

INSTRUCTIONS FOR INSTALLING YOUR WESLOCK PRODUCT

TRADITIONALE COLLECTION :: KEYLOCK 640 series // PRIVACY 610 series

WESLOCK
SINCE 1932.

! DO NOT INSERT KEY, OR UNLOCK HANDLE BEFORE INSTALLATION. DOING SO MAY RESULT IN REMOVAL OF THE CYLINDER ASSEMBLY.

1 CONFIRM THAT ALL PARTS ARE ON HAND

WOOD SCREWS (x4) FOR MOUNTING STRIKE & FACEPLATE 	FACEPLATE (x2) 	STRIKE (x2) INSTALL ON DOOR FRAME 	INTERIOR ROSE TRIM COVERS THE INTERIOR BACKPLATE
LATCH ASSEMBLY (x1) ENGAGES STRIKE WITH DOOR CLOSED MORTISE OR NON-MORTISE ONLY ONE TYPE WILL BE INCLUDED. 	EXTERIOR ASSEMBLY EXTERIOR KNOB/LEVER ASSEMBLY 	INTERIOR ASSEMBLY INTERIOR KNOB/LEVER & BACKPLATE PUSH BUTTON LOCK 	ENTRY KEY(S) FOR KEYLOCK OR PRIVACY FUNCTION KEYLOCK PRIVACY

2 REQUIRED TOOLS

MEASURING TAPE OR OTHER MEASURING TOOL
SCREWDRIVERS PHILLIPS AND FLAT BLADE
WOOD CHISEL ONLY IF PREPPING A NEW DOOR *
WRITING UTENSIL ONLY IF PREPPING A NEW DOOR *

i CONTACT YOUR PRODUCT VENDOR WHEN ORDERING REPLACEMENT HARDWARE.

*** DOOR PREP INSTRUCTIONS @ WESLOCK.COM**

3 GLOSSARY OF TERMS

TECHNICAL LANGUAGE USED IN THIS DOCUMENT

- MORTISE**
Rectangular cavity on the door edge.
- CROSS BORE**
Large hole drilled into the door face.
- EDGE BORE**
Small hole drilled into the door edge.
- SPRING LATCH**
Provided with privacy lock.
- DEAD LATCH**
Provided with keylock.

4 IDENTIFY YOUR LATCH TYPE

THIS WILL DETERMINE HOW YOU INSTALL THE LATCH ASSEMBLY

MORTISE 	NON-MORTISE 	NON-MORTISE *Adapted
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5 DETERMINE YOUR BACKSET

THE LENGTH OF YOUR LATCH ASSEMBLY WILL BE DETERMINED BY YOUR BACKSET MEASUREMENT.

A MEASURE THE DOOR <p>Measure distance between center of crossbore and edge of door.</p>	B IF MEASUREMENT = 2 3/4" <p>KEEP EXTENSION IN PLACE No adjustment is necessary. Leave extension attached to latch assembly.</p>	C IF MEASUREMENT = 2 3/8" <p>REMOVE EXTENSION Pry extension to remove it from the latch assembly, using a flat blade screwdriver.</p>
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6 INSTALL YOUR PRIVACY / KEYLOCK HARDWARE

A1 INSERT NON-MORTISE LATCH <p>Insert latch assembly into edge bore. Sloping side of latch bolt should face door exterior.</p>	A2 INSERT MORTISE LATCH <p>Mortise and Adapted Non-Mortise latches require a faceplate and two wood screws.</p>	B EXTERIOR ASSEMBLY <p>Insert exterior housing into crossbore. The crescent bracket opens toward door edge.</p>	C HANDING *KEYLOCK ONLY <p>If inserted key has teeth facing up, move to section 7.</p>	
D REMOVE INSIDE KNOB/LEVER <p>Remove knob/lever to install backplate. To do this, depress tab on post and pull firmly.</p>	E INSTALL BACKPLATE <p>Align slots on backplate with screws on exterior assembly. Twist & slide on. Fasten.</p>	F INSTALL TRIM & PUSH BUTTON LOCK <p>Snap rose trim onto backplate. Align the push button with the hole in the interior. Thread the button into the housing.</p>	G INSTALL KNOB/LEVER <p>Align slot on knob/lever with tab on post and slide on.</p>	H INSTALL STRIKE <p>Latch bolt extends through strike plate. Dead latch engages strike tab for added security.</p>

7 ADJUST THE HANDING OF YOUR INSTALLATION

A REMOVE SPRING CLIP * LEVER ONLY <p>If installing a lever handle, use a flat blade screwdriver to remove spring clip. (above)</p>	B ROTATE KNOB / LEVER <p>Rotate knob / lever all the way to the left and pull out to remove from exterior housing.</p>	C REMOVE KEY CYLINDER <p>To withdraw key cylinder, rotate key 180° and pull cylinder out. To remove key, reverse rotation and pull.</p>	D REMOVE TAILPIECE <p>Unscrew tail piece and remove from cylinder. Handle carefully to avoid cylinder disassembly.</p>
E ROTATE TAILPIECE <p>Rotate tailpiece 180° and reattach to cylinder with screw. Do not overtighten.</p>	F REINSTALL KEY CYLINDER <p>Turn key 180°, reinsert cylinder into knob / lever with tailpiece opposite the spindle.</p>	G ROTATE KNOB / LEVER <p>Insert reassembled knob / lever back into housing and turn hard left. Push until seated.</p>	H REINSTALL SPRING CLIP * LEVER ONLY <p>If installing a lever, return spring clip and proceed with step "7-D" of install sequence.</p>

"Thanks For Choosing Us. We Hope You Enjoy Your New Weslock Door Handle."

WESLOCK WARRANTY INFORMATION

WESLOCK warrants to the purchaser that the products shall be free from defects in material workmanship for the LIFETIME of the product. Provided the product was purchased from an authorized WESLOCK dealer, Weslock's sole obligation under this warranty shall be to repair or replace product which WESLOCK determines to be defective. After such product is returned to WESLOCK by the purchaser with proof of purchase and with shipping charges prepaid, will this warranty be honored. Homeowner - if the product was installed as original equipment on a new home, you must provide the name of the builder, the date the home was built and your move-in date. If a mechanical defect has occurred, it is your right by this warranty to contact Customer Service in Tulsa, Oklahoma at (800) 575-2658 to arrange the return of the lock. This warranty DOES NOT cover products which malfunction due to improper installation or misuse. Please register your product at Weslock.com.

WARRANTY TERMS	FINISH	MECHANICAL
Traditionale Collection	Limited Lifetime	Limited Lifetime

ADDITIONAL CUSTOMER RESOURCES

Online

WEBSITE
For our full product catalog, and video instructions, go to:
www.weslock.com

TWITTER
To learn about promotions, and other news, follow us at:
twitter.com/Weslock1

YOUTUBE
Browse our video library, or leave us comments at:
[youtube.com/WeslockDoorHardware](https://www.youtube.com/WeslockDoorHardware)

FACEBOOK
See what we're up to, or ask us a question at:
[facebook.com/WeslockDoorHardware](https://www.facebook.com/WeslockDoorHardware)

Direct

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