

Installation Instructions



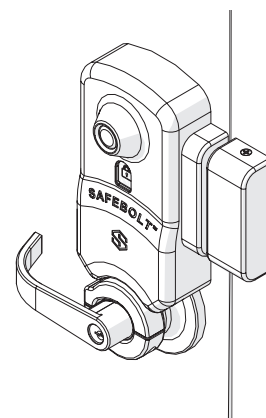
SAFEBOLT™ Series

Instant Lockdown Mechanical Locks

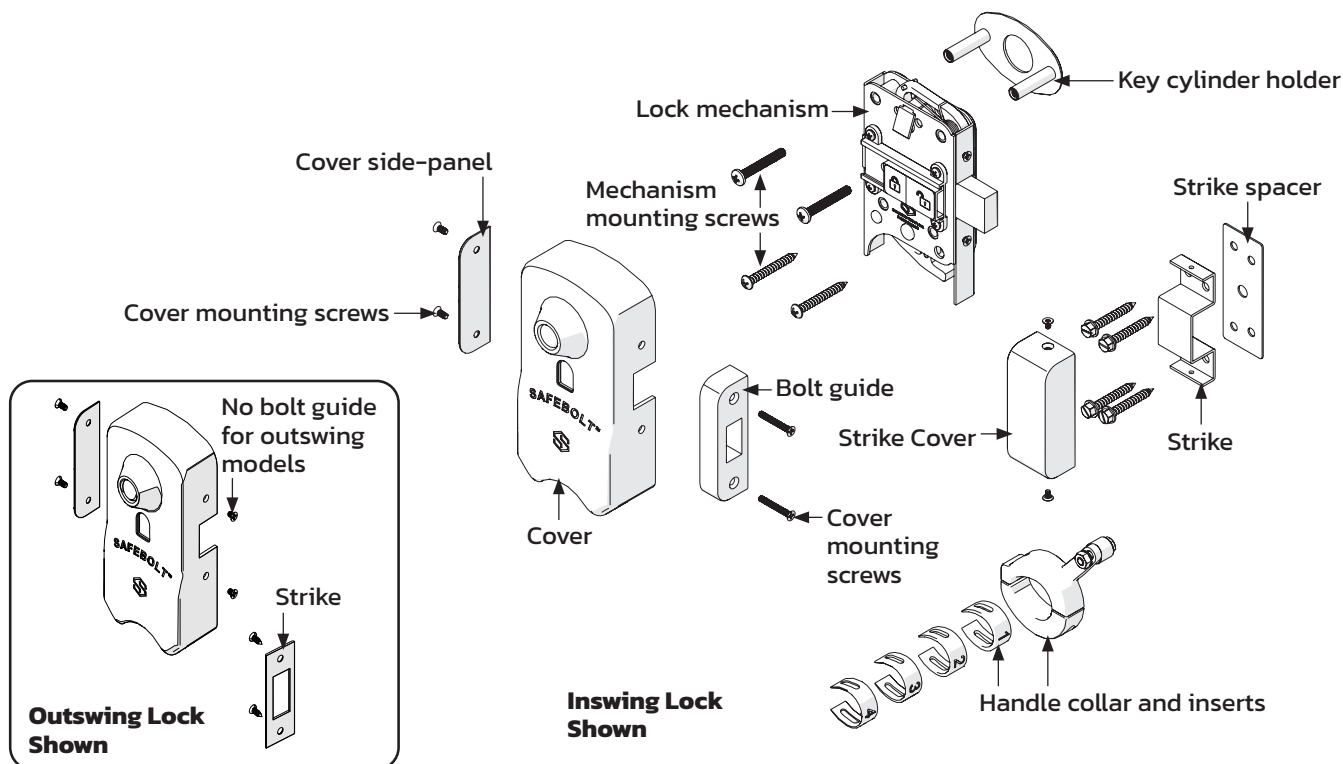
Refer to model number for template.

