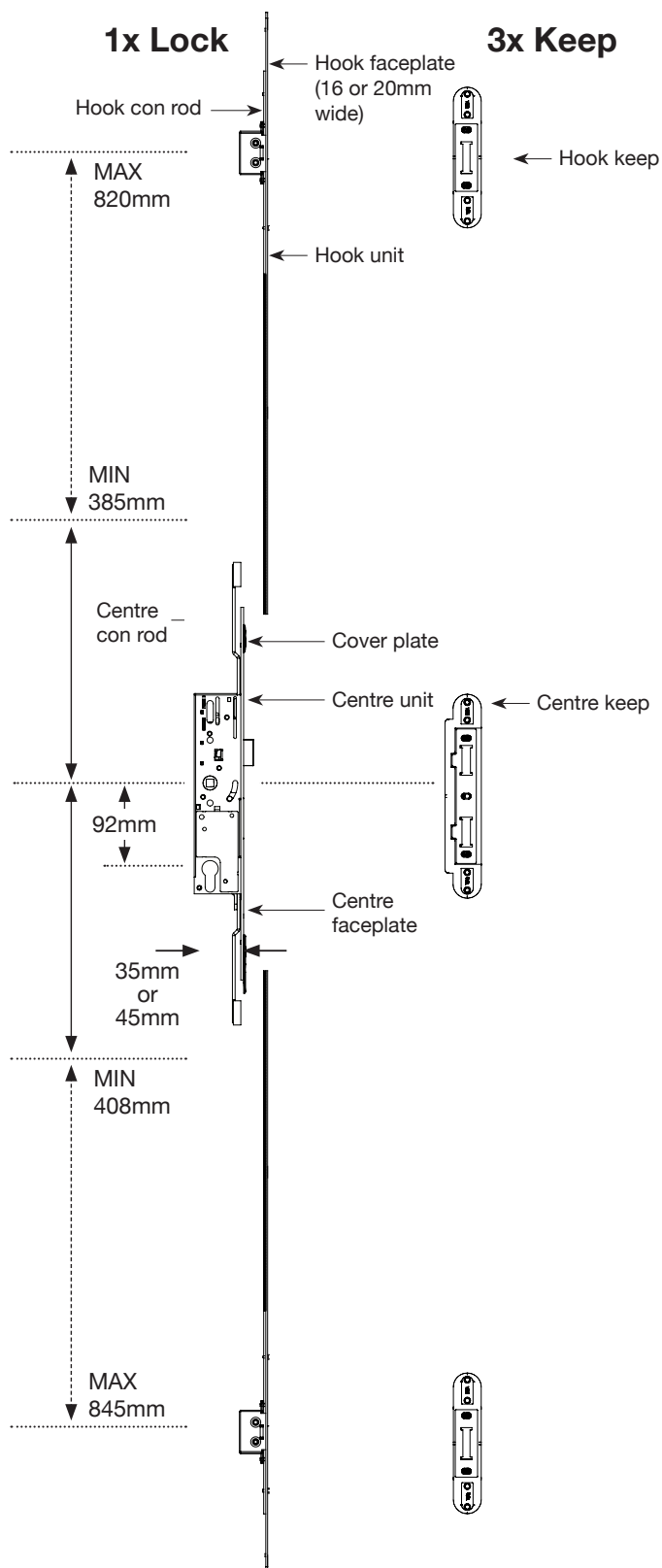




PAS3621: 2011 BS Replacement Door Lock

- Maximum Security replacement multi-point lock with top and bottom hooks for professional use

Pack contents



Fitting Instructions for Timber/Composite model

Before you begin...

Please read these instructions carefully. Following the steps in the right order will make the installation much easier and help make sure the new lock is fitted properly.

Give yourself time...

Please ensure you give yourself plenty of time to install this product correctly and adjust if required.

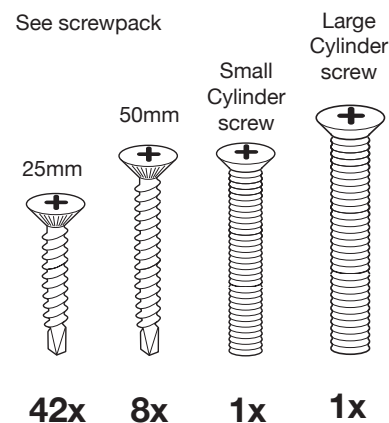
Please Note

If at any point you feel you can not successfully complete the installation you can call our helpline on 01902 364606.

