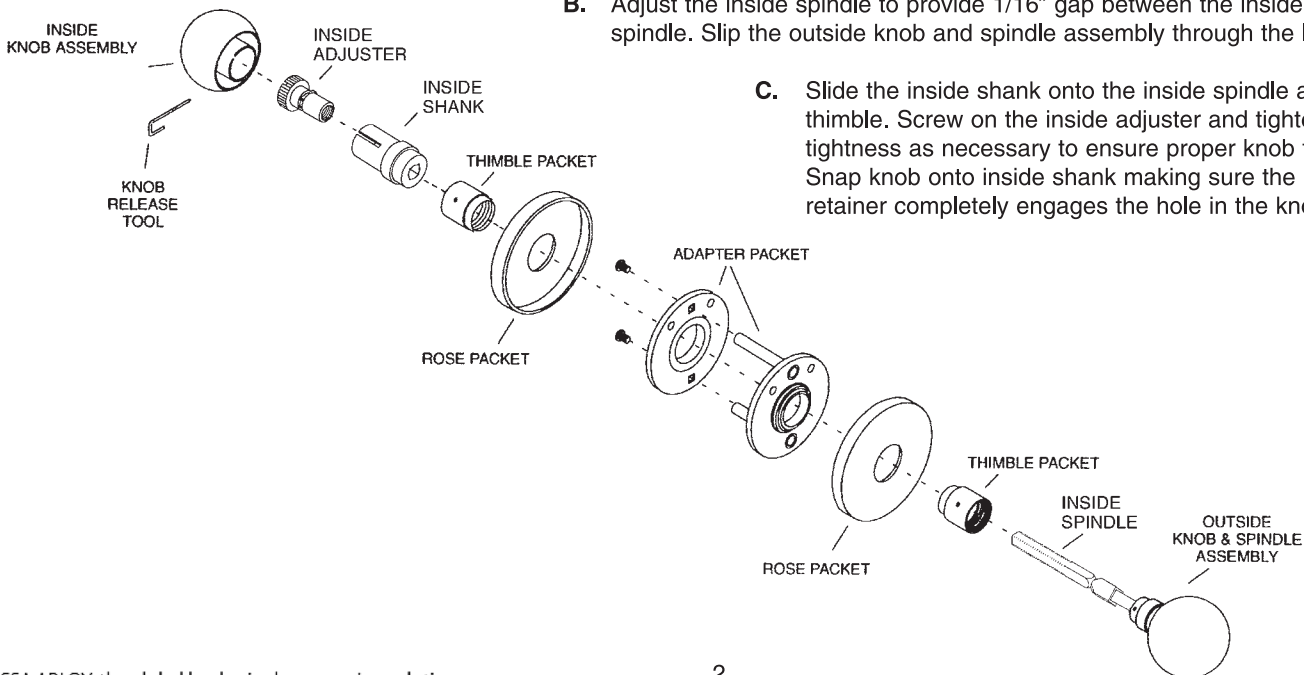
- B. Slip outside knob and spindle assembly through the lock hubs, making certain the knob seats properly in the adaptor bushing.

- C. Slide sleeve and spacer onto the inside spindle. Screw adjusting nut onto inside spindle and hand tighten making sure thimble seats into adaptor bushing. Slide inside knob onto spindle and screw the sleeve onto the knob. Tighten securely with the wrench provided.

If you have **WROUGHT KNOB x KNOB** follow previous instructions to Steps 1 - 3 and then proceed as follows.

### STEP

- 6** A. Install roses or escutcheon and secure using the threaded thimbles. tighten securely. Unscrew the inside adjuster and remove the inside shank.



- B. Adjust the inside spindle to provide 1/16" gap between the inside and outside spindle. Slip the outside knob and spindle assembly through the lock hubs.

- C. Slide the inside shank onto the inside spindle and into the thimble. Screw on the inside adjuster and tighten. Adjust tightness as necessary to ensure proper knob function. Snap knob onto inside shank making sure the knob retainer completely engages the hole in the knob sleeve.

