

SHIRE

BUILT AROUND OUR REPUTATION



Completed 7x7 Hampton Summerhouse

Assembly of 7x7 Hampton Summerhouse®

Thank you and congratulations on the purchase of your Shire Garden Building. We believe that this product will give you many years of excellent service. This is a natural product manufactured to a high standard therefore if you have any queries or experience any difficulties then please contact our customer service hotline on **01945 465295**.

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: 1980 x 2050mm

Total height clearance: 2140mm

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).

Tools Required

- Posidrive screwdriver (electric is best)
- Drill, 6mm drill bit and 8mm drill bit
- Hammer
- Sandpaper (to smooth any rough edges)
- Cutting knife
- Tape measure
- Step ladder
- Ruler
- Pencil
- 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:

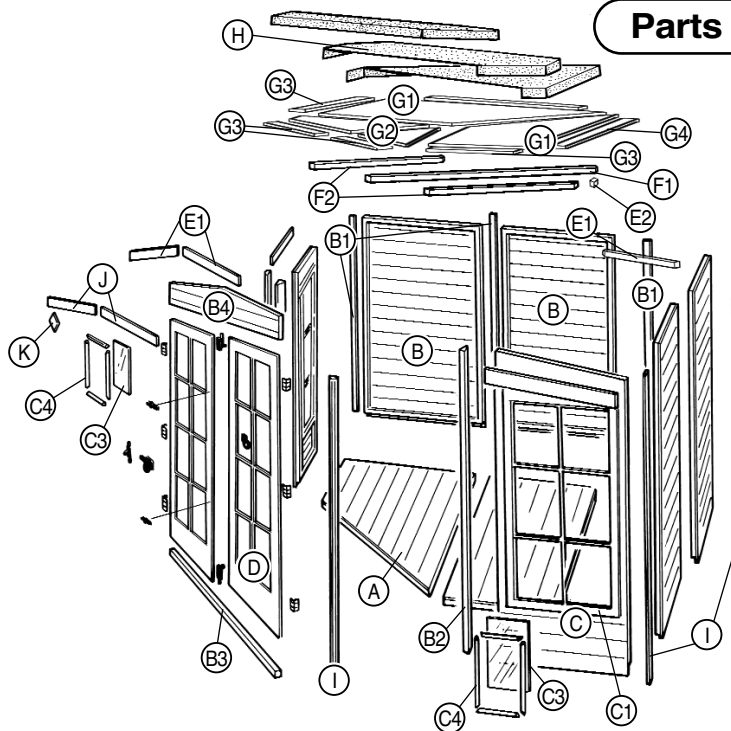
- 1 RAISED GRAIN, SPLINTERS: sand down timber to smooth finish
- 2 NAIL/SCREW/PIN HEADS PROUD: tap home to be flush with surface of timber
- 3 DAMAGED SCREW HEADS RESULTING IN SHARP SPLINTERS OF METAL: replace
- 4 SHARP ENDS OF NAILS/ SCREWS/ PINS PROTRUDING THROUGH THE PANEL: remove and reposition.
- 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.

Parts List



PLEASE LAY OUT PARTS AND CHECK OFF AGAINST CHECK LIST BELOW:

QTY DESCRIPTION

2	Floor sections	A
4	Plain wall sections	B
1	Cornerpost square 1930 mm	B1
2	Cornerpost shaped	B2
1	Door aperture floor strip 1360mm	B3
1	Door gable	B4
2	Window panels	C
2	Window frame inserts	C1
28	Panels Glazing material	C3
112	Beading	C4
2	Doors	D
4	Roof beam supports 715 mm	E1
1	Roof beam support block (for back corner)	E3
1	Roof beams 2055 mm	F1
2	Roof beams 1490 mm	F2
2	Profiled coverstrips	
2	Large triangle OSB roof sections	G1
2	Small triangle OSB roof sections	G2
4	Framework 1240mm Long	G3
2	Framework 2137mm Long	G4

QTY DESCRIPTION

1	Roll felt 9 mtr long x 1 mtr wide	H
4	Coverstrips	I
4	Facia	J
1	Diamond	K
10	Window hinges	
2	Casements stays	
4	Casement stay pins	
1	Gate latch set	
2	Bolts	
2	Turnbuttons	
67	60 mm screws	
12	25 mm black screws	
82	25 mm screws	
118	40 mm nails	
150	13 mm felt nails	
224	15 mm panel pins	

