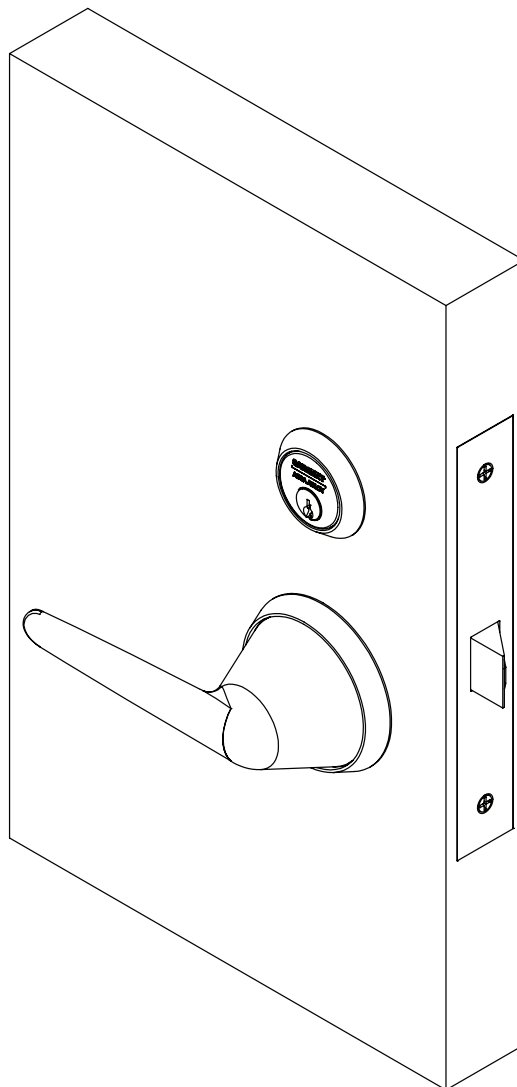


BHL Trim

For Mortise Locks

8200 Series



WARNING

This product can expose you to lead which is known to the state of California to cause cancer and birth defects or other reproductive harm. For more information go to www.P65warnings.ca.gov.

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Attention Installer

Please read these instructions carefully to prevent missing important steps.

Notes

- Improper installation may result in damage to lock and void factory warranty.
- Other product brand names may be trademarks or registered trademarks of their respective owners and are mentioned for reference only.

1 Tools Required

- Phillips Screwdriver (# 2)
- Torx Tamper Resistant Driver (T-20)
- Torx Tamper Resistant Driver (T-10)
- Hex Key Driver 5/64"

