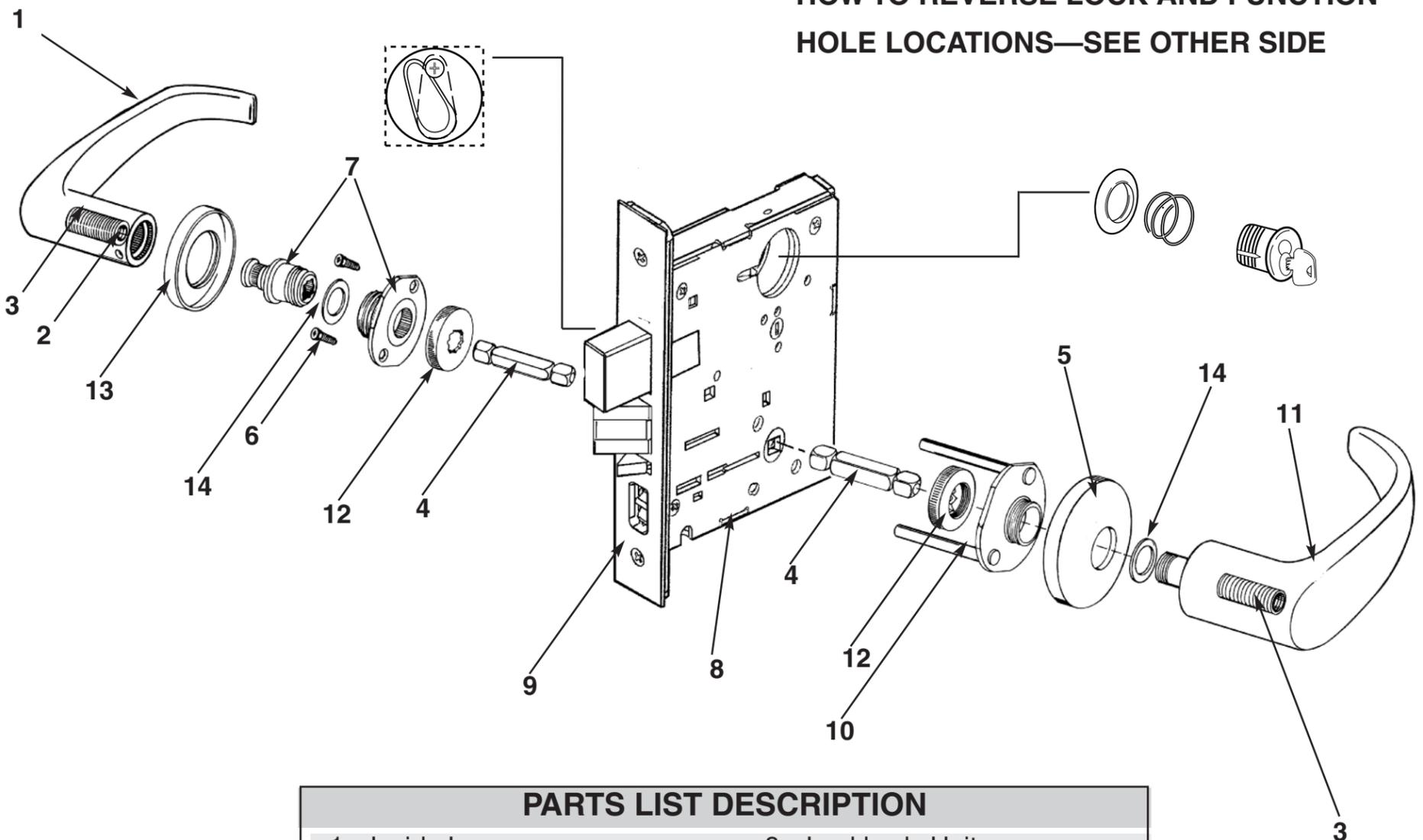


INSTALLATION INSTRUCTIONS
9200 Lever with Rose Trim

FOR INSTALLATION ASSISTANCE CALL SARGENT AT 1-800-727-5477 • www.sargentlock.com

HOW TO REVERSE LOCK AND FUNCTION
HOLE LOCATIONS—SEE OTHER SIDE



PARTS LIST DESCRIPTION

1. Inside Lever	8. Lockbody Unit
2. Setscrew	9. Outside Front
3. Spring	10. Mounting Posts
4. Spindle	11. Outside Lever
5. Outside Rose	12. Retaining Nuts
6. Screw (2)	13. Inside Rose
7. Adapter & Plate Assy.	14. Washer

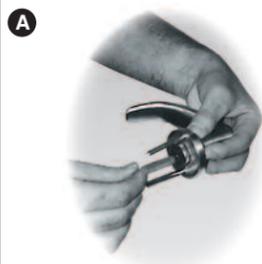
1 INSTALL LOCKBODY

INSERT LOCKBODY INTO MORTISE CUTOUT. HOLD LOOSELY IN PLACE WITH (2) LOCKBODY SCREWS. **DO NOT TIGHTEN SCREWS AT THIS TIME.**

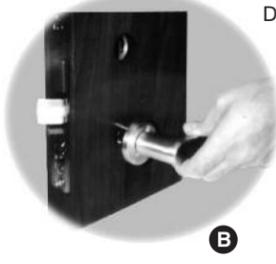


2 INSTALL OUTSIDE LEVER ASSEMBLY

A. INSERT SPINDLE INTO OUTSIDE LEVER ASSEMBLY.



B. WITH OUTSIDE LEVER HORIZONTAL, CAREFULLY INSERT THE MOUNTING POSTS THROUGH THE DOOR AND LOCKBODY. MAKE SURE THE SPINDLE IS PROPERLY ENGAGED IN THE LOCK.



C. INSERT SPINDLE INTO SQUARE HOLE ON INSIDE OF DOOR.



D. TO SECURE THE ADAPTER AND PLATE ASSEMBLY TO THE INSIDE OF THE DOOR, THREAD THE SCREWS WITH THE LOCK WASHERS INTO THE MOUNTING POSTS OF THE OUTSIDE LEVER ASSEMBLY.



