

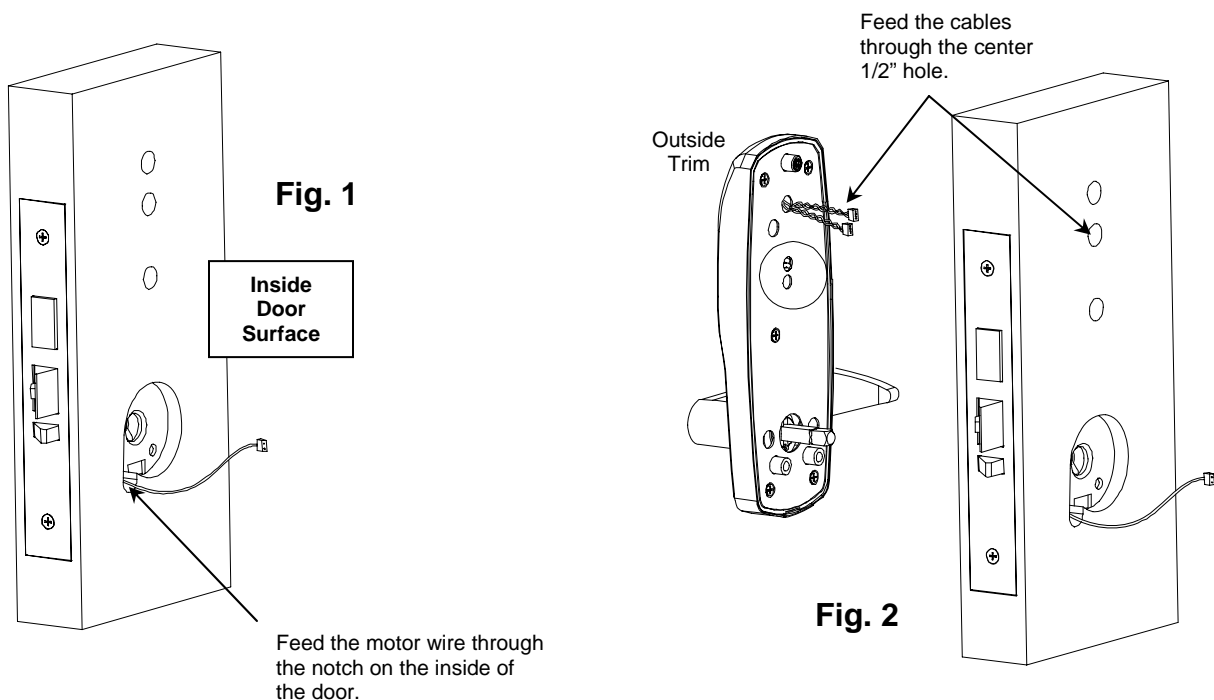


# InSync™ CM/SM Installation Instructions

## *Common and Suite Configurations*

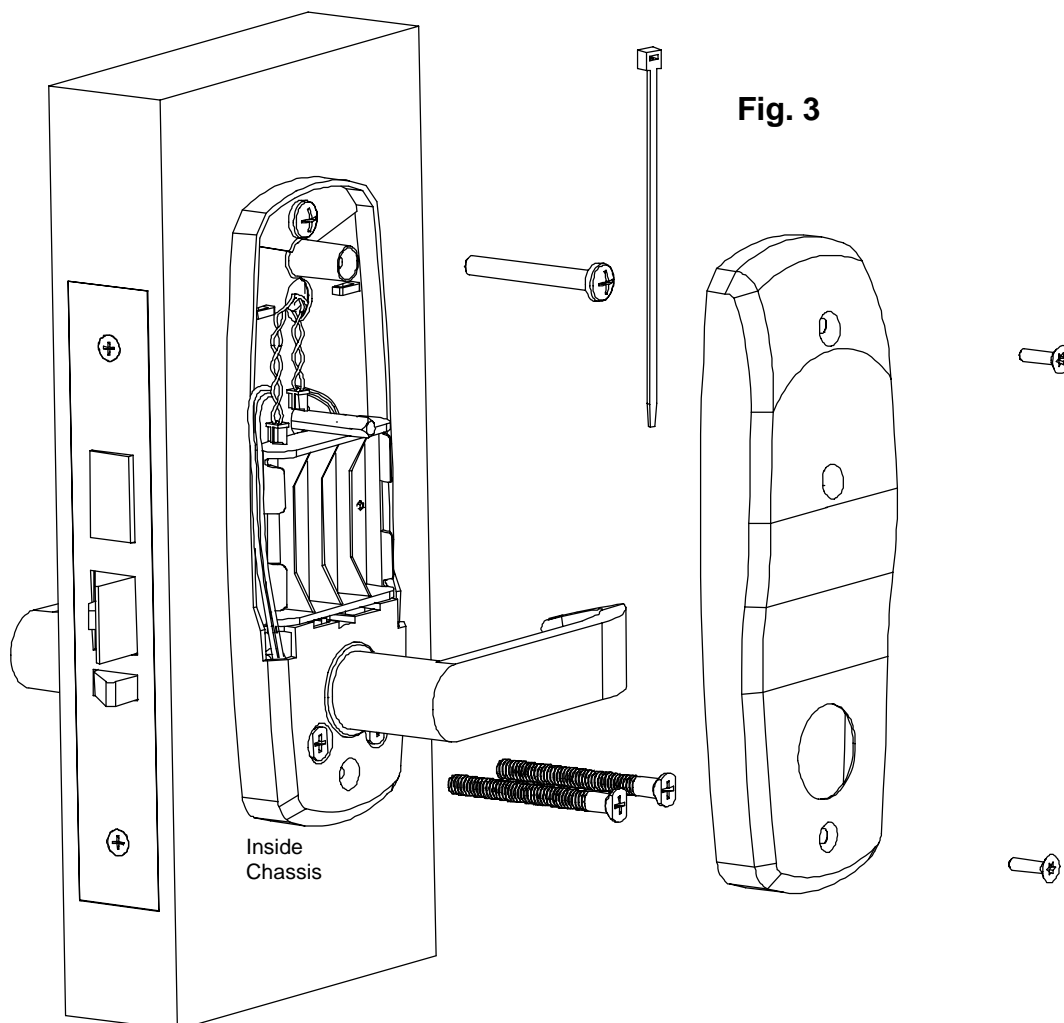
All parts needed to install the InSync™ CM/SM lock are included with each unit. Please check to make sure all parts are accounted for before beginning installation. Do not substitute any of the parts. The use of substitute parts may result in poor performance of the lock.