2

Package Contents

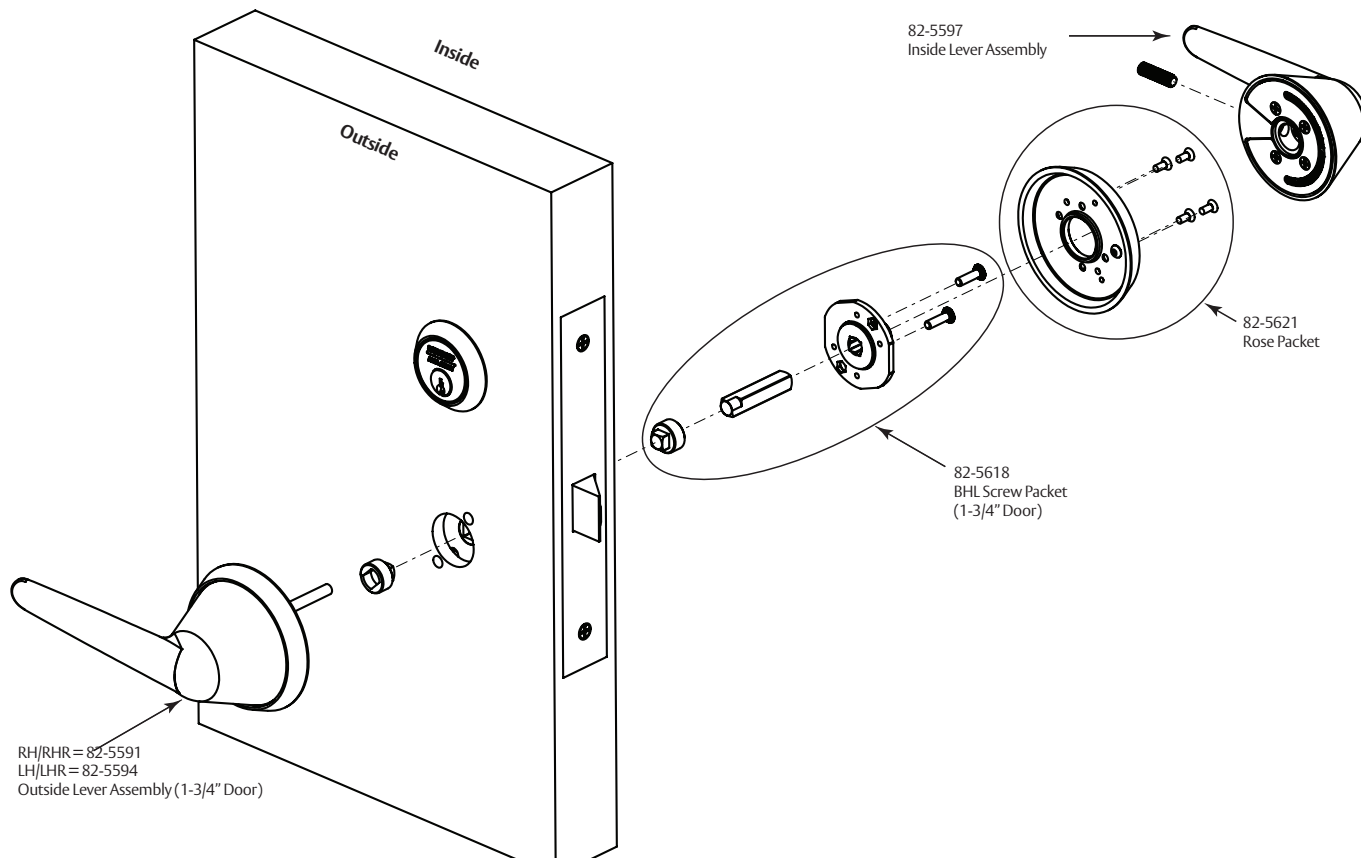


Figure 1

3

Lock Handling

NOTE:

Red surface of locking piece must face Secure side of door.

To rotate locking piece:

1. Position lockbody with red surface of locking piece visible.
2. Insert blade type screwdriver into locking piece slot to rotate locking piece.
3. Push locking piece toward back of lockbody and rotate 180° until RED surface shows on opposite side.

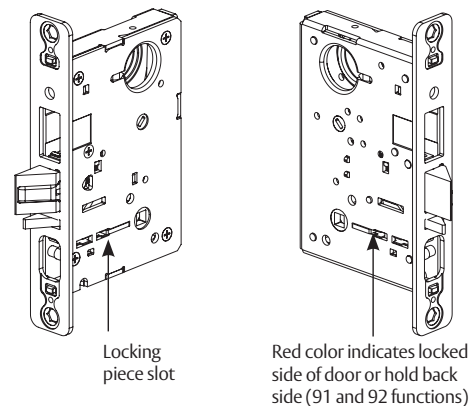


Figure 2

3

Lock Handing (cont.)

For 04, 06, 13 and 31 Functions:

- A. Remove green catch screw.
- B. Rotate hub to 45° position.
- C. Rotate locking piece for required hand.
- D. Face red surface to locked side of door.
- E. Rotate hub to original 45° position (as shown on lockcase).
- F. Reinstall green catch screw.

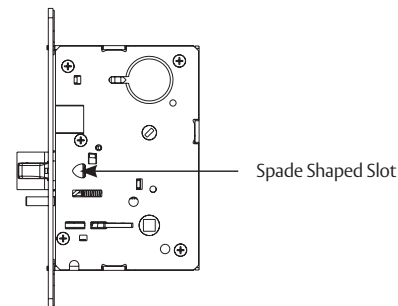


Figure 3

NOTE:

- Beveled surface of latch must face strike.
- Deadlatch is self adjusting.

To change hand of latch:

1. insert screwdriver blade into the spade shaped slot.
2. Rotate screwdriver 90° to push latch out until back of latch clears lock front. Rotate latch 180°. Latch will re-enter lockbody.

