

# Assembly of 10x10 Highclere

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 465 295**. Normal office hours: 8.30 am to 5.00 pm Monday to Friday.



## 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: 3068x2990 (10'1"x9'10")

Total height clearance: 2250mm

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).

**Garden buildings are not waterproof, therefore on assembling building we recommend using a silicon based sealant between wall panels and between wall panels and floor.**

## TOOLS REQUIRED

- Gloves
- Step Ladder
- Sand Paper
- Battery-Powered Drill / Screwdriver
- 8mm Drill Bit
- Pencil
- Tape Measure
- Sharp Knife
- Hammer / Mallet

### Building Photographs

It will be greatly appreciated if you could forward images of your completed building to - sales@shiregb.co.uk.

## 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:

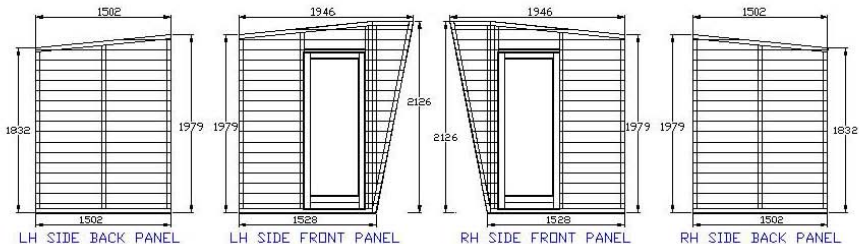
- 1 RAISED GRAIN, SPLINTERS: sand down timber to smooth finish
  - 2 NAIL/SCREW/PIN HEADS PROUD: tap home to be flush with surface of timber
  - 3 DAMAGED SCREW HEADS RESULTING IN SHARP SPLINTERS OF METAL: replace
  - 4 SHARP ENDS OF NAILS/ SCREWS/ PINS PROTRUDING THROUGH THE PANEL: remove and reposition.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

## Parts



ROOF OVERHANG PANEL

### EXTERNAL VIEW OF PANELS

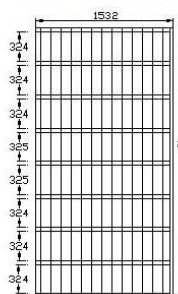


LH SIDE BACK PANEL

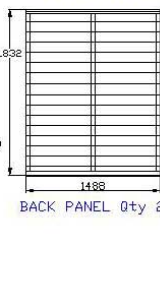
LH SIDE FRONT PANEL

RH SIDE FRONT PANEL

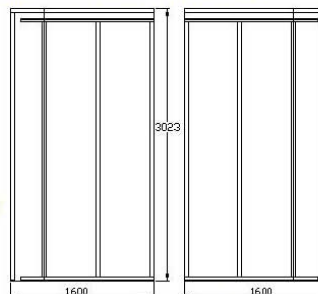
RH SIDE BACK PANEL



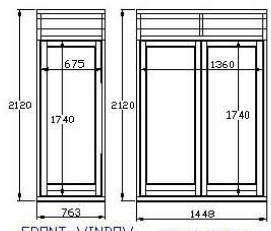
FLOOR PANEL Qty 2



BACK PANEL Qty 2



ROOF PANELS



FRONT WINDOW PANEL Qty 2

DOOR PANEL

## 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.

QTY	DESCRIPTION	QTY	DESCRIPTION
6	Glazing Panes 550x1535mm	1	Fascia Front 114x12x150mm
12	Beading 551 mm	4	Cover Strip 56x12x2090mm
12	Beading 1535 mm	3	Cover Strip 56x12x1824mm
2	Fascia Sides 114x12x3070mm	1	Set lever handles
2	Fascia Sides 114x12x520mm	66	80mm screws
2	Fascia Front 114x12x1620mm	48	40mm nails
		240	Felt nails
		100	15mm panel pins
		4	Felt Strips 3.3mtr x 1mtr

## A Floor & Walls

NOTE: For the majority of the assembly of this building a minimum of two persons are required.

Remove all travel protection blocks from the bottom edge of panels (This is the edge where the cladding extends beyond the framework).

