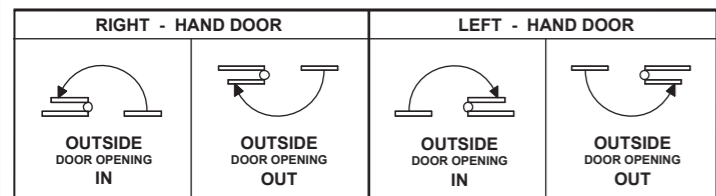


P/No. 3578-5121 30621 0506

HAND OF DOOR ACCORDING TO ENGLISH PRACTICE

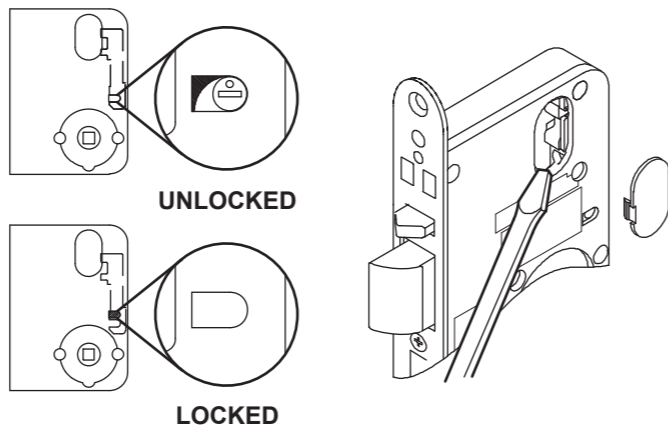


- Determine hand of lock required from hand of door chart above.
- All Lockwood 3578 Series Mortice Locks are mounted in accordance with these instructions. Locks may or may not have cylinders, lever handles, turn knob or emergency button. Disregard instructions referring to the features not required.
- Important : Before drilling door, ensure correct hand is being installed.
- NOTE: CASE DOES NOT need to be opened, to change HAND or FUNCTION of LOCK.

HANDING OF LOCK

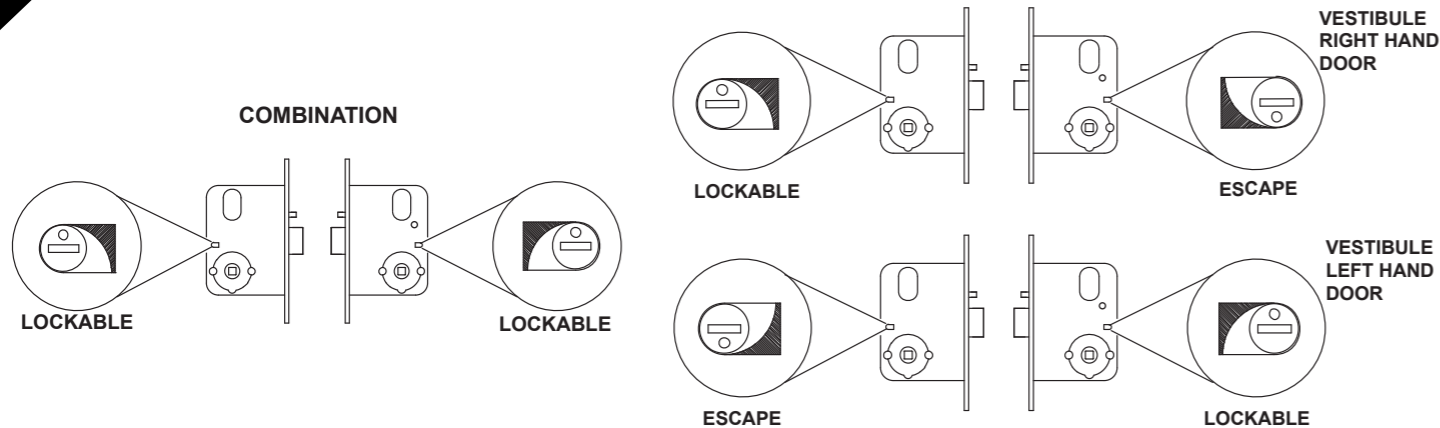
- Determine hand of lock required from above hand of door chart.
- Rotate bolt head to suit latching direction.

1 SETTING LOCK STATUS



- Ensure lock is in UNLOCKED position.
- To UNLOCK (if required), using a small screwdriver, lever out Cylinder Hole Plug where fitted and lift snib using the screwdriver.

