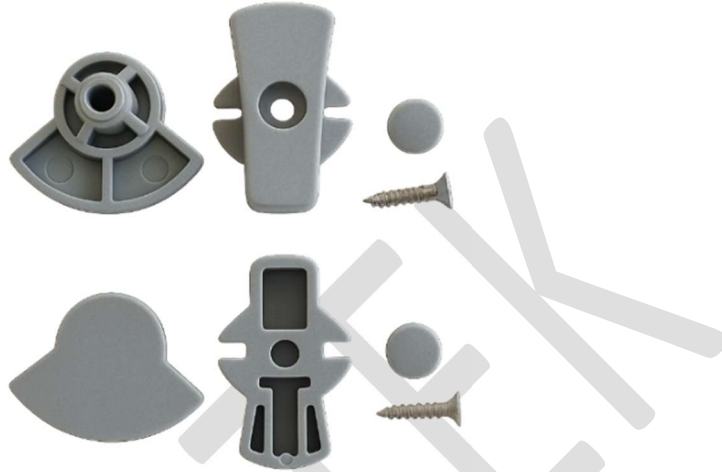


Replacing Locking Dial for Medium Wood Dog Door

Door Model	Locking Dial Colour
W-DDW (Wood dog door White)	White
W-DDB (Wood dog door Brown)	Grey

Before starting, carefully inspect your pet door and familiarise yourself with the locking dial components shown below.



The locking dial assembly consists of two parts that connect through the door frame. These parts are secured together with a fixing screw, which is then concealed using the cover cap.

Review Before Starting

- Before beginning, carefully inspect your pet door and read through all steps in full.
- Familiarising yourself with the process beforehand will help ensure a smoother installation.

Preparation and Removal of the Pet Door

Remove the Pet Door

For safety—it is strongly recommended that the pet door is removed from its installation before proceeding.

- Remove the four screw caps and the screws securing the pet door.
- Carefully separate the door into two sections:
 - The inner frame, removed from the inside of the house
 - The outer frame, removed from the outside of the house

Gently lift both sections away.

Tip: Having a second person assist during removal will make the process safer and easier.

Removing a Broken Locking Dial

Step 1 – Remove the Cover Cap

Carefully pry off or lift the cover cap to expose the fixing screw underneath.

Step 2 – Unscrew the Fixing Screw

Using an appropriate screwdriver, loosen and remove the fixing screw that secures the interior and exterior sections together.

Step 3 – Separate the Dial Sections

Once the screw is removed, gently pull apart the interior and exterior sections of the locking dial from either side of the door.

Note: If the lock is damaged and difficult to separate, apply gentle wiggling while pulling both sides apart. Avoid excessive force to prevent damaging the door frame.

Locking Dial Components

Part 1 – Exterior - This component is fitted to the outside of the house.



Outside View after install



Outside View towards the door frame during install

Part 2 – Interior - This component is fitted to the inside of the house.



Inside View after install



Inside View towards the door frame during install

How to Install

Step 1 – Connect the Dial Sections

Step 2 – Secure with Fixing Screw

Step 3 – Attach the Cover Cap



Part A - Inside



Part B - Outside

Align and connect the interior section with the exterior section through the door frame using the fixing screws provided.



Insert and tighten the fixing screw to firmly secure both sections together.



Place the cover cap over the screw to conceal it and complete the installation.

Locking Dial Positions After Install

Fully Open Position - When the pet door is in the fully open position, the locking dials should appear as shown below.



Inside View



Outside View

Note: The locking dial when correctly installed will click into its 4 locking positions nicely. If any spinning occurs that it means more tightening of the screw is required. The cover cap goes over the screw head, and this completes the new locking dial.

Fully Locked Position - When the pet door is in the fully locked position, the locking dials should appear as shown below.



Inside View



Outside View

Final Step – Install the Door back on the Glass Frame

Now you can put your pet door back into position and screw into place. Screws should be tightened so the pet door is held in place well but not overtightened, as this risks causing a run in your glass.