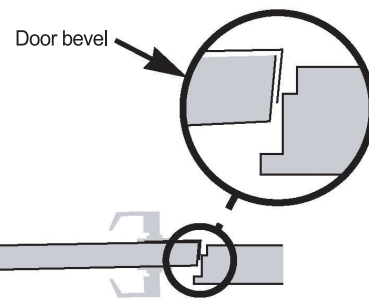
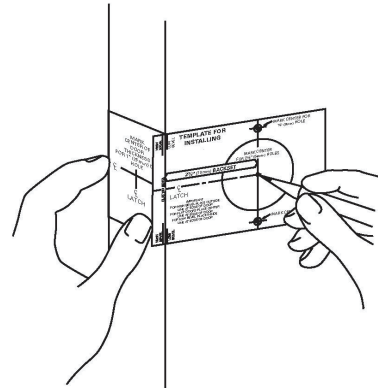




# L100 SERIES GRADE 2 LEVER LOCKS

## Instructions For Installing Cylindrical Leverset

### Door and jamb preparation



Removable Through-Bolts are provided and recommended for use on high traffic doors.

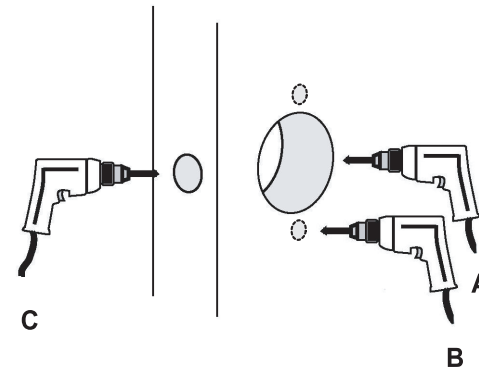
**NOTE :** Accurate door preparation is essential for proper functioning of this lock. Follow template and instructions carefully.

The anti - sagging mechanism of handle in cylindrical leverset has a patent pending in the U.S. and foreign countries.

### 1. Mark door

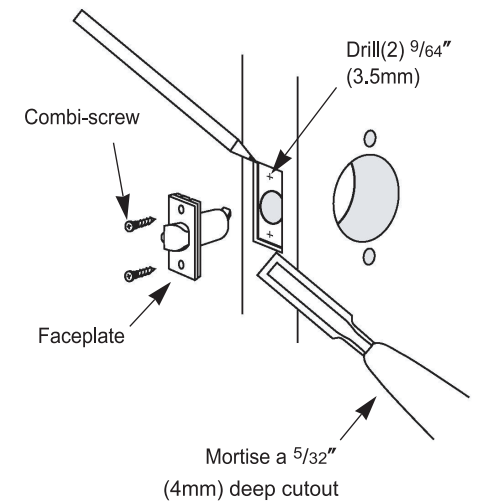
- A. Check lock for proper backset before marking.
  - NOTE :**Through- Bolts are provided and recommended for use on high frequency doors.
- B. Detach stub.
- C. Fold template at correct marking for door bevel (high or low bevel, or flat).
- D. Position template at correct height (recommended height for centerline is 38" (97cm) from floor).
- E. Mark center for 2 1/8" (54mm) hole.
- F. Also mark for (2) 5/16" (8mm) holes for through-bolt type.
  - NOTE :**Do not mark (2) 5/16" holes for locks No through-bolt type.
- G. Use stub to mark center of door thickness.
  - HINT :**For retrofitting existing lock holes, fold template in half to position for the mounting screw.

### 2. Drill holes



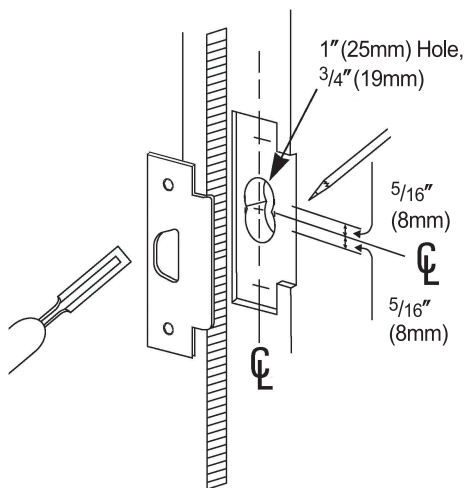
- A. Drill a 2 1/8" (54mm) hole through door (from both sides to avoid damaging door).
- B. Drill (2) 5/16" (8mm) holes for through-bolt
  - NOTE :**Do not drill the (2) 5/16" (8mm) holes for locks No through - bolt type
- C. Drill a 1" (25mm) or 7/8" (22mm) (depending on latch housing diameter) in door edge.