1. Prepare the door using the InSync M installation template.
2. Prepare the door frame using the same template and install the strike plate using the appropriate metal or wood screws (12 x 1-1/2) provided.
3. Install the mortise lock in the door mortise pocket while feeding the motor wire through the notch on the inside of the door (see Fig. 1). Fasten the mortise lock with the appropriate machine screws (12-24 x 3/8 flat head) or wood screws (12 x 1-1/4 flat head). Attach the lock face plate (scalp plate) using two 8-32 x 1/4 flat head machine screws.
4. Position the outside trim in position, CAREFULLY feeding the cables through the middle 1/2" diameter hole (see Fig. 2).



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5. While placing the inner trim in position, feed the cables through the appropriate hole in the inner chassis and attach the chassis with two 1/4-20 x 2-5/8 flat head Phillips machine screws and one 1/4-20 x 2 pan head Phillips machine screws (see Fig. 3).
  6. Plug the wire harnesses into the appropriate inner trim wires (battery and mortise). Secure the wires with the wire tie to either loop on the chassis.
  7. Install the four AA alkaline batteries.
- Important:** As the last battery is installed, watch for the LED on the outside of the lock to flash (reset).
8. Place the inner cover on the inner assembly. Secure the inner cover with the color-matching tamper-proof screws (supplied). A TR20 Torx bit and Construction keys are included in the Start Up Kit.
  9. **Important:** Before closing the door, check the lock functions correctly using the Construction key.
  10. Program the lock according to the instructions in the SAM RF System Manual and remove any stickers from the escutcheon.



## Testing Lock Functionality

Unlike the unit configuration, locks with the suite and common area locks will relock automatically after about five seconds.

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<b>Lock Communication</b>	<b>Electronic Function Description</b>
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**Green light flashes once when a key is inserted**

The door is unlocked.

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## SAFLOK™ Door Unit Inspection Criteria

### Appearance

- Finish is free of blemishes or scratches that would distract from lock appearance
- Lock body and under plate (if used) are mounted straight on the door
- Door scalp is mounted straight and flush with the door edge
- Jamb strike is mounted straight and is flush with the jamb face
- Correction of minor blemishes on the door jamb are the responsibility of the property's maintenance department

### Lock Function

- Knob or lever rotates and moves freely
- Lever is horizontal to floor when at rest position
- Dead bolt extends fully and retracts without binding (door open)
- Lock latch and dead bolt engage jamb strike plate freely
- Anti-pick latch when depressed (door open)
- Anti-pick latch is depressed when contact is made with the strike plate (door closed)

### Electronics/Keys

- Green light flashes once when the proper key is used to open the door

### Door function

- Door closes and latches with little or no interference
- Dead bolt extends fully through the strike plate without interference (door closed)
- Spacing between door edge and inside door jamb does not exceed 3/16" (door closed)

**Note:** If bumpers or other seals are added after strike plate installation and causes alignment and latch problems, it is the property's responsibility to correct this condition. This note generally applies to new construction or new door installation.

**Questions?** Call Customer Service at 800.999.6213 and select option 3.  
For online assistance, visit [support.saflok.com](http://support.saflok.com).



For worldwide office locations and contact information, visit us at [www.saflok.com](http://www.saflok.com).

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Manufactured under one or more of the following patents:

U.S.: 4,177,657; 4,411,144; 4,534,194; 4,890,870; 5,198,643;  
5,477,041; 5,820,177; 5,986,564; 7,051,561; D494,841; D501,131  
D512,899; D519,021; D531,629; D533,009; D533,047; D533,762;  
D533,763; D535,629 CANADA: 1,252,854; 1,298,902  
U.K. 2,010,375  
Other U.S. and foreign patents pending

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