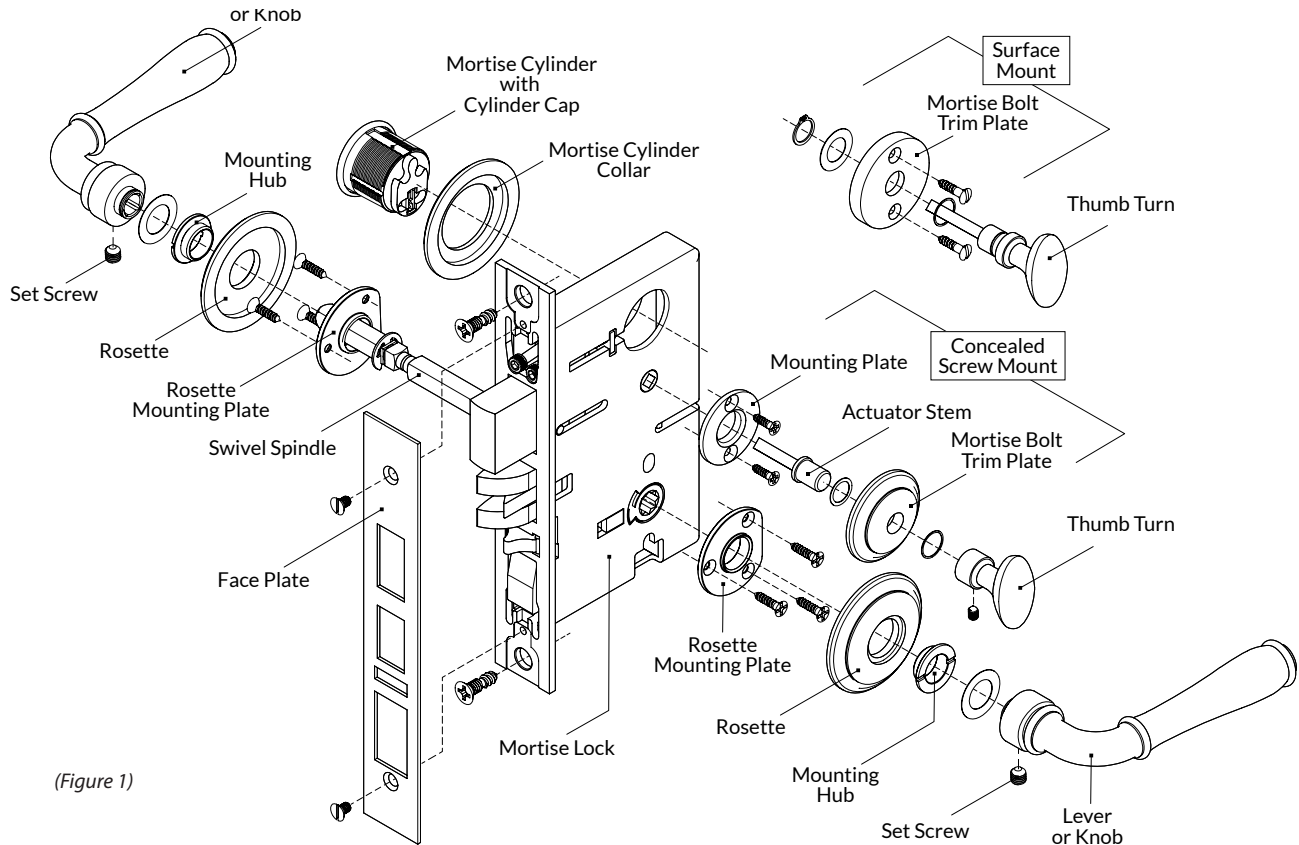




MS-EN - MORTISE SECTIONAL ENTRY SETS



Mortise locks can be ordered with a wide range of features. They may be electronically operated or feature magnetic latching mechanisms. The hardware trim used can vary widely in size and style. Regardless of the hardware or function chosen, the basic installation covered in these instructions remains the same.

ENTRY SET

Mortise escutcheon entry sets feature a mortise lock and latch operated by a knob or lever on the either side of the door.

