

#3 Lock Bar Assembly Instructions

IMPORTANT:

If your door is already attached to an automatic garage door opener and/or operational, be sure to disengage the opener and place a C-clamp in the track just above one of the rollers before beginning work. This will keep the door from moving while you are working on the lock. If your door is going to be equipped with an automatic garage door opener, make sure that the door is always unlocked when the operator is being used. This will avoid damage to the door.

Contents:

Steps 1–5 for Insulated Steel Sandwich Doors	p. 1
Steps 1–5 for Single Skin Steel Doors	p. 2
Steps 1–5 for Wood Doors	p. 3
Steps 6–8 for All Doors	p. 4
Lock Bar Extension Assembly Instructions	p. 4

NOTE: Steps L1 through L5 should be performed while section #2 is on the sawhorses. Steps L6 through L8 are to be completed after the door and track have been installed.

1-3/8" and 2" Thick Insulated Double Skin Steel Sandwich Doors

PARTS LIST – Double Skin Steel Sandwich Doors – Fig. A-1		
No.	Qty.	Description
1	1	Outside T-Handle
2	4	#10 x 1" Countersunk Slotted Screw
3	1	Outside Escutcheon Plate
4	4	Green J-Clip
5	1	Lock Cylinder
6	1	Collar
7	1	Back-Up Plate
8	1	Spacer Tube
9	1	Cylinder Back Plate
10	1	Inside Escutcheon Plate
11	2	Cylinder Screw
12	1	Roll Pin
13	1	Lock Bar Assembly
14	1	Inside T-Handle
15	1	Night Latch
16	4	#10 x 1-1/2" Sheet Metal Screw
17	1	Lock Bar Spring

Step L1-A: Remove the foam from the predrilled lock holes with a 5/32" diameter drill bit.

If lock holes are not already present in your door, you must drill them manually according to the template given in Fig. D. The lock must be aligned horizontally with the column of hinges nearest to the center of the door. When the sections are stacked, the 3/4" diameter hole must be aligned vertically with the rectangular lock slots in the vertical track. To do this, measure the distance from the bottom of the vertical track to the bottommost lock slot. Subtract from this distance the height of the bottom door section. This will give you the distance from the bottom of the lock section to the drilling location of the 3/4" hole.

NOTE: All holes must be drilled from the outside through the door with a sharp hole saw to ensure a clean cut. Use care to prevent damaging the door.

Step L2-A: Attach the four green J-clips (4) as shown with two on each side of the door. Attach the outside escutcheon plate (3) to

the door by inserting two #10 x 1" countersunk slotted screws (2) through the escutcheon plate into the two outside J-clips.

Step L3-A: Insert the spacer tube (8) into the predrilled hole by slightly squeezing the ring. (Use the 2" spacer tube for 2" thick doors, and the 1-3/8" spacer tube for 1-3/8" thick doors.) Position the back-up plate (7) for attachment of the lock cylinder (5) and collar (6) with the cylinder back plate (9) and screws (11) as shown.

NOTE for 1-3/8" thick doors: To function correctly the tail of the lock cylinder (5) must be trimmed at the line located about 1/2" from the end.

Step L4-A: Attach the inside escutcheon plate (10) to the inside of the door using two #10 x 1" screws (2) inserted through the back-up plate (7) and inside J-clips.

Step L5-A: Insert the outside T-handle (1) through the door, placing the lock bar assembly (13) over the square spindle of the T-handle from the inside. Slide the inside T-handle (14) over the spindle and insert the roll pin (12) through a hole in the spindle.

Return to Step 9 in the MANUAL and finish installing the door and track before proceeding to Step L6 on page 4 of this supplement.

