MICKLETON SUMMERHOUSE



Octagonal 8x9 Instruction Manual







8' x 9' Cedar Summerhouse Assembly Instructions

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Introduction

Thank you for purchasing your new Alton summerhouse. We recommend you familiarise yourself with the instructions and read all safety information before you commence assembly. This instruction manual is also available online at www.greenhousepeople.co.uk in the technical help section should you need to reprint it. Should you require any additional advice you can always call us on 01782 385409.

Safety Warning

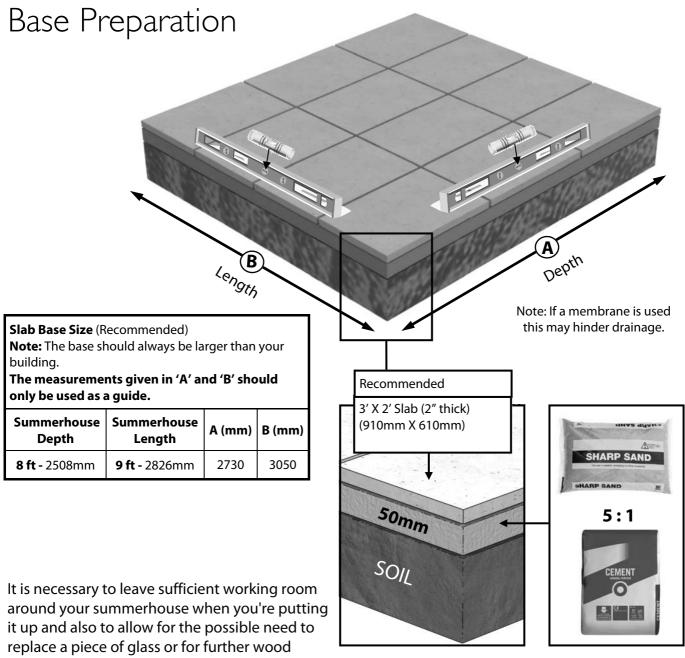
- Glass and timber can potentially cause injury. Please ensure you wear protective goggles, gloves, headgear and suitable footwear when assembling the building.
- Please remember that glass is fragile and should be handled with extreme care. Always clear up and dispose of any breakages immediately.
- Do not assemble the summerhouse in high winds.
- For safety reasons and ease of assembly, we recommend that this summerhouse is assembled by a minimum of two people.
- Please clear all lying snow from the summerhouse roof as it can cause the roof to buckle or collapse.

Site Preparation

- When selecting a site for your summerhouse, it is vital that you choose as flat and level an area as possible.
- A concrete or slabbed base will provide the most solid foundation for your summerhouse. A slabbed base would be our preferred choice as this helps with drainage.
- Avoid placing your summerhouse under trees or in other vulnerable locations.
- To minimise the risk of wind damage, try to select as sheltered a site as possible, e.g. beside a hedgerow or garden fence.

Additional Considerations

- If you have arranged for someone to install your summerhouse for you, please check that all components are included. Most parts are numbered and can be identified by a stamp or removable label. Alternatively, the components can be identified by lengths detailed in the packing list in your main cardboard box.
- Remember this is a natural timber product, the wood may soak up some water and some staining may occur. Your summerhouse is factory dipped in a clear spirit based preservative. We recommend that you re-apply some clear treatment annually particularly on the most exposed areas. If you want to avoid this and give your summerhouse a more permanent finish you could apply an oil based product (refer to manufacturers recommendations for recoating).



treatment. If possible try and leave a space of 2ft/610mm around the summerhouse.

Note that the door opens outwards so you should not have any higher ground or obstacles outside the front of the summerhouse.

Choose a site where the summerhouse is relatively easy to get to and convenient to bring a supply of electricity to.

Finally, and most importantly, choose a site where your Alton summerhouse will look right so that it will complement your garden.

Overview

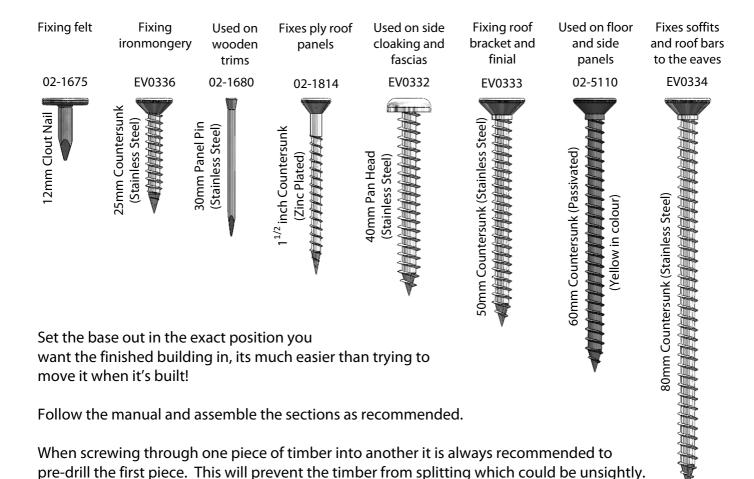
To build your new summerhouse you will need the following tools:

Spirit Level Pencil

PZ2 Screwdriver Bit Cordless Screwdriver (2 would be ideal, 1 to drill and 1 to screw)

4mm Drill Bit Hammer Step ladders x 2 Hand Saw

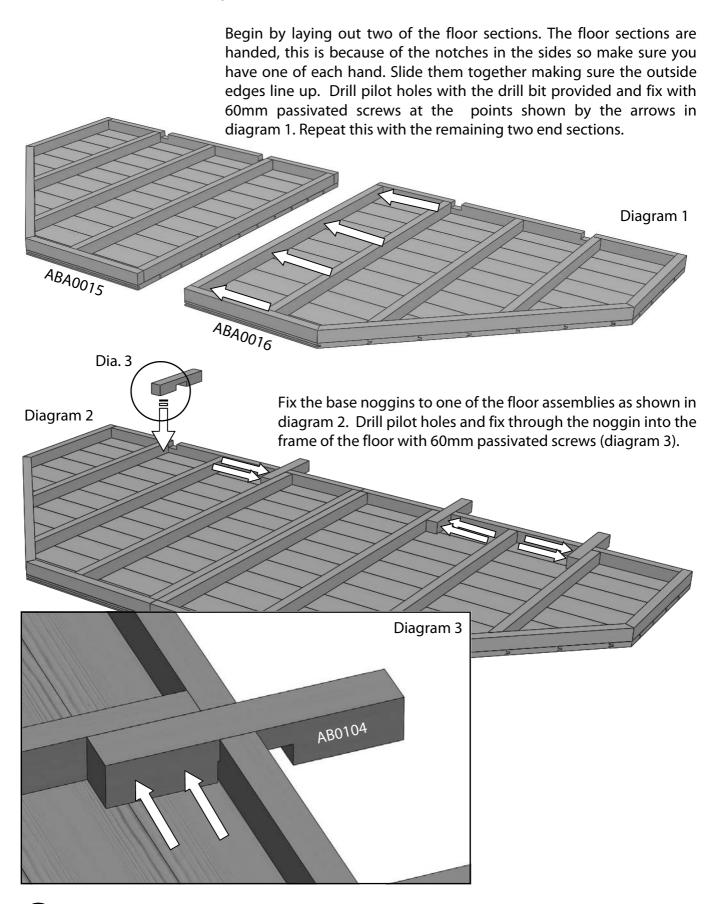
There are 8 different types of fixings used in the construction of the summerhouse. These are as follows, with examples of where to look out for them:



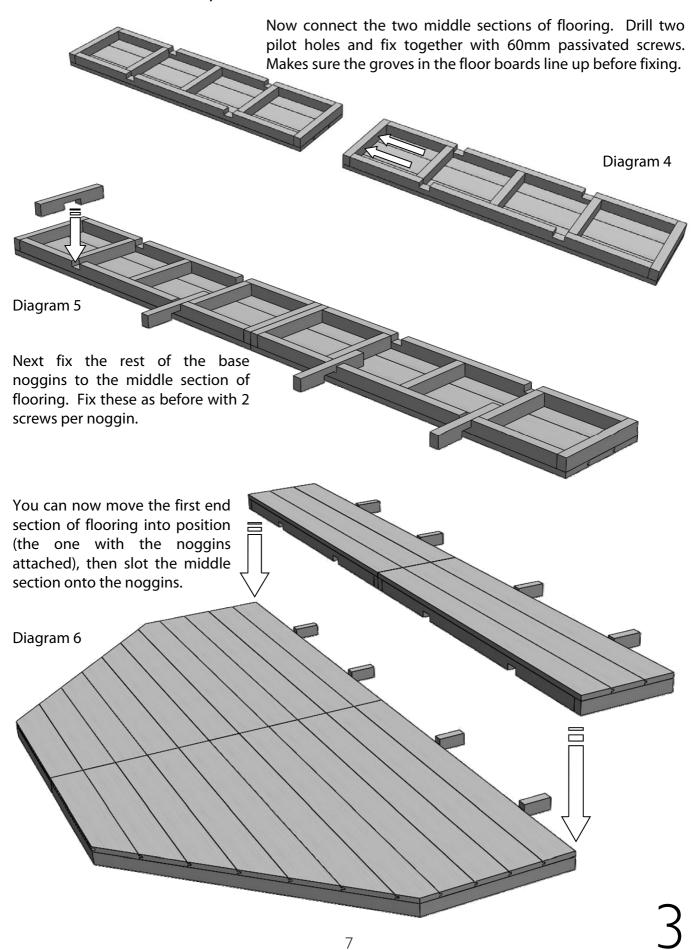
Read through the rest of this manual before starting, you are less likely to miss something doing this and you will have a better understanding of how it all works.

If any glass is broken during construction or afterwards you will need to carefully remove the beading on the inside of the building to replace this. You can either call our customer service team for a quote or source it locally. The glass size in the windows is 321mm x 378mm and in the door is 235mm x 378mm.

