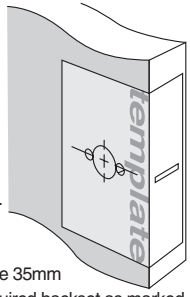


Installation Instructions for 9600 Series Levers on Round Rosettes and 9900 Series Levers on Square Backplates (purchase tubular latch separately)

Step 1.

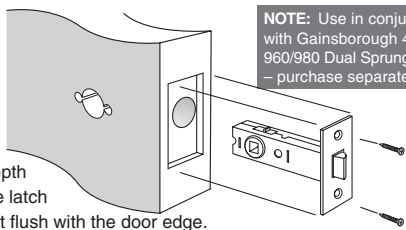
- Fold template where indicated.
- Position template on door edge at desired latch height.
- Firmly hold template and mark latch height and handle fixing holes at required backset (refer template).
- Measure door thickness and mark centre.
- Drill 25mm (1") latch hole. **Note:** it is important to drill this hole squarely.
- Drill two 6.0mm (1/4") dia. holes and one 35mm (1 3/8") dia. hole through door face at required backset as marked on template.



NOTE: For mortice lock installation please refer to separate mortice lock installation sheet.

Step 2.

- Mark and chisel door edge for latch faceplate.
- Chisel the recess to a depth that allows the latch faceplate to sit flush with the door edge.
- Use latch faceplate as a template.
- Insert latch and fasten with wood screws provided.



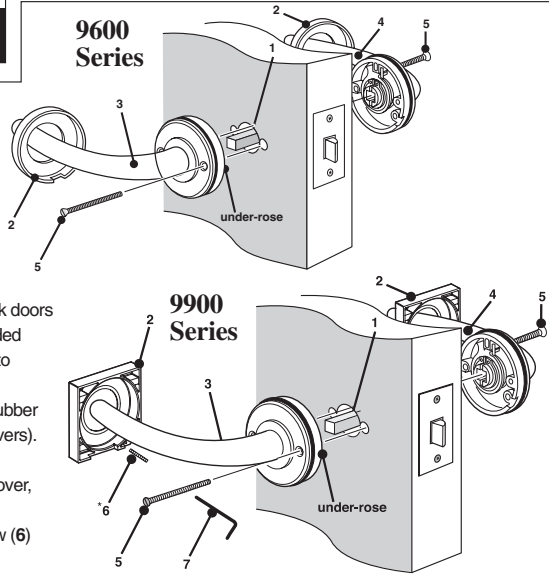
NOTE: Use in conjunction with Gainsborough 480 or 960/990 Dual Sprung Latch – purchase separately

IMPORTANT: If installing a 9609 or a 9909 Privacy Adaptor with lever, refer to instructions included with Privacy Adaptor before commencing installation as this requires a 50mm diameter hole.

Step 3.

Install lever assemblies to door: 9600 & 9900 Series Lever

- Insert square drive spindle (1) through latch in door.
- Identify which side of the door each lever assembly will need to be located to allow both levers to move in a downward motion once installed.
- Remove rosette covers (2) from both lever assemblies.
- Place one lever assembly (3) onto the square drive spindle.
- Place other lever assembly (4) into position, locating it onto the other end of spindle.
- Fasten both lever assemblies together with screws provided (5): Use long screws for thick doors and short screws for thin doors. Each under-rose features a countersunk hole and a threaded hole. Install one screw from either side, through the countersunk hole, through latch and into the threaded hole of the opposite under-rose. Then tighten the screw head on each side.
- 9600** • Reapply rosette covers (2) to both under-roses by pushing the covers over the rubber rings until flush with door. (Ensure tabs at bottom of under-rose match cut-out in rosette covers).
- 9900** • Reapply rosette covers (2) to both under-roses by pushing the covers over the rubber rings until flush with door. The *grub-screw, which is already located in the rosette cover, should be on the lower face.
- Check the rosette covers are square with the door edge. Fasten in place with *grub-screw (6) using allen key (7) provided. *Note: Grub-screw is already located in the rosette cover



NOTE: Carefully follow these instructions when installing. Screws to be tightened to a recommended 2.5Nm torque.

