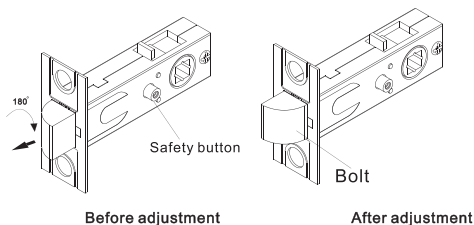


# W304B Series Private Lock Installation Manual

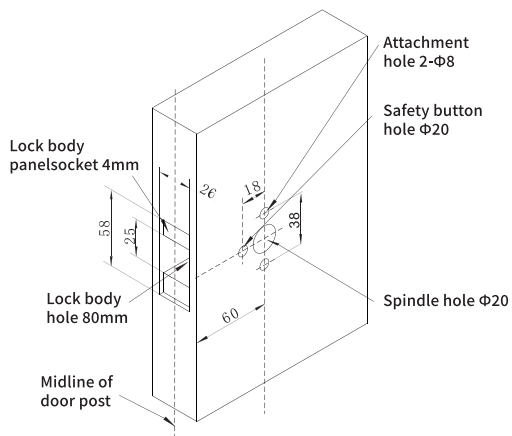
Ver:B1.0

## 1 Adjust the lock body



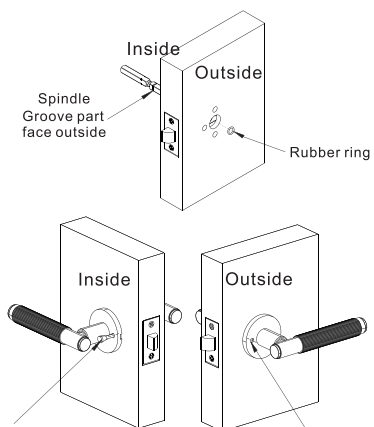
Point the threaded hole side of the safety button of the lock body towards the indoor side. If the direction is incorrect, pull the bolt outward as shown in the diagram, and then rotate it 180°.

## 2 Chisel and drill the keyhole



1. Mark the positions of attachment screws hole, of spindle hole, and of cylinder hole.
2. Drill the holes in sizes marked (see picture), and keep them perpendicular to the door surface.
3. Chisel lock body hole on the central door post as requested: 58mmx25mmx80mm (LxWxH);
4. Place the latch bolt into the latch bolt hole, press it to the bottom, draw the line, and chisel a socket for lock body panel.
5. Position and chisel the sockets for strike box and strike plate

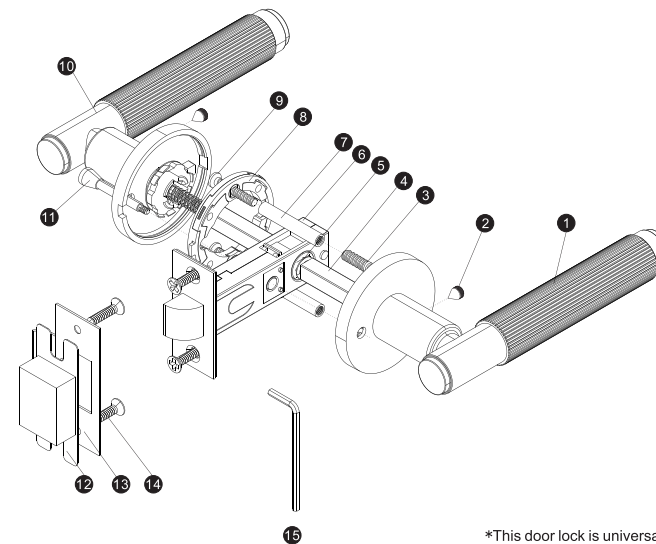
## 3 Installation instruction



1. Push the lock body into the lock body hole and fix the lock body with self tapping screws;
2. Remove the rubber ring from the spindle, with the slotted end facing outside the door, and pass through the lock body from the inside of the door;
3. Insert the rubber ring into the slotted end of the spindle and clip it onto the slot.
4. Align the Spindle holes of the inner and outer handle components with the Spindle and tighten the connecting screws.
5. The handle rotates flexibly and presses the safety button smoothly, indicating correct installation.
6. Drill installation holes for the strike box and strike plate on the doorframe, and install the strike box and strike plate.

**Safety button**  
Press this safety button to lock.  
Can't open by handle outside room.  
Pull safety button or press the handle inside room to unlock.

**Emergency unlock hole outside room**  
Insert a tooth stick for emergency unlock.



### Product parts details

- 1 Right handle component \*1
- 2 Hexagon inner screw \*2
- 3 Connecting screw \*2
- 4 Spindle \*1
- 5 Rubber ring \*1
- 6 Lock body \*1
- 7 Connecting nut \*2
- 8 Rosette lining \*1
- 9 Connecting screw M4 \*2
- 10 Left handle component \*1
- 11 Safety button \*1
- 12 Strike box \*1
- 13 Strike plate \*1
- 14 Tapping screw \*4
- 15 Hexagon screw spanner \*1

\*This door lock is universal on both sides. Determine the installation position of ① and ⑩ according to the actual direction of the door.

\*This figure is only for illustration, please refer to the real product.

### NOTE

1. Don't install lock on the door before the painting goes dry; don't use adhesive tape to stick the handle.
2. After installation, please cover the exposed part of the panel with cloth to avoid scratch during home decoration.
3. When there is dust on the surface of the lock, avoid wiping it with water or cloth with abrasion force.
4. When the handle is hard to open, add lubricating oil to the lock body and the moving parts of the handle.
5. It's better to hold the handle when you close the door, same as when you open the door. It can extend the lock service life.
6. Please don't disassemble the parts if you are not professional.

Backset : 60mm

Door thickness : 35mm~50mm

Execution standards :

QB/T2474-2000

GB21556-2008

