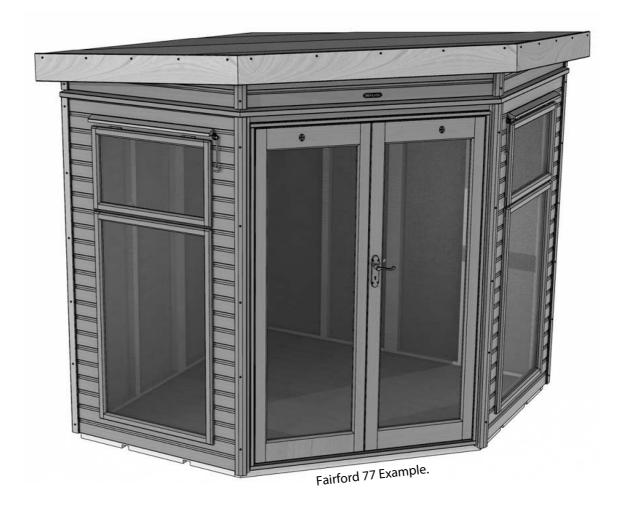
# FAIRFO $\sum_{\sum}$



# FAIRFORD 77 & 88 Instruction Manual







# Fairford 77 and Fairford 88 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 <a href="https://www.greenhousepeople.co.uk">www.greenhousepeople.co.uk</a> 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**

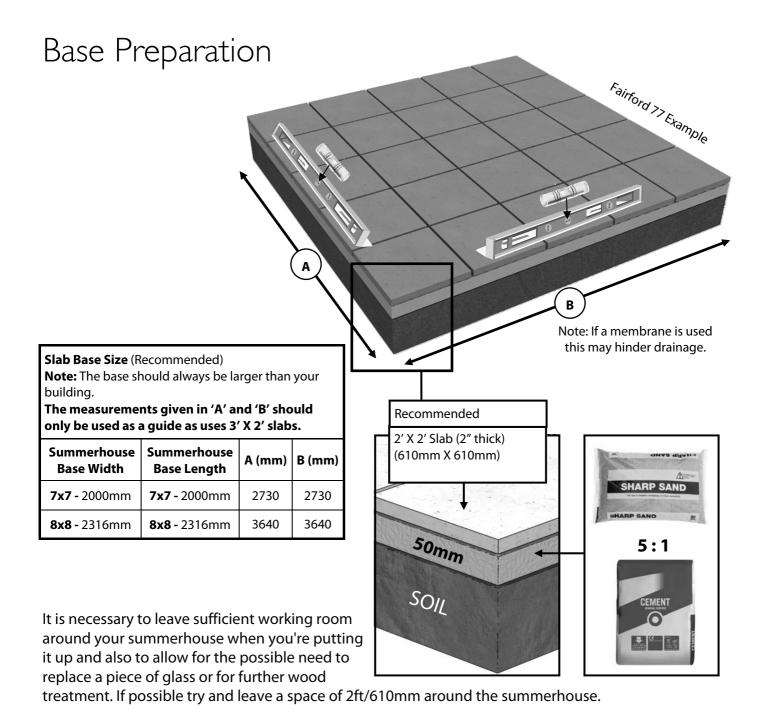
- Glass and timber can potentially cause injury. Please ensure you wear protective goggles, gloves, headgear and suitable footwear when assembling the building.
- Please remember that glass is fragile and should be handled with extreme care. Always clear up and dispose of any breakages immediately.
- 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.
- Please do not stand on the roof as it may 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.
- Make sure you allow sufficient space around the building to erect from all sides and maintain the building.

#### **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 at the rear of this manual.
- 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).
- If you live in an exposed site it is a good idea to add a bead of all-weather sealant (not supplied) between the overlapping roof felt to stop driving rain pushing water up and under the next sheet of felt.



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 (supplied) Hammer Step ladders Hand Saw

There are 9 different types of fixings used in the construction of the summerhouse. These are as follows, with examples of where to look out for them:

02-1675 12mm FELT NAIL	EV0336 25mm CSK HEAD	02-1680 30mm PIN NAIL	02-1816 40mm CSK HEAD	EV0332 40mm PAN HEAD	02-5110 60mm CSK HEAD	EV0365 70mm PAN HEAD	02-1868 80mm CSK HEAD	EV0339 100mm CSK HEAD
Secures: Felt to the roof.	Secures: Window strip above the windows.	Secures: Window trims, Architrave.	Secures: Cross-over bars together.	Secures: Capping trims, Cloaking.	Secures: Base, Roof frames, Cross-over bars, Trim rails.	Secures: Capping, Facias.	Secures: Panel-to-panel, Panel-to-base, Roof panels.	Secures: Rear roof frame, Soffits.
QUANTITY								
100	6	40	1	48	75	37	71	29



Follow the manual and assemble the sections as recommended.

When screwing through one piece of timber into another it is always recommended to pre-drill the first piece with the 4mm drill bit provided. This will prevent the timber from splitting which could be unsightly.

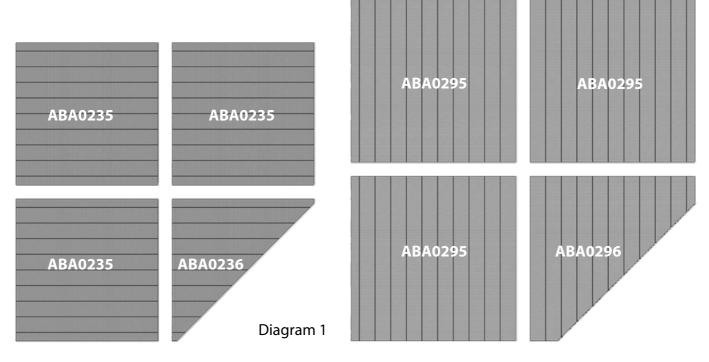
Read through the rest of this manual before starting, you are less likely to miss something doing this and you will have a better understanding of how it all works.