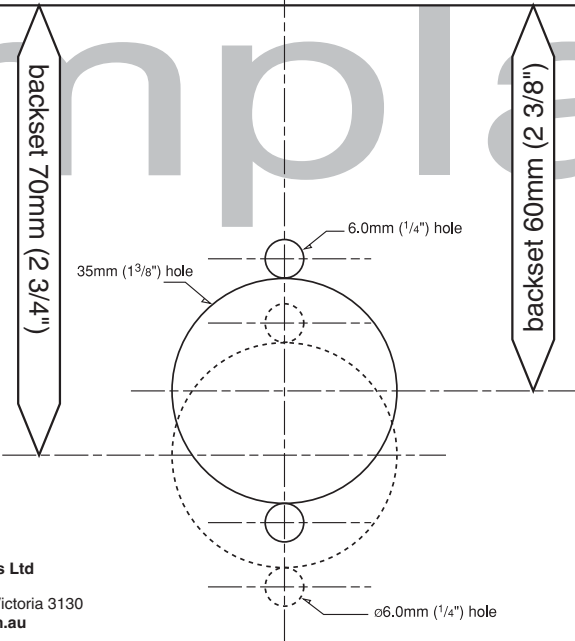
IMPORTANT. DO NOT DRILL 35MM HOLE IF USING PRIVACY ADAPTOR WITH THIS LEVERSET. SEE PRIVACY ADAPTOR INSTALLATION INSTRUCTION AND TEMPLATE BEFORE COMMENCING ANY DRILLING.

fit here on door edge

Mark centre-line of latch hole

fit here on door edge

Note: Drill 6.0mm holes before 35mm hole for ease of drilling.



Separate Privacy Adaptors available:

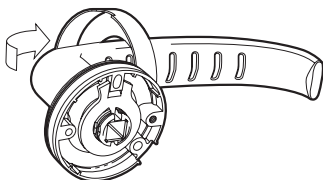
- 9609 Privacy Adaptor suits 9600 series.
- 9909 Privacy Adaptor suits 9900 series.

Installation Instructions for 9600 Series Dummy Lever on Round Rosette and 9900 Series Dummy Lever on Square Backplate

9600 Series Dummy Lever on Round Rosette

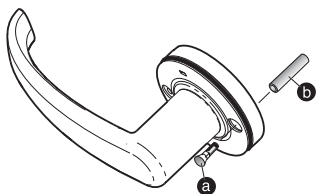
Step 1.

- Remove rosette cover.



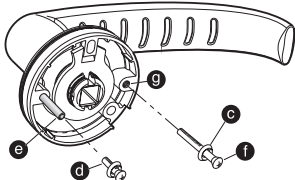
Step 2.

- Install blind headed screw **a** and post **b** through rosette hole closest to the door edge.



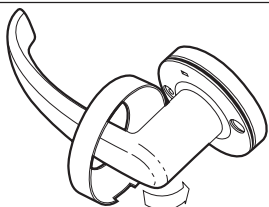
Step 3.

- Prepare door as indicated on the template below.
- Push screws through cup washers **c**.
- Install short screw **d** into the threaded post **e** and longer screw **f** into the threaded screw hole **g** in rosette.



Step 4.

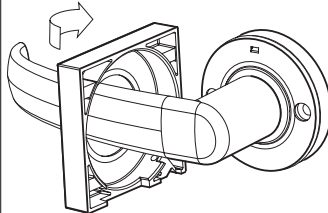
- Replace rosette cover.



9900 Series Dummy Lever on Square Backplate

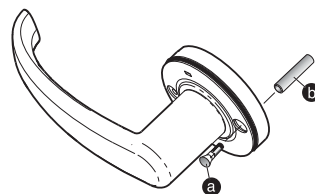
Step 1.

- Remove rosette cover.



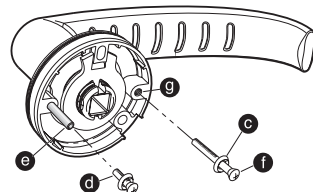
Step 2.

- Install blind headed screw **a** and post **b** through rosette hole closest to the door edge.



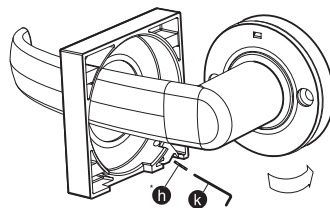
Step 3.

- Prepare door as indicated on the template below.
- Push screws through cup washers **c**.
- Install short screw **d** into the threaded post **e** and longer screw **f** into the threaded screw hole **g** in rosette.



Step 4.

- Reapply rosette cover by pushing it over the rubber ring until flush with the door. The grub-screw, which is already located in the rosette cover, should be on the lower face.
- Check the cover is square with the door edge. Fasten in place with *grub-screw **h** using allen key **k** provided.



