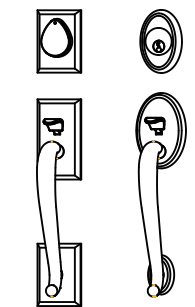
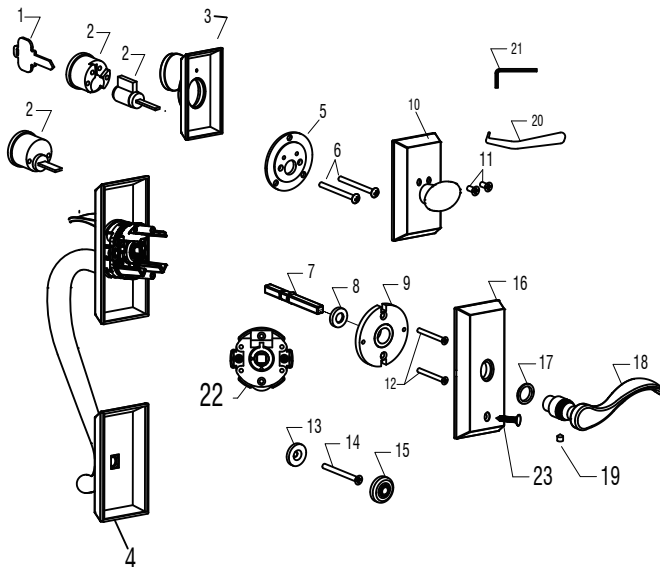


MULTIPOINT HANDLE SET INSTALLATION INSTRUCTIONS

EXPLODED VIEW



Savoy Windsor



1. Key
2. Cylinder or Cyl. housing and cylinder
3. Cylinder Backplate
4. External Pull Assembly
5. Deadbolt Mounting Plate
6. Deadbolt Mounting Screws
7. Spindle
8. Spindle Collar
9. Latch Mounting Plate
10. Internal Deadbolt Plate Assembly
11. Oval Head Machine Screws
12. Latch Mounting Plate Screws
13. Screw Washer
14. Flat Head Machine Screw
15. Screw Cover
16. Latch Rosette
17. Plastic Washer
18. Lever
19. Set Screw
20. Rosette Pick
21. Allen Wrench
22. Right Hand Spindle Cartridge (LEFT hand spindle Cartridge Pre-installed)
23. Tapping Screw

BEFORE YOU BEGIN

Check door thickness as handle will work with a 1- $\frac{3}{4}$ " thick door only. If door thickness is greater than 1- $\frac{3}{4}$ " up to 2- $\frac{1}{4}$ " thick please contact Rockwell Security Inc.

Remove and discard all packaging materials and verify you have all the parts in the exploded view section of instructions

Follow step by step installation instructions to ensure proper operation of handle set.

Always wear protective eyewear.

REQUIRED TOOLS

- Protective Eyewear
- #2 Phillips Screwdriver
- Pencil
- $\frac{3}{8}$ " Drill Bit



(2) DEADBOLT MOUNTING SCREW
#10-32 x 2"



(2) 7/8" OVAL HEAD MACHINE SCREWS
#8 x 7/8"



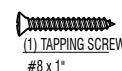
(2) MOUNTING PLATE SCREWS
#8-32 x 1-1/2"



(1) FLAT HEAD MACHINE SCREWS
#8-32 x 2-1/2"



(2) SET SCREWS
1/4"-20



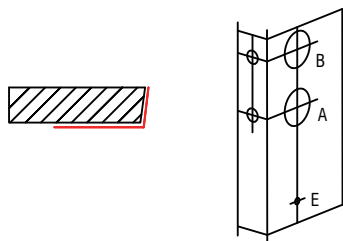
(1) TAPPING SCREW
#8 x 1"

1. Door Preparation

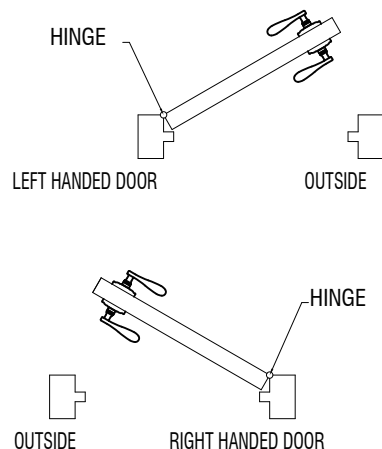
A. Measure thickness of your door. Ensure door is at least 1- $\frac{3}{4}$ " thick. If door thickness is less than 1- $\frac{3}{4}$ " DO NOT PROCEED WITH INSTALLATION.

B. Fold the marking template for the handle set on the line and place on the door aligning A and B of the template with the double bore of door. Locate and mark hole E with a pencil. Carefully drill hole E perpendicularly (at a 90°) to door with a 3/8" drill bit.