- The door exterior has a door knob or lever mounted on a rosette, and a mortise cylinder with a cylinder collar.
- The door interior has a door knob or lever mounted on a rosette, and includes a thumb turn or a lock cylinder with a trim plate or cylinder collar.

STOREROOM SET

A storeroom lock set features a fixed knob or lever on the exterior side of the door and a key cylinder. The door can only be opened with the use of a key.

The door can always be opened from the interior by the use of the knob or lever. No thumb turn is required

- The door exterior has a fixed door knob or lever mounted on a rosette, and a mortise cylinder with a cylinder collar.
- The door interior has an active door knob or lever mounted on a rosette.

ENTRY PATIO SET

Mortise escutcheon entry sets feature a mortise lock and latch operated by a knob or lever on the either side of the door. The door can be locked from the interior with a thumb turn.

- The door exterior has a door knob or lever mounted on a rosette.
- The door interior has a door knob or lever mounted on a rosette, and includes a thumb turn with a trim plate.



MS-EN - MORTISE SECTIONAL ENTRY SETS

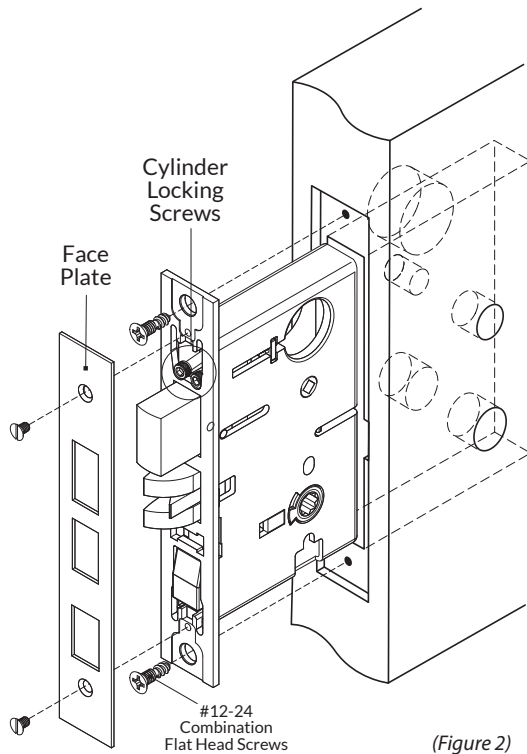
PREPARE DOOR

1. Prepare the door according to the template provided. If optional surface mount screws are to be used, use the escutcheon plates to mark the hole locations to drill pilot holes.

INSTALL THE MORTISE LOCK

2. Insert the mortise lock body into the cavity and mark the lock screw locations. Drill pilot holes for the screws, then install the lock using the screws provided. Metal doors require two #12-24 tapped holes for the combination screws. (Figure 2)

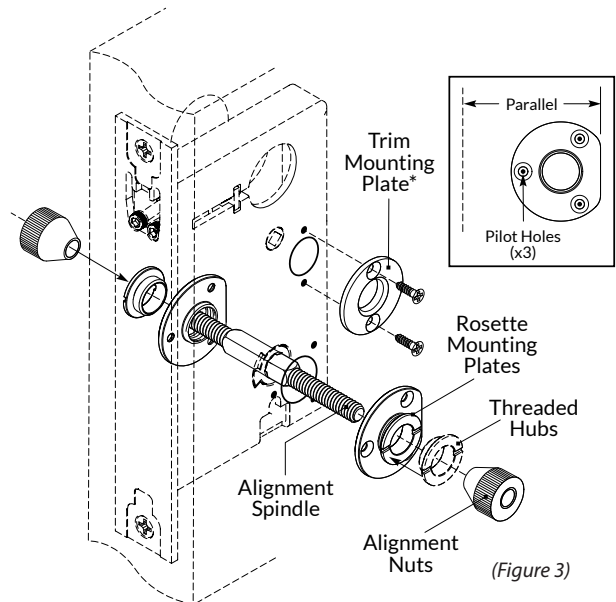
Do not install the lock face plate at this time.



