

## KEYSTONE® 2-SIDED GRAVITY LATCH INSTALLATION INSTRUCTIONS

PLEASE CAREFULLY READ ALL INSTRUCTIONS PRIOR  
TO INSTALLATION.

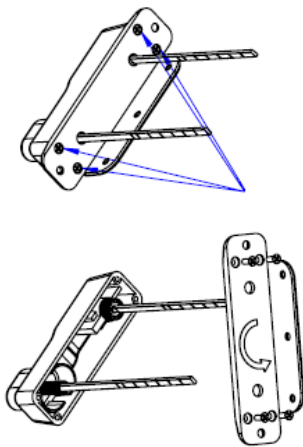
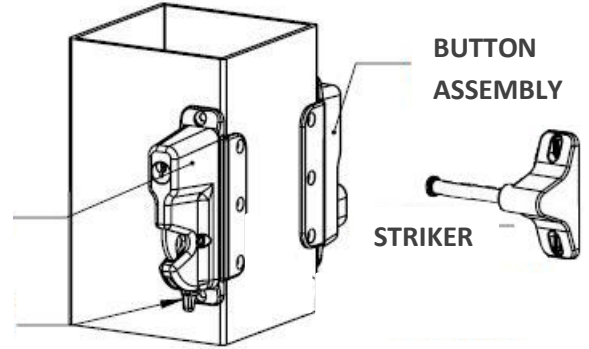
THESE INSTRUCTIONS ARE FOR USE WITH ALL POST  
SIZES.

Gate gap must be between ½" and 1-¾"

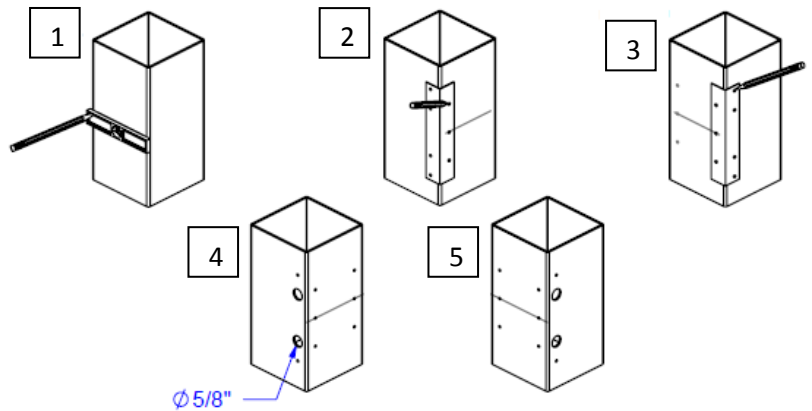
Tools Needed:

- Tape measure & pencil
- Drill with a #2 Phillips bit
- 2 sets of pliers
- 1/8" & 5/8" drill bits

LATCH  
ASSEMBLY  
  
LATCH  
KNOB



1. Determine the application of the latch. The Keystone latch comes standard for right-handed gate applications. To change the assembly for a left-handed gate, remove the 4 screws on the mounting plate and rotate. Then reinsert the four screws. **DO NOT ALLOW THE INNER COMPONENTS TO MOVE.**



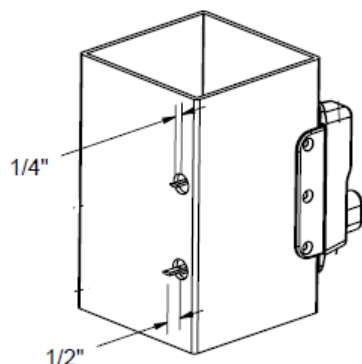
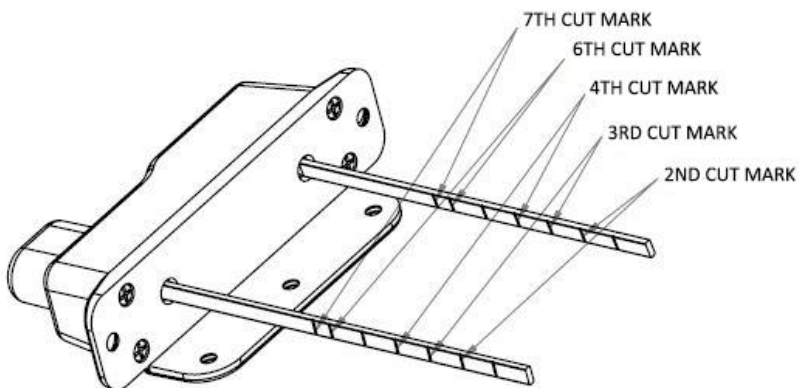
2. Layout and mark the location of the latch.