Floor Assembly



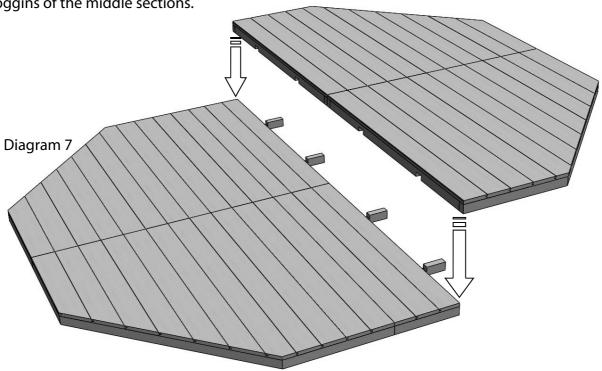
Floor Assembly



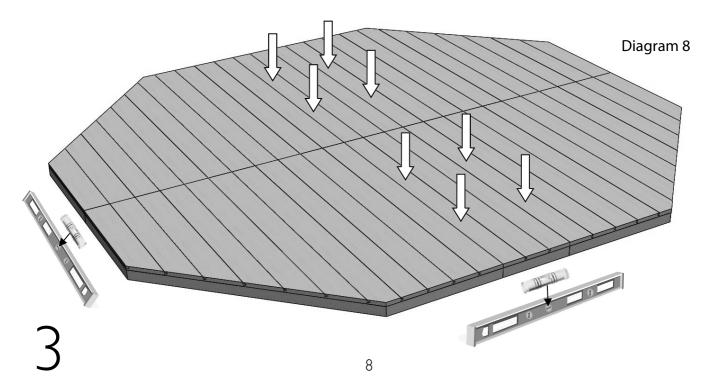
Floor Assembly

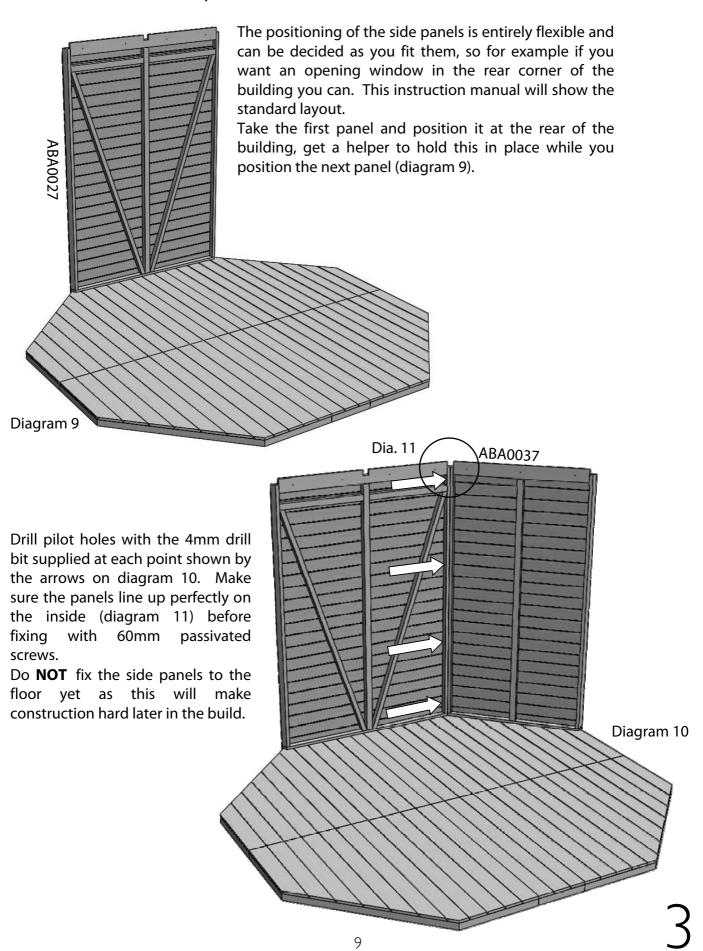
Finally line up the other end section of flooring, before sliding this onto the noggins make a small mark on the floor board on the centerline of the noggin. This is to help you get the fixing screw in the correct position. Once you have made the marks at each position you can slide the floor section

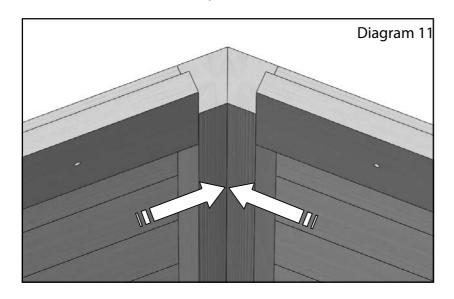
onto the noggins of the middle sections.



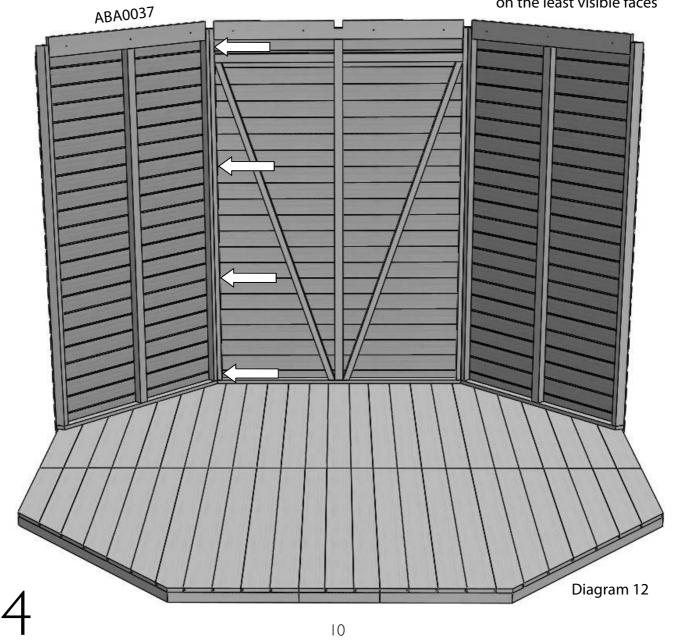
Check that the edges of the floor are in line before drilling pilot holes through the floor board in line with the noggin. Then fix with 60mm passivated screws (diagram 8). Its is crucial to get the floor flat and level as this will affect how your building goes together and how well your windows and door will operate.







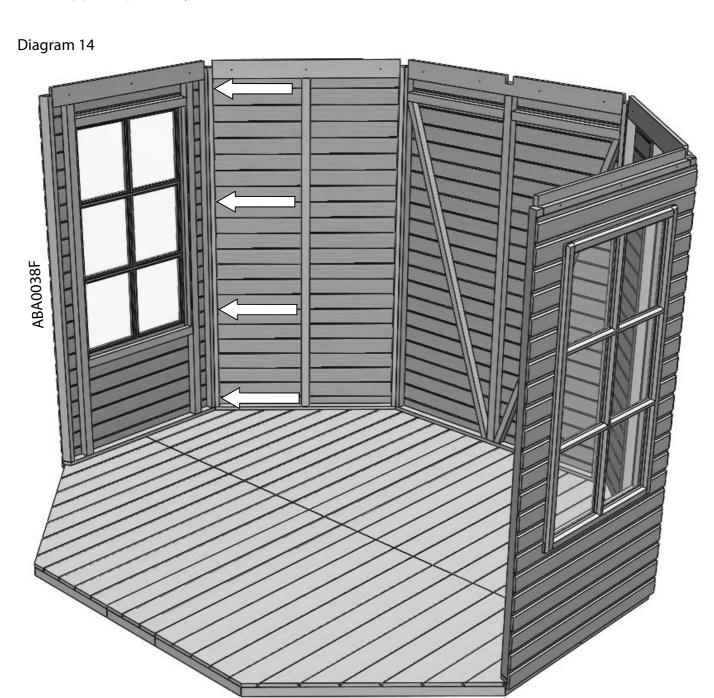
When fixing the panels bear in mind which faces will be most visible when you walk into the building. Try to keep the screw heads on the least visible faces



If you have followed the standard panel layout you can now fit a window section. Again it is up to you whether you chose a fixed window or opening window section. If the opening window is next to the door, the door does have the potential to knock into the window frame when open. If the cabin hook is used correctly this should not be an issue.

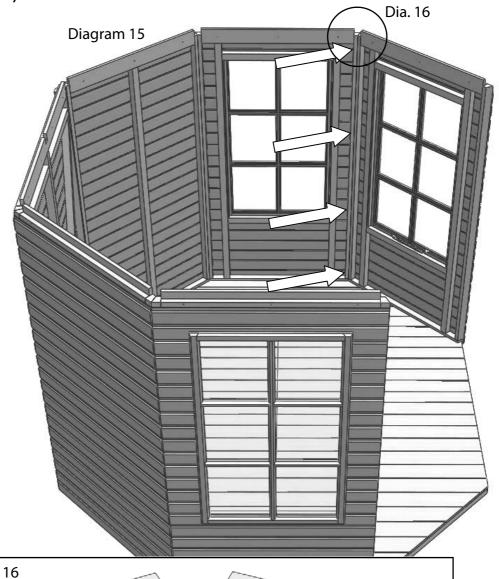


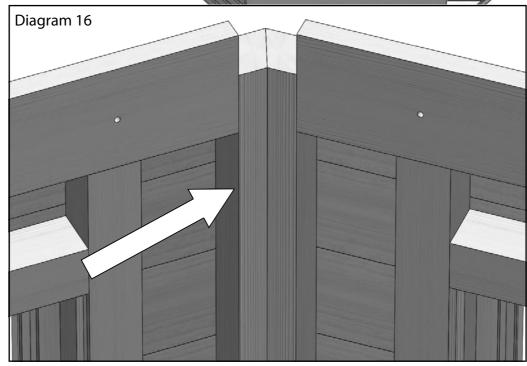
Fit the opposite panel as you did the last.

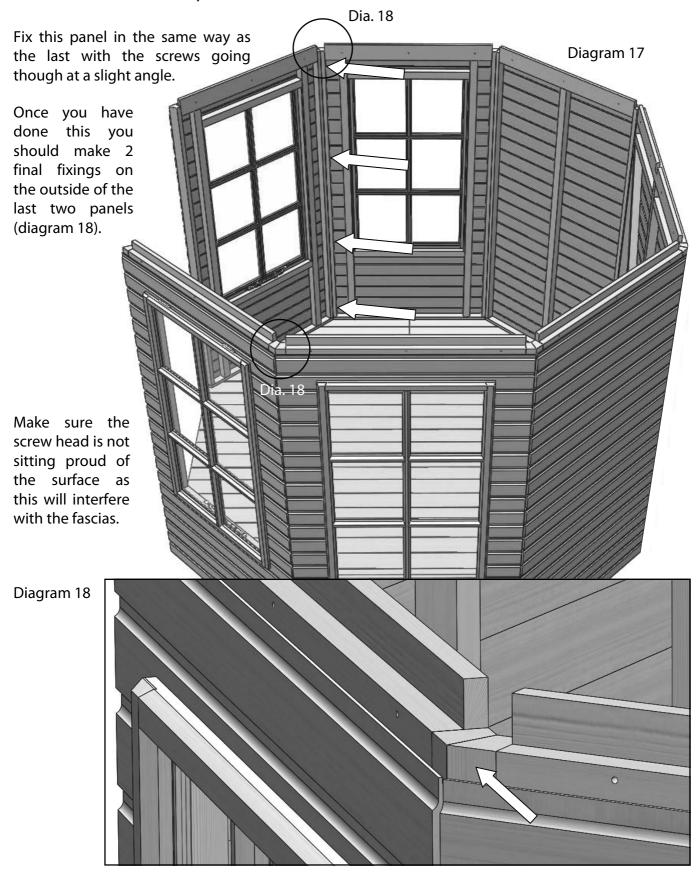


Fitting the next panel requires a slightly different approach as you can't simply drill and screw through at right angles to the frame. You need to get the drill in as close as you can and drill at an angle through side of the frame.

When you screw the two panels together you may find the screw pulls the other panel in too far, you can prevent this by off-setting the two panels slightly and then the screw will pull them together.