If any glass is broken during construction or afterwards you will need to carefully remove the window beading to replace the glass. You can either call our customer service team for a quote or source it locally. The glass size in the top and bottom windows are 377mm x 657mm and 1109mm x 657mm respectively. The glass size in the doors are 1570mm x 485mm.

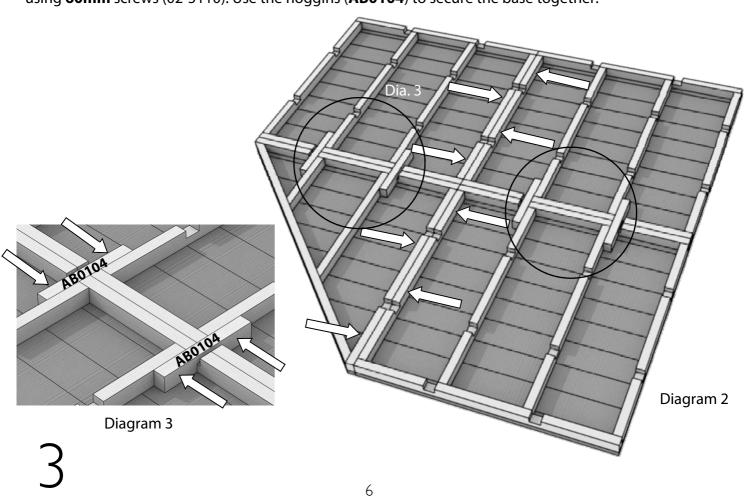
# Floor Assembly

7 x 7 Fairford

8 x 8 Fairford

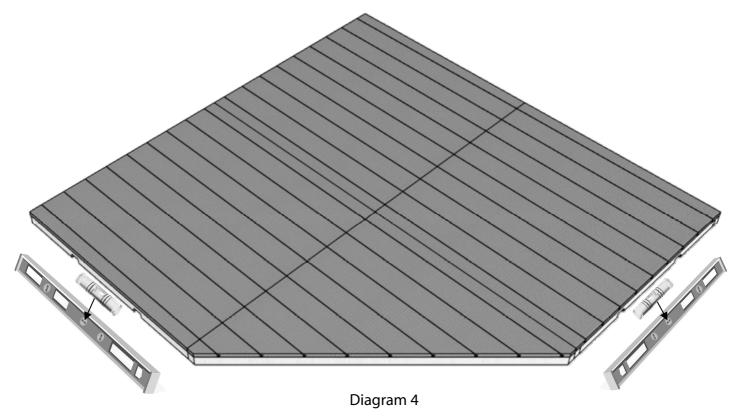


Lay the base sections next to one another upside down. Ensure the floorboards are all running in the same direction and line up with one another. Drill 4mm holes as indicted by the arrows. Secure together using **60mm** screws (02-5110). Use the noggins (**AB0104**) to secure the base together.



# Floor Assembly

Once fixed together, with a minimum of two people, turn the base over and move into position. It is crucial to get the base flat and level as this will affect how your building goes together and how well your windows and doors will operate. Ensure there is 2ft around the summerhouse to allow space for fitting and maintenance with the use of ladders.



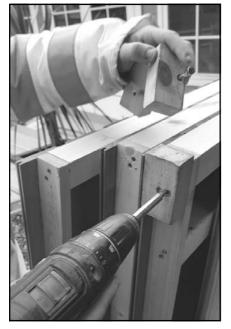
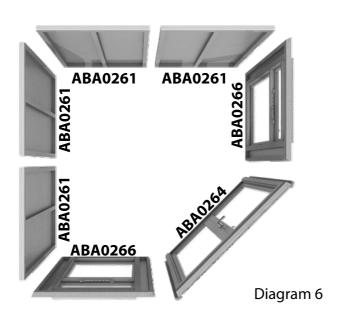
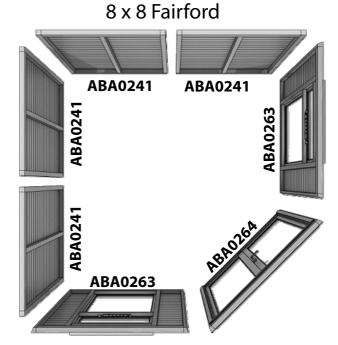


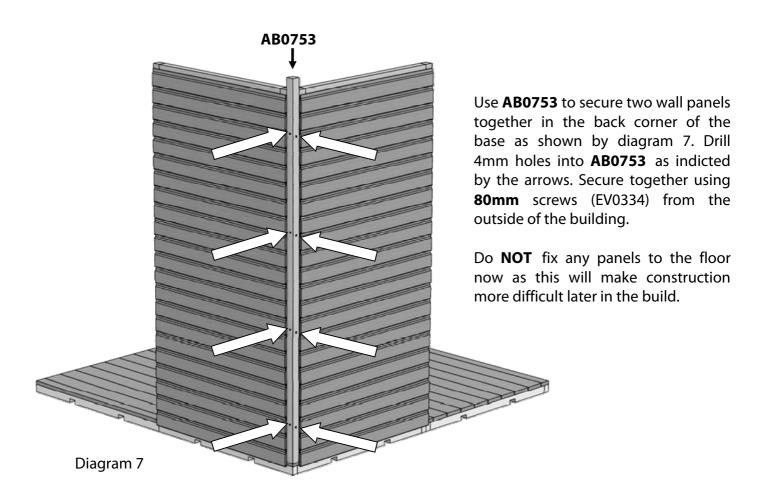
Diagram 5

Before starting the side assembly, remember to remove the transit blocks from the bottom of the panels (diagram 5). Once removed be careful not to damage the cladding.

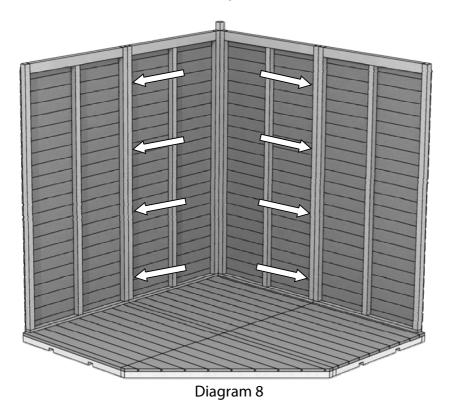
# Side Assembly 7 x 7 Fairford







# Side Assembly



Position the next wall panel as shown by diagram 8. Drill 4mm holes as indicted by the arrows. Secure together using **80mm** screws (EV0334).

