

# ASSEMBLY GUIDE

Attaching Transom to Pre-Hung Door Unit



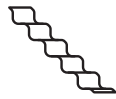
**READ ALL INSTRUCTIONS AND REVIEW DIAGRAMS BEFORE BEGINNING THE INSTALLATION TO GET A THOROUGH UNDERSTANDING OF THE PROCESS.**



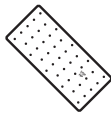
## REQUIRED TOOLS & MATERIALS



Elastomeric Sealant (non-silicone)



9 Corrugated Fasteners  
1" Crown X 3/8" Leg



2 SIMPSON Strong-Tie® TP35 Strapping Plates



2 Bar Clamps



20 3/8" Screws



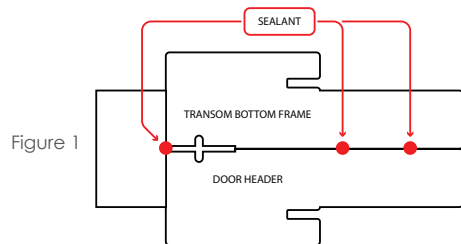
2" Finish Nails

### STEP 1:

Lay transom and pre-hung door unit down on an even surface with the exterior sides facing up.

### STEP 2:

Apply two 1/4" beads of sealant along the entire length of the pre-hung door header or bottom of transom unit, as shown.



### STEP 3:

Clamp transom atop pre-hung door unit and use corrugated fasteners to secure units together. Fasteners should be applied every 4 to 6 inches.

### STEP 4:

Center strapping plate over transom side and frame leg on the door. Apply ten screws as shown in figures 2 & 3.

### STEP 5:

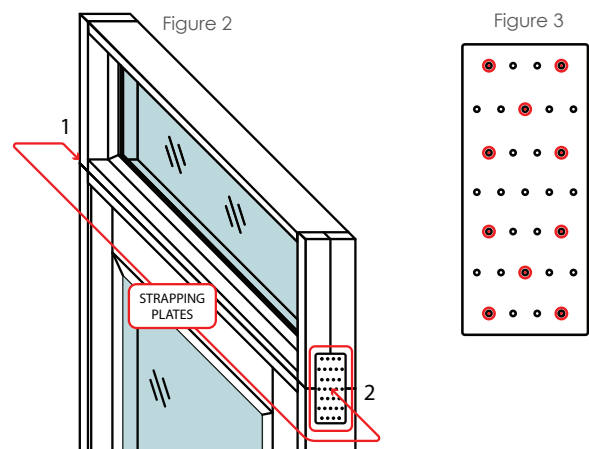
Apply mull cover over joined seams by running a 1/4" bead of sealant the entire length of the seam before securing with 2" finish nails every 6 to 8 inches.

### STEP 6:

Flip unit over and apply corrugated fasteners to the interior side.

### STEP 7:

Apply mull cover to interior side in the same way as the exterior.



**THERMA TRU**  
DOORS

**Builder, Subcontractor or Supplier:**

Please forward these instructions to the homeowner.

The application performance standards for these products may be governed by the International Residential Code, International Building Code and other state and jurisdictional requirements. Copies of performance ratings are available on our website at [www.thermatru.com](http://www.thermatru.com).

**Installation Instructions for Pre-hung Door Systems**

These installation instructions are designed to assist door installers who have an understanding of carpentry principles, and know how to properly and safely use power tools. The purpose of these instructions is to illustrate how to install a Therma-Tru door system using methods and materials that help eliminate water related leaks. If the directions are closely followed, the door system will have a long useful life with good resistance to rain related water intrusion problems.

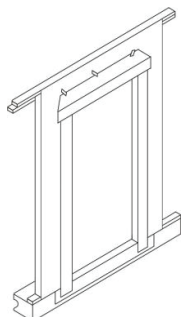
These methods are "tried and true" They are used widely by builders and remodelers who are serious about managing and keeping water outside the home. Rather than eliminate any steps that may be unclear to you, please call 1-800-THERMA-TRU and ask for clarification. If you remain unclear, please seek more professional assistance with the installation.

Different parts of the country have different code requirements, which may not be covered in these instructions. The installer is responsible for insuring the installation complies with local codes. If you have unique code requirements that do not appear please contact 1-800-THERMA-TRU.

If disturbing existing paint, take proper precautions if lead paint is suspected (commonly used before 1979). For information regarding lead paint regulations, refer to [www.epa.gov/lead](http://www.epa.gov/lead). For products being removed, always ensure that these products are properly disposed of or recycled in accordance with local jurisdictional requirements.

**Required Tools & Materials:** 2 & 6 foot Levels, Hammer, Putty Knives (firm & flexible), Framing Square, Caulking Gun, Sturdy Ladder, Shims, Tape Measure, High Quality Elastomeric or Polyurethane Sealant, Screw Gun/Drill -1/8 inch Drill Bit, Razor Knife, #2 & #3 Philips Bit, Stapler, Insulating Material, Eye Protection, Water Resistant Barrier, Flashing Material, #8 x 2-1/2 inch Exterior Grade Screws, & Optional Sill Pan.

**Read all instructions before starting.**



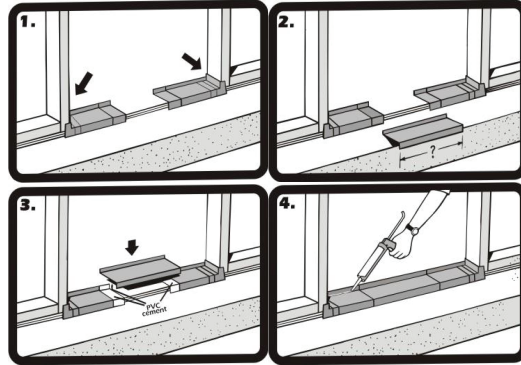
**Therma-Tru Recommended Best Practices**

**Use Water Resistive Barrier and Flexible Flashing:**

We recommend the use of a Water Resistive Barrier (WRB) applied to the exterior sheathing (OSB or other) and the use of an adhesive or flexible flashing product to seal around the opening. The WRB should be cut in the opening (follow manufacturer's guidelines) with the head of the flap taped up, to be sealed later in Step 11. The flashing should be applied in an overlapping manner as shown, always working from the bottom up (follow manufacturer's guidelines).

