

## Installation Guide For Commercial Tubular Latch – Privacy

### Step 1:

- Orient the latch (1) so that the arrow points up.
- Rotate the latch bolt to adjust for the right or left-hand door.


### Step 2:

- Insert the latch (1) into the faceplate, twist the faceplate on the latch to lock it.
- Install the latch and faceplate onto edge of the door and tighten both face plate screws


### Step 3:

- Before installing the spindle (4), unscrew it 2 turns from the fully tightened position, if the provided spindle does not have a center screw, skip this step.
- The spindle (4) must be inserted into the latch (1) such that the stopper disc rests against the latch in the interior side of the door, and that the thin wall side of the spindle will align with the levers' grub screw (10)

### Step 4:

- Insert the sub-rose (5) into the 2 1/8" hole respecting the screws orientation as shown in the image.
- Place the levers onto the spindle (4) but  **DO NOT** tighten the lever grub screw
- The assembly will now be lined up.
- Use the supplied screws (Choose correct size based on the door trim) and tighten into sub-rose assembly
- Remove the levers (9)

### Step 5:

- Snap the metal cap onto both sides of the sub-rose (5)  paying attention to line up the tab on the sub-rose with the slot in the rose.
- Screw the privacy pin into the hole of the rose (6).

#### **FOR THE SQUARE ROSE**

- Place the square rose (5) on the spindle (4) followed by the lever (9)
- Once the lever (9) and rose (6) are in position, take a carpenter's square and make sure that the rose (6) is square with the door edge.
- With the rose perfectly squared, apply a little pressure to the rose so that the tacks leave small marks on the door.
- Remove the lever and rose, and drill the marked spots – this will allow the tacks to penetrate the door without bending. Use a drill bit size which is slightly smaller than the diameter of the tack.
- Once the holes are drilled, replace the rose and press it firmly into place. If necessary, gently tap the rose with a soft mallet.
- Attach the lever and secure it in place by tightening the set screw. Remember to refer to the grub screw (9) instructions - to properly attach the lever, the set screw must pierce the spindle (4)

### Step 6:

- Place the levers (9) on each side of the spindle (4) and tighten each grub screw (10) until it pierces the thin wall side of the spindle. **Note** that the spindle **MUST** be installed such that the lever's grub screw (9) aligns with the **THIN WALL SIDE** of the spindle
- After piercing the spindle, keep tightening the set screw until it is firmly tightened.

## Installation Guide for Heavy Duty Tubular Latch - Privacy

### Step 1:

- Orient the latch (1) so that the arrow points up.
- Rotate the latch bolt to adjust for the right or left-hand door.


### Step 2:

- Remove threaded plug
- Install the latch and faceplate into edge of the door and tighten both face plate screws


### Step 3:

- For 1 ¾" doors, install the adapter on the interior side of the door and tighten with a flat head screwdriver
- Before installing the spindle (4), unscrew it 2 turns from the fully tightened position, if the provided spindle does not have a center screw, skip this step.
- The threaded plug is installed opposite the adapter, facing the door's exterior
- The spindle (4) must be inserted into the latch (1) such that the stopper disc rests against the latch in the interior side of the door, and that the thin wall side of the spindle will align with the levers' grub screw (10)

### Step 4:

- Insert the sub-rose (5) into the 2 1/8" hole respecting the screws orientation as shown in the image.
- Place the levers onto the spindle (4) but  **DO NOT** tighten the lever grub screw
- The assembly will now be lined up.
- Use the supplied screws (Choose correct size based on the door trim) and tighten into sub-rose assembly
- Remove the levers (9)

### Step 5:

- Snap the metal cap onto both sides of the sub-rose (5)  paying attention to line up the tab on the sub-rose with the slot in the rose.
- Screw the privacy pin into the hole of the rose (6).

