

BALDWIN HARDWARE CORPORATION MORTISE LOCK INSTALLATION INSTRUCTIONS

TOOLS REQUIRED

- | | |
|-----------------------------------------------|--------------------------------------------------------------------------------|
| 1. Pencil | 9. Combination Square |
| 2. No. 2 and No. 3 Phillips Head Screwdrivers | 10. Awl |
| 3. No. 1 and No. 2 Slotted Screw Drivers | 11. Hacksaw |
| 4. 1/8" Allen Head Wrench | 12. File (Wood Rasp & Metal) |
| 5. 3/4" Wood Chisel or Corner Chisel | 13. Baldwin Aligning Tool |
| 6. Measuring Device | 14. Drill and assorted Drill Bits (1/16", 1/8", 5/16", 3/8", 3/4", 1", 1-1/4") |
| 7. Lock Mortising Tool (Recommended) | 15. Screw Wax or Soap |
| 8. Router and Lock Face Template | 16. Powdered Chalk, Graphite or Lipstick |

NOTE: In order to successfully install a mortise lock and trim, a minimum of average skill level is required with use of the above listed tools.

Read and understand the provided instructions **BEFORE** attempting to mark or cut the door and/or frame. If there are any questions before you begin the installation, phone or visit your nearest Baldwin Distributor or contact the Technical Service Département at Baldwin at 610-777-7811.