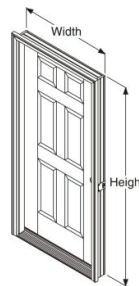
**Never install door frame in direct contact with concrete.**

**Use a Sill Pan:** We recommend you first "dry fit" the sill pan in the opening, following the instructions furnished with the sill pan. Place the right and left sill pan ends tight against the sides of the opening. Check the center section for proper length and if necessary, cut with a hack saw or tin snips. Be sure to allow 2 inches of overlap at the joints.



**Note:** Use only the PVC cement provided in the sill pan kit to glue the pieces together. The sill pan must be sealed to the sub-floor using an Elastomeric or Polyurethane sealant, but do not apply sealant to the bottom of the sill when using a sill pan.

**Step 1: Check Door Unit.**

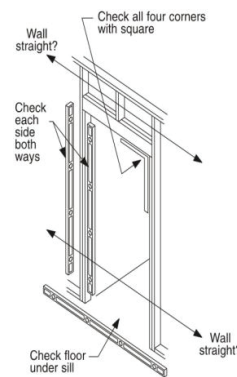


Check width and height.

Measure size of frame (width and height), not brickmould.

Remove cleats and packaging, but keep door fastened closed with transport clip. Do Not remove the transport clip until instructed to do so later in Step 7.

**Step 2: Check and Prepare Opening.**



Is the opening the correct size for the door unit? Check it against the door frame size now, before installation. The opening should be frame height plus 1/2 inch, and frame width plus 1/2 inch to 3/4 inch. **Fix any problems now.**

Are the framing and walls **PLUMB**? Use a 6 foot level and check both sides of the opening, both ways (front to back and right to left). **Fix any problems now.**

Is the sub floor level and solid? **Provide a flat, level, clean weight bearing surface so the sill pan or sill can be properly caulked and sealed to the opening. Scrape sand or fill as required.**

**Note:** If additional floor covering clearance is required, attach the shim board to the sub floor. Be sure to caulk well under the shim board.

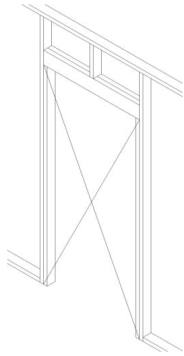
Is the opening square? Check all corners with a framing square. Double check by comparing diagonal measurements. **Fix any problems now.**



**WARNING:** Drilling, sawing, sanding or machining wood products can expose you to wood dust, a substance know to the state of California to cause cancer. Avoid inhaling wood dust or use a dust mask or other safeguards for personal protection. For more information, go to [www.P65warnings.ca.gov](http://www.P65warnings.ca.gov)

# Pre-Hung Unit Installation

## Step 2 cont.: Check and Prepare Opening.

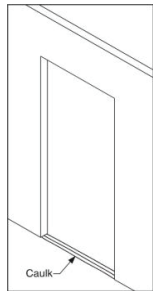


Check to be sure the framing walls around the opening are in the same plane. Do this by performing a "string test" for plumb.

**String Test for Plumb:** Attach a string diagonally across the opening from the outside, as shown. The string(s) should gently touch in the center, if not the opening is "out of plumb" by twice that distance and needs to be corrected. Flip the string over itself to check both planes. **Fix any problems now.**

\*An "out of plumb" condition is one of the most common reasons door units leak air and water.

## Step 3: Caulk the Sub Floor.



On the sub floor at opening, place 3 very large beads of sealant. Run beads full width of the opening.

**Use Only** Elastomeric or Polyurethane sealant.

**Use an Entire Tube when Caulking along the Sub Floor.**

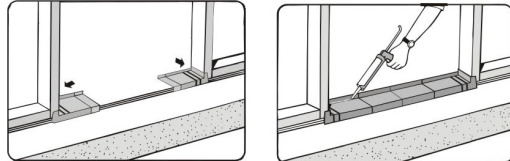
## Step 3A: Installation with a Sill Pan.

Place the right and left sill pan ends onto the caulk beads and tightly against the side of the opening.

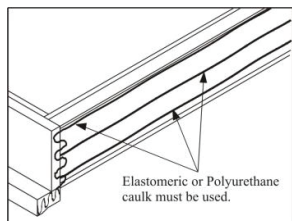
Then, liberally coat the overlapped areas and the recessed areas of the pieces with the PVC cement provided. Place center section(s) in position and hold pieces together long enough to ensure a good bond.

For added protection, spread a bead of caulk along the glue joints and to prevent air infiltration, run a bead of caulk along the lower interior edge of the sill pan. Additional caulking could affect the performance of the sill pan.

**Do Not Caulk the bottom of the Sill when using a sill Pan.**



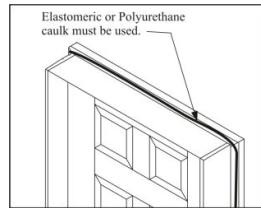
## Step 3B: Installation without a Sill Pan.



Lay the door unit on edge or face so that the bottom surface of the sill can be caulked. Place very large beads of caulk across the full width of the sill. Additionally, place beads of caulk along the junction of the sill and the jamb and on the bottom surface of the jambs and brickmould.

