SHIRE

BUILT AROUND OUR REPUTATION

Assembly of 10x10 Workman

Our Help Line provides support and advice to customers of Summer Garden Buildings after ordering. For advice before you buy you can phone us free 7 days a week on 0800 9777828 or visit www.summergardenbuildings.co.uk

TOOLS REQUIRED

- Hammer
- Step ladder
- Sand paper
- Battery-powered drill/screwdriver
- 8mm drill
- Pencil
- Tape measure
- Gloves
- Sharp knife and saw

IMPORTANT!

PLEASE READ PRIOR TO ASSEMBLY OF THE BUILDING

EVERY PRECAUTION IS TAKEN TO ENSURE THAT YOUR BUILDING HAS NO ELEMENT INCORRECTLY PLACED OR POSSIBLY HAZARDOUS, HOWEVER PRIOR TO USE PLEASE CHECK ALL SURFACES FOR THE FOLLOWING:

1 RAISED GRAIN, SPLINTERS: sand down timber to smooth finish

2 NAIL/SCREW/PIN HEADS PROUD: tap home to be flush with surface of timber

3 DAMAGED SCREW HEADS RESULTING IN SHARP SPLINTERS OF METAL: replace

4 SHARP ENDS OF NAILS/ SCREWS/ PINS PROTRUDING THROUGH THE PANEL: remove and reposition.

5 ENSURE ALL PARTS ARE SECURED AGAINST REASONABLE FORCE: remove and refit

6 ENSURE THERE ARE NO LOOSE PARTS: remove and refit/discard

We recommend that protective gloves be worn throughout

PLEASE NOTE

Wood is a natural product and is therefore prone to changes in appearance, including some warping, movement and splitting, particularly during unusual climatic conditions (long hot or wet spells of weather). As a natural occurrence this is not covered by a guarantee.

Preparation of base

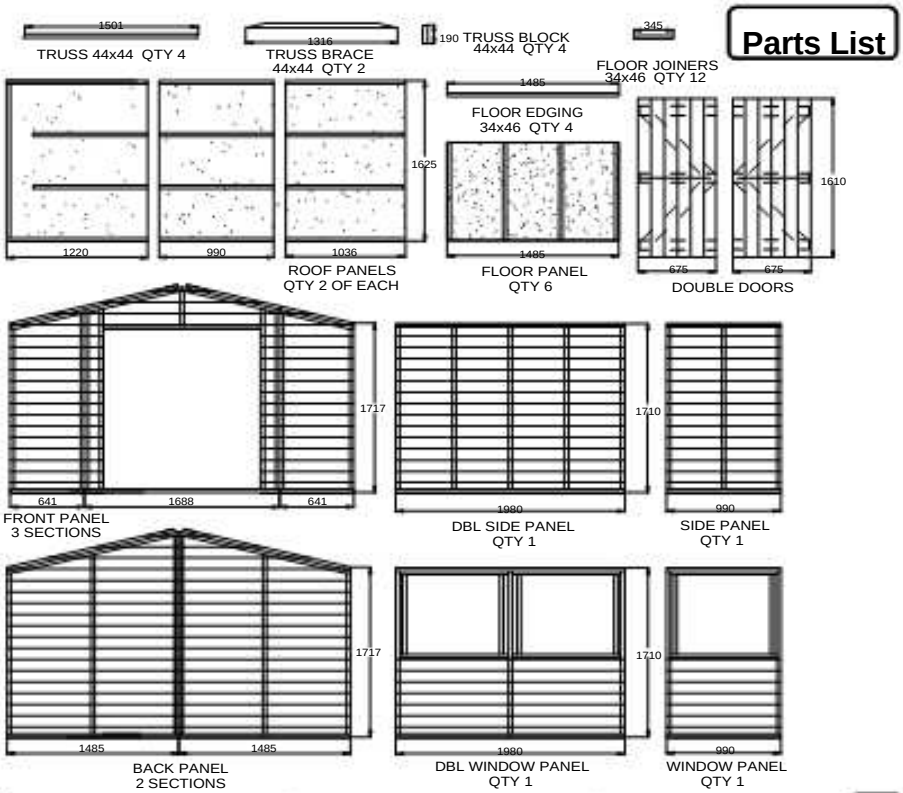
We recommend that the base onto which your building will stand should be at least 75mm larger in each direction than the total floor size of the building.
Actual floor area of the building: 2970x3038 mm
Total height clearance: 2168mm
The chosen position in your garden for the siting of the building should be excavated to a depth of 75mm to allow a base of sand, on to which paving slabs can be evenly laid - **THEY MUST BE LEVEL AND FIRM.**

Treatment/care of your Garden Building

Treat with a suitable decorative wood finish immediately. We recommend that all timber pieces be treated again prior to assembly and again within 3 months of assembly. We further recommend that all pieces are treated again at least annually or as frequently as the instructions on the product used recommends. We would suggest that all wall panels be treated in an upside-down position to allow the finish/treatment to ingress into the tongue and groove jointing. We would also remind you that you would rarely (if ever) be able to re-treat the underside of the floor following assembly. We strongly recommend that the underside of the floor is treated an absolute minimum of twice (not including pre-treatment).