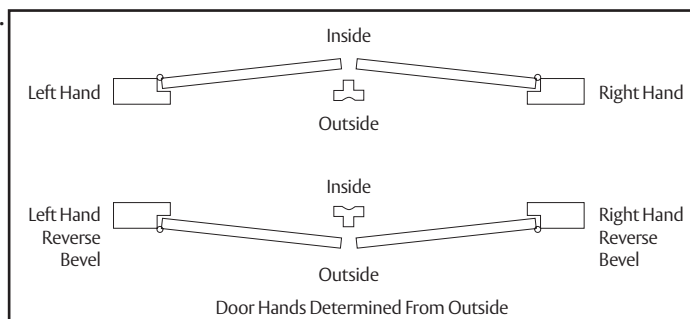


Figure 4

NOTE:

Latch cannot be unscrewed.

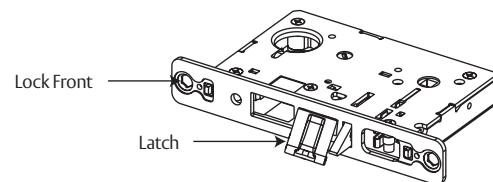


Figure 5

4

Change Lock Function

How to change function of lock:

- Green catch screw must be located in following three (3) locations as designated on lock case to create desired function:
 1. 05, 37 & 38 functions
 2. 04, 06, 13 & 31 functions
 3. 36 function

NOTE:

When moving green catch screw to 04, 06, 13 & 31 functions, hub position must be at 45° as shown on lockcase (Figure 6).

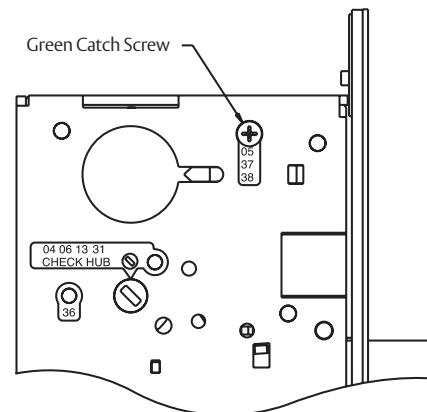
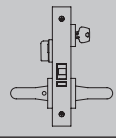
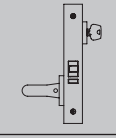
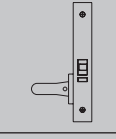
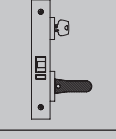
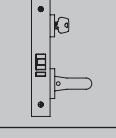
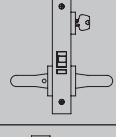
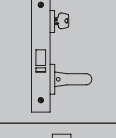
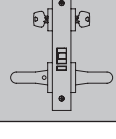


Figure 6

44

Change Lock Function (cont.)

Items needed to create each of the following functions:

Function		Outside Lever	Inside Lever	Trim One Side Kit	Outside Cylinder	Inside Cylinder	Thumb turn
04 (F07) - Store Room Closet Lock		X	X		X		
05 (F04) - Office or Entry Lock		X	X		X		X**
06 - Store room or Service Lock			X	X	X		
13 (D31) - Communicating or Exit Lock			X	X			
31 - Utility Lock			X	X	X		
36 - Closet Lock		X		X	X		
37 (F05) - Classroom Lock		X	X		X		
38 (F32) - Classroom Security Intruder Latchbolt Lock		X	X		X	X	

#41 Cylinder is standard for both single & double cylinder functions for 1-3/4" thick door.

** 130 KB thumb turn is used with rose trim only. Escutcheon trims requiring thumb turns must be preassembled at factory.

NOTE:

Trim-one-side functions always require an inside trim assembly which can be used on the inside or outside of the door (to order Trim one-side kit (for all trim except PT or FE) order part # 82-4611.