### 3. Install latch

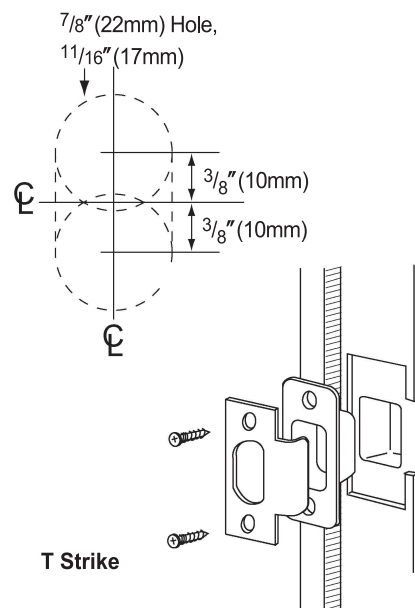


- A. Insert latch into hole.Trace around faceplate
- B. Chisel out wood until faceplate fits flat with door edge.
- C. Drill (2) 9/64" (3.5mm) holes and secure latch unit with combi-screws supplied.
- D. Fasten latch to door so that beveled side of latchbolt faces jamb.

### 4. Install strike



ASA Strike - Standard



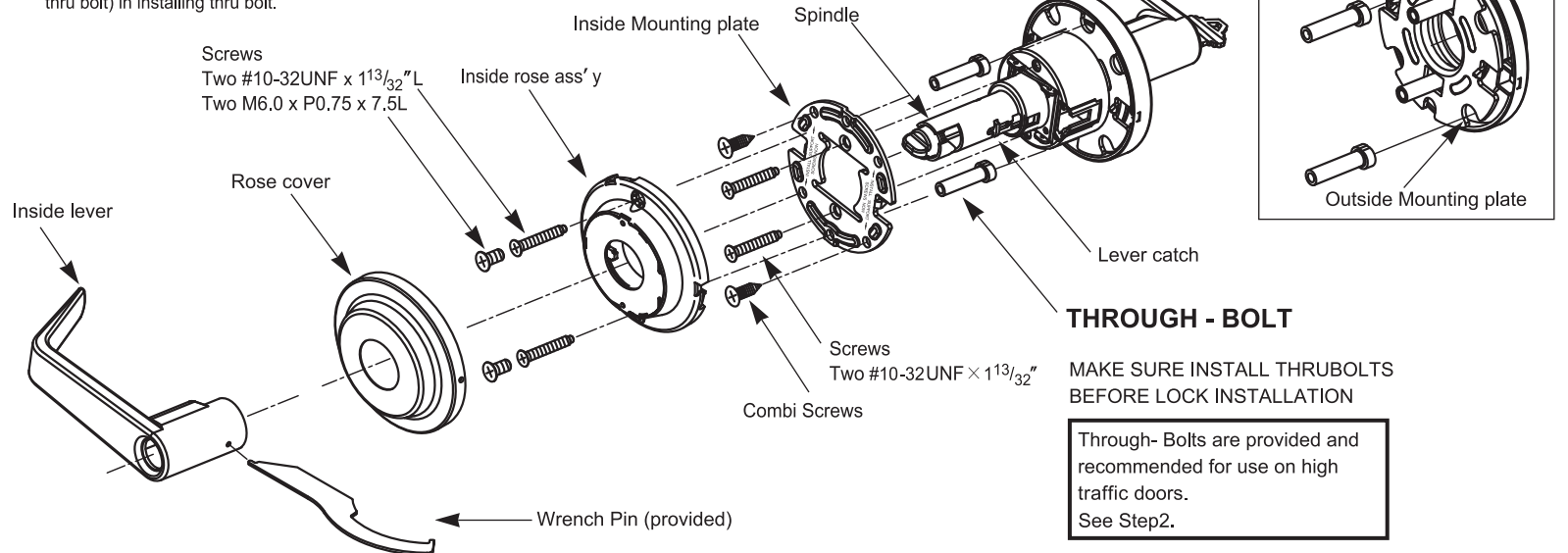
T Strike

- A. Mark vertical line and heightline on jamb exactly opposite center of latch hole.
- B. Drill (2) 7/8" (22mm) holes, 1 1/16" (17mm) deep, into doorjamb as shown.
- C. Mortise a cutout for the strike. Use strike as a pattern for the mortise. (Strike should fit flush with the doorjamb.)

