

HLS™ 7 Series* Active Panel Trim Installation Instructions

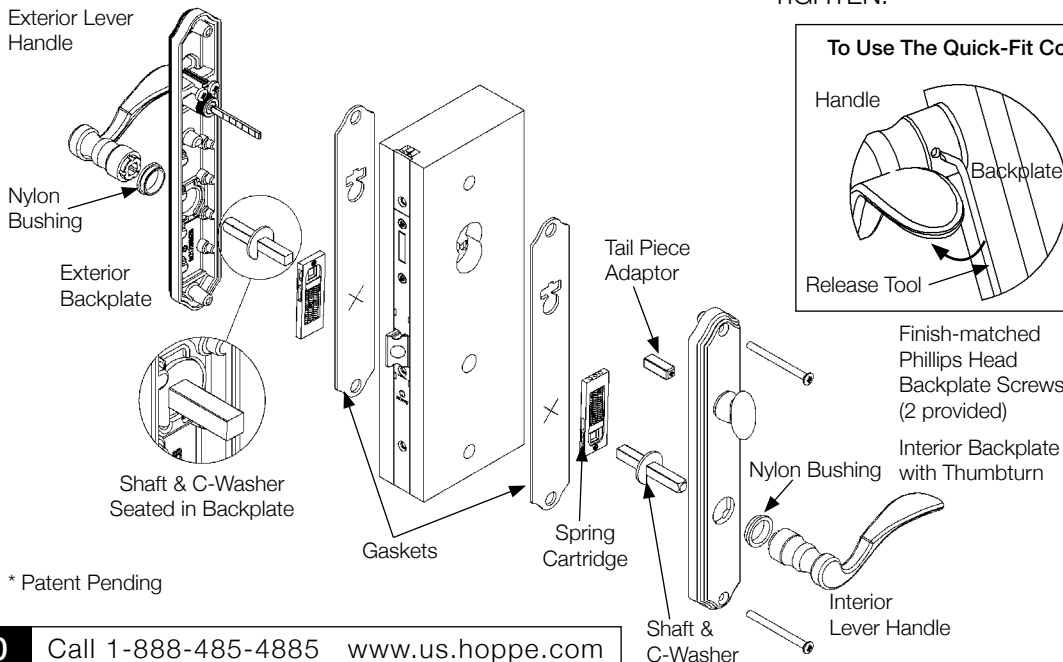
A Phillips screwdriver is required.

A Quick-Fit Connection™* release tool (for removing handles if necessary), and a construction handle are provided in the hardware package.

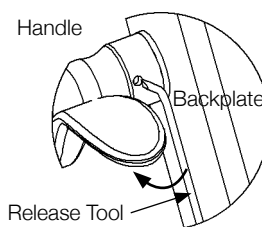
Use only water and a soft cloth to clean trim. Do not use brass cleaner or solvent-based cleaning agent, as it will remove the protective coating.

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

1. Remove any construction trim that was previously installed.
2. Make sure locking system is fully **unlocked** before proceeding with trim installation. To be certain, insert construction handle into the interior handle hub and push handle down until latch retracts. Next, allow latch to return, and remove construction handle. All locking mechanisms will now be in unlocked position and trim may be installed.
3. Insert black tail piece adaptor into base of thumbturn.
4. Secure cylinder to exterior backplate with (2) 14mm (9/16") screws provided. It is important to be sure cylinder is evenly positioned, and screws are not over-tightened.
5. Press nylon handle bushings (2 provided) into backplates.
6. **IMPORTANT: Handle portion of shaft is identified with a chamfered end and a notch in each side edge.** Slide C-washer into groove in shaft, and pass handle portion of shaft through underside of backplate. Be certain that C-washer properly seats into backplate as shown below.
7. While holding C-washer in place, push handle onto shaft until handle stops at backplate. Properly orient direction of handle for right hand or left hand, and slide spring cartridge onto shaft until cartridge rests into backplate. For left hand handles, spring cartridge should be positioned with springs below shaft. For right hand handles, spring cartridge should be positioned with springs above shaft. Turn backplate over, and place end of shaft against a solid surface. Push handle firmly onto shaft to completely secure handle to backplate.
8. Apply gasket to underside of each backplate.
9. Apply exterior trim to door stile while aligning shaft and cylinder tail piece into gear. Cylinder tail piece slot in gear should be in the vertical position – if not, repeat step 2 before installing trim.
10. While holding exterior trim in place, apply interior trim in the same manner, and joining cylinder tail piece to appropriate slot of black adaptor in thumbturn. Both tail piece and thumbturn should be in the vertical position as shown below.
11. Fasten backplates with 2 screws provided. Tighten screws with Phillips screwdriver. **DO NOT OVERTIGHTEN.**



To Use The Quick-Fit Connection™ Release Tool:



1. Place chamfered end of tool into hole on the side of the handle neck.
2. Push tool in, and rotate towards the lever part of the handle.
3. Pull handle off the spindle and backplate.

