

KS300 Smart Lock

Installation guide

For the KS300 slimline lever lock, all finishes and all backsets. This is the narrow model, built for aluminium joinery, french doors and ranchsliders.



Illustration, not to scale

BEFORE ANYTHING ELSE

This guide carries a document number and revision in the top corner of every page. If the copy in your hand and the copy on keylessolutions.nz disagree, the website copy is the current one.

SAFETY

Fit the lock with the door OPEN and keep it open until the mechanical key and a test code have both been proven. Drilling and chiselling put fragments at eye height: wear eye protection. This product is not a substitute for a fire rated assembly where one is required.

ESCAPE ROUTES AND FIRE DOORS: CHECK BEFORE YOU FIT

On a means of escape, Building Code solution C/AS2 clause 3.15.2 requires the door to be openable from the inside WITHOUT a key or other security device. Read that literally: the mechanical key override does NOT satisfy it, because using it means using a key. Do not treat the key as the compliant escape method. What complies is the fitted doorset as a whole, and that is for the designer or the building consent authority to confirm, not for us and not for you on site. On a fire rated doorset, hardware is not generically approved in New Zealand: it must be approved on that maker's doorset. Escape route, fire door, commercial or multi unit: stop and confirm before you cut. Altering a means of escape can require consent.

WHAT THIS LOCK IS

The KS300 opens by the TTLock app, a PIN code on the keypad, an RFID card, and a mechanical key. It has no fingerprint reader. Remote features need the Wi-Fi gateway, sold separately, and nothing in this installation requires one.

USB EMERGENCY POWER

A USB emergency power port is not published for this model, so the mechanical key is the backup. Keep a spare somewhere you can get to without going through this door, such as with a neighbour.

NARROW STILES

At 43 mm the panel is narrow. Measure the flat face of the stile before ordering: the lock needs the full 43 mm plus clearance for the fixings.

MULTIPOINT DOORS

If the door runs a multipoint mechanism rather than a single mortice, call 09 238 2377 before you fit anything: it changes what the door needs.

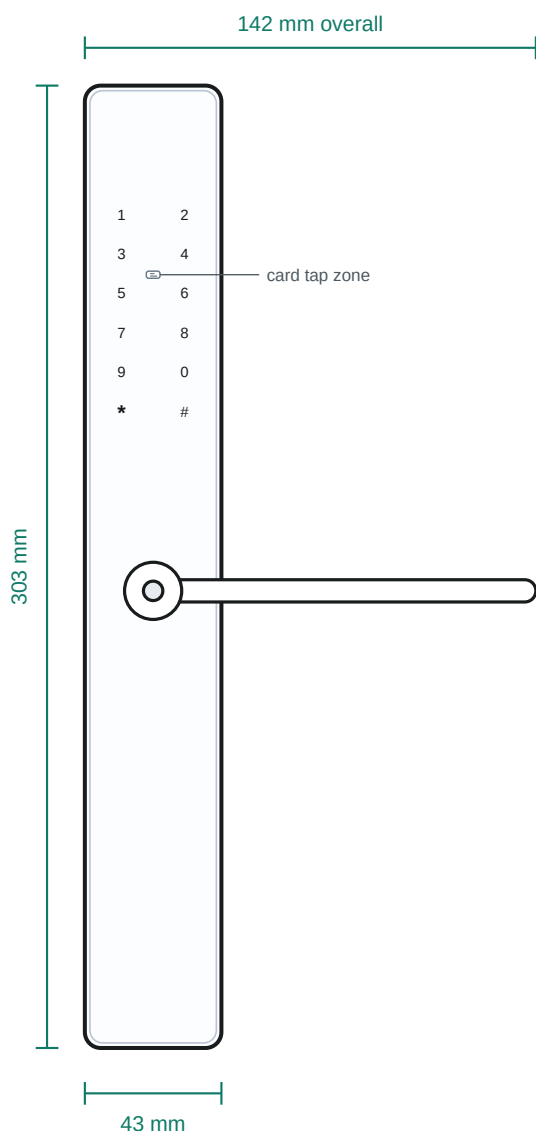
WARRANTY

Two year warranty, as published on keylessolutions.nz and subject to its conditions. The Consumer Guarantees Act applies separately to goods of a kind ordinarily bought for personal, domestic or household use and is not replaced by it.

STUCK

Call 09 238 2377, or 027 8 ACCESS (222 377). Have the model, the backset and the door type ready and we will work it out with you. If something is not working, keylessolutions.nz/troubleshooting walks the common faults, worst first.