(Figure 2)

ROSETTE MOUNTING PLATES

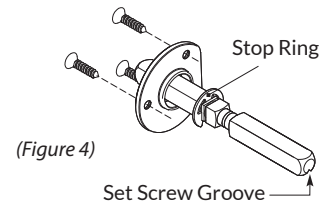
3. Loosely install the threaded hubs into each rosette mounting plate. This will help with the alignment process.
4. Center the alignment tool spindle into the lock hub, then position the rosette mounting plates on the door surface. Screw the alignment nuts onto the spindle so the tapered ends snug the mounting plates in place. Align the mounting plates so the flat edges are parallel to the door edge, then mark the screw hole locations. (Figure 3)
4. Drill pilot holes for the mounting screws before installing the mounting plates. For metal clad doors, drill and tap these holes to accept #6-32 machine screws.
5. Remove the alignment nuts and spindle and set aside for future installations.



INSTALL SPINDLE

The spindle must be installed prior to the rosette mounting plates.

6. From the exterior side of the door, slide the spindle into the lock hub, centering in the lock body. A swivel spindle will include a stop ring to assure proper positioning. Make sure the set screw slot is on the bottom, facing the floor. (Figure 4)



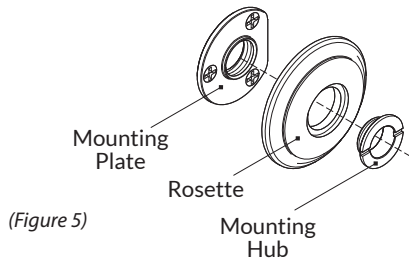
7. Position the rosette mounting plates on the door and secure with the screws provided. Using a lever or knob on the spindle, check the latch function of the lock to assure smooth operation. If binding occurs, minor adjustment of the lock body or mounting plates may be necessary.



MS-EN - MORTISE SECTIONAL ENTRY SETS

INSTALL ROSETTES

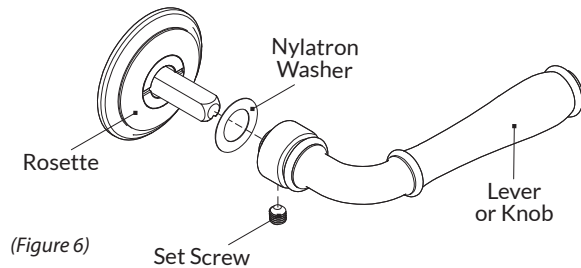
8. Position a rosette over the mounting plate. Insert the mounting hub and tighten into the mounting plates with the rosette installation tool. Repeat on the other side of the door. (Figure 5)



INSTALL LEVERS OR KNOBS

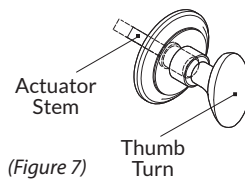
9. Starting on the exterior side of the door, place nylatron washers over the spindle and mounting hubs. With the set screw facing the floor, slide both levers or knobs onto the spindle. Snug them up to the rosettes.

10. Secure the knobs or levers to the spindle by firmly tightening the set screws with an Allen Wrench. (Figure 6)



MEASURE AND CUT STEM

11. Measure the thumb turn stem on the interior trim plate. Cut the length so it extends at least halfway through the lock body when installed. (Figure 7)



TRIM PLATE

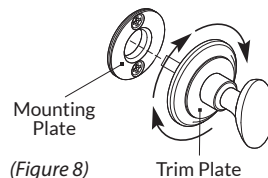
12. Center the trim mounting plate on the thumb turn access hole and mark the screw hole locations. Drill pilot or #5-40 tapped holes and install the mounting plate.

*If surface mount trim plates are being used, no mounting plate is required. Use the trim plate to mark the screw hole locations.

13. Install the thumb turn trim plate. Properly orient the thumb turn and slide the stem into the lock body. Screw a standard trim plate onto the mounting plate until it is hand tight. (Figure 8)

Or, attach the surface mount trim plate using the screws provided.

