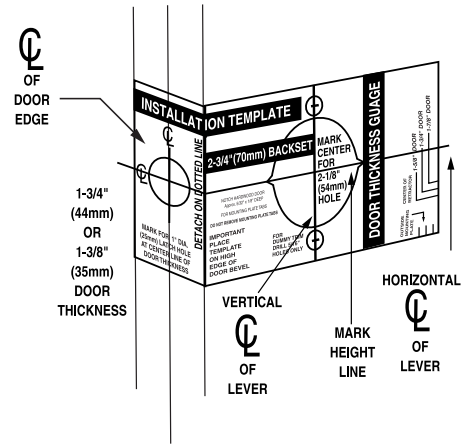
Brookline Industries
1624 South Clinton Street
Chicago, IL 60616 USA
http://brooklineind.com

C300 SERIES Grade 1 Cylindrical Key in Lever Installation Instructions I-C300-2013-01

DOOR PREPARATION

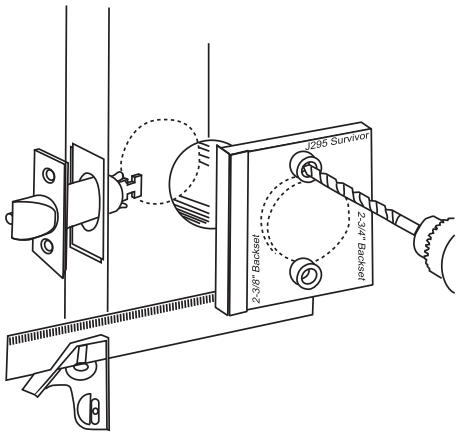
Figure 1



DOOR PREPARATION

1. Fold and apply template to high edge of door at desired height from floor. 2. Mark hole centers on door and door edge.
3. Drill 5/16" (8mm) thru-bolt holes first, then drill 2-1/8" (54mm) hole.

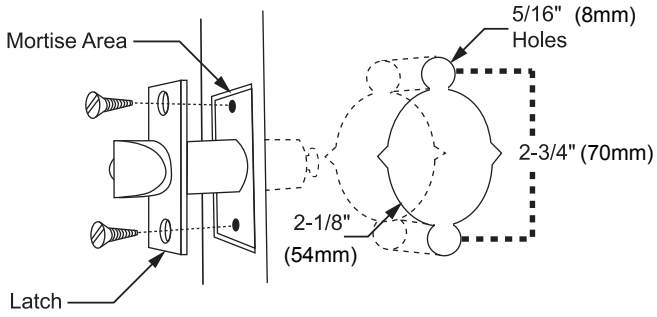
Figure 2



HOLLOW METAL DOORS

1. Must have horizontal and vertical lock and latch support provided by door manufacturer.
2. If 2-1/8" (54mm) hole exists, use optional an Installation Jig to ensure accurate drilling of 5/16" (8mm) thru-bolt holes.

Figure 3

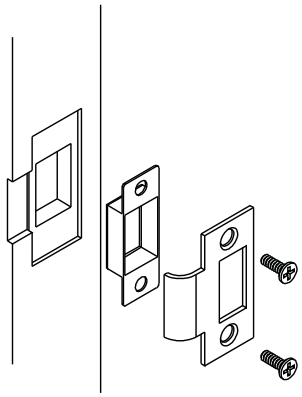


INSTALL LATCH

1. Drill 1" diameter hole for latch. Mortise for latch front. Insert latch and fasten with two screws.

NOTE: It is important that both 1" (25.4mm) and 2-1/8" (54mm) holes be on the same horizontal center line.

Figure 4



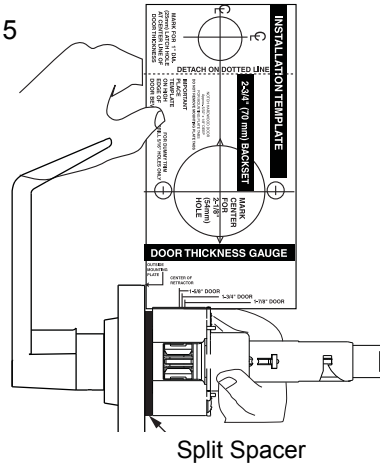
INSTALL STRIKE

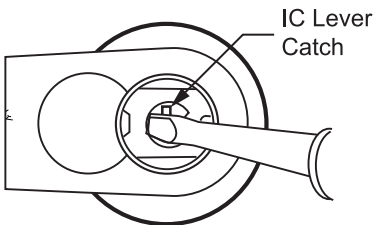
1. Align strike with latch.
2. Trace strike outline on door jamb.
3. Mortise jamb and install strike and dust box.

DOOR THICKNESS ADJUSTMENT

1. **Locks are factory assembled with a ring for 1-3/4" (44mm) thick door.** Locks can be adjusted for 1-5/8"(44mm) to 1-7/8"(48mm) door thickness.
   To Adjust For Other Door Thickness:
   Remove outside lever.
2. Before installation, use door thickness gauge on template as shown in Fig. 5, to check lock chassis position. Center of latch retractor should align with mark on gauge for appropriate door thickness.
   If chassis is not on center, screw chassis in or out to align with mark. **Check that lever engages lever catch before installation. If adjusting for doors less than 1-3/4"(44mm) thickness, the split spacer must be removed.**
3. Reinstall outside lever.