**Note:** If a sill extender is used, place a large bead of caulk at the junction of the extender and the sill approach.

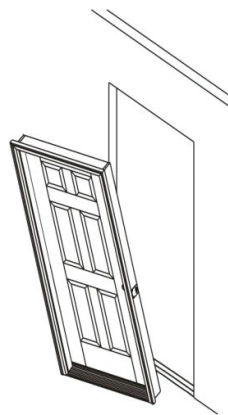
## Step 3 cont.: Caulking Back side of Brickmould.



### Important!

Apply sealant to the back side of brickmould around the entire perimeter of the door unit. A 1/2 - 5/8 inch bead of Elastomeric or Polyurethane caulk is essential.

## Step 4: Place Unit in Opening and Temporarily Fasten.



Lift the unit up. With top edge tilted away from opening, center the unit and place sill pan down onto sill pan or caulk beads and tilt into opening.

For all door unit configurations, note the hinge locations and mark those locations on the jamb faces near the door surfaces. Pre-drill 1/8 inch diameter holes at these locations for screw placement. A counter sink bit will help to conceal the screw heads.

Install screws in the center pre-drilled hole locations on both jambs to temporarily secure the unit in the place. Do not drive screws completely in at this time. Use #8 X 2-1/2 inch or 3 inch exterior grade screws.

**Do Not Fasten through the Brickmould.**

## Step 4 cont.: Plumb Hinge Side Jamb.

Work from side of the door that is weather-stripped.

Use a 6 foot level and plumb the hinge side jamb both ways (right to left and inside to outside).

Place screws through the hinge side jamb into the studs, at each remaining hinge location, as shown in the diagrams. Use #8 X 2-1/2 inch or 3 inch exterior grade screws.

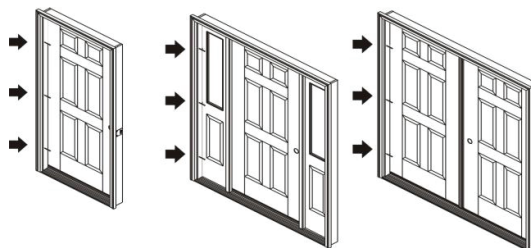
**\*\*For Composite jambs, additional support is required between the hinge locations with the addition of shims and screw placement. 6/8 doors will have a total of 5 screws (supported by shims) per jamb leg, 8/0 doors will have a total of 7 screws (supported by shims) per jamb leg.**

**Do Not**, drive the screws completely in at this time.

For Single or Double Doors, place screws at each hinge location, so shims can be placed behind hinges above screws. The screws will keep the shims from falling down while adjustments are being made.

For Sidelite units, fasten the jamb on the hinge side of the door.

For Double Door and Patio Units, fasten the fixed or passive side of the unit first.



Single Unit

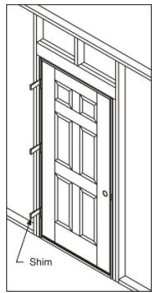
Sidelite Unit

Double Unit



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### Step 5: Shim at Hinge Locations and Secure Hinge jamb.



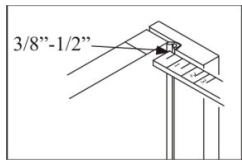
Leave door fastened and closed with transport clip.

Shim above screws, behind each hinge location, between the opening and the jamb.

Use a 6 foot level and re-check hinge jamb to ensure it is **plumb** and straight.

Finish driving screws tight in the middle first then top and bottom last.

### Step 6: Adjust Rest of Frame and Fasten.



From the weatherstrip side of the door, check weatherstrip margins and contact.

Make frame adjustments so the weatherstrip contacts the door surface equally at the top, middle and bottom,

an even 3/8 inch to 1/2 inch when fully closed.

Secure the lock side jamb with #8 X 2-1/2 or 3 inch screws through the pre-drilled holes at the top and bottom. **Do Not** drive screws tight at this time.

From the swing side of the door, shim above the screw locations and make adjustments so the margins between the door and frame are even top to bottom.

**\*\*For Composite jambs, additional support is required. Mirror the hinge jamb leg with shim and screw placement for a total of 5 screws for 6/8 doors (supported by shims), or 7 screws for 8/0 doors (supported by shims).**

### Step 6 cont.: Adjust Rest of Frame and Fasten.

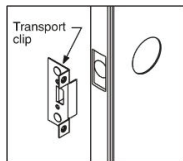


Re-check everywhere for plumb and square, and an even weatherstrip contact.

Finish driving all screws tight.

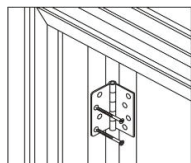
Note: For Double Doors, make adjustments that effect the alignment, margins and weatherstrip contact between the doors. Also follow the Astragal Site Package Instructions for details on properly setting the slide bolt hole locations.

### Step 7: Remove Transport Clip and Open Door.



Remove the transport clip.

Open and close door to check for smooth operation.

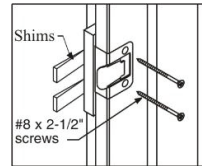


With the door open, drill 1/8 inch diameter pilot holes in the screw hole locations closest to the weather strip that were intentionally left blank. For the top hinge, if the holes are not left blank, remove the two screws closest to the weather strip. Then, install the #10 X 2-1/2 inch screws (provided) through the hinge, into the stud, to anchor the door frame and prevent sagging.

### Step 7 cont.: Remove Transport Clip and Open Door.

For Sidelite and Patio Units: With the door open, check to determine if the 2-1/2 inch long hinge screws were pre-installed in the hinges. If not, drill 1/8 inch diameter pilot holes and install the long hinge screws in the hole locations closest to the weatherstrip.

Close the door and carefully shim between the jamb and the opening behind the adjustable strike plate area.

