

# CLASSIC BRASS

JAMESTOWN, NEW YORK

P.O. Box 3563  
Jamestown, New York 14702-3563  
(800) 869-3173  
Fax: (800) 215-2019  
Email: sales@classic-brass.com

## LEVER SECTIONAL MORTISE SET - ENTRANCE INSTALLATION INSTRUCTIONS

### PREPARE THE DOOR AND FRAME:

1. Prepare the door and door frame to accept the Mortise Lock and Strike Plate. Use the templates provided. It is important that you confirm all measurements prior to drilling the door and frame.

### INSTALLING THE MORTISE LOCK:

2. Install the Mortise Lock with the top side up. Verify that the striking mechanism's tapered end depresses properly as the door closes (Figure 1).

3. Secure the Mortise Lock to the door using the two #12 FH Combination Screws provided.

### INSTALLING THE HARDWARE:

4. Slide the Steel Alignment Spindle from the Alignment Tool Assembly through the Mortise Lock (Figure 1).

5. Remove the Threaded Hubs from the two Rose Mounting Plates and set aside. On both sides of the door, place the Mounting Plates over the Spindle with the flat ends against the door surface. Screw on the two Alignment Nuts and evenly tighten until both Mounting Plates are firmly against the door surface with the flat edge on the bottom at 90° to the edge of the door.

**IMPORTANT! Assure that the Alignment Spindle is square and perpendicular to the door surface on both sides before proceeding. You may need to loosen the Screws holding the Mortise Lock in place to make this adjustment.**

6. Drill three pilot holes for each Rose Mounting Plates and screw in the #6 FH Screws. Once both Plates are attached to the door, remove the Alignment Tool Assembly from the Lock.

7. Slide the Swivel Spindle into the Lock, making sure that:

- The Spindle Notch is located on the Exterior side of the door.
- The slots on both sides of the Spindle are vertical.
- The slot grooves on both sides are on the bottom of the Spindle. The Lever Set Screws will seat in this groove (Figure 2).
- The Spindle is centered in the door.

8. Position each Rose over the Spindle and insert a Threaded Hub into the center of the Rose. Tighten the Hubs firmly to the Mounting Plates using the Rose Hub Key (Figure 2).

**Note: If you are unable to firmly tighten the Threaded Hub, it may be hitting the door surface. If this is the case, remove the Mounting Plate and provide relief in the door so the mounts sit flat.**

### BILL OF MATERIAL

#### Includes:

- (2) Levers (Left and Right Hand)
- (2) 1/4"-28 Set Screws
- (1) Swivel Spindle
- (2) Graphite Washers
- (2) Roses
- (2) Rose Mounting Plates
- (2) Threaded Hubs
- (6) #6 FH Screws (For Rose Mounts)
- (2) #12 FH Combination Screws (For Mortise Lock Mounting)
- (1) Cylinder Collar
- (1) Lock Cylinder
- (1) Mortise Lock
- (1) Mortise Lock Faceplate
- (2) Finished #6 FH Screws (For Faceplate)
- (2) Finished #12 FH Screws (For Strike Plate)
- (1) Rose Hub Key
- (1) Turnpiece and Backplate Assembly
- (1) Threaded Turnpiece Mount
- (2) #5 FH Screws
- (1) Strike Plate
- (1) Dust Box
- (1) 1/8" Allen Wrench\*
- (1) Alignment Tool Assembly\*\*

\*May not be included with each box.

\*\*One per order.

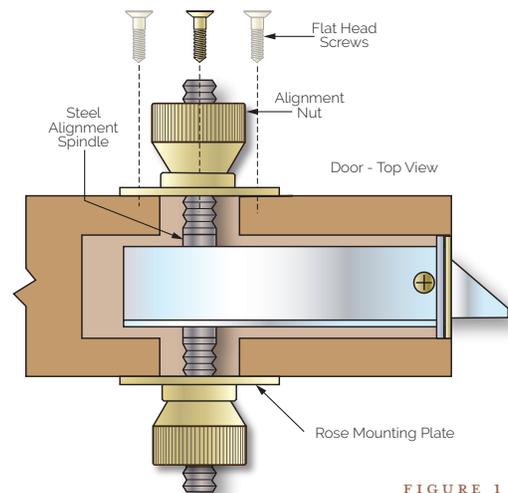


FIGURE 1

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9. Place a Graphite Washer over the base of each Lever. Slide each Lever onto the Spindle until seated against the Hub. Secure it with the 1/4"-28 Set Screw using the 1/8" Allen Wrench provided. There is Loctite on the threads so secure tightly. If the Set Screws do not seat properly, check the alignment of the Spindle slot as outlined in step 7.

10. The Turnpiece for the Mortise Lock is supplied preassembled with a Backplate. Pre-drill pilot holes and install the Threaded Mounts for the Turnpieces as shown using #5 FH Screws (Figure 2). Verify that the Turnpiece & Backplate Assembly are aligned and centered within the Threaded Mount when the holes are marked.