*Note: Grub-screw is already located in the rosette cover



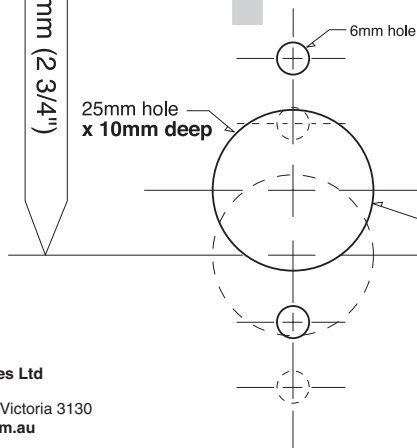
NOTE: CAREFULLY FOLLOW THESE INSTRUCTIONS WHEN INSTALLING. DO NOT OVERTIGHTEN SCREWS. USE OF POWER DRIVER IS NOT RECOMMENDED. SCREWS TO BE TIGHTENED TO A RECOMMENDED 2.5NM TORQUE.

fit here on door edge

fit here on door edge

backset 70mm (2 3/4")

backset 60mm (2 3/8")



Important Note:
Do not drill this hole through the door!

Gainsborough

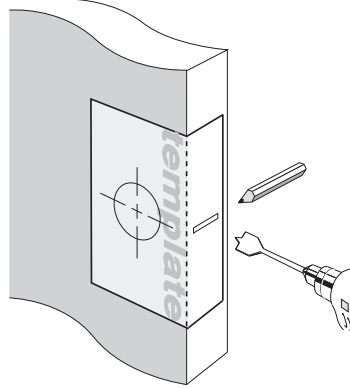
Gainsborough Hardware Industries Ltd
ACN 004 792 269 ABN 25 004 792 269
190 Whitehorse Road, Blackburn, Victoria 3130
www.gainsboroughhardware.com.au

Installation template
for dummy applications

Installation instructions for 9609 Privacy Adaptor to suit 9600 Series Leversets on Round Rosettes; and 9909 Privacy Adaptor to suit 9900 Series Leversets on Square Backplates (purchase leverset and tubular latch separately)

Step 1.

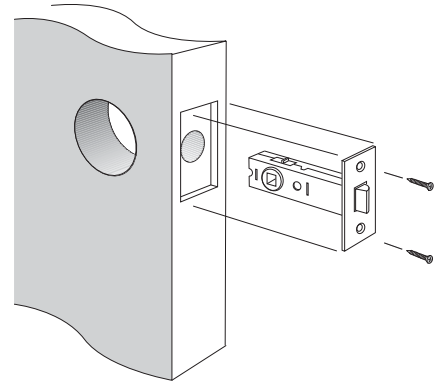
- Fold template where indicated.
- Position template on door edge at desired latch height.
- Firmly hold template and mark latch height and hole centre at required backset.
- Measure door thickness and mark centre.
- Drill 25mm (1") latch hole.
Note: it is important to drill this hole squarely.
- At required backset, drill pilot hole – suggested size 3mm (1/8"). Then enlarge hole to 50mm (2") drilling from both sides of the door.



Step 1 and 2 refer to Leverset and Latch installation

Step 2.

- Mark and chisel door edge for faceplate.
- Chisel the recess to a depth that allows the latch to sit flush with door edge. Use latch faceplate as a template.
- Insert latch and fasten with wood screws provided.



Step 3.

Prepare Internal Assembly

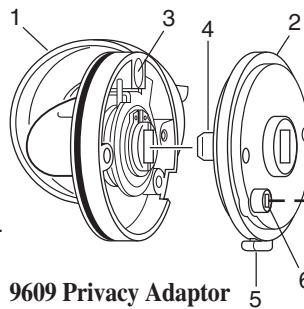
- Remove rosette covers (1) from both lever assemblies.
- Hold privacy adaptor (2) against the inside of internal lever-rosette (3) by inserting the adaptor's spindle extension (4) into square recess on inside of internal lever. Ensure that privacy snib (5) is in the closed position.

Note: The position of the square hole (6) on the inside of privacy adaptor (2) must align with the slot (7) for the emergency release arm (11) in the external lever-rosette (8) upon installation.

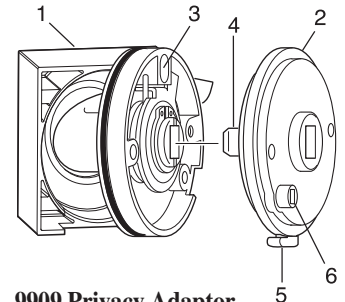
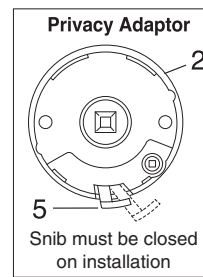
The privacy adaptor is designed to locate into correct position.