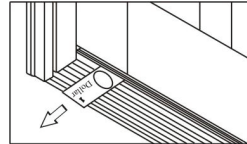


Then open the door and drill 1/8 inch dia. pilot holes and install the #8 X 2-1/2 inch screws (provided) through the strike plate holes to secure the lock side jamb and provide security.

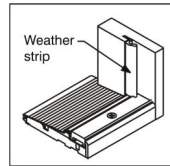
Adjust strike plate in or out for proper weatherstrip contact and door operation, then finish tightening screws.

### Step 8: Adjust Sill.

Your door unit may have an adjustable threshold cap. When properly adjusted, it should be snug and slightly difficult to pull a dollar bill out from under the door when it is fully closed. The dollar bill should be able to be removed without tearing.



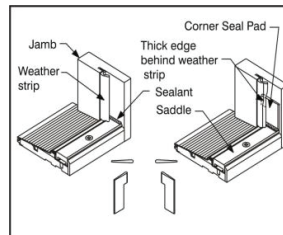
This check should be performed at each adjustment screw location.



After adjusting the threshold cap, ensure that the weatherstrip is **flush** with the top of the threshold cap. Trim as necessary.

### Step 9: Install Corner Seal Pads\* – Inswing units Only.

Apply sealant (Polyurethane or Elastomeric) at the joint where the threshold cap meets the door jambs.



Remove the self-stick paper from the corner seal pads and apply to the door jamb, with the **bottom** lined up evenly with the top of the threshold cap. When the pad is correctly installed, the tab is on top and the narrow part is on the bottom.

The bottom of the pad is the same width of the threshold cap to help with alignment during installation.

\*Doors shipped with pre-finished frames may have corner seal pads factory applied.

### Step 10: Additional Frame Anchoring.

If sill is prepared for anchoring screws, place appropriate screws through the sill into the sub floor where needed. (Primarily on Outswing Sills)

We recommend that you provide additional frame anchoring as shown here. Certain states or jurisdictions, notably Florida and the coast of Texas, have specific installation requirements and may require installation in strict accordance with the product approval for a specific product. You should always check with the local authority having jurisdiction for any specific installation requirements that may apply. Specific product approval installation instructions, including those required for the High Velocity Zone (HVHZ), are also available at [www.thermatru.com](http://www.thermatru.com)

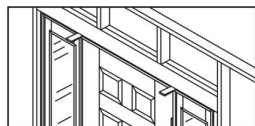


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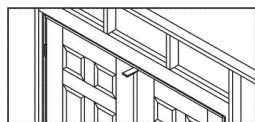
# Pre-Hung Unit Installation

## Step 10 cont.: Additional Frame Anchoring.



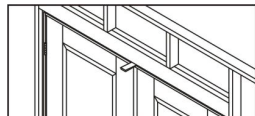
### Doors with Sidelites:

Shim above mull post or jamb separating doors and sidelites. Screw through the frame into the header, adjacent to the shims.



### Double doors:

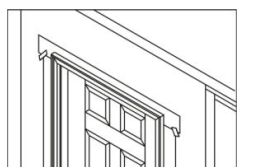
Place *temporary* shims above the center of the head frame, where doors meet. Pre-drill and insert a screw through frame into header, then remove the temporary shims.



### Patio Doors:

Shim above the mull post(s). Pre-drill and insert a screw through the frame into the header, at either side of the post.

## Step 11: Weatherproof, Finish and Maintain.



Provide and maintain a properly installed cap or head flashing to protect top of surfaces from **Water intrusion** and damage. Tape and properly seal the top flap of the Water Resistant Barrier (WRB) over the head flashing.

Caulk around **entire** "weather" side of unit, sealing along the brickmould to the flashing material or siding and seal all joints between the jambs and moldings.

Seal the joints between the exterior hardware trim and the door face to **prevent** air and water infiltration.

Place and set galvanized finish nails through the brickmould around the perimeter. Use exterior grade screws if you are installing a storm door to the brickmould. Countersink all fasteners and cover with exterior grade putty.

Add insulation material to the cavity between the opening and the unit to reduce **air infiltration** and **heat transfer**.

All Therma-Tru Steel doors must be finished within several days of the installation date for continued warranty coverage. For Fiberglass doors the finishing requirement is within 6 months of installation.

Paint or stain according to Therma Tru Finishing instructions. Do Not paint or stain the weatherstrip, it is "friction-fit" and easily removed for painting or staining.

All 6 sides of the doors must be finished. For out-swing doors the sides, top and bottom must be inspected and maintained as regularly as all other surfaces.

All bare wood surfaces such as the door frame exposed to weather should be primed and painted or stained and top coated **within** two weeks of exposure for best performance.

Maintain or replace sealants and finishes as soon as any deterioration is evident. For semi-gloss or glossy paint or clear coats, do this when the surface becomes dull or rough. More severe climates and exposures will require more frequent maintenance.

Access our website [www.thermatru.com](http://www.thermatru.com) for printable versions of the installation and Same Day Stain finishing instructions and to view our Troubleshooting video for minor installation issues and adjustments.

## Finishing Instructions.

Please use the below finishing instructions for doors **not** factory finished.

**Work only when temperatures are between 50° and 90°F and with humidity less than 85%. Do not finish in direct sunlight.**

### Steel and Smooth-Star® Doors:

**To paint Doors:** Clean first with mild detergent and water or use a TSP (tri-sodium phosphate) solution. Rinse well and allow to dry completely. Mask off hardware, glass and remove weatherstripping before painting. Use high-quality acrylic latex house paint, following manufacturer's directions for application. Use exterior grade finishes for outside surfaces. Paint edges and exposed ends of door.