11. Slide the Turnpiece and Backplate Assembly into place with the Tailpiece seated within the Mortise Lock. Thread the Backplate onto the Interior Threaded Turnpiece Mount until its tight against the door. Verify the Turnpiece for proper locking operation.

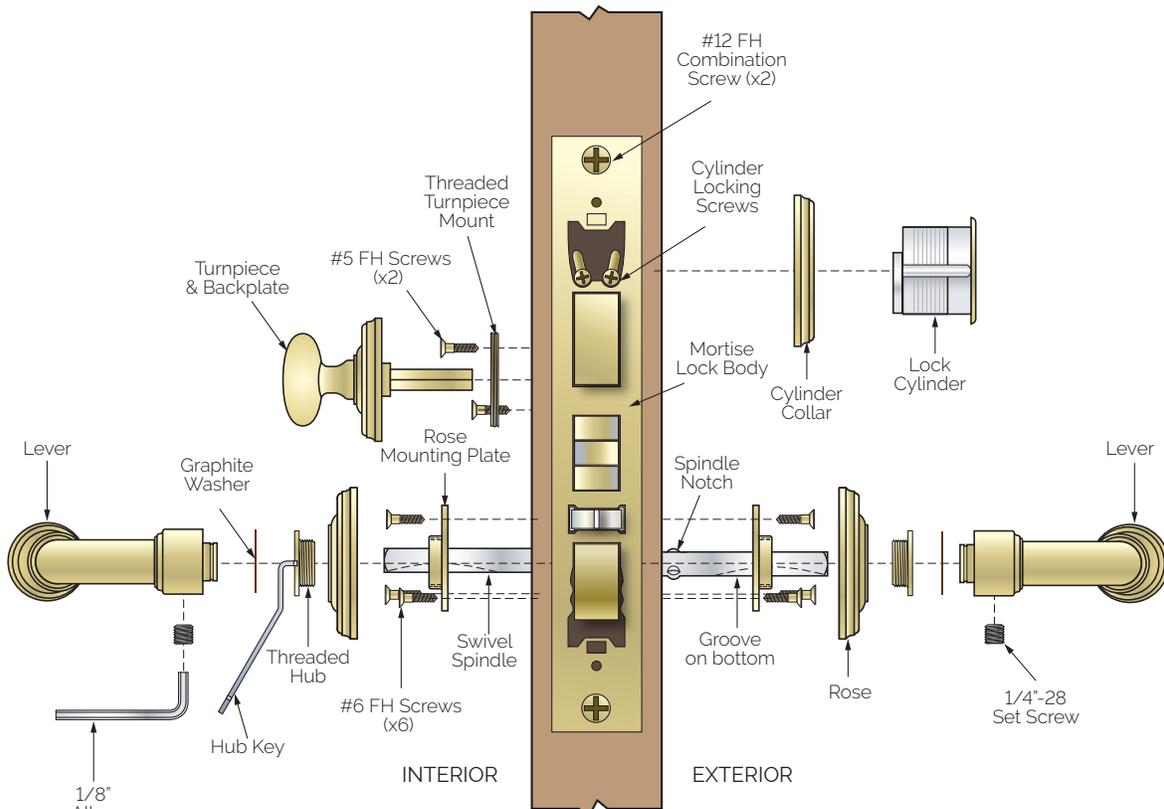
12. Install the Mortise Lock Cylinder along with the Cylinder Collar, as shown in Figure 2, by screwing it in clockwise into the Lock Body until tight and properly aligned. Use a Key to test the function of the Lock.

If its working properly, tighten the two Cylinder Locking Screws located in the face of the Lock body.

13. Attach the Mortise Lock Faceplate over the Mortise Lock using the two Finished #6 FH Screws provided.

14. Install Dust Box and Strike Plate to the door frame using the two Finished #12 FH Screws provided.

IMAGE FOR REFERENCE ONLY.  
YOUR HARDWARE MAY DIFFER IN APPEARANCE.  
NOT TO SCALE.



Classic Brass supplies Spindles that, depending on your installation, may be too long due to thickness variations of interchangeable Roses, Levers, and Knobs. If the Knobs/Levers do not seat flush to the Rose, trimming the Spindle in equal increments on both ends will resolve the condition.