Tools Required

- Phillips Head Screwdriver
- Slotted Screwdriver
- 5/64" Allen Key
- 1/8" Drill Bit
- 3/16" Drill Bit
- 7/16" Drill Bit
- Hole Saw 1-1/4"
- 7/16" Wrench
- Blue Thread Locker



RH Inswing Shown



⚠ WARNING

This product can expose you to lead which is known to the state of California to cause cancer and birth defects or other reproductive harm. For more information go to www.P65warnings.ca.gov.

⚠ NOTE

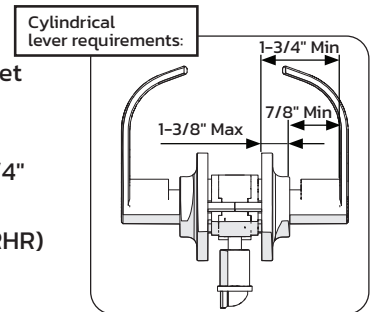
Parts received may be slightly different from parts shown in this document. Refer to packing list for details on parts and fasteners received.

⚠ WARNING

Attention Installer: Improper installation may result in damage to the product and void the factory warranty.

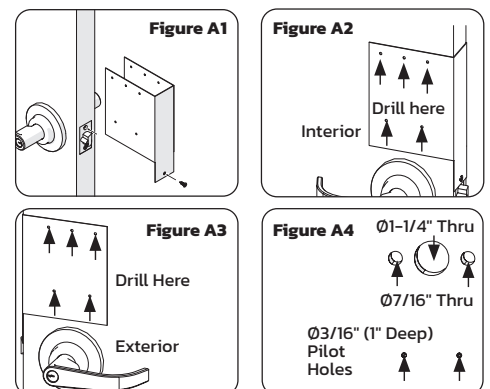
Before You Start

- The steel SAFEBOLT template is ordered and supplied separately. Obtain one before installation. Door thickness to use metal template must be 1-3/4". For other door thickness contact factory.
- SAFEBOLT works with most Grade 1 and some Grade 2 cylindrical levers. Consult factory if working with unit locks or sectional trim mortise sets.
- Door must swing freely. Existing lockset must be securely fastened and fully operational.
- Backset of existing lever must be 2-3/4" and lever must rest parallel to floor.
- SAFEBOLT is handed (RH, LH, LHR or RHR) and is not field reversible.



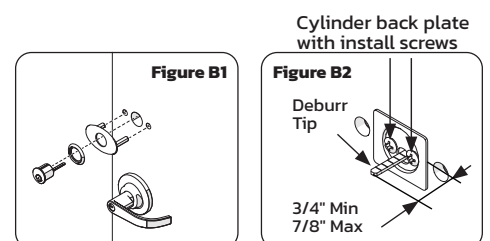
A. Templating & Drilling

1. Remove top screw from latch faceplate. Fasten the metal template to top hole in latch faceplate with screw. See **Figure A1**.
2. Template must be level and tight.
 - a. Interior: Mark all 5 holes. See **Figure A2**.
 - b. Exterior: ONLY mark top 3 holes. See **Figure A3**.
 - c. Hold metal template firmly and drill 1/8" pilot holes half way through the door on each side.
 - d. Remove the reusable template. Reinstall screw.
3. Enlarge holes as per **Figure A4**, drill from each side of the door.



B. Mounting Cylinder

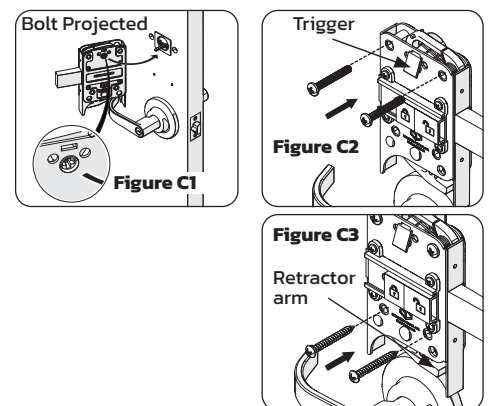
1. Insert rim cylinder into cylinder ring and oval mounting plate into mounting holes. See **Figure B1**.
 - a. Cylinder tail piece must be oriented horizontally. See **Figure B2**.
 - b. Cylinder tail piece should project no more than 7/8" on inside face of door. Cut and deburr tip. See **Figure B2**.
 - c. Fasten with rim cylinder's back plate and two install screws. Check cylinder alignment. Hand tighten only.