**To Paint Doorlite Frames:** Remove any excess glass glazing sealant by first spraying with a window cleaner or water. Use a single edge razor blade to score the glazing along the edge of the frame. Holding the razor blade at a 45 degree angle, scrape glazing from glass. Wipe remaining residue off with window cleaner or mineral spirits. Clean frame with a mild detergent and water, or use a TSP solution. Rinse well and allow to dry completely. Mask off glass. Prime door lite frames with an alkyd- or acrylic-based primer. Allow primer to dry before applying finish paint coats. Use high-quality acrylic latex house paint, following manufacturer's application instructions. Use exterior grade finishes for outside surfaces.

### Classic-Craft® and Fiber-Classic® Doors:

#### To Finish Doorlite Frames and Panel Inserts:

Remove any excess glazing sealant by first spraying with a window cleaner or water. Use a single edge razor blade to score the glazing along the edge of the frame. Holding the razor blade at a 45° angle, scrape glazing from glass. Wipe remaining residue off with window cleaner or mineral spirits. Mask off glass. Paint or stain using same materials as for the door. (See below).

#### To Paint Doors:

Clean first with mild detergent and water or use a TSP (tri-sodium phosphate) solution. Rinse well and allow to dry completely. Prime with an alkyd- or acrylic-based primer. Allow primer to dry completely, then paint with acrylic latex house paint, following paint manufacturer's application instructions. Use a primer and paint that are compatible. Use exterior grade finishes for outside surfaces. Paint edges and exposed ends of door.

#### To Stain Doors:

Clean first with a clean cloth and mineral spirits and allow to air dry or wash door with mild detergent and water, or a TSP (tri-sodium phosphate) solution. Rinse well and allow to dry completely. For stained surfaces, we **only** recommend the use of the stain and clear coat products found in the **Therma-Tru Same-Day Stain™ Finishing Kit**. Apply stain with a rag. The longer the stain is left to "setup" before wiping off, the darker the color will be. Using a clean rag, wipe off the stain to the color shade you desire. Remove any excess stain from the panel grooves with the foam brush provided; allow the stain to dry for at least 6 hours before applying topcoat. See **Therma-Tru Same-Day Stain™ Finishing Kit** instructions for complete details.

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# THERMA TRU® DOORS

## Swing Door Service Installation Packet

Do Not Discard  
Leave with Homeowner

Part No. 7500026



# Swing Door Handle Set Installation Instructions

A Phillips screwdriver is required.

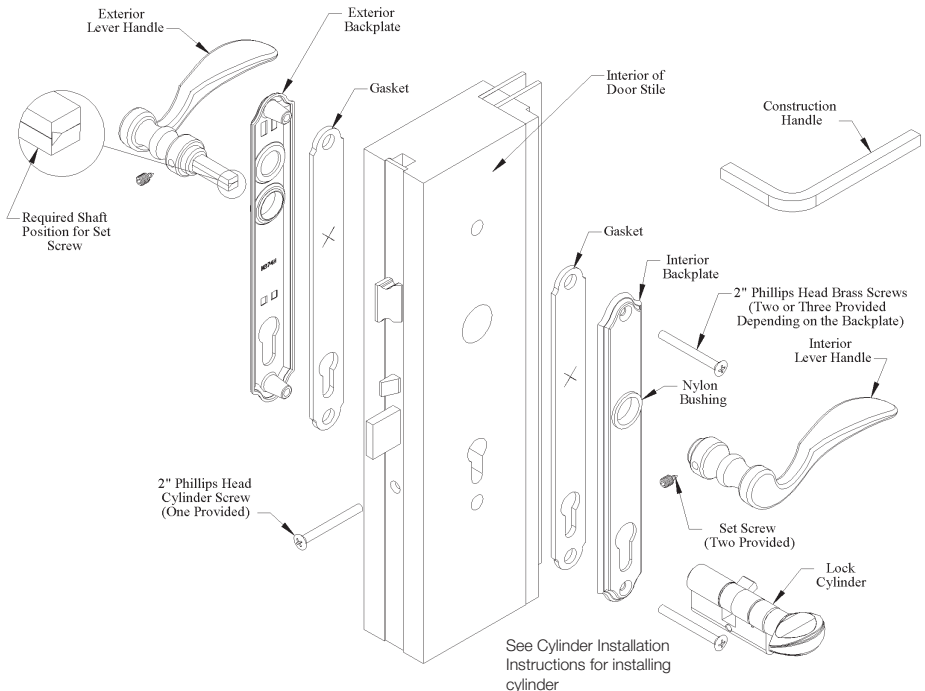
A 3mm hex wrench for set screws is provided in the hardware package.

To prevent damage to the handle set during the construction phase, use the enclosed construction handle to operate the door. Lift the handle to engage the multipoints. Push down to disengage.

Use water and a soft cloth to clean. Do not use brass cleaner or solvent based cleaning agents as they will remove the protective coating on the hardware.

Note: Handles and backplates vary by style but application is the same.

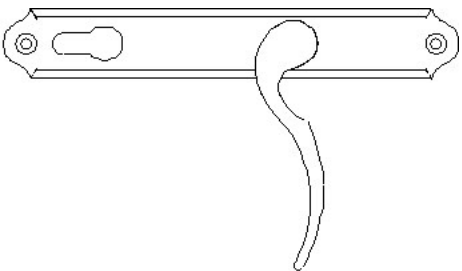
1. Apply the backplate gasket to the inside of the exterior and interior backplates. Push gaskets firmly into place to ensure a tight seal. Attach interior and exterior backplates to the door and fasten loosely with the screws provided. Note: The screw heads must be on the interior side of the door.
2. Insert the two-piece handle shaft into one handle. Be sure to orient the shaft as shown below. Screw the set screw until flush with handle using the hex wrench provided. Insert the handle with shaft attached through the escutcheon plate and door gear handle hole until extending out opposite side of door.
3. Install remaining handle onto shaft, pressing tightly to the backplates. Tighten the handle set screw with hex wrench. Screw until flush with handle.
4. Insert the keyed cylinder from the interior side of the door until it is flush with the exterior backplate. Install the cylinder screw in the screw hole below the deadbolt in the edge of the door to secure in place.
5. Hand tighten the backplate screws to complete assembly.





