

INSTALL GUIDE

Nexkey Core – All Configurations

V 2.1 – May 2026

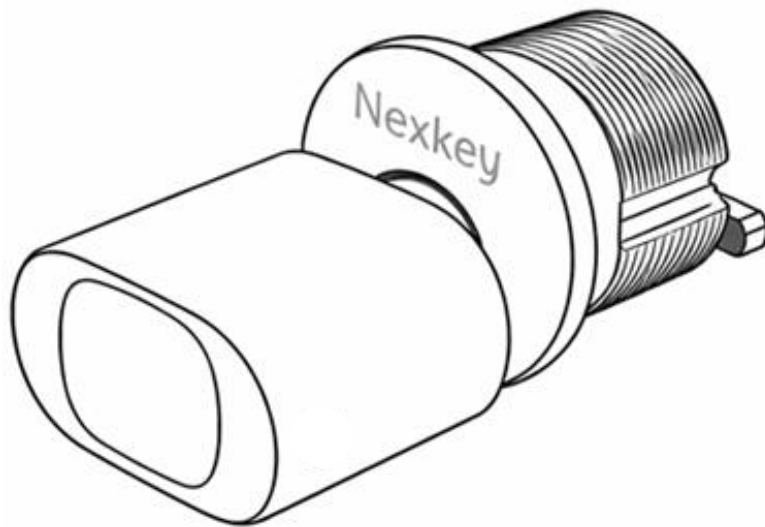


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Commissioning the Core

- The Core must be commissioned prior to installation to verify functionality.
- Visit <https://store.nexkey.com/> and complete the Core commissioning process.
- After commissioning, you will receive access and a digital key to test operation.

Network Requirement

- The user's mobile device or tablet must have an active cellular data or Wi-Fi connection to perform unlocks.

Door & Hardware Readiness

Nexkey Cores are typically retrofitted into existing mechanical hardware.

Verify that the door and lock hardware are in proper working condition before installation.

Confirm the following:

- Lock operates smoothly with no binding or excessive resistance
- Latch or bolt fully extends and retracts
- Door closes and latches properly
- Strike alignment is correct
- Hardware shows no excessive wear, looseness, or internal failure

If the existing lock is worn, damaged, or not functioning properly, replace the mechanical hardware before installing the Nexkey Core.



IMPORTANT WARNINGS



The following warnings must be read and followed.

Failure to follow these instructions may result in improper operation and may void the warranty.

High Vandalism Risk Applications

The Nexkey Core is not designed to resist intentional physical destruction.

Do **not** install the Nexkey Core in environments where there is concern that someone may:

- Strike or forcibly break the handle
- Intentionally damage the exterior of the cylinder

The Nexkey Core must not be installed in high-vandalism applications.

In environments with elevated vandalism risk, install a Nexkey Controller or Solo instead.

No Mechanical Key Override

The Nexkey Core does **not** provide mechanical key override.

If the Core fails, it will function like any non-actuating mechanical cylinder and require service by a qualified technician.

If guaranteed mechanical access is required in the event of electronic failure, one of the following must be provided:

- An alternate door with traditional keyed access
- A secondary means of entry
- A Nexkey product designed for mechanical override applications

The Nexkey Core must not be installed where mechanical override is required by policy, code, or facility procedure.

TECHNICAL SPECIFICATIONS



Specification	Description
Reader	Integrated reader. No external reader required.
Hardware Version	1.2
Power	(1) ER14250 1/2 AA Battery
Unlock Credential	Nexkey Mobile App & Apple Watch
Device Requirements	iOS 16.6 or later, Android 11 and up



REPLACING THE BATTERY

Required Tools & Materials

- Torx T6 screwdriver
- ER14250 battery
- Use only ER14250 3.6V lithium batteries. Do not use alkaline or substitute battery types.

Battery Replacement Procedure

1. Remove the security screw from the Nexkey Core handle.
2. Slide the handle off the Core.
 1. If O-rings are installed, additional force may be required.
3. Carefully pull back the retaining ring.
4. Remove the existing battery.
5. Install the new battery with the **positive (+) terminal facing down** into the Core.
6. Reinstall the retaining ring, ensuring the holes are properly aligned.
7. Slide the handle back onto the Core.
8. Reinstall and tighten the security screw.

