



WATER STREET
BRASS

Mortise Entry Installation Instructions

These instructions are for the installation a mortise lock entry set. The hardware will work with either door knobs or levers.

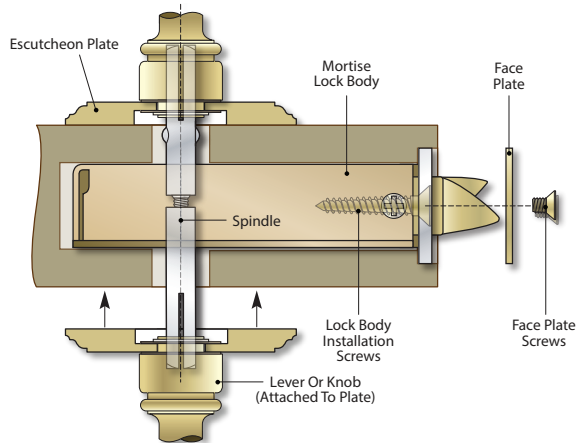
PREPARE THE DOOR

1. If your door has not already been prepared for your lock installation, do so by using the templates provided for your specific lock model. Be sure to confirm the proper backset, function and handing for your door prior to any drilling or mortising.
2. If using surface mount screws, you will position the plates as installing and mark the screw positions. If your plates are through bolted, use the interior plate to locate and mark the through bolt locations.
3. Install the mortise lock body in the door using the screws provided. Do not install the lock body face plate at this time.

INSTALL THE HARDWARE

4. Insert the spindle into the lock body and center it. The security notches should be on the exterior side of the door. **To prevent binding, we recommend the grooves in the spindle be facing up, away from the set screws.**
5. First position the exterior plate on the door by holding the spindle in place and sliding the lever/plate assembly into position. Tighten the set screw in the lever or knob to keep the spindle centered.

Next align the interior plate so the spindle engages the lever or knob and the thumb turn stem slides into place in the lock body. The thumb turn stem should fully engage with the lock, but should be cut so it does not extend beyond the lock body. Adjust the plates to sit square with the door edges.



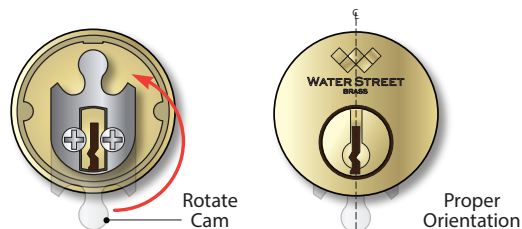
6. If the plates are surface mounted, mark the screw hole locations. Punch and drill pilot holes for all the surface mount screws and carefully install the screws.

If through bolted, carefully tighten the through bolts until the plates sit firmly in place.

NOTE: *Never use power tools to tighten the through bolts! Too much torque will strip the mounting attachments from the exterior plate!*

7. Using the Allen Wrench provided, tighten the set screws on the knobs/levers firmly.
8. With the provided key, rotate the cam on the back of the lock cylinder so that it won't interfere with the cylinder installation. Thread the mortise cylinder into the lock body until fully seated in the exterior plate and oriented properly.

Secure the cylinder by tightening the cylinder retention screw found inside the lock body.



9. Test the function of the levers, lock cylinder and the thumb turn. If the lock does not function properly, it may be necessary to loosen the screws holding the plates in place and adjust the location slightly. When satisfied that all are working properly, firmly tighten the screws or through bolting to hold the plates in place.

10. Complete installation by attaching the mortise lock face plate.

DOOR JAMB

11. Carefully measure the jamb to determine the exact location that the lock bolt will land 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 1/8" deep to accept the strike and lip.

Finally, measure the dust box and mortise the jamb to the proper depth, width and height.



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ASSEMBLY CROSS SECTION

