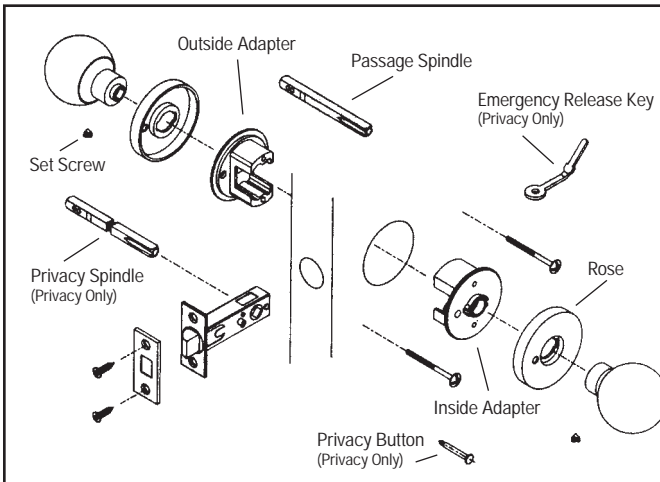


# Passage and Privacy Latchset Installation

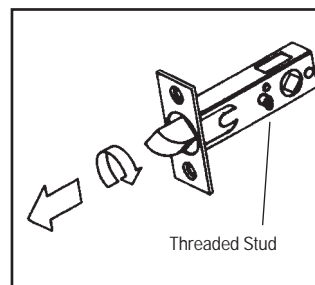
## Exploded Views Passage and Privacy Latchsets

You have selected one of the latchset types illustrated in these instructions. The exploded views show, at a glance, how your latchset is assembled. Please follow the step-by-step installation instructions to ensure proper installation.



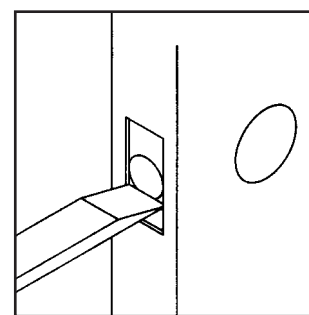
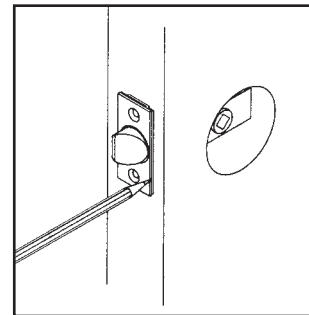
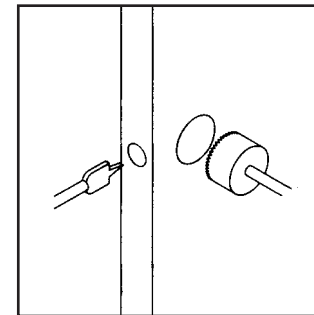
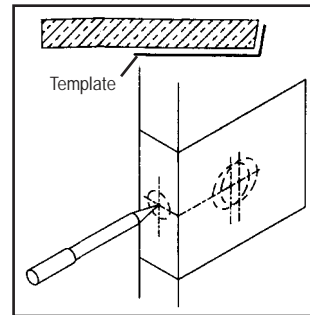
## Preparing the Latchbolt

If you have purchased a privacy set, the latchbolt should be installed so that the threaded stud is on the inside (or locking) side of the door. The curved side of the latchbolt must face the jamb. The latchbolt can be reversed by pulling the bolt out, rotating it one half turn, and releasing.



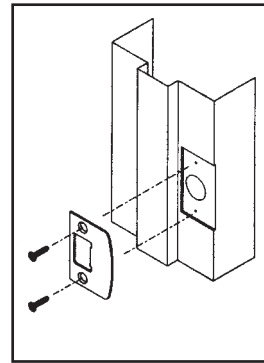
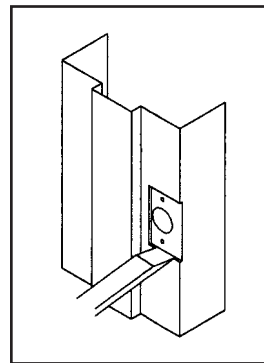
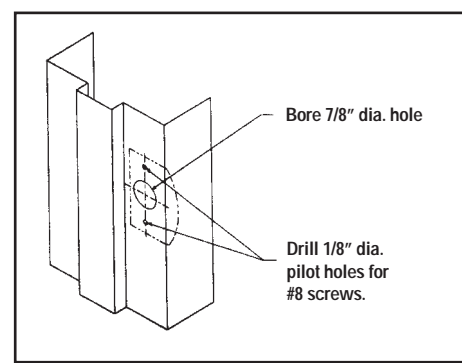
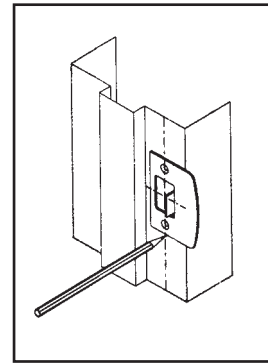
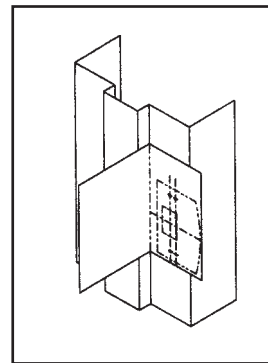
## Door Preparation-Passage and Privacy Latchsets