5

Rose Handing

Review following figures that illustrate left and right roses. (Figure 7)

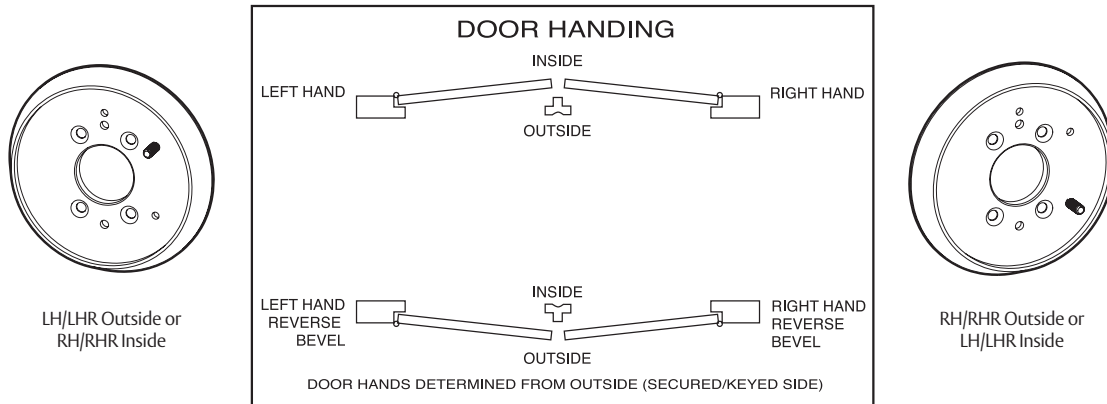


Figure 7

Install button head screw into each rose. Use a 5/64" hex key to tighten screw firmly to rose. (Figure 8)

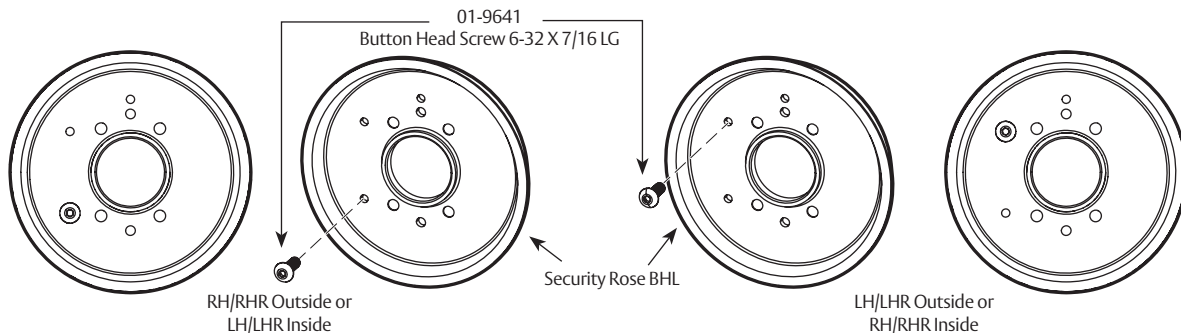


Figure 8

6

Door Preparation

Important:

Be sure to hand the lockbody before installing.

1. Insert mortise lock into door and fully tighten 1" lock mounting with two (2) wood screws and two (2) machine screws. (Figure 9)

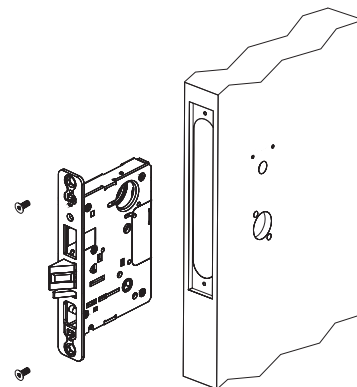


Figure 9

2. Turn-piece functions only:

- Insert turn-piece door marker spindle into lockbody on inside of door.

NOTE:

Use blade side of door marker spindle. (Figure 10)

3. Turn-piece functions only:

- Slide turn-piece door marker over spindle.

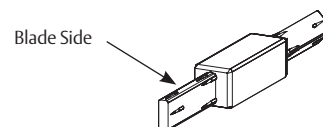


Figure 10

6

Door Preparation (cont.)

4. Turn-piece functions only:
 - Mark three holes for turn-piece. (Figure 11)
5. Coin-turn functions only:
 - Insert turn-piece marker spindle into lockbody on outside of door.