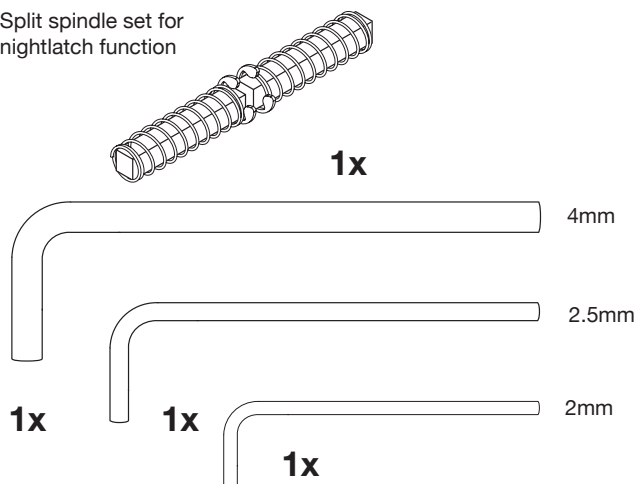
Tools required:

- Tape measure
- Pencil
- Cross-head screwdriver
- Flat blade screwdriver
- Drill and drill bits
- Hacksaw
- Mole Grips or Vice

Fixings included:



Split spindle set for nightlatch function



Is this the right product for you?

This product is only suitable for doors of a certain type. To ensure you have the correct Yale Doormaster™ for the door, please check the product code identified on the box.

YDM-BS-PVCU-35 Lock with rollers, 92mm centres, 16mm faceplate, 35mm backset, & top/bottom hooks or bolts – PVCu doors only.

YDM-BS-PVCU-45 Lock with rollers, 92mm centres, 16mm faceplate, 45mm backset, & top/bottom hooks or bolts – PVCu doors only.

YDM-BS-TMBR-45 Lock with no rollers, 92mm centres, 20mm faceplate, 45mm backset, and top/bottom hooks or bolts – Timber or composite doors only.

YDM-BS-TMBR16-35 Lock with no rollers, 92mm centres, 16mm faceplate, 35mm backset and top/bottom hooks or bolts – Timber or composite doors only

YDM-BS-TMBR16-45 Lock with no rollers, 92mm centres, 16mm faceplate, 45mm backset and top/bottom hooks or bolts – Timber or composite doors only.

Please note:

1. For installation on timber or composite doors, an air gap of at least 3mm is required between the door edge and the frame.

2. If the handles are at different heights you can still fit this product, but you will need to fit a new 92mm centre handle set when fitting this lock.

Please visit www.yale.co.uk for more information about Yale handles.

Nightlatch Function:

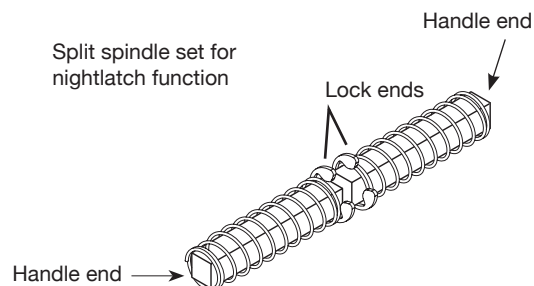
The Yale Doormaster™ lock features an optional 'nightlatch' function for safety, security and convenience.

It means the door can be opened from the inside using just the handle but from the outside by using a key as well as the handle.

This prevents people without keys from entering the building at any time.

To activate the nightlatch function use the split spindle set supplied.

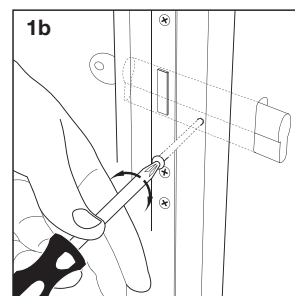
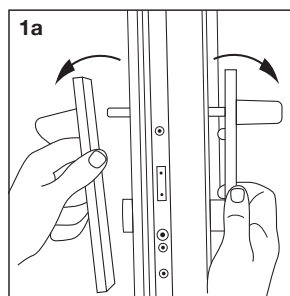
If you have any queries regarding split spindles or handles please call our Yale helpline on 01902 364606.



How to install the PAS3621 Replacement Door Lock

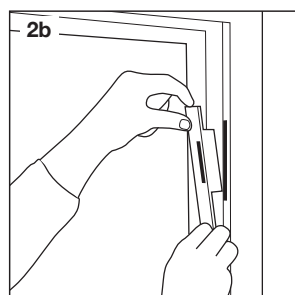
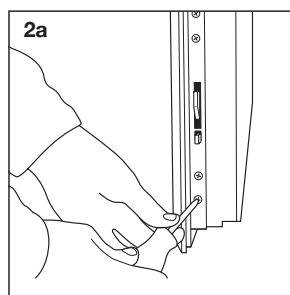
Step 1: Remove the handle and cylinder

- Open the door and secure it in the open position.
- Where possible lift the handles as far as you can so that the lock is in the locked position.
- Undo the screws from the internal handle.
- You should now be able to remove both handles and put them plus the screws aside for refitting later **(1a)**.
- Take out the handle spindle and set this aside.
- Take out the cylinder screw **(1b)** and discard. A new cylinder screw is provided.
- Take out the cylinder.
- Leave the key in the cylinder and put it aside for refitting later.