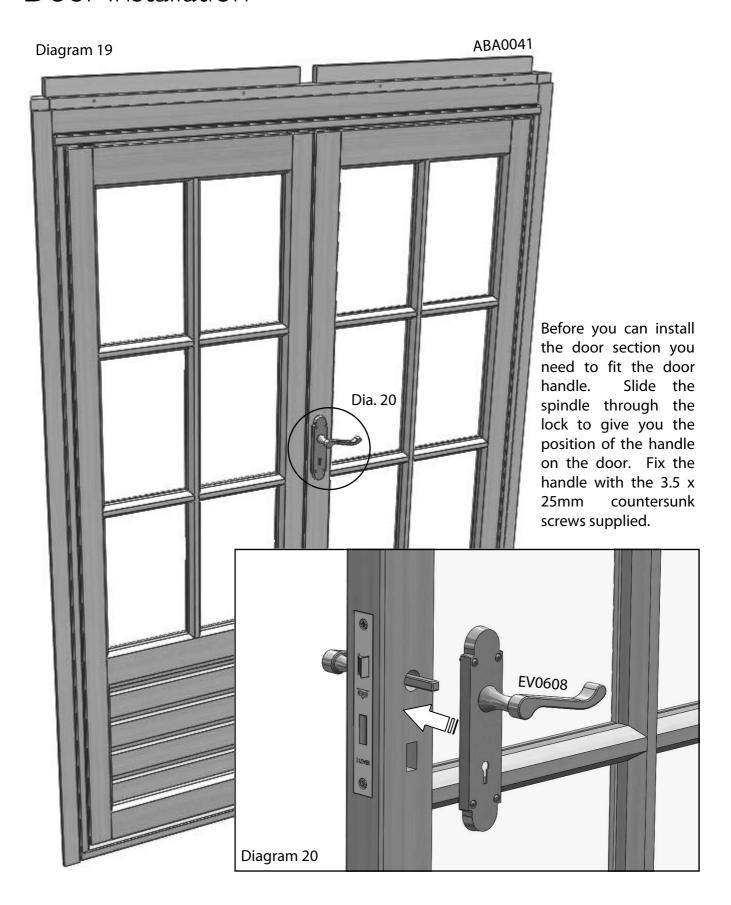




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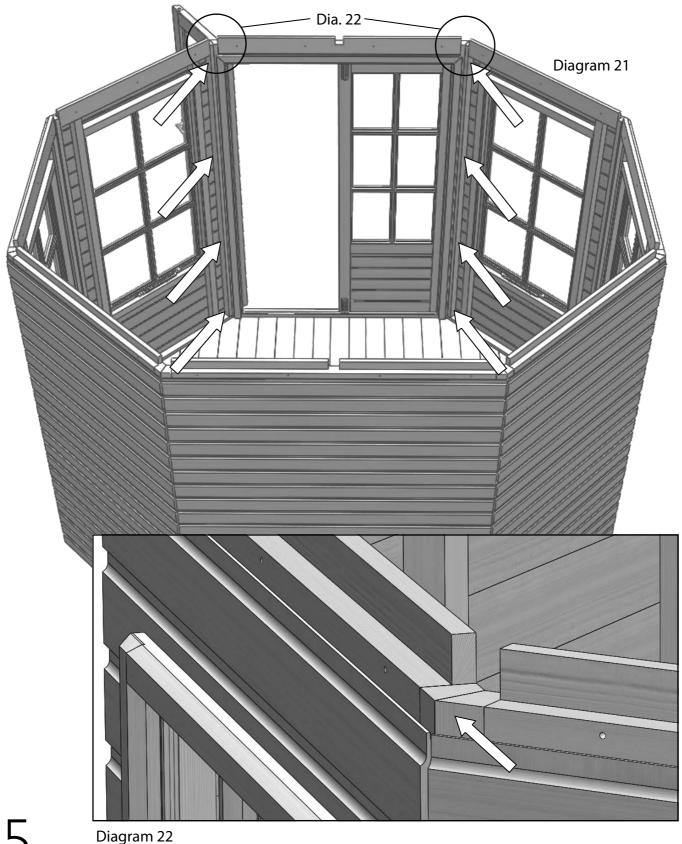
With all the side sections in place you can now install the door. Remember do **not** fix the sides to the floor yet.

Door Installation



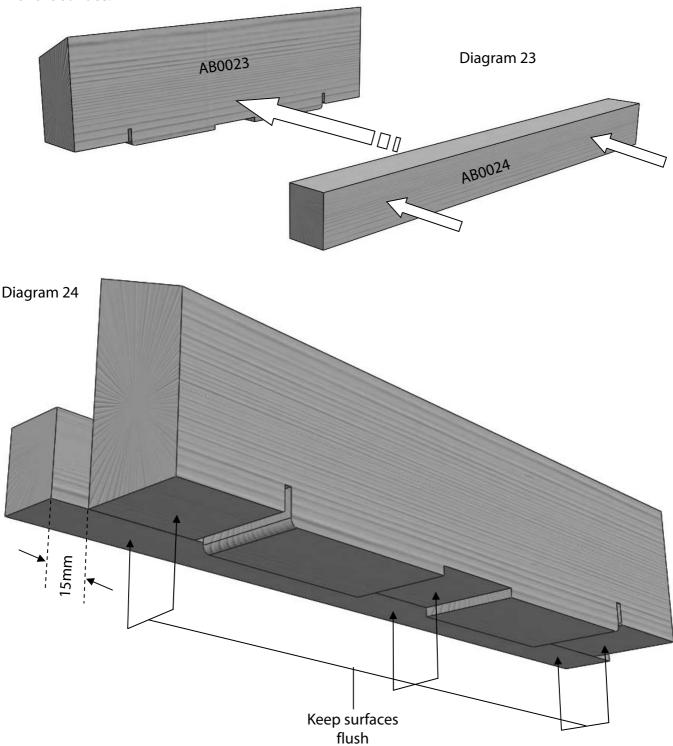
Door Installation

Slot the door section into position, drill pilot holes shown by the arrows below (diagram 21) and fix with 60mm passivated screws. Again fix the panel at the top on the outside, making sure the screw head is flush with the surface (diagram 22).

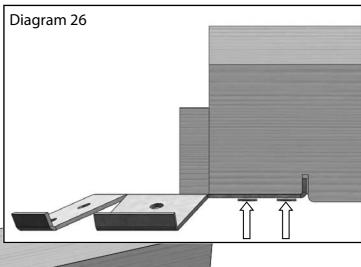


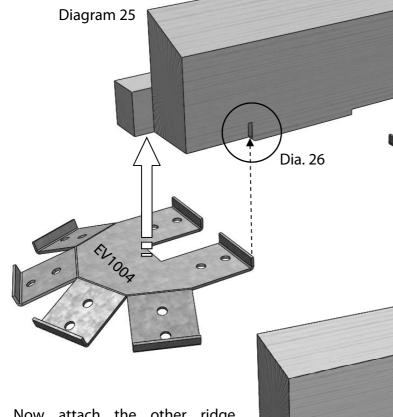
Roof Installation

You can now start to construct the roof. First you should fix the ridge infill (AB0024) to one of the ridge sections (AB0023). Drill two pilot holes in the infill section and fix with 40mm pan head screws. The infill should be level with the notches on the underside of the ridge section and extend beyond the ends by around 15mm (diagram 24). Drive the screw in slightly so that the screw head is flush with the surface.

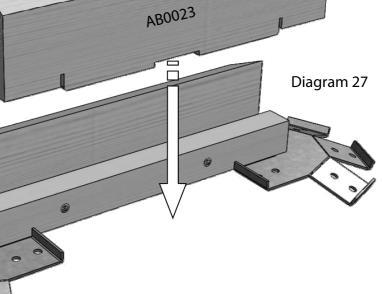


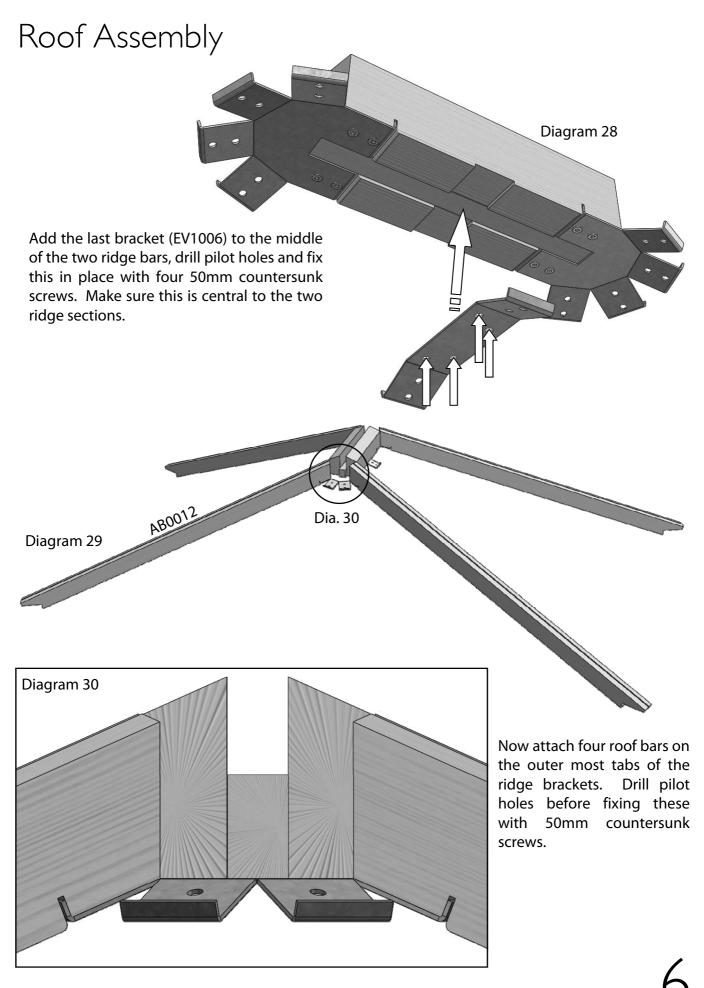
Next you can attach the two ridge brackets EV1004. Line the tab up with the grove on the underside of the ridge bar (diagram 26). Slot the two parts together, drill a pilot hole and fix with 50mm countersunk screws.

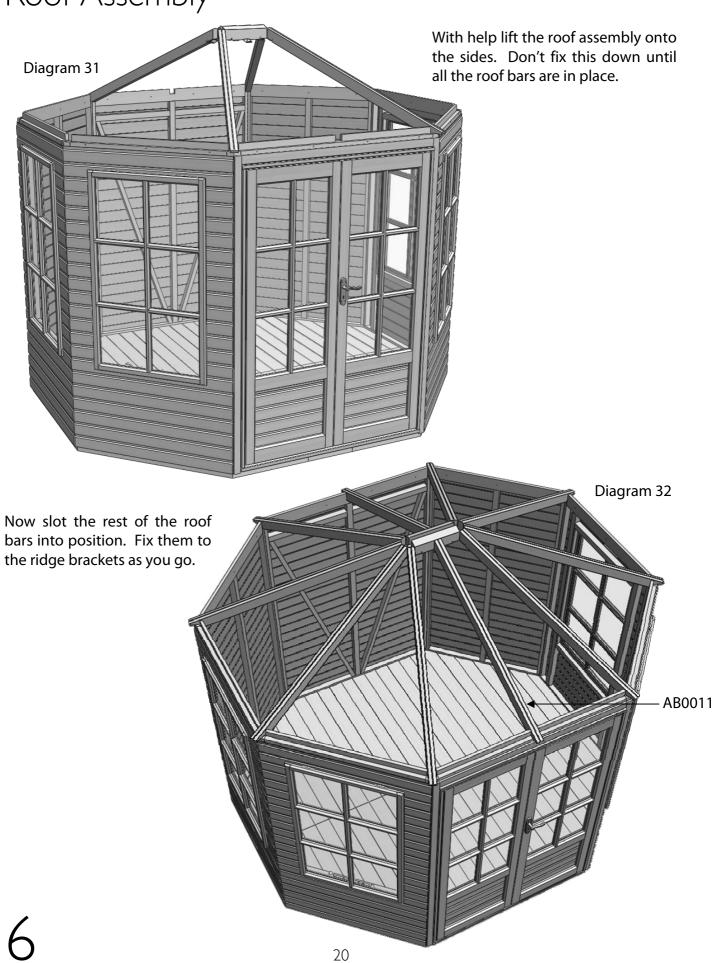




Now attach the other ridge section to the assembly, again drill pilot holes and fix this with 50mm countersunk screws.







