

# Installation Instructions

Tools required:

- a. Power Drill
- b. Drill Bits - 10mm (3/8") & 25mm (1")

- c. Hammer/mallet
- d. Phillips screwdriver
- e. Chisel (1")

- f. Utility knife
- g. Adhesive tape, pencil, tape measure
- h. Pliers and hacksaw for cutting bolts

# RemoteLOCK 3i



## Installation Manual

### 1. Affixing Template

Use the provided template to assist with marking the holes to be drilled for installation. Crease the template along the dotted lines (60mm (2 3/8") or 70mm (2 3/4") latch)



matching the backset for your door. Place the template on the door and position. If a 2 1/8" boring hole already exists, ensure the template matches the existing hole by viewing from the other side of the door.



Also ensure that the center of latch line on the template is exactly centered over the latch opening on the side of the door.

Once template is aligned, tape it to the door.



Mark the holes to be drilled with a sharp object, like a nail or a thumbtack. Since the 2 1/8" boring hole already exists in this example, only one additional hole needs to be drilled.



### 3. Latch Installation

Latches come in two lengths, 2 3/8" (60 mm) and 2 3/4" (70mm). (Installation pictures below show a 2 3/4" (70mm) latch.)

Place the latch into the side of the door and ensure the latch plate lays flush with the door edge. If not, draw around the faceplate edge.



Next, chisel a rebate to allow the latch to lay flush with the door edge.

Once you have chiseled the rebate, use the provided screws to secure the latch in place.



### 4. Support Post

Next, we need to attach the latch support post. This will be screwed into either the left or right outermost hole. The hole used will depend on whether your door is a left hand or right hand door.



Fit the latch support post in the outer hole of either the left or right side to match the support post slot in your latch. (In our example, our door is left hand hung so we have utilized the left outermost latch support post.)



### 7. Interior Lock Prep

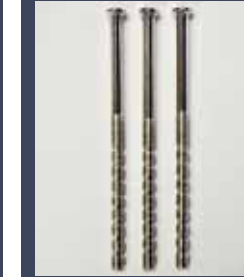
Remove the screw that secures the battery cover, then remove the battery cover and the battery pack.

Note: Apply pressure to the battery cover with your thumb and push up to remove.



### 8. Lock Prep: Sizing Fixing Bolts

Cut the fixing bolts to the correct length. Measured from beneath the bolt head, the length should be the door thickness, plus approximately 1/2" to the nearest cutting point of the bolt.



Note: Always cut the bolts at one of the cutting points so as not to damage a thread. Use the cutting edges of pliers to crimp strongly several times around the selected cutting point. If the cut produces a sharp point, please sand the tip of the bolt to smooth it out.



After marking one side of the door, apply the template to the other side of the door using the same methods above to ensure precision. Mark the 10mm (3/8") hole to be drilled again.

### 2. Drilling holes

Keeping the drill level and straight, drill the holes in the door face. Drill half way through on the first side, then the remaining half from the other side to increase accuracy...

...This also avoids damage to the door when a drill breaks right through.

Drill the remaining half from the other side of the door.



### 5. Apply Gasket

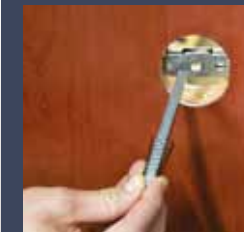
Next, fit the self-adhesive gaskets to both the front and back locks. These gaskets provide friction against the door, so it is not necessary to overtighten when installing.



Simply pull the white plastic adhesive off the gasket and apply to the backplate of the lock. Be sure to align appropriately, so that the antenna and power cable fit through the provided holes.

### 6. Install Spindle

Place the spindle into the latch with the spring on the keypad side (front) of the door. The spring ensures that the spindle remains in contact with the front of the lock.



Note: If you install the spindle with the spring on the back of the door, the lock will not work properly.



### 9. Apply Lock Front

The front of the lock has two important cables sticking out of its backplate.

1. One is the power cable that will be connected to the battery pack.

2. The other is the antenna, which provides wifi signal strength to the lock.

Please do not damage either of these, as they play an important role in your lock functioning properly. Move the lock front into position near the spindle. First, pass the antenna and power cable OVER the latch.



Continue to guide the antenna and power cable through as you press the lock up against the door, passing the latch support post through the latch and pressing the spindle into the lock hub.



Important: Be sure to pass the power cable and antenna above the latch in the door. If you pass these below the latch they will not be able to reach far enough into the back plate to attach to the battery pack and the plastic battery cover.



# Installation Instructions

## 10. Apply Interior Lock

First, before installing the interior lock, roll the white adhesive of the antenna and place a small piece of scotch tape onto it to keep it rolled up. This will make feeding the antenna through the back plate easier. Also be sure that the battery pack is removed, as it is not yet needed.

Feed the power cable and the antenna (with the rolled up white adhesive) through the hole above the main spindle hole (Images below). Once they are through the hole, grab both wires and pull them up and out out of the battery pack area.



## 11. Secure Interior Lock

With the power cable and antenna in hand, screw the fixing bolts through the interior lock to the front plate.

Two screws are needed; one at the top of the lock and another on the bottom below the handle.

Note: Don't screw the top screw in all the way, leave it a little loose, then screw the bottom in and tighten both (back and forth) until completely tight.

Important: Before moving forward we need to make sure that the lever and the latch are moving freely. Using the inside handle boss check that the spindle moves freely, and the latch retracts and projects smoothly. If it is too tight loosen the fixing bolts and adjust the position of the back plate until the spindle moves freely. Once this feels right, tighten the bolts.