When the handle is reinstalled, the LED will illuminate briefly.

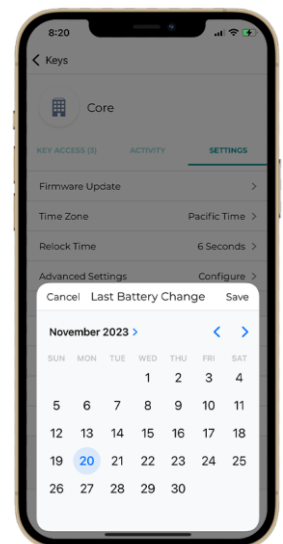
Update “Last Battery Change”

After replacing the battery, update the **Last Battery Change** date in the Nexkey app to enable future battery notifications.

Navigate to the serviced Core under the **Keys** tab, open **Settings**, and enter the battery replacement date.

If this date is not entered, battery replacement notifications will not be sent.

Security Screw



NK101 – KEY-N-LEVER WITH UNIVERSAL TAILPIECE



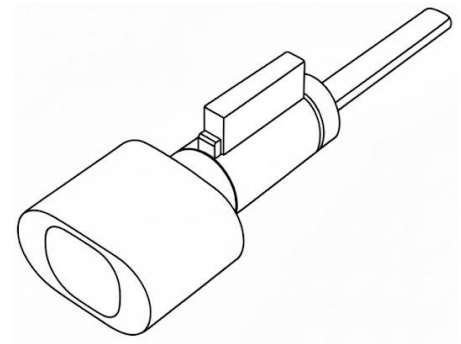
Installation Instructions

What's in the box:

- Nexkey Key-in-Lever
- Lever removal tool
- Battery
- T6 screwdriver

Tools:

- Calipers
- Dremel tool



Mechanical Lock Preparation

1. Remove the mechanical key-in-lever cylinder from the outside lever.
2. Using calipers, measure the **length, width, and thickness** of the original tailpiece. Record these measurements.

Nexkey Cylinder Preparation

Remove Universal Tailpiece

1. Remove the universal tailpiece from the Nexkey Key-N-Lever cylinder by removing the two retaining screws with a 0.9 mm hex driver.

Modify Tailpiece

1. Using the recorded measurements, cut and modify the Nexkey universal tailpiece to match the original tailpiece dimensions.
2. Ensure all cut edges are deburred prior to reinstallation.
3. Reinstall the modified tailpiece onto the Nexkey cylinder.

Install Nexkey Cylinder into Lever

1. Remove the handle from the Nexkey cylinder assembly.
2. Insert the Nexkey cylinder into the outside lever.
 1. If required for proper fitment, remove the **LockID sticker** from the Core neck.
3. Reinstall the Nexkey handle.

Reinstall Outside Lever onto Lock

1. Slide the lever onto the spindle until it stops.
2. Tap the face of the Nexkey cylinder to unlock.
3. Once unlocked, turn the Nexkey handle while pressing the lever fully onto the spindle until seated.

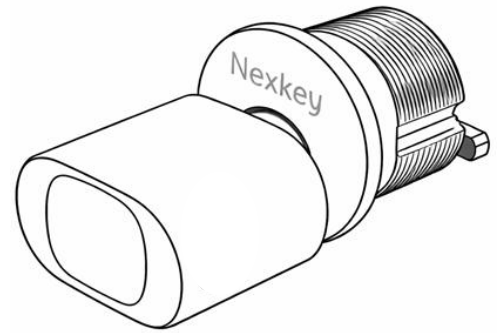
NK102 - MORTISE CYLINDER 1-1/8"



Installation Instructions

What's in the box:

- Nexkey Mortise Cylinder w/ Adams Rite cam
- Battery
- Standard Yale cam
- T6 screwdriver



Before You Begin

⚠ Warning: The NK102 may only be used with mortise locks that DO NOT include a deadbolt.