3 INSTALL CYLINDER

IF CYLINDER IS NOT INCLUDED IN THIS FUNCTION, PROCEED TO STEP 3E.

A. SCREW CYLINDER ALONG WITH CYLINDER SPRING AND COLLAR INTO LOCKBODY UNIT.

B. AFTER CYLINDER IS SCREWED INTO THE LOCK BODY UNIT, FLUSH WITH THE CYLINDER COLLAR, MAKE CERTAIN THE CYLINDER RETAINER IS LINED UP WITH THE NOTCH ON THE CYLINDER AND THE KEYWAY IS VERTICAL.

C. TIGHTEN THE CYLINDER RETAINER TO PREVENT UNSCREWING OF THE CYLINDER.

D. TURN THE KEY IN THE CYLINDER TO MAKE CERTAIN THAT THE LOCKING OR LATCHING MECHANISM FUNCTIONS CORRECTLY.

E. TIGHTEN THE LOCKBODY SCREWS.

F. SECURE THE OUTSIDE FRONT PLATE TO THE LOCKBODY.

G. IF TURN KNOB AND/OR EMERGENCY BUTTON IS INCLUDED, INSTALL IT NOW. (refer to enclosed Instruction Sheet)



4 INSTALL INSIDE LEVER

A. FIRMLY TIGHTEN TWO SCREWS ON THE INSIDE ADAPTER AND PLATE ASSEMBLY.

B. TIGHTLY SCREW THE ROSE TO THE ADAPTER AND PLATE ASSEMBLY.

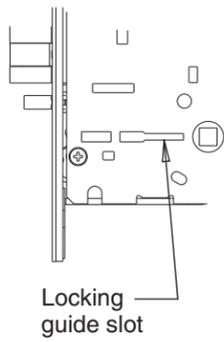
C. PLACE INSIDE LEVER HORIZONTALLY ONTO SPINDLE. TIGHTEN WITH SIX LOBE SECURITY SCREW DRIVER