Diagram A

Entrance Handle Set

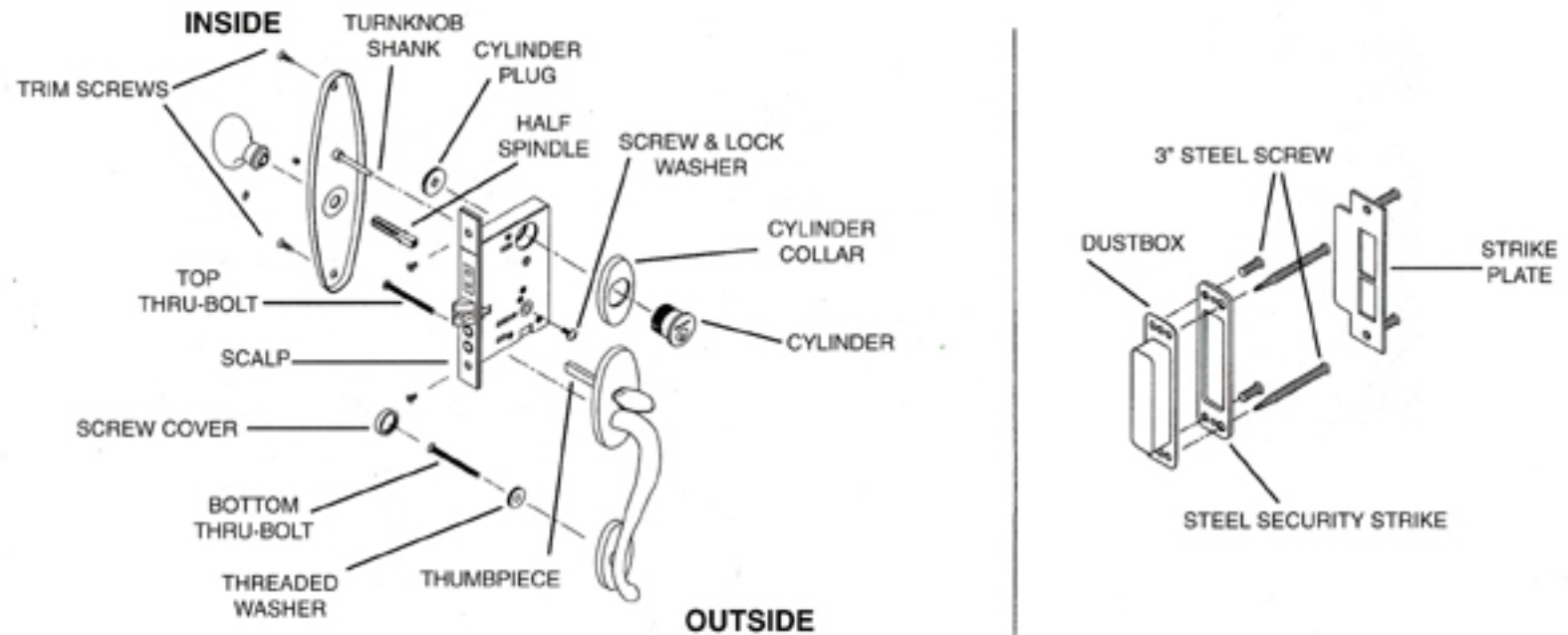
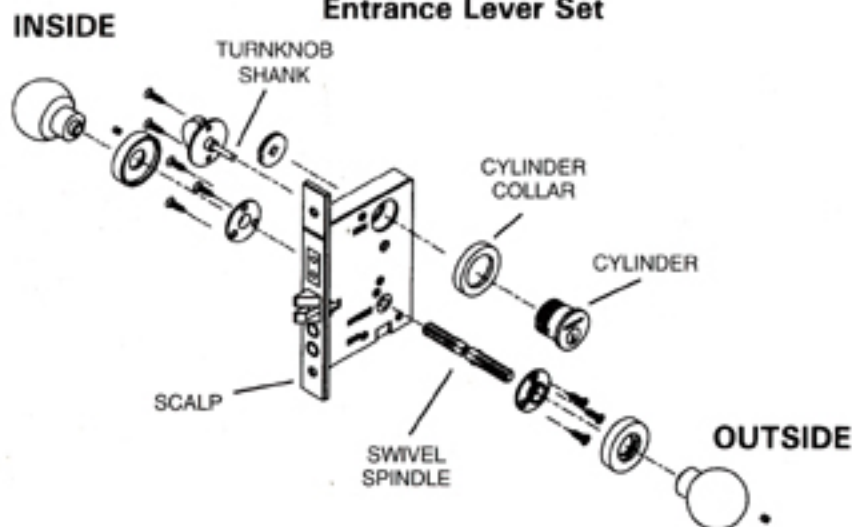
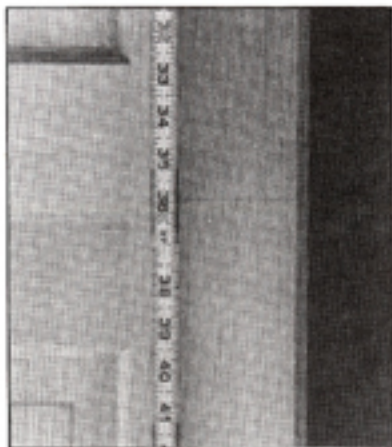


Diagram B

Entrance Lever Set

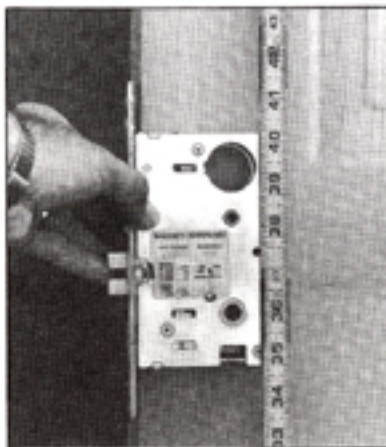


1. MARK THE DOOR.



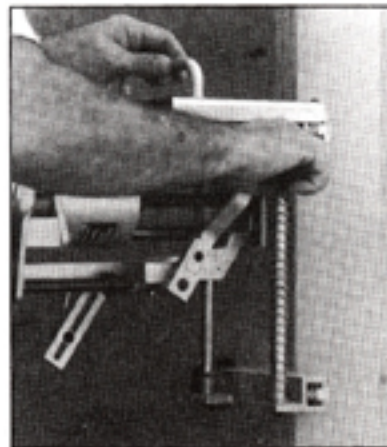
Mark the door at 36" above finished floor, or if retrofit, at appropriate location to coordinate with existing strike preparations. This will be center line of knob or lever location (not the center line of lock.)

