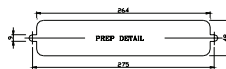


#### Preparation

Check the size of your existing aperture. If this is smaller than dimensions shown below, further material will need to be removed from the door using a jigsaw to enlarge the aperture as shown below.



#### Fitting the letterplate

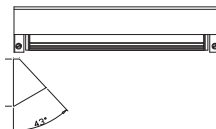
1. Separate the 2 sides of the letterplate and identify the internal side from the external side. The internal side has will have 2 holes underneath the flap for the fixing screws provided



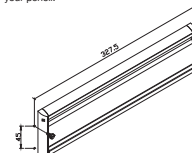
2. Place the foam weather seal over the inside frame of the external letter plate
3. Insert the external section of the letter plate in to the front of the door, with the weather seal between the letter plate and the door.
4. Insert the internal plate on the inside of the door. Push the external and internal plates together to interlock.
5. Lift the flap of the internal plate and use the fixing screws provided to secure this in place. Do not over tighten.

#### Fitting the security cowl

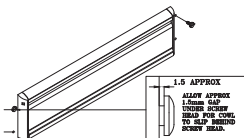
1. Position the cowl in place over the letterplate on the inside of the door, ensuring the letterplate flap opens to the required position.



2. Mark the position of the fixing points for the security cowl with a pencil.
3. Put the cowl aside and pilot drill to 3.5mm depth where you have marked the top 2 fixing points with your pencil.



4. Screw in 2 of the self tapping screws in to the pilot holes. Do not screw these all the way in - leave approximately 1.5mm gap between the screw head and the door.



5. Locate the cowl on top of the screws and ensure the cowl is positioned correctly.
6. Pilot drill the 2 bottom holes to 3.5mm depth and secure the cowl in place with the 2 self tapping screws.

