**WARNING**

Always practice safety! Wear the appropriate eye, ear and hand protection, especially when working with power tools.

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**CAUTION**

Do not scratch the handle assemblies when installing the handles.

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**Standard Parts Shipped**

1-Exterior handle assembly
1-Interior handle assembly
1-Pull screw cover
2- #10-32 x 2” Phillips machine screws
1- 3/8-16 x 2” Socket head cap screw
1- 5/16 Hex key
1-Tail piece

**Passive Trim Set Only**

1- #8-32 x 3 1/2” Socket head cap screw
2- Handle offset adapter
2- #10-32 x 1/2” Flat head machine screw
1- 9/64 Hex key

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**Active Trim sets**

1. With the active panel open, depress and hold the anti-slam feature while placing the locking hardware into a locked state by using a flat head screw driver. See figure 1.
2. The thumb turn should be in a vertical position aligning with the handle (this is the locked position).

3. On the interior of the door, mirror the slot on the lock with the tail piece in the handle. See figure 2.

4. Place exterior handle assembly on outside of the door panel. If it is a keyed handle, align the actuator pin to the door locking hardware.

5. While holding the exterior handle assembly in place, install the interior handle assembly, keeping the thumb turn aligned with the rest of the interior handle.

6. While holding the handle assemblies in place, rotate the thumb turn to the unlocked position. Insert the #10-32 x 2” machine screws provided through the interior handle assembly and carefully tighten to the exterior handle assembly. See figure 3.

7. Align and install the pull screw cover using the provided 3/8-16 x 2” socket head cap screw.

**IMPORTANT**
The thumb turn cannot be rotated unless the door is closed or the anti-slam feature is depressed.

**Passive Trim-sets**

1. Install the two offset adapters as shown above into the exterior handle assembly through the counter sunk holes using two #10-32 flat head machine screws orienting the smaller side of the adapter toward the edge of the panel.
2. Place the exterior handle assembly on the outside of the door panel.

3. While holding the exterior handle assembly in place, install the interior handle assembly.

4. While holding the handle assemblies in place, rotate the thumb turn and insert the #10-32 x 2” machine screws through the interior handle assembly. Carefully tighten to the exterior handle assembly. See figure 4.

5. Install the #8-32 x 3 1/2” socket head cap screw through the handle pull and into the thumb turn, locking the thumb turn into place.

6. Align and install the pull screw cover using the provided 3/8-16 x 2” socket head cap screw.