- Mortise locks with a deadbolt are NOT supported.
- Examples of incompatible mortise locks include: Schlage L9000 and ASSA ABLOY ACCENTRA 8700 (formerly Yale Commercial)
- There is a high risk the cam may be left in a downward orientation. If this occurs while someone is operating the inside handle the cam may jam and damage the internal locking mechanism, potentially preventing egress.
- The Nexkey mortise handle is designed to free-spin between the 8 o'clock and 4 o'clock positions.
- This rotation range is specifically designed for Adams Rite deadlock applications.
- If a more restricted turn range is required, order the NK109 Mortise Cylinder, which locks at the 12 o'clock position.

Prepare Nexkey Mortise Cylinder

- Confirm the correct cam is installed on the Nexkey mortise cylinder.

Installation

- Follow the mortise lock manufacturer's installation instructions.

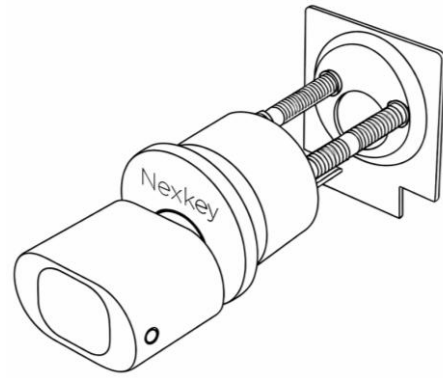


NK105 - RIM CYLINDER

Installation Instructions

What's in the box:

- Nexkey Rim Cylinder
- Battery
- T6 screwdriver



Before You Begin

If replacing an existing cylinder, measure and record the original tailpiece length.

Cut the Nexkey tailpiece to the correct length before installation.

For outdoor installations, install the provided O-rings to help prevent water intrusion.

Remove Existing Rim Cylinder

1. Remove the rim hardware to access the two cylinder mounting screws.
2. Remove the mounting screws.
3. Remove the existing rim cylinder and mounting plate.

Install Nexkey Rim Cylinder

1. Select the appropriate cylinder ring (collar) to achieve proper projection.
2. Confirm the tailpiece has been cut to the correct length.
3. Insert the Nexkey rim cylinder into the door.
4. Install the mounting plate and screws.
5. Tighten screws evenly to secure the cylinder.
6. Break off excess screw length as needed for proper fitment.

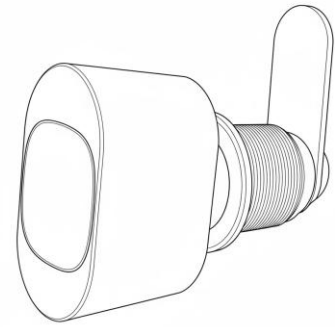


NK106 - CAM LOCK - 7/8"

Installation Instructions

What's in the box:

- Nexkey Cam Lock
- Battery
- Mounting hardware
- Straight 1" tailpiece
- T6 screwdriver



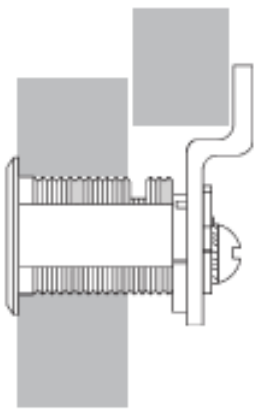
Cam Configuration Notice

The Nexkey Cam Lock includes a 1" straight cam only.

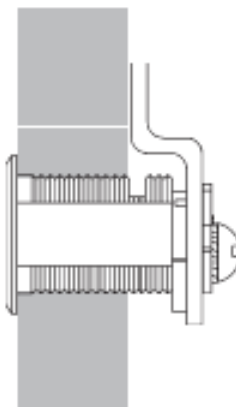
If an alternate cam type or length is required for the installation (offset, hook, longer/shorter cam, etc.), the installer must supply the appropriate cam.

Verify cam type and door preparation before installation.

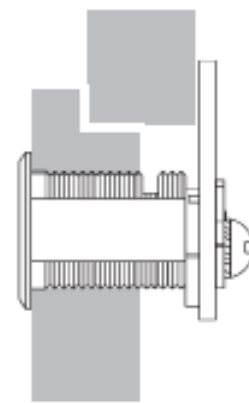
Typical Installation



Overlay



Flush



Lipped/Overlay

Overlay installation not recommended for particleboard applications.