2. DOUBLE CHECK COMPATABILITY OF DOOR STILE AND TRIM.



Make sure that the door stile will accommodate the intended lock and trim. Ensure trim will not interfere with door stop or extend over door panel or glass.

3. MORTISE LOCK POCKET FOR LOCK BODY.

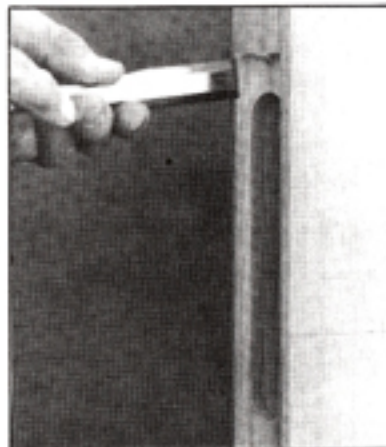


Mortise the pocket in the door 1/8" deeper than the lock being installed. Refer to the (blue sheet) Installation Template Guide Chart for exact size of mortise pocket.

4. PREPARE FOR LOCK FRONT.

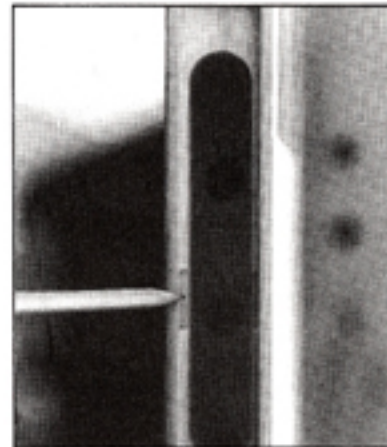


Route for the lock front.



Square the corners.

5. CUT RELIEF POCKETS.

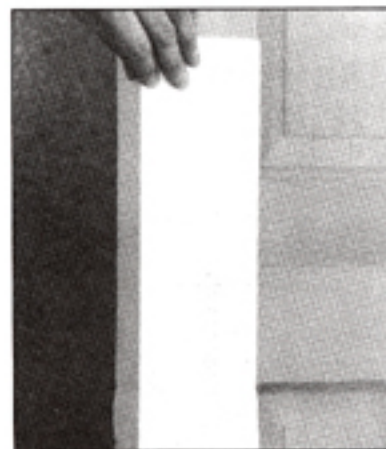


Cut the relief pockets 3/8" deep on both sides for the Latch Hinge, 2-1/2" and 2-3/4" backset only. (DOES NOT APPLY FOR 1" FRONT)

6. DETERMINE HOLE PATTERN REQUIRED FOR TRIM ON BLUE SHEET.

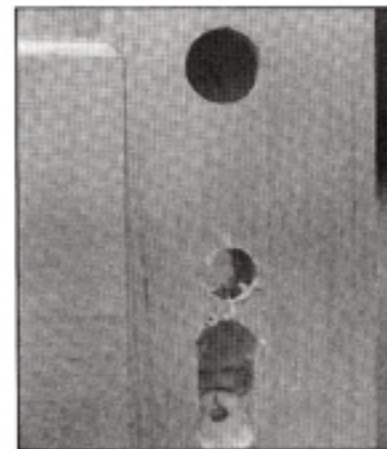
Determine hole pattern required for trim (see Installation Template Guide Chart (blue sheet)). Mark the listed holes on the yellow lock template enclosed with the lock.

