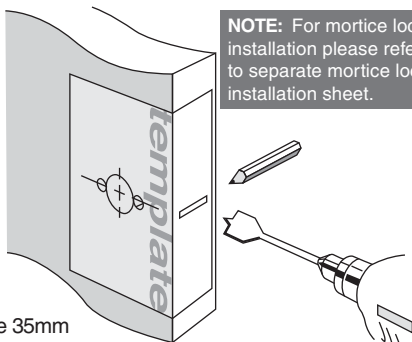


# Installation Instructions

## Installation Instructions for 9600 Series Levers on Round Rosettes and 9900 Series Levers on Square Backplates (purchase tubular latch separately)

### Step 1.

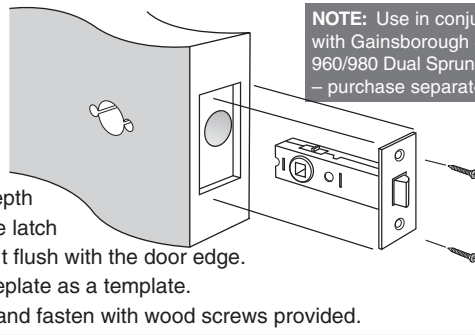
- Fold template where indicated.
- Position template on door edge at desired latch height.
- Firmly hold template and mark latch height and handle fixing holes at required backset (refer template).
- Measure door thickness and mark centre.
- Drill 25mm (1") latch hole. **Note:** it is important to drill this hole squarely.
- Drill two 6.0mm (1/4") dia. holes and one 35mm (1 3/8") dia. hole through door face at required backset as marked on template.



**NOTE:** For mortice lock installation please refer to separate mortice lock installation sheet.

### Step 2.

- Mark and chisel door edge for latch faceplate. Chisel the recess to a depth that allows the latch faceplate to sit flush with the door edge. Use latch faceplate as a template.
- Insert latch and fasten with wood screws provided.



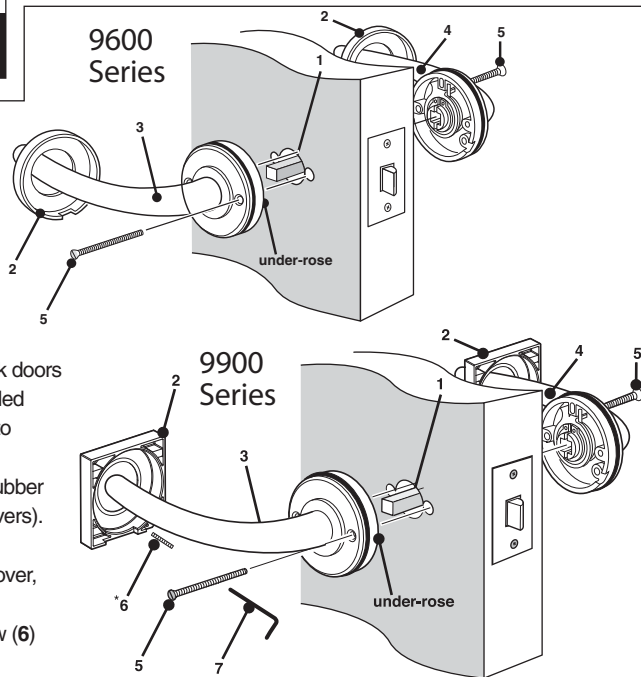
**NOTE:** Use in conjunction with Gainsborough 480 or 960/980 Dual Sprung Latch – purchase separately

**IMPORTANT:** If installing a 9609 or a 9909 Privacy Adaptor with lever, refer to instructions included with Privacy Adaptor before commencing installation as this requires a 50mm diameter hole.

### Step 3.

#### Install lever assemblies to door: 9600 & 9900 Series Lever

- Insert square drive spindle (1) through latch in door.
- Identify which side of the door each lever assembly will need to be located to allow both levers to move in a downward motion once installed.
- Remove rosette covers (2) from both lever assemblies.
- Place one lever assembly (3) onto the square drive spindle.
- Place other lever assembly (4) into position, locating it onto the other end of spindle.
- Fasten both lever assemblies together with screws provided (5): Use long screws for thick doors and short screws for thin doors. Each under-rose features a countersunk hole and a threaded hole. Install one screw from either side, through the countersunk hole, through latch and into the threaded hole of the opposite under-rose. Then tighten the screw head on each side.
- 9600** • Reapply rosette covers (2) to both under-roses by pushing the covers over the rubber rings until flush with door. (Ensure tabs at bottom of under-rose match cut-out in rosette covers).
- 9900** • Reapply rosette covers (2) to both under-roses by pushing the covers over the rubber rings until flush with door. The \*grub-screw, which is already located in the rosette cover, should be on the lower face.
- Check the rosette covers are square with the door edge. Fasten in place with \*grub-screw (6) using allen key (7) provided. \*Note: Grub-screw is already located in the rosette cover



**NOTE:** Carefully follow these instructions when installing. Screws to be tightened to a recommended 2.5Nm torque.

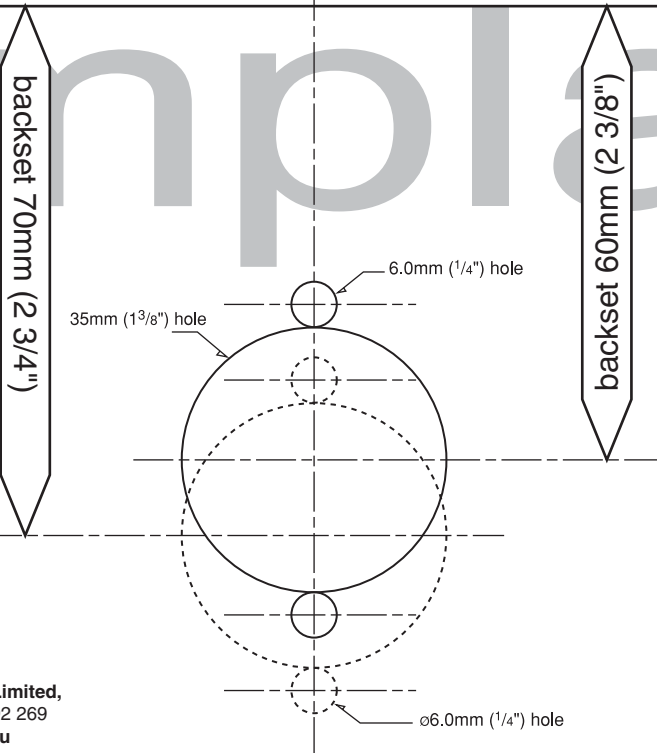


fit here on door edge

**IMPORTANT. DO NOT DRILL 35MM HOLE IF USING PRIVACY ADAPTOR WITH THIS LEVERSET. SEE PRIVACY ADAPTOR INSTALLATION INSTRUCTION AND TEMPLATE BEFORE COMMENCING ANY DRILLING.**

Mark centre-line of latch hole  
Mark centre-line of latch hole

fit here on door edge



**Note:** Drill 6.0mm holes before 35mm hole for ease of drilling.

Separate Privacy Adaptors available:

- 9609 Privacy Adaptor suits 9600 series.
- 9909 Privacy Adaptor suits 9900 series.



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Installation template for passage applications