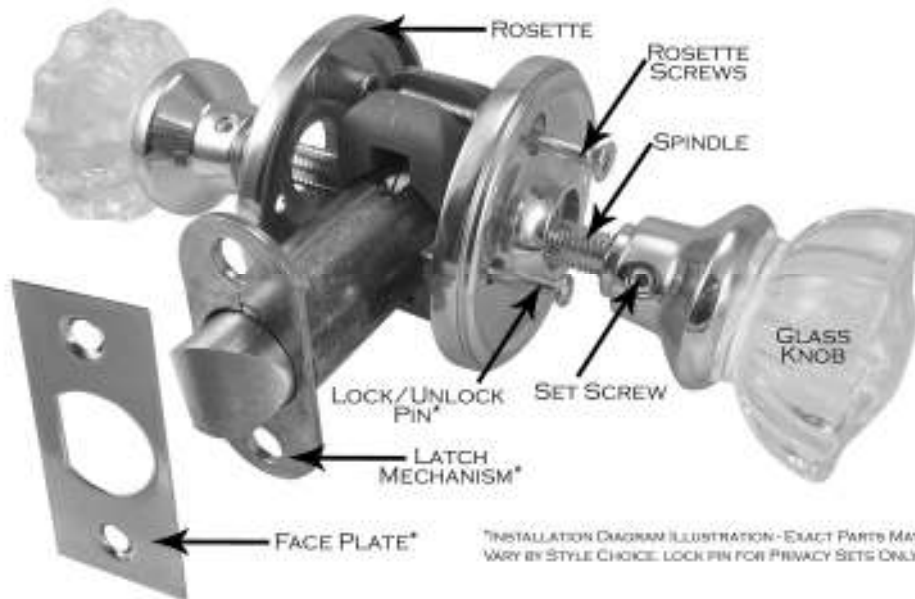


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Instructions for Doorknob Installation (Passage and Privacy Styles)

Parts List: (2) Glass Knobs, (2) Rosettes, (2) Long Rosette Screws, (1) Strike Plate, (1) Latch Mechanism, (1) Spindle, (4) Wood Screws (1) Latch Face Plate and (2) Knob Set Screws (*Privacy Sets Also Include a Locking Pin*)



Overall Assembly & Terminology Illustration (Knob Design & Finish/Style May Vary)

1. Insert the **Latch Mechanism** into the bore hole. The latch mechanism is inserted into the unidirectional **Plastic Spacer**. This plastic spacer is used to align the Latch Mechanism when drilling screw holes but should not be used in the final assembly – this plastic spacer can cause interference with the latch mechanism and Rosettes if not perfectly aligned. *Privacy latches have a push/pull pin that screws into the side of the latch to lock/unlock the mechanism – this screw hole should be facing the interior.* The center of the **Latch Mechanism** (square hole) must align with the center of the bore hole (refer to **Figure 1**). If not aligned, a different backset may be needed – standard available backsets measure 2 3/8 inches and 2 3/4 inches. **Note:** standard pre-drilled door manufacturers may provide an outline on the edge of the door for a face plate and latch plate, but they will not chisel out space for any latch plate or face plate – this must be routed or chiseled out correctly to accommodate the latch and face plate (refer to **Figures 2 and 3**).



Figure 1



Figure 2



Figure 3

2. Secure the latch mechanism with the solid brass **Face Plate** and two **Wood Screws**. The face plate should be *flush with the door* or *slightly inset*. The center of the latch (square hole) should align properly with the center of the large door hole (as shown in **Figure 1**).

3. Insert the steel **Spindle** rod into the latch – the **Spindle** is threaded on both sides. Align the spindle so it is centered in the latch. Passage style spindles are one piece construction whereas Privacy style spindles are self-aligning two piece constructions that screw into each other. You may need to lightly tap the spindle into the latch hole (refer to **Figures 4 and 5**). **Note:** *The two sides of the privacy spindle cannot be screwed together tightly – leave at least a 1/8 inch gap (enough space for a Nickel or Quarter to fit) or more between them so that the knob may turn and function correctly as seen in **Figure 4**. A privacy spindle should be inserted from the interior so that the self-aligning black rod is facing the interior (locking side) of the door.*



Figure 4



Figure 5

4. Attach the solid brass **Rosettes** to the doorknob – these will screw into each other with the **Rosette Screws**. Because we use solid brass castings for Rosettes rather than ‘snap on’ plates - the rosette screws may need to be trimmed up to 1/4 inch (depending upon door stile thickness). Rosette screws can be easily trimmed using any hacksaw or a wire-stripper tool (shown in **Figure 6**). Alternatively, you can also request pre-cut Rosette screws for either 1 3/8 or 1 3/4 inch door thicknesses – or you may specify the length you need and we will ship them to you. The Rosettes are decorative – they do not serve any mechanical function. Be careful not to over tighten the rosette plates onto the door. **Note:** *when installing a privacy knob align the **push/pull pin** with the larger pin hole and screw it into the latch mechanism (refer to **Figure 7**).*



Figure 6



Figure 7



Figure 8

5. The crystal glass Door Knobs may now be screwed onto the spindle. **Careful!** Do not tighten these too close to the rosettes – there should be a 1/8 inch gap or more between the knob and the rosette. Use the **Sets Screws** to lock the Door Knobs onto the spindle as shown in **Figure 8**. **Note:** *The sets screws should be aligned with the spindle at a 90 degree angle.*
6. The **Strike Plate** may now be attached to the door jam opposite the doorknob with two **Wood Screws**.