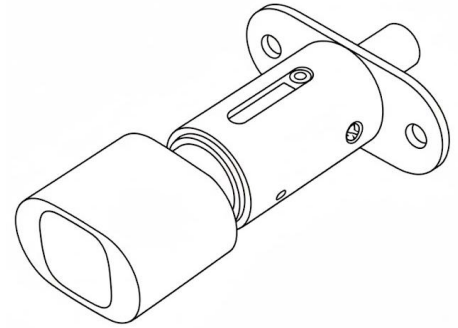
NK107 - TRACK PLUNGER LOCK



Installation Instructions

What's in the box:

- Nexkey Track Plunger Lock
- Battery



Typical Applications

- Sliding glass door shoe assemblies
- Roll-top desks
- Wood or aluminum sliding door systems

Before Installation

- Verify the lock body dimensions are compatible with the track or shoe assembly.
- Ensure sufficient clearance for plunger extension and retraction.
- Confirm material thickness and mounting surface support proper retention.

No special installation procedure is required beyond standard mechanical fitment. Reuse existing mounting hardware.

Dimensions

Measurement	Dimension
Overall Length (incl. pill handle)	2 13/16"
Cylinder / Body Diameter	7/8"
Plunger Travel / Throw Distance	5/8"
Plunger Diameter	3/8"
Hole Center to Hole Center	1 1/2"

Note: All dimensions are nominal. Actual dimensions may vary slightly due to manufacturing tolerances.

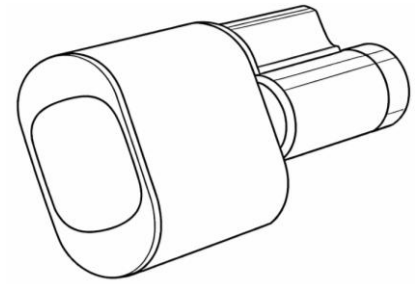


NK108 - CYLINDER FOR OLYMPUS 829R-LC RATCHET LOCK

Installation Instructions

What's in the box:

- Nexkey cylinder driver installed
- Battery



The NK108 includes the Nexkey cylinder only.

The Olympus 829R-LC ratchet lock must be purchased separately.

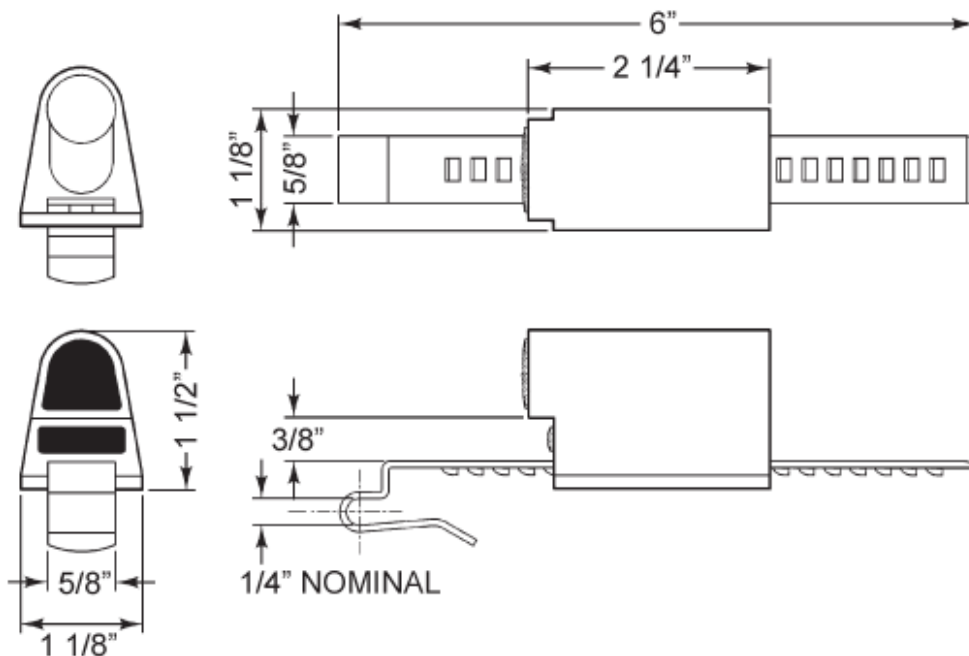
Install the lock according to the Olympus manufacturer's instructions.

