



## **GU DOOR BOLTS - Re-handing The Latch (Lever/Lever Version)**

**Definition: Lever/Lever Lock** - A lock that operates by the occupant throwing the handle and then turning the key to lock the door. You can gain access to a property externally or internally without any issues by simply pushing the handle down when the door bolt is unlocked. The other versions of door bolts supplied by GU are the 'Night Latch' commonly referred to as a 'Split Spindle' lock. Or the now rare Fast lock system in which the door automatically locks when the occupant throws the handle up. The only way to gain access with that door bolt is via the key.

When using a GU Lever/Lever lock the way to re-hand the latch changes. Instead of un-screwing a screw located in the middle of the latch there is now a screw driver slot which unclips the latch.



Using a flat headed screw driver insert the screw driver into this slot. Different people find different ways in how they do this in relation to where they position the lock I.E.

You can place the lock on the floor and press the screw driver in the slot.

You can angle the lock while pressing the screw driver in the slot so that the latch drops out.

It really depends on what is found to be the easiest method.

Once the latch is released it is easy to remove, simply remove the latch reposition it and push it back in. Make sure that you test the latch once you have refitted it by pushing it in and then releasing it. It may also be necessary to try the latch when it is operated by the handle.

