

Changing Locks and Retrieving Locking Bar from Cupboard Doors (BLF & Systemfile)



Removing The Lock



If the locking bar has fallen inside the cupboard, to retrieve it firstly you would need to remove the lock from the door. Remove the protective cover to reveal the lock mechanism



Remove the door from the cupboard and lay down on its front. Using an appropriate screwdriver remove the screw in the back of the lock and move the locking bar away from the lock



Using a flat head screwdriver unclip the spring clip which holds the lock in place. The lock can then be removed from the door completely.

Fitting a New Lock



Insert a new lock into place by pressing firmly from the outside and place the locking bar adapter onto the back taking care not to let the bars fall into the door at either end.



Replace the washer and screw into the back of the lock



Reattached the door to the cupboard and replace the protective cover

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Retrieving the Locking Bar



If the locking bar has fallen inside the door you will need to retrieve it. Remove the plastic locking bar guide from either end of the cupboard door using a flat head screwdriver.



Insert a flat head screwdriver into the hole



Using your other hand take hold of the locking bar and try to guide the bar onto your screwdriver (this can be tricky until practised)



Use your screwdriver to guide the locking bar out of the hole.



Replace the white plastic guide over the locking bar (without this the bar will fall back inside more frequently)



Repeat this process with the opposite end of the door taking care not to allow the bar to fall back in the first end.
It may be advisable to secure the first end with tape before proceeding with the second to ensure it does not fall back inside..