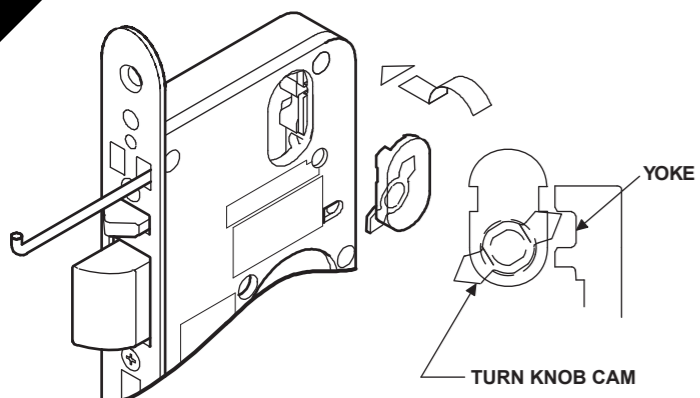
2 SETTING LOCK STATUS



- **SNIB CAM**
Rotation of the Snib Cam hands the lock. Use a small screwdriver to rotate cam if required.
- **Combination locks**
(Both handles can be locked) DOT in the up position.

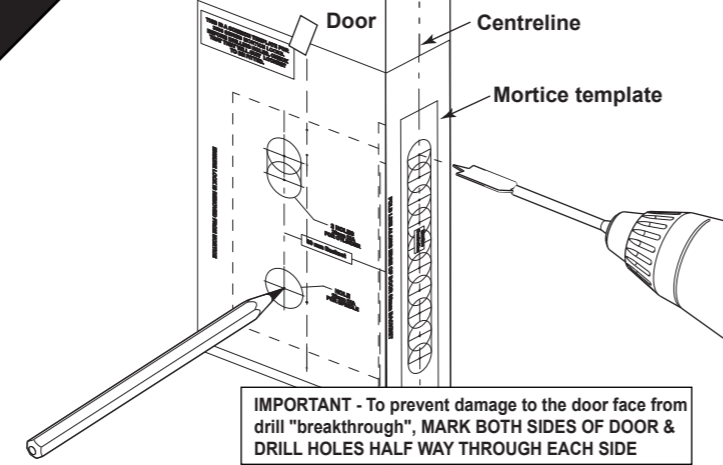
- **Vestibule Locks**
With single action escape feature. DOT to be DOWN on ESCAPE side and UP on LOCKABLE side.

3 TURN KNOB ADAPTORS



- Establish which side the adaptor is to be located, lever out Cylinder hole plug where fitted.
- **PUT LOCK IN LOCKED POSITION, as shown in Step 1.**
- Insert Adaptor into lock body with TOP of Turn Knob Cam point away from front of lock body. **Ensure Turn Knob Cam is engaged in yoke of snib as shown.**
- Place retainer pin through front plate to retain adaptor to lock. Ensure pin is flush with front plate

