

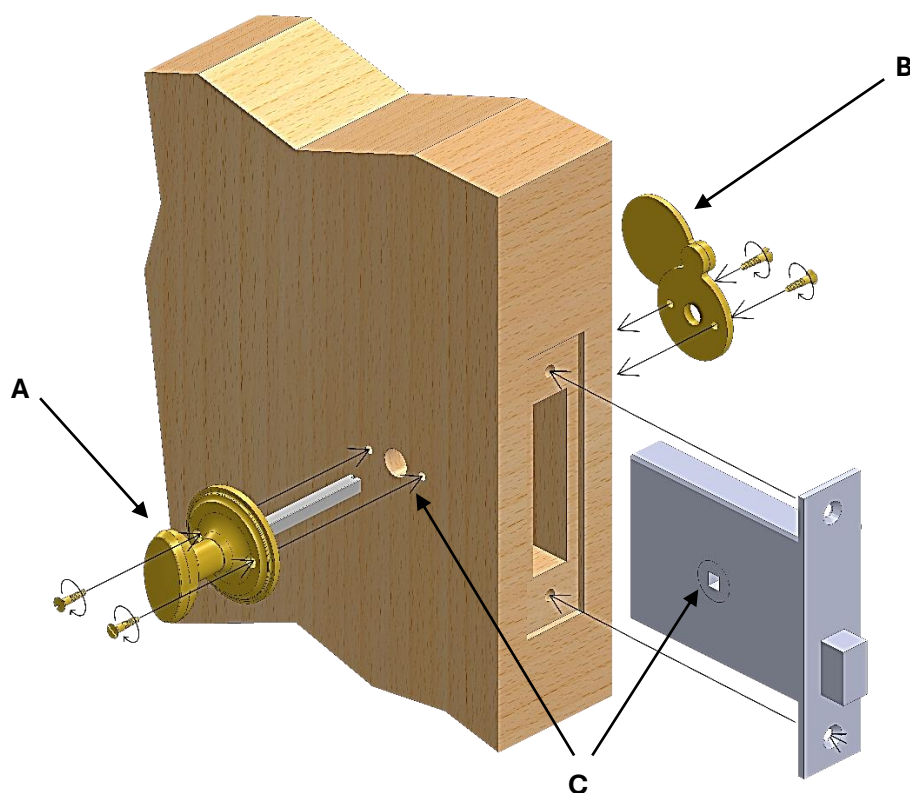
FITTING INSTRUCTIONS

PRIVACY LOCKS

IMPORTANT NOTES BEFORE FITTING

- Ensure you have tools suitable for correct installation, these include a tape measure, pencil, screwdriver, drill, spirit level, set-square.
- Always double check measurements before drilling any holes or pilot holes.
- Where necessary pre-drill pilot holes before drilling to avoid cracking or splitting of mounting surfaces.
- Do not remove any protective film from the product until it has been correctly fitted.
- If a fitting template is supplied, please ensure this is used to ensure accurate fitting.

FACE FIXED (Product & Diagram for illustration purposes only)