With all the roof bars in place you should then drill 2 pilot holes in the bottom of each roof bar. This should go vertically down so that the screw goes into the corner bar of the side frame. The diagram below shows a good position for the hole. Before fixing with an 80mm screw make sure the heel of the roof bar is tight up to the side section on the inside of the building.

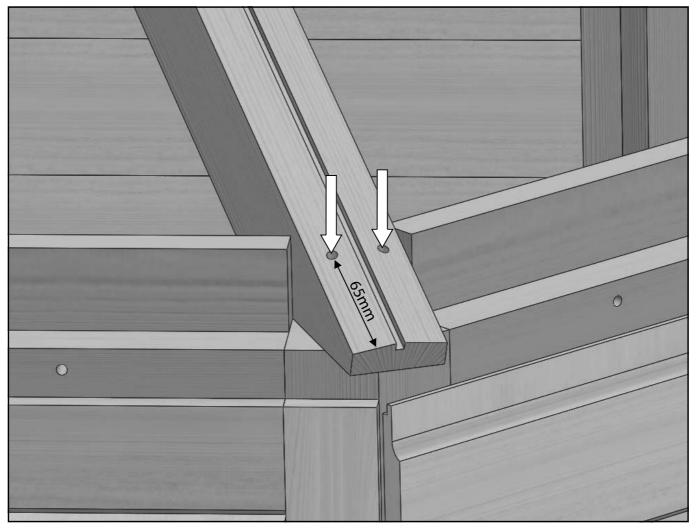
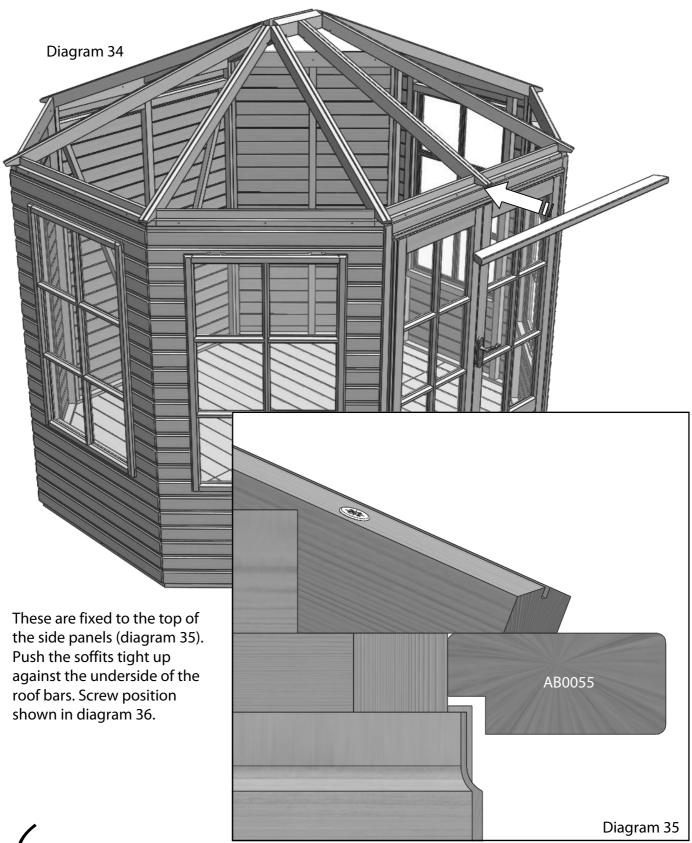
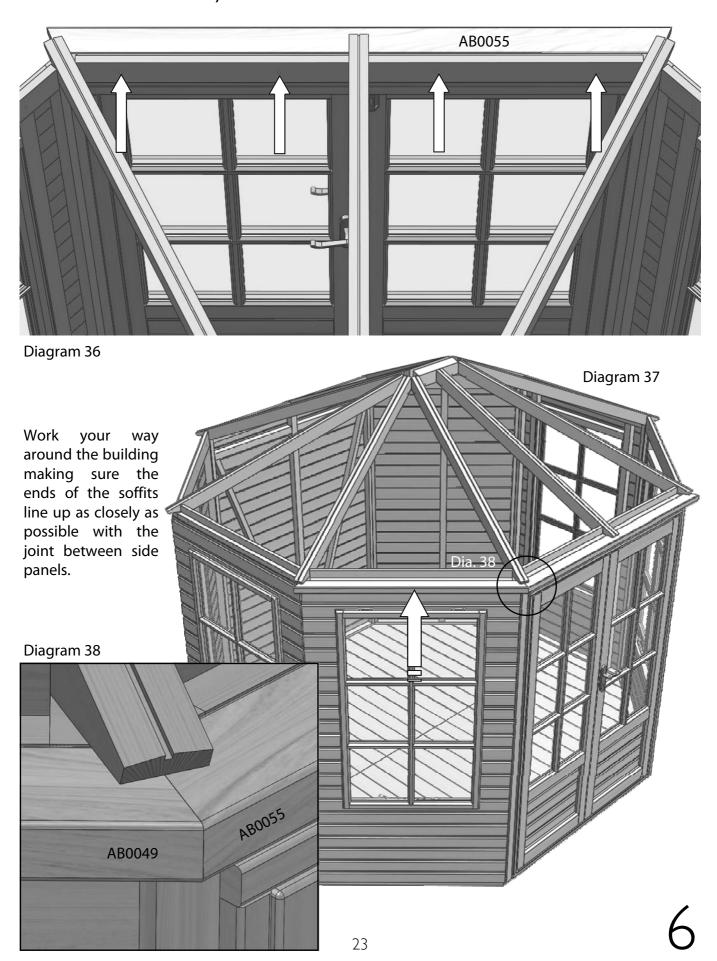


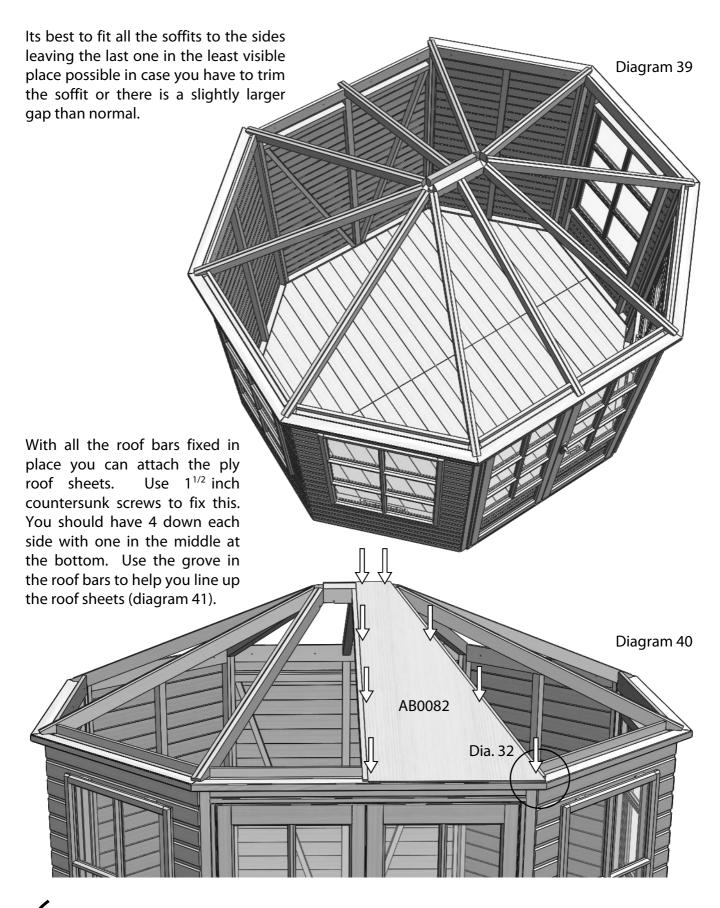
Diagram 33

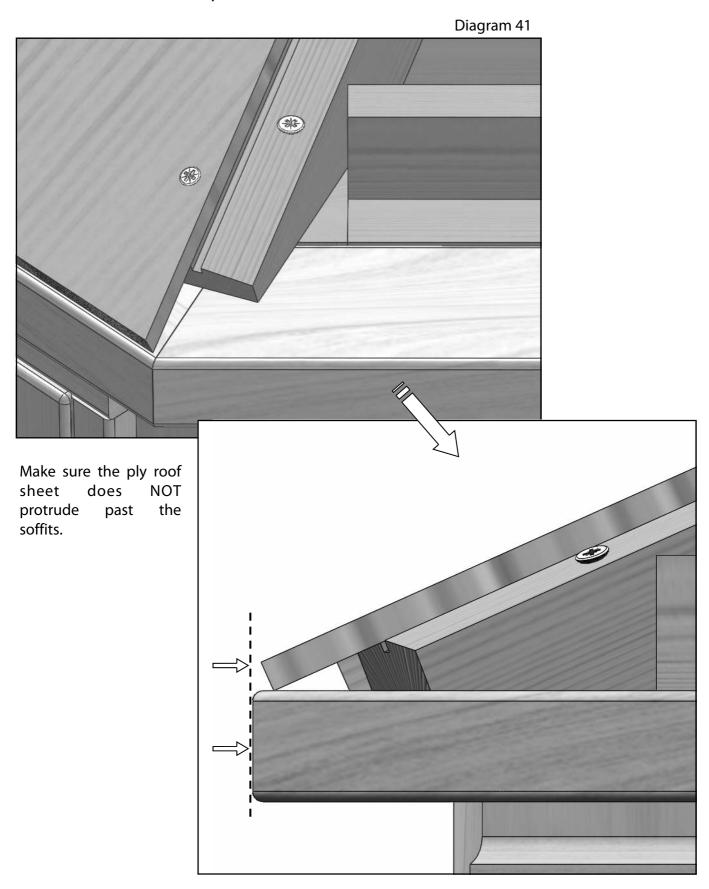
With all the roof bars installed you can fit the soffit boards. Have a helper hold the soffit in position while you fix it from the inside through the pre-drilled holes with 4×80 mm countersunk stainless steel screws. Its important to keep the ends inline with the joint between side panels.