4 DOOR PREPARATION

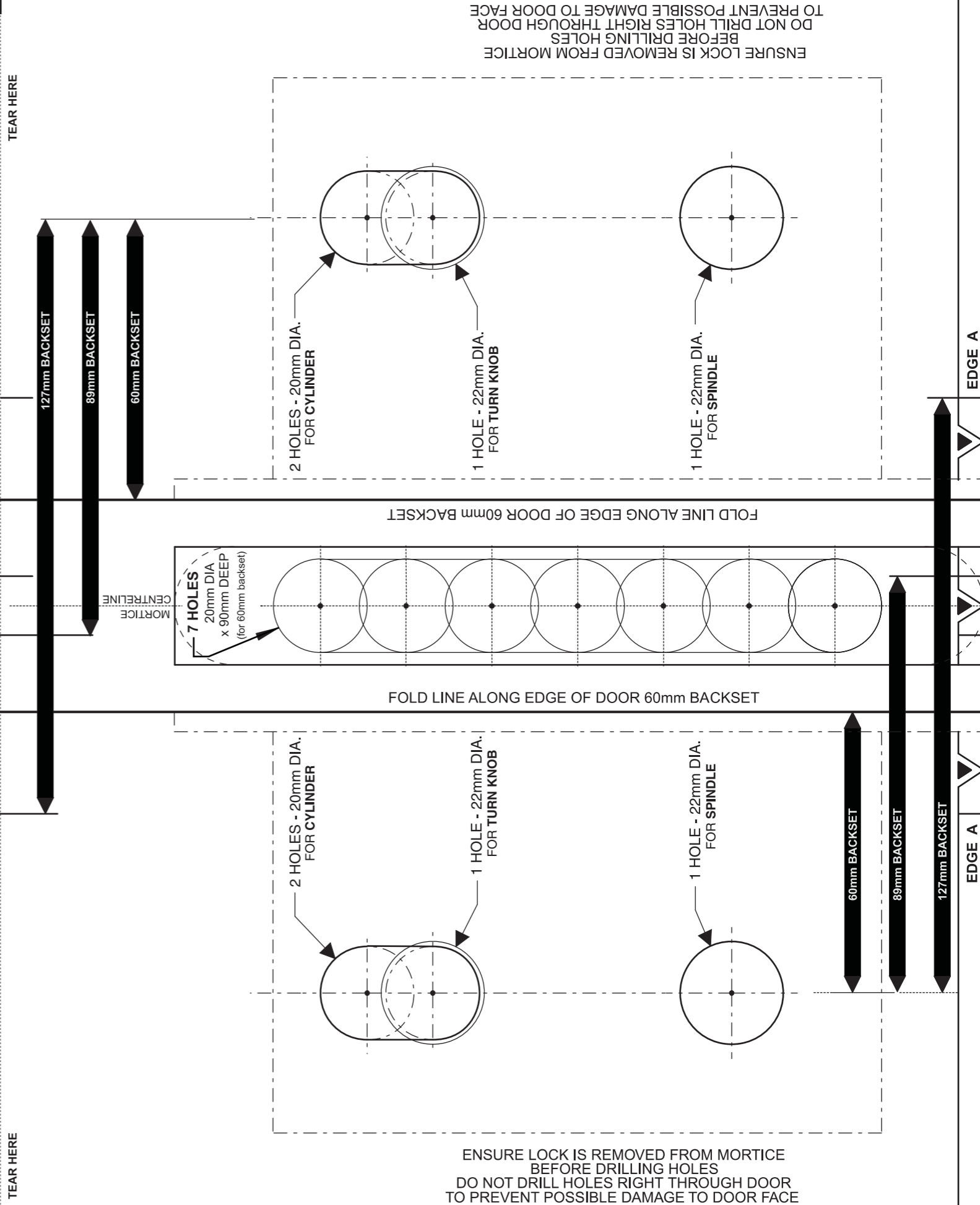


IMPORTANT - To prevent damage to the door face from drill "breakthrough", MARK BOTH SIDES OF DOOR & DRILL HOLES HALF WAY THROUGH EACH SIDE

- Establish height that lockset will be mounted on door and mark centreline of door thickness on door edge.
- Place Mortise Template on door and align centreline on template with centreline on door. Secure with sticky tape.
- Mark and drill mortice to suit mortice lock depth (90mm).