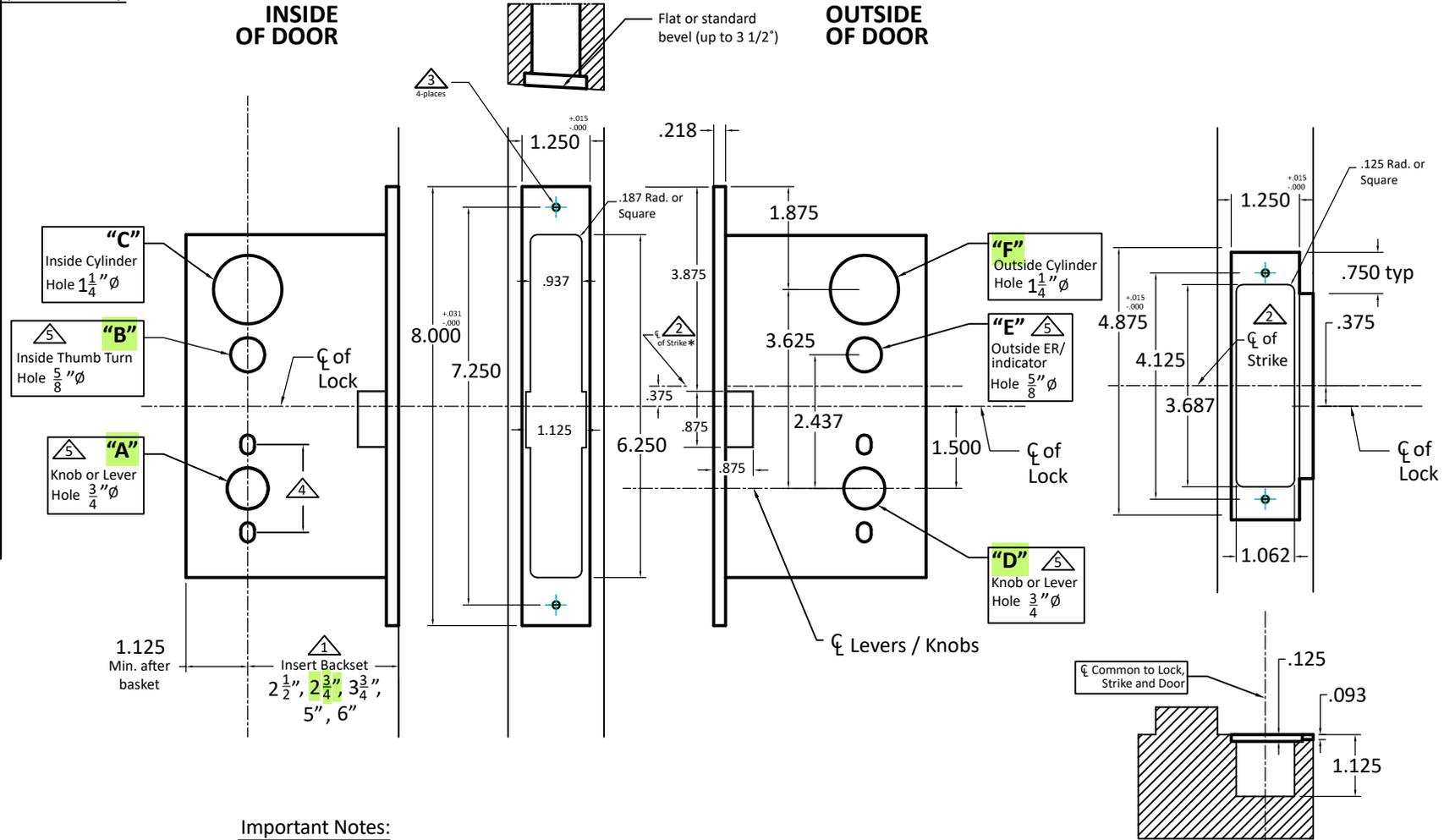
FIGURE 2

Functions	A	B	C	D	E	F
9100ADL	●			●		
9122	●		●	●		●
9122ARL						
9124	●	●		●		●
9124ARL						
9125	●			●		●
9125ARL						
9134	●	●		●		●
9139	●	●		●	○	
9139ARL						
9140				●	○	
9142	●		●	●		●
9143	●			●		●
9143E	●		●	●		●
9144	●			●		●
9144E	●			●		●
9145	●			●		●
9145S	●		●	●		●
9146	●			●		●
9148	●			●		●
9149	●			●		●
9153	●			●		●
9156	○			○		○
9158	○			○		○
9159	○			○		○
9160	○			○		○
9167	○			○		○
9169	○			○		○

(No strike needed)

INSIDE OF DOOR

OUTSIDE OF DOOR



**Important Notes:**

- ▲ Insert backset here 2 1/2", 2 3/4", 3 3/4", 5", 6".
- ▲ ASA strike mounted 3/8" ABOVE centerline of lock.
- ▲ Prep for #12 wood or 12-24 machine screws (lock and strike).
- ▲ Through-bolting holes **ONLY** if required. See trim manufacturers' standard template for details.  
Accurate locks accommodate 1 1/2" to 1 11/16" center to centers and up to 1/4" dia. post.  
If there are any additional questions about through-bolting, please contact us.
- ▲ Knob/Lever, Thumb Turn, and ER holes may vary from different trim manufacturers.  
Please refer to their templates to confirm dimensions.

**Additional Notes:**

- a) **Responsibility:** Door and frame manufacturers are responsible for providing adequate construction or re-inforcement for proper installation of hardware shown.
- b) Please contact us for double lipped template if needed.
- c) See spec sheets for additional lock details.



Standard 9100 Lever x Lever or Knob x Knob Template. All backsets

T-ALH.9100.LL