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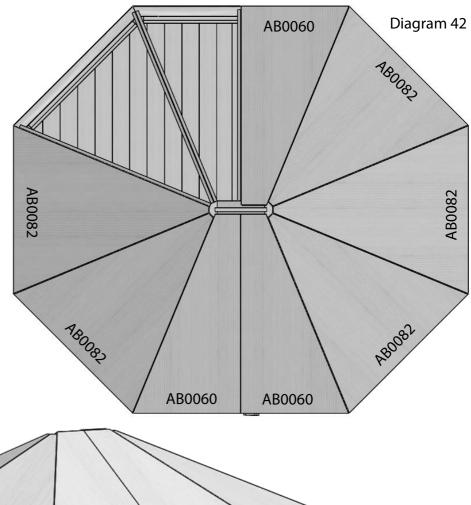


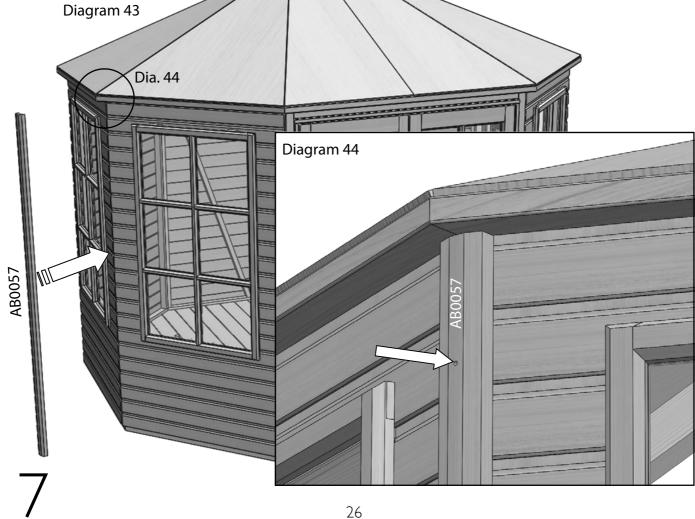


Side Cloaking

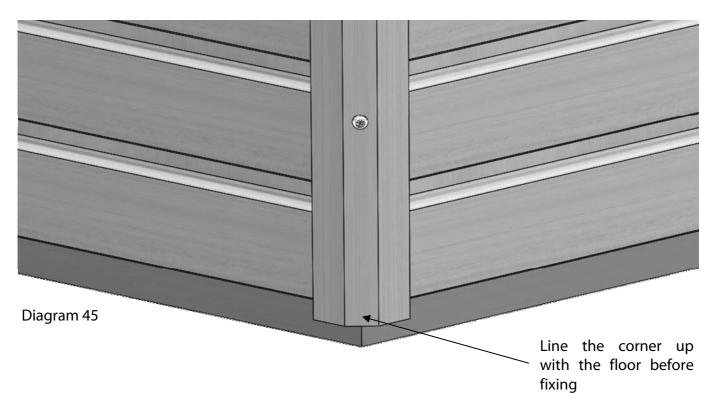
Work your way around the building fitting the roof sheets, leaving out one double section and one single as you will use these as a template for the roof felt.

Now is a good time to fit the side corner cloaking. Push the cloaking all the way up to the soffit and fix in place with 40mm round head stainless steel screws.

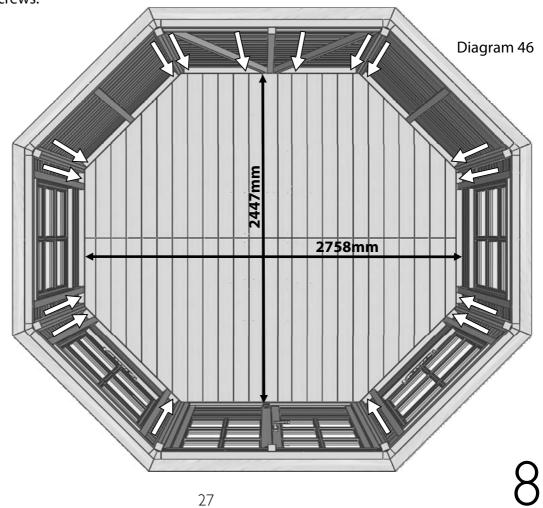




Fixing to Floor



You can now fix the sides to the floor. Drill pilot holes in the cill section of the side frame and fix down with 60mm screws.

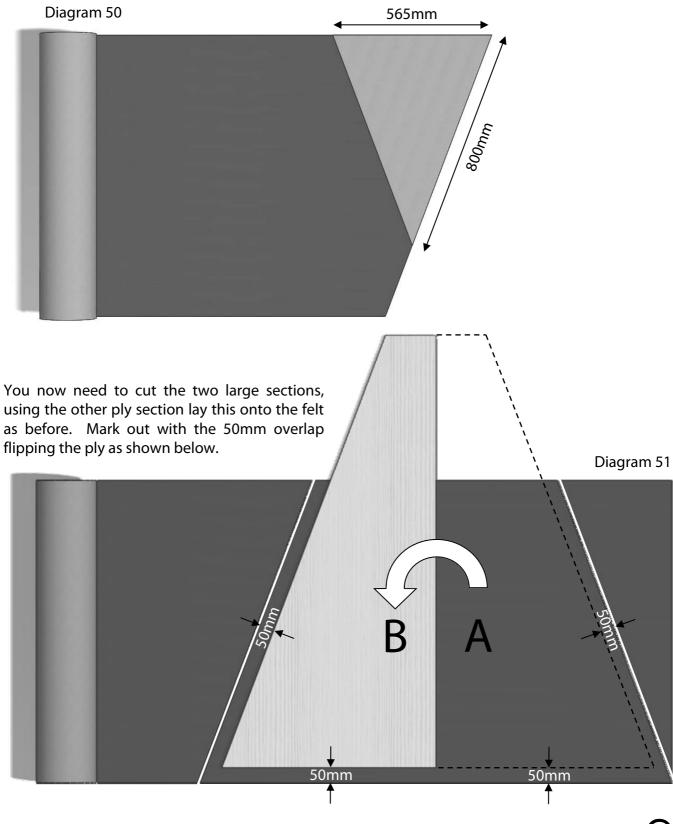


Take the role of roof felt (grit side down) and roll it out somewhere flat e.g. a garage floor. Also it is a good idea to have a sheet of ply or something similar to slide under the felt to protect the floor when cutting.

Diagram 47 Lay the ply roof panel onto the felt as shown in diagram 48. Mark out 50mm from the edge all the way around it. Use a Stanley knife to cut this out. If you use a straight edge you will find this easier and get a much neater cut. Diagram 48 Once you have cut the first one use this as your template. Be careful when moving it so as not to damage it as you will want to use this on the roof. Just keep rotating the sheet until you have 8 felt sheets cut ready to install. Diagram 49

9

Next you need to cut the top section of roof felt. Use diagram 50 below to mark out the first one. Once you have cut this out, as before use this as the template being careful not to damage it. Keep rotating this until you have 6 triangles ready to install.



Finally you need to cut two smaller pieces to go above the large felt sheets. Mark out the felt as shown below in diagram 43. Once you have cut these you can fix the ply roof sheets you have been using as templates.

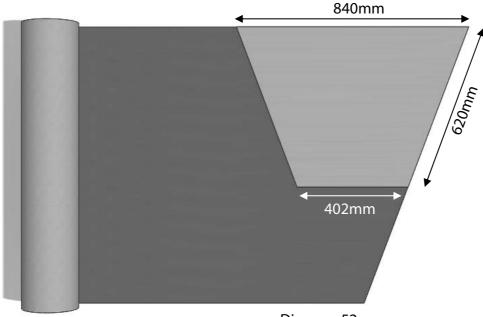
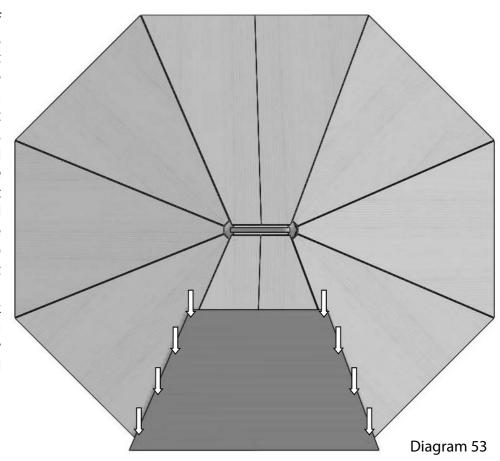


Diagram 52

Lay the first large piece of roof felt onto the ply roof, this should have about 50mm overhang at the bottom of the roof. Using the clout nails provided fix the sheet to the roof. When nailing you should position the nail no more than 20mm from the joint in the ply sheets so the nail goes into the roof bar. The nails should also be no more than 300mm apart (diagram 53).

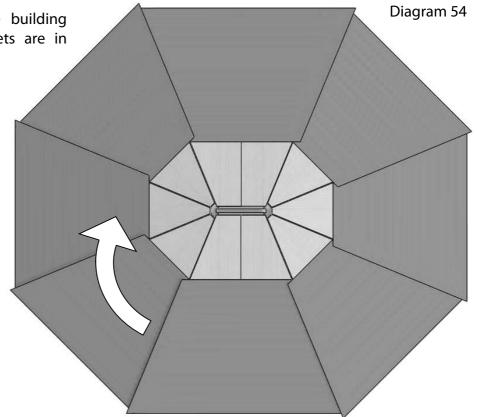
It's a good idea to check inside the building as you go incase there are any mis-placed nails that need re-positioning.

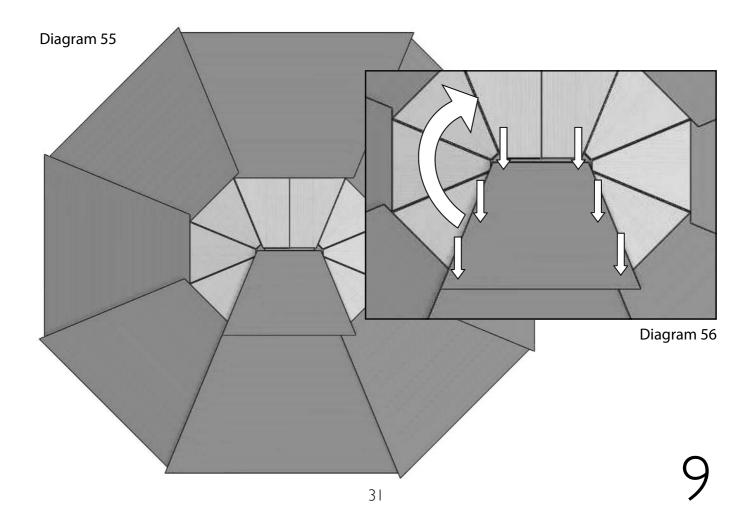


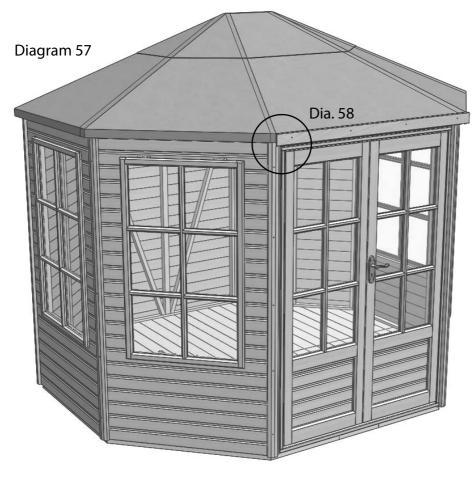
Work clockwise around the building until all the lower felt sheets are in place.

Now fit the smaller felt sections above the larger ones. The bottom edge of the small sheet should be around 100mm below the top of the larger sheet to give a good overlap. Position the sheet so the outside edges of both sheets line up.

Fix this as shown in diagram 56.