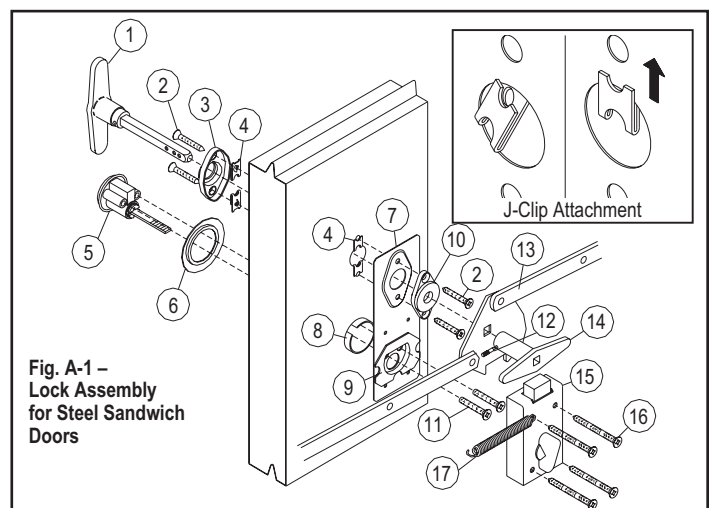


Fig. A-1 – Lock Assembly for Steel Sandwich Doors

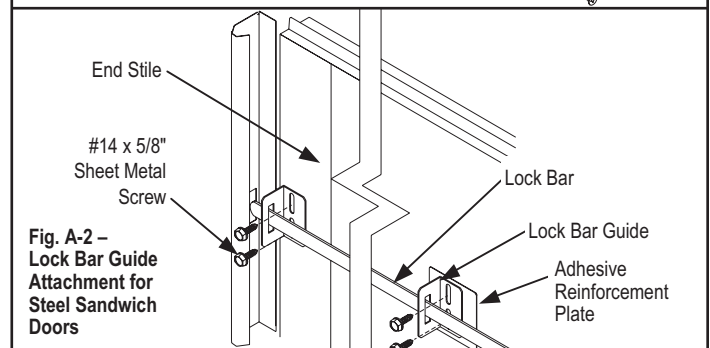


Fig. A-2 – Lock Bar Guide Attachment for Steel Sandwich Doors

FR Français

La version française de ce supplément peut être accédée en ligne à l'adresse suivante : <http://www.clopaydoor.com/installation-manuals.aspx>

ES Español

Se puede acceder a la versión en español del presente suplemento en la siguiente dirección: <http://www.clopaydoor.com/installation-manuals.aspx>

2" Thick Insulated and Uninsulated Single Skin Steel Doors

PARTS LIST – Single Skin Steel Doors – Fig. B-2		
No.	Qty.	Description
1	1	Outside T-Handle
2	4	#10 x 1" Countersunk Slotted Screw
3	1	Outside Escutcheon Plate
4	2	Green J-Clip
5	1	Lock Cylinder
6	1	Collar
7	1	Spacer Tube
8	1	Inside Escutcheon Plate
9	1	Flat Washer
10	1	Cylinder Back Plate
11	1	Lock Bar Assembly
12	1	Roll Pin
13	1	Inside T-Handle
14	1	Night Latch
15	2	Cylinder Screw
16	4	#10 x 1-1/2" Sheet Metal Screw
17	1	Lock Bar Spring

Step L1-B: Locate the lock stile. This stile either has prepunched lock holes or numbered knockout tabs. If knockout tabs are present, use a flat head screwdriver and a hammer to strike the appropriate tabs for the lock included with your door (Fig. B-1).

NOTE: Be sure to support the section from underneath prior to removing knockouts.

If lock holes are not already present, you must drill them manually according to the template given in Fig. D. The lock must be on the stile nearest to the center of the door. When the sections are stacked, the 3/4" diameter hole must be aligned vertically with the rectangular lock slots in the vertical track. To do this, measure the distance from the bottom of the vertical track to the bottommost lock slot. Subtract from this distance the height of the bottom door section. This will give you the distance from the bottom of the lock section to the drilling location of the 3/4" hole.

NOTE: All holes must be drilled from the outside through the door with a sharp hole saw to ensure a clean cut. Use care to prevent damaging the door.

Step L2-B: Attach the two green J-clips (4) as shown to the front skin of the door. Attach the outside escutcheon plate (3) to the door by inserting two #10 x 1" countersunk slotted screws (2) through the plate into the two J-clips.

Step L3-B: Insert the spacer tube (7) into the predrilled hole by slightly squeezing the ring. Position the cylinder back plate (10) for attachment of the lock cylinder (5) and collar (6) with the screws (15) as shown.

Step L4-B: Attach the inside escutcheon plate (8) to the inside of the door using two #10 x 1" screws (2) inserted directly into the lock stile.

