

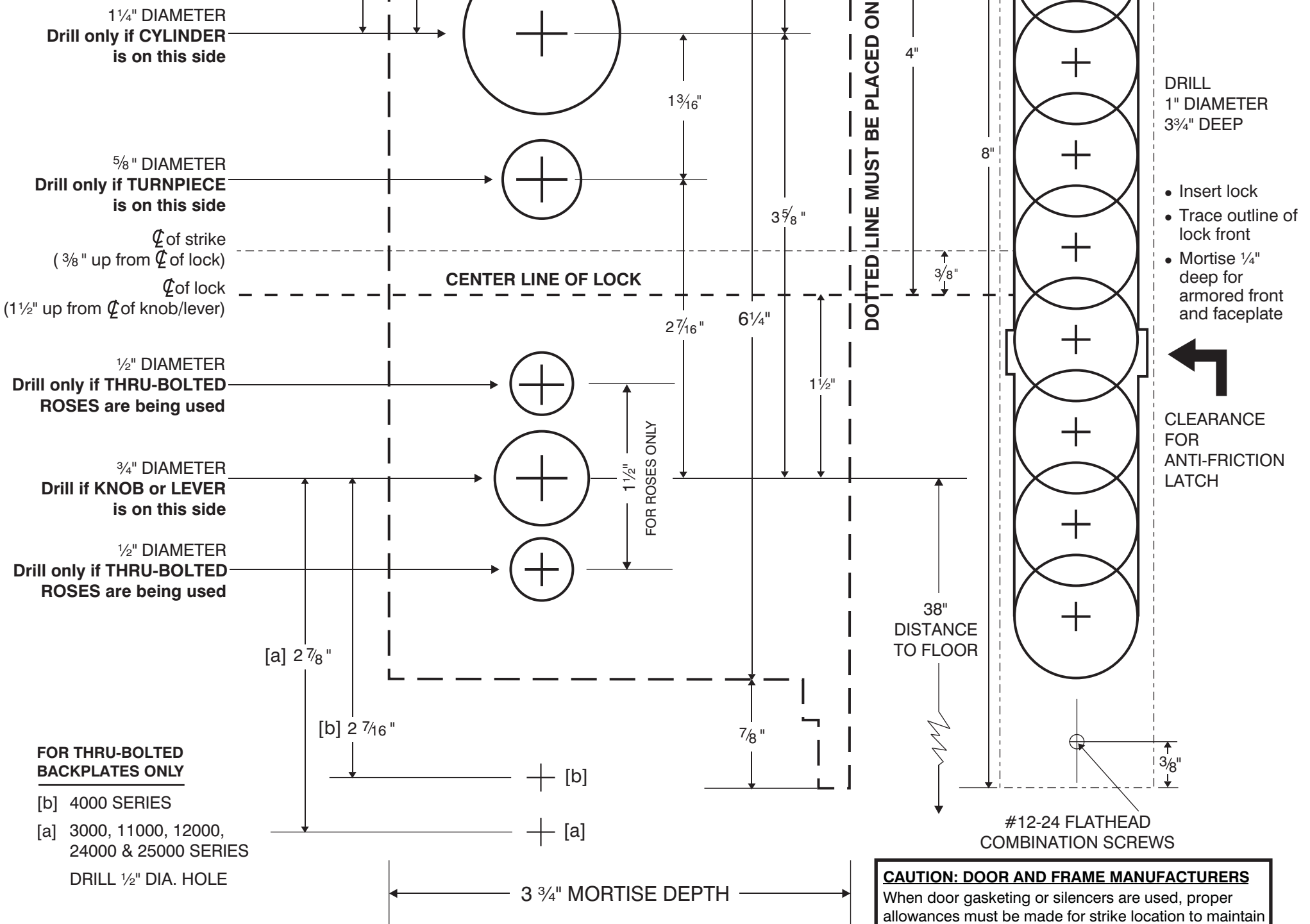
NOTE: Template may not be true-to-size. Please use for reference purposes only. DO NOT drill until measurements are verified.

2 1/2" BACKSET MORTISE LOCK TEMPLATE

FOR LEVER X LEVER OR KNOB X KNOB
SEE OTHER SIDE FOR OPPOSITE TEMPLATE

FOR THRU-BOLTED BACKPLATES ONLY

- [a] 3000, 11000, 12000, 24000 & 25000 SERIES
[b] 4000 SERIES
DRILL 1/2" DIA. HOLE



CAUTION: DOOR AND FRAME MANUFACTURERS
When door gasketing or silencers are used, proper allowances must be made for strike location to maintain a common centerline with lock and door so that the bolt will freely enter strike.