- A. Mark vertical line and heightline on jamb exactly opposite center of latch hole.
- B. Drill (2) 1" (25mm) holes, 3/4" (19mm) deep, 5/16" (8mm) above and below heightline.
- C. Use strike plate to pattern for cutout. Clean out hole and install strike.

### Lock Installation

Must use "M6.0 x P0.75 x 7.5L" If thru bolts is not installed. Must use "#10-32UNF x 1 13/32" L" (packed with removable thru bolt) in installing thru bolt.



- A. Disassemble inside lever.
- B. Twist inside rose cover to remove.
- C. Disassemble inside rose assembly.
- D. Disassemble inside mounting plate.
- E. Insert the removable thrubolts(provided) into the outside rose ass'y.

### THROUGH - BOLT

MAKE SURE INSTALL THRU BOLTS BEFORE LOCK INSTALLATION

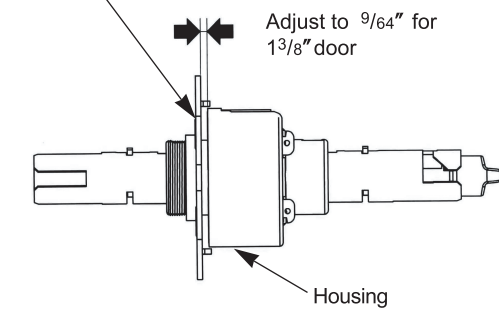
Through- Bolts are provided and recommended for use on high traffic doors. See Step2.

## 6. Adjust for door thickness

**LOCKSET IS FACTORY PRESET FOR 1<sup>3</sup>/<sub>4</sub>" (45mm) DOORS.**

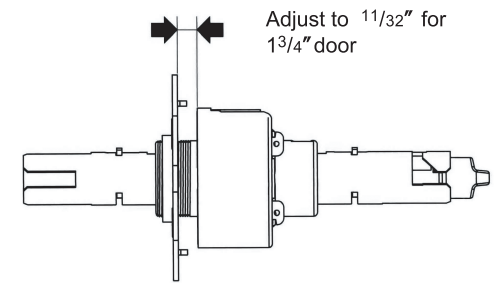
See step 6. to center chassis in door or to change adjustment of other door thicknesses

Outside Mounting Plate



Adjust to 9/64" for 1<sup>3</sup>/<sub>8</sub>" door

Housing



Adjust to 1<sup>1</sup>/<sub>32</sub>" for 1<sup>3</sup>/<sub>4</sub>" door

ADJUSTMENT FOR DOOR THICKNESS

**It can be adjusted for door thickness range from 1<sup>3</sup>/<sub>8</sub>" up to 2"**

For adjustment of door thickness, follow step 11, then :

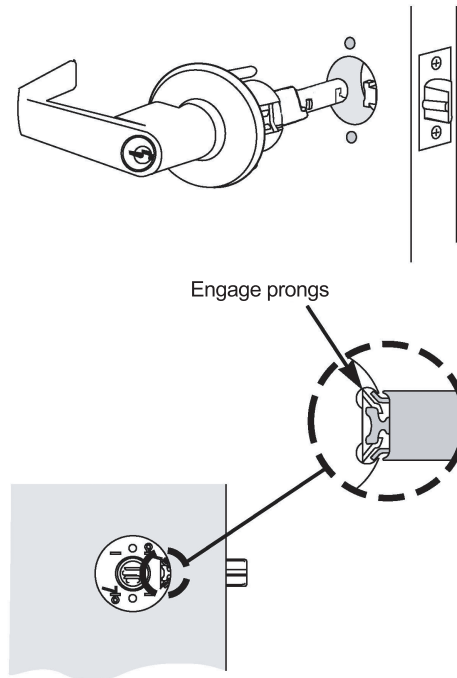
**A.** Adjust outside mounting plate for proper door thickness. At final position, the screw post hole must be in line with holes in lockbody.