1 · The product and the numbers



Exterior unit, front elevation. The published envelope:

- Panel: 303 mm high x 43 mm wide (manufacturer drawing). To be confirmed with the manufacturer: another of our publications gives the width as 42 mm. Hold the lock itself against your marks before you cut anything.
- Overall with lever: 142 mm.
- Lever projection: 80 mm from the door face.
- Panel depth: 22.5 mm.
- Backsets published: 0, 50, 60 and 70 mm, plus a sliding door option. Check the mortice case supplied before drilling anything.
- Batteries: 4 x AAA, fitted in the interior unit.
- Weather rating IP65.
- Bluetooth 5.0 or above.
- Material: Aluminium alloy and 304 stainless steel.
- Finishes: Black and Brushed Nickel. Fitting is identical across finishes.

Tools

- Drill with bits to suit your door
- Sharp chisel and mallet (timber doors)
- Phillips screwdriver, tape measure, pencil
- Masking tape to hold the paper template

DOOR THICKNESS AND THE RIGHT SCREWS

The manual supplied with this lock gives a door thickness range of 38 to 55 mm, and matches the fixing screws to the door: M5 x 40 for a 35 to 39 mm door, M5 x 50 for 40 to 50 mm, and M5 x 60 for 51 to 60 mm. The two ranges do not quite agree and we are confirming which one governs, so if the door is under 38 mm or over 55 mm, call 09 238 2377 before you fit. Measure the door before you pick a screw.

THE REST OF THE PARTS LIST · TO BE CONFIRMED

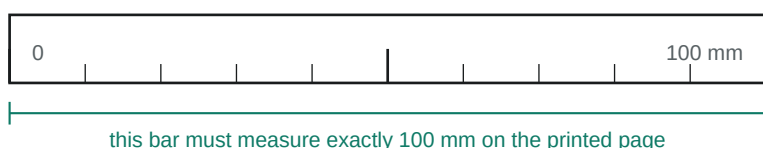
The full accessory list for this model is still being confirmed. Check the packing list in the box before you start.

2 · The paper template, and proving your printer

READ THIS BEFORE YOU DRILL ANYTHING

The published envelope tells you whether the lock fits the door. It does not tell you where to drill. The card downloadable from keylessolutions.nz POSITIONS the lock and does not carry hole centres. Only the card packed in your box marks holes, cut for your exact backset. If the box card is missing or unreadable, call 09 238 2377 before you drill. Never transfer hole positions from another installation or from an older guide.

If you print a replacement template from the website, printers silently shrink pages unless told not to, and a template printed at “fit to page” puts every hole in the wrong place. Prove the scale before you mark the door.



- Print at 100% scale. In the print dialog this is the option that does NOT say fit, shrink, or scale to paper.
- Lay a ruler or tape along the printed bar above. It must read exactly 100 mm. This bar proves THIS page printed at full size. Check a replacement template the same way, against its own printed check bar.
- If it does not, do not use the print. Fix the print scale and print it again.
- Confirm the backset: the distance from the door edge to the centre of the spindle. It is the size the lock was ordered in, so check it against the mortice case supplied. Measure it in from the door edge and pencil a line down the door face.
- Sit the teal dashed centreline on that pencil line at the height you want the lock. Ignore the edges of the paper: this outline is printed on a slant so its whole length fits one sheet, so the sheet sits at an angle on the door. Tape it flat and mark around the outline with a sharp pencil. The lock is symmetrical across its width, so its centreline is the spindle line. Do not fold this sheet. For the inside panel, tape the same outline face up on the inside face.

THE BACKSET IS THE NUMBER THAT POSITIONS THE LOCK

The backset is the distance from the door edge to the centre of the spindle. It is the measurement that decides how far in from the edge the lock sits, and it is why this lock was ordered at the size it was. Check the size you ordered against the mortice case itself before you mark anything. If the two disagree, stop and call 09 238 2377.

MORTICE CASE OPTIONS · TO BE CONFIRMED

The full list of mortice cases in the range, and the spindle to cylinder pitch that goes with them, is still being confirmed. Until it is printed here, work from the case actually supplied with your lock and measure it rather than assuming a figure.

Published backsets for this model: 0, 50, 60 and 70 mm, plus a sliding door option.

0 mm is how the option without a set backset is listed. What that option includes is still being confirmed, so call 09 238 2377 before ordering it. Every other figure is a backset in millimetres.