Ensure the top of the panels are flush with each other before fixing together. It is best for one person to hold the wall flush and a second person to fix with screws. Repeat for the other wall panel.

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 where possible.

Position a window panel as shown by diagrams 9 and 10. Drill 4mm holes as indicted by the arrows ensuring the holes are around 12mm from the inside edge so the screws engage with the angled vertical on the window panel.

Secure together using **80mm** screws (EV0334). Ensure the top of the panels are flush with each other before fixing together. Repeat for the other window panel.

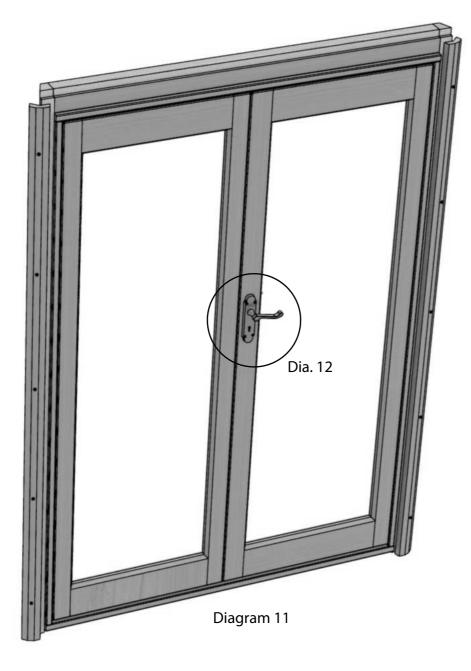


Diagram 9



Diagram 10

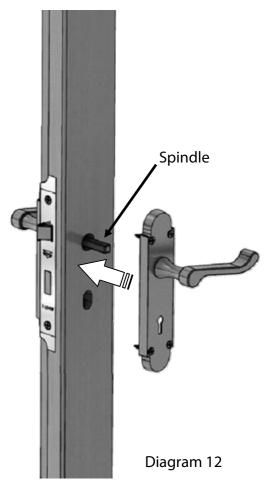
# Door Installation



Before you can install the door section you need to fit the door handle.

Slide the spindle through the lock to give you the position of the handle on the door as shown in diagram 12.

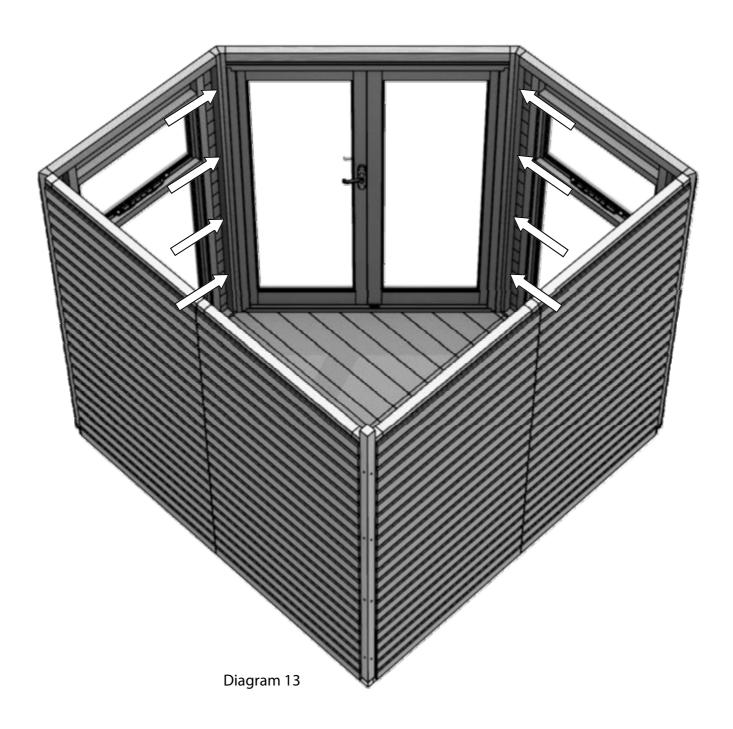
Fix the handle with the four **25mm** countersunk screws supplied.



# Door Installation

Slot the door section into position as shown in diagram 13. Drill 4mm holes as indicted by the arrows. Secure together using **60mm** screws (02-5110).

Ensure the top of the door is flush on both sides. Check that the doors are unlocked prior to fixing. It is best to have one person on the inside doing the fixing and one person outside making sure the panel is flush.



#### Roof Frame

7 x 7 Fairford

8 x 8 Fairford

ABA0279

ABA0279

ABA0276

ABA0276

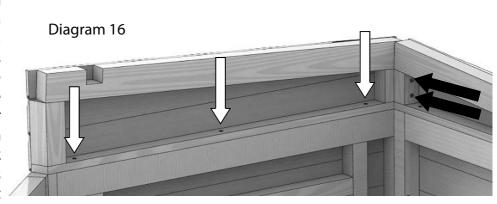
ABA0248

Diagram 14

Position the largest roof frame with the cladding facing outwards on top of the back wall panels as shown in diagram 15. Drill 4mm holes as indicted by the arrows. Ensure the roof frame is pushed up against the back corner (**AB0753**) and is flush with the inside edge. Secure together at the white arrows using **60mm** screws (02-5110) and at the black arrows using **100mm** screws (EV0339). Repeat for the adjacent component.



Position the next roof frame with the cladding facing outwards on top of the window wall as shown in diagram 16. Drill 4mm holes as indicted by the arrows. Ensure the roof frame lines up with the wall underneath. Secure together at the white arrows using **60mm** screws (02-5110) and at the black arrows using **80mm** screws (EV0334). Repeat for the adjacent component.



