

## NW6244

#### STEP 1

- Mark the front and back and side of the gate with a horizontal line at the desired height for the latch centerline.
- On both sides, measure in 3/4" from the side of the gate frame and make vertical marks across the previous horizontal latch centerline marks.
- Using the center of the 2 marks, drill a  $\Phi$  3/4" hole thru each side of the gate frame.

**TAKE CARE THAT THE HOLES ARE STRAIGHT AND LEVEL.**

#### STEP 2

This gate latch is designed to fit many different Gate Sizes. Select your gate thickness from the chart at the bottom of the page to determine spindle tube length and where to trim the Lock Spindle.

If the spindle tube length required is not one of the four pre cut lengths provided, you will need to trim a longer tube down to the proper length. When cutting the tube, make sure the cut is straight and square. Be sure to remove any burrs that result from the cutting process. **The edges and hole must be burr free. The appropriate tube should be just under an inch (0.95") longer than the thickness of the gate**

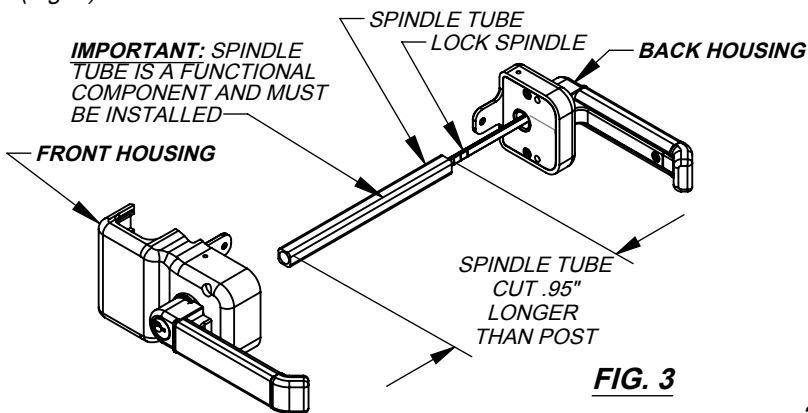
Trim the LOCK SPINDLE (Fig. 2) at the mark determined by the chart at the bottom of the page. **IMPORTANT: AVOID BENDING LOCK SPINDLE DURING TRIMMING PROCESS.**

#### STEP 3

Slide the Spindle Tube over the Lock Spindle and insert completely into the Back Housing, approx 1/2" (Fig. 3)

From the back side of the Gate, slide the Back Housing Assembly thru the  $\Phi$  3/4" hole in the Gate. Assembly must sit flush to the face and side of the Gate. Center assembly with line drawn on side of gate (Fig. 4) and attach back housing using the mounting screws shown in Fig.2.

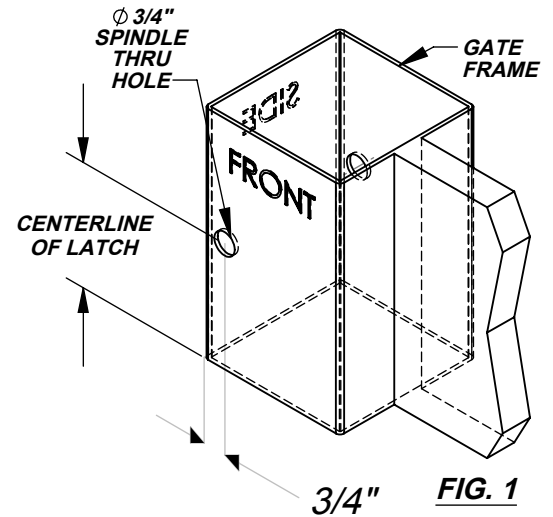
Note: The Spindle Tube should protrude approximately .45" thru the opposite side of the Gate (Fig. 4) but must be less than 1/2". The Lock Spindle should protrude slightly from the Spindle Tube (Fig. 4).