- 1 Fold the template on the line and locate on door at desired height (about 40" from the floor). If the door is beveled, place folded edge on low side of bevel as shown in illustration. Mark door.
- 2 **Caution: Re-check bore hole locations before drilling.** Drill the face bore and edge bore as indicated on template.
- 3 Insert the latch into the edge of the door. Trace an outline of the faceplate onto the door edge. Mark and drill screw hole centers with 1/8" drill.
- 4 Chisel out the area marked in step 3 to a depth of 5/32" or until faceplate is flush with door edge. You may now proceed to Strike Installation.



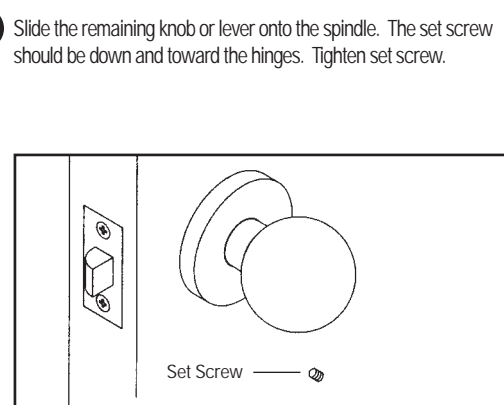
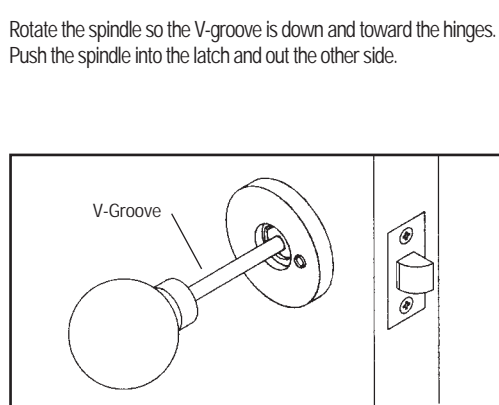
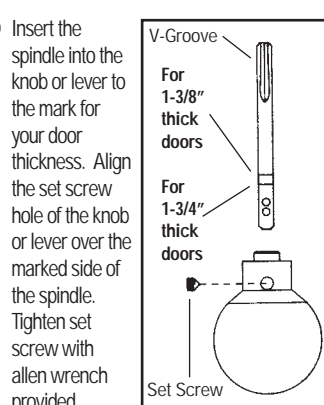
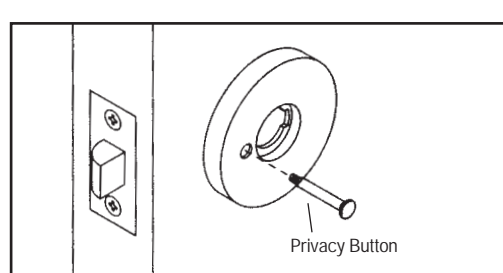
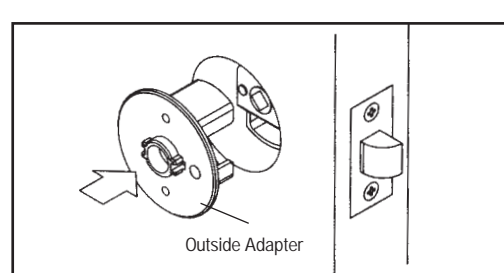
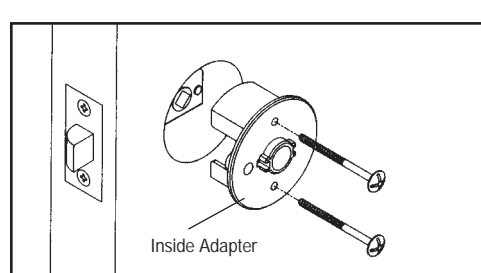
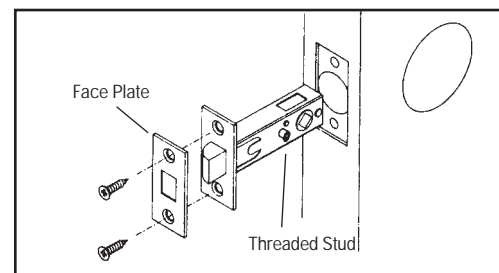
## Strike Installation and Preparation

