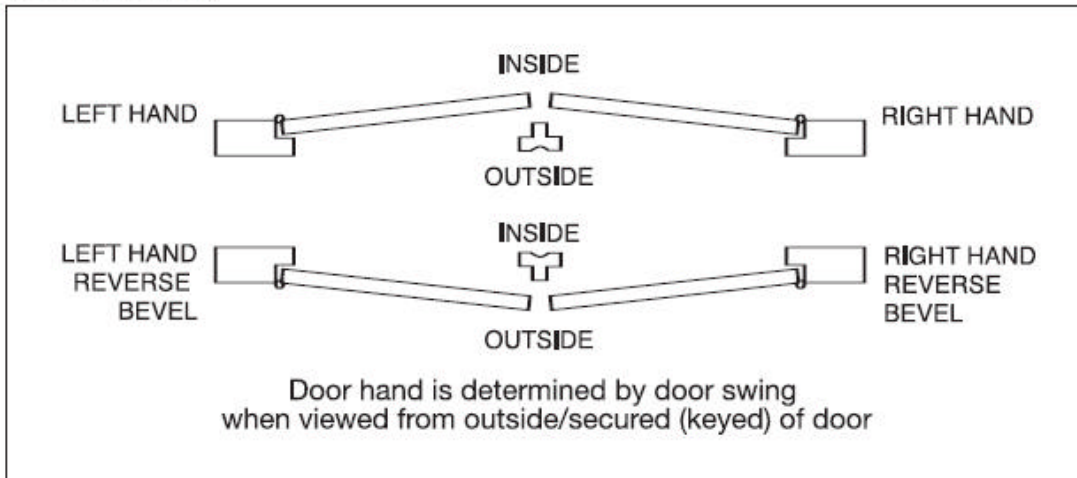


Changing the hand of Sargent Mortise Locks

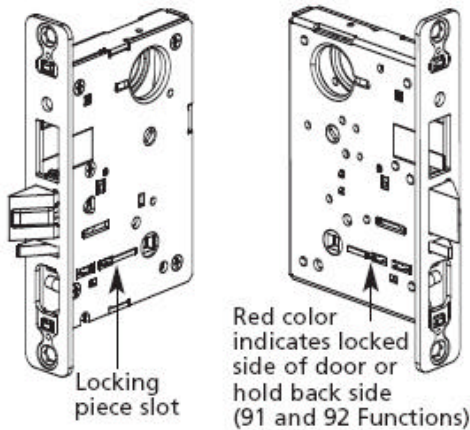
Door Handing



To change hand of locking piece

Note: The following Functions (04, 06, 16, 17 & 31) require that the Green Catch Screw is removed prior to rotating the Locking Slide.

1. Position Lock Body so the Red Surface of the Locking Slide is facing you.
2. With Blade Type Screw Driver, push on the Red surface of the locking Slide so it rotates towards the back of the lock.
3. Continue to Rotate the Locking Slide for a full 180 degrees, so that the Red Surface is visible on the opposite side of the lock.
4. RED indicates locked (outside) side.



To change hand of latch and guardbolt:

1. Insert the blade of a slotted screwdriver (>1/4") into the spade shape slot behind latch.
2. Rotate the screwdriver 90° to push latchbolt out until back of bolt clears lock case front.
3. Rotate latchbolt 180° until the latchbolt drops back into the lockbody.