# Roof Frame

Position the next roof frame with the cladding facing outwards on top of the door frame as shown in diagram 17. Drill 4mm holes as indicted by the arrows. Ensure the roof frame is flush with the door frame. Secure together at the white arrows using **60mm** screws (02-5110) and at the black arrows using **80mm** screws (EV0334).

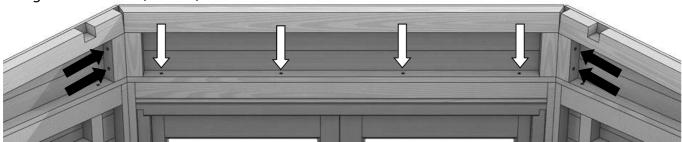
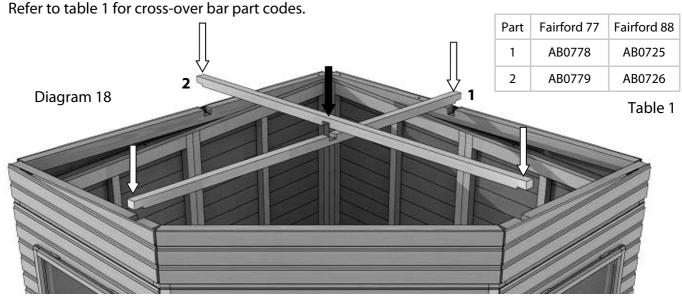
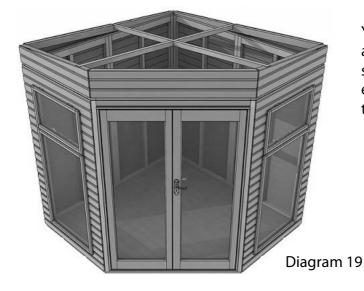


Diagram 17

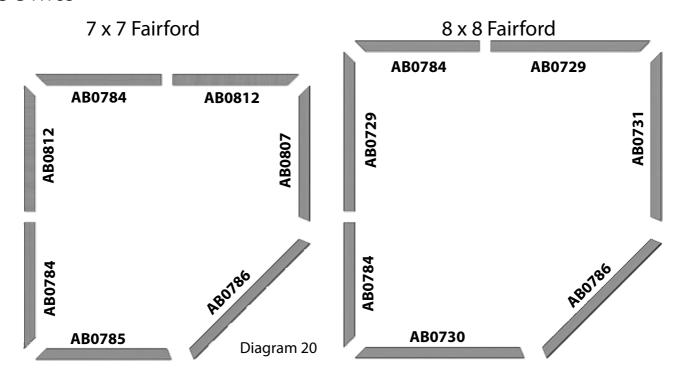
Slot the cross-over bars into position as shown in diagram 18. Drill 4mm holes as indicted by the arrows. Ensure the cross-over bars are slotted tightly into place. Secure together at the white arrows using **60mm** screws (02-5110) and at the black arrow using a **40mm** Screw (02-1816).



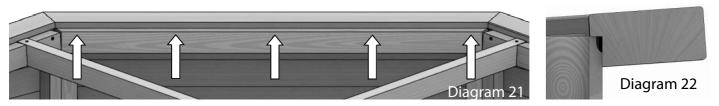


Your summerhouse should look the same as diagram 19. A Fairford 77 example is shown. Ensure the building is square and everything is in line before continuing to the next steps.

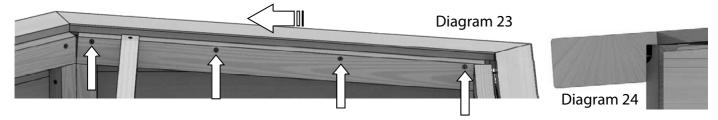
#### Soffits



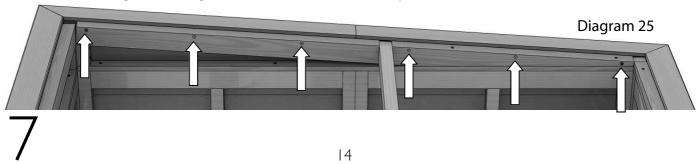
Position the front soffit (**AB0786**) above the door as shown in diagrams 21 and 22. Internally drill 4mm holes, 10mm from the frame top face where indicted by the arrows. Use the rebate in the soffit as shown in diagram 22 to hold it in position. Secure using **100mm** screws (EV0339).



Position the window soffit above the window as shown in diagrams 23 and 24. Ensure to push it up against the front soffit. Drill 4mm holes 10mm from the frame top face where indicted by the arrows. Secure together using **100mm** screws (EV0339). Repeat for the other side of the door.



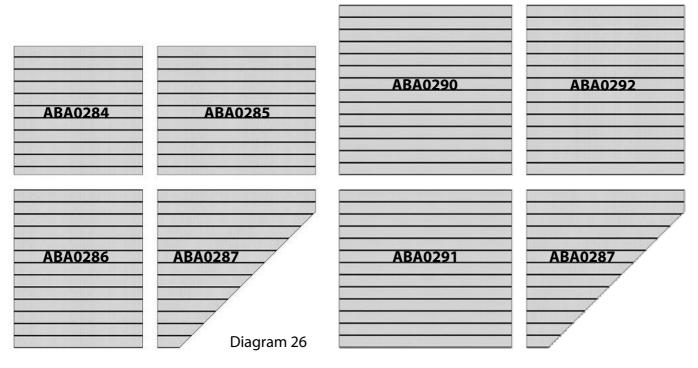
Position the back two soffits above the back wall as shown in diagrams 24 and 25. Ensure to push it up against the window soffit. Drill 4mm holes 10mm from the frame top face where indicted by the arrows. Secure together using **100mm** screws (EV0339). Repeat for the other back wall.



#### Roof Panels

#### 7 x 7 Fairford

#### 8 x 8 Fairford



Slot the roof panels from diagram 26 into position as shown in diagram 27. Ensure all the panels are pushed down tightly into place. Position **ABA0287** first and ensure the other panels are in the same orientation. Drill 4mm holes from inside the summerhouse where indicted by the arrows in diagram 27. Secure together using **80mm** screws (EV0334). IMPORTANT: Do not stand on the roof now or at any stage of construction. The whole roof including felting should be done from ladders around the outside of the building.

