



DOOR ORDER FORM FOR NEW OR REPLACEMENT DOORS

Please fill out this form and fax back to: (800) 456-3125
This will ensure proper machining of the door(s) you have recently ordered.

To attention of (hardware salesperson): _____

NAME: _____ DATE: _____
ADDRESS: _____ CITY, STATE & ZIP: _____
PHONE: _____ E-MAIL: _____

NOTE: Please take careful and accurate measurements and remember to always measure from the top of the door down.

Width of Door: _____ Bored-Holes: (CIRCLE ONE) **SINGLE DOUBLE CARD LOCK PREP**
Height of Door: _____ Existing Card Lock (CIRCLE ONE): **ORIGINAL RETRO-FIT**
Finish/Stain: _____ Card Lock Manufacturer: _____
Wood Type (SPECIES): _____

Viewers: (CIRCLE ONE) **NONE ONE TWO**

Measure from the top of the door to the center of the viewer: _____

Refer to the **WARNOCK/HERSEY** label on the inside (hinge-side) edge of the door:

Fire Rating: _____
Manufacturer (or location): _____

HINGE PREP:

Measure from the top of the door to the top of each hinge.

From top of door to top of top hinge: _____
From top of door to top of middle hinge: _____
From top of door to top of bottom hinge: _____

Height of the hinge itself is: _____

LOCKSET PREP:

Measure from the top of the door to the center of the lockset (not the deadbolt): _____

Measure from the center of the lockset to the center of the deadbolt: _____

Measure the diameter of the holes in your existing door for the *lockset*: _____

Measure the diameter of the holes in your existing door for the *deadbolt*: _____

When standing in the hallway facing the door, does it... (CIRCLE ONE): **pull out toward you / push into the room**

When standing in the hallway facing the door in question, is the lockset (CIRCLE ONE): **RIGHT LEFT**

Is the backset of the lockset (CIRCLE ONE): **2 3/8" 2 3/4"**

(Measure from the center of the lockset hole in the door to the edge of the door.)

On the edge of the door where the latch bolt comes out – measure the faceplate:

Height: _____ Width: _____

Are the corners on the latch bolt faceplate (CIRCLE ONE) **ROUNDED SQUARED**

Please call HARDWARE SALES to let us know if you have any questions.

This form has been filled out by and approved by:

Signature: _____