1. Ensure that your base is firm and absolutely level.
2. Lay the two floor panels upside down on your base. Make sure that the open ends of the floor are facing outwards (Both 2390mm sides touching). Pre-drill through one of the 2390 mm floor bearers and screw through into the other using 4 x 80mm screws. Turn the completed / joined floor over (NOTE: The join between the floor panels runs from the front to the back of the building. The front and back panels sit inside the side panels.)
3. Pre drill a back panel through the framework on both sides (longest sides) in 3 places, top, bottom and middle.
4. Place the left side back panel onto the floor ensuring that the lip on the cladding has overhung the floor. (NOTE: The side panels are to be placed so that they are flush with the back edge of the floor and overhanging the floor at the front). While holding the side panel upright, place the pre-drilled back panel on the back edge of the floor next to the left side back panel ensuring that the lip on the cladding has overhung the floor. From inside the building, align the touching framework on both panels and join the back panel to the side panel by screwing through the pre-drilled holes using 3 x 80 mm screws.
5. Pre drill the left side front panel (window) and place next to the left side back panel ensuring that the lip on the cladding has overhung the floor. Align the touching framework on both panels and join the back panel to the side panel by screwing through the pre-drilled holes using 3 x 80 mm screws.
6. Place the remaining back panel into position along the back of the floor ensuring that the lip on the cladding has overhung the floor. Using the pre-drilled holes in the first back panel, align the touching framework and screw together using 3 x 80 mm screws. Pre drill the second back panel through the exposed framework on the side that will be screwed to the other side panel. 3 places, top, bottom and middle.
7. Place the right side back panel in position along the side of the floor ensuring that the lip on the cladding has overhung the floor. From inside the building, align the touching frame-

work on both panels and join the back panel to the side panel by screwing through the pre-drilled holes using 3 x 80 mm screws.

8. Pre drill the right side front panel (window) and place next to the right side back panel ensuring that the lip on the cladding has overhung the floor. Align the touching framework on both panels and join the back panel to the side panel by screwing through the pre-drilled holes using 3 x 80 mm screws.
9. Pre drill both of the front window panels through the framework on both sides (longest sides) in 3 places, top, bottom and middle.
10. Place one front window panel in position at the front of the floor next to a side panel ensuring that the lip on the cladding has overhung the floor. Note: the window panel framework should be adjacent to the exposed framework on the side panel. The window panel should be fixed so that it sits behind the edge of the boarding to the inside face of the wings on the side panel. Secure the window panel on the side panel by screwing through the pre-drilled holes using 3 x 80 mm screws.
11. Place the other front window panel in position at the front of the floor next to a side panel ensuring that the lip on the cladding has overhung the floor. Note: the window panel framework should be adjacent to the exposed framework on the side panel. The window panel should be fixed so that it sits behind the edge of the boarding to the inside face of the wings on the side panel. Secure the window panel on the side panel by screwing through the pre-drilled holes using 3 x 80 mm screws.
12. Place the door panel in position between the two window panels. Using the pre-drilled holes in the both window panels, align the touching framework and screw together using 3 x 80 mm screws on both sides.

## B Roof Assembly

The roof is made up of two large 1600 x 2420 mm roof panels (these are handed) and a 3200 x 520 mm panel that creates the roof overhang. Note: A temporary prop or an extra helper may be required during the assembly of the roof. Ensure the roof panels sit square to the building prior to screwing.

Lift and place the roof overhang panel at the front of the building, on top of the projecting wings on the side panels, using the slots at either end for location. Note: The front edge of the roof overhang panel is the side where the framework and plywood are flush.

1. Pre-drill through the rear framework of the roof overhang panel (the framework that now should sit adjacent to the front of the building) in four places. Screw the roof overhang panel to the window and door panels using 4 x 80mm screws.
2. Pre-drill through the side framework of the roof overhang panel (the framework that now should sit adjacent to the inner boarded face of the side panel wings) in two places. Screw the roof overhang panel to the side panels using 2 x 80mm screws at each end.
3. Lift and place one of the roof panels on top of the side and back wall panels.  
NOTE: The two roof panels are handed and can only fit in the correct side. On the roof panels, the back edge is the side with the two pieces of framework separated by a gap of approximately 70mm (This sits over the back wall with the inside framework piece flush to the inside edge of the back wall panel and the outer piece of framework sitting outside the building). The front edge framework piece sits inside the building adjacent to the inside edge of the window and door panels.
4. Lift and place one of the second roof panel in to position on top of the other side and back wall panels. NOTE: If the roof panels are placed correctly, framework on each panel should be touching along a central join that runs from the front to the back of the building.
5. Pre drill through the framework on one roof panel along the middle where they are touching in 3 places, front, back and middle. Ensuring that the framework on the two panels is aligned, join the two roof panels together by screwing through the pre-drilled holes using 3 x 80 mm screws.

