

- 1b. Use a "key decoder" to determine each cut height. A decoder may be included with the Rotunda Key Cutter, Part No. 011-00215 or can be ordered separately through Rotunda Part No. 011-RMT61. Equivalent decoders are commonly available through the locksmith industry. (A key decoder is a plate with an elongated slot corresponding to the different key cut heights).
- 1c. Using the customer's key, measure the key cut depth at each key station (refer to Figure 1). Write down the key cut depths, in terms of the depth code, not the actual measurements of the depths, in the following order:

Station 1	Station 2	Station 3	Station 4	Station 5	Station 6	Station 7	Station 8
						X	X

2. Assemble case detent spring (I) and detent pin (J) in case (refer to Figure 2).
3. Insert the shutter spring (K) into the round hole at the front of the lock cylinder (D), if not installed already.
4. Insert the shutter assembly (L) into the rectangular depression with notches at the long ends, located at the front of the lock cylinder (D), if not installed already.
5. Select the required tumblers (B1, B2, B3, B4, or B5) according to the key cut depths for key stations 1, 2, 3, 4, 5, and 6. For example, if the key cut depths codes are 53214124, then use B5 for Station 1, B3 for Station 2, B2 for Station 3, B1 for Station 4, etc. Stations 7 and 8 are not used.
6. Insert one (1) tumbler spring (C) into each of the holes located at the end of the tumbler slots on the lock cylinder (D).
7. Insert the required tumblers (B1, B2, B3, B4, or B5) into the tumbler slots in the proper orientation (refer to Figure 3), and in the sequence that match the key cut depths for key stations 1, 2, 3, 4, 5, and 6.
8. Insert the key into the key hole and verify that all tumblers are flush with the lock cylinder exterior surface.
9. With the key in the lock cylinder sub-assembly (D), apply the included grease (E) to the tumbler slots.
10. With the key in the lock cylinder (D), insert the lock cylinder into the appropriate lock case (F).
11. Rotate the lock cylinder (D) within the lock case (F) at least ten (10) times so that the grease applied to the tumbler slots is distributed along the inner surface of the lock case (F) and the exterior surface of the lock cylinder (D).
12. Position the key in a vertical orientation and remove the key from the lock cylinder sub-assembly (D) while keeping the lock cylinder sub-assembly (D) within the lock case (F).
13. Place the shutter cover (H) over the lock case (F) and the lock cylinder (D). Use a pair of small pliers to gently bend the four (4) tabs on the shutter cover (H) inward toward the center of the lock case (F) to secure the lock cylinder (D) within the lock case (F).
14. Assemble the anti-theft (if so equipped) and then the lock lever in the orientations and directions recorded in steps A and B above. When assembling the anti-theft switch to the lock, **do not** rotate the rotary part of the anti-theft switch with respect to the stationary part of the anti-theft switch or vice versa (refer to Figure 6).
15. Install the E-clip (G) to the back of the lock cylinder (D) assembly to secure the lever and switch (if so equipped).
16. Use the key to check the operations of the lock.