3 · Fitting, in order

- 1 Check the handing**

Stand on the **OUTSIDE** of the door. Hinges on your left is left-handed, on your right is right-handed. The lever can be set for either, and it is far easier to do before the lock is on the door. Follow the handing instructions in the manual in the box.
- 2 Position the lock from the card**

Tape the positioning card on the door at the height you want the lock, lined up as the card itself instructs, and mark around the outline. Mark hole centres **ONLY** if the card in your box carries them. The card published on keylessolutions.nz positions the lock and does not mark holes. Never measure hole positions off this guide, and never copy them from another door.
- 3 Drill and mortice**

Drill the marked holes square to the door face, working from both sides on a through hole so the exit does not break out. Mortice the door edge to the case supplied, and test fit before any fixing goes in.
- 4 Fit the mortice case**

Check the latch bevel faces the way the door closes, and reverse the bolt **NOW** if it does not. It cannot be reversed once the faceplate is screwed and the strike is cut. Then seat the case in the mortice and screw the faceplate flush with the door edge. The latch and the deadbolt must both move freely by hand before you go any further.
- 5 Fit the strike to the jamb**

Do **NOT** let the door latch shut: there is no lever on it yet. Tape the latch back, or transfer the latch and bolt centres to the jamb with the door open, then touch the door to without letting it catch. Mortice the jamb and fit the strike so both throw fully without being forced. Leave a little clearance and re-check once the door has settled. If the door has to be pulled or lifted to lock, adjust the keep, not the lock.
- 6 Run the cable and fit the spindle**

Pass the connecting cable from the exterior unit through its hole, never folded hard against the spindle, and seat the spindle through the mortice follower.
- 7 Hang the exterior unit**

Seat the exterior unit on the door, keeping the cable clear. It must sit flat against the door face with no rock. If it rocks, the door face is not flat and the fixings will pull it into a curve.
- 8 Fit the interior unit**

Check the cable is not trapped between the plate and the door: a pinched cable passes the bench test and fails a week later. Connect the cable to the interior unit **BEFORE** screwing anything down. Then fix the interior unit to the exterior unit with the machine screws supplied. Snug, not crushing.

3 · Fitting, in order (continued)

- 9 Batteries and first test**
Fit the batteries in the interior compartment. With the door still OPEN, test the mechanical key, then the factory code (123456, printed in the manual), then turn the lever from both sides. Only close the door once all three work.
- 10 Pair with the TTLock app**
The lock pairs with the TTLock app, made by Hangzhou Sciener and free on the App Store and Google Play. Have the OWNER create their own account and add the lock while standing beside it, so the owner holds the administrator account rather than the installer. Adding the lock switches the factory code off: key in 123456 and check it is refused before you leave. On a rental or a sale it is that account, not the keys, that hands the lock over.
- 11 Enrol the cards and fobs**
Add each RFID card or fob through the app while beside the lock, and label them as you go. Cards handed over without being enrolled will not open the door.
- 12 Hand over**
Leave this guide, the keys and the cards with the owner, and write the backset on the handover record in section 4: it is the first thing anyone will ask for in five years.

SLIDING DOOR VARIANTS

This model is also listed with a sliding door option. A sliding door does not follow the swing door sequence above, so do not fit one from it.

SLIDING DOOR SEQUENCE · TO BE CONFIRMED

The step by step sequence for the sliding option, including where the keeper goes and how the bolt engages, is still being confirmed. Until it is printed here, fit it to the instructions supplied with the lock, or call 09 238 2377.

4 · After fitting

The three questions every owner asks in the first month:

- Flat batteries: the mechanical key always works. A USB emergency power port is not published for this model, so keep a spare key somewhere you can get to without going through this door. Change all cells at once, with the door open.
- No internet: codes, cards and keys never depend on the internet. Only remote features do, and those need the separate Wi-Fi gateway.
- Selling or re-letting: transfer or reset the lock in the TTLock app BEFORE handover, or the old administrator keeps working access.

INSTALLERS: RELEASE THE LOCK BEFORE YOU LEAVE

If you added this lock to YOUR OWN TTLock account, you must delete it in the app while standing beside the lock, in Bluetooth range, before you leave site. Uninstalling the app does not release it. Deleting your account does not release it. If you skip this the owner cannot add the lock at all, and the only way out is a factory reset that wipes every code and every card.