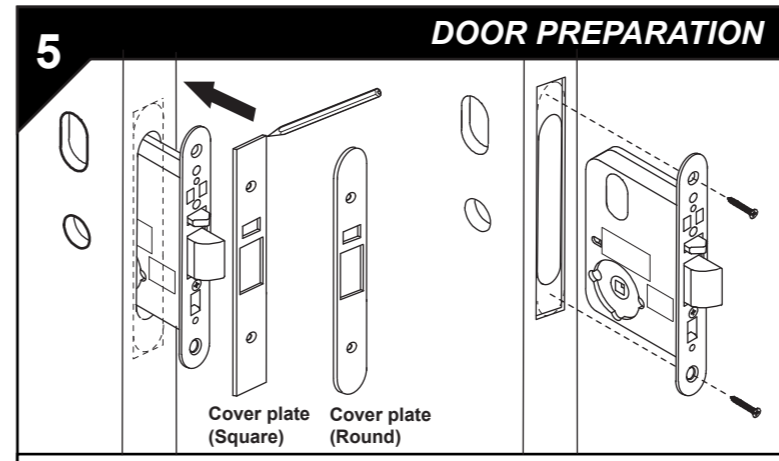
TEAR HERE

TEAR HERE

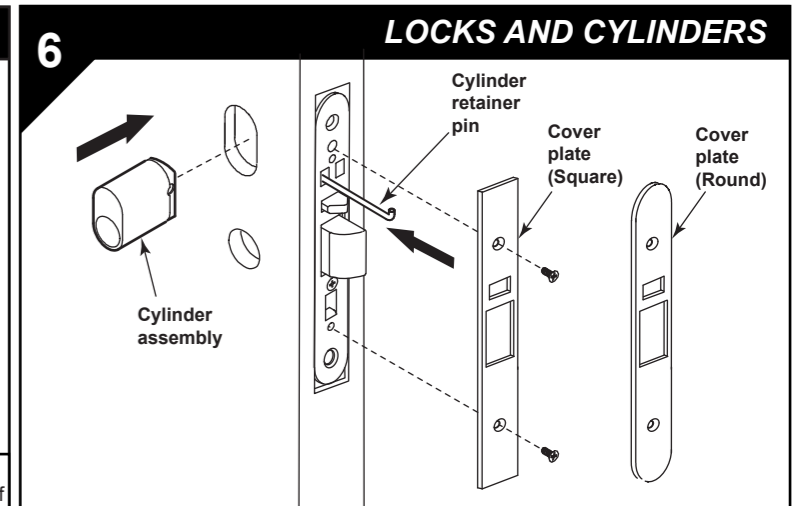


ENSURE LOCK IS REMOVED FROM MORTICE BEFORE DRILLING HOLES DO NOT DRILL HOLES RIGHT THROUGH DOOR TO PREVENT POSSIBLE DAMAGE TO DOOR FACE

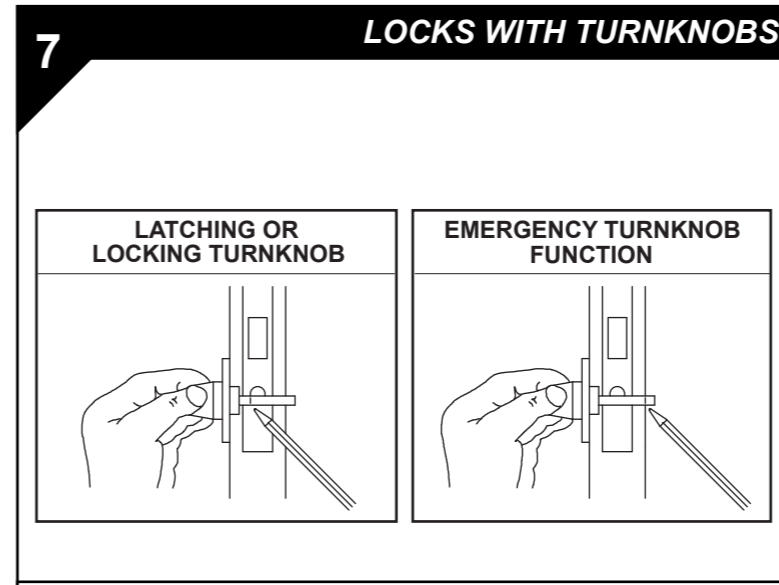
ENSURE LOCK IS REMOVED FROM MORTICE BEFORE DRILLING HOLES DO NOT DRILL HOLES RIGHT THROUGH DOOR TO PREVENT POSSIBLE DAMAGE TO DOOR FACE



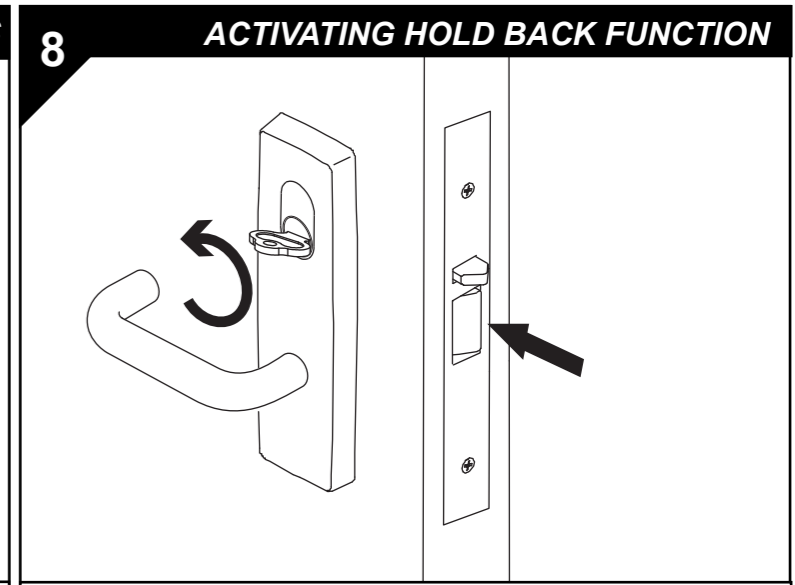
- Ease out mortise cavity where necessary. Clean out mortise before inserting lock.
- Insert lock in mortise with Cover Plate on and scribe around Cover Plate for size of recess, ensuring that no foreign matter finds its way into the lock mechanism.
- Remove lock from mortise and chisel recess 4mm deep to receive both front and cover plate. Cover plate must be flush with edge of door.
- Ensure lock is removed from mortise cavity. Fold template along backset fold line. Align EDGE A with bottom of cover plate recess. Establish holes required to suit lock function, mark hole centres accurately, drill and clean holes.
- Drill furniture holes as required.
- Fasten mortise lock into door using mounting screws provided.



