YOU WILL NEED TO SUPPLY
Safety glasses     Phillips screwdriver
Flat blade screwdriver

Lock System Removal

NOTE: When operating multi-point lock, the door panel should be upright (installed position). This will enable the lock mechanism to operate without false binding.

1. Open and detach panel from hinges (DO NOT attempt to remove adjustable hinge pins, they are not removable), lay on edge, locking stile up on a clean level surface. Take appropriate precautions when handling, do not damage frame, panel or floor.
2. Remove end bolt guide from top and bottom of panel. See illustration 1.
3. Unthread bottom locking rod/end bolt assembly from mortise lock, pull from stile. See illustration 1.
4. Repeat steps 2 and 3 on top locking rod/end bolt assembly.
5. Remove handle assemblies from interior and exterior of panel. See illustration 2.
6. Remove Phillips flat head wood screws securing mortise lock cover plate from panel edge, lift from stile mortise. Remove screw at top of mortise lock and lift assembly from stile. See illustration 2.

Lock System Installation

7. Check passage latch orientation before installing mortise lock in panel. The beveled side of the passage latch must face the exterior of the door and be closest to the panel bottom as shown in illustrations 2 and 3. If the beveled side of the passage latch is facing the wrong direction, simply disengage passage latch by activating the release on the mortise lock, using a Phillips screwdriver, as shown in illustration 3. Rotate passage latch 1/2 turn to correct orientation and engage by pushing latch fully into mortise lock and releasing. A distinctive click will be heard. See illustration 3.
8. Place mortise lock in panel, ensuring passage latch is oriented as described in previous step. Fasten screw at top of mortise lock. Replace mortise lock cover. Fasten to stile with screws by hand with a Phillips screwdriver. (DO NOT use a power driver). See illustration 2.
9. Align and reapply exterior and interior handle assemblies, fasten with machine screws using a Phillips screwdriver. (DO NOT use a power driver.)
9. Activate head/foot bolt mechanism by depressing safety trigger and lifting handle.

10. Slide rod into stile, guide into mortise lock receiver. Apply slight pressure against end bolt to hold rod. Rotate clockwise to engage threads in mortise lock. Locking rod should be fully tightened in 5-6 turns. If not, reposition rod and repeat procedure.

11. Repeat above for top locking rod.

12. Rounded tip on end bolts should be orientated so ramp is to the interior of panel.

13. Check lock operation. To avoid false binding, tip panel upright (as installed) and support off floor 2” (51). This will give bottom rod assembly clearance to extend. Depress safety trigger and operate multipoint latch handle several times, retract end bolts.

14. Lay panel on hinge stile edge. Check to ensure end bolts are properly adjusted, install end bolt guides.

15. Replace panel, check alignment with frame, also check latch, end bolt and dead bolt operation. Adjust as needed.