PRESSURE TREATED buildings come to you already in a light green colour. Whilst your pressure treated building will give you an extended life compared to non-pressure treated it is still beneficial to apply your own choice of good quality long life preservative or stain - although it is not absolutely necessary. Any area of timber that you cut, nail or screw after the building arrives to you should be re-treated or stained to ensure an extended life. The light green colouration can be stained over in your own preferred choice of colour should you wish.

Parts List



QTY	DESCRIPTION				
12	Glazing 355x355mm	2	Diamonds	90	60mm screws
48	Beading 357mm	6	Door 'T' hinges	114	25mm screws
9	Cover strips 1720mm	1	Pad bolt	8	10mm screws
1	Cover strip 2110mm	2	Small barrel bolts	8	60mm nails
2	Cover strip 1889mm	3	Casement stays	186	40mm nails
4	Fascia 1740mm	6	Casement stay pins	270	Felt nails
2	Door stop strips 1610mm	6	Window hinges	96	Panel pins
1	Door stop strip 1360mm	2	Rolls of felt 8mtr x 1mtr		
		8	80mm screws		

02/05/08

A Floor Assembly

Remove travel protection blocks from bottom edge of panels. 1. Ensure that your base is firm and absolutely level.
2. Take two sections of floor and secure together through floor bearers (990mm side) using 3 x 60 mm screws. You will need to turn the floor over to do this. Repeat for other two pairs.

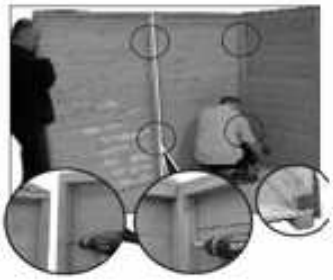
3. Take 6 pieces of 34x46x345 floor joiners and place between each floor bearer. Nail half of the widest part to the floor using 3 x 40 mm nails per piece.

4. Once floor joiners are fitted between floor bearers, slide another floor pair on top of floor joiners and secure again using 3 x 40 mm nails per piece.

5. Along the front and back edge of the completed floor fix two 34x46x1485 framework pieces. Secure into floor bearers using 4 x 60 mm screws per framework piece. Note: the 46mm edge sits against the floor of the building.

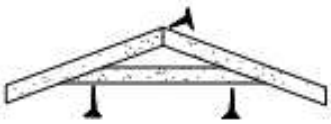
B Wall Assembly

Please see truss assembly before beginning wall assembly.
1. Pre drill panels in 3 places, top, middle and bottom.
2. Decide which side of the building you want your window panels to go. Place one half of the back panel onto the floor ensuring the cladding has overhung the floor.
Place side/window panel next to this and join together from the inside using 3 x 60 mm screws. You can start with either single or double side/window panel.
The panels along the front and back extend from floor edge to floor edge, the side/window panels sit inside the front and back panels.



3. Place other back panel half and secure using 3 x 60 mm screws.
4. Fit other side/window panel next to one already in position and secure using 3 x 60 mm screws.
5. Place side/window panel next to back panel and secure using 3 x 60 mm screws.
6. Place remaining side/window panel and secure using 3 x 60 mm screws.
7. The front panels are now ready to be placed. Secure to side panels and to each other using 3 x 60 mm screws per panel.

C Truss Assembly



You can use framework of back panels as a template to construct the truss. Lay back panels down.
1. Take the two pieces of truss framework and the one piece of bracing bar framework and place together to make an 'A' shape.
2. Secure together at the ridge using 1 x 60 mm screw.
3. Screw bracing bar into truss using 1 x 60 mm screw at each end.
4. Mark the position of the lower angled side of the truss support block on the back panel frame.
5. Measure from top of framework of adjoining side panel to mark previously made. Measure and mark from top of framework of adjoining side panels and centre position of double panels. The mark is where the lower angled side of the truss support block will be placed.

6. Secure truss blocks in position using 2 x 60 mm screws per block.

7 . Place the truss on top of the two opposite support blocks and secure using 2 x 80 mm screws per side. Repeat for other truss.

D Roof Assembly

1. Staring at the back slide one 1036x1625 mm roof panel into position using the cut-out of the ridge as a guide. Make sure the panel is flush with the back of the building and resting on one half of the truss.
Repeat for the other side.
2. Screw roof panels together at the ridge from the inside using 3 x 60 mm screws.
3. Secure roof panels into framework of gable ends using 3 x 40 mm nails per side.
4. Place the 990x1625 mm roof panels next to the back ones and resting on both trusses. Secure panels together at the ridge from the inside using 3 x 60 mm screws.
5. Place the 1220x1625 mm panels at the front using the cut-out of the ridge as a guide and resting on the truss. Secure at ridge and into gable walls.
6. Secure panels into trusses at the ridge using a total of 8 x 60 mm nails.
7. Secure along the length of the building into framework of walls using 12 x 40 mm nails per side.

