

ASSEMBLY INSTRUCTIONS TERRACE SHOP

These instructions are important please read them and make sure you understand each step prior to starting any work.

GENERAL GUIDELINES

These assembly instructions follow the procedures we use in our workshop.

You will find that assembly is easier when working on a smooth flat surface.

Ensure sufficient protection is used to prevent damage to the work surface, especially when drilling.

Standard white PVA glue is suitable for all joints. Follow the manufacturer's recommendations on application and handling.

WE DO NOT RECOMMEND THE USE OF FAST DRYING GLUE

We do not use nails or screws for the carcass assembly.

The carcass is held together with parcel tape **until the glue is fully dry.**

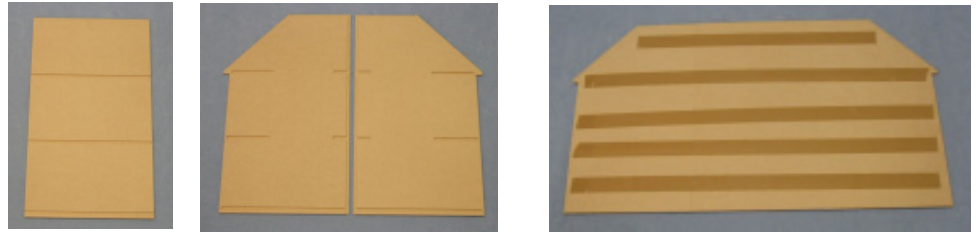
These kits are very accurately made and it is important to ensure all joints are pushed fully home.

We strongly recommend that you first put the assembly together, without glue, to familiarise yourself with the procedure and ensure that all the parts are fitted correctly.

Clamping the carcass with sash cramps, 'G' cramps etc. may pull it out of square, as will standing it on an uneven surface.

You may find it easier to fit the hinges to the attic and front prior to gluing

If you paint parts prior to assembly check there is not a build up of paint in the grooves or on surfaces that will prevent the parts fitting together properly. It is best to check by trying the parts together again to make certain that they push home prior to applying glue.



Put the back wall and two end walls on your work surface with the grooves down.

Make sure that the tops and bottoms are level and the inside edges are tight together. Use a straight edge to help if necessary. Place tape across all three walls as shown above.

Turn the assembly over by lifting all three walls together from the top or bottom edges so the tape is now down and the grooves are up.

The tape will act as a hinge when we lift the walls to fit to the floors.



Floors are now positioned making sure the staircase is on the left and the tongues fit fully into the grooves.

The attic floor is deeper than the first floor as shown and the two notches in the ground floor go at the front.



The walls are now lifted and positioned to the floors making certain that all the tongues go fully into their grooves.

Tape is now placed across the front to hold the walls and floors together.



It is important that the tape is straight across the front otherwise it may pull the carcass out of square. To help in this place the tape parallel to the floors as shown above.

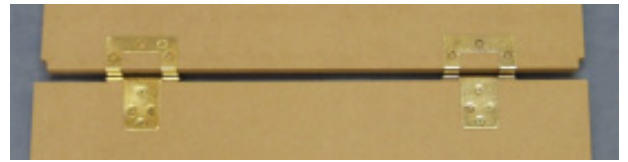
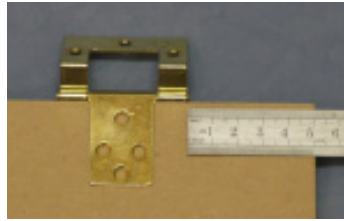
The whole assembly can now be lifted up onto the base.

Now fit the roof and tape it to the walls as shown.



At this point it is best to leave the carcass undisturbed until the glue has fully dried.

We would leave it overnight.



Fit the mansard to the roof with two cranked hinges 50mm from each end.

The mansard is wider than the roof so ensure that they are positioned central to each other.

Also the top edge of the mansard is beveled and when closed the bevel should be flush with the top of the roof. Make certain the bevel is facing down when fitting the hinge

NOTE The mansard can be fitted to the roof then removed prior to assembly and decorating.



The shop front is fitted to the left wall with two cranked hinges.

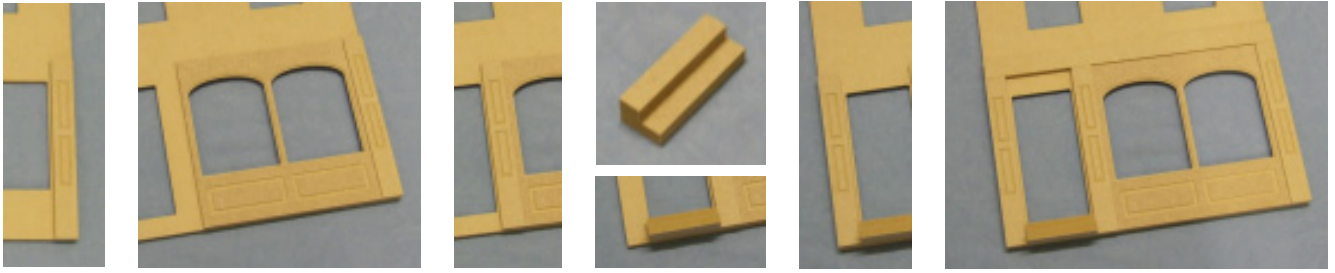
The bottom hinge must be no more than 3mm below the bottom edge of the shop window as shown.

The top hinge is 50mm from the top edge of the front.

NOTE The shop front can be fitted to the wall then removed prior to assembly and decorating.

The completed carcass

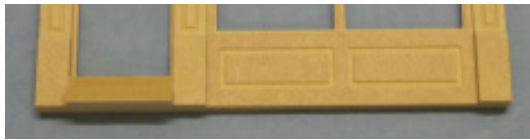




Assemble the shop front with the columns windows and step in the order shown above making certain that each one is flush with the bottom edge of the front. Also when positioning the first column it must be flush with the edge of the front.

The step is in two parts and should be assembled prior to fitting to the front.

Next fit the fascia above the columns and windows.



Complete the bottoms and tops of the three columns as shown above.

Fit the quoining above the columns both sides of the front making certain that the edges are flush with the edges of the front.

The window surround and sill fit flush to the window opening.

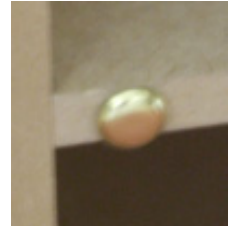
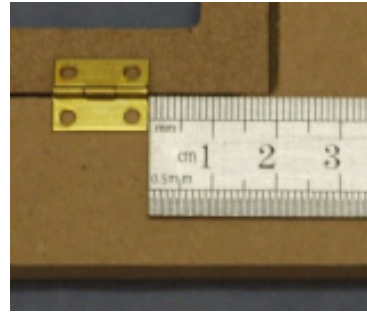
Insert the window frame.



Completed shop front



Hinge the shop door 20mm from the top and bottom.



The magnetic fastener is fitted to the inside edge of the shop front opposite the hinges.

Place a piece of flat wood over the magnet when it's in position over the hole and tap with a hammer until the magnet is flush.

Repeat this for the wooden plug used to fill the unused hole on the other edge.

Next mark the position for the magnet stud on the edge of the first floor. Drill a 1mm or 2mm about 10mm deep push the stud in, give it a light tap home if necessary.