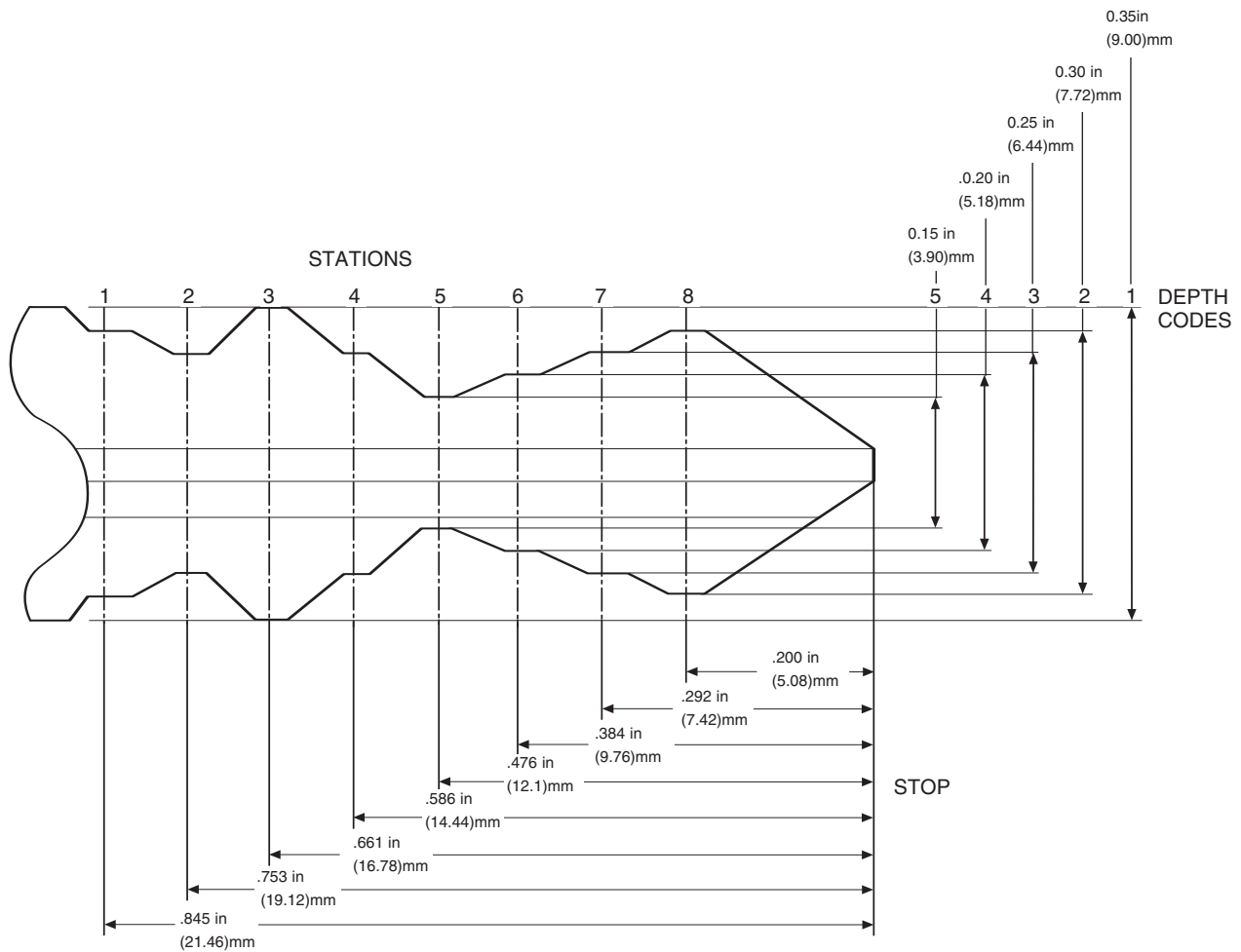


FIGURE 1

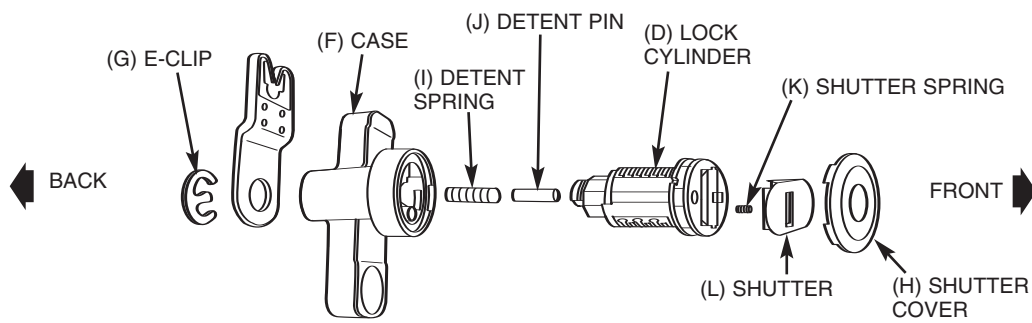


FIGURE 2



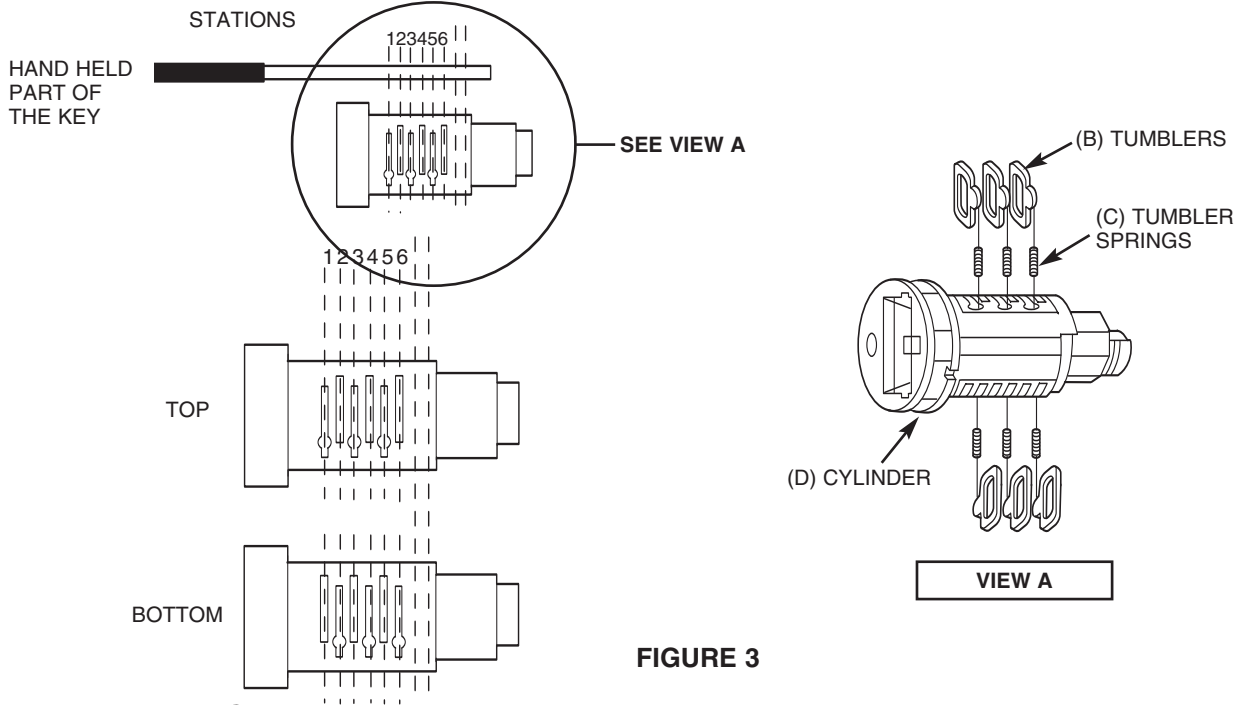


FIGURE 3