- Draw a level line at the desired height for the latch on the side of the fence post facing the gate. This line will be used to center the latch when you install it [1].
- Next, align the template so that the side with 3 holes is on the same side of the fence post with the line you drew in step 1. Align the center hole with the line on the post. Mark all 7 holes provided in the included template [2].
- Place the template on the opposite side of the fence post as described in previous step. Mark all holes in template [3].
- Using the marks created in the previous steps, drill all (14) mounting holes. [4]
- Assure that the two center spindle holes indicated by the template are drilled at a 5/8" hole all the way through the post. All other holes will be drilled with a 1/8" bit. [5]

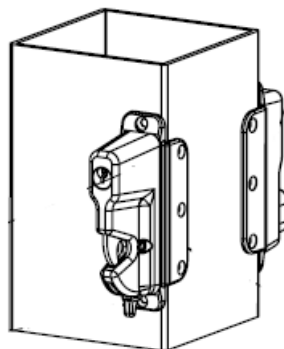
POST SIZE	SPINDLES CUT AT:
1-3/4" X 3-1/2"	7 <sup>th</sup> CUT MARK
2" X 2"	6 <sup>th</sup> CUT MARK
2" X 3-1/2"	6 <sup>th</sup> CUT MARK
3" X 3"	4 <sup>th</sup> CUT MARK
3-1/2" X 3-1/2"	3 <sup>rd</sup> CUT MARK
4" X 4"	2 <sup>nd</sup> CUT MARK
5" X 5"	DO NOT CUT SPINDLE

3. Use the chart above and the size of your fence post to determine the length of the spindle. Use 2 pliers to break the spindles at the designated mark. **DO NOT BEND THE SPINDLE WHEN BREAKING IT OFF.**

- Cut the two plastic spindle housings to the exact width of the fence post then insert them into the 5/8" holes.

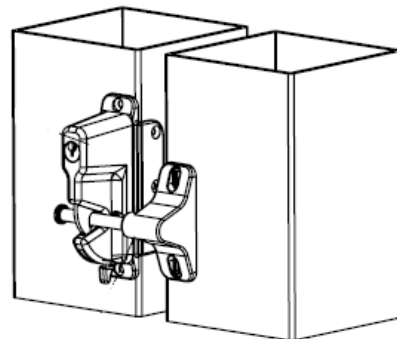


4. Attach the button assembly to the fence post with the button spindle mounted through the lower hole and the lock spindle through the upper hole. Without the button depressed the button spindle should protrude by 1/2". The lock spindle should protrude through the post by 1/4". Be sure the spindle tips are free from burrs and sharp edges.



5. Install the latch assembly.

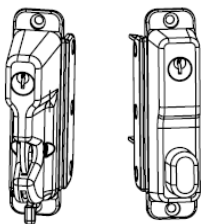
- Turn the lock spindle clockwise until it stops.
- Assure the latch assembly is in the unlocked position.
- Depress the button and align the latch assembly with the spindles. Assure the lock spindle inserts into the latch assembly lock.
- Secure the latch assembly with 5 screws.



6. When the button assembly and latch assembly have been secured, install the striker to the gate.

- With the gate closed, position the striker within the latch assembly, behind the latch mechanism
- Mark the location of the striker.
- Secure the striker to the gate with 4 pan-head screws.
- If the striker does not line up or if the gate sags over time, the striker can be adjusted vertically to ensure proper alignment with the latch assembly.

7. Test the latch to assure it locks and unlocks properly.



#### LATCH SIDE:

**Lock:** Turn key clockwise to stop point, then counterclockwise to 12:00 O'clock position and remove.

**Unlock:** Turn key counterclockwise to stop point, then turn key clockwise to 12:00 O'clock position and remove.

#### BUTTON SIDE:

**Lock:** Turn key counterclockwise to stop point, and then turn the key clockwise to 12:00 O'clock position and remove.

**Unlock:** Turn key clockwise to stop point, then counterclockwise to 12:00 O'clock position and remove.

#### TROUBLESHOOTING:

If the latch's lock feature fails to work as described in Step 7 then you will need to reverse the button side cylinder spindle.

To reverse the button side cylinder spindle:

- 1) Remove the keys from the latch.
- 2) Carefully remove the latch side from the post.
- 3) Rotate the lock spindle 180°. This should only turn in one direction.
- 4) Reattach the latch to the post, taking care not to turn the cylinder spindle or cam inside the latch housing. Once complete, check for proper operation.