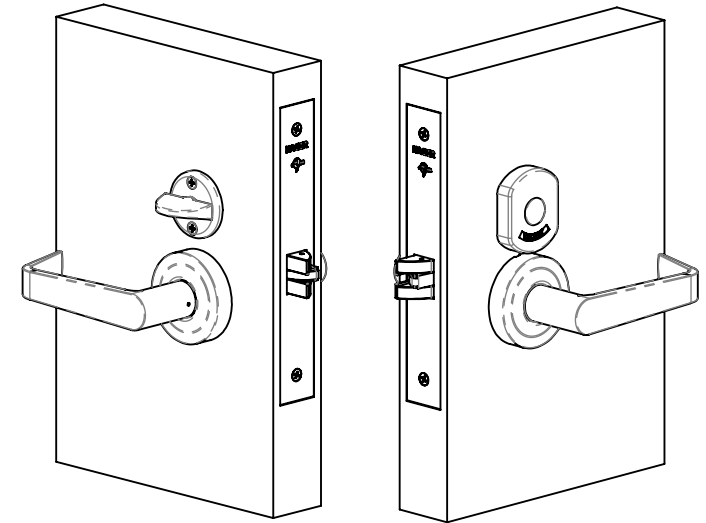
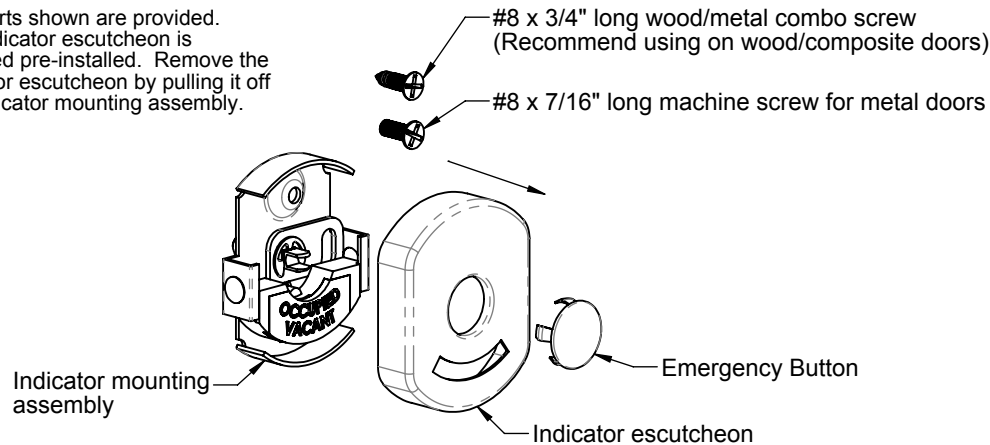


3896 SUPPLEMENTAL INSTRUCTIONS PRIVACY WITH INDICATOR FUNCTION FOR SECTIONAL MORTISE LOCK

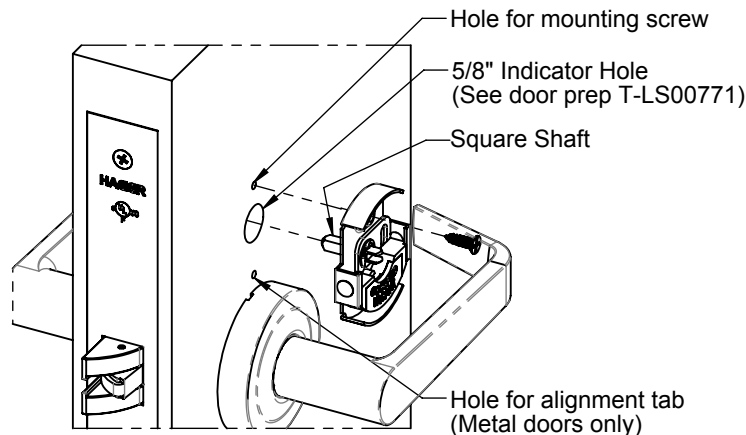
STEP 1

- a. The parts shown are provided.
- b. The indicator escutcheon is provided pre-installed. Remove the indicator escutcheon by pulling it off the indicator mounting assembly.



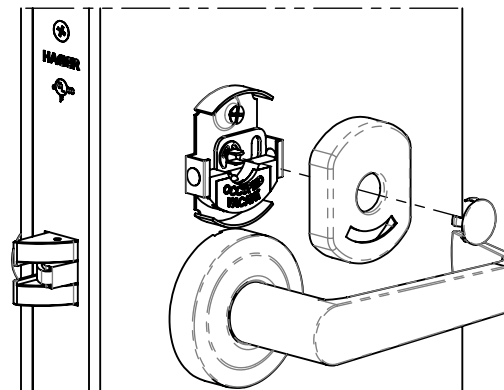
STEP 2

- a. Install indicator mounting assembly through 5/8" hole. Be sure square shaft is properly engaged with lock body by turning thumb turn on inside of door. The indicator should move from one state to the other (i.e. "Vacant" to "Occupied").
- b. Align indicator mounting assembly so it is straight vertically and horizontally.
- c. Mark screw location on door and prepare hole by using indicator mounting assembly or dimensions shown on page 2.
 - i. Wood door: Pre-drill 1/8" hole.
 - ii. Metal: Drill/tap for #8-32 machine screw.
- d. For metal doors only, mark location for alignment tab and prepare hole by using indicator mounting assembly or dimensions shown on page 2.
- e. Install indicator mounting assembly and secure with provided screw.



