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VINYL PATIO DOOR REVERSING PANEL INSTRUCTIONS

REVERSAL MUST BE DONE BEFORE THE DOOR IS INSTALLED

A. MOVABLE PANEL AND OUTER FRAME REVERSAL

1. Open movable panel to full open position, lift up and remove. Also remove the screen door and set it aside.
2. Remove the movable panel sill track assembly with a flat screwdriver.
3. Remove the two (2) anti-lift clips in the frame head with a flat screwdriver. Use caution as they may pop out with force.
4. Rotate the door frame upside down. The old frame head now becomes the new frame sill.
5. Re-install the movable panel sill track assembly in the new frame sill, ***making sure shorter snap leg faces the exterior*** for proper drainage.
6. Re-install the two (2) anti-lift clips in the new frame head with the stepped portion towards the interior. Space the clips approx. 2" from lock jamb clear opening and approx. 4" from the edge of the he extended position.
7. Remove the two (2) tandem roller assemblies from the movable panel and re-install in opposite end of panel.
8. Re-install the movable panel in the door frame ***after*** the lock hardware reversal is completed as per instructions B (Steps 1 through 6) given below. The panel is now operational.

B. MOVABLE PANEL LOCK HARDWARE REVERSAL

1. Lay the movable panel on a flat table leaving the lock handle accessible for removal and re-installation.
2. Place the lockset in the locked position. Remove the two (2) interior handle mounting screws and set the handle assembly aside.
3. Holding onto the extended latch hook, remove the two (2) end mounting screws.
4. Snake the latch bolt assembly out of the jamb, rotate it 180 degrees, re-position it into the opening and re-install the two (2) mounting screws.
5. Make sure the keyed lock cylinder is rotated 180 degrees so that the pins are always at the ***top*** (in other words, the key is inserted with the serrated part of the key is facing ***up***).
6. Re-install the handle set assembly.
Caution: Prior to handle set assembly, slide the turn lever of the inside handle assembly all the way to the opposite end so that it snaps into position.

C. ASSEMBLY REVERSAL

1. Remove the snap-in screen track (now at the new frame head) with a flat head screwdriver.
2. Re-install the screen track in the opposite side of the frame (new frame sill).
3. Reverse the screen door latch keeper by rotating it 180 degrees and re-install.
4. Re-install the screen door and adjust the keeper and rollers as necessary.

D. FINAL ADJUSTMENTS

1. Re-adjust the lock keeper on frame jamb as necessary.
2. Re-adjust the bottom roller assemblies for proper height and vertical plumb.
3. Make sure all the four (4) weep covers snapped on the front face of the frame. Head and frame sill are ***reversed with the weep cover opening facing down***.