



# Retrofit

## LEEV® SECURE delivery system

For 16" and 24" retrofit panels  
with SKU# LEEVR1620, LEEVR1626,  
LEEVR2420, and LEEVR2426

### INCLUDED HARDWARE:

Assembled LEEV® Secure door and frame (1)  
Shelf brackets and door stops (2)  
Receiving shelf and door (1)  
Stainless steel door pull (1)  
#6×<sup>3</sup>/<sub>8</sub>" sheet metal screws (6)

### OPTIONAL HARDWARE SOLD SEPARATELY:

Stainless steel custom name/number plate

### REQUIRED HARDWARE NOT INCLUDED:

Deadbolt locking mechanism  
Fasteners for secure attachment to structure

Prepare the wall by creating a rough opening either 14½" or 22½" wide by 20" or 26" tall, depending on which LEEV® Secure system you purchased. Complete steps 1 through 3 below to assemble and attach the receiving shelf and door stops, pull handle, and optional custom name/number plate (sold separately.) The "smart" or manual deadbolt locking mechanism (not included) may be installed (step 5) either before or after attaching the LEEV® Secure delivery system to the structure (step 5.)

**This product does not carry a fire rating and should not be installed on a fire-rated wall.**

### STEP 1: assemble the receiving shelf and door stops.

Insert the two bottom tabs of one of the shelf brackets and door stops into the two slots on the shelf. Make sure the components are oriented as shown in figure 1.

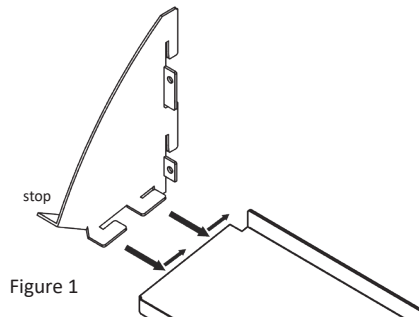


Figure 1

Push the bracket toward the upright flange on the shelf to lock the tabs in place. Repeat to attach the remaining bracket on the other end of the shelf as shown in figure 2.

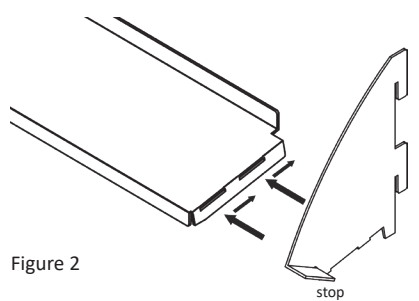


Figure 2

### STEP 2: attach the receiving shelf and door stops to the interior side of the door.

Place the door front-down on a towel-covered table or workbench. Lift the supporting frame. Pass the receiving shelf and door stops assembly through the back of the supporting frame as shown in figure 3. Insert the shelf tabs into the corresponding slots on the back of the door. Slide the shelf assembly toward the bottom end of the door to lock the tabs in place. Attach #6×<sup>3</sup>/<sub>8</sub>" sheet metal screws through the holes in each shelf bracket and into the door as shown. Do not over-tighten. Some LEEV Secure systems may have three slots, three tabs, and three screws on each side, but the installation procedure is the same.

Note: The two bent tabs at the outer, bottom ends of the shelf brackets are the stops. They should catch on the door support frame when the door is in the fully opened position. **The door should only be used with the shelf attached and the stops properly positioned.**

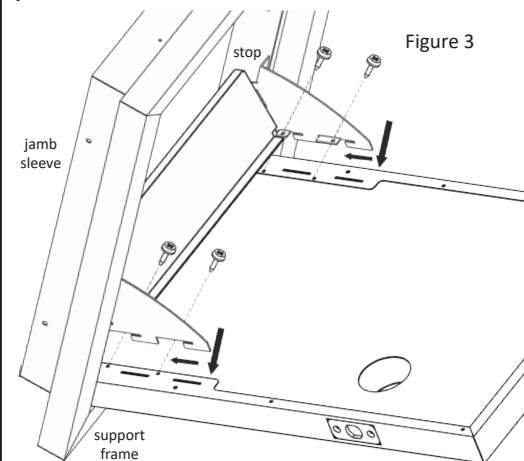
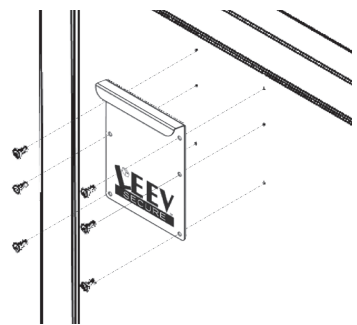


Figure 3

### STEP 3: attach the pull handle (and optional custom plate.)

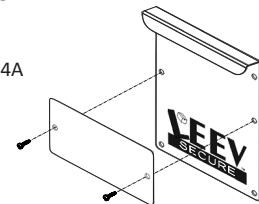
Attach the stainless steel pull handle to the precut screw holes on the front of the door with six #6×<sup>3</sup>/<sub>8</sub>" sheet metal screws as shown in figure 4. Do not over-tighten.

Figure 4



Note: To attach a custom name/number plate (sold separately,) remove the two screws located directly above the LEEV logo and install the custom plate with two #8×<sup>3</sup>/<sub>8</sub>" sheet metal screws (included with the custom plate) as shown in figure 4A.

Figure 4A



### STEP 4: Install the locking mechanism (not included.)

The LEEV® Secure package delivery door system is designed to work with most manual or digital "smart" deadbolt locks with a 2¾" backset and a 2½" hole (5" centerline of bolt to top of inside lock trim.) Follow the manufacturer's instructions for attaching the lock to the door.

### STEP 5: Securely attach to the structure.

From outside, push the door assembly into the rough opening until the support frame rests against the wall. Then from inside, attach the jamb sleeve (see figure 3) to the wall framing with appropriate fasteners (not included) through the pre-punched holes. Use shims and/or flashing if needed. Finish the installation with an appropriate caulk or weather sealant around the edges of the opening.



Goldberg Brothers LEEV® products are protected against manufacturing defects with a limited 5-year warranty. See the full warranty and disclaimers at:

<https://goldbergbrothers.com/warranty/>



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