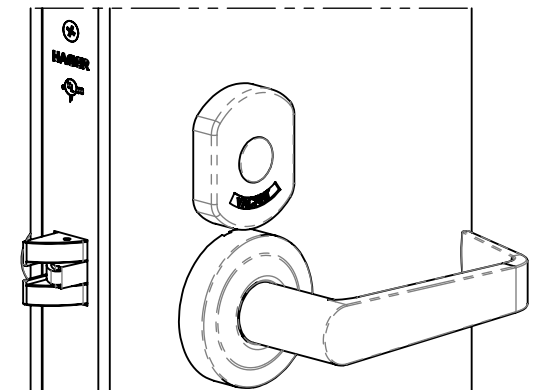
STEP 3

- a. Press on indicator escutcheon over the indicator mounting assembly.
- b. Press emergency button into hole on indicator escutcheon.



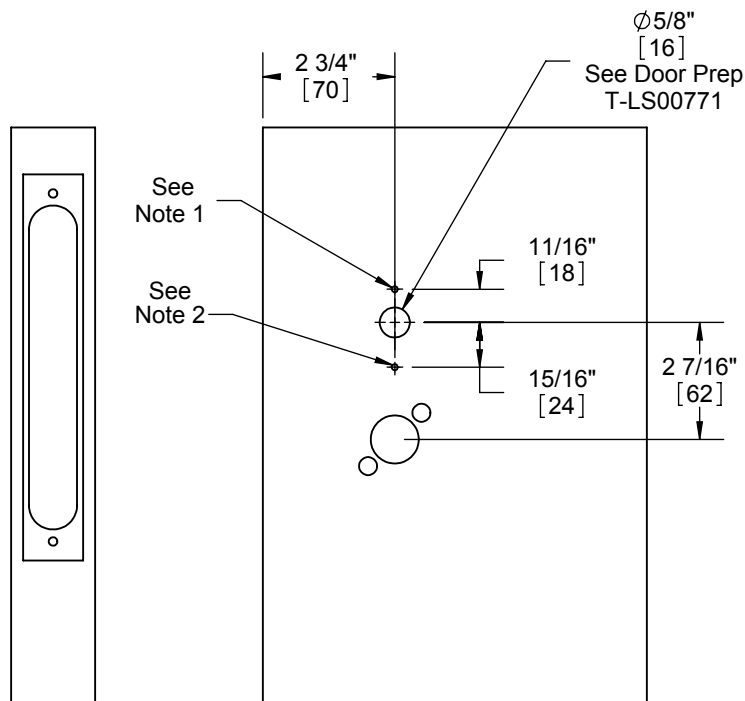
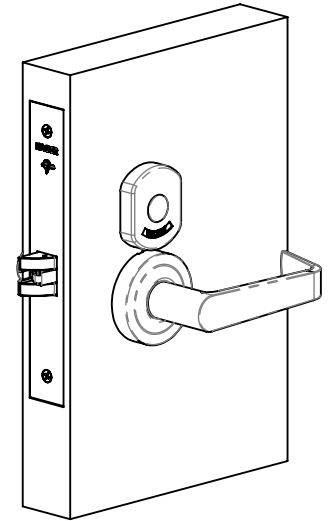
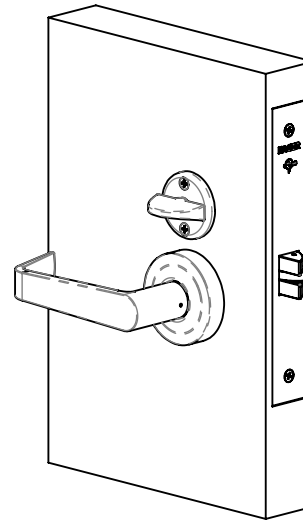
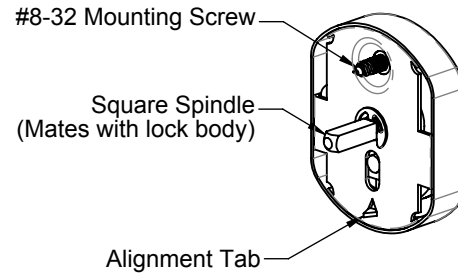
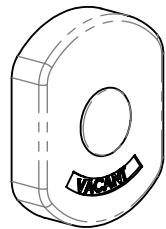
STEP 4

- a. Rotate thumbturn on inside of door to verify indicator changes state (Vacant/Occupied).
- b. If indicator is not showing the correct state, remove indicator, rotate thumbturn, then reinstall indicator.

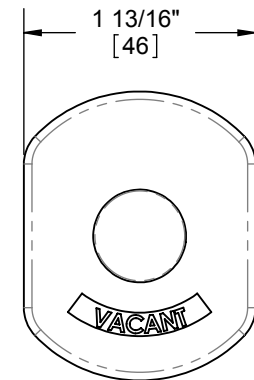
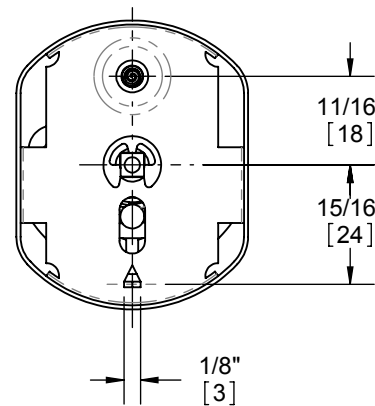


3896 SUPPLEMENTAL INSTRUCTIONS

PRIVACY WITH INDICATOR FUNCTION FOR SECTIONAL MORTISE LOCK



See Door Prep T-LS00771
for all hole and mortise details



NOTES:

1. Wood door: Pre-drill 1/8" hole x 1/2" deep.
Metal door: Drill/tap for #8-32 machine screw.
2. Wood door: Do not prepare a hole.
(Tab will be pressed into wood during installation).
Metal door: Drill an 1/8" hole x 1/4" deep.