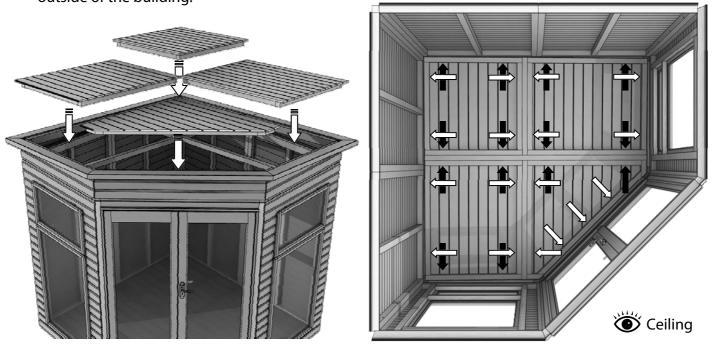
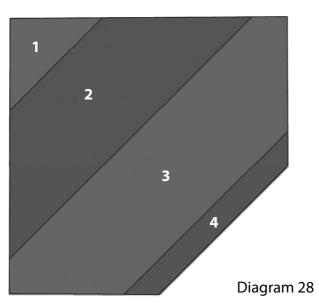
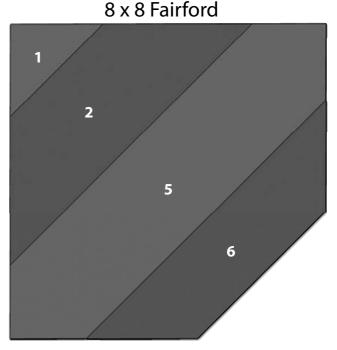


Diagram 27

# Roof Felting

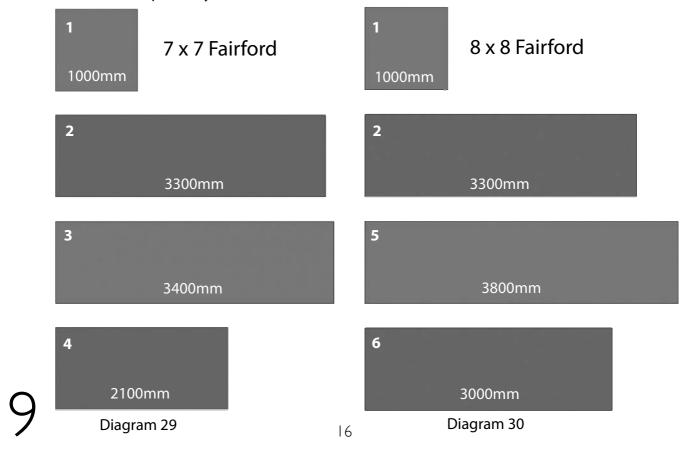
7 x 7 Fairford





Take the roll of roof felt (grit side down) and roll it out somewhere flat and clean, 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. Use a utility knife to cut. Use a straight edge to get a much neater cut.

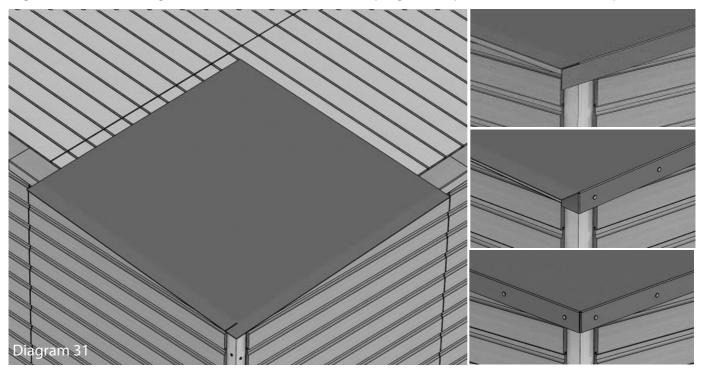
Once cut to length, roll the felt back up and transport to the roof to avoid the felt tearing and therefore the roof leaking. The felt can then be rolled out in position on the roof. Diagram 29 shows the felt layout from above the roof. Diagram 29 and 30 shows the pieces needed to be cut for the Fairford 77 and 88 respectively.

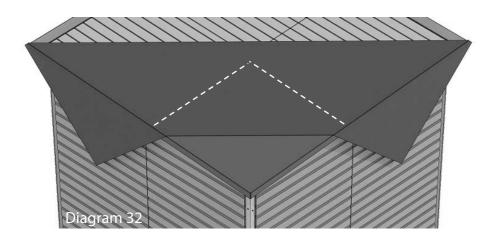


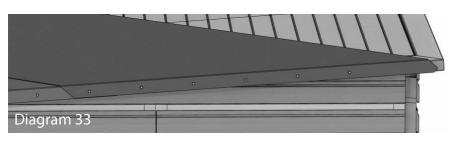
# Roof Felting

Position the first piece of felt (from diagram 29/30) in the back corner of the roof as shown by diagram 31. Cut a 45mm slit about 45mm in from the one edge. Fold the longer edge down against the soffit and nail down using Clout Nails (02-1675). Keep Clout Nails around 200mm apart. Top Tip is to use your hammer as a measuring guide by marking 200mm from the one end with a marker pen.

Fold the small tab around the back corner and fold the shorter edge down over it against the soffit. Again, Nail down using Clout Nails (02-1675) while keeping them spaced around 200mm apart.