**B.** Slide outside rose ass'y with rose cover onto spindle with the wider notch at inside diameter in line with lever catch.

The screw posts will enter the holes pre-aligned between outside mounting plate and lockbody.

**NOTE:** See Step 11, must be done if you have to make adjustments for door thickness

## 7. Install outside lock unit

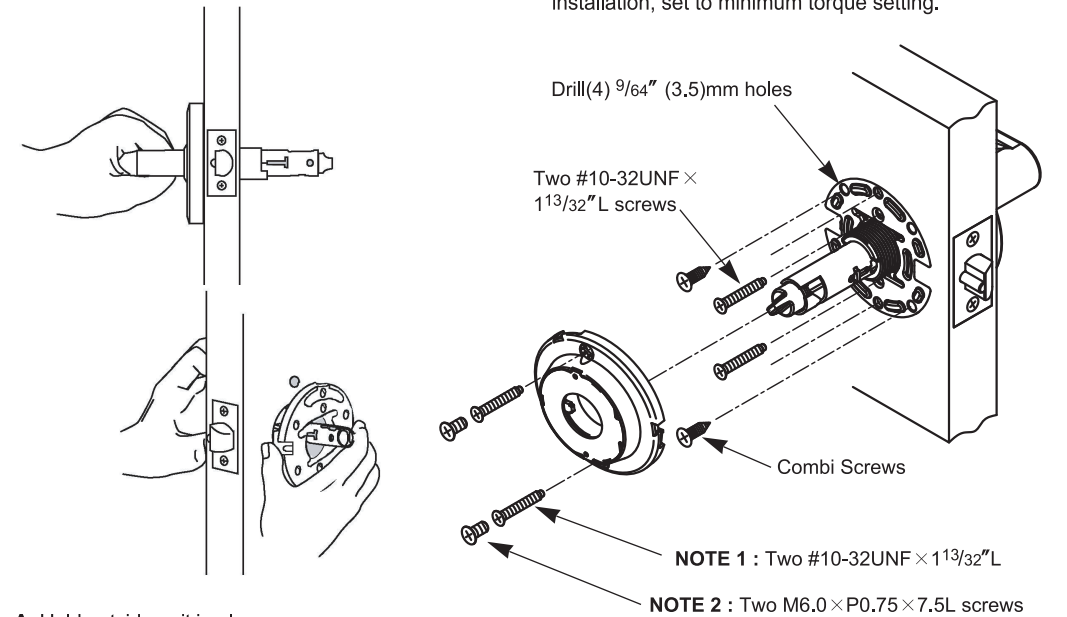


Engage prongs

**IMPORTANT :** Place outside lock unit into position. Make sure that latch prongs engage chassis housing, and retractor engages latch bar

## 8. Install mounting plate.

**CAUTION :** When using power screwdriver for installation, set to minimum torque setting.



**NOTE 1 :** Two #10-32UNF x 1<sup>1</sup>/<sub>32</sub>"L

**NOTE 2 :** Two M6.0 x P0.75 x 7.5L screws

**A.** Hold outside unit in place.

**B.** Put mounting plate into position on chassis.

**C.** Place mounting plate. Tighten it to lock body with two #10 - 32UNF x 1<sup>1</sup>/<sub>32</sub>"L screws.

**D.** Drill (4) 9/64" (3.5mm) holes and secure the mounting plate with four combi-screws supplied.

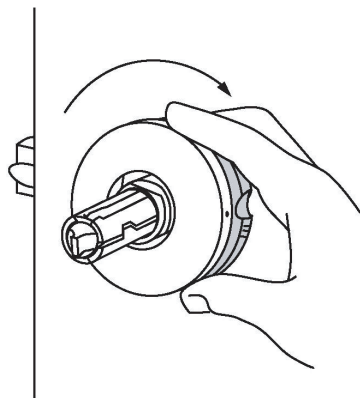
**(THIS MUST BE DONE TO FIRMLY ANCHOR LOCK TO DOOR-ESPECIALLY WHEN THRU-BOLTS ARE NOT USED)**