7. MARK DOOR.



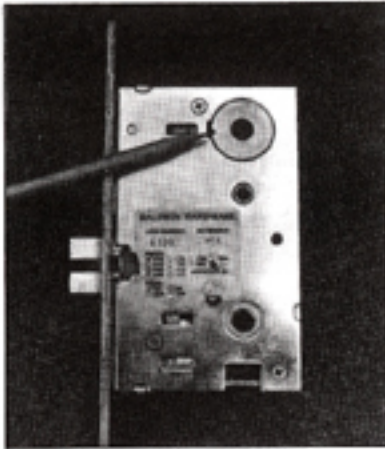
For 1-3/4" doors, fold the yellow lock template. Mark door at appropriate locations for lock and trim. **MARK APPROPRIATE BACKSET.** Extra thick door conditions, see General Notes on back page.

8. DRILL HOLES.



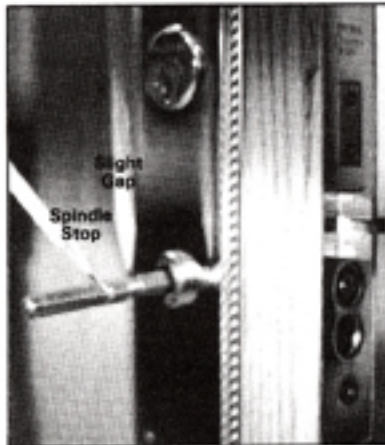
Drill appropriate holes as indicated on yellow lock template. **DO NOT OVER-SIZE HOLES.**

9. THREAD CYLINDER.



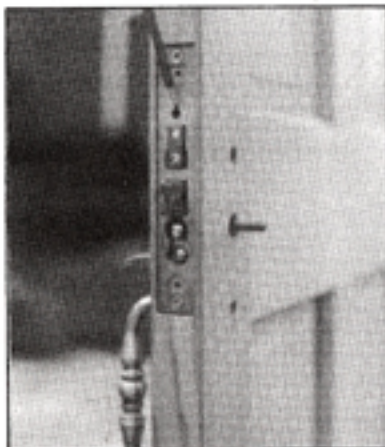
Thread the cylinder plug on interior side of lock. Place a strip of tape over plug to keep it from turning. (Double cylinder functions: OMIT THIS STEP.)

11B. Knob x Knob or Lever x Lever Trim (Diagram B) ADJUST AND INSERT SPINDLE.



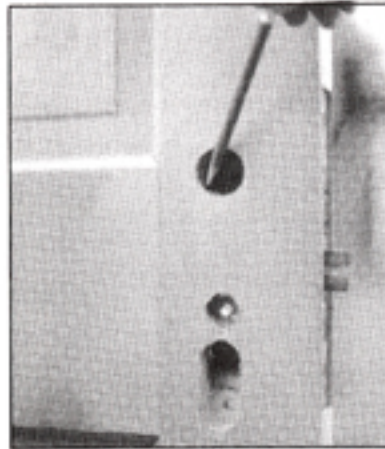
For knob x knob or lever x lever trim, insert spindle from outside until spindle stop seats against lock hub.

14. TIGHTEN LOCK FRONT SCREWS.



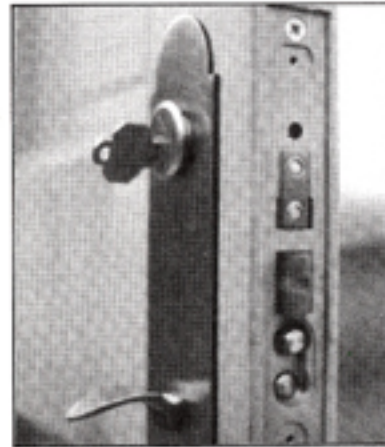
Tighten the lock front screws and trim thru-bolts. Thread the cylinder in and tighten or loosen cylinder as required, to ensure "Baldwin" logo is in the horizontal position. Lock the cylinder in place by tightening the cylinder set screw. **DO NOT OVERTIGHTEN CYLINDER OR CYLINDER SET SCREW.**