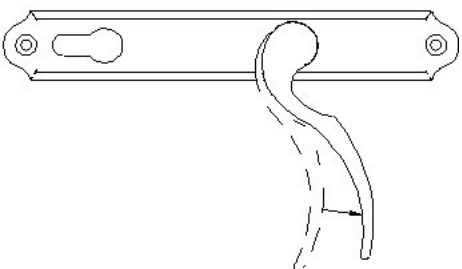
## Swing Door Handle Operation Instructions

Handles and backplates vary in style.

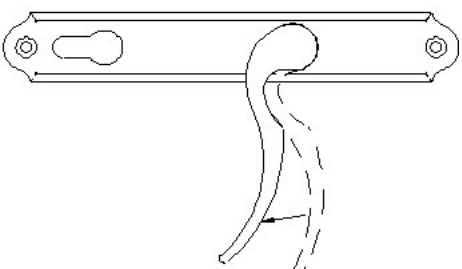


To lock manual system, lift handle to engage multipoints prior to engaging deadbolt.

Use key or thumbturn to engage deadbolt.



If deadbolt will not fully engage, manually engage system by lifting handle prior to engaging deadbolt.

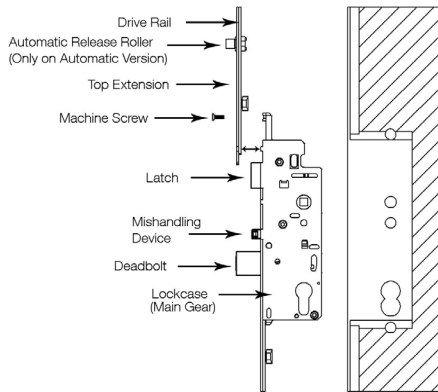


To open, disengage deadbolt with key or thumbturn, push handle down to stop and then open door.

# Installation of Multipoint Swing Door Hardware

PLEASE NOTE: MAIN GEAR AND EXTENSIONS SHOULD BE HAND-TIGHTENED ONLY. EXCESSIVE FORCE MAY CAUSE DRIVE RAIL TO BIND AND INHIBIT SYSTEM OPERATION.

1. With the door in the open position, the bevel on the latch should push the latch into the latch and deadbolt door frame strike when you close the door. If you need to reverse the latch, see Hardware Adjustment Sheet also see page 14.
2. Slide main gear (shown in drawing) into place aligning holes drilled in door face with cylinder, handle holes and lockcase to properly accommodate trim.
3. Install handle set per Swinging Patio Door Handle Set Installation Instructions.



4. Remove machine screw in top of lockcase. Top drive rail needs to connect to linkage in gear lockcase. Slide top extension into place and fasten to lockcase with the supplied machine screws to door edge. Use #6 screws. The #6 stainless steel screws should be screwed in flush with the faceplate, but not over tightened. Test gear with the door in the open position. Engage system by depressing mishandling device and lifting handle (note if multipoint system operates on the edge of the door) and extend deadbolt by turning thumbturn. If the system operates freely on the door edge and the deadbolt operates, the hardware system in the door is fully functional. If not, please see the Troubleshooting Guide.

PLEASE NOTE: MAIN GEAR AND EXTENSIONS SHOULD BE HAND TIGHTENED ONLY. EXCESSIVE FORCE MAY CAUSE DRIVE RAIL TO BIND AND INHIBIT SYSTEM OPERATION.

# HLS9000 Multipoint Hardware System

## Maintenance and Terminology

### 1. Trim Maintenance:

DO NOT SUBJECT TRIM TO ABRASIVE OR SOLVENT-BASED CLEANING MATERIALS OR EARLY TARNISHING WILL RESULT!

Use water to clean and a soft cloth. Do not use brass cleaner as it will remove the protective coating.

### 2. Profile Cylinder:

Cylinders are available in rekeyable Schlage C version. Key blanks are available at most hardware stores

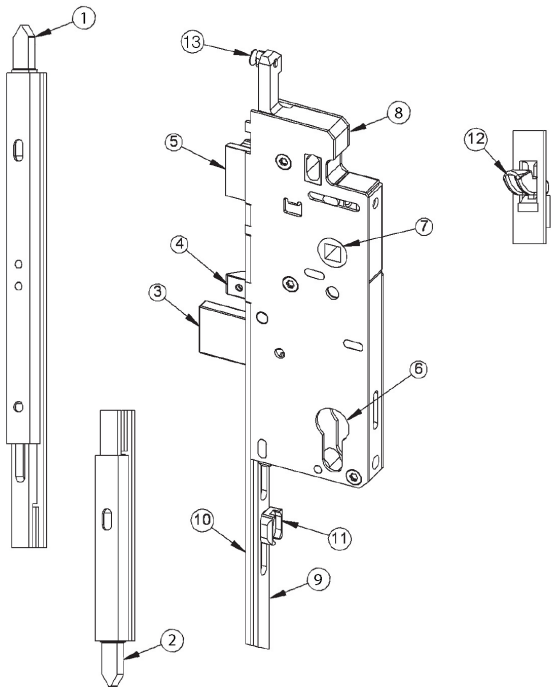
Note:

All options are shown for the sake of terminology.

The gear system you have will NOT contain all of the components as shown in the diagram below.