Step L5-B: Insert the outside T-handle (1) through the door, placing the washer (9) and lock bar assembly (11) over the square spindle of the T-handle from the inside. Slide the inside T-handle (13) over the spindle and insert the roll pin (12) through the hole in the spindle.

Return to Step 9 in the MANUAL and finish installing the door and track before proceeding to Step L6 on page 4 of this supplement.

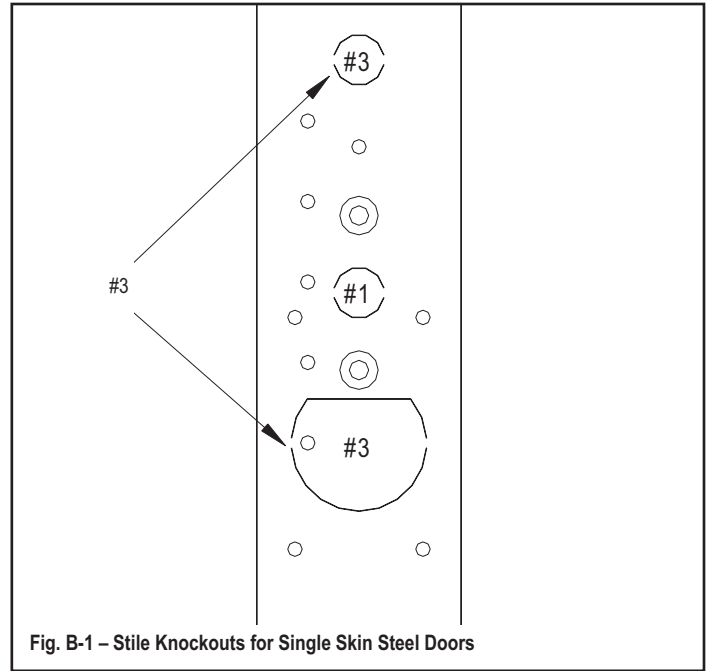


Fig. B-1 – Stile Knockouts for Single Skin Steel Doors

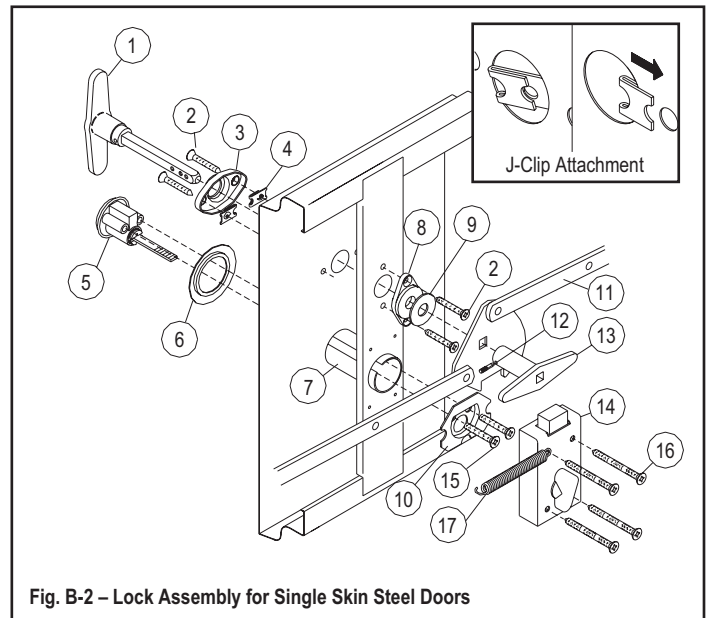


Fig. B-2 – Lock Assembly for Single Skin Steel Doors

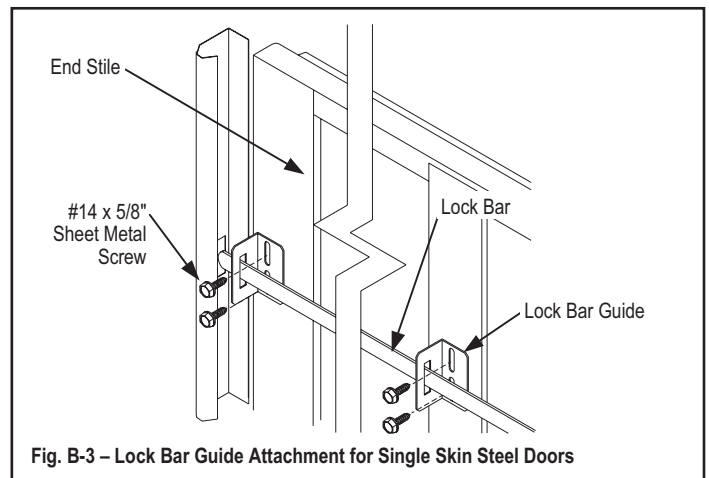


Fig. B-3 – Lock Bar Guide Attachment for Single Skin Steel Doors

Wood Doors

PARTS LIST – Wood Doors – Fig. C-1		
No.	Qty.	Description
1	1	Outside T-Handle
2	4	#10 x 1" Countersunk Slotted Screw
3	1	Outside Escutcheon Plate
4	1	Lock Cylinder
5	1	Collar
6	1	Inside Escutcheon Plate
7	1	Flat Washer
8	1	Cylinder Back Plate
9	1	Lock Bar Assembly
10	1	Roll Pin
11	1	Inside T-Handle
12	1	Night Latch
13	2	Cylinder Screw
14	4	#10 x 1-1/2" Screw
15	1	Lock Bar Spring

Step L1-C: If lock holes are not already present in your door, you must drill them manually according to the template given in Fig. D. The lock must be aligned horizontally with the column of hinges nearest to the center of the door. When the sections are stacked, the 3/4" diameter hole must be aligned vertically with the rectangular lock