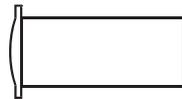
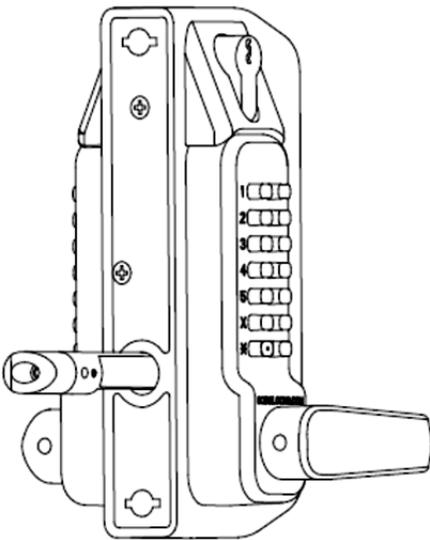


BL3400 & 3430DKO-ECP

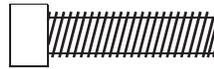
Parts List, Installation Guide, & Maintenance Instructions

Before you begin installation, please consult your local building code and/or pool code to ensure this product is suitable for your application. Periodic maintenance and testing to ensure proper operation is recommended.

Parts List:



(1) Socket Machine Screw Plug x 2



(2) Socket Machine Screw x 2



(3) Spacer x 2



(4) Latch Bolt Finishing Insert x 1



Spare Tumblers
2 x coded
2 x blank

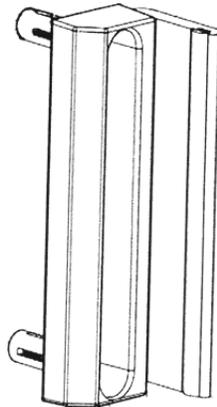


Tweezers x 1



Allen Wrench x 2
1 @ 3mm for Key Pack
1 @ 2.5mm for Latch Bolt Adjusting

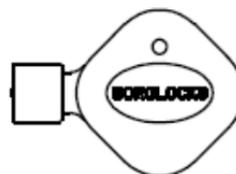
Gate Jamb Striker



**Factory Pre-set
Code Card**



Euro cylinder with 2 keys for
BL3400 & BL3430DKO-ECP
models



Code Change Key
for Recoding

These instructions should be thoroughly explained and left with the owner of the lock for reference by them or other service personnel at a later date.

Before commencing installation, check that all parts listed above are accounted for and the lock is working correctly. Press the code into the lock, as per the code card provided and then turn the knob....it should turn easily and return under spring pressure. If you intend to change the code, you can do this now or after the lock is installed, see **“How to Change your Code”** for more details.

How to Change your Code:

The BL3400 and BL3430DKO-ECP models are equipped with the **EasicodePro (ECP)** code changing system which allows quick and convenient code changes while the lock is still installed on the gate or door. Please read the directions below and/or visit www.snugcottagehardware.com and look under Borg Locks for a “how to” video which effectively shows the process.

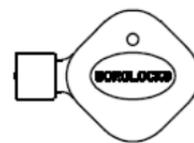


QR Code takes you to “How to Change your Code” video.



In order to change the code you must know the existing code and all changes should be done with the gate or door in the open position. Please refer to the code card provided with the lock for the factory set code. We encourage you to take your time to ensure you press the new code correctly and to write down any changes you make for reference later.

1. Open the gate or door, then enter the existing code into the keypad without turning the handle
2. Using the Code Change Key – Insert into the hole on the “*” button. Fully push in and hold in until you reach step five (5).
3. Press the “C” button to clear the existing code.
4. Enter the new code.
5. Release the code change key from the hole in the “*” button
6. Press the “C” button to set the new code
7. The new code is now set and ready for use.
8. Before closing the gate or door – check that the new code is working five (5) times and that the latch bolt is withdrawing correctly each time.



Code Change Key for Recoding

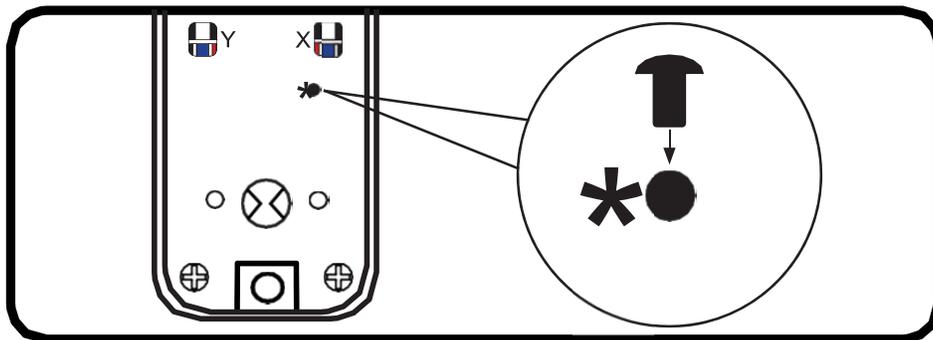
Please note: If a mistake is made while entering a new code (with the “*” button pressed) the “C” button can be pressed which will cancel any buttons that have been pressed and you can start again.

