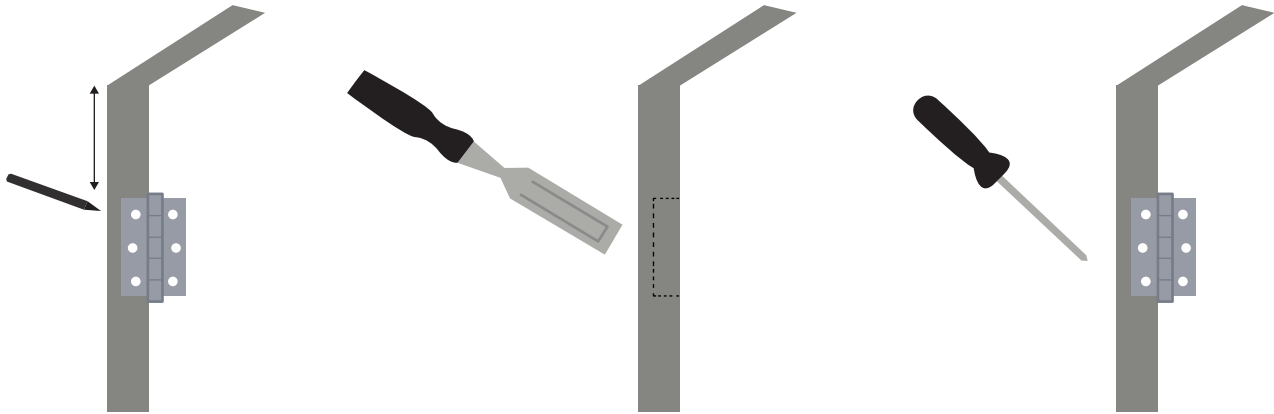


Lever on Backplate

Fitting Door Hinges



Note: Consider the use of the instructions of the door manufacture when fitting the hinge, particularly for fire doors.

We would always recommend using three hinges, to minimise any warping of the doors, however on light weight doors two can be used. If intumescent pads are being fitted behind the hinge leaf for fire regulations, ensure to increase the mortice depth accordingly.

Always fit the hinge with the closed leaf (3 knuckles) to the frame and the open leaf to the door.

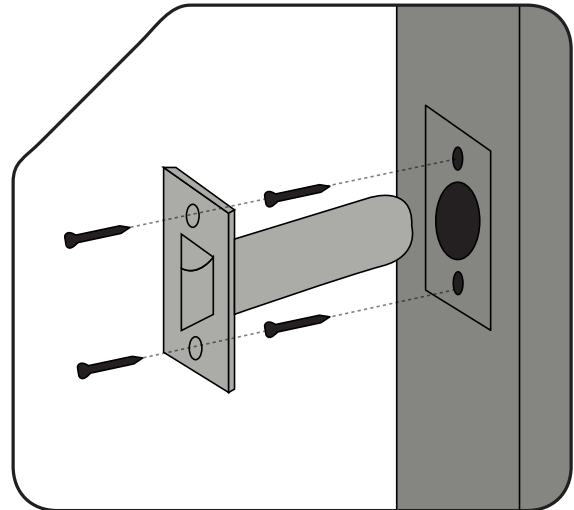
1. Decide your spacing and position the hinge leaf to the door the knuckle should be aligned flush with edge of door and mark around leaf. Repeat at each hinge position.
2. Mortice out for the door using a chisel making sure to the same depth as the thickness of the hinge leaf. Should you be fitting intumescent pads to meet Fire Regulations, increase the depth of the mortice accordingly.
3. Once area cleaned place hinge leaf in position and mark the fixing holes. Pilot holes to suit the fixing screws and secure the hinge leaf to the door using screws.
4. Once complete offer the door up to the door frame, using packers or an air bag placed under the bottom edge of door to meet the required clearance, as it may be opening onto a carpeted floor. When aligned correctly open the hinge leaf flat against the frame with the knuckle slightly proud of the edge and mark around the hinge leaf. Repeat at each hinge position.
5. Mortice out for the frame using a chisel making sure to the same depth as the thickness of the hinge leaf. Should you be fitting intumescent pads to meet Fire Regulations, increase the depth of the mortice accordingly.
6. Once area cleaned place hinge leaf in position and mark the fixing holes. Pilot holes to suit the fixing screws and secure the hinge leaf to the door using the screws. Make sure all screws are used.

Note: Please follow fitting guidelines of the door manufacturer for positioning.

Fitting Tubular Latch

Note: The latch must be morticed central to the door edge and always be aligned horizontally for all components to operate as intended.

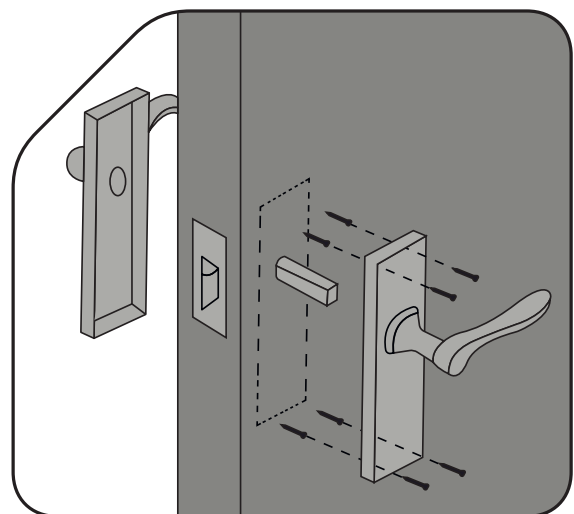
1. Place wedges under the door to stop it from moving whilst you are working.
2. Using a pencil and a set square, mark the height you would like the latch to sit on the door.
3. Measure the depth of the latch and drill a suitable hole into the edge of the door. Make sure all debris is removed from the hole. Please allow space for any spring mechanism proud of the case to operate inside the cavity.
4. To rebate the latch, place the latch into the hole and mark around the outer of the face, making sure it is level.
5. Using a chisel, chisel out the marked area enough for the latch to sit flush to the door edge.
6. Place the latch onto the door face, mark and drill the required hole centres for the spindle bar to pass through and any other bolt-through fixings.
7. Finish by placing the latch into the door and secure with screws.



Fitting Door Handles

Please be aware that the following instructions are post installation of a latch.

1. Insert spindle through latch and push door handles flush with the door. Ensuring they are level, mark the fixing holes on both sides of the door with a bradawl or small drill bit. Depending on the thickness of the door, the spindle may need to be cut to the required size.
2. Remove the door handles and spindle.
3. Drill pilot holes for wood screws.
4. Reposition the door handles on each side of the door. Using a screwdriver, fix the backplate onto the door.



Note: Using an electric screwdriver may damage screws and/or backplate.