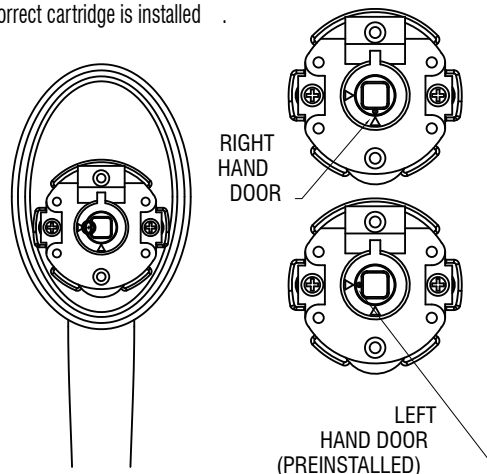
IMPORTANT: Double check hole E location before drilling.



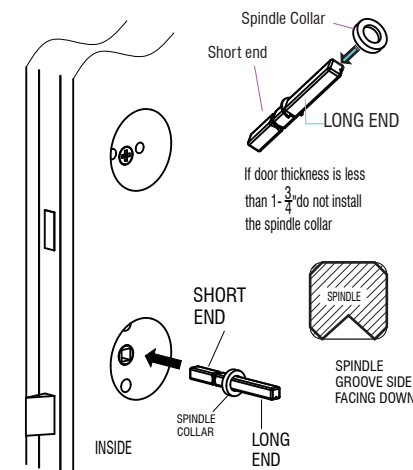
2. Determine the handing of your door. Standing on the outside of the door, if the hinges are to the left of the door then the door is left handed and if the hinges are to the right of the door then the door is right handed. Handle sets are supplied with left and right hand spindle cartridge to work on both left and right hand doors



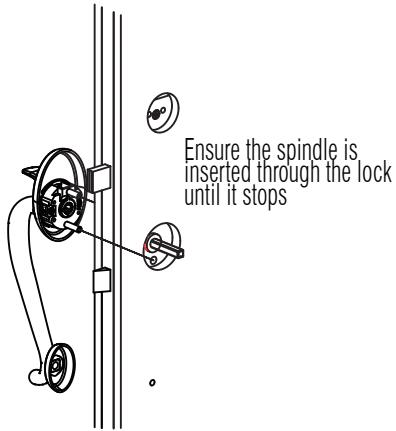
3. The handle sets are preset to work with a Left hand door, should you have a right hand door, the left handed spindle cartridge will need to be switched to a right hand spindle cartridge. Right Hand Spindle Cartridge (included) has instructions on changing from left to right hand. For Left hand doors please proceed to step 4. For Right hand doors, please replace the spindle cartridge to the correct hand prior to proceeding to step 4. The handle set will not work if the incorrect cartridge is installed.



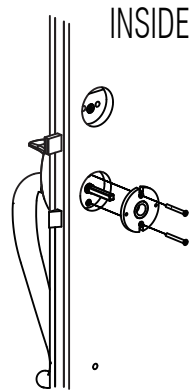
4. Slide the spindle collar onto the long end of the spindle. If door thickness is less than 1- $\frac{3}{4}$ " spindle collar is not required. From the inside of the door insert the short end of the spindle into the latch hub of the lock ensuring the groove side of the long end of the spindle is facing down. If door thickness is 1- $\frac{3}{4}$ ", then also install the spindle collar onto the long side of the spindle.



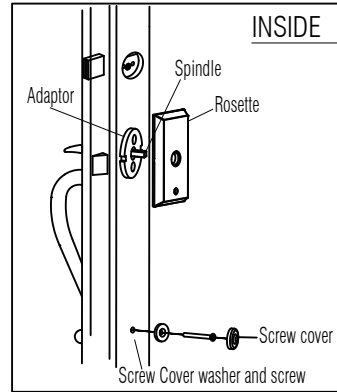
5. After inserting the short end of the spindle from inside the door, hold in place and install the external handle assembly by inserting the posts through the lock and the spindle through the square hole in the spindle cartridge.



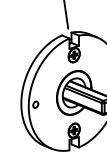
6. Insert the two 1-1/2" machine screws through the latch mounting plate and into the spindle cartridge and secure using a hand screw driver.
DO NOT OVER TIGHTEN SCREWS.



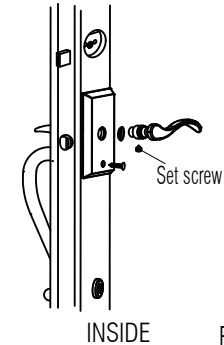
7. Install the rosette and screw cover. Align the notches on the latch mounting plate with the notches of the rosette and snap the rosette onto the latch mounting plate. Install bottom screw with screw washer. Tighten the 2-1/2" flat head machine screw and attach the screw on the screw cover washer.
DO NOT OVER TIGHTEN SCREWS.



Snap on Rosette - Align the notches on the rosette with the notches on the mounting plate. Snap on by pushing down on the top spring to ensure proper contact of bottom spring with the bottom notch on the rosette.



