

Hotel Door Lock Installation Manual

I. Prepare the door install tools

Tools: hammer, Flat chisel, ruler, Phillips screwdriver, 4mm SHCS wrench, 2mm SHCS wrench, Drill.

II. Make sure the door opening direction

- 1) Right door opening lock: Door Hinge (door knob) position on the right door is the right door opening;
- 2) Left door opening lock: Door Hinge (door knob) position on the left door is the left door.

As show below:



Right door opening Outdoor Left door opening

III. Excavation lock slot

Excavation lock slot: At the appropriate height for a door to open the lock groove: In the center of the door-side cylinder digging groove. After finishing digging groove, opening holes at the door's outside and inside based on the cutout template or drawing provide by us. You can first opening hole at one side of the door, when opening at the lock cylinder position, and then opening holes from the other side. Operation like this could avoid deviation.

Make sure the cutout template should paste to the vertical plane of the flat side of the door. The graduated line on the template should be the same high as the lock cylinder's big latch bolt, the template scale line flush door side.

IV. Choose the correct door opening ways that you need

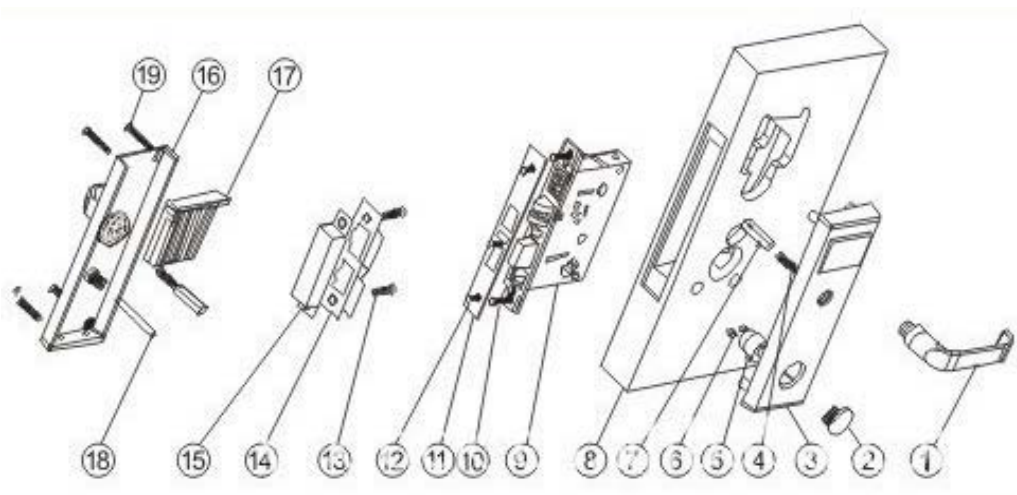


V. Install the door lock (as shown below)

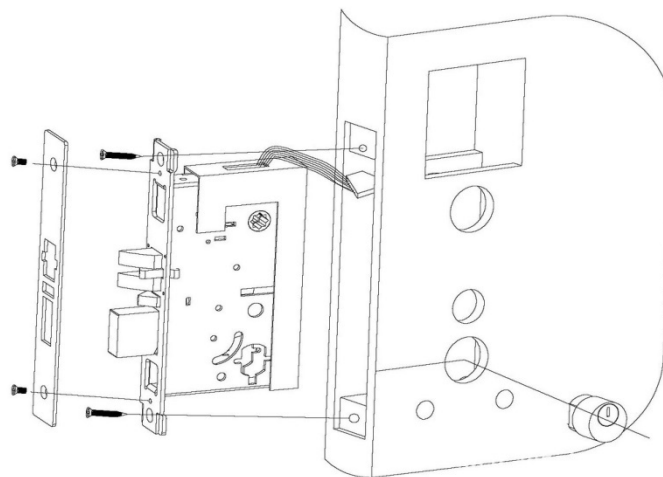
After opening the package, first check all the spare parts are complete. And then check the door opening way is same as your need. Finally input the batteries to check the wire connection of the lock is workable.

Start to install the lock, please follow the numerical order to install the main parts.