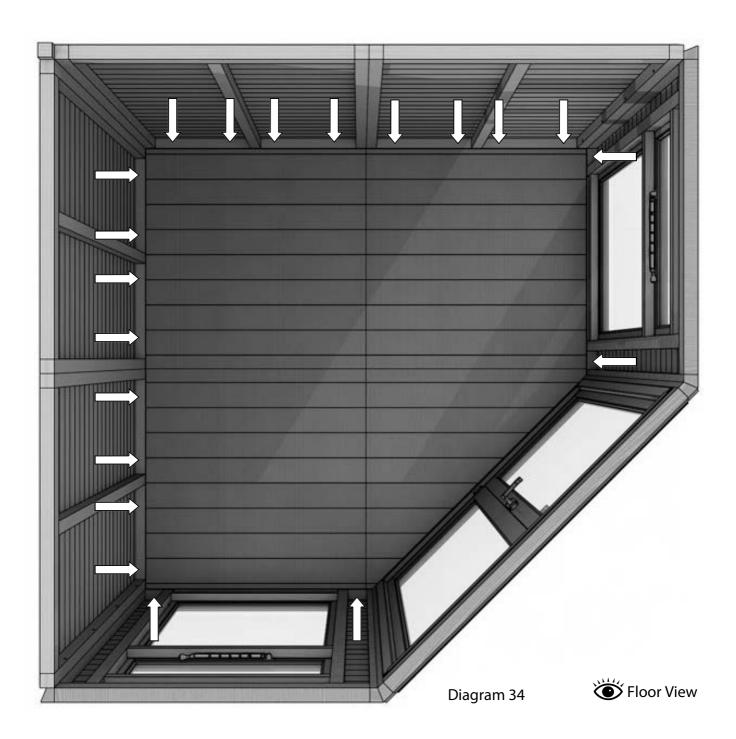
Position the second piece of felt (from diagram 29/30) on top of the roof, overlapping the previous piece by 150mm as shown by diagram 32.

Nail down the edges along the soffit using Clout Nails (02-1675) while keeping them spaced around 200mm apart. Cut away the excess felt using the soffit underneath as a guide.

Using the same techniques of overlapping the corners and trimming against the edge, continue to fit the remaining felt from diagram 29/30. Ensure to overlap by 150mm and keep the Clout Nails (02-1675) spaced 200mm apart.

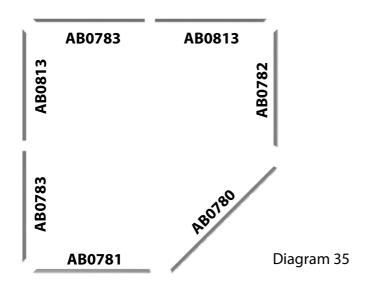
# Fixing To Base

After the roof has been installed and the building is square, the walls can be fixed to the floor. Drill 4mm holes as indicted by the arrows on diagram 34 looking down towards the floor. Secure down using **60mm** screws (02-5110).

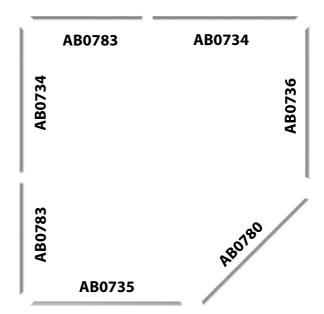


# Trims

#### 7 x 7 Fairford

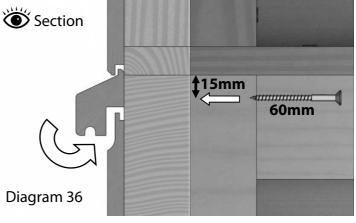


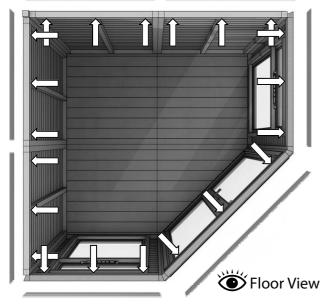
8 x 8 Fairford



To fit the trim rails, insert the tongue into the top slot and push in the bottom so it is positioned the same as shown in diagram 36 and 37. One person should hold the trim rail and ensure it is centred externally.

Another person should internally drill 4mm holes 15mm from the top of the wall/window panels. Secure using **60mm** screws (02-5110). Repeat for all the trim rails around the summerhouse as indicted by the arrows on diagram 38.





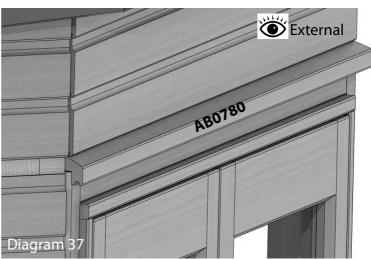


Diagram 38

Capping

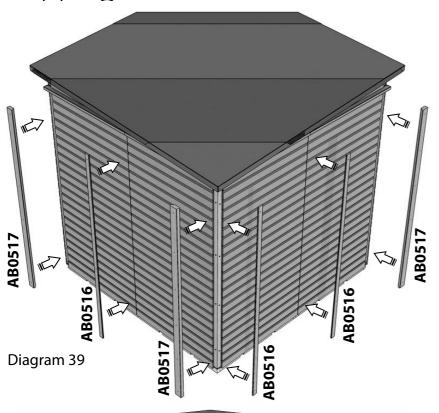


Diagram 40

First secure all the External Corner Cloaking (**AB0517**) using **70mm** Pan Head Screws (EV0365) referring to diagram 39. Ensure the outside edge is flush with the cladding.

Then secure the External Corner Cloaking Trims (**AB0516**) using **40mm** Pan Head Screws (EV0332) referring to diagrams 39 and 40.

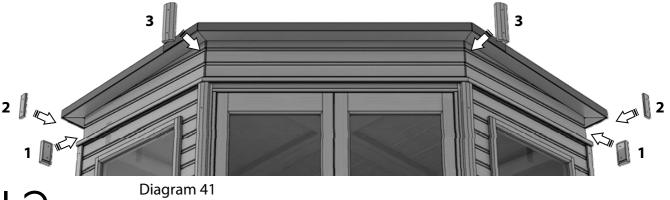
Secure the Oct Cloaking Sides (**AB0057**) as shown in diagram 40 using **40mm** Pan Head Screws (EV0332).

The top section of capping is different for the Fairford 77 and 88. Refer to Table 2 for part codes and diagram 41 for placement of those parts.

Secure part 1 first using **70mm** Pan Head Screws (EV0365). Secure parts 2 and 3 using **40mm** Pan Head Screws (EV0332).

