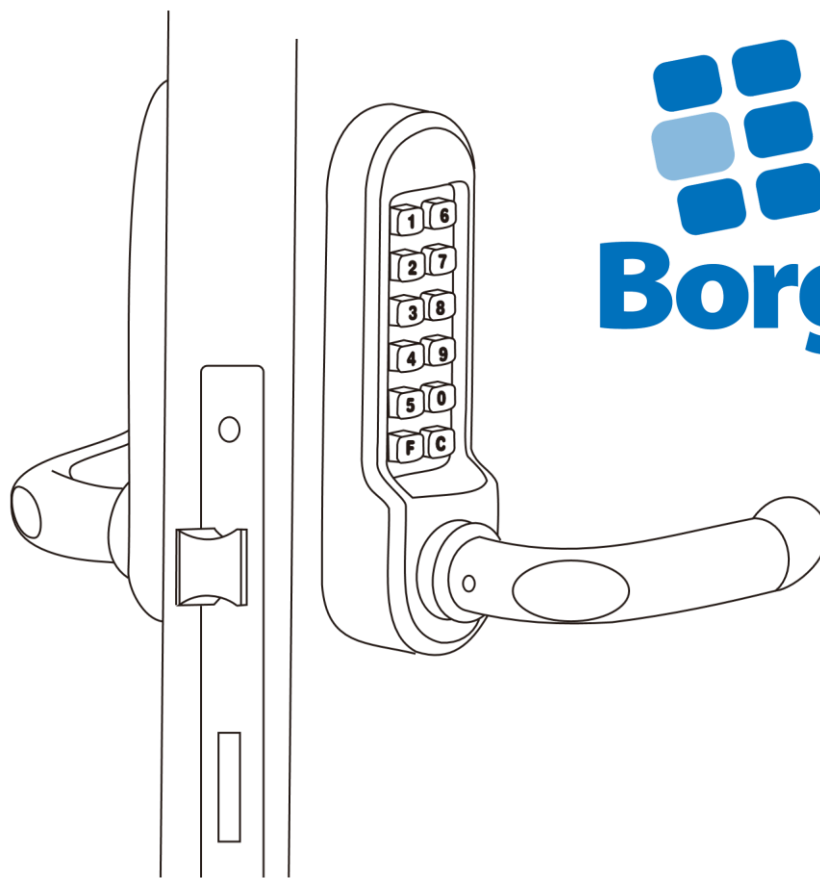


# PARTS LIST, INSTALLATION AND GENERAL INFORMATION



## PARTS LIST

Please make sure you have received the following parts:

- (1) Outside lock mechanism
- (2) Inside lock mechanism
- (3) Accessories

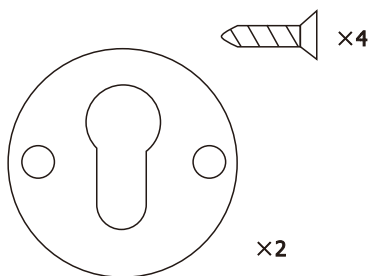
## ACCESSORIES PACK 3

- 2 × spindles

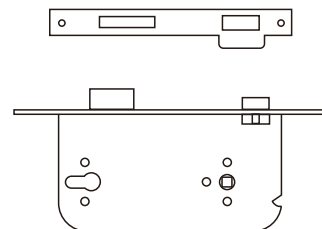


## ACCESSORIES PACK 1

- Escutcheons
- 4 screws

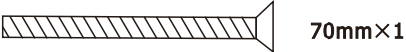


## ACCESSORIES PACK 2

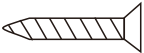


72mm Centres, 60mm Back-set  
DIN Standard Lockcase

**ACCESSORIES PACK 4**



70mm×1



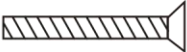
25mm×2



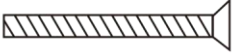
10mm×3

**ACCESSORIES PACK 5**

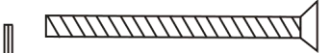
- 2 M4×40mm screws
- 1 hexagonal key
- 2 coded tumblers
- 2 M4×50mm screws
- 1 Tweezer
- 1 handle screw rubber grommet
- 2 M4×60mm screws
- 2 non-coded tumblers