Test the function of the lock bolt. If binding occurs, minor adjustments to the mounting plate location may be necessary.



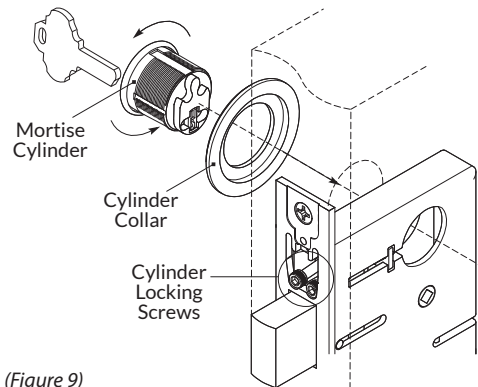
LOCK CYLINDER

14. Insert the mortise cylinder into the cylinder collar, then thread the cylinder into the lock body until it is fully seated and properly oriented. It may be easier to install a key into the cylinder to help screw it into the lock body.

For some doors, a cylinder blocking ring may be required to achieve proper spacing.

15. Test the function of the key in the cylinder. When satisfied with the operation of the lock, tighten the cylinder locking screw. (Figure 9)

16. Install the lock face plate at this time. (Figure 2)



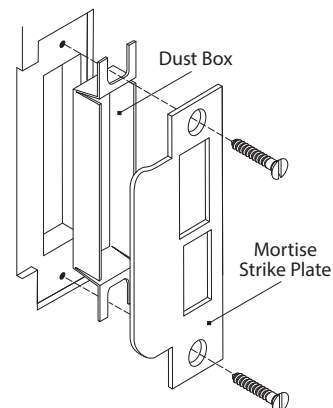
MORTISE LOCK STRIKE PLATE

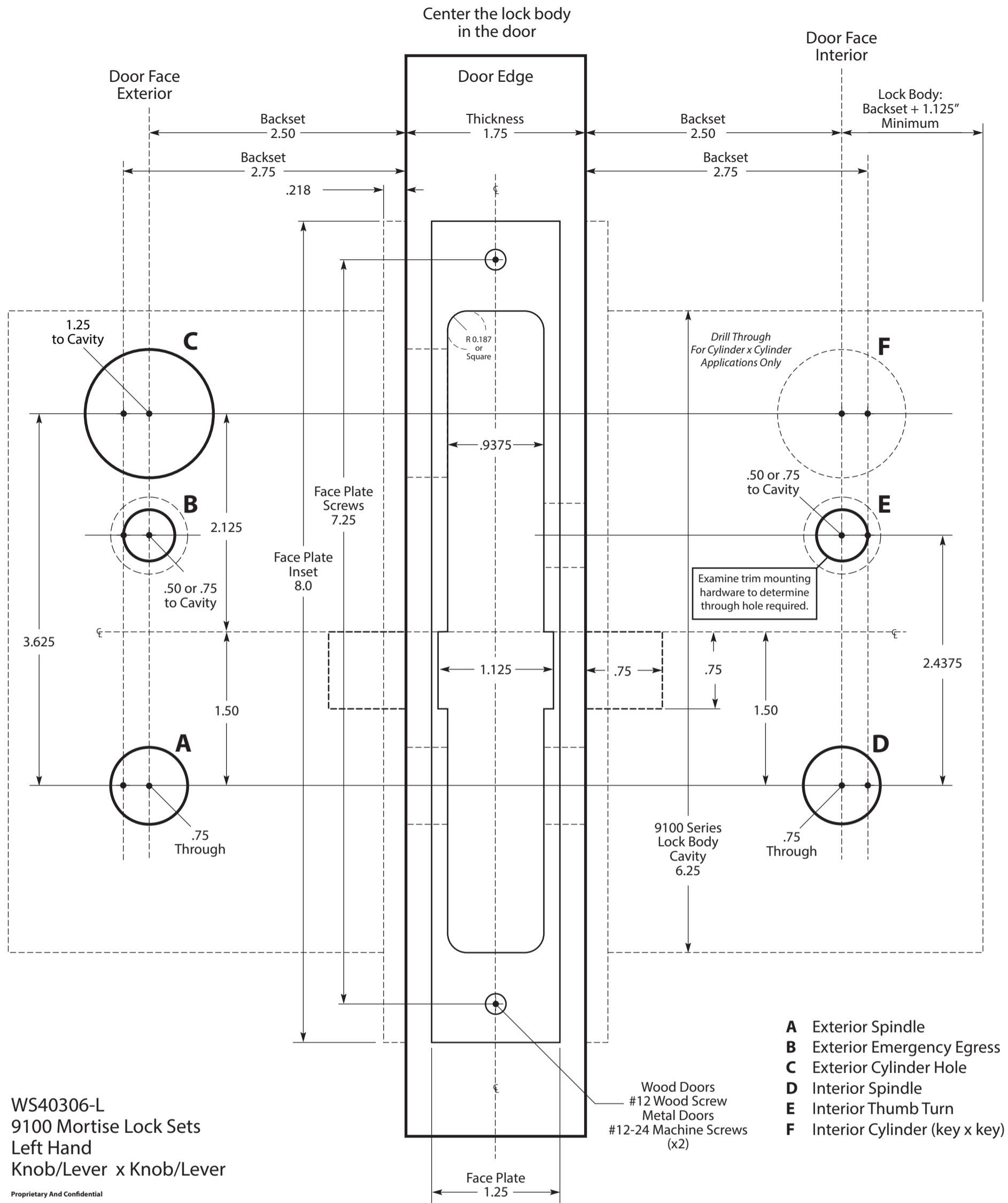
Depending on the lock model, function, and handing, the strike plate and dust box may appear differently than shown.