10. ADJUST BEVEL AND INSTALL LOCK.



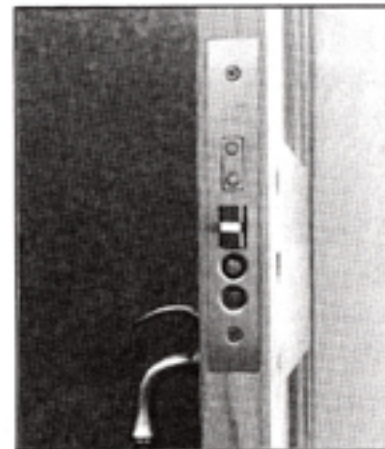
Drill two pilot holes for the lock face, adjust the bevel and install the lock. Shim between the lock and door on cylinder side as shown to prohibit the cylinder from pulling the lock case off center. (Failure to shim the lock may cause the cylinder to sit unevenly on the surface of the trim.)

12. INSTALL CYLINDER.



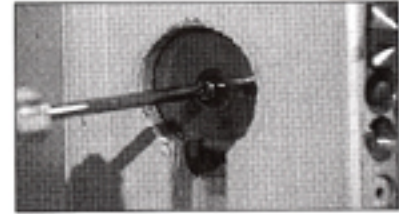
Place the cylinder through the trim, insert key 2/3 the way into cylinder, carefully thread the cylinder into the lock. **Do not tighten.**

15. INSTALL SCALP.



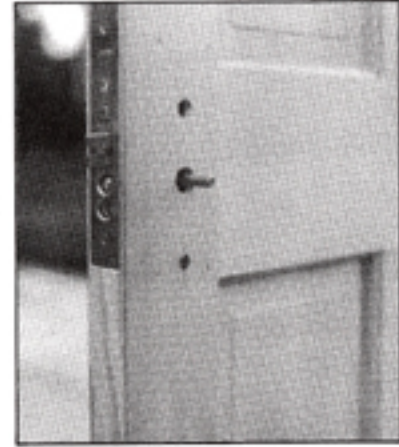
Install the scalp (armored front).

11A. Handle Set Trim (Diagram A) INSERT SPINDLE AND SIZE THUMBPIECE.



For handleset trim install the spindle from the inside and thread the screw and lockwasher into the spindle from the outside. Tighten securely. **Cut the thumbpiece so that it will fully engage the lift lever on the bottom of the lock.**

13. INSTALL THRU-BOLTS.



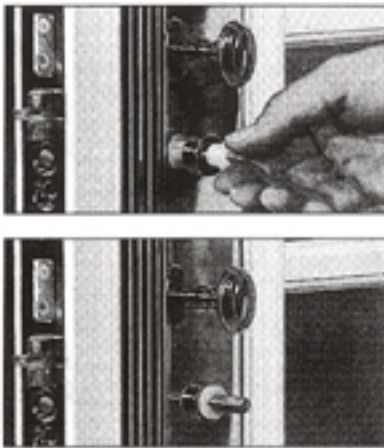
Start the thru-bolts which will hold the exterior trim. (Use screw cover washer under the exposed thru-bolt.) Thread decorative screw cover over washer.

16. CUT TURN KNOB SHANK.



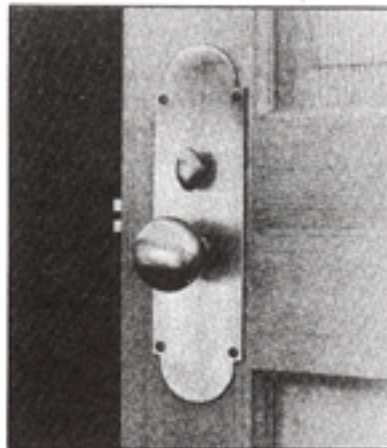
Cut the shank on the turn knob so that it reaches halfway into the lock.