40mm×2



50mm×2



60mm×2



×1



×1



×2



×2



×1

## INSTALLATION

### PRIOR TO INSTALLATION

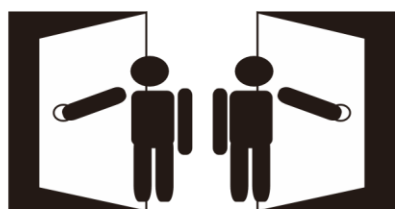
Please check that the 5000 lock is working correctly, by entering the code as stated on the printed code card (remembering to press "C" first). Then rotate the handle clockwise, after rotating approximately 45° you will hear an audible click as the tumblers engage. The handle should then return freely to the horizontal position.

### ESTABLISH THE HAND OF THE DOOR

Viewing from the OUTSIDE it is right hand if the hinges are fitted on the right and it is left hand if the hinges are fitted on the left hand side of the door. This is regardless of whether the door swings inward or outward.

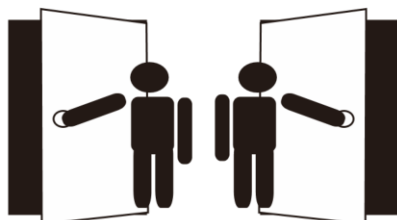
#### HANDING CHART

(Always take hand from outside)



Hand of door  
right hand(RH)

Hand of door  
left hand(LH)



Hand of door  
right hand reverse  
(RHR)

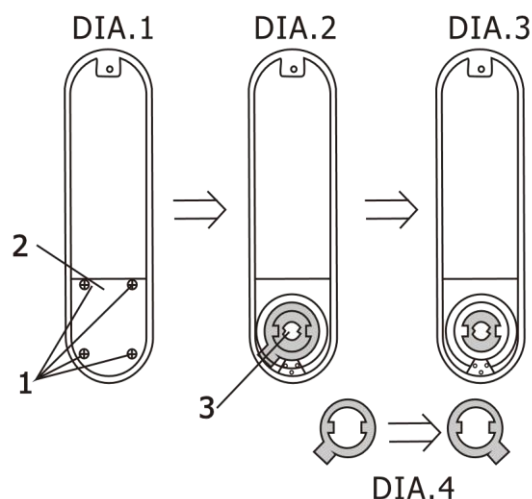
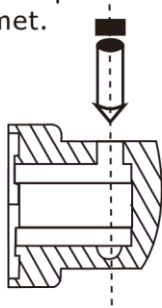
Hand of door  
left hand reverse  
(LHR)

N. B. All units are set at the factory to suit right hand hung doors

### CHANGING TO A LEFT HAND HUNG DOOR

To change this unit to suit a left hand hung door please follow the instructions below:

1. Remove the rubber grommet from the base of the handle to expose the grub screw.
2. With the hexagonal key provided, remove the grub screw that holds the handle in place.
3. Now you can lift off the handle and turn it 180° slide the handle back into position and refit the grub screw and grommet.



The lock is preset for right hand door. When changing to a left hand door, please make sure the following procedure is also carried out on the back plate to prevent over-rotating of the inside handle.

1. With the back side of the back plate facing you, remove the cover ( 2 ) by unscrewing the 4 screws ( 1 ). ( DIA. 1 )
2. Lift THE RING ( 3 ) up and reposition THE RING as in ( DIA. 4 )
3. Fit the RING back as in ( DIA. 3 )
4. Make sure the cover ( 2 ) is secured back in place by the 4 screws.

If you have encountered any problems then please refer to the trouble shooting guide, if this doesn't help to solve your problem contact the Borg help line for further information and assistance.