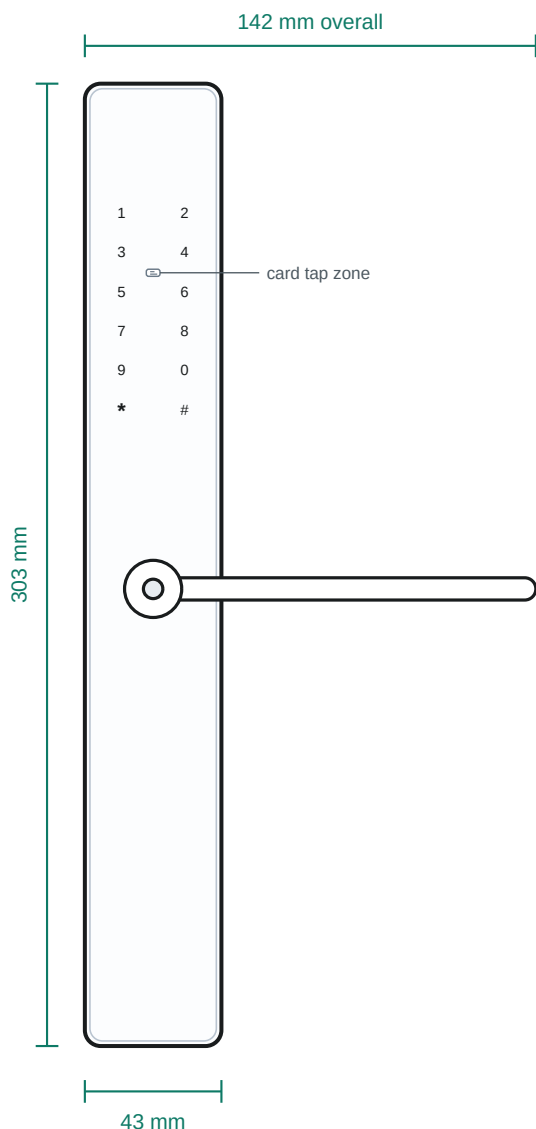
HANDOVER RECORD

Leave this with the owner. Test with the door OPEN and tick: mechanical key ☐ admin code ☐ card or fob ☐ app unlock ☐

Model and finish	Backset fitted
Date fitted	Fitted by
Admin account holder	Owner's TTLock account email
Lock name in the app	Gateway serial, if fitted
Factory code 123456 refused (Y/N)	Cards or fobs enrolled
Keys handed over	Installer released lock (Y/N)

KS300 Smart Lock

For the KS300 slimline lever lock, all finishes and all backsets. This is the narrow model, built for aluminium joinery, french doors and ranchsliders.



DIMENSIONS AND FINISH

Panel	303 x 43 mm. To be confirmed: another of our publications gives the width as 42 mm
Overall with lever	142 mm
Lever projection	80 mm from the door face
Panel depth	22.5 mm
Door thickness	38 to 55 mm, per the manual in the carton. To be confirmed: the same manual's screw table runs from 35 to 60 mm.
Backsets published	0, 50, 60 and 70 mm, plus a sliding door option
0 mm option	What it includes is being confirmed. Ask before ordering it.
Finishes	Black and Brushed Nickel
Material	Aluminium alloy and 304 stainless steel

ELECTRICAL AND ENVIRONMENT

Batteries	4 x AAA
Weather rating	IP65
Bluetooth	5.0 or above
Remote access	Gateway ready. The Wi-Fi gateway is a separate purchase.
USB emergency power	Not published

ACCESS

Opens by	TTLock app, PIN code, RFID card, mechanical key
Key hole	Position not published
Fingerprint	Not on this model
Keypad	2 columns x 6 rows
App	TTLock, by Hangzhou Sciener. Not a Keyless Solutions app.

DOOR PREPARATION · TO BE CONFIRMED

Drilling centres are being confirmed with the manufacturer. Do NOT set a door out from this sheet: it is not printed at true size. Use the true size fitting template for this model, and drill only from a card cut for your exact backset. If no such card came with your lock, call 09 238 2377 before you drill.

Sources: Our KS300 drawing, KS300 flyer (June 2023) and our KS300 listing on keylessolutions.nz. Door thickness from the manual in the carton.

Keyless Solutions · keylessolutions.nz · 09 238 2377 · Check KS-DS-300 Rev A is current before specifying.

If something is not right

Call 09 238 2377, or 027 8 ACCESS (222 377). Have the model, the backset and the door type ready and we will work it out with you. If something is not working, keylessolutions.nz/troubleshooting walks the common faults, worst first.