2 1/2" BACKSET LEVER X LEVER OR KNOB X KNOB MORTISE LOCK INSTALLATION INSTRUCTIONS

DOOR PREPARATION

- 1) Draw a horizontal line on both sides of the door at 38" above the finished floor.
NOTE: If mortise for strike already exists in frame, locate horizontal line for knob/lever using strike mortise as a reference point. Go down 1 7/8" from the center line of the strike and mark the horizontal line of the knob/lever at this point. Our standard horizontal center line for the strike is 1 7/8" above the horizontal knob/lever line or 39 7/8" above the finished floor.
- 2) Draw a vertical line on both sides of the door 2 1/2" back from edge of door. This will be the center line for the turnpiece, cylinder(s), knob/lever, and thru-bolts for backplates or roses.
- 3) Draw a vertical line on center of the door edge.
- 4) Locate vertical center line for strike by taking half the door thickness plus the thickness of silencers (if used). Use this dimension to locate the strike vertical center line from the doorstop molding.
- 5) Position the template on the door edge with the horizontal line of the knob or lever lining up with the horizontal line marked on the door. Mark centers of holes for mortise cavity. **Be sure to mark the clearance needed on both sides of the cavity for the anti-friction latch.**
- 6) Mark lever/knob, cylinder(s), turnpiece, and thru-bolts for backplates to be drilled (Refer to Diagram #2 on reverse side). If roses are being used, drill two 1/2" holes for thru-bolting roses next to lever/knob hole. **Do not drill holes for thru-bolting backplates.**

MORTISING OF DOOR

- 1) Mortise door edge for lockbody 3 3/4" deep and cut notches for anti-friction latch.
- 2) Insert lockbody into cavity and outline the lock armored front and mark lock mounting screw holes.
- 3) Mortise 1/4" deep for the armored front and faceplate to be installed later. Also notch deeper or drill two cavities to allow the beveling screws to sit in.
- 4) Drill pilot holes for the lock mounting screws and all of the holes needed for cylinder(s), turnpiece, knobs/levers, and thru-bolts for backplates or roses. (Refer to Diagram #2 on reverse side).
- 5) Using faceplate as a template outline, mortise to allow faceplate to fit snugly.
- 6) Using the strike as a template, align it on the marked center lines and outline strike and openings for deadbolt and latchbolt. Drill 1" deep for deadbolt and latch holes.
- 7) Mortise 3/32" deep for mortise strike.
- 8) Drill all of the required diameter holes as stated on the template for the cylinder(s), turnpiece, knobs/levers, and thru-bolts for backplates or roses.

INSTALLING LOCK AND STRIKE

- 1) **FOR BEVELED EDGE DOOR:** Loosen the two beveling screws behind armored front of lock. Adjust the armored front of lockbody to the bevel of the door. Tighten beveling screws before installing the lockbody.
- 2) Insert lockbody into cavity and secure to door using the two #12 combination screws. **DO NOT ATTACH FINISHED FACEPLATE AT THIS TIME.**
- 3) Place strike into strike mortise and attach it to frame using the two #12 combination screws (Refer to Diagram #1 on reverse side for installation of strike).

INSTALLING FINISHED TRIM

- 1) Install backplates or roses with screws showing on the interior. At this point, just tighten the screws snugly to allow rose or backplates to be aligned. (When using backplates w/turnpiece, turnpiece should be on the interior.)
- 2) Insert cylinder at this time, but only tighten by hand.
- 3) Insert spindle with shoulder stop on the exterior. Be sure center of spindle aligns with the center of the lock. When shoulder stop sits flush against the outside hub of the lock, the spindle is properly aligned.
- 4) Place nylon washers into holes of the roses/plates. Attach knobs/levers and tighten set screws. (Skip this step if lever/knob is already fastened to plate.) This will align plates/roses. Now tighten the plate/rose screws.
- 5) Thread in cylinder until it is flush with the backplate or collar. Position the cylinder so the "OMNIA" logo is readable. Tighten cylinder set screw through the lock front.
- 6) Attach lock faceplate using the faceplate screws provided.
- 7) Adjust knobs/levers to turn freely and tighten set screws.



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