### PREPARING FOR INSTALLATION

- (A) Using the template provided mark out the door.
- (B) Drill the 3 holes ( 2 x 10mm & 1 x 9mm ) through face of door and mortise out (150mm x 85mm x 15mm) to take the lockcase.
- (C) Finally drill 2 small pilot holes (74mm then 90mm apart) in the edge of the door to secure the front.

~~~~~Accuracy is essential~~~~~

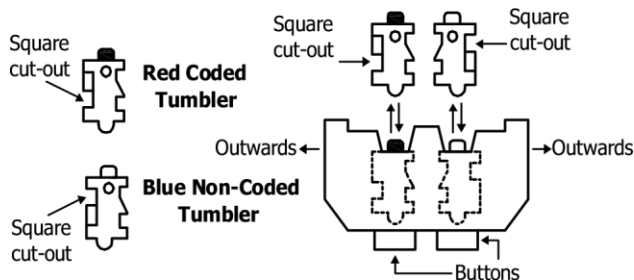
### FINAL INSTALLATION

Now that you have complete all of the steps necessary to complete the installation you should line up the spindle to go through the lock case follower and slide it through making sure that the fixing posts are lined up properly. Now take the two screws, (the longer the better) that suit your door thickness and slide the inside lever handle onto the projecting spindle. Now hand tighten the screws and check alignment. If the lock is not perfectly in position or slight out of alignment then this can cause the lock to break up or malfunction, so it is essential that this final process is very accurate. Now check operation of the lock, if the lock is stiff or the latch is sticking then you may have over tighten the commenting screws, try loosening / twist.

## CODE CHANGING PROCEDURE

To change the code on this lock you will need to follow the instructions below very carefully, as any mistake may damage or cause the lock to malfunction.

1. Firstly, you will need to check that the original code is working.
2. Turn the keypad over and remove the 4 red screws.
3. You will now be able to lift off the covering panel ( please be careful as there are 12 springs attached to this panel). Please note that the red tumblers will relate to the code printed on the card provided. Also note that the C tumbler is uncoloured and is NOT to be removed.