C. Mounting the SAFEBOLT

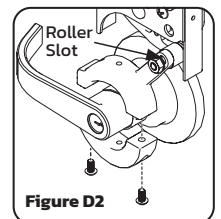
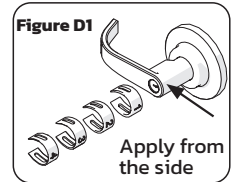
Hand tighten only. Do not use power driver! Use blue thread locker.

1. Press trigger at top of mechanism to project the bolt. See **Figure C2**.
 - a. Place mechanism on door, lining up with cylinder tail piece, with key removed. See **Figure C1**.
 - b. Finger tighten the top two thru-bolts. See **Figure C2**.
2. Make sure mechanism edges are vertical and parallel with the door edge.
 - a. Install the two lower screws, hand tighten. See **Figure C3**.
3. Check for smooth operation.
 - a. Retract the bolt by lifting retractor arm up in the bottom of the mechanism by hand. See **Figure C3**.
 - b. Press trigger to project bolt. See **Figure C2**.
 - c. Test cylinder operation by retracting and projecting bolt by key.



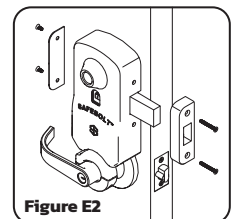
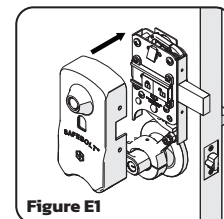
D. Fastening The Lever Collar

1. Line up the inserts. #1 is the thickest insert. Place each inserts on the interior lever and check for the gap between insert and lever. The right insert is when the collar can be closed and it is snug and doesn't slide. Once the right insert is found, make a note of the number, and use this for all the same lever styles. Install plastic insert on interior lever. See **Figure D1**.
2. Place the top collar over the lever with arm towards the latch. See **Figure D2**.
3. Place the bottom collar under the lever and secure collar with two pan head screws, keeping the collar level. See **Figure D2**.
Note: Apply blue thread locker to the pan head screws. **Do not overtighten.**
4. Test and adjust the roller:
 - a. Depress lever slowly to retract bolt. Bolt should fully retract slightly before end of lever travel.
 - b. If bolt does not retract fully and jumps out, raise the roller higher in its slot (use 7/16" wrench).
 - c. If the bolt still twitches or moves while retracted, lower the roller.
 - d. Firmly tighten the two set screws on the collar. **Do not overtighten. Do not use power driver.**
5. Test the operation
 - a. Press the trigger. The bolt should project freely.
 - b. Depress lever to retract the bolt. The lever must return to the horizontal position.
 - c. Turn key to project and retract bolt.
 - d. If the bolt projection and retraction is not smooth, the roller needs to be adjusted until it is smooth. Remove cover, and adjust roller. **Note:** SAFEbolt has a locking bolt, not deadbolt.
6. Hand tighten the two set screws at the centers of the top and bottom of the collar. The screw tips must pass through the plastic insert slots and engage the lever.



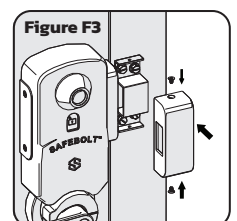
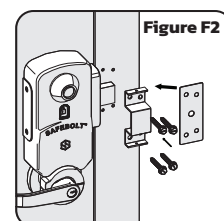
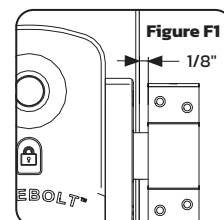
E. Cover And Bolt Guide Installation (Inswing Doors)

1. Place the cover over the mechanism. See **Figure E1 & E2**.
 - a. Fasten the cover side-panel with two screws.
 - b. Fasten the bolt guide over the bolt with two long screws.