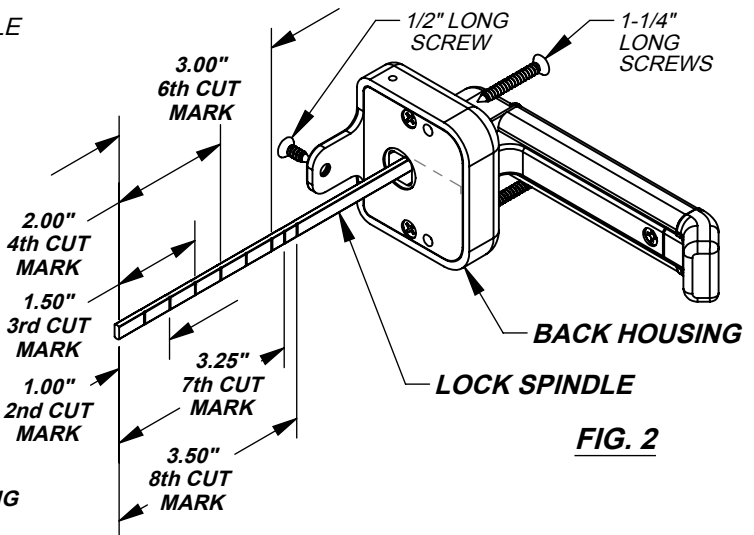
**FIG. 3**

GATE THK.	SPINDLE CUT LENGTH	SPINDLE TUBE LENGTH
1-1/2"	3.50" - 8th CUT MARK	2.45"
1-3/4"	3.25" - 7th CUT MARK	2.70"*
2"	3.00" - 6th CUT MARK	2.95"*
3"	2.00" - 4th CUT MARK	3.95"
3-1/2"	1.50" - 3rd CUT MARK	4.45"
4"	1.00" - 2nd CUT MARK	4.95"*
5"	DO NOT CUT	5.95"*

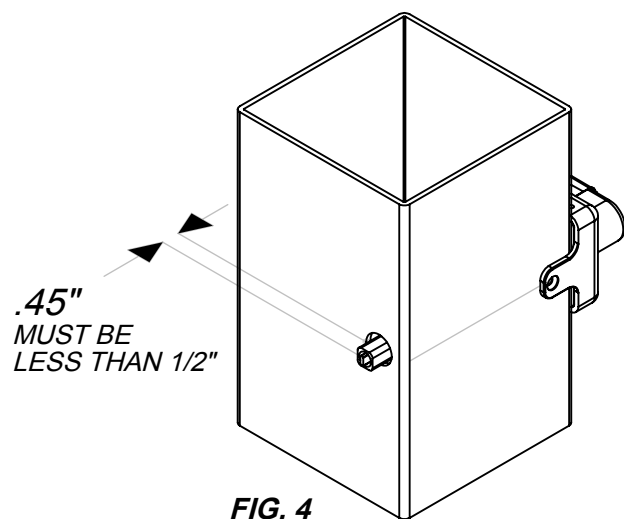
\*SPINDLE TUBE OF THIS LENGTH SUPPLIED IN PACKAGE.



**FIG. 1**



**FIG. 2**



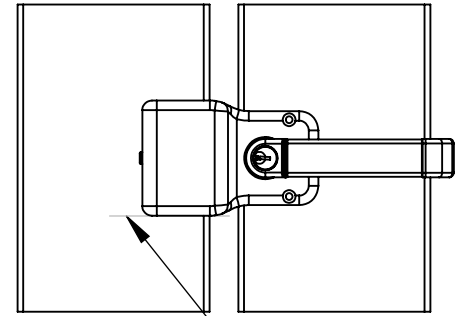
**FIG. 4**

### STEP 4

From the outside of the gate, rotate the lock spindle of the back housing (Fig. 2) **COUNTERCLOCKWISE** until it stops. Make sure the front housing latch is in the **UNLOCKED POSITION**. Align the lock spindle with the slot in the back of the front housing. The protruding portion of the spindle tube should engage into the latch. Mount the front housing to the front of the gate. The latch must sit flush to the front and side of the gate. **NOTE: IF FRONT HOUSING DOES NOT SIT FLUSH WITH GATE FACE, THE SPINDLE TUBE OR LOCK SPINDLE MAY BE TOO LONG. TO DETERMINE WHAT PART NEEDS TO BE ADJUSTED, REMOVE SPINDLE TUBE AND REASSEMBLE. IF THE FRONT HOUSING NOW SITS FLUSH, THE SPINDLE TUBE SHOULD BE SHORTENED SLIGHTLY. IF THE FRONT HOUSING STILL DOES NOT SIT FLUSH THEN THE LOCK SPINDLE SHOULD BE SHORTENED SLIGHTLY. REINSTALL AND CHECK FOR A FLUSH FIT AGAIN.** Center assembly with line drawn on side of gate and mount assembly using two 1-3/4" and two 3/4" screws.

To check for proper operation, insert the key into the front housing lock (neutral position). The key should turn slightly more than 180 deg. in both directions and unlock or lock the latch. Return the key to the neutral position and remove from the front latch, repeat this test on the other side.

**NOTE: Do Not perform test with BOTH keys inserted. If the key does not rotate slightly more than 180 deg. or operate the lock, remove the front housing, turn the lock spindle (Fig. 2) 180 deg. until it stops and re-mount the latch, repeat test. Actuate handle on both sides to verify proper operation.**


**SCRIBE LINE HERE**
**FIG. 5**

### STEP 5

Configure the latch to the handing of the gate, see (Fig. 9a and Fig. 9b). If necessary, flip keeper mounting bracket by sliding keeper out, rotating, and sliding back together (Fig. 6a). The lower cover (Fig. 6b) should be on the bottom of the latch. To change, simply slide out, flip, and slide back into bottom position.

Close gate and scribe a line under the latch (Fig. 5) then open gate.

Position keeper assembly on fence post so the bottom edge is 1/8" above the line and install using four 3/4" mounting screws (Fig. 7)

Position the keeper vertically by aligning the fourth hole from the bottom with the middle hole position. (Fig. 7) Do not install lock screw.