4. To change your code you will now need to hold the keypad face down, next depress & hold the C tumbler ( if this is not done you may damage some of the internal components). Now using the tweezers provided, you can reposition the tumblers to the code you want ( red tumblers are coded and blue tumblers are uncoded). Please ensure that the space cut-out on each tumbler is facing the outside of the lock body, also make sure that the coloured mark is facing upwards. If any one tumbler is upside down or the wrong way round the lock will not work and if forced will break the internal components. Please note that the code must always start with a C.



5. Now replace the covering panel and hand tighten the 4 red screws.
6. The code has now been changed, please check to see that it is working correctly, also make a note of the code for future reference. Once satisfied that the lock is working as normal you are ready to fit/re-fit the lock.

## NOTES ABOUT THE CODE

You have been provided with 4 spare tumblers (2 red and 2 blue ) these are to shorten or lengthen your code.

N. B Your code can be entered in any order or sequence e. g. 1234 or 4321 or 2431. there are over 1,000 different combinations available.

### " F " Function

The F Button activates the code free entry feature, so if you repair continuous free passage you will need to proceed as follows:

1. Enter your access code, but before depressing

the lever press the F button.

2. You will now be able to rotate the handle freely without entering the code.
3. To cancel the free entry feature press the F button followed by the C button and this will reset the unit.

If the F function is not required, it can be easily removed by un-screwing the 4 red screws on the back of the keypad to expose the tumblers. Depress the C button and keep it depressed, and using the tweezers provided lift out the F tumbler. Now replace the metal plate and 4 red screws.

## IMPORTANT INFORMATION

1. This product is to be used with light sprung lock case only, i.e. If the lock case is double sprung, please remove one spring.
2. This product is also not suitable for lock case with short travel, i.e. Less than 40 degree.
3. Do not over tighten grub screw when changing handing.

For any further details or information about your lock please call the Borg Helpline on 0800 44 88 377