6. From inside the building pre drill through both the front and back framework, on both roof panels in 3 places, to enable fixing to the framework on the front and back wall panels.

7. Using the pre-drilled holes in the roof panel framework, screw the roof panels the back panels using 3 x 80 mm screws per roof panel and screw the roof panels to the front window and door panels using 3 x 80 mm per roof panel. (12 No. screws in total).

8. From outside the building secure the roof panels to the side walls by nailing down through the plywood on the roof panel into the framework of the side walls below using 3 x 40 mm nails per side. Note: This should be 90 mm in from the outer roof panel edge.

## C Felt Roof



1. 4 lengths of felt are supplied that allow for an overhang of approx 50 mm on both sides. Starting at the back of the roof (lower edge) place one piece of felt along the width of the building. Secure the felt using felt nails spaced at 100 mm intervals. Do not nail along centre of building until the overlapping piece of felt is in place.

2. Place another strip of felt along the width of the building overlapping the first piece already laid and overlapping the ridge. Nail into position along both side edges and along the bottom width ensuring that the nails go through both layers of felt.

3. Place a third strip of felt along the width of the building overlapping the second piece already laid and overlapping the join between the roof and roof overhang panels. Nail into position along both side edges and along the bottom width ensuring that the nails go through both layers of felt.

4. Place the final strip of felt along the width of the building overlapping the first piece already laid and overlapping the front roof overhang framework by approximately 50mm. Nail into position along both side edges, along the bottom width ensuring that the nails go through both layers of felt and to the roof panel framework along the front edge.

## D Cover strips



1. Fix the two longer 2090 mm cover strips in position over the joints where the front window and door panels meet using 4 x 40 mm nails per strip. NOTE: Stagger the nail positions either side of the join so that 2 go into each panel.

2. Fix the three 1824 mm cover strips in position at the back of the building. Two are nailed to the exposed framework edge on the side panels at the junction with the back panels. The last cover strip is fixed over the joint where the two back panels meet. Use 4 x 40 mm nails per strip.

## E Secure Walls to Floor

1. Secure all the wall panels to the floor on the inside of the building by pre-drilling and screwing through the bottom framework. If possible always try to screw down into a floor bearer into floor bearers below using 2 x 80 mm screws per panel. Note: The visible lines of the nailing in the floor will indicate the position and direction that the floor bearers run.



## F Fascia & Diamonds

1. Nail the two 520 mm long roof overhang fascia boards to the side edge of the roof overhang panel. Ensure that the front edge of

the fascia board is flush with the felted face along the front of the overhang panel. Secure by nailing through into the roof panel framework using 2 x 40 mm nails per piece.



2. Nail the two 1612 mm long roof overhang boards to the front edge of the roof overhang panel. Ensure that the side edge of the fascia board is flush with the face of the previously fitted fascias and that the joint between the two is central. Secure by nailing through into the roof panel framework using 3 x 40 mm nails per piece.

3. The two 2470 mm long side fascia boards are angled at either end. But the front of this board up against the previously fixed side 520 mm fascia boards and secure by nailing through into the roof panel framework using 4 x 40 mm nails per piece.

4. Nail the remaining 150 mm wide piece of fascia board on top of the join between the two front fascia boards (this will be in the centre of the building) using 2 x 40 mm nails one into each side.

## G Glazing

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

2. Hold into position with four pieces of beading. Secure into position using 3 x 15 mm panel pins per piece of beading across in top and bottom (horizontal) beading and 5 x 15 mm panel pins per piece of vertical beading at each side.

3. Repeat for all window and door 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.