A - Fit Window Insert C1 (from top)

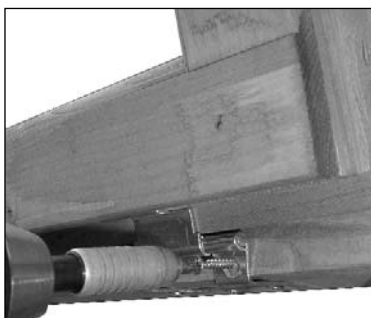
1 Place one hinge on the inner rebate part of the window; approx. one hinge width along from the rebate edge. The rounded part of the hinge should sit above the outer edge of the window. Screw the inner piece into position using the pre drilled holes in the hinge and 2x 25mm screws. Repeat.



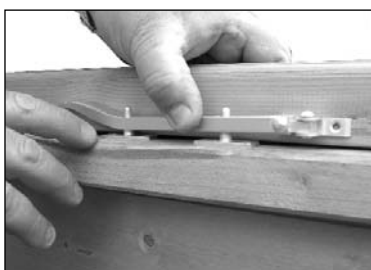
2 Place the window into the aperture. Secure the window to the panel using 3x 25mm screws per hinge, again through the predrilled holes in the hinge. Repeat.



3 From the outside, open the window fully in order to fit a further 2x 25mm screws per hinge.



4 Fitting the Casement Stay. Place the casement stay centrally on the inside of the window. Place the 2 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.



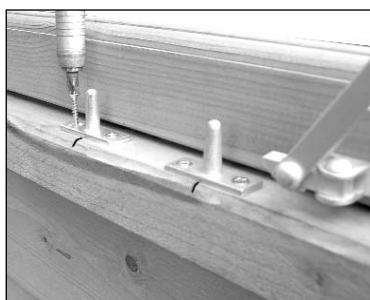
5 Fit the Casement Stay on the window using 2x 25mm screws.



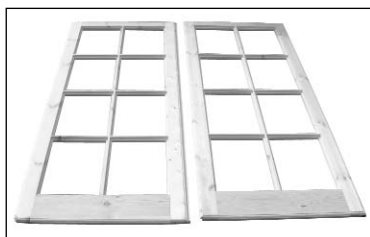
6 Mark where the 'pins' will be placed.



7 Secure into position using 4x 25mm screws - 2 in each pin.

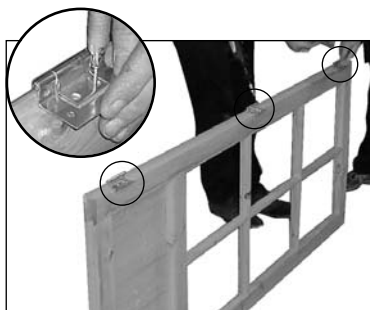


B - Fit Hinges to Door



1 Lay down the doors 'D' on the floor, as you would view them on the building. Make sure the door with the extra wooden strip is situated on the left. The hinges will be placed on the outside of the doors, as you look, along the longest edge.

2 On the inner rebate of this side, place a hinge at the top and bottom (see window insert for correct placing). Then place a hinge centrally between the two. Screw inner piece into place using 2x 25mm screws. Repeat with other door.



C - Floor Assembly

1 Take both sections of floor 'A' and stand on one edge. Drill/screw both floors together using 4x 60 mm screws. Lay floor on your firm, level base.



D - Assembly of Walls

1 Position the corner post 'B1' at the back corner of the building on the floor of the building. Place one plain wall panel 'B' next to it. Ensure that the overlap of the shiplap on the wall panel overhangs the edge of the floor. The corner post should be flush with the inside framework of the panel but will overhang the edge of the floor by around 12 mm. Attach wall panel to corner post - drill/screw using 3x 60 mm screws.



2 Attach a further plain wall panel at the other side of the corner post using 3x 60 mm screws.



3 Attach another plain panel 'B' to one of the existing panels using 3x 60 mm screws per panel. This should leave a gap of approx 34 mm to the edge of the floor. Repeat at other side with remaining plain panel 'B'.

4 Fit a window panel 'C' on each side again using 3x 60 mm screws per panel. Note: Make sure studwork of window panel is flush to studwork of side panel, not to the outside of side panel.

