

## Millhouse Brass Levers Fitting Instructions - 5mm Slim Rose

# Millhouse Brass Levers with 5mm Slim Rose

Date Modified: 13/12/2021

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For best results when fixing Forme Fixa levers, follow these instructions.

1. Insert the spindle through the spindle hole in the latch with the cut-out groove of the spindle facing down. You **must** ensure that it is central in the latch, with the same length of spindle either side of the door.  

Expert Tip - At this point, with a permanent marker, mark a line on the spindle both sides of the door, so at a later stage, you can ensure it remains central.
2. Thread one slim Fixa back plate over the spindle and hold back to the door, ensuring the arrow on the Fix plate is pointing towards the hinge side of the door. Use the spindle locator guide to help locate the spindle in the Fixa plate.
  - a. You **must** ensure the spindle is level and straight through latch to ensure precise fixing.
3. Prepare your screwdriver and screws.  

Expert Tip - Hold a tri-square along the front of the door and line the top of the tri-square up with the holes on the right and left of the Fixa back plate.
4. Put one screw into the bottom left screw hole of the Fixa plate.
5. Check the Fixa back plate is level again with the tri-square and then screw 2 more screws into the bottom right and top central holes.
6. Double check the spindle is still level and central in the door.
7. Repeat step 3 to 6 for the other side of the door – always ensuring the spindle is level through the latch.
8. Now do a test fit of the levers. Slide both levers, with the grub screws holes pointing down, onto the spindle and push the levers firmly into the Fixa plates. Ensuring both levers are tight back against the door, try turning the levers down, and check that they spring back up well. If you are happy that the levers are freely returning to the horizontal position, remove the levers from the spindle.  

Expert Tip - If they are not springing back up to the horizontal position, you will need to adjust the position of the Fixa plates, as this would indicate that the plates are not fitted level on the door. This can be achieved by loosening 2 screws, then adding a temporary 4<sup>th</sup> screw in one of the horizontal fixing holes, to adjust that side of the plate up or down until level on the door, and level with the Fixa plate on the opposite side of the door.
9. Use a 5mm wide wood drill bit to drill a hole through the central left and right holes (horizontal with the spindle) on the Fixa plate, into the centre of the door. Repeat on the

opposite side until holes are right through the door. You **must** ensure you drill straight and level, to avoid damaging the mortise latch/lock.

10. Insert the bolt through fixings through the holes and tighten firmly.
11. Take a 5mm slim Rose cover and attach them to the Fixa rose back plate by first hooking the cover on to the top of the plate, then line the notch of the rose up with the prong on the bottom of the fixa plate and firmly press the bottom of the cover on to the rose until it clicks into place. (if not clicking into place easily, cover the rose with a soft cloth and use a rubber mallet to tap the rose cover into place). Repeat for the opposite side of the door.
12. Take both levers and pre-thread the grub screw into the grub screw holes, ensuring grub screws are NOT cross threaded. These only need threading in a few turns, so as to make it easier on step 15. Grub screws usually have a red or blue strip of Thread Locker on them. If not, it is recommended to apply a small amount of medium strength Thread Locker to the thread.
13. Take one lever, thread on to the spindle and push firmly back to the door
14. Check again that the spindle is the correct way round, and is central in the door then tighten up the grub screw into the fixed lever and apply pressure to ensure it is secure.
15. Take the second lever and thread on to the spindle and push firmly back to the door. The levers must be held firmly together and right back to the door whilst the 2<sup>nd</sup> grub screw is tightened up, to ensure they do not work loose over time.
16. Test the levers are springing well.

**ENG**

**1**

Thread the UNDER - ROSE [SR1] in the protruding squared spindle [Q1]. **Fig.1**

**2**

Use N° 3 retaining screws [V1] to be fixed into relevant holes located in the UNDER - ROSE. [SR1]. **Fig.2**

**3a**

Only in presence of fitting kit-02 you will proceed by entering: N° 2 telescopic screws [P1] into suitable holes located in the under-rose [SR1] (lateral). **Fig.3a.** Above screws must be then properly tightened from other side by blocking the male part of telescopic screws [E1]. **Fig.3b**

**3b**

**4**

Apply the COVER-ROSE [CR1] (already install on the handle) on the UNDER-ROSE [SR1] by pressing. **Fig.4**

**5**

Block the handle by tightening the grub [G1], using the provided hexagonal key [H1]. **Fig.5**

**6**

Place the UNDER - ROSE [SB1] on the surface of the door and proceed by fixing it fastening the 3 retaining screws [V1]. **Fig.6**

**7**

Apply the ESCUTCHEON'S COVER [CB1] on the UNDER - ESCUTCHEON [SB1] by pressure. **Fig.7**

FITTING KIT 01			FITTING KIT 02		
	12 [V]		1 [G]		12 [V]
	1 [H]		2 [P]		2 [E]