slots in the vertical track. To do this, measure the distance from the bottom of the vertical track to the bottommost lock slot. Subtract from this distance the height of the bottom door section. This will give you the distance from the bottom of the lock section to the drilling location of the 3/4" hole.

NOTE: All holes must be drilled from the outside through the door with a sharp hole saw to ensure a clean cut. Use care to prevent damaging the door.

Step L2-C: Center the outside escutcheon plate (3) over the outside of the 3/4" inch hole. Drill pilot holes and attach with two #10 x 1" countersunk slotted screws (2).

Step L3-C: Position the cylinder back plate (8) for attachment of the lock cylinder (4) and collar (5) with the screws (11) as shown.

Step L4-C: Center the inside escutcheon plate (6) over the inside of the 3/4" hole. The inside and outside escutcheon plates should be turned 90° to each other so the screw holes DO NOT line up. Drill pilot holes and attach with two #10 x 1" countersunk slotted screws (2).

Step L5-C: Insert the outside T-handle (1) through the door, placing the washer (7) and lock bar assembly (9) over the square spindle of the T-handle from the inside. Slide the inside T-handle (11) over the spindle and insert the roll pin (10) through the hole in the spindle.

Return to Step 9 in the MANUAL and finish installing the door and track before proceeding to Step L6 on page 4 of this supplement.