### TERMINOLOGY:

1. Top Shootbolt
2. Bottom Shootbolt
3. Deadbolt
4. Mishandling Device
5. Latch Bolt
6. Cylinder Hole
7. Handle Hole
8. Lockcase
9. Drive Rail
10. Faceplate
11. Screw Support
12. Tongue
13. Top Extension Phillips Machine Screw



# Troubleshooting Guide

## Multipoint Swing Door Hardware

Be certain door is square in frame before adjusting other hardware. With the door in the open position, engage system by lifting handle and extend deadbolt by turning thumb turn. If the system operates on the door edge and the deadbolt operates, the hardware system is fully functional.

1. SYSTEM WILL NOT OPERATE WHEN YOU LIFT THE HANDLE

**Probable Cause:** Improper installation of handle set.

**Solution:** Remove handle and reinstall. See Handle Set Installation Instructions.

2. SYSTEM OPERATES IN THE OPEN POSITION WHEN YOU LIFT THE HANDLE BUT NOT IN THE CLOSED POSITION WITH THE DOOR SHUT

**Probable Cause:** Relationship of door in the frame.

**Solution:** Check to make sure the door is square in the frame.

3. LOCKING POINTS WILL NOT ENGAGE WITH DOOR SHUT

**Probable Cause:** Deadbolt is not fully extending.

**Solution:** Clear away anything blocking travel of deadbolt (insulation, wood, etc.).

4. DEADBOLT WILL NOT FULLY ENGAGE

**Probable Cause:** Locking points are not fully engaged. System design does not permit deadbolt operation unless locking points are fully engaged.

**Solution:** Check system again for binding problems. Confirm deadbolt extends fully into strike. Check to confirm locking points are correctly engaging strikes on the frame.

5. THUMBTURN OR KEY WILL NOT TURN

**Probable Cause:** Backplates may not be on straight.

**Solution:** Confirm that inside and outside holes line up with lockcase. Loosen backplate screws ½ turn.

6. HANDLE SAGS OR RETURNS SLOWLY

**Probable Cause:** Cladding or wood in the hole is interfering with shaft.

**Solution:** Check to see if machined holes line up with screw and handle holes. May need to file or drill hole slightly larger.

7. SET SCREWS WILL NOT GO INTO HANDLE COMPLETELY

**Probable Cause:** Shaft is not assembled properly.

**Solution:** Remove handle to see how shaft is assembled. See Handle Set Installation Instructions for proper assembly and position of shaft.

8. BOTTOM LOCKING POINT MOVES BUT TOP LOCKING POINT DOES NOT

**Probable Cause:** Top extension drive rail is not connected at the lockcase.

**Solution:** Remove screws used to attach top extension to the door and the machine screw that attaches it to the lockcase, and remove top extension. Place the end of the drive rail (the "L" shape) in the lockcase above the latchbolt, as you slide the top extension into the door. Fasten with a screw at the lockcase and the one up higher. Operate the gear to make sure it works. Then finish installing the rest of the screws.

9. IF DOOR HAS PLAY OR IS NOT SEALING CORRECTLY

**Probable Cause:** Unit is not adjusted properly.

**Solution:** Bend tab on strike.

**Solution:** If available adjust Hinge

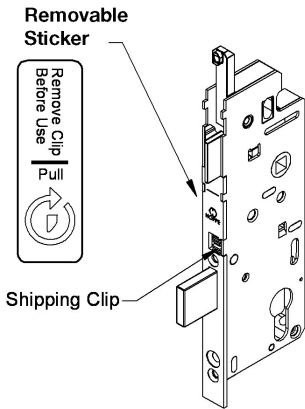
10. KEY DOES NOT WORK IN CYLINDER

**Probable Cause:** Cylinder was rekeyed incorrectly.

**Solution:** Check with Builder or Installer to see if cylinder was rekeyed to match other doors in the house. If so, return to locksmith to rekey properly.

# Hardware Modification Instruction Sheet

## Shipping Clip for Mishandling Device



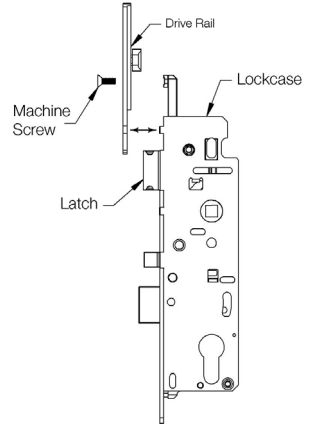
### Reversing Mishandling Device in Field:

1. Remove sticker
2. Remove shipping clip
3. Make sure mishandling device is sloped the same as latch.
4. If not, pull out and spin 180° to the same direction.

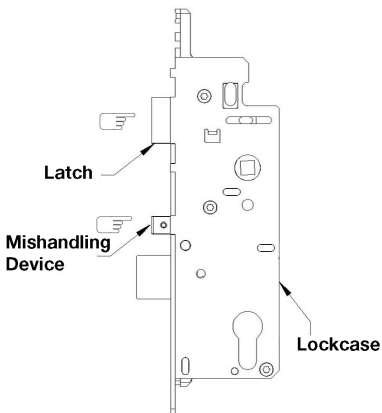
### Reversing Mishandling Device in Factory:

1. Remove shipping clip
2. Pull out mishandling device to spin to slope the same as latch.
3. Push mishandling device in and snap shipping clip back in.

## Attaching Top Extension



Hook drive rail of top extension into gear linkage just above latch.



## Reversing Latch

Pull and rotate latch 180° with hand and release back into the lockcase.