Finish-matched Phillips Head Backplate Screws (2 provided)

Interior Backplate with Thumbturn

Vertical Tail Piece & Horizontal Knob

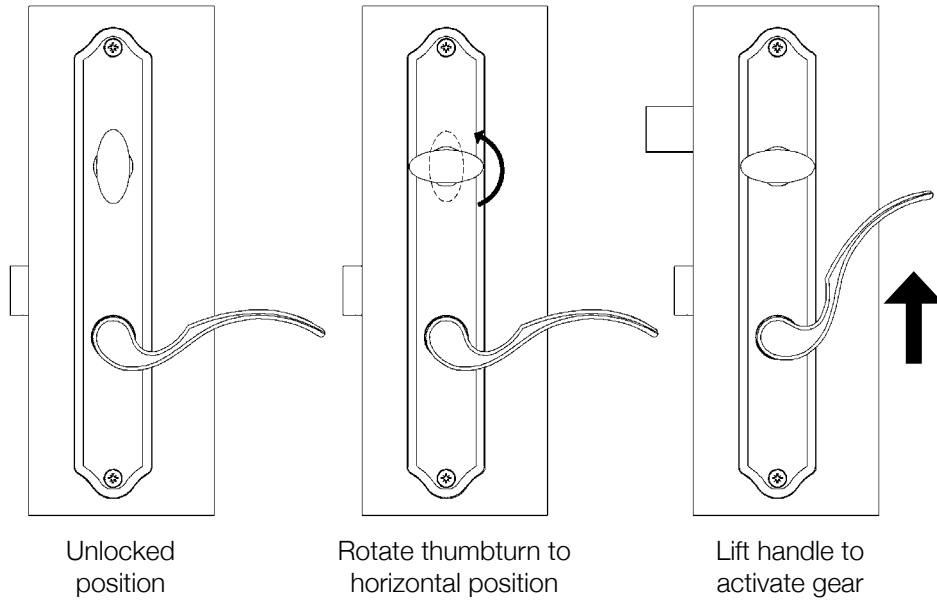


Vertical Tail Piece & Vertical Knob

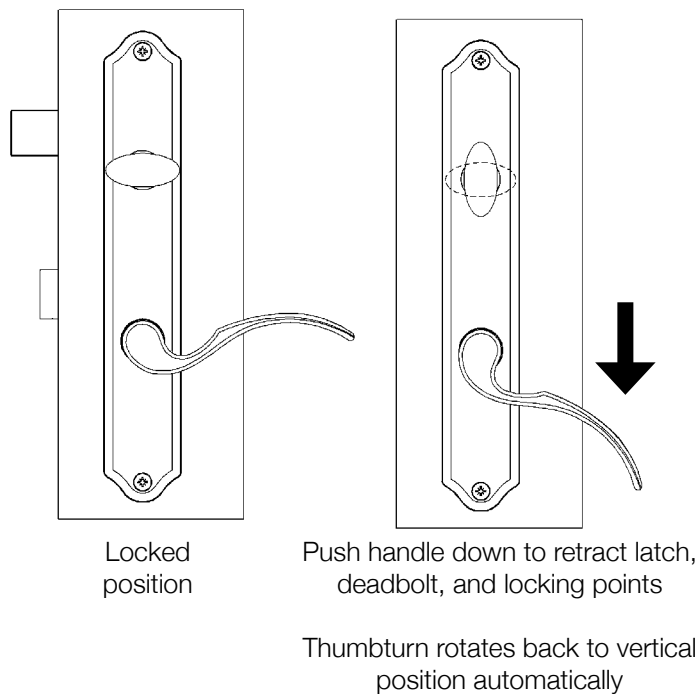
(Example - Step # 10)
Proper Orientation of Cylinder Tail Piece to Thumbturn

HLS™ 7 Series* Active Panel Operation Instructions

Active Gear Operating Sequence



Simultaneous Retraction



* Patent Pending