## 12. Finalize Interior Lock Install

Now it's time to install the batteries. Take 4 AA batteries and place into both sides of the battery pack.

Once batteries are installed, connect the power cable from the lock to the battery pack.



Next, place the battery pack into the battery compartment with the cable side up. Note: Placing the battery pack in this way will make folding the excess cables easier.



Once the battery pack is inserted, store any excess power cable within the compartment. The antenna can be left alone for now, as it will be connected to the plastic battery cover.

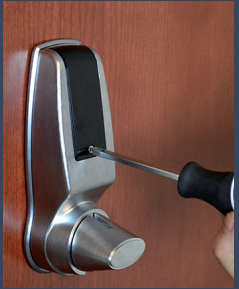


Next, remove the white adhesive from the antenna, and stick the black antenna head to the inside of the black plastic cover. We suggest sticking it to the side furthest away from where the antenna originates...



... It is also okay to leave the antenna "floating" within the compartment if desired.

Once this is complete, replace the battery cover and screw it in.



## 13. Handle Installation – Interior Lock

Using the Allen key provided, unscrew the small screw from the inside handle, place over the handle boss, then screw the small screw in... The interior lock is done!

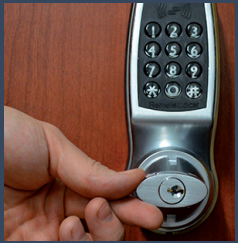


## 14. Handle Installation – Exterior (front) Lock

Repeat the same step with unscrewing the small screw in the outside handle.

Next, place the front key cylinder cover over the front of the key insert, then place the handle over and screw into place.

The inside handle will now retract the latch-bolt. The outside handle will turn freely without retracting the latch.



Enter the factory default code 1234#. The keypad will flash blue and the outside handle will now retract the latch. Installation is now complete. Next, follow the Connecting Your Lock to WiFi guide provided.



# Keypad Programming Functions

From the keypad, there are several functions/settings that can be set. These functions can also be performed remotely from the app. The below functions are not required for setup.

All keypad programming follows the same general flow of:

Programming Code # Function Code # Value (If Needed) #

### 100: Change Programming Code

The programming code is like a password. This code allows you to program the lock via the keypad and can be 4-8 digits long. The default programming code is 123456. To set a new programming code, enter the following on the lock's keypad:

Current Programming Code # 100 # New Programming Code #  
Example: 123456 # 100 # 87654321 #

If successful, you will see two green flashes with two beeps. If failed, you will see red lights and beeps.

Note: If you do not change the default programming code within 24 hours after registering the lock with your Connect account, it will be set to a randomized code for your protection.

### 110: Add Local User Code

Local user codes are intended to be used as a backup to User Codes created via the internet. If the internet is unavailable, you can program a Local Code via the keypad at the lock. No access schedules can be applied to Local Codes. Codes can be 4-8 digits long.

Programming Code # 110 # Local Code #  
Example: 123456 # 110 # 4321 #

Note: the default user code will be disabled after you add your first user code from the web or any additional local code.

### 120: Delete Local User Code

Programming Code # 120 # Local Code #  
Example: 123456 # 120 # 4321 #

### 130: Erase All Local Codes

Programming Code # 130 #  
Example: 123456 # 130 #

### 300: Show WiFi Status

Check to see if lock is successfully connected to the Internet.

Responses: 2 green beeps = successfully connected  
1 green, 2 red beeps = in AP mode  
1 green, 3 red beeps = no internet access  
1 red, 1 green beeps = in Sleep mode  
4 short red beeps = Disconnected/Error

### Additional Keypad Functions

131: Reset Local Codes to 1234

135: Factory Reset – Delete all Codes, Schedules & Events

160: Mute Keypad

161: UnMute Keypad

270: Passage Mode: Disabled (set to auto-lock after unlocked)

271: Passage Mode: Enabled (will stay unlocked after unlocking)

312: Reset WiFi Connection (Forget Network)

320: Enter AP Mode (add to additional network)

411: Enter \*, 411, \* to force WiFi wake up (if wake on key press setting is off)

# Default Settings

Out of the box, or if the lock is reset to factory defaults, default settings are:

Keypad Programming Code:	123456
User Code:	1234
Passage Mode:	Disabled
Auto-lock delay duration:	5 seconds
Keypad Sound:	Enabled
HeartBeat Interval	1 hour

# Contact Support

Additional information is available online at [www.support.remotelock.com](http://www.support.remotelock.com) or by contacting our team by phone or email.

Phone: Available Monday-Friday 9am-5pm Mountain Time

Toll-Free: (877)-254-5625

Email: Support: [support@remotelock.com](mailto:support@remotelock.com)

Ensure to maintain at least 20cm of separation from the device

**Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.**

This device contains licence-exempt transmitter(s)/receiver(s) that comply with Innovation, Science and Economic Development Canada's licence-exempt RSS(s). Operation is subject to the following two conditions:

This device may not cause interference.  
This device must accept any interference, including interference that may cause undesired operation of the device.

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions:

1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Cet appareil contient des émetteurs / récepteurs exemptés de licence conformes aux RSS (RSS) d'Innovation, Sciences et Développement économique Canada. Le fonctionnement est soumis aux deux conditions suivantes:

(1) Cet appareil ne doit pas causer d'interférences. (2) Cet appareil doit accepter toutes les interférences, y compris celles susceptibles de provoquer un fonctionnement indésirable de l'appareil.

# Locking and Unlocking the Door

To unlock the door with a User Code, enter the User code followed by the # key. Think of the pound key as the enter button. Example: 1234 #

If the door is unlocked, you can lock the door via keypad by entering \*\*