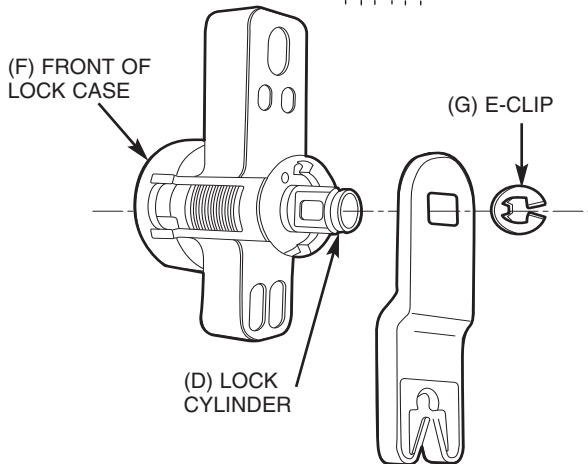


FIGURE 4

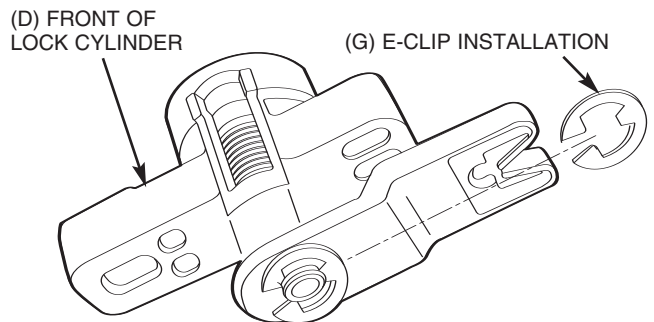


FIGURE 5

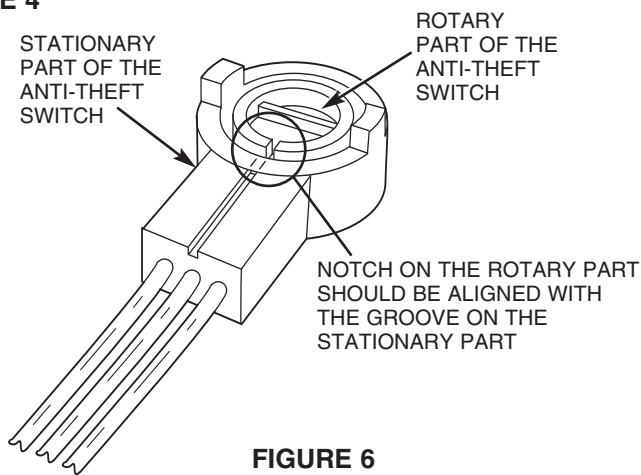


FIGURE 6

