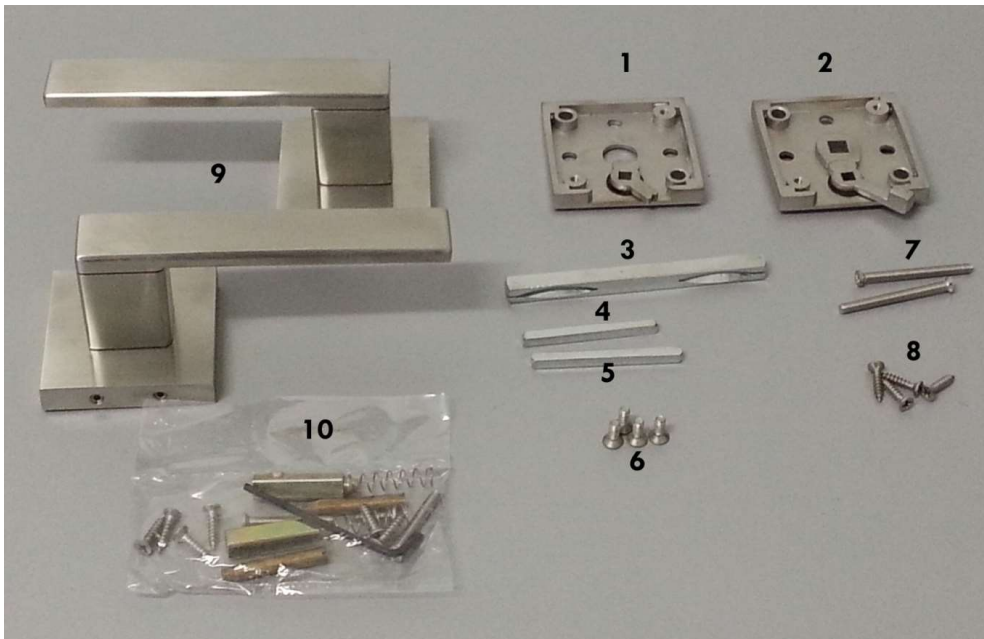
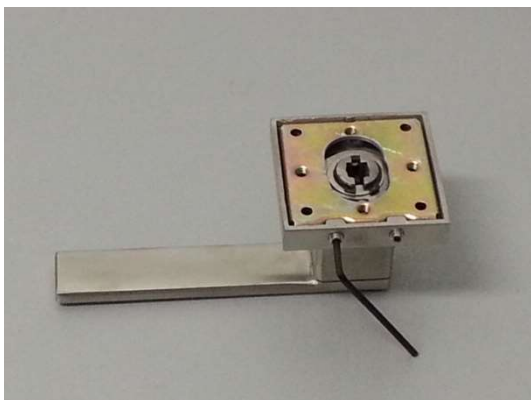


Square Privacy Adaptor Instructions

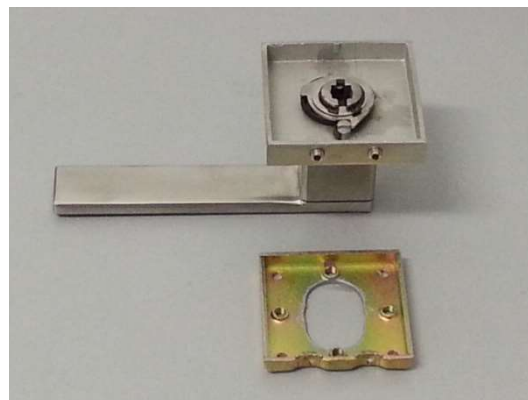


1. Outside Privacy Adaptor
2. Inside Privacy Adaptor
3. Main Spindle
4. Short Emergency Release Spindle (for 35mm thick doors)
5. Long Emergency Release Spindle (for 40mm thick doors)
6. Bolts x 4
7. Tie Bolts x 2
8. Wood Screws x 4
9. Square Stainless Door Handles
10. Door Handle Screw Pack