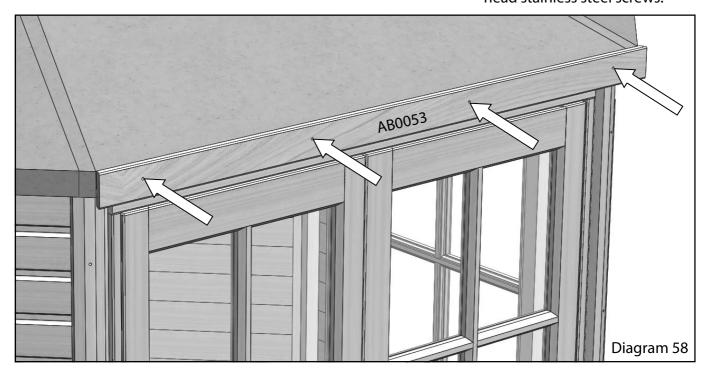


N.B. If you have the optional slatted roof go to **section 11** now.

With all the felt in place you can begin to fix the fascias. Start with the fascia above the door. You will notice the holes are slightly off-set, in this install they should be closest to the top of the fascia.

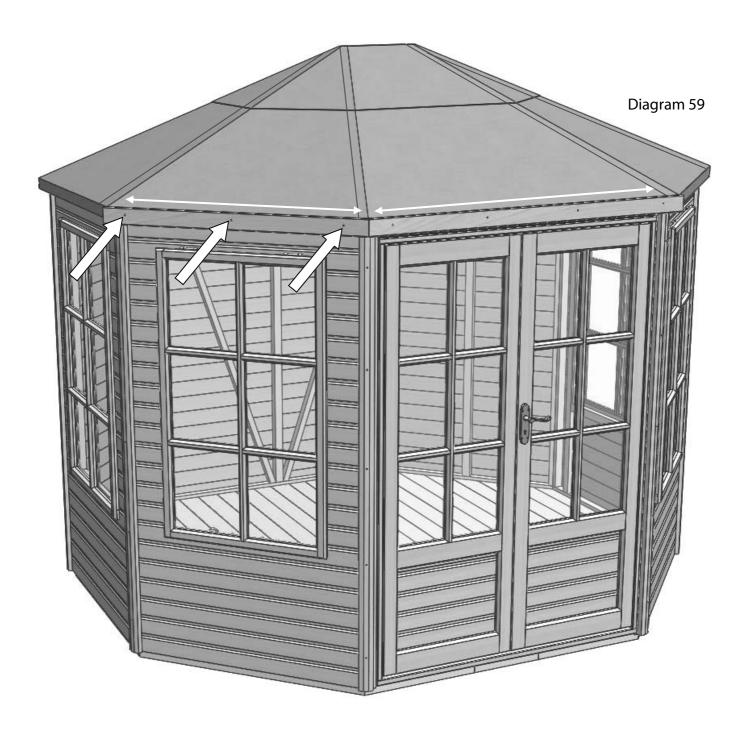
Make sure the felt is folded down tight along the bottom of the roof, also line up the ends with the ends of the soffits. The more time you take over lining these up will make a big difference to the overall finish.

You will need to trim the felt at the corners, trim the bottom layer and overlap the top layer. Fix in place with 40mm round head stainless steel screws.

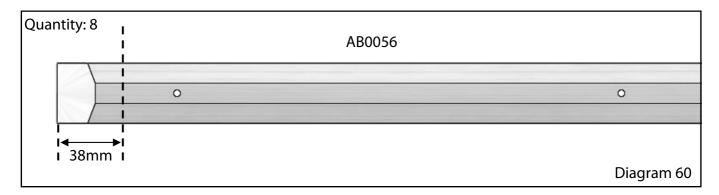


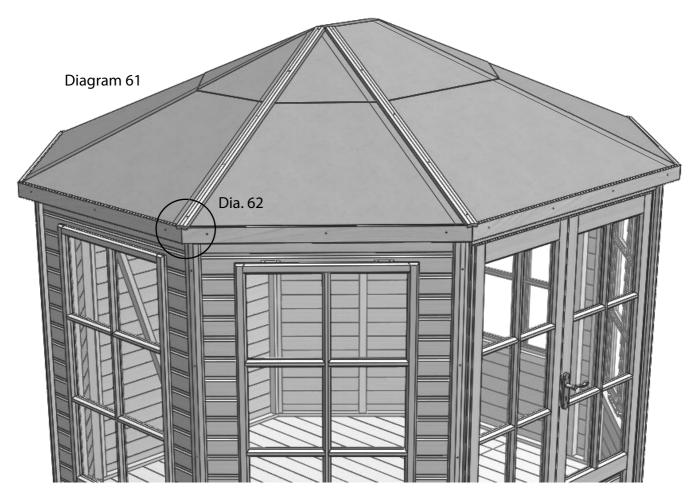
When fitting the next fascia section adjust the position until you get a neat joint between the two sections. You may find you need to adjust the first one to get them to sit right. Measure from the underside of the soffit to get the fascia in the same position as the first.

Fit each fascia to the building leaving the one that is least visible until last in case it needs trimming or there is a slightly bigger gap. All being well it should slot in nicely.



Before you can fix the roof capping in place you need to trim it to length (the full length capping is used on the optional slatted roof). Trim the end with the bevel so the square end that goes at the bottom of the roof is kept tidy and pre-treated. **DO NOT CUT THESE IF YOU HAVE A SLATTED ROOF**





Now you can fit the capping working your way around the building. As you position each one, line the end up with the outer point of the joint between fascias (diagram 62). When you are happy fix in position with 50mm countersunk stainless steel screws. Only fix the bottom screw for now as you will want to fix the top screw when all caps have been spaced equally.

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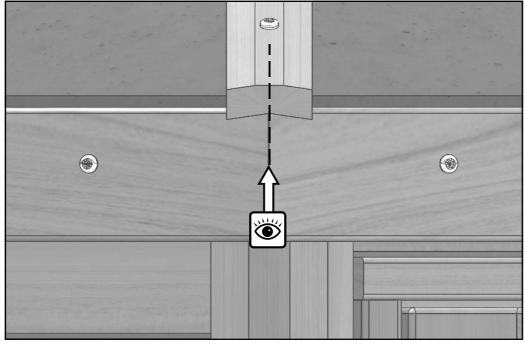
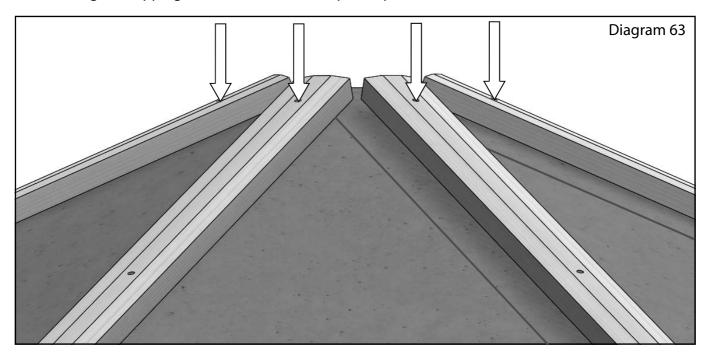
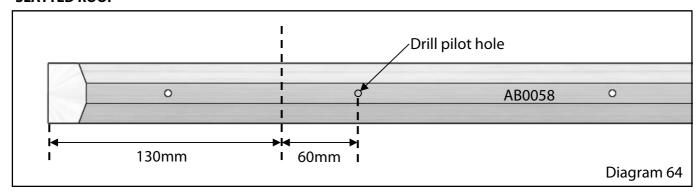


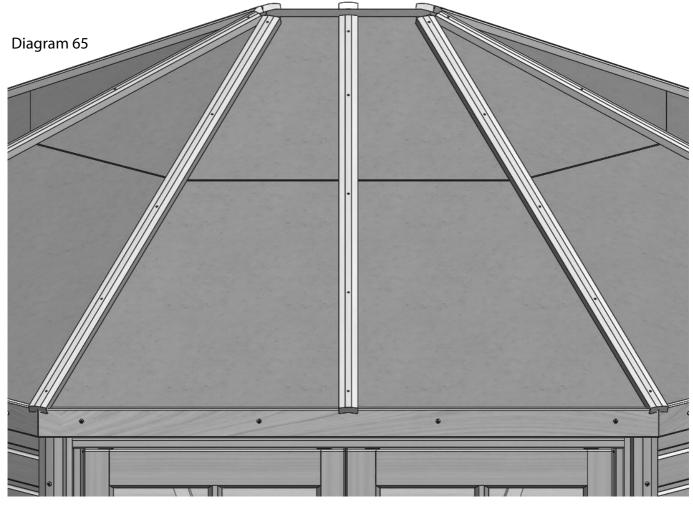
Diagram 62

Once all the corner capping pieces are in position space the tops out evenly and fix into position. Finish fixing the capping with the final 2 screws per strip.



Finally fix the mid roof capping in place, you will also need to trim these to length (the full length capping is used on the optional slatted roof). Trim the end with the bevel so the square end that goes at the bottom of the roof is kept tidy and pre-treated. **DO NOT CUT THESE IF YOU HAVE A SLATTED ROOF**



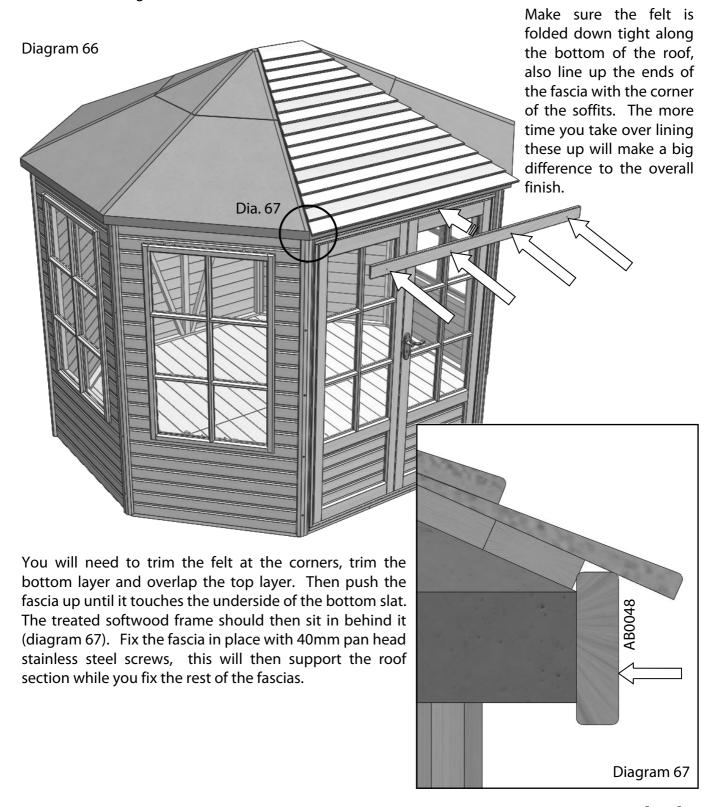


The middle capping should be position over the glazing bar below, it is best to find the centre point with a tape measure before fixing. Fix this top and bottom, once you are happy with its position insert the last 3 screws on each cap.

