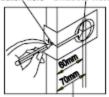
# **Tienna Lever Installation Instructions**



#### 1. MARK DOOR

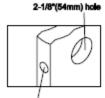
#### Latch hole Chassis hole



Start approximately 36"(915mm) from floor, fold and apply template to the edge of door bevel and mark center point on door edge as indicated on template.Mark center point on door face through guide on template.

NOTE:Backset on door face must be same as backset of lock.

### 2. BORE TWO HOLES



1"(25mm) hole The hole should be at least 3-5/8" (92mm) deep.

Set the center hole according to the length of latch and the backset of template.

- A.Bore a 2-1/8"(54mm) hole in center of door face for chassis.(It is recommended to bore hole from both sides of door to avoid splintering.)
- B.Bore a 1"(25mm) hole in center of door edge for latch.

#### 3. INSTALL LATCH



A.Insert latch into hole, keeping it parallel to the face of door. Mark outline of latch face and remove latch.



B.Chisei 1/8"(3mm)deep or until latch face is flush with door edge.



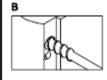
C.Insert latch and fasten screws. NOTE:Latchbolt bevel must face to closing direction.

#### 4. INSTALL STRIKE



A. (1) Close door until latchbolt touches door jamb. Along latch face to mark horizontal center line.

- (2) Measure one half of door thickness from one half of door jamb and mark vertical center line.
- (3) Extend horizontal center line and vertical center line to mark drill center point for strike.



B. Bore a 1"(25mm) hole,1/2" (13mm) deep in door jamb at center point for strike.

NOTE: To assure proper lockset function hole in jamb must be drilled at least 1/2"(13mm)deep.

C. Chisel door jamb 3/64\*(1.2mm)deep for strike . Fit strike flush with door jamb and fasten screws.

Strike Guardbolt

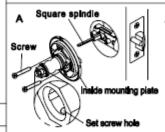
### 5. INSTALL OUTSIDE LEVER ASSEMBLY

### Rotating stem Outside lever assembly

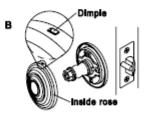


Insert outside lever assembly with the two supporting nuts and rotating stem through the holes of latch. Press flush with door face.

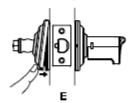
#### 6. INSTALL INSIDE LEVER ASSEMBLY



A install inside mounting plate on to the square spindle of the exterior assembly make sure the set screw hole from below, then push flush to the door. Install the 2 mounting screws through the horizontal holes and hand tighten.



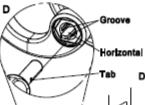
B. install interior rose on to the interior chassis by positioning dimple on top, then snap on bottom of rose, as shown in E.



C. Install the Interior lever on to the Interior chassis.



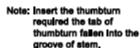
Thumbturn



2Clockwise

Allen wrench

D. Insert the thumbturn on to the Interior chassis. Then tighten set screw clockwise with allen wrench.

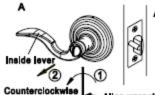


# **Tienna Lever Installation Instructions**

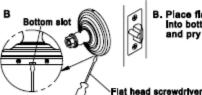




#### FOR INSIDE LEVER OF ENTRY FUNCTION



A. Loosen the set screw by allen wrench in counterclockwise, then pull off the lever and take out the thumbturn.



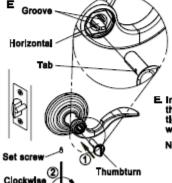
 Place flat head screwdriver into bottom slot of inside rose and pry off.



C. Reverse lever to 180° as picture.



Install the reverse lever to lockbody.

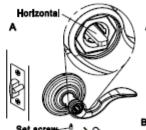


E. Insert the thumbturn on to the interior chassis. Then tighten set screw clockwise with allen wrench.

Note: Insert the thumbturn required the tab of thumbturn fallen into the groove of stem.

# 8. CONVERT PRIVACY FUNCTION TO PASSAGE FUNCTION

NOTE: Convert inside assembly as following also.

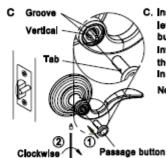


A. Loosen the set screw by allen wrench in counterclockwise, then pull off the lever and take out the emergency button. Note: Lock is in locked status.

B. Turn thumbturn to make sure lock is in unlocked status.

Counterclockwise Alien wrench

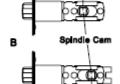
Emergency button



C. Install passage button to lever instead of emergency button and assemble lever into lockbody, then fasten the set screw by allen wrench in clockwise.

Note: Insert the passage button required the tab of passage button fallen into the groove of stem.

#### ADJUST BACKSET FROM 60mm TO 70mm



60mm

A. This latch is set for 2-3/8\*(60mm) backset.

B. Put spindle cam the right position (put the square hole upright) as Illustrated, hold the spindle cam with thumb and index finger and turn to the rightward. Latch backset becomes 2-3/4\*(70mm).



C. If wanting to change backset to 2-3/8"(60mm) again, only need to push the movement plate to the primary position.