5 Place one shaped corner post 'B2' at the edge of one window panel. The wider part of the post should be flush to the front of the window panel and the sawn edge should rest against the window panel. The post should rest on the floor, but will overhang slightly. Drill/screw into position through the panel into the post using 3x 60 mm screws. Repeat at other side.



6 On the floor between the posts fit a strip 'B3' 44x25 x 1360 mm long. It may be necessary to move the walls to meet the strip. The wall panels should be tight to the floor edge. Drill/screw into place using 3x 60 mm screws.



7 Prepare door gable on the floor. On the inside of the framework at each end of the gable, pre-drill two holes. Fit door gable 'B4'. This should be level with the top of the post. Screw into place using 2x 60 mm screws at each side.



8 Ensure that the aperture at the top and bottom measures 1360 mm

9 Check that all parts are fitted tightly together and screw to the floor using 2x 60 mm screws in each panel.



E - Fit Doors

1 To fit the doors two people are ideally needed - one person to hold the door square and level and the other person to attach the hinges.

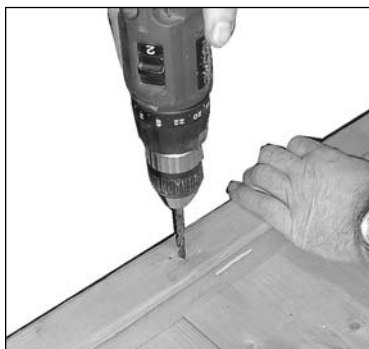
2 Place the hinges in the correct position to enable them to be screwed to the building. Hold one door in position. Make a visual judgement as to the positioning top/bottom of the door. Hold in place (a couple coins may be used to hold the door in position). Screw into position using only 1x 25 mm screw in each hinge.



3 Open doors and secure hinges using remaining 4x 25mm screws on each hinge.



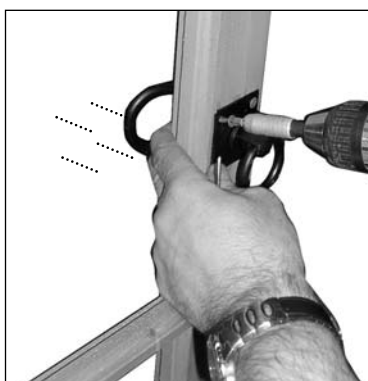
4 Fit two bolts to the inside, inner edge of the left door D. The top bolt should be positioned so that the solid part of the bolt finishes flush with the top of the door. Fit using 4x 10mm screws. Hold the door tightly closed. Move the moveable part of the bolt and mark where this meets the door frame. Drill a small hole using a 8mm drill bit.



5 The bottom bolt should fit flush with the bottom edge of the door and a hole will also need to be drilled into which the moveable part of the bolt will fit. Fit the bolt using 4x 10mm screws. Extend the moveable part and draw around this part. This is where a hole should be drilled.



6 Fit turnbuttons to door using 2x 25mm black screws – one towards the top and one towards the bottom. These will help stop the natural tendency of the timber to move – expand and contract with weather conditions. Failure to fit and use the turn buttons may result in the doors bowing.



7 Position the handle with the gate latch against the door from the outside of the building. Check that the handle is located centrally, mark and drill a hole. Push the metal bar through the hole. Attach the gate latch handle on the outside and the ring handle on the inside. Secure both in position using 4x 25mm black screws per handle.



8 Place the lever rest on door 'G2' in position – the gate latch should be horizontal. Screw into position using 2x 25mm black screws.

F - Fit Roof Beam Supports

1 On door gable 'B4' measure 78 mm from top of frame. Mark this measurement on the three pieces of vertical studwork on the gable.



2 Take one roof support 'E1' (715 mm long), position the bottom of the support on two of the marks and drill/screw into position using 2x 60 mm screws.



3 Repeat at other side.



4 On the centre framework of one plain panel in the corner measure and mark at 78mm. On the outer frame of the plain panel next to it mark and measure 78mm. Take another roof beam support 'E1', position the bottom of the support on the marks and drill/screw into position using 2x 60mm screws.



5 In back corner, measure and mark 44 mm from the top. Place the top of block 'E3' on the mark and drill/screw into position using 2x 60 mm screws.



G - Fit Roof Beams

1 Take longest support 'F1' and place back corner to centre of door gable. The shaped end of the support fits into the back corner.