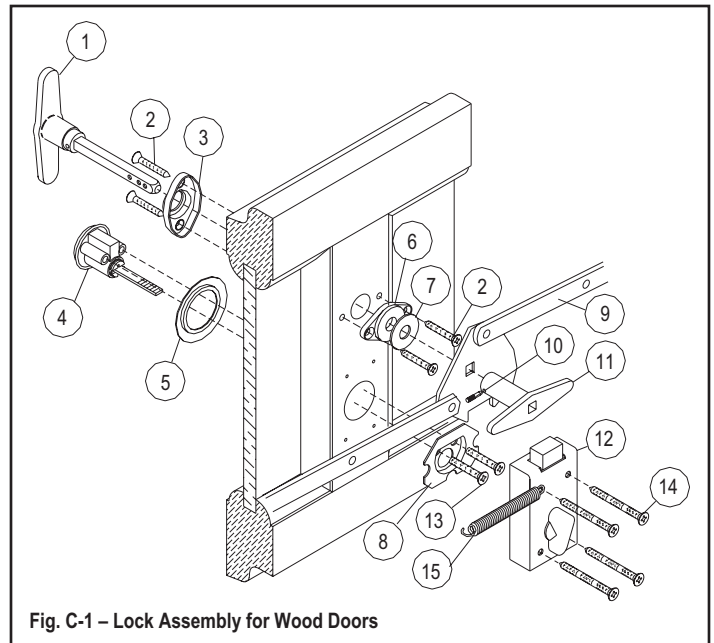


Fig. C-1 – Lock Assembly for Wood Doors

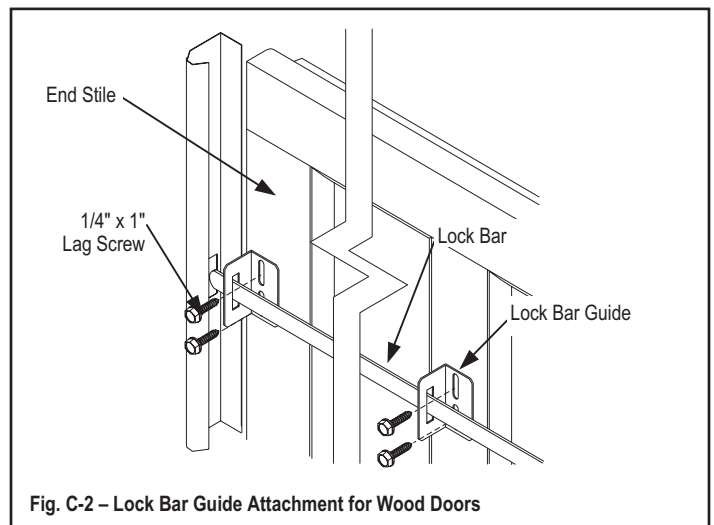


Fig. C-2 – Lock Bar Guide Attachment for Wood Doors

Attaching Lock Bar Guides & Night Latch

Step L6: Slide an equal number of lock bar guides onto each lock bar and line up each bar with the slot in the vertical track. Attach one lock bar guide to each end stile using #14 x 5/8" sheet metal screws (use 1/4" x 1" lag screws for wood doors).

NOTE: It may be necessary to knock out the slug in the vertical track to open the slot for lock engagement. Remove slug by striking with a hammer from the outside of the track.

Step L7A – Double Skin Steel Sandwich Doors: If your door is over 10 feet wide, space two lock bar guides in the middle of each lock bar. Remove the backing of the foam tape on the reinforcement plate and firmly press the plate into position (the door should be clean and dry when applying the foam tape). Drill 5/32" diameter holes into the back of the door, using the holes in the reinforcement plates as templates. These holes should just pierce the inside skin of the door. Attach each remaining lock bar guide as shown with two #14 x 5/8" sheet metal screws.

Step L7B – Single Skin Steel and Wood Doors: If your door is over 10 feet wide, space the other two lock bar guides equally over the other center stiles and attach each lock bar guide with two #14 x 5/8" sheet metal screws (use 1/4" x 1" lag screws for wood doors).

NOTE: Some wider doors require the attachment of lock bar extensions in order for the lock bar to engage the track. If your door was supplied with lock bar extensions, refer to the assembly instructions at the bottom of this page.

Step L8: Place the night latch directly over the shaft and mark the position of the screw holes. Drill pilot holes and attach the night latch with four #10 x 1-1/2" screws. Put the upper left hand screw through the loop of the lock bar spring. Hook the spring into the hole in the left lock bar. (This is done with door in the unlocked position.)

NOTE: Key Blanks are available. Call the toll-free Consumer Services number located on the front of the MANUAL.

Return to step 13 in the MANUAL and complete installation of the door.

Attaching Lock Bar Extensions (If Required)

Depending on the width of your door, it may be necessary to use lock bar extensions in order for the lock bar to engage the track. If your door was supplied with lock bar extensions, you must assemble the lock bars as shown. Use two 1/4"-20 x 5/8" hex head bolts and two 1/4" reverse locking nuts to attach the lock bars to the disc. (The reverse locking nuts can be identified by a small square indentation on one of the flats of the nut.) Attach the lock bar extensions using 1/4"-20 x 5/8" hex head bolts and 1/4" flange nuts. The bolts are to be installed from the back of the lock bars so the head of the bolt is closest to the inside surface of the garage door.

