**INSTALLATION INSTRUCTIONS FOR "10-FUNCTION" LEVER TRIM (10 and 30 series)**

**STEP 1: PREP TRIM**

**NOTE:**
1. Mortise cylinder NOT supplied with trim, but can be ordered separately.
2. Trim handing is field reversible. Device cover is handed and must be ordered RHR or LHR (see step 4).
3. 5-pin cylinder installation shown.

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**INSTALL** mortise cylinder

**Cylinder**
- 102281-4 Bronze
- 102281-5 Oil Rub Bronze
- 102281-7 Chrome

**Collar**
- 103332-7 Chrome 626
- 103332-9 SS 630
- 103332-14 Black 693
- 103332-15 Bronze 695
- 103332-22 Oil Rub Bronze 613

**Collar & Spacer Combinations**
- 5 pin cylinder (use collar only)
- 6 pin cylinder (use collar & 1 spacer)
- 7 pin cylinder (use collar & 2 spacers)
- 7 pin IC cylinder (use collar & 3 spacers)

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**Collar & Spacer P/Ns**

<table>
<thead>
<tr>
<th>P/N</th>
<th>FINISH</th>
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</thead>
<tbody>
<tr>
<td>103332-7</td>
<td>626</td>
<td>103346-7</td>
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<td>103332-22</td>
<td>613</td>
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**1/2**

**1/8**
STEP 2: PREP DOOR (Rim)
Mark and drill holes
(LHR installation shown, reverse all steps for RHR)

(Metal Doors Only)

<table>
<thead>
<tr>
<th>Hole &quot;A&quot;</th>
<th>Hole &quot;B&quot;</th>
<th>Hole &quot;C&quot;</th>
</tr>
</thead>
<tbody>
<tr>
<td>DRILL 5/16 hole through Device Side</td>
<td>DRILL 1/2 hole through Trim Side</td>
<td>DRILL 3/4 hole through Trim &amp; Device Side</td>
</tr>
<tr>
<td>5/16&quot;</td>
<td>1/2&quot;</td>
<td>3/4&quot;</td>
</tr>
</tbody>
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MARK HOLES

DRILL HOLES

40" above finished floor

5/16" diameter

2-7/16

Tap & Drill (#7) for 1/4-20 machine screw
OR
Drill 7/32" or 3/16" for a #14 sheetmetal screw

1/2" diameter

2-7/16

"A"

"B"

"C"

"C"

"C"
STEP 2: PREP DOOR (Mortise)
TRIM SIDE: Use plastic template to mark and drill TRIM holes
(LHR installation shown, reverse all steps for RHR)

MARK HOLES

Mark centerline for trim 40" above finished floor

DRILL HOLES ON TRIM SIDE

Drill 1/2" diameter hole ("B") through TRIM side only 4 places

TRIM INPUT HOLE
Drill 3/4" diameter hole ("C") thru TRIM side only

5/16 diameter REF 4 places

Device Side

MARK & DRILL
Tap & Drill (#7) for 1/4-20 machine screw OR
Drill 7/32" or 3/16" for a #14 sheetmetal screw

Use backplate to mark tailpiece hole

Device Side

Drill 3/4" diameter hole ("C") through door for tailpiece hole

NOTE:
1) For a retrofit application, remove mortise lock (if required) and device before installing new trim.
**STEP 3: INSTALL TRIM**
(RIM installation shown)

LHR INSTALLATION SHOWN

**INSERT SCREW TO HOLD BACKPLATE**

*FASTEN* back-plate to door with one #14 self-drilling screw or one 1/4-20 machine screw in top center hole

**FASTEN** back-plate to trim with two 1/4-20 x 1" machine screws

#1/4 Lockwasher

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**STEP 4: INSTALL DEVICE AND BRACKET ASSEMBLY**
(RIM installation shown)

**NOTE:** Rim cylinder NOT supplied with trim, but can be ordered separately.

INSTALL cylinder bracket assembly to backplate and trim with two 1/4-20 x 1" machine screws after installing device

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**ASSEMBLE** rim cylinder to cylinder bracket

**Cylinder bracket**
P/N: 103316

**Cover**
103309-9  Brushed SS 630, LHR
103309-22 Oil Rub Bronze 613, LHR
103309-24 Black 693, LHR
103309-25 Dark Bronze 695, LHR
103309-18 Brushed SS 630, RHR
103309-32 Oil Rub Bronze 613, RHR
103309-34 Black 693, RHR
103309-35 Dark Bronze 695, RHR

**LHR cover shown**

**TRIM INSTALLATION COMPLETE**
Continue installation using device instructions: 101256/101317 for Rim OR 101349 for Mortise