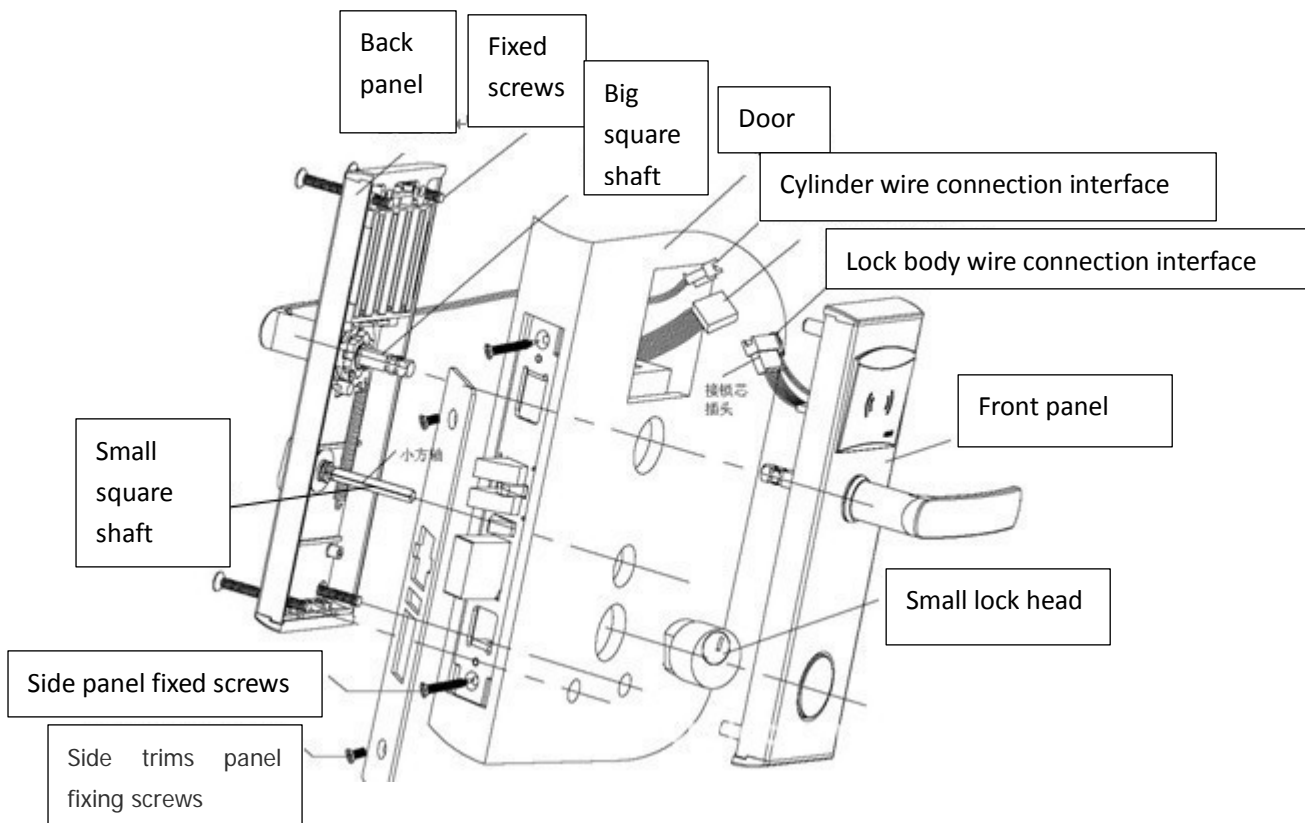
No.	Item	No.	Item
1	lock handle	11	Side trims
2	Lock head cover	12	Side trims fixing screws
3	Front panel	13	lock panel fixing screws
4	Square shaft spring	14	lock panels
5	Lock head	15	Lock panel box
6	Lock head fixing SHCS wrench	16	Back panel
7	Lock handle square shaft	17	Battery box
8	door	18	Locked square bar
9	Lock body	19	Panel fixing screws
10	Lock body fixing screws		



Lock cylinder installation



Lock body installation



VI. Attention:

- 1) Please opening holes according to the hole opening map;
- 2) During the install period, please avoid hitting the cylinder strongly;
- 3) After finishing installation, please make sure the lock handle is at the right position and check the lock tongues works smoothly;
- 4) Check the card opening door and mechanical key opening door operations.