Adjust keeper horizontally so it is centered in the opening on top of the latch (Fig. 8). Slide keeper up enough to uncover the holes and install the 2 horizontal adjustment locking screws.

Install vertical adjustment locking screw in the fourth hole from the bottom and in the middle position. (Fig. 7)

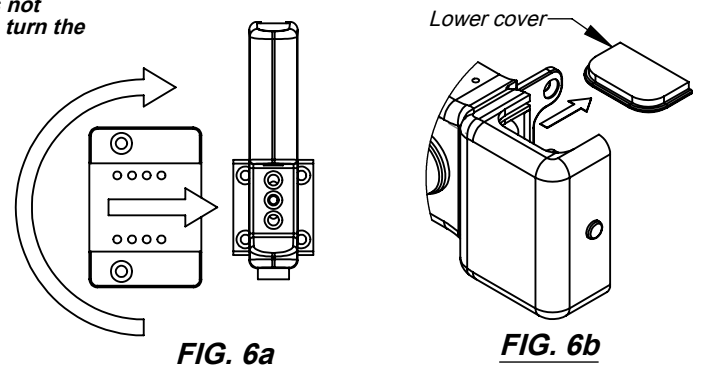
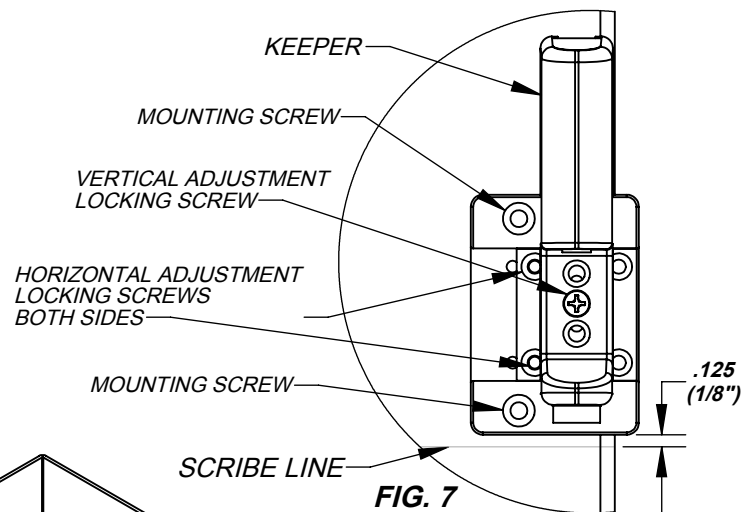
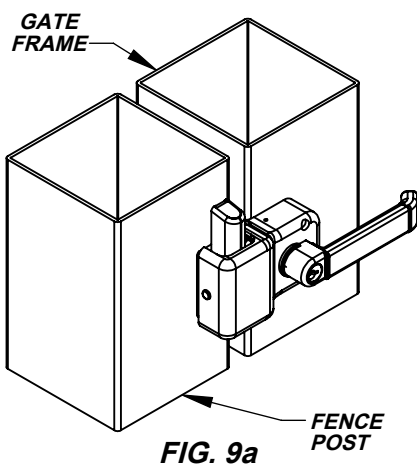
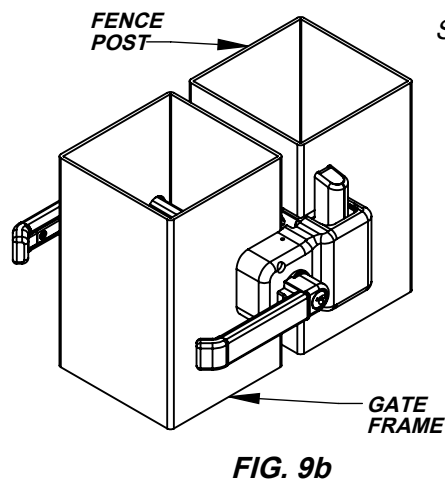
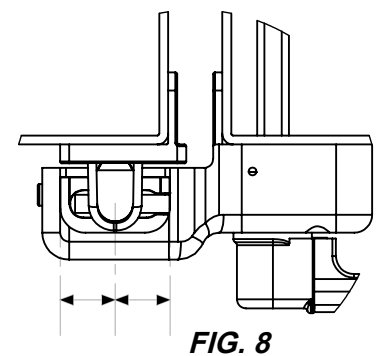
Close gate to ensure the latch is operating as intended. Once closed, the latch should engage. Actuating the handle should dis-engage the latch. If the latch does not engage, The keeper should be adjusted accordingly.

### Adjustment

To adjust the keeper assembly vertically or horizontally, remove associated locking screw(s), slide to required position and reinstall locking screw(s). (Fig. 7)

### Maintenance

Periodically clean with mild detergent


**FIG. 6a**
**FIG. 6b**

**FIG. 7**

**FIG. 9a**

**FIG. 9b**

**FIG. 8**