Prepare External Assembly

- Install spring (9) into square recess (10) in external lever-rosette as shown.
- Insert emergency release bar (11) as shown, locating 'L' shaped end in slot (7).

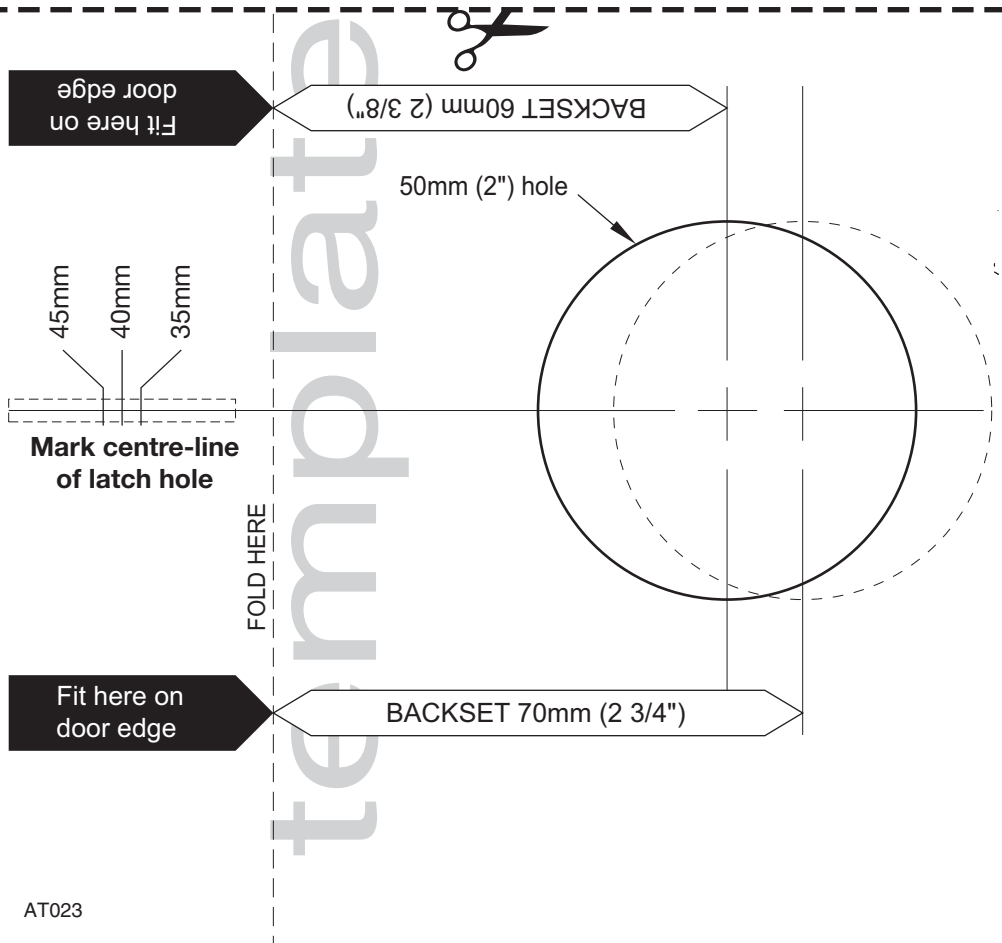


9609 Privacy Adaptor with 9600 Series Lever on Round Rosette



9909 Privacy Adaptor with 9900 Series Lever on Square Backplate

NOTE: Carefully follow these instructions when installing. Screws to be tightened to a recommended 2.5Nm torque.



Step 4.
FOR STEP 4 INSTRUCTION PLEASE CONTINUE OVERLEAF

Note: If door hole is oversize, spacer kits are available.

NB This privacy adaptor will fit an existing pre-drilled 50mm cross bore hole, providing this hole has been drilled to the correct diameter and at precise backset from door edge.



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www.gainsboroughhardware.com.au

Installation instructions for 9609 Privacy Adaptor to suit 9600 Series Leversets on Round Rosettes; and 9909 Privacy Adaptor to suit 9900 Series Leversets on Square Backplates (purchase leverset and tubular latch separately)

INSTALLATION INSTRUCTIONS CONTINUED FROM OVERLEAF

Step 4. Assemble to Door:

- Hold external lever-rossette (8) on the external side of door. Insert square drive spindle (12) through latch cam from the inside, locating round end of spindle (see inset) into the spring (9).
- Note:** For doors 32mm-40mm thick, use short spindle. For doors 40mm-45mm thick, use longer spindle.
- Hold internal lever-rossette (3) with privacy adaptor (2) and position on door, locating square drive spindle into square recess on the inside of privacy adaptor whilst also locating the end of the emergency release bar (11) into the square hole on the inside of privacy adaptor.