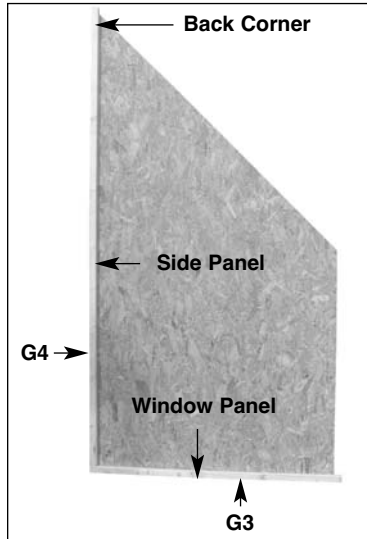
2 Take another roof support 'F2' and place on roof beam support at front and back on one side. Repeat at other side.



3 Check the building is square. The gap between roof beams should be approx. 556mm. Secure beams to supports using 1x 60mm screw per beam/support.

H - Construct Roof

1 Take one large shaped panel 'G1'. Attach piece of framework 1240mm long 'G3'. G3 should be flush in the bottom right-hand corner on the bottom edge; the opposite end will overhang. Secure into place using 5x 40mm nails. Note: The picture shows where the studwork goes and which panel it should overhang.



2 Attach roof frame 'G4', 2137mm long, flush with 'G3' timber; the opposite end should also overhang. Secure into place using 7 x 40mm nails. Repeat with the other large roof panel 'G1'. IMPORTANT: make sure you assemble the mirror image of the first panel.



3 Take one small roof triangle panel 'G2'. Attach piece of framework 1340mm long 'G3'. Place G3 flush in the right-angled corner of the roof panel. Secure with 4x 40mm nails. Repeat with other small roof panel. IMPORTANT: make sure you assemble the mirror image of the first panel. **Saw off all overhanging pieces of studwork flush with the edges of all the roof panels.**

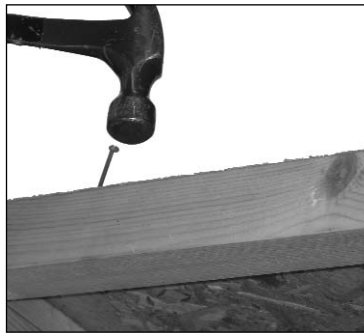


I - Fit Roof

1 Place one large roof section at the back on one half of the building. Place the smaller piece in front. The framework of both sections should be positioned to go on the outside of the building. Repeat with other roof sections.

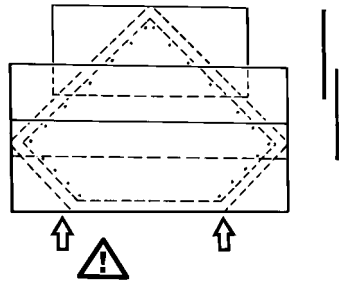


2 Secure roof to beams and walls using 40 mm nails - 4 in each beam, 6 in the door section, 3 in each window panel and 6 in each side.



J - Felt Roof

1 Cut 2 strips of felt measuring 3.42 mtr long. Cut another piece 2 mtr long. Place the 2 mtr strip at the back corner and allow an overhang of felt of approx 50 mm all round. Place a length 3.42 mtr long overlapping the existing strip with the new piece and the final 3.42 mtr piece overlapping this, leaving approx 50 mm all round.



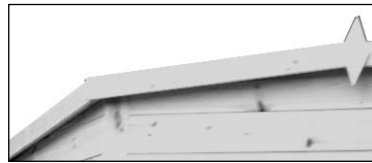
2 Check that the whole roof felted and that the overlaps are even. Secure using 13 mm felt nails spaced about 75 mm apart, across the centre of each overlap and all around the edge of the building.

K - Fit Facia, Diamonds & Coverstrips

1 Coverstrips 'I' are fitted at the two corners where the window panels meet the sides and where both side panels meet. Secure using 4x 40 mm nails per strip



2 Fit profiled cover strips where front meets window panels. Secure using 4x 40mm nails per strip.



3 Fit diamond 'K' where facia joins above doors using 2x 40 mm nails.



L - Glazing

1 Place a pane of glazing material 'C3' in one aperture.



2 Hold into position with four pieces of beading 'C4'. The beading may need to be swapped around to get the best fit. When satisfied secure into position using 2x 15 mm panel pince per piece of beading. Repeat.



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.