Faceplate and Latch Assembly Instructions

NOTE: Must attach faceplate to latch (as shown here) prior to installing latch in door.

(Please see below for instructions regarding privacy latch.)

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Figure #1

Installation of Privacy Latch (Privacy Latch Only)

Hold latch with writing on label facing upwards. The side of latch that is inside of the room must be towards you. Push in the privacy locking block. Slide the oval plastic stopper over the outside privacy block. Fasten with the small machine screw.

*NOTE Thread privacy pin into latch after trim is applied.

Washer will fit on either side, but MUST be installed on OUTER side.