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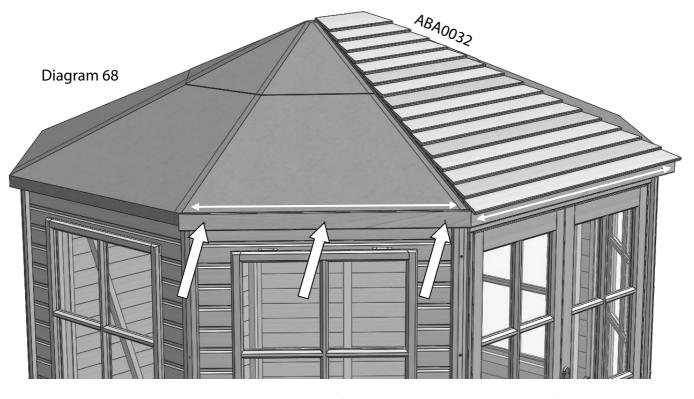
With all the capping fitted you can now trim any excess felt. Be very careful NOT to cut through both layers of roof felt. Scoring down the side of the capping a couple of times lightly is much safer than trying to cut through in one go!

With all the felt in place you can lower the first slatted roof panel into place. Its best to start above the door and work around the building from there. Ask a helper to hold the first roof panel while you position the fascia board below. You will notice the holes are slightly off-set, these should be closest to the bottom edge of the fascia in this installation.



When fitting the next fascia board adjust the position until you get a neat joint between the two boards. You may find you need to adjust the first one to get them to sit correctly. You will need to trim the felt at the corners, trim the bottom layer and overlap the top layer.

Measure from the underside of the soffit to get the rest of the fascias in the same position as the first.



Fit each fascia to the building leaving the one that is least visible to last in case it needs trimming or there is a slightly bigger gap. All being well it should slot in nicely.

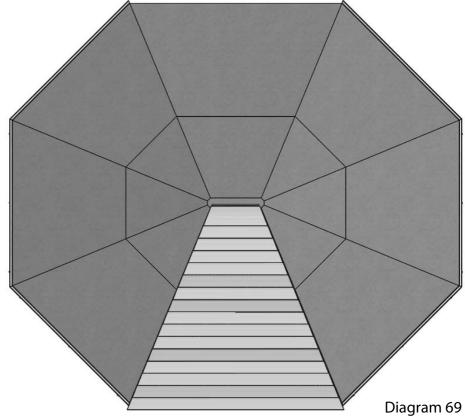
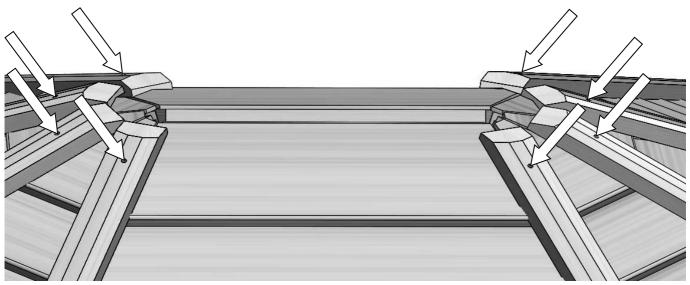
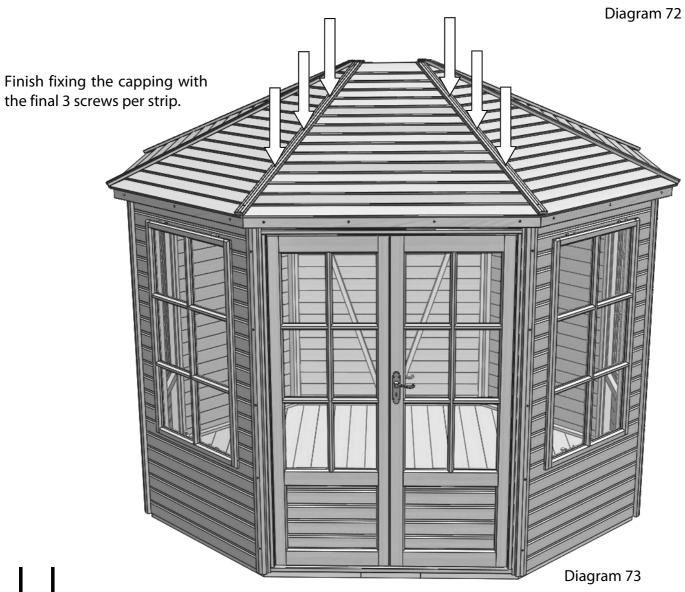


Diagram 71

When all of the fascias are in place lay on the rest of the roof panels. Now you can fit the capping working your way around the building. As you position each one, line the end up with the outer point of the joint between fascias (diagram 71). When you are happy fix in position with 80mm countersunk stainless steel screws. Only fix the bottom screw for now as you will want to fix the top screw later, when all have been spaced equally. (0 ABA0033 Diagram 70

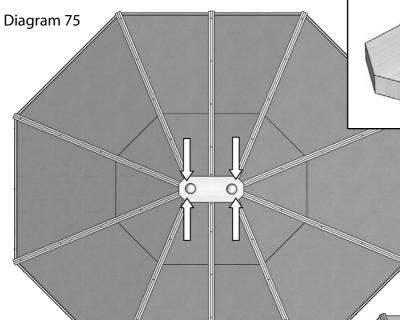
Once all the capping pieces are in position space the tops out evenly and fix into position.



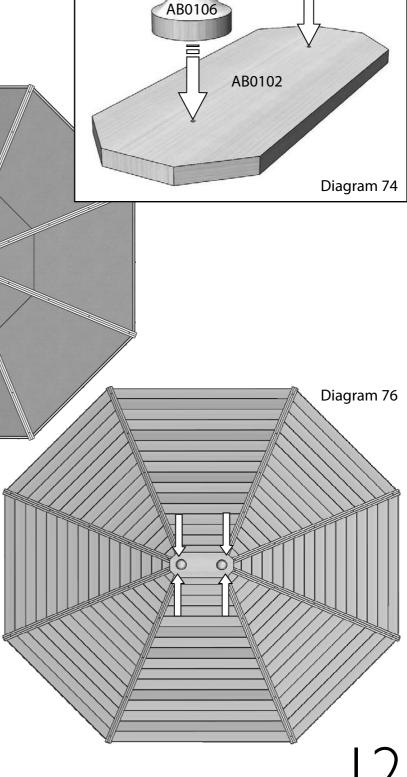


Top Cap and Finial

First mark the centre point between the long edges, then measure the same distance in from each end and make another mark. Drill two pilot holes. Then find the centre point of the finial (AB0106) and mark this. Fix the two parts together with a 50mm countersunk stainless steel screw.



Line the corners of the top cap up with the roof capping, drill 4 pilot holes through the cap above the tops of the roof capping. Fix in place with 40mm pan head stainless steel screws (diagram 75 and 76).

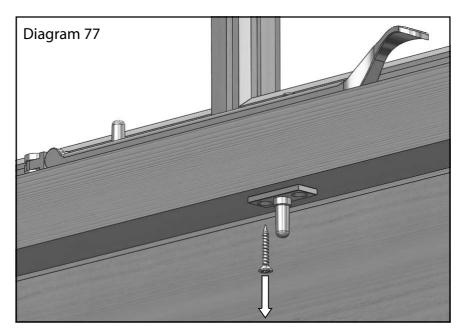


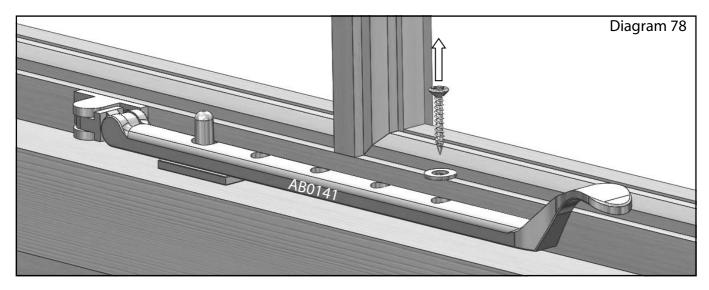
Casement Stay Setup

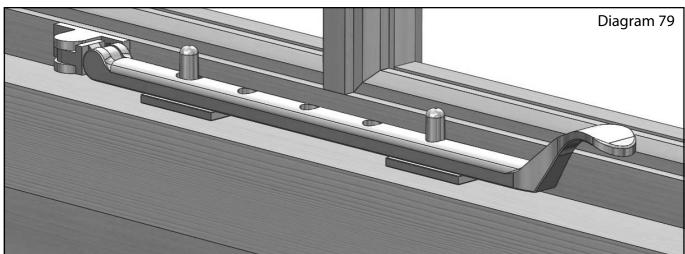
Remove the casement stay peg from below the window rail, keep the screw as you will need this to re-attach the peg (diagram 77).

Then remove the transit screw and washer from the casement stay handle, again keep this screw for the peg (diagram 78).

Next position the casement stay peg underneath the last hole on the arm, hold this in position while you lift the arm away and fix it with the two 25mm screws (diagram 79).







Cabin Hook Fitting

Firstly fit the cabin hook eye plate to the door. This should fit close to the bottom of the mid rail and 333mm in from the hinge side (diagram 80). Fix in place with two 25mm countersunk stainless steel screws.

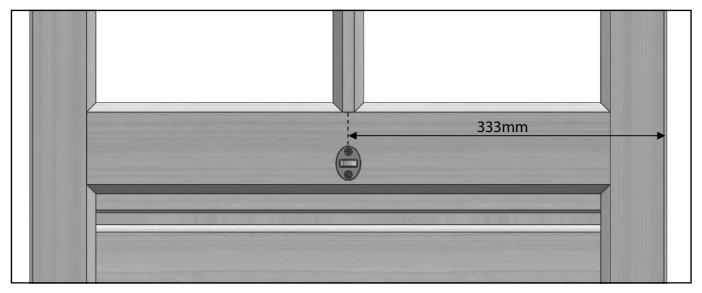
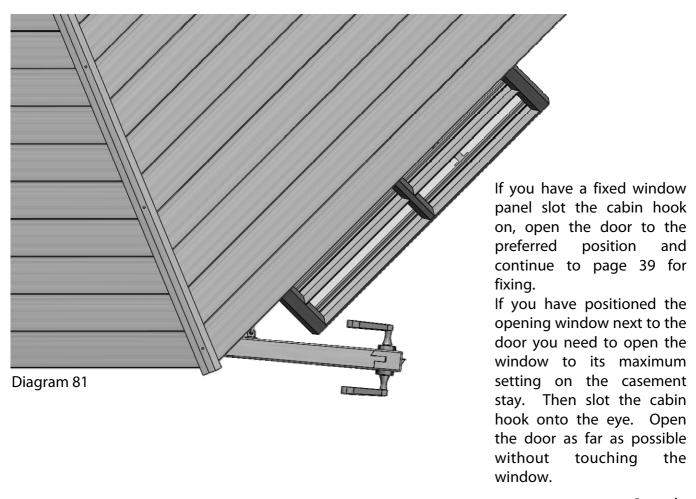


Diagram 80



Cabin Hook Fitting

With the cabin hook (AB0145) slotted onto the eye, position the back plate of the hook against the side panel. This should be fixed just below the window frame to make sure it doesn't interfere. Screw the first 25mm screw into the top hole of the back plate, and the second screw in the bottom hole should be angled up slightly to be sure to pick up the softwood frame behind.