NOTE:

Use blade side of door marker spindle. (Figure 10)

6. Coin-turn functions only:
 - Slide turn-piece door marker template over spindle.
7. Coin-turn functions only:
 - Mark two holes for coin-turn. (Figure 12)

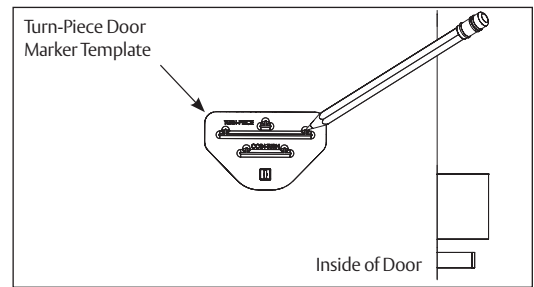


Figure 11

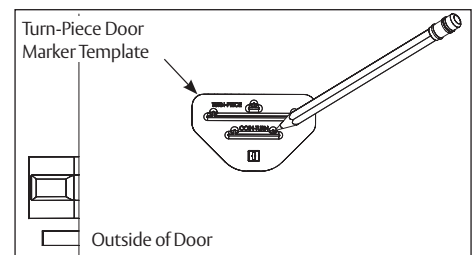


Figure 12

8. Remove lockbody from door.
9. Turn-piece functions only:
 - Drill one middle hole (.290") And two outer holes (3/8") halfway through door. (Figure 13)

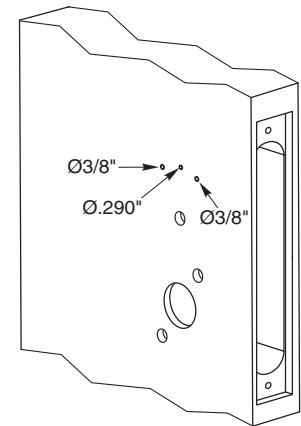


Figure 13

10. Coin-turn functions only: drill two holes (1/8") halfway through door. (Figure 14)

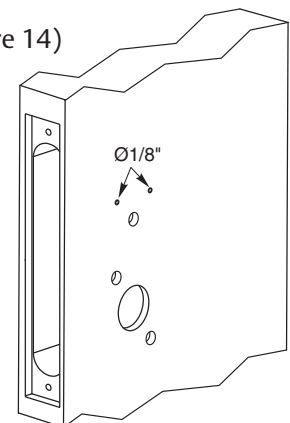


Figure 14

6

Door Preparation (cont.)

11. Turn-piece functions only: install turn-piece thru-bolt plate using truss head screw. (Leave screw slightly loose.) (Figure 15)
12. Insert mortise lockbody into door and loosely tighten 1" lock mounting combination screws.

NOTE:

Make sure lock is unlocked. (Figure 16)

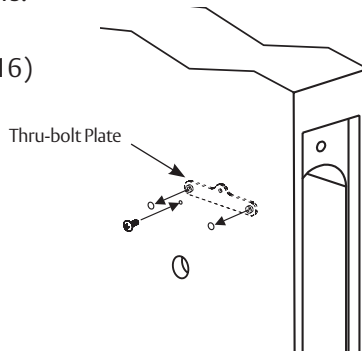


Figure 15

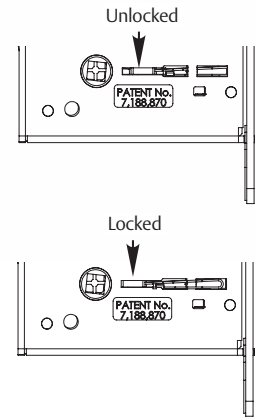


Figure 16

7

BHL Trim Installation

1. Install strike using 3/4" strike mounting screws.

NOTE:

Strike must be oriented with strike lip towards pull side of door. (Figure 10)

2. Cylinder functions only:

- Slide cylinder(s) through spring, spacer and collar, threading into lockbody until cylinder face is flush with collar. (Figure 11)

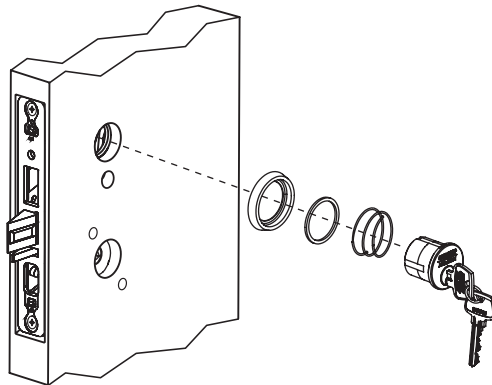


Figure 17

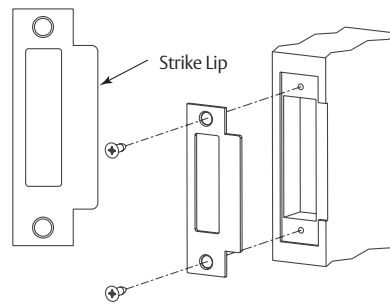


Figure 18

NOTE:

Pull key slightly out of cylinder to help thread into lockbody.