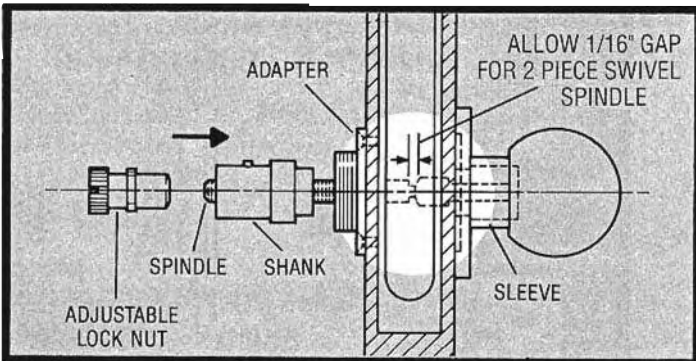
# Instructions for Installing Thru-Bolted Trim with Mortise Locks

## Steps 1 and 2 Common to all Trim.

If you have WROUGHT KNOB x KNOB follow previous instructions to Steps 1 - 3 and then proceed as follows.

### STEP

- 7** A. If cylinder is provided, install cylinder and collar (when required) into the lock body. Screw in until cylinder is tight and key way is vertical. Tighten the cylinder set screw securely.



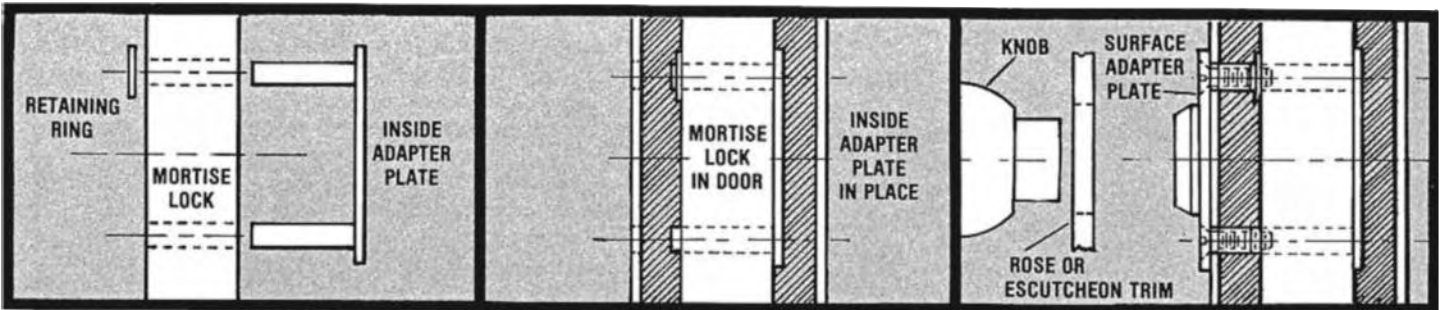
### STEP

- 8** A. Complete installation by installing the armored front using the two #8-32 x 1/4" screws.  
B. Install the strike in the frame using the #12 combination screws provided.

### STEP

- 9** A. Check to ensure proper function before closing the door.

# Instructions for Installing "Half" Thru Bolted Sectional or Escutcheon Trim on Wood or Metal Doors (Metal Door Shown)



### STEP

- 1** Insert inside adapter plate (having two long lugs) into lock on the side opposite trim.

### STEP

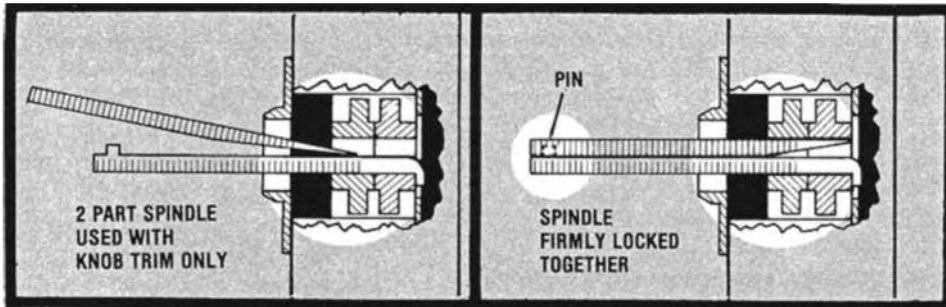
- 2** Install one retaining ring over top lug of adapter plate to hold it in place on the lock.  
A. For wood doors: Relieve mortise of door to take retaining ring, lugs and plate.  
B. Install the lock in the door.