Keep this leaflet

It carries the model, the revision and the numbers the next person will ask for. Keep it with the keys and the cards.

WARRANTY

Two year warranty, as published on keylessolutions.nz and subject to its conditions. The Consumer Guarantees Act applies separately and is not replaced by it.



KS300

Smart Lock



START HERE

Open this leaflet. Five minutes now saves a phone call later.

FOLD

Four ways in

- PIN code**
Type it on the keypad. Set your own in the app, then check the factory code 123456 is refused.
- Card or fob**
Hold it to the reader. Enrol each one in the app first, or it will not open the door.
- Mechanical key**
Always works, batteries or not. Keep a key somewhere sensible away from the door.
- The app**
TTLock, made by Hangzhou Sciener, free on the App Store and Google Play. It is not a Keyless Solutions app.

NO FINGERPRINT ON THIS MODEL

The KS300 has no fingerprint reader. If a guide tells you to enrol one, it is the wrong document.

FOLD

The three things people ring about

- Flat batteries**
The mechanical key always works. A USB emergency power port is not published for this model, so keep a spare key somewhere you can get to without going through this door. Change all cells at once, with the door open.
- No internet**
Codes, cards and keys never depend on the internet. Only remote features do, and for those this lock is gateway ready: the Wi-Fi gateway is a separate purchase.
- Selling or re-letting**
Transfer or reset the lock in the app BEFORE handover, or the previous administrator keeps working access. The keys are not what hands the lock over, the account is.

Your lock

Model	KS300
Panel	303 x 43 mm, to be confirmed
Backsets	0, 50, 60 and 70 mm, plus a sliding door option
Batteries	4 x AAA
Weather	IP65

Full install guide: keylessolutions.nz/downloads

KS300 Smart Lock

Installation positioning card

Read this before you print

The outline sheets that follow are printed at TRUE SIZE. That only works if your printer does not resize the page. Before you mark any door, measure the bar below with a ruler or tape. If it is not exactly 100 mm, the print is wrong and the template must not be used.



This bar must measure exactly 100 mm, or the print is the wrong size.

How to use this card

- 1 Print at 100% scale on A4. In the print dialog turn OFF fit to page, shrink to fit, and scale to paper size. These are on by default in most drivers.
- 2 Check the 100 mm bar above with a ruler.
- 3 This lock is longer than an A4 sheet is wide, so its outline is printed turned on the page. It is still one sheet at true size. Nothing to cut and nothing to tape together.
- 4 Wipe the door clean and dry where the lock will sit.
- 5 Confirm your backset: the distance from the door edge to the centre of the spindle. It is the size the lock was ordered in, so check it against the mortice case supplied. Measure that distance in from the door edge and pencil a line down the door face.
- 6 Ignore the edges of the paper. Lay the teal dashed centreline along your pencil line at the height you want the lock, and let the sheet sit at whatever angle that gives: the outline is printed on a slant so its whole length fits one sheet. Check the centreline sits on the pencil line at BOTH ends. The lock is symmetrical across its width, so that centreline is the spindle line.
- 7 Tape the sheet flat and mark around the outline. It is the escutcheon at true size. For the inside face, pencil the same backset line on the inside of the door and tape this same outline on it, face up, the same way.
- 8 Check the marked extents clear any glazing bead, reveal or adjacent leaf before anything is cut.

HOLE CENTRES AND PANEL SIZE · TO BE CONFIRMED

This card positions the lock. It does NOT mark the holes. Drilling centres are being confirmed with the manufacturer and will be printed here. Until then, use whatever drilling card came in your box. If there is no card in yours, call 09 238 2377 rather than measuring holes off this sheet. The panel size is being confirmed too: this outline follows our drawing, 303 x 43 mm, and another of our publications gives the width as 42 mm. Hold the lock itself against your marks before you cut anything.

HOW FAR FROM THE DOOR EDGE

This sheet does NOT tell you how far the lock sits from the door edge. That is set by the backset you ordered, and it is different on every job. The sheet gives you the outline at true size so you can set the height, check the lock clears the glazing bead and the reveal, and mark exactly what it covers. The turned sheet carries one outline, not two: mark the outside face, then tape the same outline face up on the inside face.

KS300 Smart Lock · Fitting template

PRINT ON A4 AT 100%. DO NOT SCALE.