- 1 Using the strike portion of the marking template, locate and mark strike mounting screws and centering points for your door thickness.
- 2 Align the strike and trace outline onto the door frame using mounting screw marks for location.
- 3 At screw marks, drill two 1/8" dia. pilot holes for the screws. Bore 7/8" dia. x 3/4" deep hole.
- 4 Chisel area marked in step 2 until strike is flush with the door frame.
- 5 Install strike. You may now proceed to Latchset Installation.



## Passage and Privacy Latchset Installation

- 1 Slide the latch into the door as shown (or locking) side of door. For a privacy set, the threaded stud should be on the inside. Slide the face plate over the latchbolt and secure with two wood screws.
- 2 Install the inside adapter. To determine the inside adapter: When the adapters are put together, the outside adapter fits within the inside adapter.
- 3 Install the outside adapter and tighten the screws.
- 4 Snap roses onto adapters. For a privacy set, make sure the privacy hole in the roses are towards the edge of door. Screw in the privacy button.
- 5 Insert the spindle into the knob or lever to the mark for your door thickness. Align the set screw hole of the knob or lever over the marked side of the spindle. Tighten set screw with allen wrench provided.
- 6 Rotate the spindle so the V-groove is down and toward the hinges. Push the spindle into the latch and out the other side.
- 7 Slide the remaining knob or lever onto the spindle. The set screw should be down and toward the hinges. Tighten set screw.



Congratulations!

With your purchase of this solid brass latchset, you're among a group of discerning individuals who know the value of selecting the finest – Baldwin.

Our step-by-step installation instructions will help guide you through your project quickly and easily.

Before you begin your installation, read and understand the installation instructions and marking templates. If you have any questions, please do not hesitate to contact our Baldwin Technical Services Department at 1-800-566-1986. We're here to help!

We thank you for your purchase and wish you the fullest enjoyment of your Baldwin latchset.

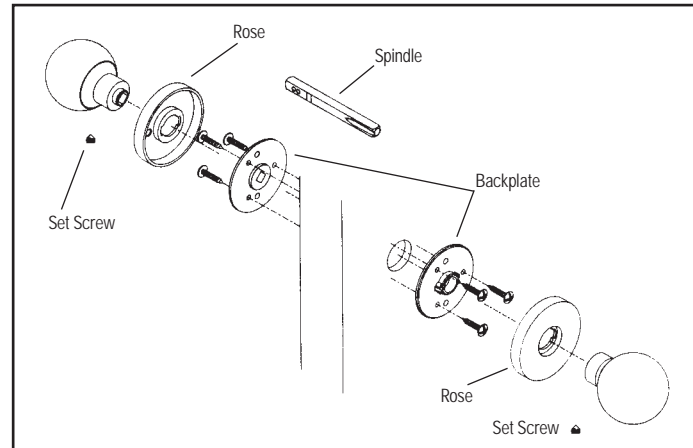
Technical Services Support  
1-800-566-1986

Hours: 6am to Midnight C.S.T. - 7 days a week.