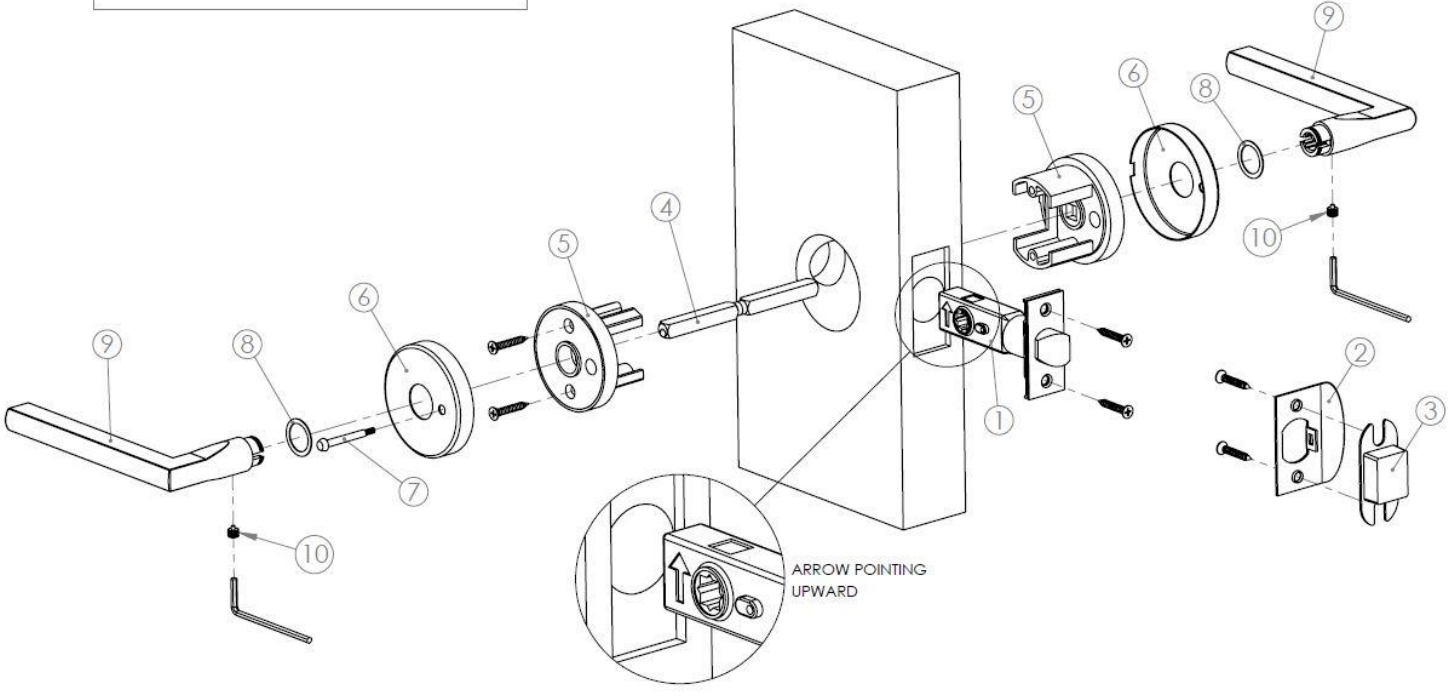
#### **FOR THE SQUARE ROSE**

- Place the square rose (5) on the spindle (4) followed by the lever (9)
- Once the lever (9) and rose (6) are in position, take a carpenter's square and make sure that the rose (6) is square with the door edge.
- With the rose perfectly squared, apply a little pressure to the rose so that the tacks leave small marks on the door.
- Remove the lever and rose, and drill the marked spots – this will allow the tacks to penetrate the door without bending. Use a drill bit size which is slightly smaller than the diameter of the tack.
- Once the holes are drilled, replace the rose and press it firmly into place. If necessary, gently tap the rose with a soft mallet.
- Attach the lever and secure it in place by tightening the set screw. Remember to refer to the grub screw (9) instructions - to properly attach the lever, the set screw must pierce the spindle (4)

### Step 6:

- Place the levers (9) on each side of the spindle (4) and tighten each grub screw (10) until it pierces the thin wall side of the spindle. **Note** that the spindle **MUST** be installed such that the lever's grub screw (9) aligns with the THIN WALL SIDE of the spindle
- After piercing the spindle, keep tightening the set screw until it is firmly tightened.

# TUBULAR LATCH / PRIVACY



- |                    |                    |
|--------------------|--------------------|
| 01- TUBULAR LATCH  | 06- ROSE           |
| 02- D-STRIKE       | 07- PRIVACY PIN    |
| 03- DUST BOX       | 08- PLASTIC WASHER |
| 04- SWIVEL SPINDLE | 09- LEVER          |
| 05- SUBROSE        | 10- GRUB SCREW     |

\*FOR ILLUSTRATION PURPOSE ONLY  
 \*MODEL SHOWN: 110/201PV/TL066 or TL0761