Figure 5





How To Remove IC Lever (Fig. 6):

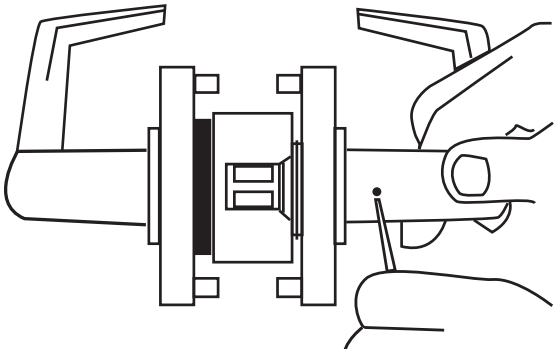
1. With IC core removed, use screwdriver inside lever to depress lever latch.
2. Pull off lever.

INSTALLING THE LOCK

PREPARE LOCK (Fig. 7):

1. Remove inside lever. Depress the lever catch with the wire pin through the small hole in the rose/lever and pull lever off the tube.
2. Depress lever catch again and remove the inside rose assembly.

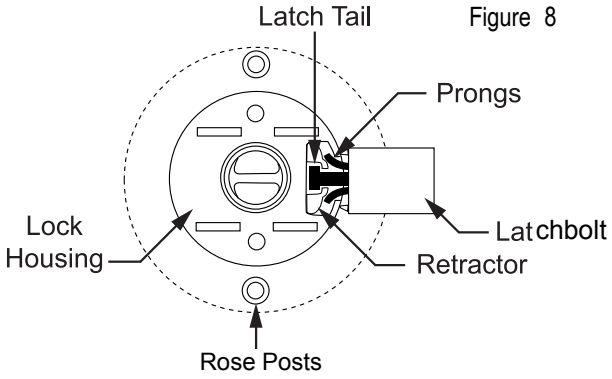
Figure 7



INSTALL LOCK (Fig. 8):

1. Push lock through 2-1/8" (54mm) hole from the outside so that retractor engages latch tail.
2. Prongs must engage inside lock housing.
3. Align outside rose so rose posts enter thru-bolt holes in door.
4. Check from inside of door to see if latch is properly engaged.

Figure 8



INSTALL LEVER:

1. Press lever on lock tube, slightly wiggle and push until lever engages lever catch and connector prongs.
2. Test lever to be sure it is on securely.

INSTALL INSIDE TRIM:

1. Replace inside rose assembly and fasten to outside rose with the two long thru-bolts.
2. Press rose cover over inside rose. Notch in cover must align with either notch on inside rose.

CHANGE/REPLACE IC CORE CYLINDER

IC CORE CYLINDER: *Removal (all functions)*

1. Insert control key and turn clockwise, then pull on key to remove core.

Installation of Core for Functions 351, 353, 355, 360 (Outside) 380, 382

1. Insert control key in core and turn clockwise.
2. Insert tailpiece P-ICT1 in core.
3. With control key in core, insert core fully into lock.
4. Turn key counter-clockwise and remove key.

360 (Inside) 370, 372, 373, 377

1. Insert screwdriver into key cam slot in tube and turn fully clockwise.
2. Insert control key in core and turn clockwise.
3. Insert tailpiece P-ICT2 in core.
4. With control key in core, insert core fully into lock.
5. Turn key counter-clockwise and remove key.

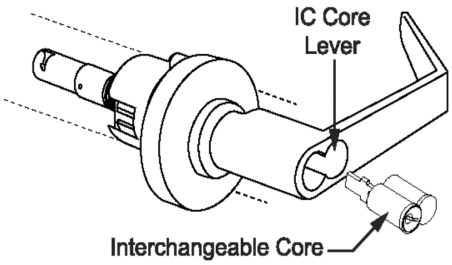
DB Function

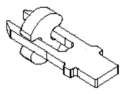
1. Using a screwdriver, place the tip into the key cam slot and turn counter-clockwise as far as possible. When at the maximum counter-clockwise position, turn clockwise 90°. Insert outside IC core cylinder into lever.
2. Test to see that timing is correct for both inside and outside levers.

T Function

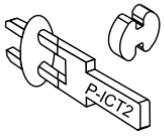
1. Insert screwdriver in key cam slot and turn fully clockwise without retracting latch. Now turn counterclockwise 45°. Remove screwdriver.
2. Insert control key in core and turn clockwise.
3. Insert tailpiece P-ICT2 in core.
4. With control key in core, insert core fully into lock.
5. Turn key counterclockwise and remove key.

Figure 9





Correct orientation of spacer for conversion of 7 pin tailpiece for use with 6 pin ic core.

IC Tailpieces	*IC Keyed Functions*
	C351, 353, 355, 360 (OS) 366, 380, 380EL, 380EU 382
	C360 (IS), 370, 372, 373 377,