17. INSTALL INTERIOR TRIM.



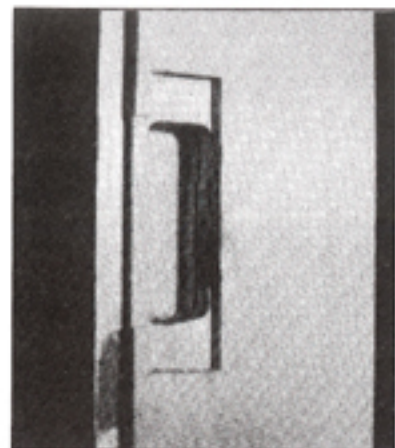
Place the interior trim on the door. Slide the aligning bushing onto the spindle so it fits into the knob hole. Fasten interior trim with supplied fasteners. Remove bushing and discard.

18. COMPLETE TRIM INSTALLATION.



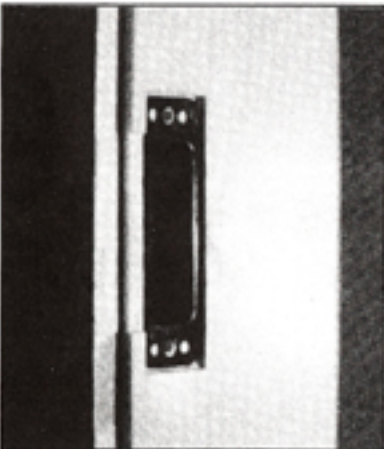
Slide on inside knob or lever supplied and tighten set screw.
Notes on knob x knob or lever x lever:
 1. Hold the spindle tight against the outside lock hub. 2. Install inside knob or lever first. Ensure spindle stops remain against outside lock hub.

19. MARK AND MORTISE JAMB FOR STRIKE LOCATION.



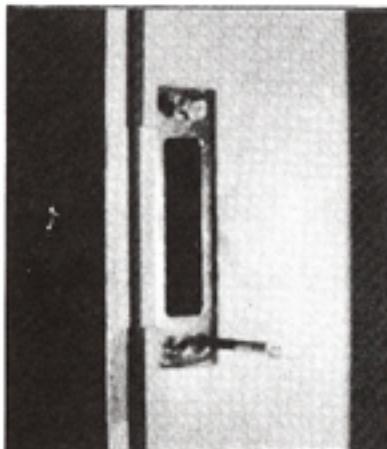
Mark the jamb for the proper strike location. Coat extended bolt head with graphite, powdered chalk, or lipstick. Retract the bolt, close the door and actuate the knob or lever several times. This will mark the jamb. Add approximately 1/32" clearance from that mark.*

20. INSTALL DUST BOX.



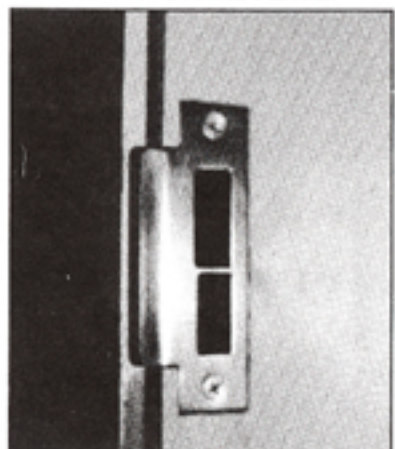
Install dust box, security strike and strike plate. Ensure 3" screws for security strike are installed on the stop side of the plate.

21. INSTALL SECURITY STRIKE.



NOTE: Security Strikes are supplied **ONLY** with locks which utilize cylinders.

22. INSTALL STRIKE PLATE.



*Apply any weatherstripping before strike has been installed.

GENERAL NOTES

Paper template is designed for 1-3/4" thick doors. For extra thick doors, measure backset from center of door edge. Tape supplied template to the door to locate placement of hole pattern of lock and trim.

When installing hardware on metal doors, ensure the door was designed to accommodate mortise locks. If in doubt, check with your local door distributor or door manufacturer.

Removal of hardware from doors is recommended before painting and finishing of the door. Allow finishing materials to fully cure before reinstalling hardware, usually ten days to two weeks. Check paint manufacturer instructions.

Retain these instructions in a safe place should you need to disassemble the lock trim or require Baldwin's assistance.