**E.** Place inside rose ass'y. Tighten it to lock body with screws supplied.

**NOTE 1 :** Two #10 - 32UNF x 1<sup>1</sup>/<sub>32</sub>"L(★) screws can be used for outside through - bolt type only.

**NOTE 2 :** Two M6.0 x P0.75 x 7.5L screws can be used for no through - bolt type only.

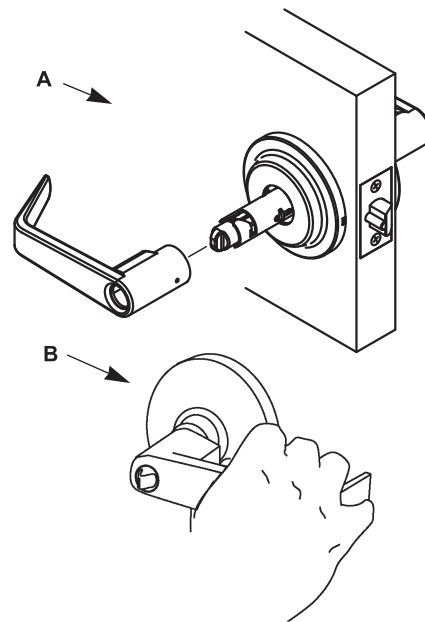
## 9. Install inside rose assembly



**A.** Align dimples on rose with grooves in inside rose assembly.

**B.** Place rose against door and rotate clockwise until dimples snap into slots next to the grooves.

## 10. Install inside lever



**A.** Slide inside lever onto spindle.

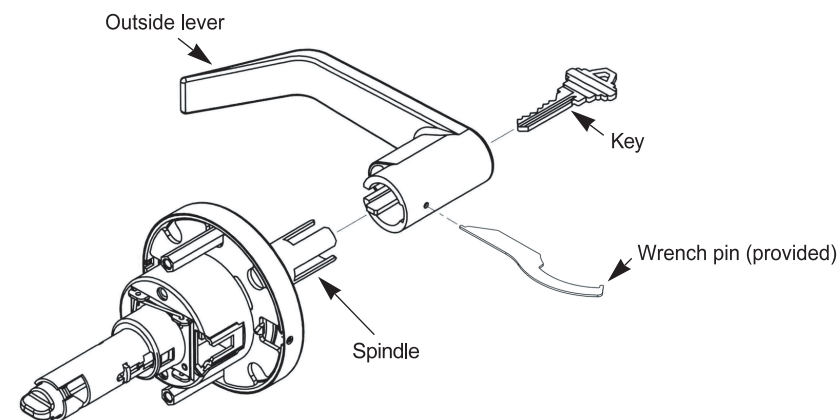
Push lever completely into place. (Pull on lever to make sure that catch is fully engaged.)

**B.** Test operation of lock to make sure you have followed instructions correctly.

## How to remove & reassemble outside lever

### 11. Remove outside lever

**NOTE:** Required if you re-key the lock or adjust the door thickness (See Step 6)



**A.** Insert key into cylinder. Insert wrench pin(provided) into hole in lever. Turn key one - quarter turn and push pin to depress lever catch. Slide the lever from spindle.

### 12. Reassemble outside lever

Reverse Step 11 to reassemble levers.

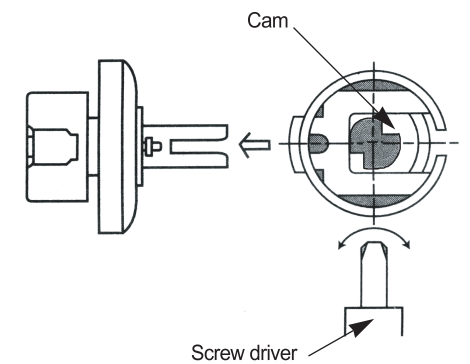
**A.** To reassemble. Put a cylinder and key in lever.

**B.** Push cylinder further in until it engages retractor.

**C.** Turn key 90° clockwise and hold a key.

**D.** Depress lever catch and push lever (Not key) in until it clicks then release a key.

## CAUTION FOR CLASSROOM FUNCTION



**(1) Locking:** Turn key counter-clockwise. Return to take a key out.

**(2) Unlocking:** Turn key clockwise. Return to take a key out.

Make sure to turn cam counter clockwise with a screw driver as far as it will go before reassembling of cylinder to prevent mis-positioning of cam for classroom function.