F. Strike Installation (Inswing Doors)

1. Project the bolt. Center the strike over the bolt, and set it 1/8" away from the frame edge. See **Figure F1**.
 - a. Mark four holes, remove strike, and retract the bolt.
 - b. Use a 3/16" Tapcon masonry pilot bit to drill four holes.
 - c. Fasten strike with four Tapcon concrete screws.
Use provided strike shim if needed. See **Figure F2**.
2. Mount strike cover over metal strike with two screws. See **Figure F3**.
3. Test operation with door closed.

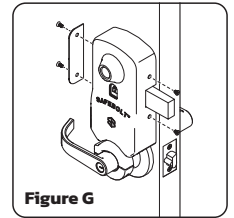


Flip page for outswing instructions

G. Cover Installation (Outswing Doors)

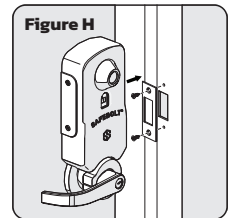
1. Place the cover over the mechanism.
 - a. Place the cover side panel and secure with two screws. See **Figure G**.
 - b. Fasten the front of the cover with two screws.
2. Test the operation
 - a. Press the red button. The bolt should project freely.
 - b. Depress lever to retract the bolt. The lever must return to the horizontal position.
 - c. Turn key to project and retract bolt.
 - d. If the bolt projection and retraction is not smooth, the roller needs to be adjusted until it is smooth. Remove cover, and adjust roller.

Note: SAFEBOLT has a locking bolt, not deadbolt.



H. Strike Installation (Outswing Doors)

1. Mark strike location
 - a. With door closed, push red button to project bolt. Trace the outline of bolt where it touches the frame.
 - b. Depress lever to retract bolt. Open the door.
2. Place the strike on the frame with narrow edge of the strike toward the door. See **Figure H**.
 - a. Align strike over marked bolt outline. Allow extra space between bottom of outline and bottom of strike opening.
 - b. Mark holes and strike opening cut-out. Remove strike.
 - c. Drill two 1/8" pilot holes for mounting screws.
 - d. Make the bolt cut out in the frame at least 1" deep. Clean out debris. Deburr edges of cut-out.
3. Install the strike with two sheet metal screws.
4. Test operation with door closed.



Troubleshooting Guide

Before attempting to troubleshoot, make sure that door frame is square and plumb, door is not sagging, and clearances are correct.

| Problem | Possible Cause | Recommended Actions |
|--|---|--|
| Handle not returning to fully horizontal position | Collar not horizontal or has shifted | Adjust collar. |
| Bolts drag or not releasing smoothly | Plastic cover misaligned. | Check the cover for misalignment or interference. |
| Bolts not fully projecting with door closed | Strike misaligned. | Check strike plate alignment. |
| Key not retracting bolt or does so with difficulty | Cylinder tail piece misaligned with slot in mechanism. | Check that cylinder hole in door is drilled straight. Adjust hole as necessary. |
| Key not retracting bolt or does so with difficulty | Bolt not projected during mechanism installation. | Remove mechanism and cylinder assembly. Restart installation from Section B. |
| Handle has limited movement or retracts bolt prematurely | Retractor pedal pushed by plastic collar instead of roller. | Adjust collar forward or backward along lever shank so only the roller contacts retractor pedal. |
| Handle has limited movement or retracts bolt prematurely | Roller too high along slot. | Adjust roller position along slot. |

Operating Instructions, Testing and Maintenance

- SAFEBOLT waits in a "Ready" state until the red button is pushed to instantly lock down the door with a solid stainless steel locking bolt. When triggered, the lock status window turns from white to red, indicating a locked state.
- Bolt is retracted/projected by key.
- Test SAFEBOLT using the red button with the door closed 3-4 times per year as part of school's routine safety drill protocol.
- Alert your facility maintenance staff immediately if SAFEBOLT is not working correctly, or the lever does not spring back horizontal after retracting the bolt.
- To ensure long service life, remove excessive dust and debris from the lock and strike. The maintenance staff needs to lubricate the lock from time to time