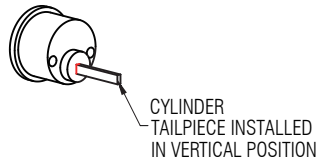
8. Install the lever. Plastic washers are already preinstalled on the levers. Place the plastic washer on the shank of the knob or lever. Spare washer is also packed. Slip the lever onto the spindle. While pressing the lever snugly against the rosette insert and tighten the set screw with the provided Allen wrench. Install the tapping screw on the Rosette, best to predrill a hole prior to installation.



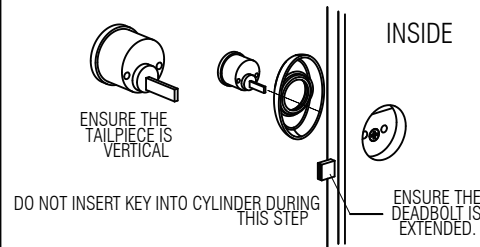
This product comes packed with both left and right hand levers. Only one is used. To determine which lever is needed, make sure the handle portion of the lever extends to the hinge side of the door and the set screw faces down.



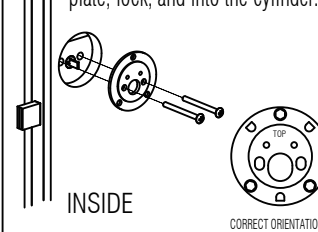
9. From the outside of the door, keeping the tailpiece of the cylinder vertical, insert the tailpiece through the external cylinder backplate and through the "+" hole on the lock.
DO NOT INSERT THE KEY INTO THE CYLINDER DURING THIS STEP.
Note: IMPROPER ORIENTATION OF THE TAILPIECE WILL CAUSE THE DEADBOLT NOT TO FUNCTION PROPERLY



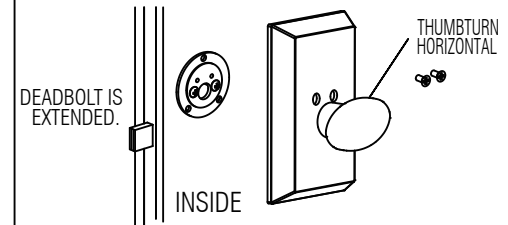
10. Install the Cylinder. Keeping the tailpiece on the cylinder vertical, from the exterior of the door insert the cylinder through the cylinder backplate and into the "+" slot of the deadbolt.



11. Install the deadbolt mounting plate. From the interior of the door orient the deadbolt mounting plate and secure by inserting the two 2" pan head machine screws through the deadbolt mounting plate, lock, and into the cylinder.



12. Install the internal deadbolt plate assembly by positioning the internal deadbolt plate assembly over the deadbolt mounting plate, inserting the key cylinder tailpiece into the turnpiece. Secure in place by fastening two 7/8" (1/2" for windsor) oval head machine screws through the two countersunk holes on the turnpiece trim.
ROTATE THE THUMBTURN TO ENSURE DEADBOLT LOCKS. PLEASE REFER TO TROUBLESHOOTING SECTION IF DEADBOLT DOES NOT LOCK.



TRUBLE SHOOTING GUIDE

PROBLEM	SOLUTION
Can't extend (lock) deadbolt unless key is in cylinder. Can't remove key from cylinder when the deadbolt is extended (locked).	Cylinder tailpiece is not oriented properly. Remove the cylinder by first removing the internal deadbolt plate assembly and deadbolt mounting plate. Rotate the cylinder tailpiece to the vertical position ensuring the deadbolt latch is extended and re-install the deadbolt assembly. Refer to steps 9 thru 12.
When thumb grip is depressed or knob/lever is rotated the latch catches and doesn't spring back.	Ensure door is at least 1-3/4" thick. The latch mounting plate is installed too tight. Referring to step 6, back the two 1-1/2" flathead machine screw out until the latch operates freely
Knob or lever keeps coming off the spindle	Ensure the spindle is oriented with the groove facing down and the set screw is securely tightened. Refer to steps 4 and 8.
Deadbolt can easily be locked using the internal deadbolt plate assembly on the inside but is difficult to lock when locked with the key from the outside.	The cylinder is not properly aligned with the internal deadbolt plate assembly or improper door thickness. Remove the internal deadbolt plate assembly and loosen the two mounting plate screws. Align the cylinder and retighten the deadbolt mounting screws. Ensure your door thickness is at least 1-3/4" thick
The thumb grip cannot be depressed to retract the latch.	Ensure door is at least 1-3/4" thick and the correct hand spindle cartridge is installed. Remove the handle and re-install refer to step 2 thru 6. Ensure the correct hand (left or right hand) spindle cartridge is installed.
Cannot extend deadbolt with the internal deadbolt plate assembly or key when door is closed.	Open door and try to extend deadbolt. If deadbolt extends easily with the door open then the strike is not aligned with the deadbolt and/or locking points. Adjust the strike to align with the deadbolt and/or locking points.