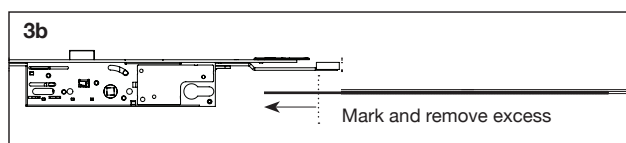
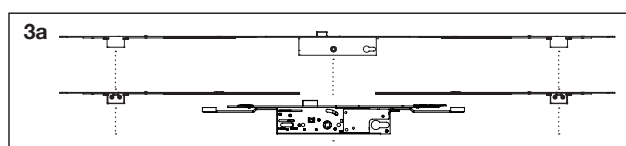
Step 2: Remove the old lock and keeps

- Remove the fixing screws along the metal faceplate on the edge of the door. The best way to do this is to start at the bottom and work upwards but please note that screws either side of any hooks/bolts should not be removed **(2a)**.
- You should now be able to easily take the old lock out of the door. If it does not come out easily, check that all fixing screws have been removed.
- Remove all the screws from the keeps and remove from the frame **(2b)**.
- All these items can be discarded once installation is successfully completed.



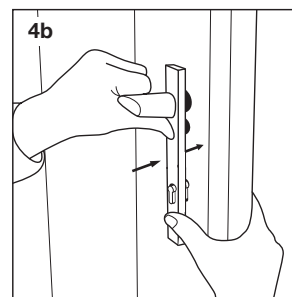
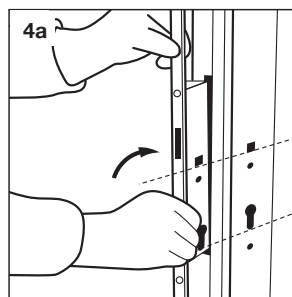
Step 3: Prepare the PAS3621 Door Lock for installation

- Lay the old lock on its side on a flat surface and lay the new centre unit on top, aligning the handle spindle square hole.
- Check which direction the latch faces. If necessary, change the latch on the PAS3621 lock to match the old one by following the instruction label visible on the PAS3621 lock.
- Ensure Doormaster™ hooks are retracted before measuring against old lock & cutting.
- Lay the new top and bottom hook units on top of the old lock and line up the hook units **(3a)**.
- Mark the top and bottom hook units at the inner edge of the connecting blocks, transferring mark to the back of the connecting rods **(3b)**.
- Clamp the assembly securely then cut off excess material from the connecting rod through to the faceplate.



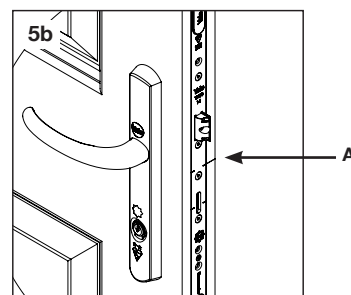
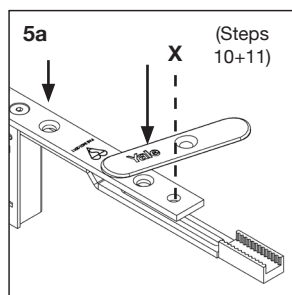
Step 4: Install the centre unit section of the PAS3621 Lock

- Put the centre unit of the new PAS3621 lock into the door where the old lock went. If the hole for the old lock is too small, you may need to carefully remove some excess material.
- Line up the new centre unit so that the cylinder and the square spindle holes are visible through the holes in the door face (4a).
- Push the cylinder into place.
- Line up the fixing hole for the cylinder with the countersunk hole in the faceplate and fasten it in place with the new cylinder screw provided. For the 35mm backset lock use the short cylinder screw. For the 45mm backset version, use the long cylinder screw.
- Insert the old handle spindle through the lock, leaving an equal amount on either side of the door. If using the split spindle set provided insert both parts into the lock case.
- Slide the handles onto the spindle inside and out and then carefully push them together around the cylinder (4b).
- Secure the handles using the old screws, ensuring that screws are inserted from the internal door face.