Items 1 to 8 come with the Privacy Adaptor Kit while 9 and 10 comes with the door handles



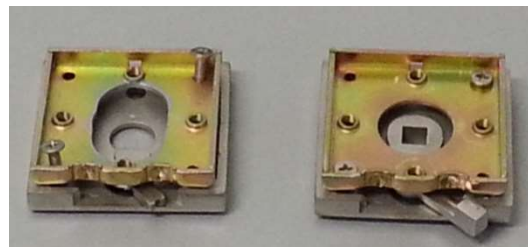
Step 1
Use Allen Key supplied with the Door Handle Screw Pack to remove inside plate from the door handles. Do not remove grub screws entirely, just loosen then so the plate can come off.



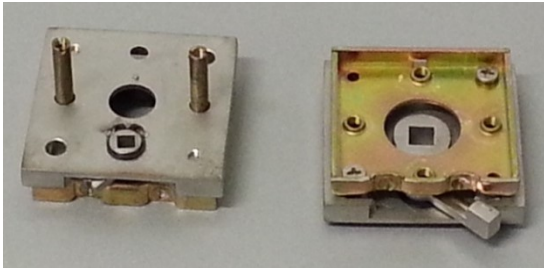
Step 2
Plate shown removed with the Grub screws still on the bottom of the door handle plate



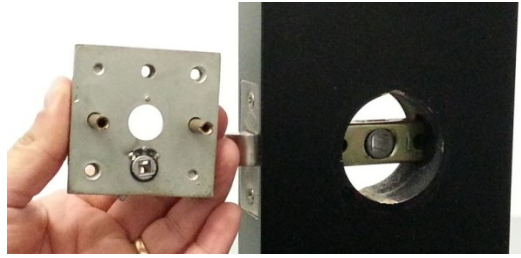
Step 3
Place Plates on the Inside and Outside Privacy Adaptors. Use Bolts (6) to fix plates to Adaptors. Tolerance is very tight so use 1 to 2 turns on the first bolt and then do the same with the second bolt. Keep doing this until bolts are tight.



Step 4
Inside and Outside Privacy Adaptors shown with all 4 bolts firmly fixed (2 per adaptor).



Step 5
Screw in posts from Door Handle Screw Pack as shown. They can go on either side. For purposes of these instructions we have placed them on the outside Adaptor



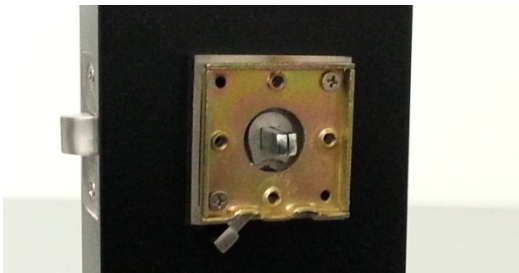
Step 6
Place the Adaptor with the posts on the correct side of the door (outside adaptor shown) with the posts going through the holes in the latch located either side of the spindle hub.



Step 7
Adaptor on opposite side shown with posts going through the latch



Step 8
Next insert Main Spindle (3) and Short Emergency Spindle (4 or 5 depending on door thickness)



Step 9
Ensure that both inside and outside Adaptors have the snibs facing towards the latch. Place other privacy adaptor so that the Main Spindle and Emergency Release Spindle fit into their respective holes.



Step 10
Use Tie Bolts to fix Inside Adaptor to Posts. Tighten firmly then loosen up a few turns. Test function of both sides by turning snib (inside) and emergency release (outside). Contact supplier if either Emergency Spindle is not long enough. This can occur with door thicker than 40mm



Step 11
Ensure that both adaptors are square to the door then tighten the Tie Bolts (7). Once tight, screw in wood screws to the 2 remaining holes in the corners of the adaptor.



Step 12
Place one of the handles over the adaptor. Push Main Spindle into this handle from the opposite side and ensure that there is enough of the Main Spindle protruding in order for the door handle to engage the Main Spindle. Place handles over the Adaptors and tighten up grub screws using the Allen Key