The Nexkey cylinder installs the same as a standard key-in-lever cylinder for the Olympus 829R-LC.

Do not use the driver included with the Olympus ratchet lock for mechanical key-in-lever applications.

The correct driver is pre-installed on the Nexkey cylinder.

Olympus 829R-LC Dimensions



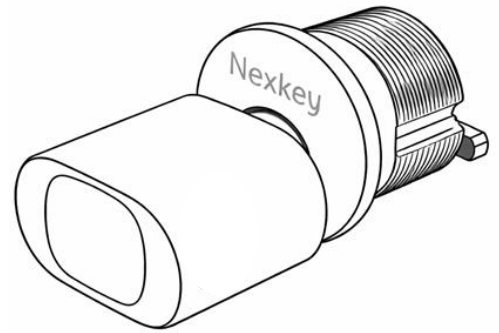
NK109 - CYLINDER FOR ILCO 4500 MORTISE DEADBOLT



Installation Instructions

What's in the box:

- Nexkey Mortise Cylinder w/ Ilco fan cam
- Battery
- T6 screwdriver



⚠ Warning: The NK109 is specifically configured for the Ilco 4500 Mortise Deadbolt. If the NK109 is used in any other hardware application that requires a 12 o'clock locking position, it must NOT be installed on mortise locks that incorporate a latch and deadbolt combination lockbody (such as Schlage L Series locks). Improper application may cause the cam to jam the lock mechanism, potentially damaging the lock and preventing egress.

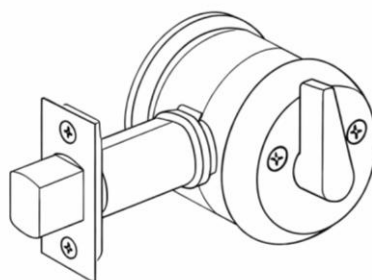
The NK109 includes the Nexkey mortise cylinder only.

The Ilco 4500 mortise deadbolt must be purchased separately. Install the lock according to the Ilco manufacturer's instructions.

The Nexkey mortise cylinder installs the same as a standard mechanical mortise cylinder.

The Nexkey cylinder includes an **Ilco fan cam** pre-installed.

No special preparation or modification is required beyond standard mechanical installation procedures.



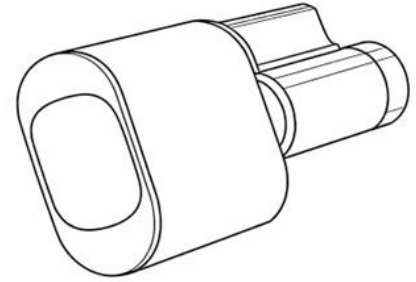


NK110 - CYLINDER FOR GMS P SERIES PADLOCKS

Installation Instructions

What's in the box:

- Nexkey with driver installed
- Battery
- T6 screwdriver



The NK110 includes the Nexkey cylinder only.

The GMS P Series padlock must be purchased separately.

It is recommended to order the padlock less cylinder.

Compatible Padlock Models

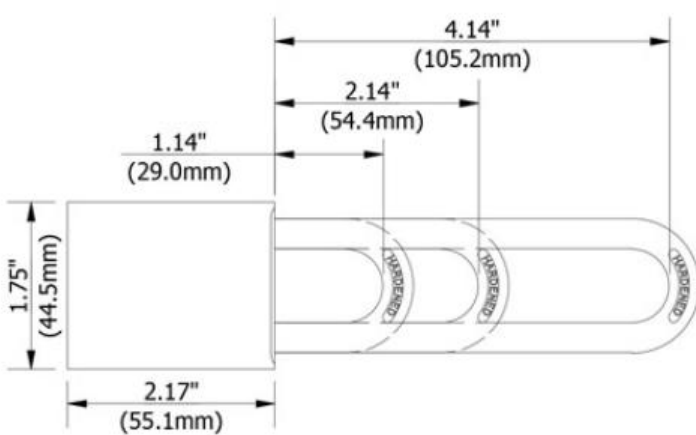
- GMS P175
- GMS P200

Do not use the driver included with the padlock.