17. Measure the jamb to determine the location the latch bolt strikes when the door is fully closed. Using the strike plate template provided, prepare the door jamb to accept the dust box and strike plate.

Note: Determine the handing required. Mortise the jamb accordingly.

18. Install the dust box and face plate with the screws provided. Make sure the face plate sits flush with the jamb surface; deepen the cavities as needed. After installation, if the latch does not fully engage with the strike, loosen the screws and adjust. (Figure 10)

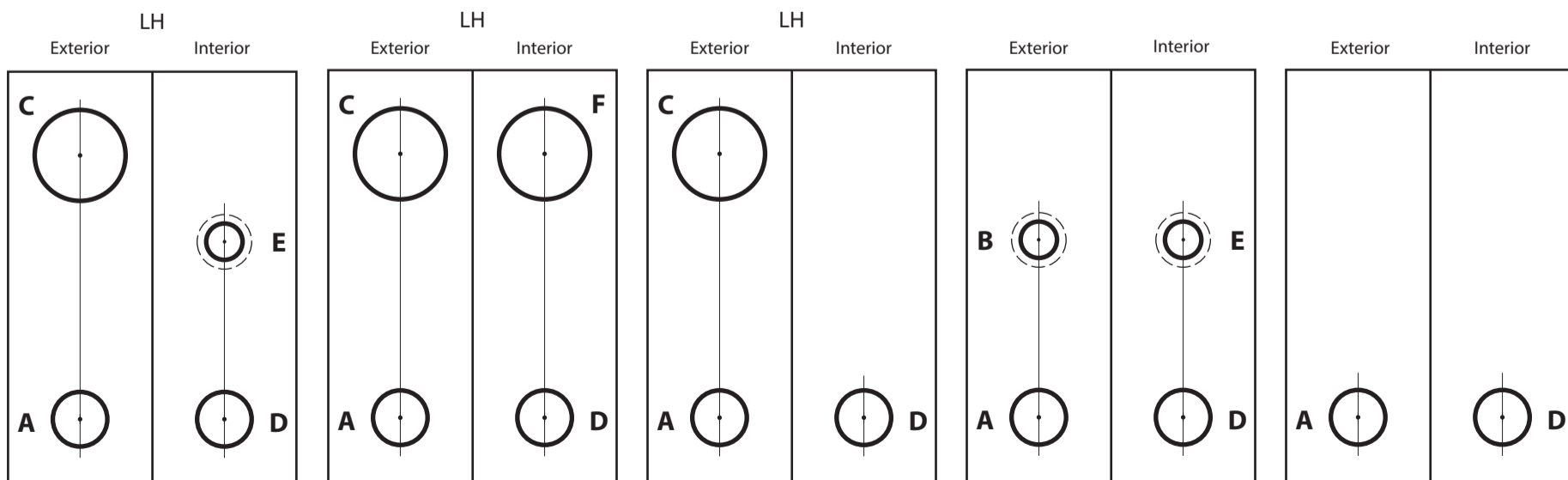




WS40306-L
9100 Mortise Lock Sets
Left Hand
Knob/Lever x Knob/Lever

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Lock Functions



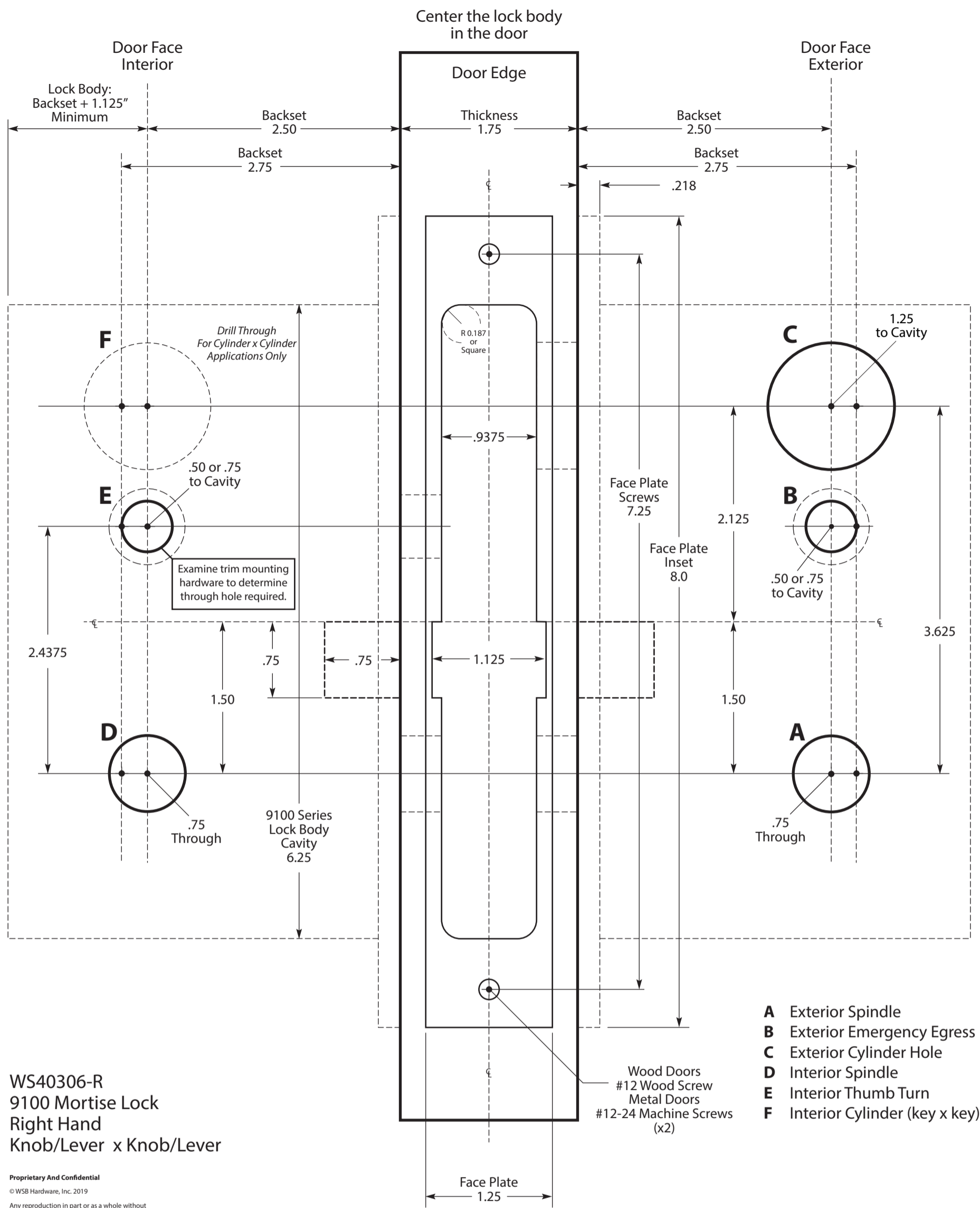
Lock Functions: Entry, Apartment, Office, Hotel
 9124, 9134, 9143, 9144, 9148, 9149, 9153, 9167, 9169

