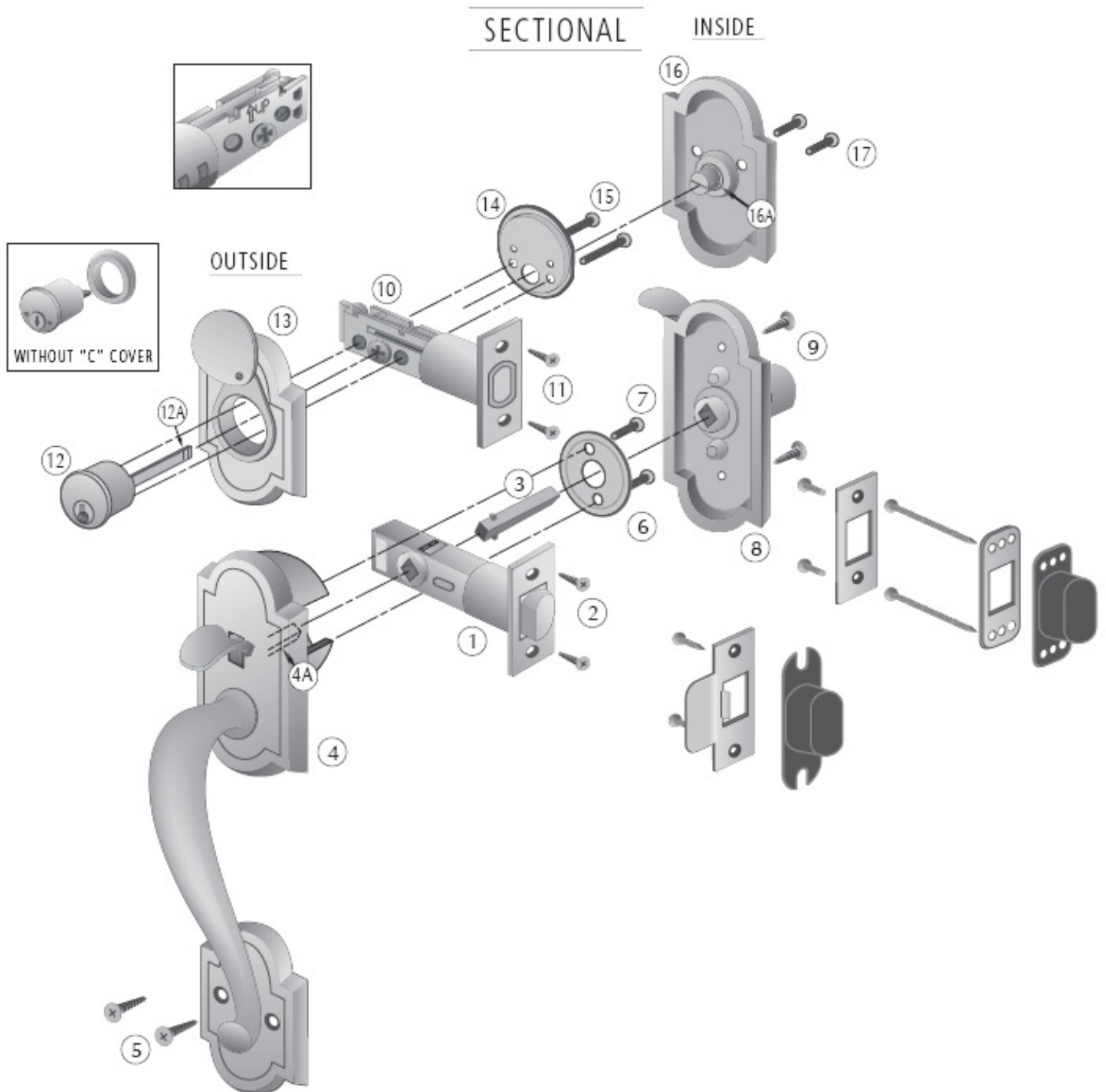




LONGLEAF  
COLLECTION

# INSTALLATION INSTRUCTIONS

Seamless Transaction with Enhanced Product Features delivered on time and quality correct.



Corporate Address: 9546 Hwy 211 East - Aberdeen, NC 28315  
Mailing Address: PO Box 367 - Aberdeen, NC 28315  
Telephone: 866-635-7155  
Website: [www.longleafcollection.com](http://www.longleafcollection.com)  
Made in the USA

# INSTALLATION INSTRUCTIONS



Seamless Transaction with Enhanced Product Features delivered on time and quality correct.

## SECTIONAL 20 FUNCTION

### LATCH:

- A. Insert latch (1) into the edge of door bore. Make sure bevel on the latch tongue is facing the jamb. The latch should be in the "up" position. (The latch face is removable so that the bevel can be reversed to maintain the "up" position of the latch.) Install using screws (2). Pre-drill for screws using a 1/8" drill bit.
- B. Install the strike and dust box on the jamb. Pre-drill for screws as per latch.

### TRIM:

- C. Install outside handle grip plate (4) lifting thumb-piece to orient spindle (4A) in diamond position and into latch (1).
- D. Align edge of trim parallel with door.
- E. Mount subplate (6) to inside lower bore of door and attach plate with screws (7) to plate (4) through door.
- F. Check for free and smooth operation of latch by thumb-piece on exterior trim (4).
- G. When outside trim is correctly positioned, tighten screws (7) and align edge of trim parallel with door and install screws (5) to affix bottom of handle grip to door. We recommend use of a #5 VIX bit to pilot the screw holes for these screws. (If you do not have one, use a 3/32" drill bit to pilot the holes.) Hand tighten the screws; a power driver may strip the them.
- H. Install spindle (3) from inside of door inserting shortened, notched end into latch as shown.
- I. Install the inside trim plate (8), inserting spindle (3) into knob or lever.
- J. Making sure that plate is parallel with the edge of the door, install the two wood screws (9) to affix the plate to the door. We recommend the use of a #5 VIX bit to pilot the screw holes for these screws. (If you do not have one, use a 3/32" drill bit to pilot the holes.) Hand tighten the screws; a power driver may strip the them.

### DEADBOLT:

- K. Install deadbolt (10) with arrow on deadbolt facing up. (Caption) Fasten with screws (11). Pre-drill for screws using 1/8" drill bit.
- L. Install the dust box, reinforcing plate, and strike on the jamb. Pre-drill for 3" long wood screws using a 1/8" drill bit.
- M. With a screwdriver or similar tool, turn the deadbolt hub so that the bolt is in the protracted (out) position.
- N. Install the cylinder (12) in the outside trim (13). Rotate the tailpiece (12A) of the cylinder (12) to the vertical position and slip tailpiece through the trim into the bolt (10).
- O. Hold subplate (14) to inside door bore and fasten to cylinder (12) using machine screws (15).
- P. Test for free and smooth operation of deadbolt by using key in cylinder (12) and adjust outside trim.
- Q. When properly aligned, tighten screws (15).
- R. Using key, extend deadbolt (10) to protracted (out) position and align thumbturn (16A) of inside trim (16) with tailpiece (12A) and mount trim (16) to door with screws (17) threaded into subplate (14).
- S. Check for free and smooth operation of deadbolt (10) using thumbturn and tighten screws.
- T. Install the strike and dust box on the jamb. Pre-drill for 3" wood screws using a 1/8" drill bit.