MORTISE LOCK
INSTALLATION INSTRUCTIONS

MUSEO DESIGNER TRIM

FM 601 (617418015)
Rev. C (04/13)
TABLE OF CONTENTS:

DOOR PREPARATION .................................................................................................................. 1

LOCK HANDELING .................................................................................................................... 2

FULL WORKING TRIM
- SECTIONAL ........................................................................................................................... 3
- R & L ESCUTCHEON ................................................................................................................ 6

HALF WORKING TRIM
- SECTIONAL ........................................................................................................................... 8
- R & L ESCUTCHEON ................................................................................................................ 10

FULL DUMMY TRIM
- SECTIONAL ........................................................................................................................... 12
- R & L ESCUTCHEON ................................................................................................................ 13

HALF DUMMY TRIM
- SECTIONAL ........................................................................................................................... 14
- R & L ESCUTCHEON ................................................................................................................ 15

SECONDARY TRIM ATTACHMENT
- EMERGENCY KEY PLATE ........................................................................................................ 16

LOCK HANDELING IS CRITICAL TO ENSURE LOCK FUNCTIONS PROPERLY
DOOR PREPARATION:

FULL WORKING TRIM:

LOCK-BODY PREP ...................................................... T31046
SECTIONAL  ........................................ NO ADDITIONAL PREP REQUIRED BEYOND T31046
R & L ESCUTCHEON .................................................... T31047

HALF WORKING TRIM:

LOCK-BODY PREP ...................................................... T31162
SECTIONAL  ........................................ NO ADDITIONAL PREP REQUIRED BEYOND T31162
R & L ESCUTCHEON .................................................... T31164

FULL DUMMY TRIM:

SECTIONAL .......................................................... T31163
R & L ESCUTCHEON .................................................... T30651

HALF DUMMY TRIM:

SECTIONAL .......................................................... T31163
R & L ESCUTCHEON .................................................... T30652

ALL WORKING TRIM MUST FIRST BE PREPARED FOR THE LOCK-BODY THEN FOR THE TRIM

ALL TEMPLATES CAN BE FOUND AT WWW.CORBINRUSSWIN.COM
Mortise Lock Handling Instructions

Step 1) Move the Red locking screw to side of lock-body being locked (Fig. 1)

Step 2) Push in latch then depress catch plate with screw driver (Fig. 1)

Step 3) Pull latch out of lock-body and turn latch over (Fig. 2)

Step 4) Push in latch while holding screw driver behind latch tail (Fig. 3)

   Note: Push in latch until catch plate is no longer depressed (Fig. 4)

Step 5) Rotate lock front to match bevel of door as shown (Fig. 5)

WARNING: LOCK-IN CAN OCCUR IF LATCH IS NOT PROPERLY INSTALLED
FULL WORKING TRIM INSTALLATION

SECTIONAL:

Step 1) Install strike with shorter (3/4") mounting screws

Step 2) Insert mortise lock into door and hand tighten longer (1") mounting screws

Step 3) Thread adapter plate hub into lever and fully tighten

Step 4) Align adapter plate hub with square hole in lever; keeping hub as tight as possible

Step 5) Install O/S trim assembly

MAKE SURE LOCK IS UNLOCKED

NOTE: Spindle can be used to help thread hub into lever

Adapter Plate Hub
Step 6) Install I/S adapter plate

Set screw hole in hub faces away from lock edge

Use Correct Spindle Orientation

BAD
GOOD

Step 7) Install I/S spindle and rose

Align studs on rose with bushings in adapter plate

Step 8) Install I/S lever with set screw
Step 9) Install cylinder and secure with set screw

Slightly retract key to help thread cylinder into lock-body.

NOTE: Key and cylinder must be rotated as shown.