# HOPPE Profile Cylinders

## Rekeying Instructions

### Introduction

- Rekeying should be done by a qualified locksmith.
- Cylinder designs vary. HOPPE supplies CES brand cylinders and non-logo cylinders.
- Cylinders feature Schlage® SC1 keyways and may be rekeyed using Schlage® rekey kits.
- Cylinders should be rekeyed to an existing Schlage® key whenever possible.
- The HOPPE key gauge measures key cuts 1 through 9 the same as a Schlage® key gauge.
- If rekeying a CES cylinder with CES pins, use the CES pin number that corresponds with the measured key cut.
- If rekeying a CES cylinder with Schlage® pins, use the Schlage® pin number that is one less than the measured key cut. A key cut measuring 4 uses a #3 Schlage® pin.
- If rekeying a non-logo cylinder with Schlage® pins, then use the Schlage® pin number that corresponds with the measured key cut.
- If rekeying a non-logo cylinder with CES pins, use the CES pin number that is one higher than the measured key cut. A key cut measuring 4 uses a #5 CES pin.

### Recommended Tools and Accessories



REMOVAL TOOL for PLASTIC INSERT  
Part Number 2000899  
(for use with CES cylinders)



2 mm or 5/64" HEX WRENCH  
(for use with non-logo cylinders)



PLASTIC INSERT  
Part Number 8771719  
(for use with CES cylinders)



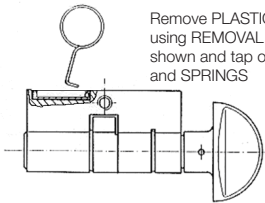
HOPPE KEY GAUGE  
Part Number 2070820



HOPPE REKEY KITS  
Schlage® Pins, 30 cyl. capacity  
- Part Number 3459001  
CES Pins, 10 cyl. capacity  
- Part Number 8785243

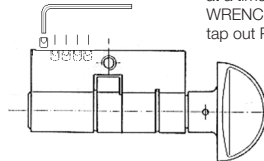
### Steps to Rekey

1.



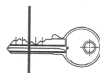
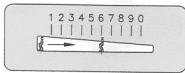
Remove PLASTIC INSERT using REMOVAL TOOL as shown and tap out PINS and SPRINGS

OR



Remove one SET SCREW at a time using 2 mm HEX WRENCH as shown and tap out PINS and SPRING

2.



Determine CORE PIN size with KEYING GAUGE

3.

- Insert desired CORE PIN into the appropriate cylinder pin hole.
  - Note: for cylinder designs featuring six pin holes, the innermost hole (furthest from the key face) is left blank.
- Insert HOUSING PIN
- Insert SPRING
- Repeat until all PINS have been replaced and install PLASTIC INSERT OR install SET SCREW and repeat until all PINS have been replaced.

PLASTIC PLUG



SET SCREWS

SPRINGS



SPRINGS

HOUSING (TOP) PINS



HOUSING (TOP) PINS

CORE (BOTTOM) PINS



CORE (BOTTOM) PINS

OR

# Installation Instructions

## 90-Degree Turn Cylinder

### Tools required:

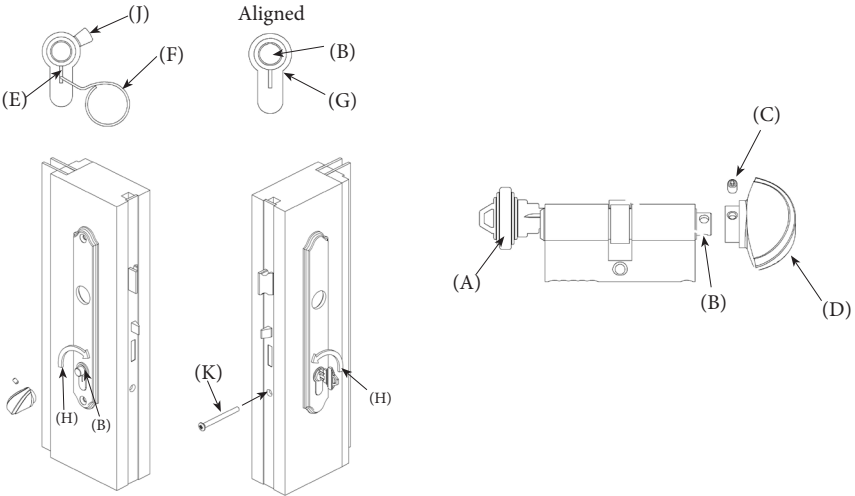
- Phillips head screw driver
- Hex wrench (provided)
- Ring wrench (provided)
- Pliers (recommended)

### Installation:

- Loosen set screw (C) on knob (D) using the hex wrench provided. Knob designs may vary from design shown.
- Remove knob (D) from body of cylinder (B).
- Align drive tab (J) with the cylinder body to install the cylinder into the lock as shown by (G). If the drive tab (J) cannot be rotated to this position, push the pin (E) down with the ring wrench (F) to disengage the stops and turn the cylinder shaft (B) until the drive tab (J) is aligned with the cylinder as shown by (G).
- Holding the cylinder in this position, insert the cylinder body into the lock so the drive tab (J) is inside of the lock.
- Rotate the shaft (B) (use pliers if necessary) so the top of the shaft (B) moves toward the edge of the door or insert the key (A) into the cylinder and rotate so the top of the key (A) moves towards the edge of the door (H). The shaft or key will rotate freely and will stop after approximately 120°. Do not force rotation. The dead bolt should not extend (exception: dead bolt will extend on single point gear). Confirm that one of the two set screw openings is positioned on the bottom of the shaft (B).  
**Warning:** If the shaft (B) or key (A) is rotated the wrong direction, the cylinder will lock after approximately 120° and cannot be rotated in either direction. If this happens, push the pin (E) down with the ring wrench (F) included to disengage the stops and turn the shaft (b) or key (A) in the opposite direction until the dead bolt extends.
- Attach knob (D) on shaft (B) as shown.
- Tighten set screw (C). Install cylinder screw (K) as shown.

### Removal:

- Loosen and remove cylinder screw (K) and repeat steps 1-4 above.



Knob designs may vary from design shown.

**THERMA ■ TRU<sup>®</sup>**  
**DOORS**

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