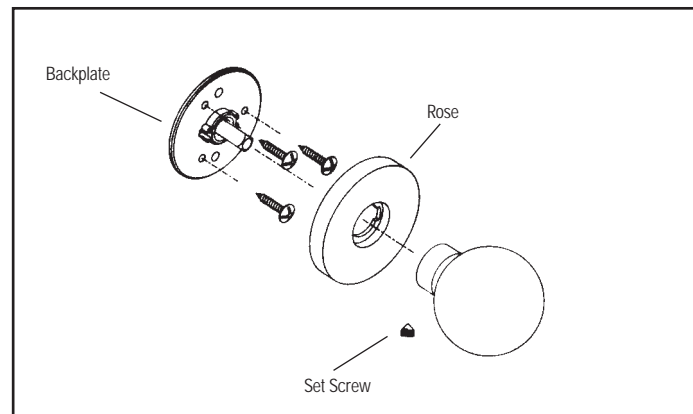


## Dummy Trim Installation

### Exploded View Full Dummy Trim

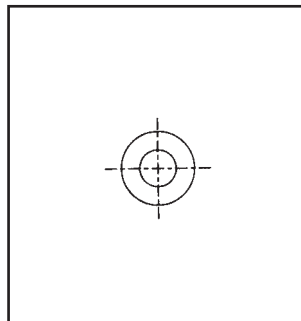


### Exploded View Single Dummy Trim

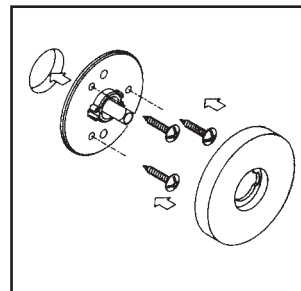


### Fully Dummy Trim Installation

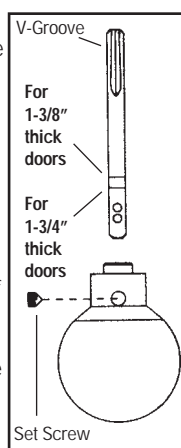
**1** Drill a 1/2" diameter hole through the door and countersink both sides 1" diameter, 1/4" deep.



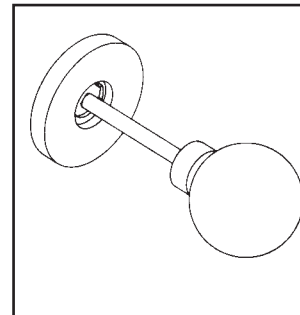
**2** Center the backplate over the hole. Mark positions of backplate screws with the backplate positioned as shown. Drill pilot holes and tighten screws. Snap on rose.



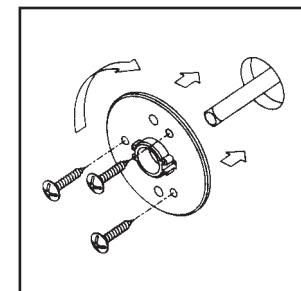
**3** Insert the spindle into the knob or lever to the mark for your door thickness. Align the set screw hole of the knob or lever over the marked side of the spindle. Tighten set screw with the allen wrench provided.



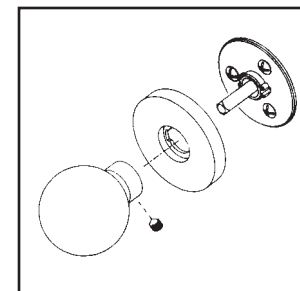
**4** Slide the spindle into the hole in the backplate and out the other side of the door. The set-screw should be down and toward the hinges.



**5** Slide the remaining backplate onto the spindle. Rotate the backplate to take up any slack. Mark and drill pilot holes. Tighten screws.

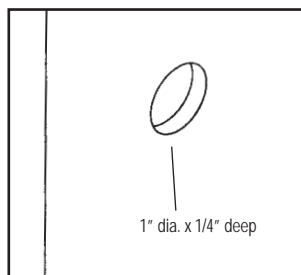


**6** Snap on the remaining rose. Slide the remaining knob or lever onto the spindle and secure with set screw.

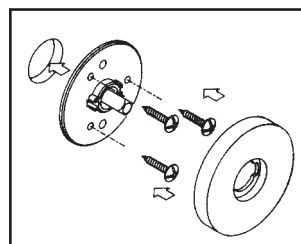


### Single Dummy Trim Installation

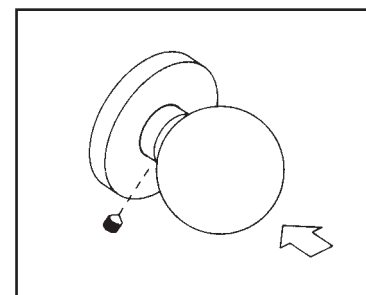
**1** Drill a hole 1" in diameter and 1/4" deep at the desired position of the trim- about 40" from the floor or at the same height as your active trim.



**2** Center the backplate over the hole. Mark the position of the backplate screws with the backplate positioned as shown. Drill pilot holes and tighten screws. Snap on rose.



**3** Slide the knob or lever onto the spindle and tighten set screw. The set screw should be down and toward the hinges.



### Remember Baldwin



With the completion of your project, remember that Baldwin quality hardware and giftware products are available for all your decorating and remodeling needs. Matching entrance sets for exterior doors, beautiful bath accessories, and a complete selection of cabinet and door-enhancing hardware are all available from your Baldwin retailer.



# IMAGES<sup>®</sup>

## Interior Latchset Installation Instructions



# BALDWIN<sup>®</sup>