NOTE:

Cylinder must be oriented correctly. (Figure 12)

3. Cylinder functions only:

- Tighten cylinder set screw. (Figure 13)

4. Fully tighten lock mounting screws.

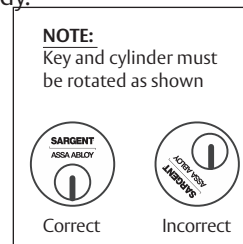


Figure 19

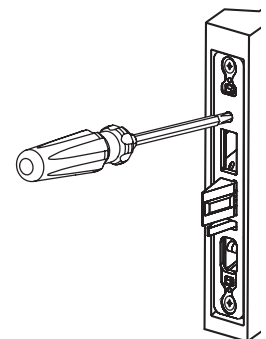


Figure 20

8

Installation

a

Install Adapter Clutch

Install adapter clutch into mortise lock hub. (Figure 21)

Note

Adapter clutch is oriented toward latchbolt as shown.

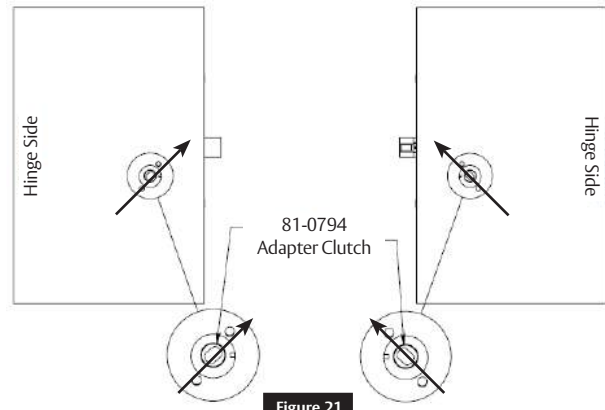


Figure 21

b

Verify Bushing Is Tight

- Insert spindle into bushing; ensure that spindle is inserted no more than $\frac{3}{4}$ " deep.
- Use spindle to rotate bushing clockwise into outside lever hole.
- Fully tighten bushing, then unthread bushing just enough to allow spindle to be inserted into lever, keeping bushing as tight as possible.
- Once assembled, spindle orientation should be as shown. (Figure 23)