### STEP

- 3** Apply the surface adapter plate (having the two screws) to the face of the door. Line up the screws with the inside adapter lugs and draw the screws up firmly.

# Instructions for Installing "Half" Thru Bolted Sectional or Escutcheon Trim on Wood or Metal Doors (Metal Door Shown)

## KNOB SPINDLE APPLICATION



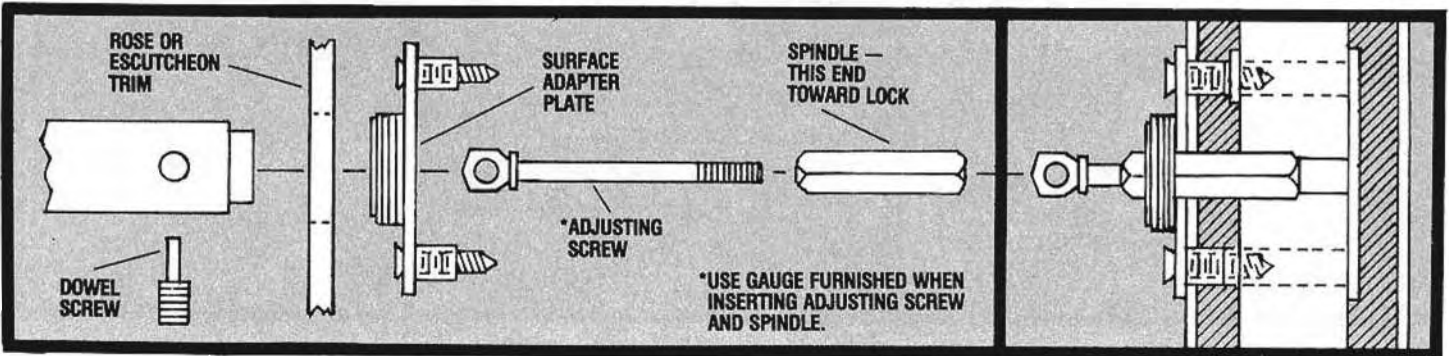
STEP

- 4** Spindle: Remove the keeper wire and separate the two-part spindle. First insert the part with bent end so that the hook catches over the back of the lock hub. Next insert the upper part of the spindle, sliding it in as shown. When fully inserted, the two parts are firmly locked together by the pin as shown.

STEP

- 5** Install remainder of trim and knob.

## LEVER SPINDLE APPLICATION



STEP

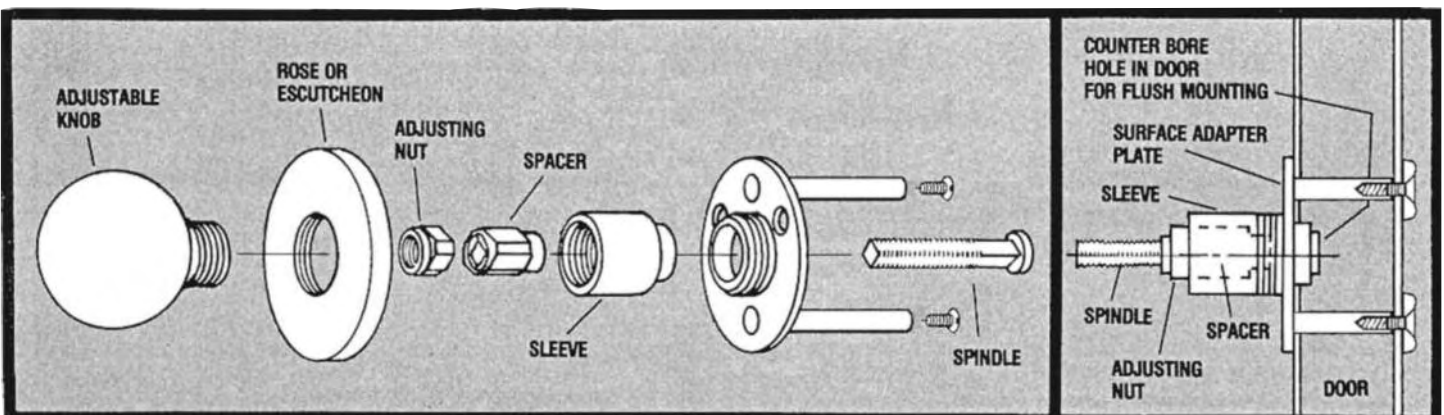
- 6** Apply the surface adapter plate (having the two screws) plus the spindle and adjusting screw to the face of the door being sure to insert the "Crimped" end of the spindle into the lock hub. Line up the screws with the inside adapter lugs and draw the screws up firmly.