## OTHER LOCKCASES

The 5000 can be fitted with other makes of locks and lock cases, and we can provide special fixings pack where necessary.

For more information and advice, please call our helpline number.

**BORG HELP LINE**  
**0800 44 88 377**



## Installation Problems

| Problem                                               | Cause                                                                                        | Solution                                                                                                                                                                                                                                                                              |
|-------------------------------------------------------|----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| he lever cannot be rotated after entering a new code. | After changing the factory code, one or more of the coded tumblers are the wrong way around. | Re-read the code change instruction and check that all the tumblers have the square notches facing outwards.                                                                                                                                                                          |
| Clutch keeps breaking out.                            | The wrong type of lock case is being used.                                                   | The lock case may be over sprung to suit non-sprung furniture. If double sprung, remove one of the springs. A MINIMUM of 40° ( preferable 45° ) travel is required on the latch bolt to ensure smooth operation.                                                                      |
| he latch bolt does not move smoothly in and out.      | The lock is not installed correctly.                                                         | Check that the lock is square on the door and positioned accurately over the lock case. Check that the lock case is positioned horizontal and parallel to the door surfaces. Check the spindle length, if the spindle is too long it may be trapped between the front and back plate. |
| he lever is stiff after changing the handing of lock. | Grub screw may have been over tightened.                                                     | If you have changed the handing of the lock then make sure that the grub screw has not been over tightened.                                                                                                                                                                           |

## After installation problems

| Problem                           | Cause                                                           | Solution                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------|-----------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| If the outside lever is dropping. | The lever has been forcibly turned & the clutch has broken out. | Someone may have tried to force entry or has entered the wrong code and forced the lever to gain entry. There is a clutch protection system that protects the lock and the lock case from damage. If the handle is dropping, then you will need to reset the clutch mechanism by lifting the lever to the horizontal position.<br>If this does not solve the problem please call our technical support line on 0800 44 88 377. |

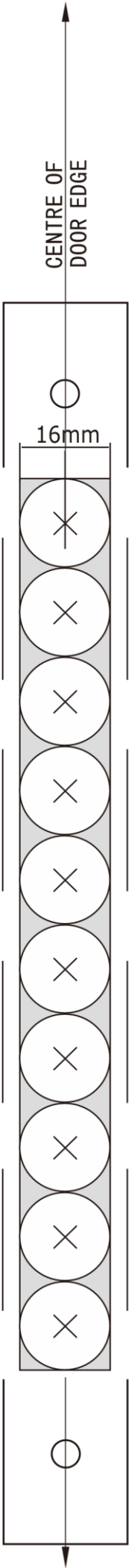
**The Borg guarantee**-If a Borg lock should develop a fault due to manufacture within 1 years from date of purchase it will be repaired free of charge.

Please call our helpline for spares, repairs and technical advice on **0800 44 88 377** Or E-mail: **Sales@borglocks.com**.

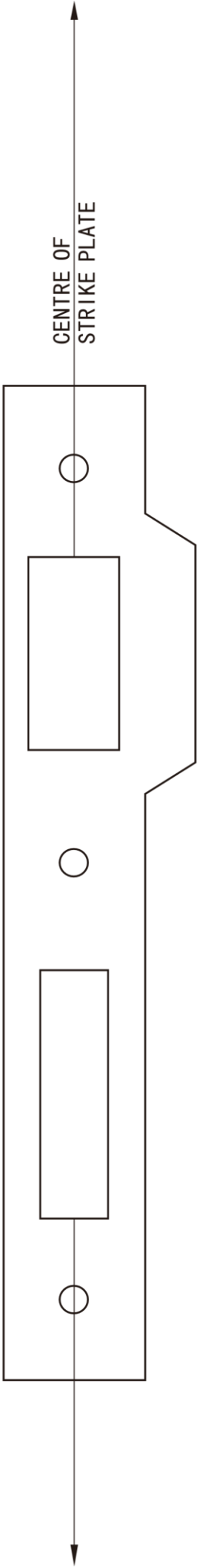
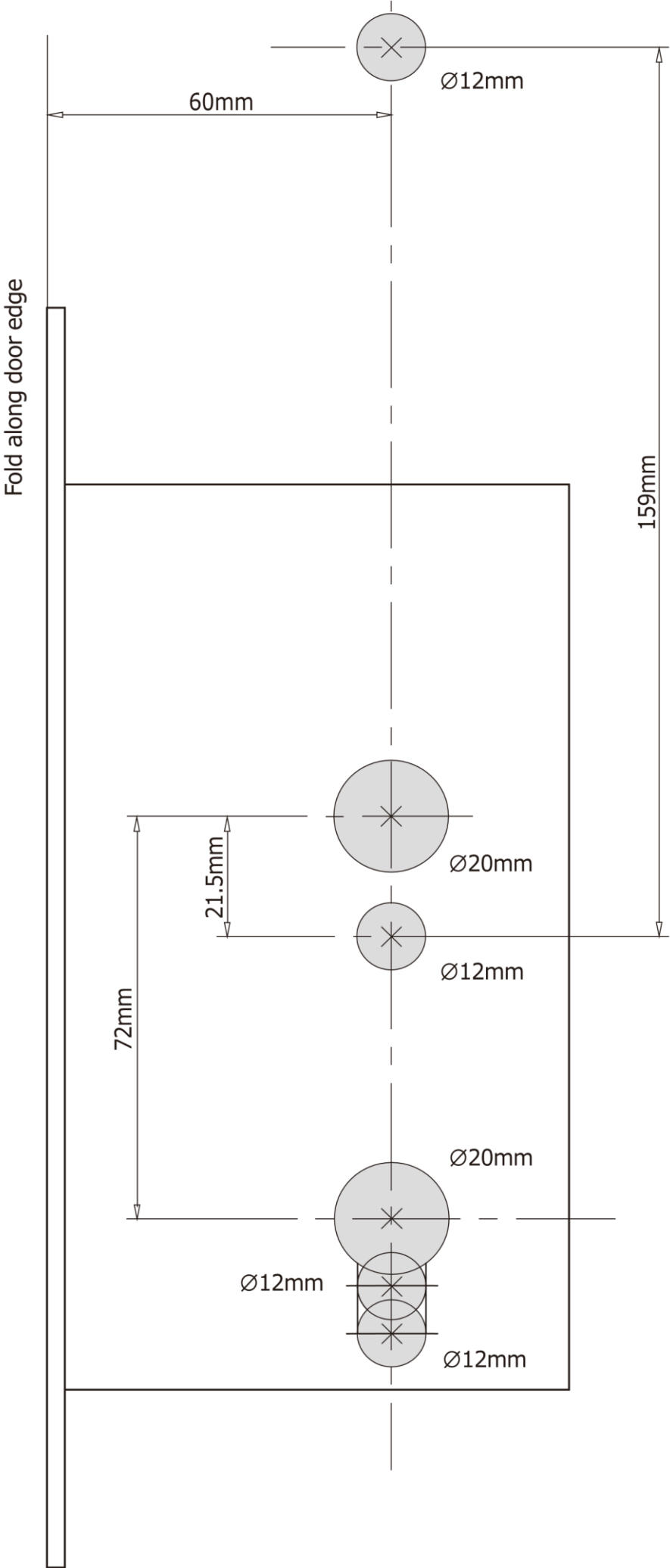
**DISCLAIMER.** Under no circumstances should the lock be dismantled, as this will invalidate your warranty.

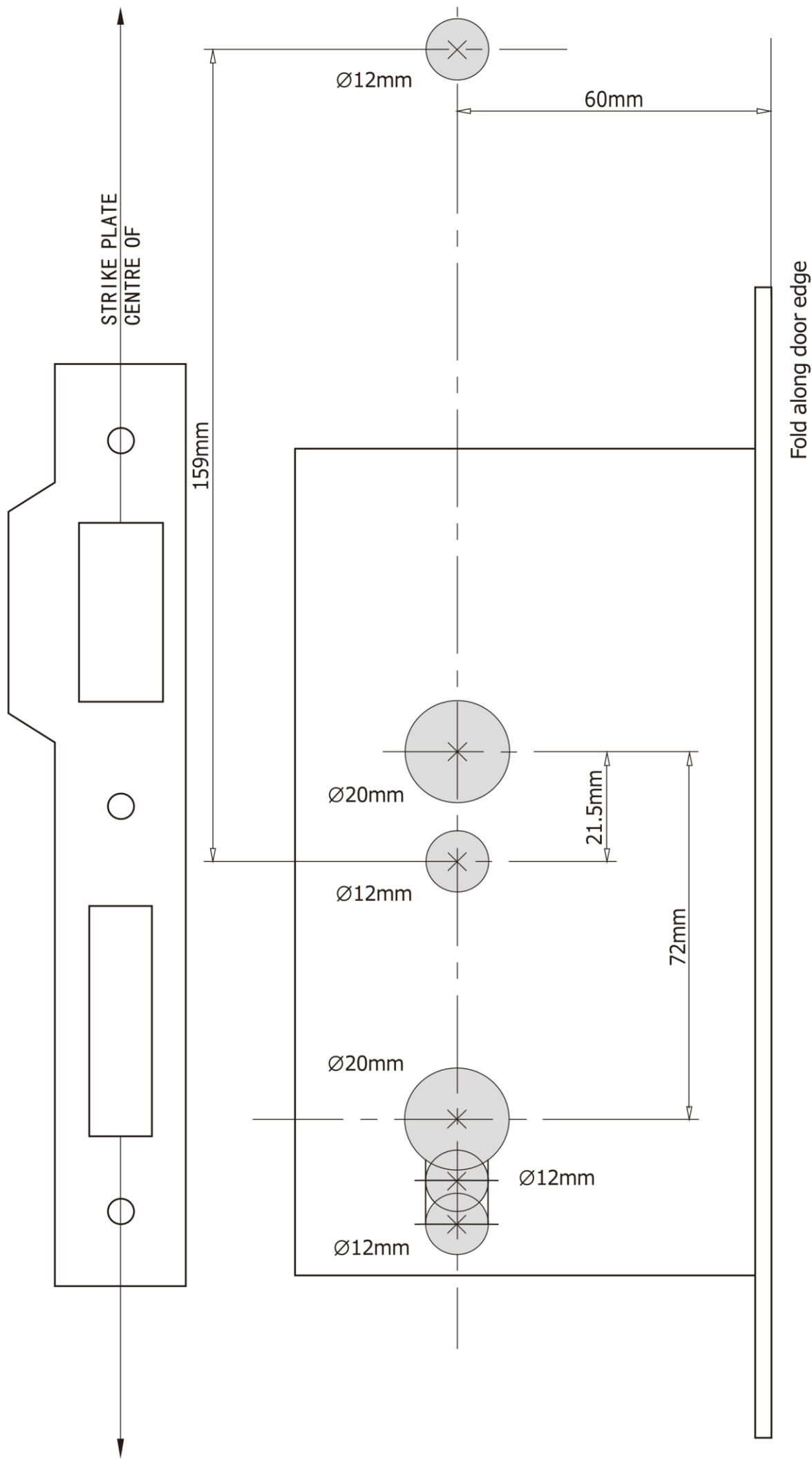
Please Visit The Borg Locks Ltd Website for further information @ **WWW.BORGLOCKS.COM**.





This drilling is to suit the following models: BL5003,BL5403





**This drilling is to suit the following models: BL5003,BL5403**