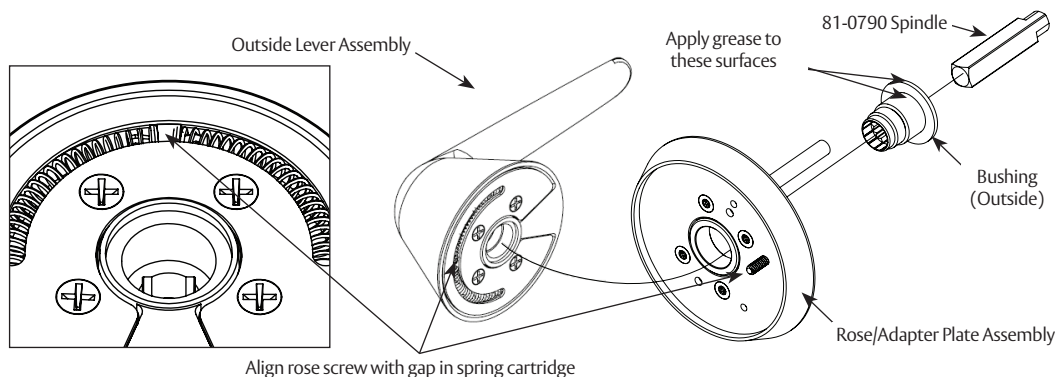


Figure 22

c

Install Outside Trim

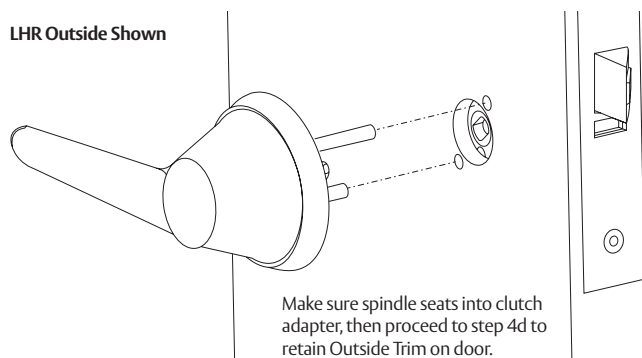


Figure 23

8

Installation (cont.)

d

Install Inside Rose/Adapter Plate

Install inside adapter plate assembly using two (2) machine screws. (Figure 24)

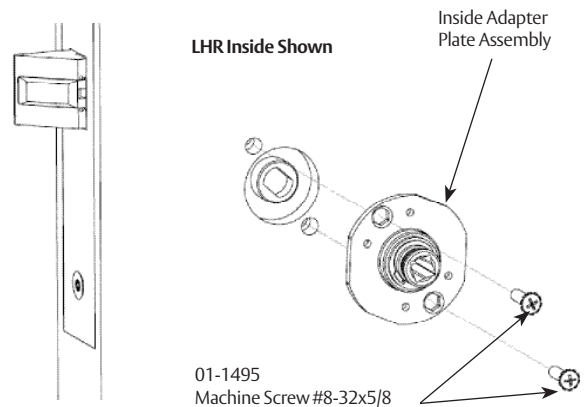


Figure 24

e

Install Inside BHL Rose Assembly

Attach inside rose assembly to inside adapter plate using four (4) security Torx screws. Tighten screws evenly. (Figure 25)

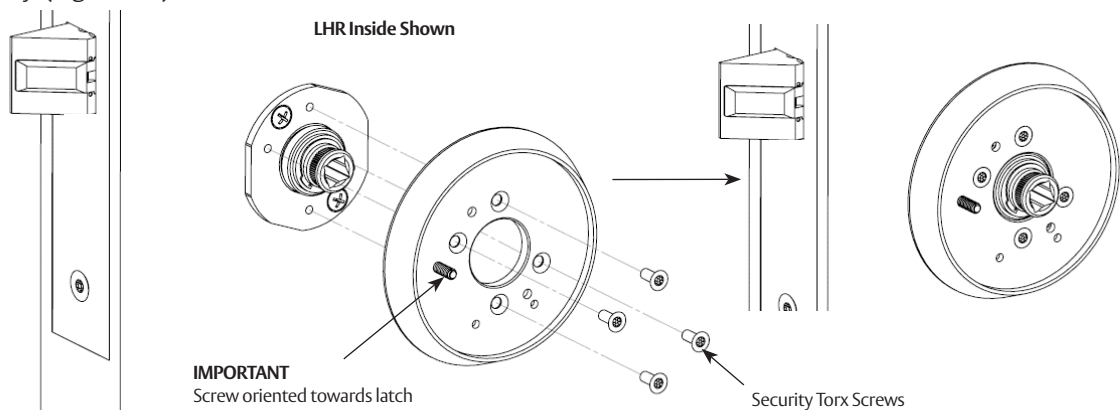


Figure 25

f

Install Inside Lever Assembly

- Install inside spindle. (Figure 26)
- Install inside BHL lever assembly to inside adapter plate assembly using security Torx set screw.

IMPORTANT

- Line up rose screw with gap on spring cartridge.
- Make sure machined end of spindle seats into clutch adapter before assembling lever onto rose. (Figure 26)

Notes

Inside of LHR shown.