STEP

- 7** Install remainder of trim and lever to complete installation.

# Instructions for Installing "Half Dummy Trim" on Wood or Metal Doors (Metal Door Shown)

## KNOB TRIM

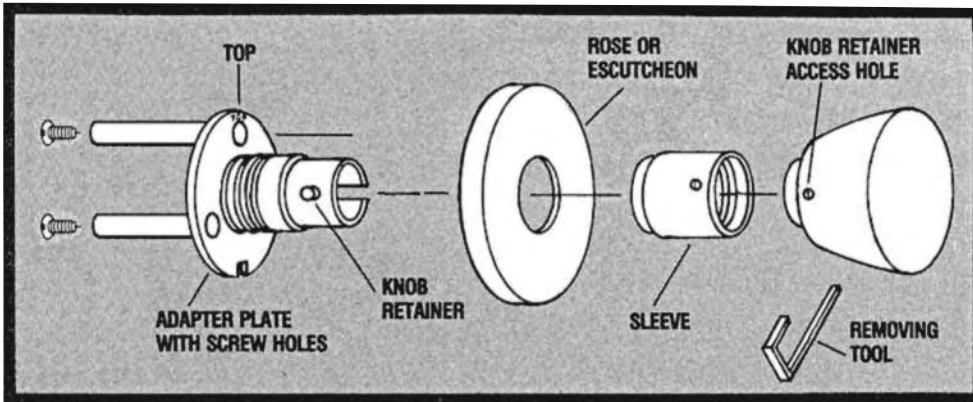


- A.** Insert spindle through adapter plate and assemble all parts on spindle in sequence as shown.

- B.** Tighten adjusting nut so that all parts fit snugly. Slip on adjustable knob and draw it up tightly by turning sleeve counter clockwise with wrench furnished.

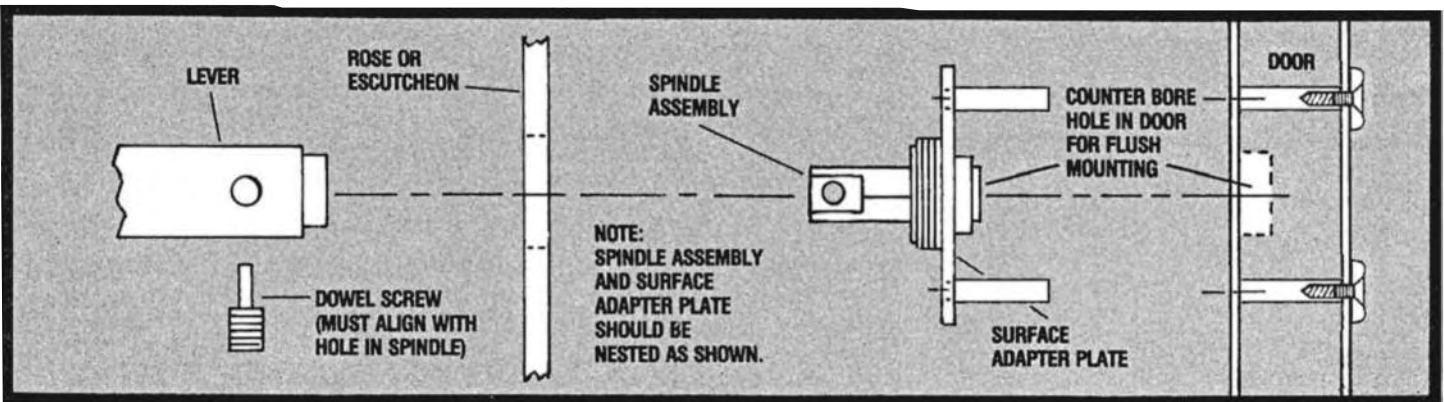
# Instructions for Installing “Half Dummy Trim” on Wood or Metal Doors (Metal Door Shown)