PARTS LIST – Lock Bar Extensions – Fig. E

No.	Qty.	Description
1	1	#3 Lock Bar Disc
2	2	1/4"-20 x 5/8" Hex Head Bolt
3	2	1/4"-20 Reverse Locking Nut
4	Varies	1/4"-20 x 5/8" Hex Head Bolt
5	Varies	1/4" Flange Nut

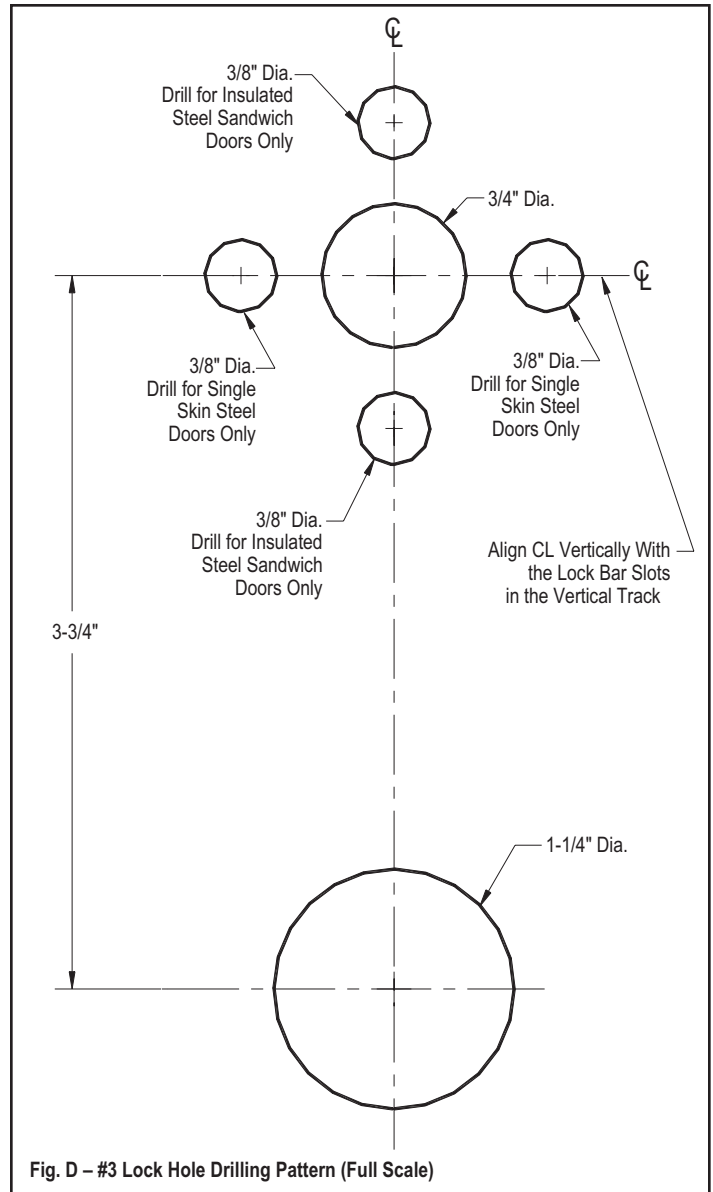


Fig. D – #3 Lock Hole Drilling Pattern (Full Scale)

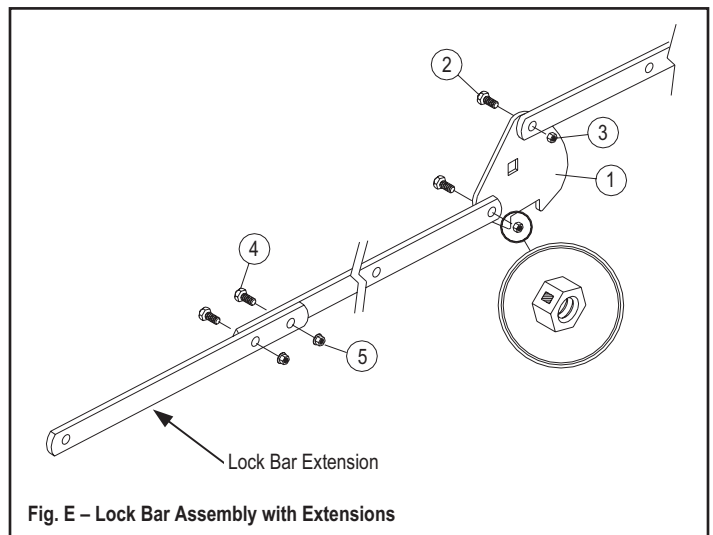


Fig. E – Lock Bar Assembly with Extensions