Correct Incorrect

AFTER INSTALLING CYLINDER FULLY TIGHTEN LOCK MOUNTING SCREWS

Step 10) Mark turn-piece mounting holes and drill two .110" (BIT #35) holes where marked

Step 11) Mount turn-piece

Step 12) Install scalp
R & L ESCUTCHEON:

Step 1) Install strike with shorter (3/4") mounting screws

Step 2) Insert mortise lock into door and hand tighten longer (1") mounting screws

MAKE SURE LOCK IS UNLOCKED

Step 3) Thread hub into lever and fully tighten

Step 4) Align hub with square hole in lever; keeping hub as tight as possible

NOTE: Repeat step 3 & 4 for I/S Escutcheon

Step 5) Install O/S trim assembly

Use Correct Spindle Orientation

GOOD
BAD
Step 6) Install I/S Escutcheon

Align Turn-Piece Vertically

Step 7) Install Cylinder

Use Correct Spindle Orientation

NOTE: Key and cylinder must be rotated as shown

Correct	Incorrect

After installing cylinder fully tighten lock mounting screws

Step 8) Install Scalp
HALF WORKING TRIM INSTALLATION

SECTIONAL:

Step 1) Install strike with shorter (3/4”) mounting screws

Step 2) Insert mortise lock into door and hand tighten longer (1”) mounting screws

MAKE SURE LOCK IS UNLOCKED

Step 3) Install I/S adapter plate

Step 4) Install spindle and rose

Align studs on rose with bushings in adapter plate

Step 5) Install I/S lever with set screw

Use Correct Spindle Orientation

GOOD  BAD

Lever

NOTE A.
For MUSÉO Lever collections ONLY.
Rotate adapter bushing as needed to insure horizontal lever position and maximum thread engaging lever - adapter bushing.
Step 6) Install cylinder and secure with set screw

Step 7) Mark turn-piece mounting holes and drill two .110” (BIT #35) holes where marked

Step 8) Mount turn-piece

Step 9) Install scalp

NOTE: Key and cylinder must be rotated as shown

Correct  Incorrect

AFTER INSTALLING CYLINDER FULLY TIGHTEN LOCK MOUNTING SCREWS
R & L ESCUTCHEON:

Step 1) Install strike with shorter (3/4") mounting screws

Step 2) Insert mortise lock into door and hand tighten longer (1") mounting screws

MAKE SURE LOCK IS UNLOCKED

Step 3) Thread hub into lever and fully tighten

Step 4) Align hub with square hole in lever; keeping hub as tight as possible

Step 5) Install I/S Escutcheon

Use Correct Spindle Orientation

BAD GOOD

Lever

Align Turn-Piece Vertically
Step 6) Install cylinder and secure with set screw

Slightly retract key to help thread cylinder into lock-body

CYLINDER SET SCREW

NOTE: Key and cylinder must be rotated as shown

Correct  Incorrect

AFTER INSTALLING CYLINDER FULLY TIGHTEN LOCK MOUNTING SCREWS

Step 7) Install scalp

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FULL DUMMY TRIM INSTALLATION

SECTIONAL:

Step 1) Install O/S adapter plate

Step 2) Install I/S adapter plate

Step 3) Install rose onto both adapter plates

Align studs on rose with bushings in adapter plate

Step 4) Install both levers with set screw
R & L ESCUTCHEON:

Step 1) Insert spindle into hub and rotate lever CW until tight

Step 2) Push spindle into lever

NOTE: Repeat step 1 & 2 for I/S Escutcheon

Step 3) Install O/S Escutcheon

Step 4) Install I/S Escutcheon
HALF DUMMY TRIM INSTALLATION

SECTIONAL:

Step 1) Install adapter plate

Plastic bushings in adapter plate go on top

Step 2) Install mounting screws and washers

Step 3) Install rose onto adapter plate

Align studs on rose with bushings in adapter plate

Step 4) Install lever with set screw
R & L ESCUTCHEON:

Step 1) Hold O/S escutcheon on door

Step 2) Install mounting screws and washers

NOTE: Re-hand the lever, if necessary, by pushing spindle out of dummy plate and rotating lever.
SECONDARY TRIM INSTALLATION

EMERGENCY KEY PLATE:

Step 1) Mark emergency key mounting holes and drill two .110" (BIT #35) holes where marked

Step 2) Mount emergency key plate

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