## KNOB TRIM . . . SNAP-ON TYPE



- A. Apply the adapter plate (having two long lugs) with the word “TOP” in the highest position. Use supplied washer and screw to attach trim to the door.
- B. Slip the reinforcing ring into the adapter plate followed by the rose or escutcheon and then secure with threaded sleeve. Tighten with wrench furnished.
- C. Attach knob by depressing retainer and pushing until it snaps into position (make sure “Engaging Hole” in knob aligns with knob retainer).

## KNOB TRIM . . . SCREW-ON TYPE



- A. Door MUST be counter bored to assure flush mounting of surface adapter plate.
- B. Spindle assembly MUST be mounted so that hole aligns with lever dowel screw before securing to door with set screws.
- C. Install remainder of trim and lever to complete installation.

## TO CHECK OPERATION OF LEVER HANDLE TRIM

If you have drawn up the lever too tight and it binds.

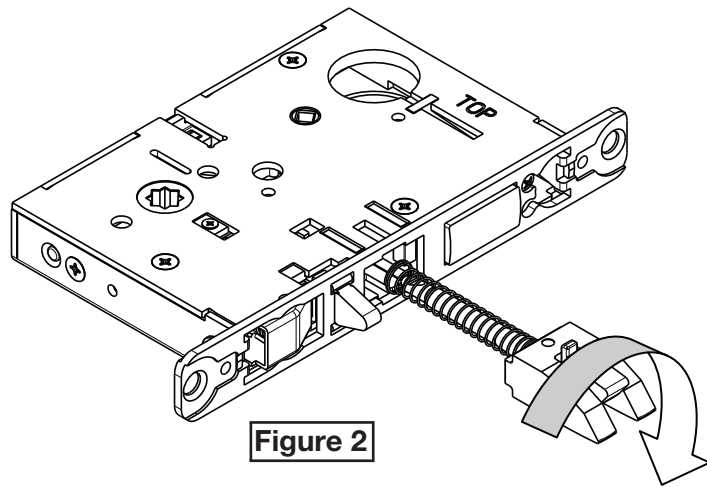
- A. Loosen the set screw holding the lever to the spindle and remove the lever.
- B. Remove the trim and surface adapter plate.
- C. Pull the spindle and jamb nut assembly out of the lock hub just far enough to turn it clockwise a quarter turn (See Illustration)
- D. Slide the spindle and jamb nut assembly back into the lock hub and reinstall the surface adapter plate, trim and lever.