E Felt Roof

1. Measure and cut the required four lengths allowing an overhang of approx 50 mm on all sides.

Starting at the lower edge (the eaves) place one piece of felt along the length of the building.

Secure the felt using felt nails spaced at 100 mm intervals, but do not nail along centre of building until the piece of felt covering the ridge is in place.
2. Place another strip along the length of building overlapping the first strip and overlapping the ridge. Nail into position along both edges of this piece and at both ends using felt nails spaced at approx 100 mm intervals.
Repeat for other side of roof.

F Corner Strips

1. Fix the corner strips in position where the panels meet using 4 x 40 mm nails per strip. Place another 1720 mm strip in the centre of the double window panel and centre of plain panel. There are 3 longer cover strips, these are for the front and back panel joins.

G Secure Walls

1. Secure wall panels to the floor on the inside of the building through framework into floor bearers using 2 x 60 mm screws per panel.

H Door Assembly

1. Place the doors on a flat level surface, outside of door face up. Check which side of the door the hinges are to be fitted. The diagonal door bracing should point to the door opening.

2. The hinges are to be fitted onto the boarding which covers each horizontal door bracing. Secure in place using 4 x 25 mm screws per hinge.
3. To hang the doors two people are needed, one to hold the door level and the other to secure the hinges. Start with the right hand door. Place into aperture and check for level all round. Fix 1 x 25 mm screw in each hinge first, adjust if necessary.

Fit remaining 2 x 25 mm screws per hinge. Repeat for other door.

4. Fit door stop strips flush to the inside edge of the top and sides of the door aperture. Nail in position using 6 x 40 mm nails for each door stop strip.
5. Fit two bolts to the inside, inner edge of the left door. The top bolt should be positioned so that the solid part of the bolt finishes flush with the top of the door. Secure using 4 x 10 mm screws. Hold the door tightly closed, move the moveable part of the bolt and mark where this meets the door frame. Drill a small hole using an 8 mm drill bit.

6. The bottom bolt should sit flush with the bottom edge of the door. Fit as for top bolt.

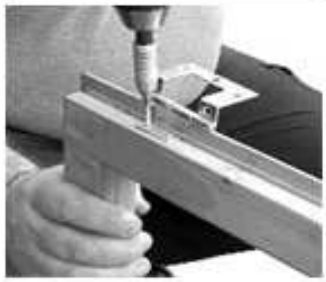
I Pad Bolt

1. Place the pad bolt in position on the outside of the right hand door directly over the central horizontal brace. Ensure the edge is flush with the edge of the door. Secure using 4 x 25 mm screws using the round holes only.
2. Place pad bolt housing in position to accommodate the pad bolt. Secure using 2 x 25 mm screws using the round holes only.

3. Place outside 1720mm door cover strip flush with the top and bottom of the door and mark top and bottom of pad bolt position.
4. Cut out section as marked.

5. Attach the door cover strips above and below the pad bolt. Half of each strip should overhang the edge of the door and when closed also overhang the left hand door. Secure using 6 x 25 mm screws.

J Window Insert



1. Place one hinge on the inner part of the top of the window. The rounded part of the hinge should sit above the outer edge of the window. Secure the inner piece into position using 2 x 25 mm screws. Repeat.

2. Place the window into the aperture. Secure the window to the panel using 3 x 25 mm screws per hinge.
3. Open the window and fit a further 2 x 25 mm screws per hinge.

4. Fitting the casement stay. Place the casement stay centrally on the inside of the window. Place the two pins under the casement stay. Position so that it is not resting on the framework of the panel and not so high that the pins are of no use.

5. Secure the casement stay on the window using 2 x 25 mm screws.

6. Mark where the pins will be placed.
7. Secure into position using 2 x 25 mm screws per pin.

K Fascia & Diamonds

1. Nail the 4 fascia boards to gable using 3 x 40 mm nails per piece.
2. Nail the diamonds on top of and in the centre of the fascia board using 2 x 40 mm nails per diamond.

L Glazing

1. Place glazing material into the aperture of each window.

2. Hold into position with four pieces of beading. Secure into position using 2 x 15 mm panel pins per piece of beading. Repeat for all window apertures.

. Assembly Completion Checklist

1 Check and ensure that no raised grain or splinters are evident on timber components. Sand down any raised grain or splinters using fine grade sandpaper.

2 Check that all screw, nail and pin heads are properly tapped home and are not proud of the timber surface.

3 Check and ensure that no screws, nails or pins protrude through any panel.

4 Check and ensure that all parts are properly secured against reasonable force.

5 Do not apply decorative wood finish/treatments to wet or damp timber. Please observe the instructions of the wood finish/treatment manufacturer.