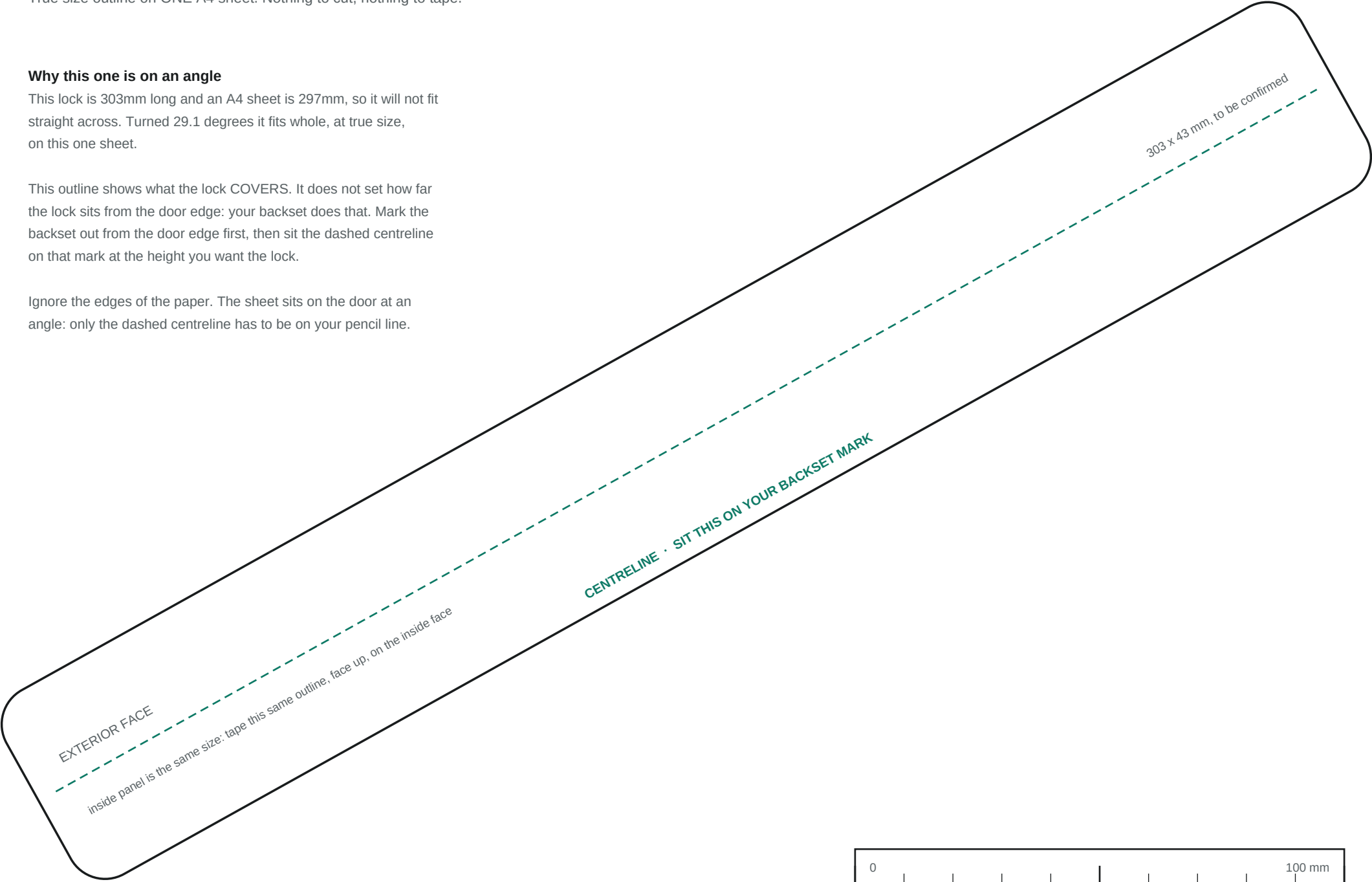
True size outline on ONE A4 sheet. Nothing to cut, nothing to tape.

Why this one is on an angle

This lock is 303mm long and an A4 sheet is 297mm, so it will not fit straight across. Turned 29.1 degrees it fits whole, at true size, on this one sheet.

This outline shows what the lock COVERS. It does not set how far the lock sits from the door edge: your backset does that. Mark the backset out from the door edge first, then sit the dashed centreline on that mark at the height you want the lock.

Ignore the edges of the paper. The sheet sits on the door at an angle: only the dashed centreline has to be on your pencil line.



This bar must measure exactly 100 mm.