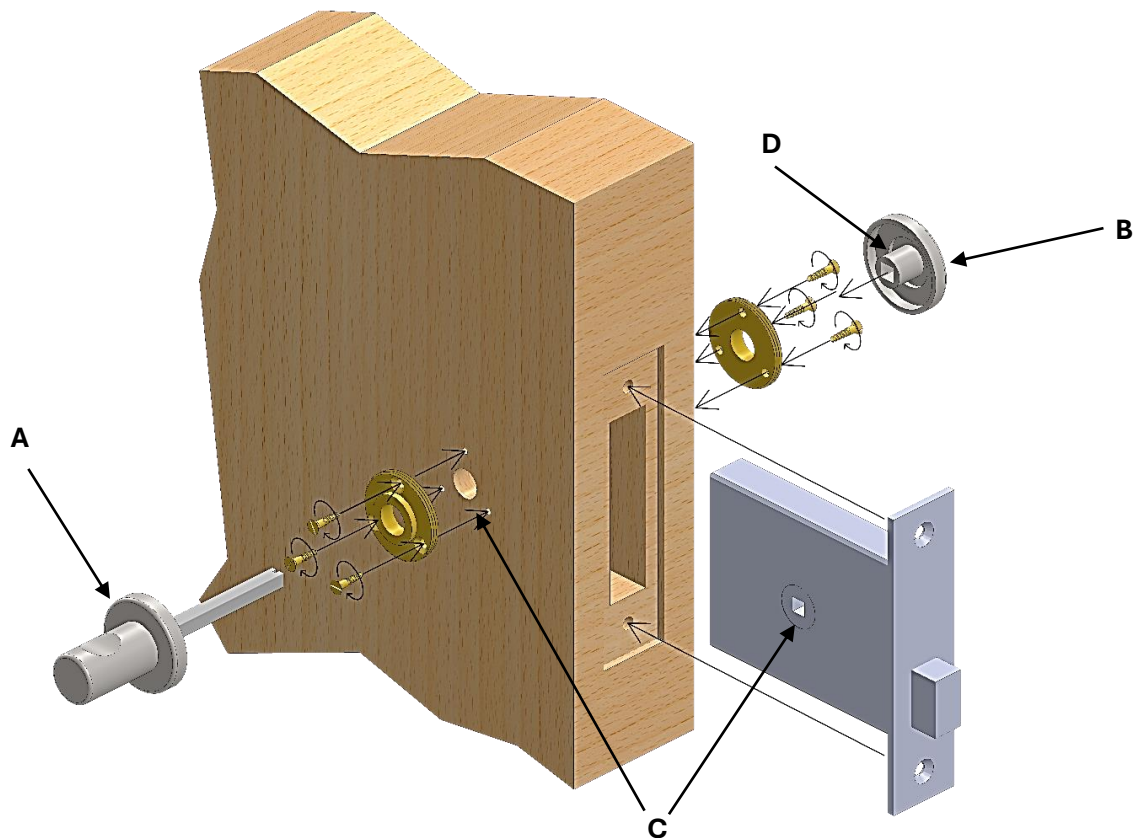


1. Mark the Thumb-Turn Position (Part A):

- Start by installing the thumb-turn on the inside of the door/room where the product is being fitted.
- Decide where you want the product to be placed. If the latch and lock are already installed, this is the position where the 5mm spindle runs through the lock-set from the inside to the outside (Location C).

- Slide the 5mm spindle (already attached to the thumb-turn) through the spindle hole in the lockset and with a pencil mark the position of the screw holes in the rose at the base of the thumb turn.
 - Note, If the hole for the spindle is not already present in the door, you will need to drill an 8mm hole either side of the door for the spindle fit from one side of the door to the other.
2. Drill the Pilot Holes:
 - Drill a small 2mm pilot hole in the positions marked in the previous step. These should be a maximum of 10mm deep.
 3. Trim the Spindle to Length:
 - Doors vary in thickness so you may need to trim the spindle.
 - Offer the thumb-turn up to the door (in position) and mark the point on the spindle that is level with the outside of the door
 - Using a hacksaw, cut the 5mm spindle to length at the marked position.
 - If needed, cut a new slot in the end of the spindle using the hacksaw – This is to ensure the lock can be released with a coin or release key from the outside in case of emergency.
 4. Fit the Thumb-Turn:
 - Using a screwdriver, fix the screws through the base of the thumb-turn into the mounting surface and tighten securely.
 - Ensure the product is firmly attached but avoid overtightening to prevent damage to the mounting surface.
 5. Mark the Release Position (Part B):
 - Align the position of the release mechanism on the outside of the door/room where the product is being fitted.
 - Place the release mechanism over the spindle protruding slightly through the door.
 - With a pencil, mark the position of the screw holes.
 6. Drill the Holes:
 - Drill a small 2mm pilot hole in the positions marked in the previous step. These should be a maximum of 10mm deep.
 7. Fit the Release:
 - Using a screwdriver, fix the screws through the release into the mounting surface and tighten securely.
 - Ensure the product is firmly attached but avoid overtightening to prevent damage to the mounting surface.
 8. Check & Adjust:
 - Test the product by operating it from both sides using the thumb-turn and release key to ensure it is secure and is operating correctly.
 - If necessary, loosen, reposition and re-tighten for the best fit.

