Before You Begin

Before you begin, be sure you are prepared to remove paper gasket or outer casing. Choose a dry, room temperature environment to avoid moisture and dust. Your Baldwin lockset is comprised of several inter-connected parts, all of which will be replaced in this conversion kit.

Required Tools

- Phillips Screwdriver
- Allen Wrench
- Flat Head Screwdriver
- Pliers

Helpful Tools

- Vise
- Hand Nut Driver
- Socket Wrench

Conversion Kit Parts

- Inside Handleset Adapter
- Thumblift Cartridge
- Universal Base
- Thumblift Plunger (1 each)
- Thumblift Seat
- Washer (2 each)
- Combo Screws (2 each)

Exploded Views

- Conversion Kit Parts
- Inside Handleset Adapter
- Thumblift Cartridge
- Universal Base
- Thumblift Plunger (1 each)
- Thumblift Seat
- Washer (2 each)
- Combo Screws (2 each)

Care and Maintenance

- Baldwin offers a wide variety of cleaning and maintenance options. Please refer to the Baldwin website (www.baldwinhardware.com) for complete care and maintenance instructions.

Warranty Information

Baldwin warrants all of its products to be free from defects in material and workmanship for a period of 1 year from the date of delivery to the consumer. Baldwin shall not be liable for any labor or material expenses incurred in the installation of this product. During the warranty period, Baldwin will repair or replace any parts that fail through normal use with the same product or a comparable product. This warranty does not cover damage caused by improper installation, misuse, accident, or acts of God. Baldwin shall not be liable for any consequential or incidental damages or expenses.

Troubleshooting Guide

Problem                                         Solution

- For a 2 3/4" backset, grasp body and twist toward inside of house.  refer to handleset installation

- For a 2 3/4" backset door only. For a 2 3/4" backset, grasp body and twist toward hinges. Position thumblift cartridge toward inside of house.  refer to handleset installation

- When the thumblift was rotated clockwise, spindle is installed backwards. position thumblift cartridge toward inside of house.  refer to handleset installation

- For 2 3/4" backset, spindle slides into square hole and toward hinges. Position thumblift cartridge toward inside of house.  refer to handleset installation

- For 2 3/4" backset, spindle slides into v groove in spindle. attach adapter and snap rosette onto spindle. Position thumblift cartridge toward inside of house.  refer to handleset installation

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- Thumblift Cartridge
- Inside Handleset Adapter
- Universal Base
- Thumblift Plunger (1 each)
- Thumblift Seat
- Washer (2 each)
- Combo Screws (2 each)

Conversion Kit Parts

- Inside Handleset Adapter
- Thumblift Cartridge
- Universal Base
- Thumblift Plunger (1 each)
- Thumblift Seat
- Washer (2 each)
- Combo Screws (2 each)
**Installation Instructions**

**Mechanical Conversion Kit for all Baldwin Living Finish Products**

**Glennon™ head is showing.**

**Installation Instructions**

**Before You Begin**

- Carefully follow the step-by-step instructions presented in this section.
- This installation must be performed by a qualified installer.
- For general installation instructions, please refer to the installation instructions for your Baldwin lockset.

**Required Tools**

- Putty Knife
- Screwdriver
- Phillips
- Allen Wrench
- Flat Head Screwdriver
- Flat Edge Tool
- Round and Does Not Have a Slot
- Sheet Rock Knife
- Lubricant
- Glasses

**Warranty Information**

- Baldwin® Limited Finish Warranty
- Baldwin® Mechanical Warranty

**Care and Maintenance**

- Keep all Baldwin® products clean with mild liquid detergent and water.
- Avoid harsh chemicals and cleaning agents that can damage your Baldwin® products.

**Troubleshooting Guide**

**Problem**

- Handleset installation step 8.

**Solution**

- **Outside Cylinder**
  - Inside cylinder assembly is inserted backwards.
  - Inside cylinder assembly is inserted incorrectly.
  - Inside cylinder assembly is inserted backwards.

**Replacement**

- **Outside Cylinder**
  - Inside cylinder assembly is inserted backwards.
  - Inside cylinder assembly is inserted incorrectly.
  - Inside cylinder assembly is inserted backwards.

**Double Cylinder**

- Inside cylinder assembly is inserted backwards.
- Inside cylinder assembly is inserted incorrectly.
- Inside cylinder assembly is inserted backwards.

**Installation**

- **Inside Cylinder**
  - Inside cylinder assembly is inserted backwards.
  - Inside cylinder assembly is inserted incorrectly.
  - Inside cylinder assembly is inserted backwards.

- **Outside Cylinder**
  - Inside cylinder assembly is inserted backwards.
  - Inside cylinder assembly is inserted incorrectly.
  - Inside cylinder assembly is inserted backwards.

**Double Cylinder**

- Inside cylinder assembly is inserted backwards.
- Inside cylinder assembly is inserted incorrectly.
- Inside cylinder assembly is inserted backwards.