Please note: You can either increase the number of digits in your code to 6-7 or reduce your code to 3-4 digits. Numbers and letters may only be part of the code once – you cannot use any number more than once. (i.e the code “1234” would be acceptable to use, while “1224” would not)

Deactivating the on the Door Code Change Function:

In the event where you know you will never need to change the code of the lock or in cases where you wouldn't want someone else to change the code without your knowledge, it is possible to disable the "on the door" code changing feature.

Using the "on the door code change" deactivation plug supplied with each lock, insert it into the hole on the back of the push button keypad with the red indicating arrow (just below X) – see diagram below. Ensure that the domed part of the deactivation plug is facing out toward you when you insert it.



Please note that if the "on the door code change" deactivation plug is fitted to the back of the push button keypad, the code will not be able to be changed as described previously in these instructions. If at a later date the "on the door code change" function is required, the keypad will need to be removed from the lock body and the deactivation plug removed.

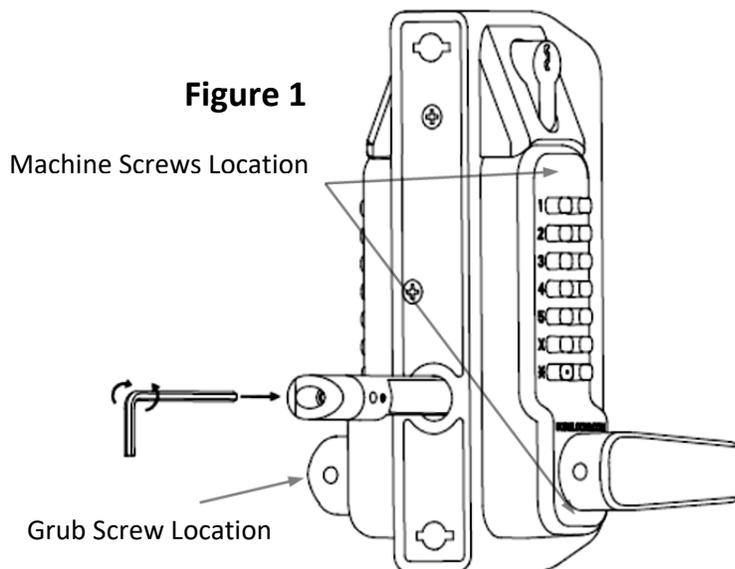
How to Change the Handing of your Lock:

These locks can be installed either left or right by simply changing the hand of the lock. The BL3430DKO-ECP can be made left or right by simply loosening the machine screw inside the tip of the latch bolt. Once loosened twist/turn the tip of the latch bolt until the radiused edge is facing the appropriate way. While the same is true for the BL3400DKO-ECP additionally it may be necessary to uninstall the key pads from the lock body and switch them. See details for each style lock below.

BL3400DKO-ECP (single sided keypad):

- Use a 3mm Allen wrench to remove the two (2) machine screws from the lever handle only side of the lock. The machine screws bolt through the lock body and attach the back of keypad on the opposite side. Switch the locations of each the lever handle side and the keypad side and re-install.
- Now change the handle position on the keypad side by taking out the grey rubber cover from the handle (use of a safety pin is best) and revealing the grub screw. Uninstall the grub screw using a 2.5mm allen wrench, rotate the handle 180 degrees and re-install.

Continued next page



BL3430DKO-ECP (double sided keypad):

- It is not necessary to change the location of the keypads on the 3430 double sided model unless you feel it may be defeated from the outside if you leave the machine screw heads exposed.
- If so, use a 3mm Allen wrench to remove the two (2) machine screws from the keypad of the lock. The machine screws bolt through the lock body and attach to the back of the opposing keypad on the other side. Switch the locations of each keypad and re-install.
- Now change the handle position on the keypad side by taking out the grey rubber cover from the handle (use of a safety pin is best) and revealing the grub screw. Uninstall the grub screw using a 2.5mm allen wrench, rotate the handle 180 degrees and re-install.