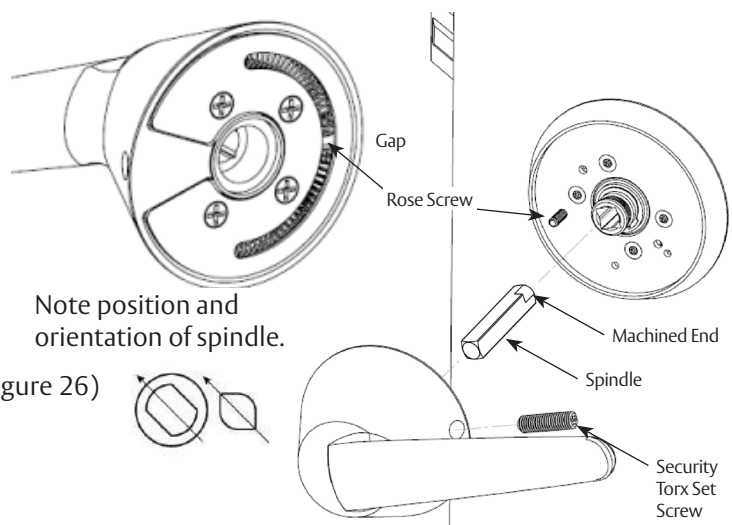


Figure 26

9

Outside Lever Rehanding (Optional)

a

Assemble Outside Adapter Plate and Rose

- Insert two (2) mounting posts into adapter plate. (Figure 27)
- Install rose using four (4) security Torx screws.

Note

Tighten screws evenly.

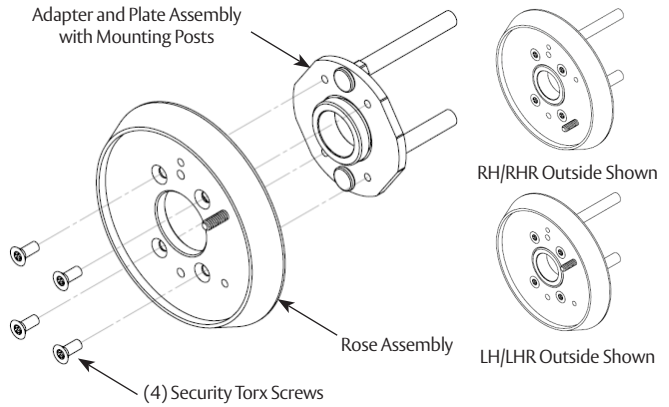


Figure 27

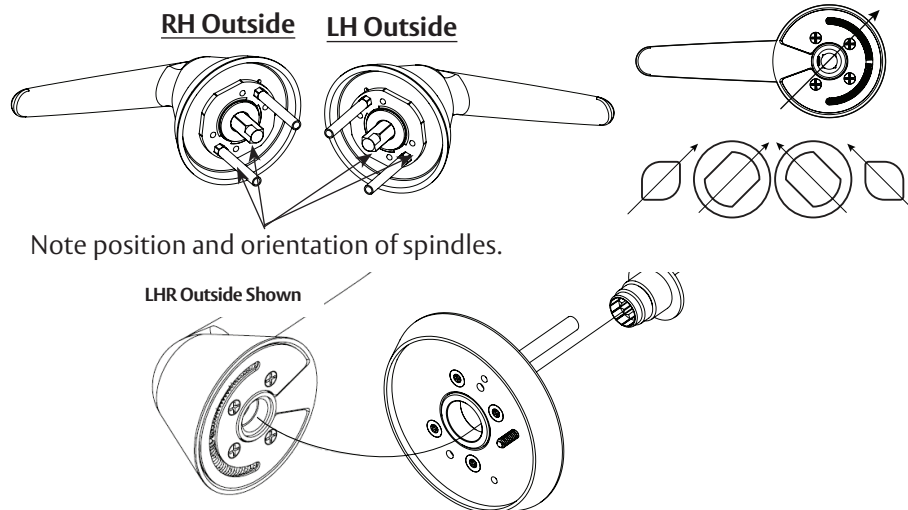
b

Install Outside Lever Assembly

- Insert spindle into bushing; ensure that spindle is inserted no more than 3/4" deep.
- Use spindle to rotate bushing clockwise into outside lever hole.
- Fully tighten bushing, then unthread bushing just enough to allow spindle to be inserted into lever, keeping bushing as tight as possible.
- Once assembled, spindle orientation should be as shown. (Figure 28)

Note

Longer spindle used on outside.



Make sure spindle seats into clutch adapter, then proceed to step 4d to retain Outside Trim on door.

Figure 28

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