CONCEALED FIX (Product & Diagram for illustration purposes only)



1. Mark the Thumb-Turn Position (Part A):

- Start by installing the thumb-turn on the inside of the door/room where the product is being fitted.
- Remove the outer-rose from the inner-rose by turning anti-clockwise until it detaches.
- Decide where you want the product to be placed. If the latch and lock are already installed, this is the position where the 5mm spindle runs through the lock-set from the inside to the outside (Location C).
- Place the 5mm spindle into the thumb-turn which is attached to the inner-rose and slide it through the spindle hole in the lockset. Note that the spindle for these products 'floats' between the thumb-turn and release instead of being fixed to them.
- With a pencil mark the position of the screw holes.
- Note, If the hole for the spindle is not already present in the door, you will need to drill a 10mm hole either side of the door for the spindle housing (Part D) to sit in so that the product sits flush against the door.

2. Drill the Pilot Holes:

- Drill a small 2mm pilot hole in the positions marked in the previous step. These should be a maximum of 10mm deep.

3. Fit the Thumb-Turn:

- Offer the thumb-turn and inner-rose up to the door and using a screwdriver, fix the screws through the inner-rose into the mounting surface and tighten securely.
- Ensure the product is firmly attached but avoid overtightening to prevent damage to the mounting surface.
- Re-attached the outer-rose to the inner-rose by turning clockwise until it is securely fixed.

4. Mark the Release Position (Part B):

- Remove the outer-rose from the inner-rose by turning anti-clockwise until it detaches.
- Align the position of the release mechanism on the outside of the door/room where the product is being fitted.
- Place the release mechanism over the spindle protruding slightly through the door.

5. Align the product:
 - Hold the product in place over the marked position, being sure that it is level.
 - With a pencil, mark the position of the screw holes needed
6. Drill the Pilot Holes:
 - Drill a small 2mm pilot hole in the positions marked in the previous step. These should be a maximum of 10mm deep.
7. Trim the Spindle to Length:
 - Doors vary in thickness so you may need to trim the spindle.
 - Offer the thumb-turn and base up to the door (in position) and mark the point on the spindle that protrudes 5mm from the face of the door.
 - Using a hacksaw, cut the 5mm spindle to length at the marked position.
 - Test the fit by inserting the spindle through the door into the thumb -turn and put the release in position – If it sits flush against the door then the fit is correct. If not trim a little more off the spindle until the release sits flush against the door.
8. Fit the Release:
 - Using a screwdriver, fix the screws through the release into the mounting surface and tighten securely.
 - Ensure the product is firmly attached but avoid overtightening to prevent damage to the mounting surface.
 - Re-attached the outer-rose to the inner-rose by turning clockwise until it is securely fixed.
9. Check & Adjust:
 - Test the product by operating it from both sides using the thumb-turn and release key to ensure it is secure and is operating correctly.
 - If necessary, tighten or reposition for the best fit.

These instructions are to assist in the fitting of your privacy lock. In certain instances, additional carpentry work may be required in order to install your hardware – In these cases it is important to seek professional or expert advice. If you are unsure about any aspect of these instructions please feel free to contact us for further basic guidance, however please be aware that we do not offer a fitting service and we do not accept responsibility for any associated costs incurred in the fitting of these products.

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