



WATER STREET
BRASS

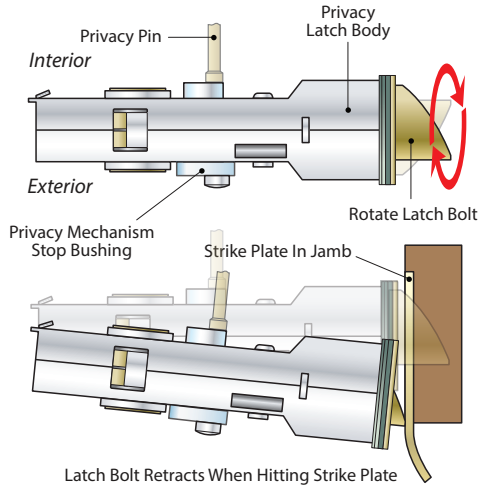
Privacy Latch Installation Sectional Trim

PREPARE THE DOOR

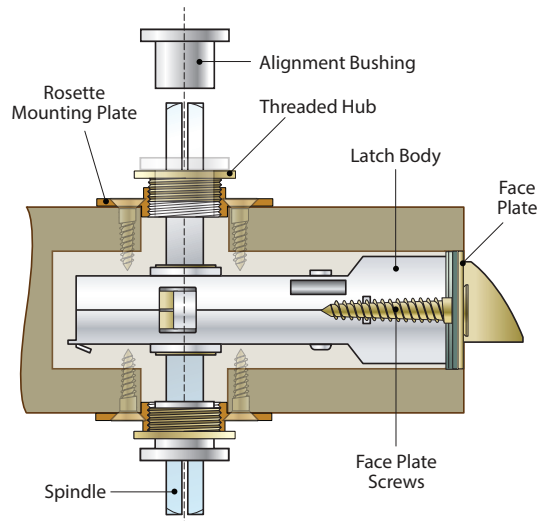
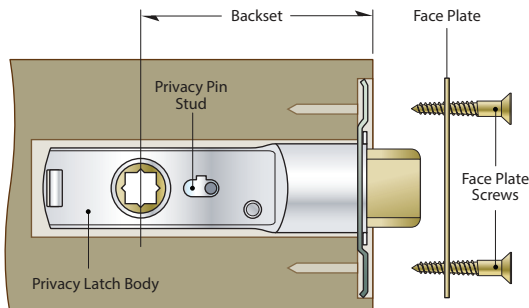
1. Establish the desired latch height on your door. Using the provided templates for your lock or latch, mark hole locations on the door.
2. Using the drill & bore sizes specified on the template, carefully drill the door.

INSTALL THE LATCH

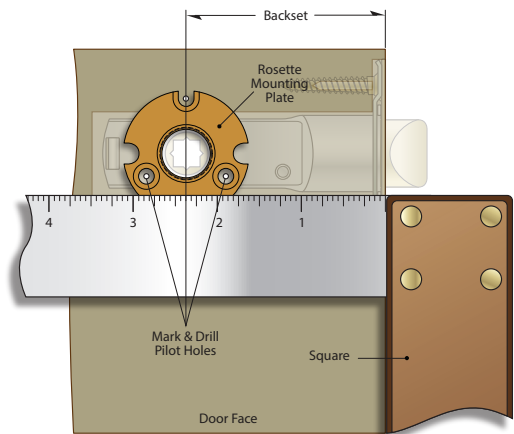
3. Determine the handing of your door. The latch bolt should be oriented so that it retracts when it contacts the strike plate in the door jamb. When properly oriented, the privacy pin stud will be on the interior side of the door and the stop bushing will be installed on the exterior side. Knob latches do not have this stop feature, only the stud for the privacy pin. The privacy pin will be installed later.



4. Install the latch body and face plate into the door and secure loosely with the screws provided. Do not tighten completely at this time.



5. Insert the spindle through the latch body as shown. Position a rosette mounting plate with a threaded hub on both sides of the door. Insert the two alignment bushings into the hubs and snug the mounting plates firmly against the door surface.



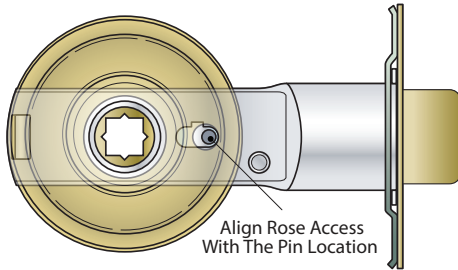
6. Tighten the latch face plate screws. When satisfied that the latch is firmly in place and level, mark the screw hole locations for the rosette mounting plates. Drill pilot holes and attach the plates to the door surface with the screws provided.

Remove the alignment bushings and place a lever or knob on the spindle. Check that the latch functions properly. If there is any binding or sticking, adjustments to the latch face plate or rosette mounting plates may be necessary. Once the latch is working properly, remove the threaded hubs and spindle.



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7. You can now install the rosettes by locating them over the rosette mounting plates. Position the privacy access holes



in the rosettes to sit directly in line with the privacy mechanism in the latch. Firmly secure the threaded hubs using the tool provided. Take care not to scratch or mar the rosette surfaces when installing.

8. Complete the installation by centering the spindle in the latch body. **To prevent binding, we recommend the grooves in the spindles be facing up, away from the set screws.**

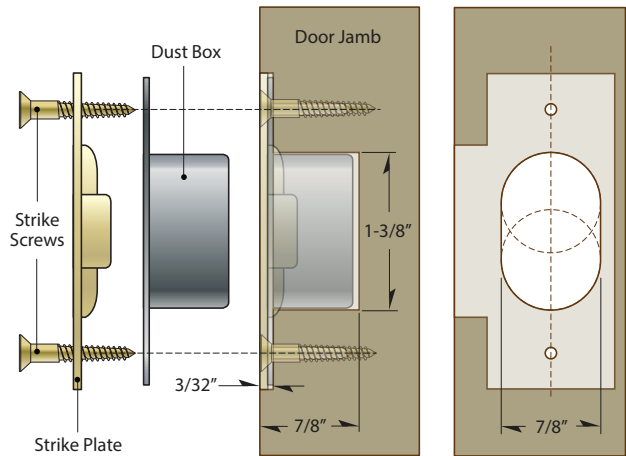
Place the levers or knobs onto the spindle with the Nylatron washers located on the bases. Seat the lever or knob so that it sits flat against the washer and rosette face. Using the hex key wrench provided, firmly tighten the set screws against the spindle.

Finally, insert the privacy through hole in the interior rosette and screw it firmly into the privacy mechanism on the latch body.

DOOR JAMB

9. Carefully measure the jamb to determine the exact location that the latch strike when the door is fully closed. Mark the location. Using the strike plate as a template, outline the shape and begin to mortise the door jamb to accept the strike.

Mortise the dust box cavity as shown here.



After installation, if the latch does not fully engage with the strike, loosen the screws and adjust slightly.

ASSEMBLY CROSS SECTION