Part Number	Fairford 77	Fairford 88
1	AB0788	AB0738
2	AB0789	AB0739
3	AB0787	AB0737

Table 2



AB0057

12

**AB0516** 

**AB0057** 

#### **Facias**

Position the front facia (**AB0791**) above the door as shown in diagrams 42. Ensure the top edge is flush with the felt and the facia is positioned in the centre. Secure together using **70mm** Pan Head Screws (EV0365).

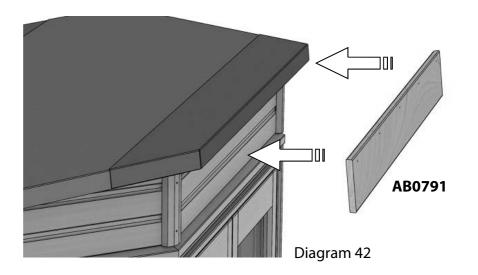
The left and right facias are different for the Fairford 77 and 88. Refer to Table 3 for part codes and diagrams 43 and 44 for placement of those parts.

Facia 1 can be identified by the right edge having an angled cut. This edge should be pushed flush with the front facia. Ensure the top edge is flush with the felt. Secure using **70mm** Pan Head Screws (EV0365).

Facia 2 can be identified by the left edge having an angled cut. This edge should be pushed flush with the front facia. Ensure the top edge is flush with the felt. Secure using **70mm** Pan Head Screws (EV0365).

Facia Number	Fairford 77	Fairford 88
1	AB0792	AB0732
2	AB0815	AB0733

Table 3



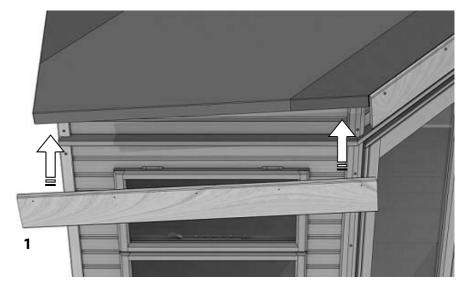


Diagram 43

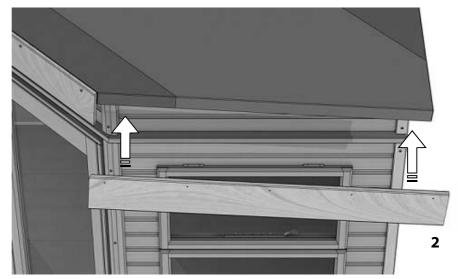


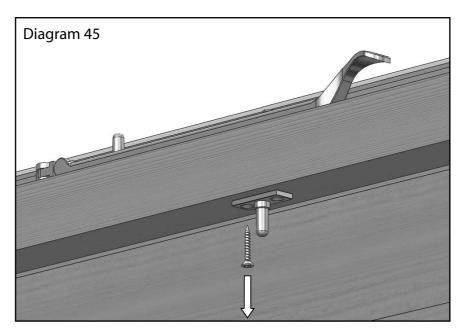
Diagram 44

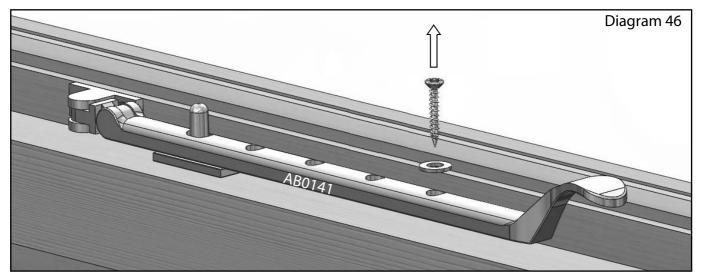
# Casement Stay

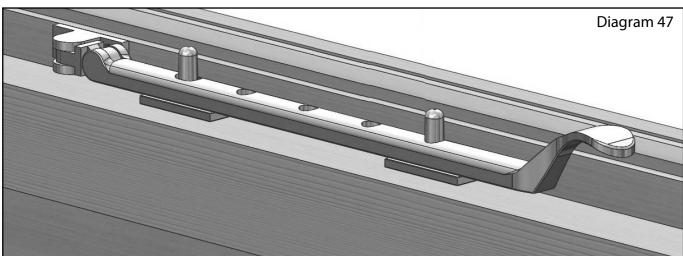
Remove the casement stay peg from below the window rail, keep the screw as you will need this to re-attach the peg (diagram 45).

Then remove the transit screw and washer from the casement stay handle, again keep this screw for the peg (diagram 46).

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 47).

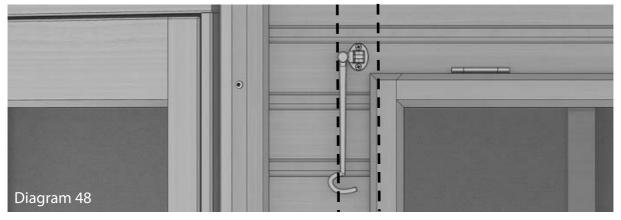






#### Cabin Hooks

Position the cabin hook (**AB0145**) against the cladding, above the window, centred with top horizontal of the door and centred with the vertical rail behind the cladding. The vertical rail is indicated by the dashed lines on diagram 48. It is essential the cabin hook is secured into the vertical rail otherwise it will be unsecure and the screws will be visible internally. Secure with 25mm countersunk stainless steel screws.