# Instructions for reversing the hand of the ML2000

**Step 1)** Move the Red locking screw to side of lock-body being locked (Fig. 1)

**Step 2)** Push in latch then depress catch plate with screw driver (Fig. 1)

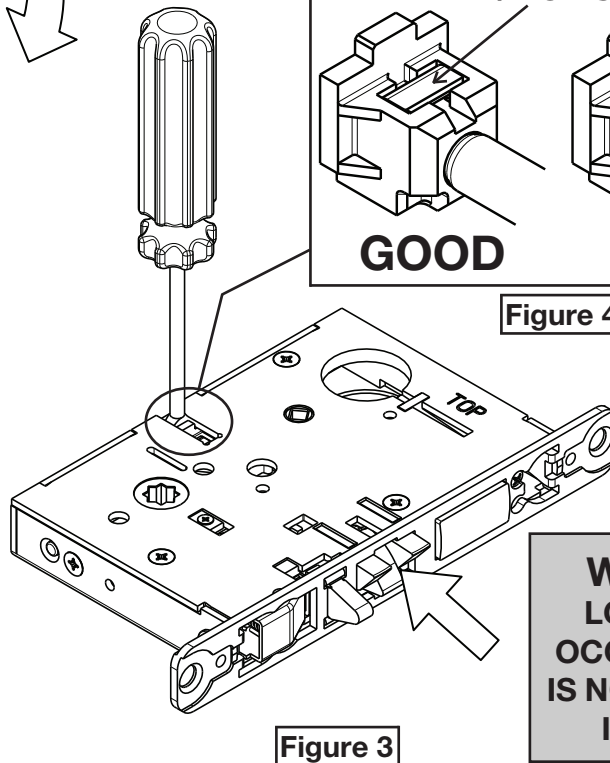
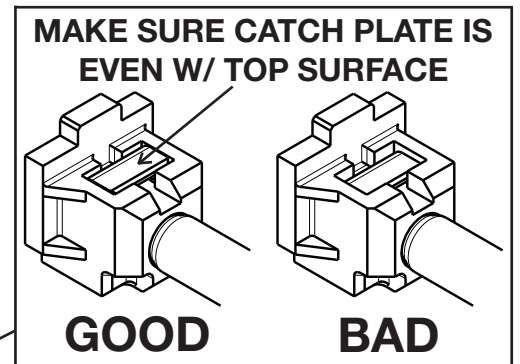
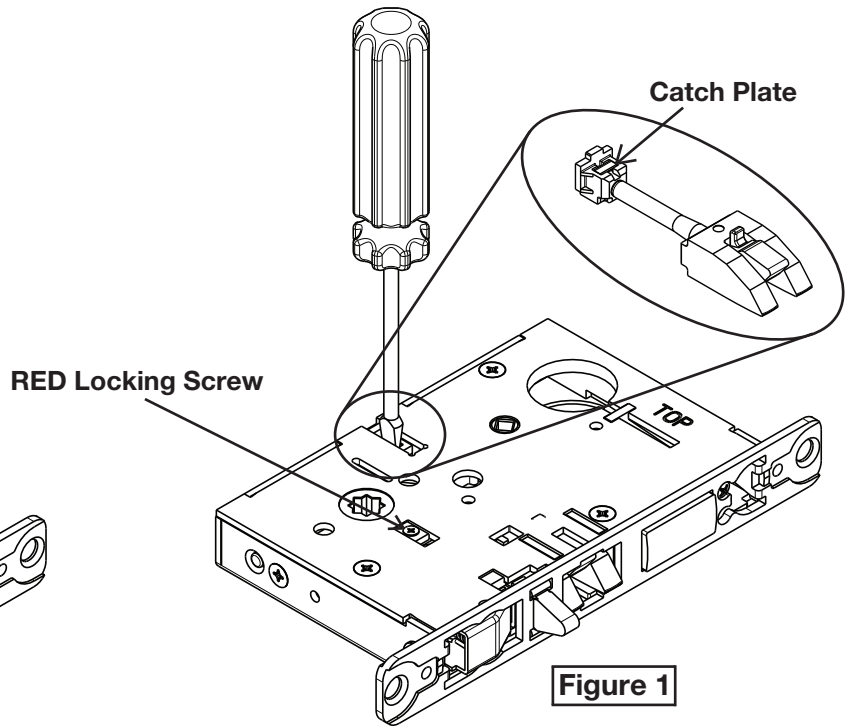
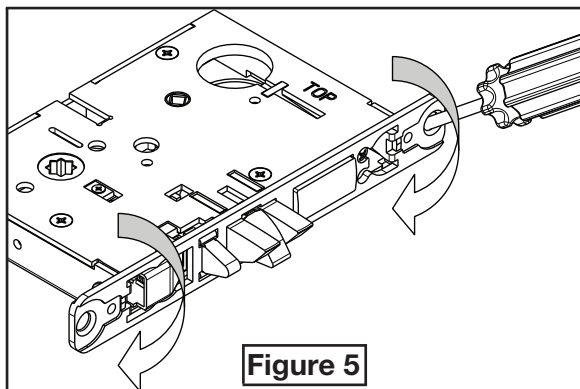
**Step 3)** Pull latch out of lock-body and turn latch over (Fig. 2)



**Step 4)** Push in latch while holding screw driver behind latch tail (Fig. 3)

**Note:** Push in latch until catch plate is no longer depressed (Fig. 4)

**Step 5)** Rotate lock front to match level of door as shown (Fig. 5)



**WARNING:**  
LOCK-IN CAN OCCUR IF LATCH IS NOT PROPERLY INSTALLED



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