BL3400 & BL3430DKO-ECP (both lock styles):

- In addition to changing keypad sides on the lock body you may also need to change the latch bolt handing. Using a 3mm allen wrench, simply loosen the machine screw inside the tip of the latch bolt by turning it counter clockwise until the tip can be twisted. Once loosened twist/turn the tip of the latch bolt until the radiused edge is facing the appropriate way. See latch bolt adjustment details below for further details.

Adjusting the Latch Bolt Projection:

The length of the latch bolt on the BL3400 series can be adjusted from 2 3/8" to 3 1/8" (65-80mm). The latch comes pre-set at 2 3/8" (65mm) and cannot be shortened any further. Use a 3mm allen wrench inserted into the tip of the latch bolt projection and turn counter clockwise to loosen. (pictured right in figure 2)



Figure 2

Increasing and Decreasing the Length:

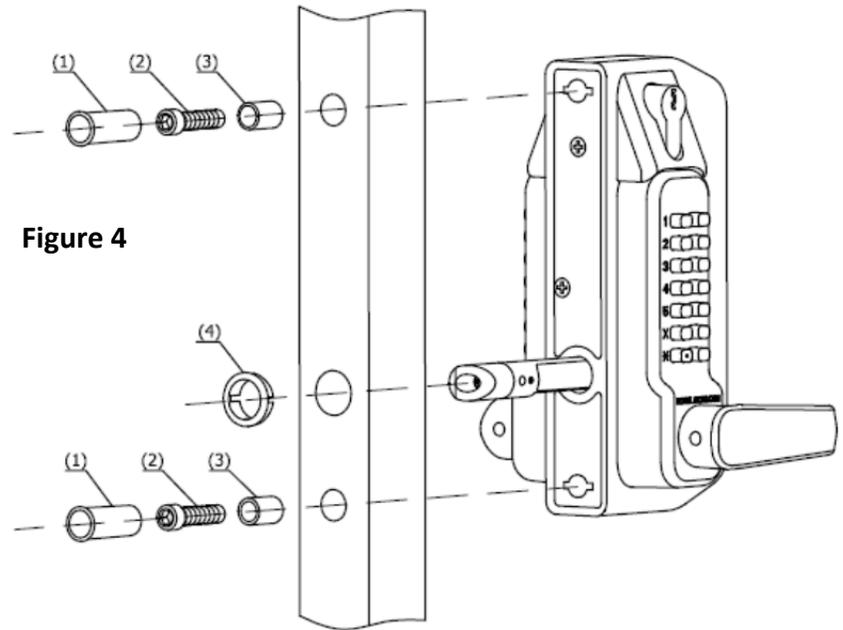
- Insert the 3mm Allen Wrench provided into the hole (see figure 1 & 2) into the end of the latch bolt and rotate counter clockwise until the tip of the bolt will twist/turn.
- Turn the tip of the latch bolt counter clockwise to lengthen or clockwise to shorten the projection. The range of adjustment is 5/8" or 16mm.
- Once the latch bolt is in the desired position, align the ball pin head with the opening on the latch (pictured right in figure 3)
- Re-insert the 3mm Allen Wrench (see figure 1 & 2) and tighten the Allen screw by rotating clockwise until snug. **DO NOT OVER TIGHTEN**
- It may be necessary to adjust this position in the future so please explain this to the owner and leave these instructions.



Figure 3

Installation instructions:

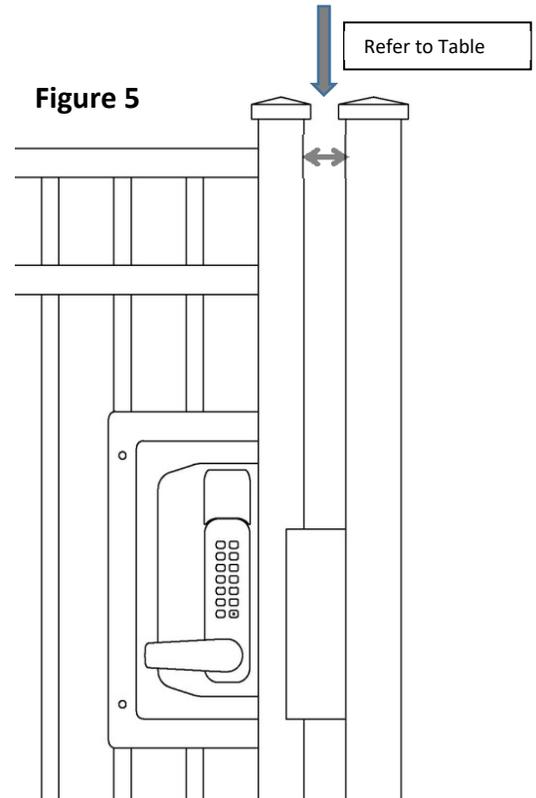
1. Establish the handing required for your lock installation and change if necessary following the instructions above in “**How to Change the Handing of your Lock**”.
2. Enter the code and test the lock several times to ensure proper operation before proceeding.
3. Establish the position of the lock body on the gate frame/stile and using the provided drilling template, mark the centers of both the 35/64” (14mm) holes and 51/64” (20mm) hole. **Please note there is both an outside and inside drilling template.**
4. Drill the holes using the appropriate bits. Keep in mind that the 51/64” (20mm) goes all the way through but the 35/64” (14mm) hole is for the outside of the frame/stile only. The hole on the inside of the frame/stile is to be 11/32” (8.5mm). The difference allows the head of the “Socket Machine Screw” to pass through the outside and catch the inside wall of the gate frame/stile.
5. Install the “Latch Bolt Finishing Insert” into the outside 51/64” (20mm) hole and ensure it is snugly and properly placed. You should hear it snap into place.
6. Guide the latch projection of the lock through the 51/64” (20mm) hole from the inside of the gate frame.
7. Using the “Socket Machine Screws” (item 2) and the “Spacers” (item 3), bolt the lock body to the gate stile. Make them snug but do not tighten yet. The spacers are necessary to keep the socket machine screws from interfering with the internal working of the lock.
8. Test the operation of the lock several times before proceeding here as well. It may be necessary to loosen the “Socket Machine Screws” and slightly adjust the position of the lock to achieve the best operation.
9. Once satisfied, tighten the “Socket Machine Screws” and secure the lock in its final position on the gate.
10. Now that you know where the lock will sit you can turn your attention to the “Gate Jamb Striker”. The striker is complete with a gate stop to stop the gate in its travel and ensure the latch bolt catches consistently.
11. Hold the “Gate Jamb Striker” on the latch post with center of the latch bolt receiver slot near the latch bolt projection from the lock. Centering the latch bolt vertically in the slot will allow for some movement up or down should the need arise.
12. Once you have determined its proper position you can mark and drill the two (2) 35/64” (14mm) holes to mount it.
13. Once the holes are drilled push the supplied “Nutserts” into the holes. Place the “Gate Jamb Striker” over top aligning the square holes and ensuring the gate stop is positioned appropriately for your gate thickness.
14. Install the machine screws through the “Gate Jamb Striker” and thread by hand into the “Nutserts” previously placed in the post.
15. Tighten the Allen Screws with a 5mm Allen Wrench until tight.



Spacing Requirements:

The BL3400/3430 has a 5/8" (16mm) adjustment (from 2 3/8" (60mm) to 3" (79mm)) in its latch bolt projection so the minimum and maximum set-up distance between the gate and the post has to change with varying gate post (stile) thicknesses. Please refer to the table below for some of the most common sizes. Plan your spacing somewhere in the middle of the min. and max. to allow for adjustment either way down the road if anything moves. In addition, we recommend the use of adjustable hinges like our 3100's to allow for even more and finite adjustment.

Distance Between Gate and Post		
Gate Post Size	Minimum	Maximum
1 3/8"	1.625" (41mm)	2.25" (57mm)
1 5/8"	1.375" (35mm)	2" (51mm)
2"	1.25" (32mm)	1.75" (45mm)



Maintenance Instructions

Monthly:

- Clean the surface of the lock by spraying with a silicon based lubricant and wiping clean with a soft cloth. Do NOT use an oil based spray like WD40 as this will attract dirt and debris.

Annually:

- Remove the lock from the door or gate and the keypads from the lock body.
- Spray all the fixing accessories and the latch with a silicon based lubricant.
- Spray the inside of the keypads through the tumbler holes at the back and spray the lock body thoroughly with a silicon based lubricant.
- Wipe to remove any excess lubricant from undesired surfaces.
- Push each of the buttons and rotate the knob several times to ensure that the lock is working smoothly and the lubricant has penetrated the lock appropriately.
- These procedures can be carried out as needed when lock is sticky or code is accepted intermittently.

If you experience any problems when installing or changing the code on this lock, please contact:



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 1-800-637-5427
www.snugcottagehardware.com