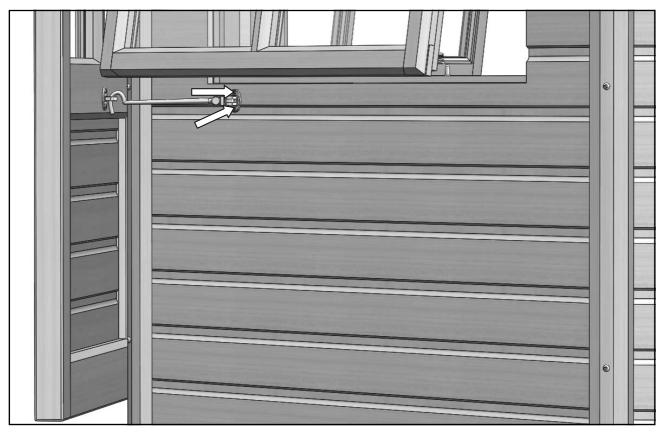


Diagram 82

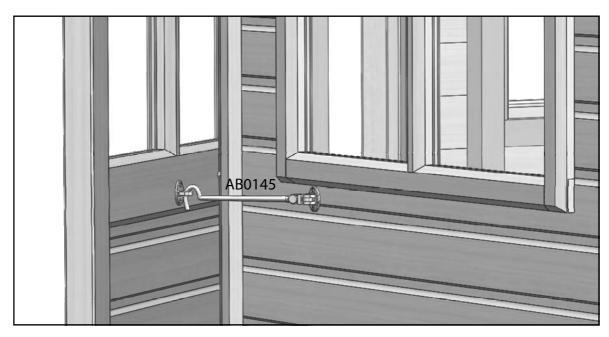
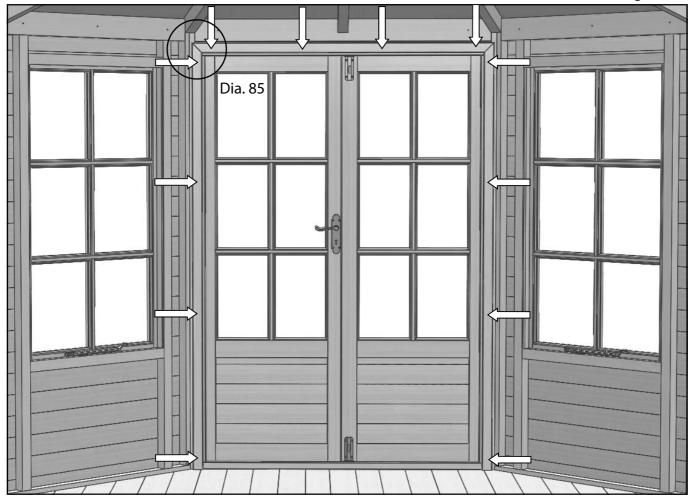
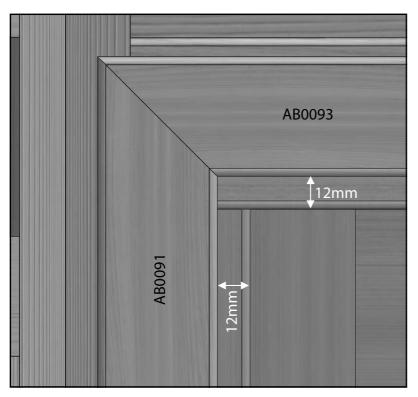


Diagram 83

Architrave fitting

Diagram 84





Finally you need to fit the architrave on the inside of the door frame. Measure 12mm from the inside face of the door frame (diagram 85) and make a mark at the top and bottom on each side. Line the first piece up with these marks, with the end of the architrave sitting on the floor boards and fix in place with four panel pins at the points shown above. Repeat this on the opposite side, the top section should then sit neatly on top. This can then be fixed with another four panel pins.

Diagram 85

Window trim fitting

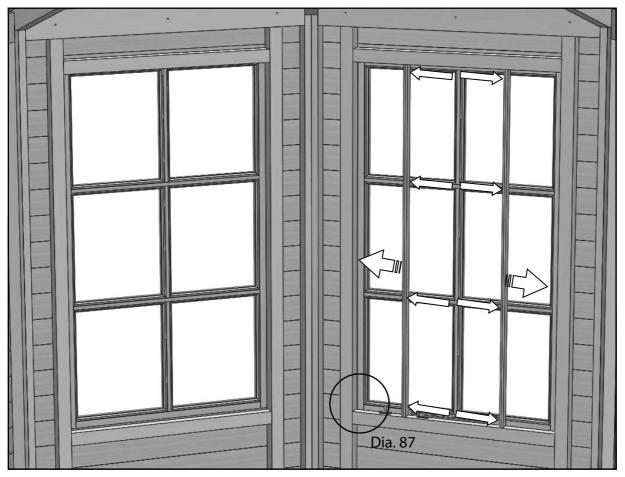


Diagram 86

As with the architrave the window trims are fitted with four panel pins per side. (diagram 86). These need to be fitted to all window sections.

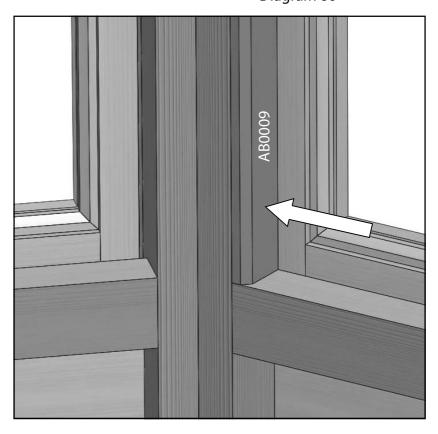
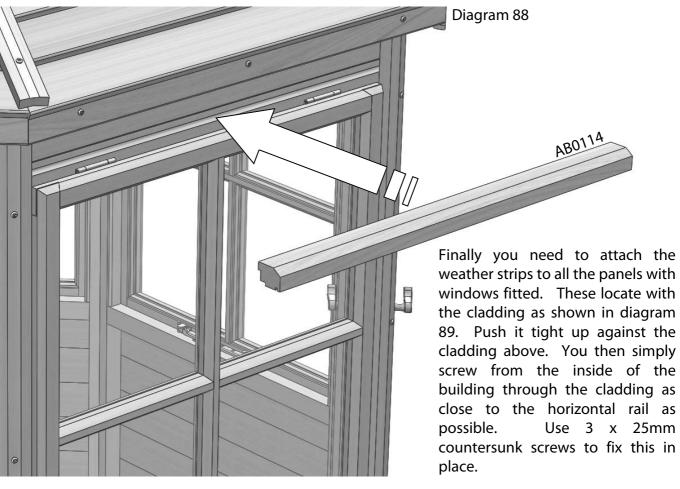
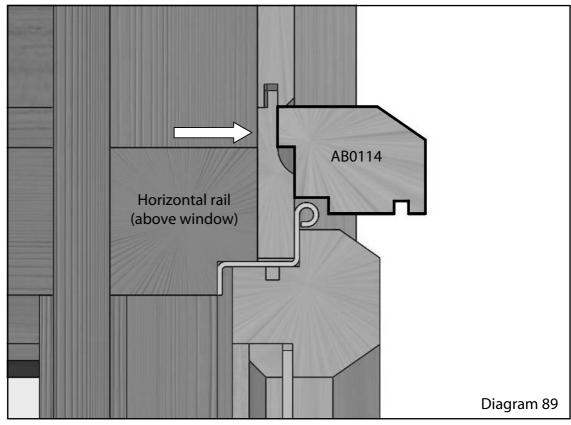


Diagram 87

Weather Strip Fitting





Notes...

Notes...

Notes...

| BOM No. | Part No. | Part description | Quantity |
|------------|--------------|--|----------|
| ABCEDOCT89 | | Octagonal Summerhouse 8x9 Box | |
| | ABA0015 | Oct Base Assembly 88 LH | 2 |
| | ABA0016 | Oct Base Assembly 88 RH | 2 |
| | ABA0018 | Oct Base Insert Assembly 89 | 2 |
| | ABA0027 | SH Oct Side Panel Clad_Double_Plain | 1 |
| | ABA0037 | SH Oct Side Panel Clad_Single_88_89_Plain | 2 |
| | ABA0038F | SH Oct Side Panel Clad_Single_88_89_Window_Fixed | 2 |
| | ABA0038V | SH Oct Side Panel Clad_Single_88_89_Window_Vent | 2 |
| | ABA0041 | SH Door Frame Assembly_Double | 1 |
| | AB0060 | Oct Roof Sheet 88 1413x1440x325mm | 2 |
| | AB0082 | Oct Roof Sheet 88 1100x1499x40mm | 6 |
| | AB0150 | Roofing Felt Red 10m | 2 |
| | ABSHOCTBOX89 | Octagonal Summerhouse 8x9 Box | 1 |
| (Optional) | ABA0033 | Oct Ceder Slatted Roof Assembly_88 | 8 |
| | ABA0032 | Oct Cedar Slatted Roof Assembly_89 | 2 |

Whats in your box:

| ABCEDOCTBOX8 | 8 | Octagonal Summerhouse 8x8 Box | |
|--------------|----------|---|-----|
| | AB0009 | Oct Framing Window Bead 1202mm | 8 |
| | AB0012 | Oct Framing Roof Bar 88 1463.92mm | 8 |
| | AB0013 | Oct Framing Roof Bar_Intermediate 89 1370.9mm | 2 |
| | AB0023 | Oct Framing Ridge Bar 89 352.5mm | 2 |
| | AB0024 | Oct Framing Ridge Bar Infill 89 334.5mm | 1 |
| | AB0048 | Oct Cloaking Fascia_88_89 1126mm | 6 |
| | AB0049 | Oct Cloaking Soffit_88_89 1107mm | 6 |
| | AB0053 | Oct Cloaking Facia_Double 1438mm | 2 |
| | AB0055 | Oct Cloaking Soffet_Double 1418mm | 2 |
| | AB0058 | Oct Cloaking Roof Hip_88_89 1570mm | 10 |
| | AB0057 | Oct Cloaking Side 1912mm | 8 |
| | AB0091 | Oct Cloaking Architrave 1856mm | 2 |
| | AB0093 | Oct Cloaking Architrave_Top_Double 1301.5mm | 1 |
| | AB0102 | Oct Cover Cap 89 500mm | 1 |
| | AB0104 | Base Rail Noggin 268mm | 8 |
| | AB0106 | Summerhouse Finial | 2 |
| | AB0145 | Cabin Hook 8" SC 200mm | 2 |
| | EV0608 | Victorian Door Handle SC | 1 |
| | EV1004 | Oct Ridge Bracket | 2 |
| | EV1006 | Oct Ridge Middle Bracket | 1 |
| | ABSMA010 | Smalls Pack 010 | 1 |
| ABSMA010 | | Smalls Pack 010 | |
| | EV0332 | 40mm x 4 Pan Poz A2 SS woodscrew EV0332 | 80 |
| | EV0333 | 50mm x 5 Csk pozi woodscrew A2 SS EV0333 | 92 |
| | EV0334 | 80mm x 5 Csk pozi woodscrew A2 SS EV0334 | 100 |
| | EV0336 | 25mm x 3.5 Csk pozi woodscrew A2 SS EV0336 | 12 |
| | EV0337 | 4mm HSS | 1 |
| | 02-1675 | Clout Nails 1/2in | 125 |
| | 02-1680 | Panel Pin 30 X 1.6mm S/steel | 48 |
| | 02-1814 | Wftscrew 1 1/2inx6g Csk Zp | 124 |
| | 02-5110 | 5 x 60mm Countersunk Passivated | 74 |

Window glass size: 321mm x 378mm Door glass size: 235mm x 378mm



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