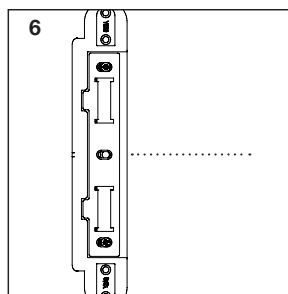
Step 5: Check the centre unit of the PAS3621 Lock

- Using four of the new 25mm fixing screws provided, secure the centre unit into place, making sure the screws are driven horizontally through the faceplate. Use the screwholes shown (5a).
- Now check your PAS3621 Lock functions correctly:**
 - Lift the handle and make sure the hook can move freely.
 - Make sure you can turn the key to operate the deadlock and that when deadlocked the handle does not open the lock.
 - Turn the key back to unlock the door and make sure the handles now open the lock. If using the split spindle set,
- only the internal handle will open the door.
- If the centre hook is not operating properly you may need to carefully remove some excess material from the frame.
- Once you are satisfied that everything is working properly, close the door slightly and using a pencil, trace the datum line from the faceplate onto the frame. The datum is located in the centre of the faceplate (5b). In the centre of the faceplate (Centre line A).



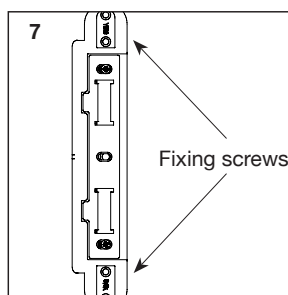
Step 6: Align the PAS3621 Lock centre keep with the frame

- Position the keep so the datum line at the centre of the keep is level with the pencil line on the frame (6).
- Place the keep against the door frame, ensuring it sits flush with the frame. Note that the keep is designed to wrap around the frame edge.
- If the keep sits proud of the frame, you may have to carefully remove some of the frame material.



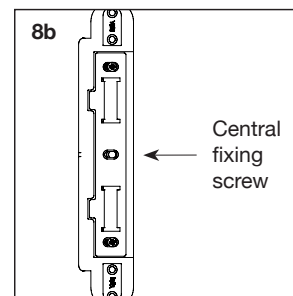
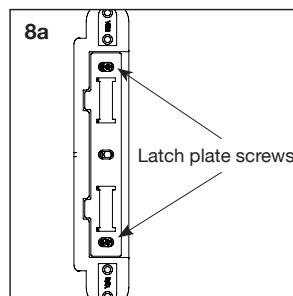
Step 7: Align the PAS3621 Lock centre keep with the frame

- Once the keep is fully aligned, secure it in place using the new 25mm fixing screws provided, except the central fixing screw in the middle of the latch plate (7).
- If the fixing holes are over a gap in the frame, use the longer 50mm fixing screws provided. As a last resort, omit that screw.



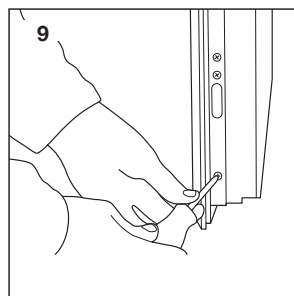
Step 8: Check the PAS3621 Lock centre keep

- Carefully close the door and operate the lock to make sure the hook and latch fit into the keep securely.
- If not, slacken the latch plate screws, adjust the latch plate and tighten screws until secure (8a).
- Finally fix the central fixing screw (8b)



Step 9: Install the bottom hook unit of your PAS3621 Lock

- Ensure that the lock on your door is not engaged, and that all hooks are fully retracted.
- Put the new bottom hook unit into the door where the old lock went (9), ensuring that the male toothed section of the hook con rod fits into the female toothed section of the centre con rod.
- If the hole for the old lock is too small, you may need to carefully cut away some of the door material to make it fit.
- Use the new screws provided to secure the bottom hook unit into place, ensuring that the screws are driven horizontally through the faceplate.
- Now check your PAS3621 Lock functions correctly as you did for the centre unit in Step 5.
- Note: Additional force required when lifting the handle to overcome and shear plastic setting peg.
- Once you are satisfied that everything is working properly, close the door slightly and draw a line level with the datum line marked on the faceplate at hook aperture onto the frame using a pencil.



Step 10: Install the PAS3621 Lock bottom hook keep

- Install bottom keep by repeating the procedure in Steps 6-8.
- Position using hook datum line and hook keep plate datum line.
- Secure in place and check operation.
- On the lock, swing cover plate in place to cover join in faceplates, then add fixing screw through cover plate and centre unit faceplate (5a).

Step 11: Install the top hook unit and hook keep

- Install the top hook unit and hook keep by repeating the procedure you used to install the bottom units in Steps 9 and 10.

Step 12: Adjust the PAS3621 Lock keeps

- Lift the handle to ensure all the hooks locate into their keeps securely. If necessary, slacken the screws, adjust the keep plates and re-tighten.

If at any point you feel you can not successfully complete the installation, you can call our helpline on **01902 364606**.