Lock Functions: Entry (key x key) Store Door, Restroom, Classroom
 9122, 9142, 9145S, 9146, 9158, 9160

Lock Functions: Storeroom, Classroom, Office, Closet
 9124, 9145, 9156, 9159

Lock Functions: Privacy
 9124, 9139

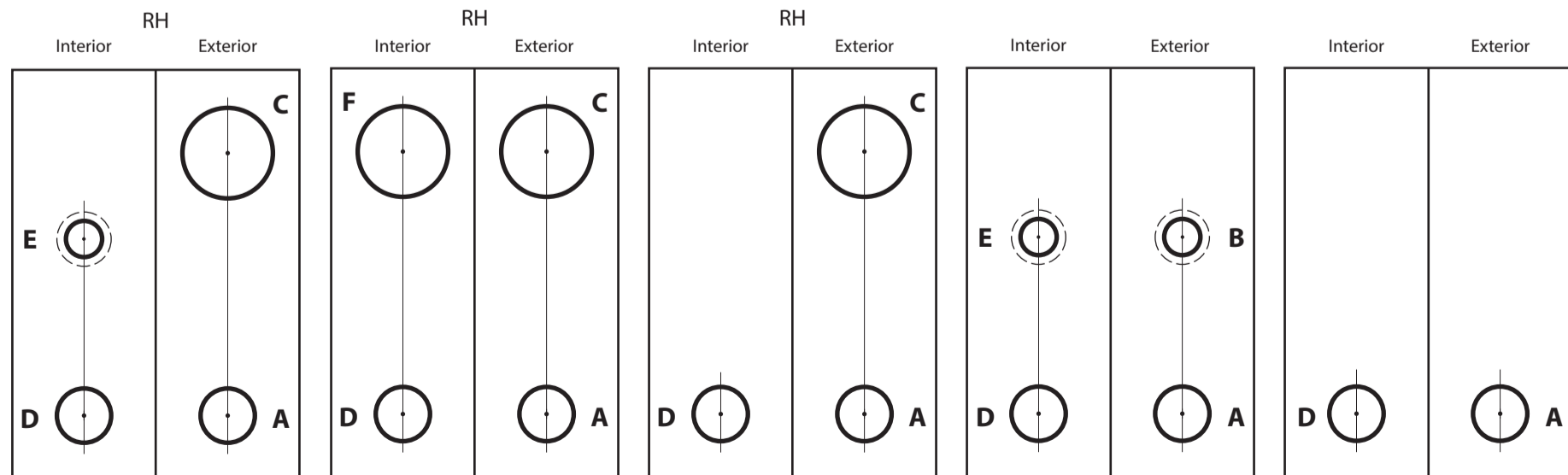
Lock Functions: Passage
 9124, 9125



WS40306-R
9100 Mortise Lock
Right Hand
Knob/Lever x Knob/Lever

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Lock Functions



Lock Functions: Entry, Apartment, Office, Hotel
 9124, 9134, 9143, 9144, 9148, 9149, 9153, 9167, 9169

Lock Functions: Entry (key x key) Store Door, Restroom, Classroom
 9122, 9142, 91455, 9146, 9158, 9160

Lock Functions: Storeroom, Classroom, Office, Closet
 9124, 9145, 9156, 9159

Lock Functions: Privacy
 9124, 9139

Lock Functions: Passage
 9124, 9125