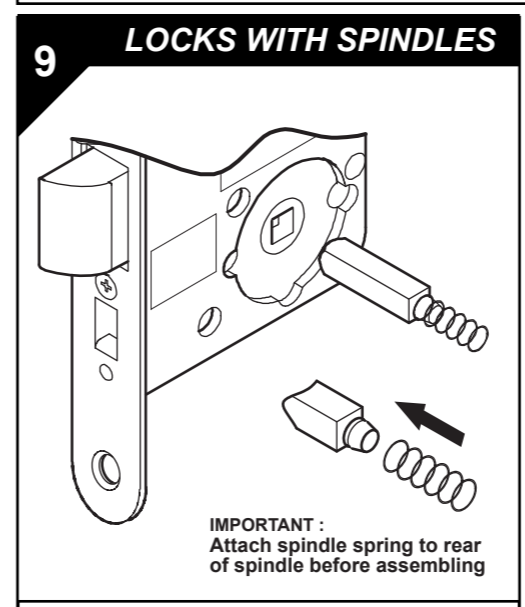
- LOCKS WITH CYLINDERS**
- Place lock in mortise and insert cylinder.
 - Secure cylinder with retainer pin, ensuring pin is flush with front plate.
 - Install Cover plate and secure with 2 M4 screws provided to lock body.
- LOCKS WITHOUT CYLINDERS**
- Install Cover plate and secure with 2 M4 screws provided to lock body.



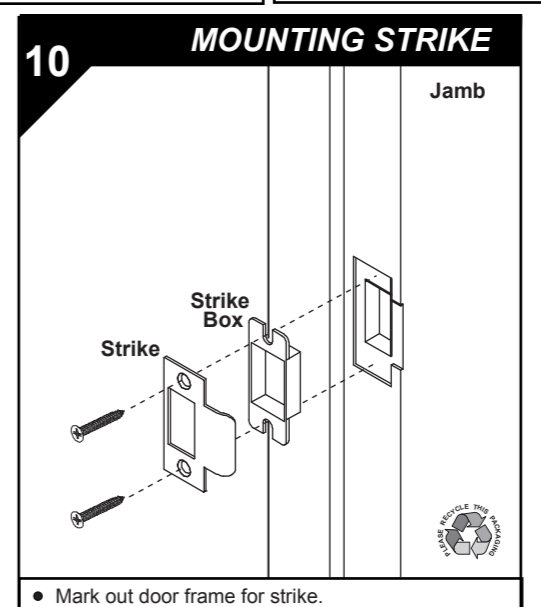
- Mark and cut connecting bar as shown.
- Turn knob to be in the vertical position when UNLOCKED.



- To activate HOLD BACK function, depress latchbolt with thumb and turn key or turn knob.
- To de-activate HOLD BACK function turn key or turn knob in opposite direction.



- All locks are supplied with spindles.
- Insert spindle(s) into lock, as required.
- Assemble furniture as required. Ensure furniture is not over-tightened.



- Mark out door frame for strike.
- Mortise door frame for strike box and strike. Bolt recess to be 15mm deep in door frame.
- Screw strike and strike box to the door frame with two screws supplied with mortice lock.

ASSA ABLOY LOCKWOOD GUARANTEE

ASSA ABLOY Australia Pty Limited, ("ASSA ABLOY"), guarantees its products against defects in workmanship and materials. If within the normal working life of a product it is found to be defective, ASSA ABLOY will supply the same or an equivalent product free of charge.

All electrical and electronic components used in Lockwood's range of products excluding batteries are guaranteed for a period of 12 months from the date of proof of purchase, unless otherwise stated.

ASSA ABLOY assumes no liability under this guarantee for the following :

1. Improper installation or failure to follow fitting instructions.
2. Failure due to improper maintenance.
3. Failure due to fair wear and tear.
4. Indirect or consequential loss or damage.
5. Cost of removal and/or replacement.
6. Cost of freight and/or replacement.
7. The plated finishes Florentine Bronze, Architectural Bronze, Polished Brass and Satin Brass are classified as soft finishes. As deterioration is possible under some climatic conditions, these finishes are excluded from this guarantee.
8. Any modification to a product as supplied, or repaired, unless authorised by ASSA ABLOY.
9. Use of replacement part other than authorised parts.
10. Malfunction or failure of the product due to use of non-genuine Lockwood parts.
11. Malfunction or failure of the product due to the use of non-specified batteries.

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