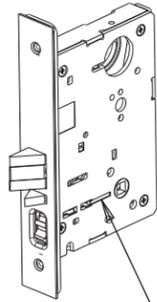
HOW TO REVERSE LOCK

If It Is Necessary To Change Hand of Locking Piece

1. Turn lockbody to side NOT marked with RED locking piece.
2. Insert blade screwdriver into locking piece slot.
3. Push locking piece toward front of lockbody and rotate until RED shows.
4. RED indicates locked (outside) side!



Locking guide slot

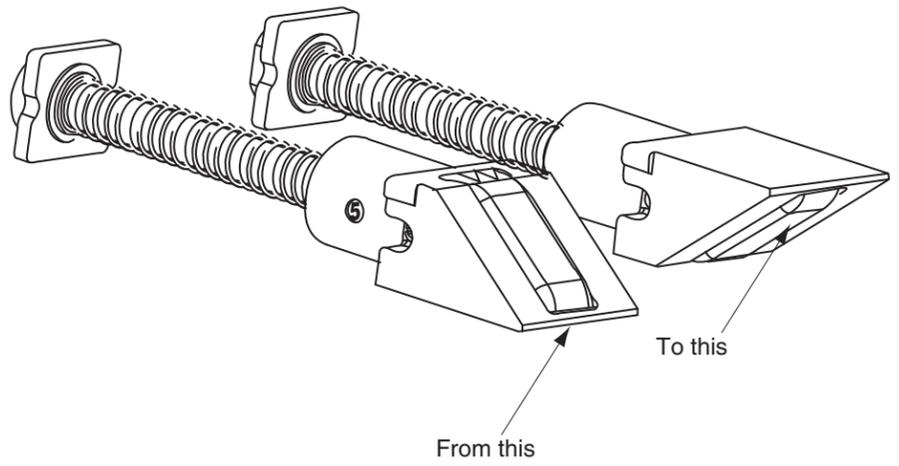


Red color locking piece

RIGHT HAND SHOWN

If It Is Necessary To Change Hand of the Latchbolt:

1. Remove cap from lock
2. Reverse or turn latchbolt

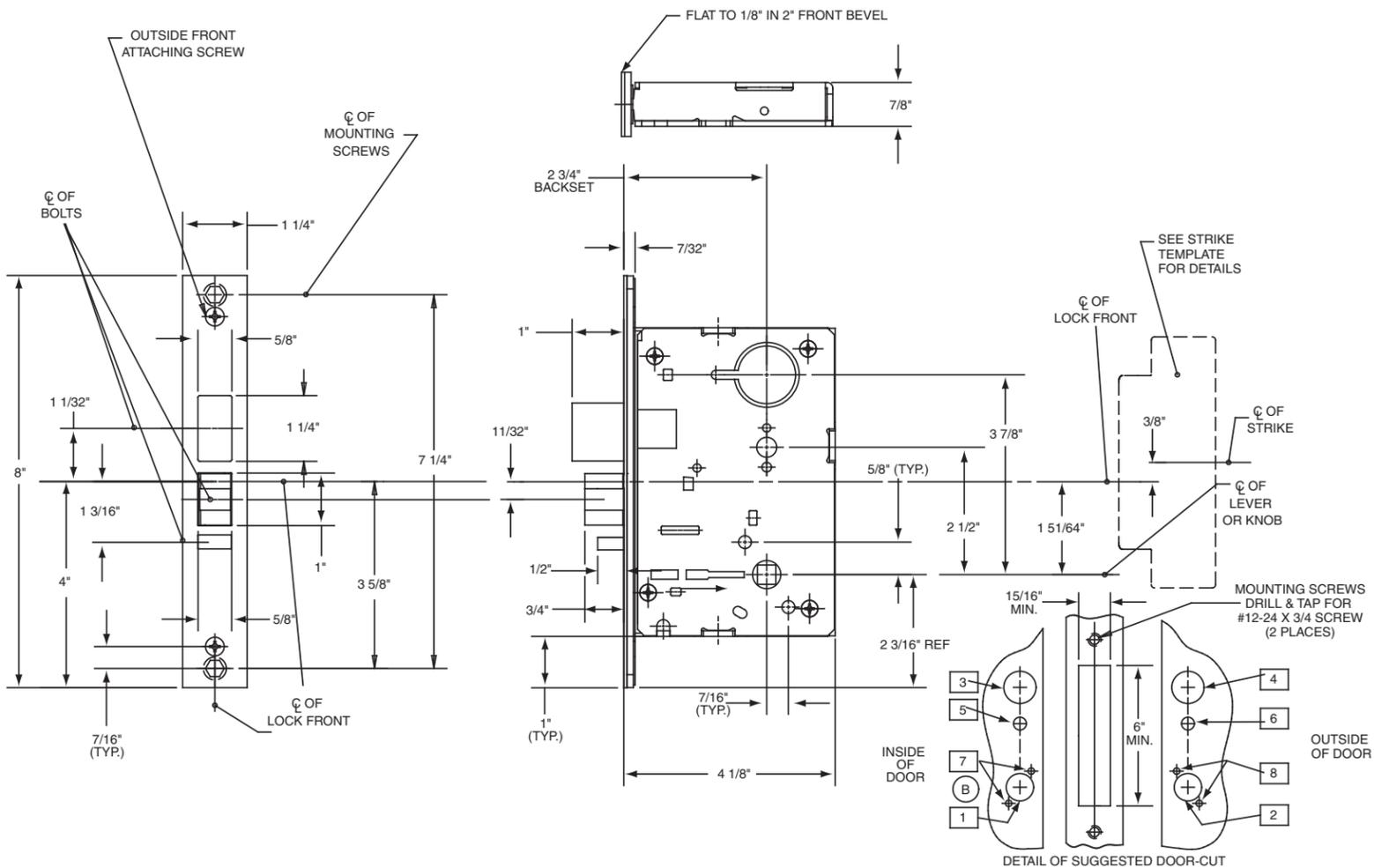


From this

To this

9100/9200 TEMPLATE

This template covers 9100 & 9200 Series Locksets in accordance with the specifications indicated below.



REQUIRED HOLES								
FUNCTION	1	2	3	4	5	6	7	8
	1 1/8" DIA.	1 1/8" DIA.	1 1/4" DIA.	1 1/4" DIA.	1/2" DIA.	1/2" DIA.	1/4" DIA.	1/4" DIA.
03								
04	●	●						●
05	●	●						●
15	●	●						●
16	●	●						●
17	●	●						●
20								
21								
22								
23								
24	●	●						●
25	●	●						●
26	●	●						●
37	●	●						●
65	●	●						●

- ④ DIMENSIONS SHOWN ARE MAXIMUM PART DIMENSIONS
- ③ SUITABLE REINFORCEMENTS REQUIRED FOR METAL DOORS
- ② REFER TO TRIM TEMPLATE FOR ADDITIONAL HOLE REQUIREMENTS
- ① ● DENOTES HOLES REQUIRED FOR FUNCTION LISTED. (CHECK BEFORE CUTTING HOLES)

SARGENT Manufacturing Company 100 Sargent Drive, New Haven, CT 06511	
TEMPLATE: MORTISE LOCK FOR 9100 AND 9200 SERIES (LOCKBODIES ONLY)	RELEASE DATE:
	TEMPLATE NO. 7150A