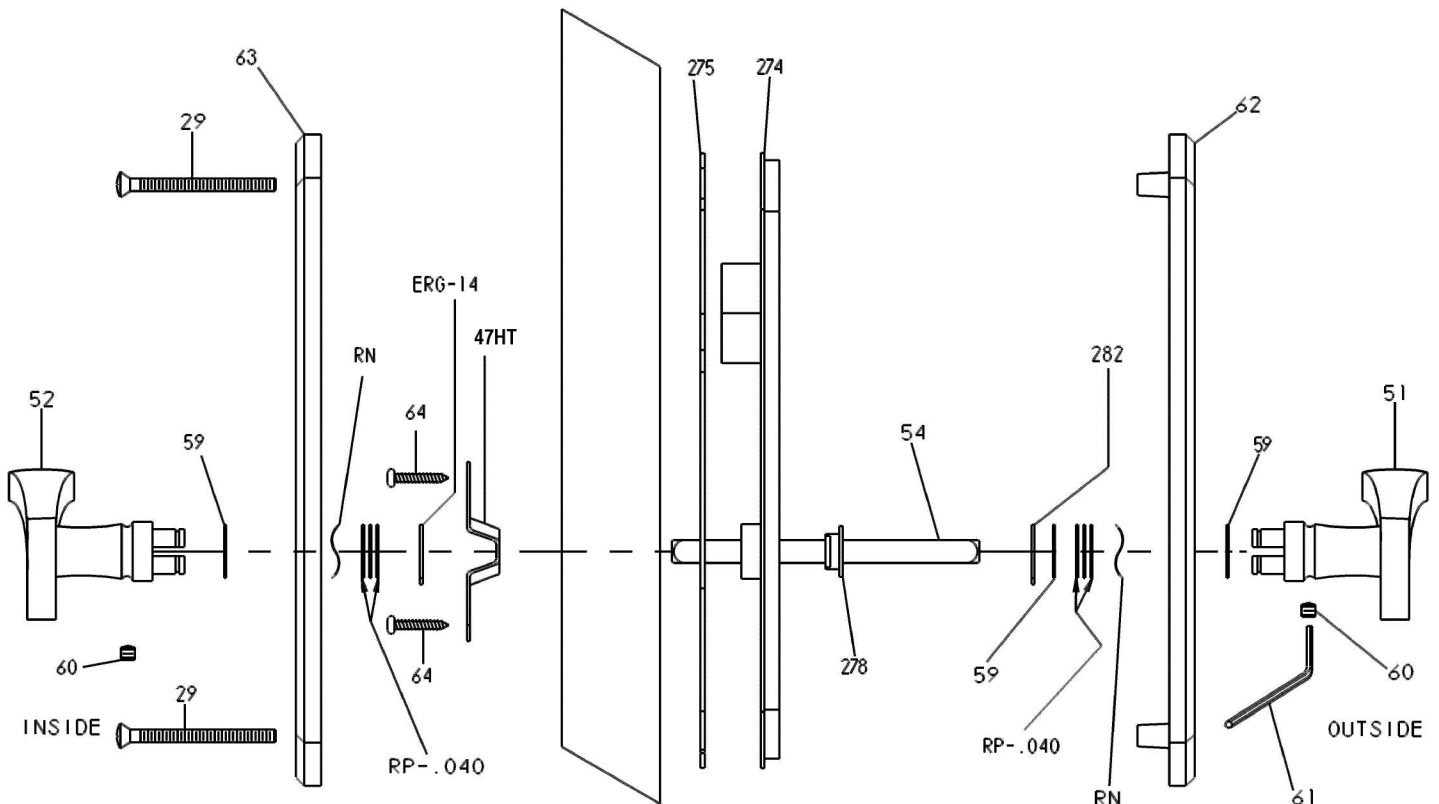


# DUMMY SET INSTALLATION INSTRUCTIONS

**ATTENTION HOME OWNERS, PAINTERS & INSTALLERS! DO NOT USE** any solvents, polishes, cleansers or abrasive on the door hardware! These will ruin the hardware's finish and void all warranties. If the doors are to be painted, it is important to remove the hardware before doing so to prevent any overspray or spillage on the hardware. To clean: use a soft cloth with mild soapy water, rinse & dry with a soft cloth.

**NOTE:** For installation convenience, the screw kit may include (1) extra plate mounting screw (29) & (1) set screw (60).

1. Determine center of the lever backset and height for dummy handle set. This should be the same location as the lever on the active door.
2. Fabricate door if needed to accept dummy mounting screws (29), dummy stop (47HT), and spindle (54). Spindle passes through the door.
3. Place dummy stop (47HT) on interior side of door with indentation pointing to the inside of the door.
4. Screw dummy stop (47HT) to interior side of door with mounting screws (64).
5. Determine the handing of door. Some sets will have handed left & right levers and some sets will have non-handed levers. Determine which lever is to be on the outside.
6. Attach outside lever to outside escutcheon plate (62) by placing nylon washer (59) over the hub of outside lever. Take the outside escutcheon plate (62) and insert the outside lever's hub into lever hole on outside escutcheon plate (62). On the back side of outside escutcheon plate (62), place wavy washer (RN), 3 spacers (RP-.040) & then nylon washer (59) over the hub of the outside lever projecting through outside escutcheon plate (62). Attach retaining c-clip (282) into groove on lever hub with slip joint pliers. Repeat these same steps for attaching inside lever to inside escutcheon plate (63) using only RN, RP-.040 & ERG-14 retaining e-clip.
7. Insert set screws (60) into levers (51 & 52) if not already done so.
8. Insert spindle (54) into outside lever & escutcheon plate (62) assembly, as far as possible until it stops, making sure the split in the spindle will receive the set screw (60) on the lever. This will insure a better seal between spindle grommet (278) and water shield (274). Tighten set screw (60) to spindle (54). Slide spindle grommet (278) as illustrated onto spindle about half-way.
9. Install water shield gasket (275) onto water shield (274) as illustrated.
10. Insert water shield (274) with water shield gasket (275) into exterior escutcheon plate (62). Use water shield (274) to press the spindle grommet (278) onto spindle (54) & escutcheon plate screw posts. When finished, there should be 1/8" spindle grommet (278) protruding through the water shield (274). If not, then remove water shield (274) & slide the spindle grommet to the half-way distance on the spindle (54). Then repeat step 10.
11. Take outside escutcheon plate (62) with lever, spindle, water shield & water shield gasket already attached & feed spindle (54) through the panel & dummy stop (47HT).
12. Put on inside escutcheon plate (63) making sure the spindle (54) is inserted into inside lever.
13. Attach outside and inside escutcheon plates together with the escutcheon plate mounting screws (29). Carefully tighten screws (29) evenly. However, do not tighten screws all the way.
14. Align as needed, then, tighten mounting screws (29) the rest of the way and then the set screw (60) on inside lever.



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