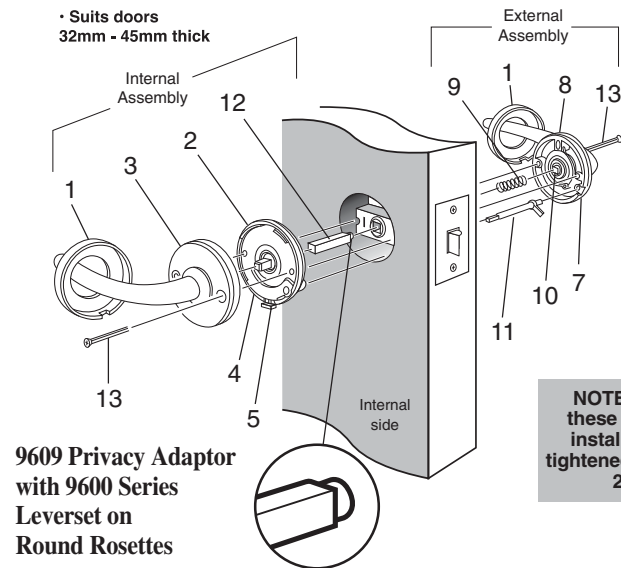
- Ensure snib (5) in privacy adaptor and emergency release lever bar are now engaged.
- Fasten internal and external assemblies together with screws (13) provided. Each lever-rossette (3) features a countersunk hole and a threaded hole. Install one screw from either side through the countersunk hole, through latch and into the threaded hole of the opposite lever-rossette (3). Then tighten the screw head on each side.

9600

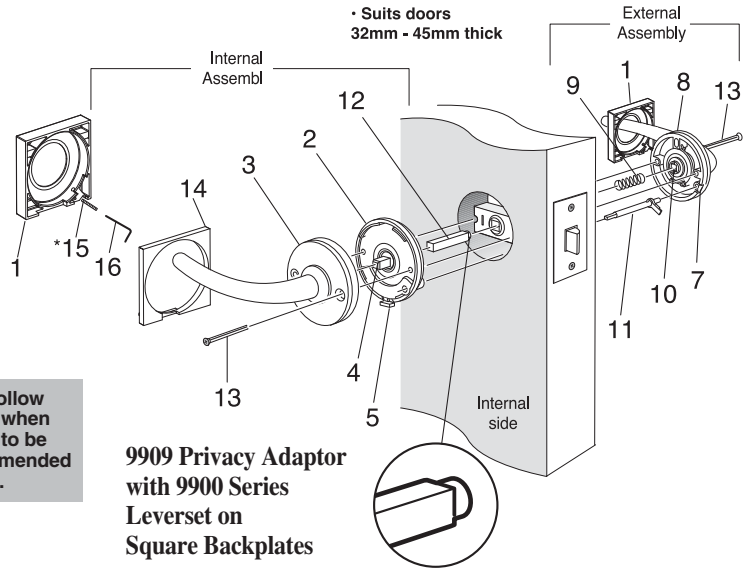
- Reapply rosette covers (1) to both lever-rossettes (3) by pushing the covers over the rubber rings until flush with door. (Ensure tabs at bottom of lever-rossettes (3) match cut-out in rosette covers).

9900

- Place privacy cover (14) over lever-rossette (3) and onto privacy adaptor (2). The privacy cover should fit flush on the door.
- Reapply square rosette covers (1) to both lever-rossettes (3) by pushing the covers over the rubber rings until flush with door. The grub screw, which is already located in the square rosette cover, should be on the lower face.
- Check the square rosette covers are square with the door edge. Fasten in place with *grub screw (15) using the allen key (16) provided.



NOTE: Carefully follow these instructions when installing. Screws to be tightened to a recommended 2.5Nm torque.



* Note: Grub screw is already located in the rosette cover.

Step 5.

Confirm Operation

Normal Operation

Engage snib on inside. Latch cannot be operated by external lever. Snib automatically disengaged by operation of internal lever.

Emergency release

Engage snib on inside. Snib can be disengaged by rotation of emergency release bar in the outer rosette using a pen tip or similar projected object.

NB This privacy adaptor will fit an existing pre-drilled 50mm cross bore hole, providing this hole has been drilled to the correct diameter and at precise backset from door edge.

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