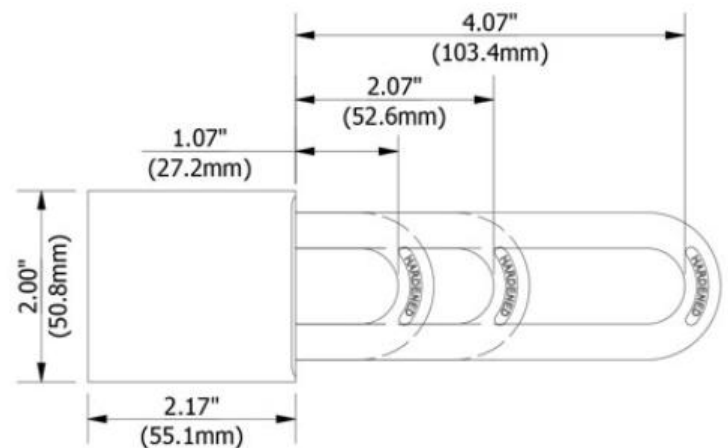
The correct driver is pre-installed on the Nexkey cylinder.

The Nexkey cylinder installs in the GMS padlock in the same manner as a standard key-n-lever mechanical cylinder.

GMS Padlock Dimensions



P175



P200



Testing the Core – All Configurations

Local Unlock Verification

1. Open the app and navigate to the Unlock tab.
2. Confirm the Core appears under the Nearby section.
3. Tap the Core and wait for the unlock confirmation checkmark.
4. Turn handle on Core.
5. Verify the door physically unlocks.
6. If the door does not unlock smoothly, do not force rotation. Recheck hardware alignment and tailpiece preparation.
7. Open and close the door, then confirm it relocks properly.
8. Adjust the relock time if necessary.

Settings

This section will provide an overview of the Core's settings.

For a full guide visit <https://www.nexkey.com/guides>

Name the Core

Assign a clear, descriptive name to the Core to easily identify the door it controls. Optionally you can add a nickname.

Blackout

Configure Blackout Days to specify calendar dates when user access is denied.

- Admins are not affected by blackout days and will retain access.

Firmware Update

Update the Core firmware to ensure the latest features, performance improvements, and security updates are applied.

TESTING AND SETTINGS (CONTINUED)



Time Zone

Set the Core time zone to match the installation location.

- The default time zone is Pacific Standard Time (PST).
- Correct time zone configuration is required for accurate schedules and activity logs.

Relock Time

Adjust the relock time to control how long the locking hardware remains unlocked after an unlock event. By default, the relock time is set to 6 seconds.

Advanced Settings – Proximity Unlock

Unlock core without needing to open the app.

Last Battery Change

Entering the date of the last battery replacement allows Nexkey to send email notifications when the battery is due for replacement.

If this information is not entered, battery replacement notifications will not be sent.

Unlock Settings

- Vibrate – Mobile device will vibrate on successful unlock and relock
- Sound - Mobile device will play a sound on successful unlock and relock
- Unlock Distance – controls the distance at which nearby locks will be detected.

SUPPORT



Thank you for choosing Nexkey.

If you need assistance or encounter any issues during installation, please contact us right away.

<https://www.nexkey.com/support>

(888) 413-7093

support@nexkey.com

Visit our YouTube page that has helpful tutorials on how to operate and manage Nexkey devices.

<https://www.youtube.com/@Nexkey>

Sincerely,
The Nexkey Team

Revisions

Version	Date	Content
1.0	2/2025	webpage instructions
2.0	3/2026	Updated downloadable document
2.1	5/2026	Updated approved applications for Nexkey Mortise lock