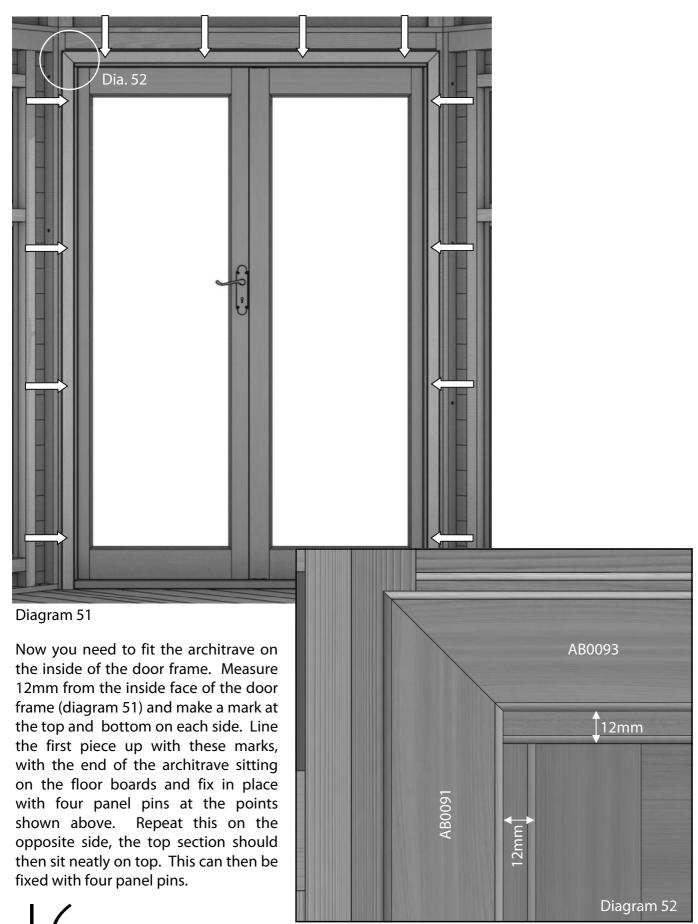
Open the vented window to its maximum and line up the door to your desired position as shown in diagram 49. Ensure the there is sufficient space so the door does not interact with the window. Ensuring the cabin hook is horizontal, put the cabin hook in the eye plate and use a pencil to mark where to fix the eye plate.



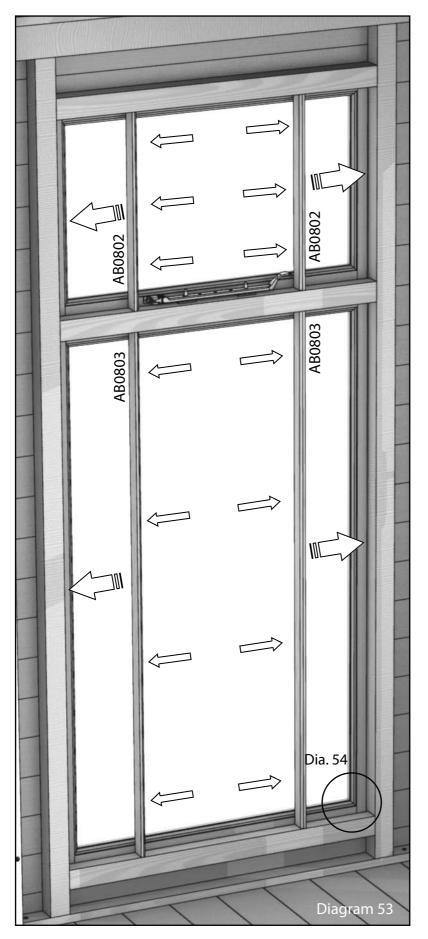
Close the door to ensure the door is stable. Secure the eye plate with 25mm countersunk stainless steel screws being careful that it takes vertical. Repeat this process for the other door ensuring that the cabin hooks and eyes are at mirrored heights and locations.



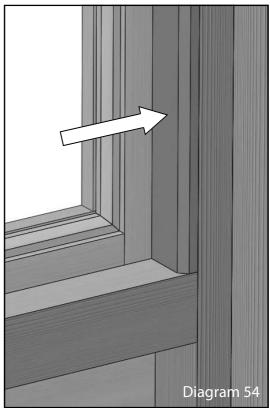
### Architrave



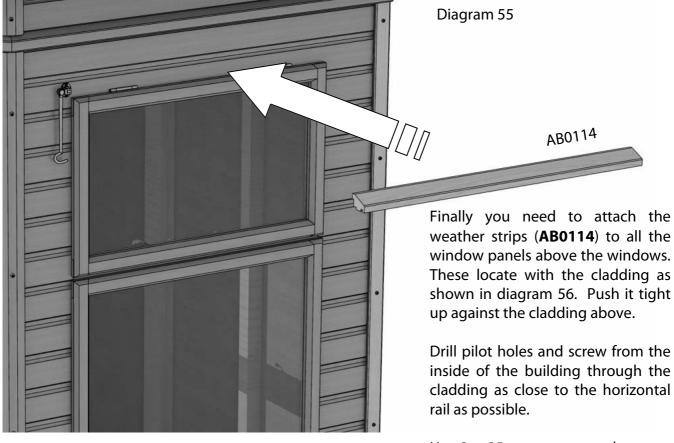
# Window Trims



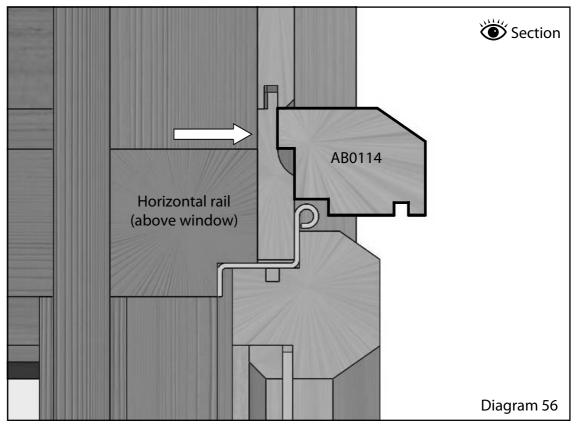
Slide the window trims into place using the short ones for the top window and the longer ones for the bottom window; as shown by diagram 53. Secure using panels pins (02-1680) as indicted by the arrows. Repeat this process for all window panels.



# Weather Strip



Use 3 x 25mm countersunk screws to fix this in place.



# Parts

BOM No.	Part No.	Size (mm)	Part description	Quantity
ABCEDCOR77			Corner Summerhouse 7x7	
	ABA0235	1000x1000	COR Base Square_77	3
	ABA0236	1000x1000 trap	COR Base Triangle_77	1
	ABA0261	964x1944	COR Plain Wall_77	4
	ABA0264	1361.5x1944	COR Door Frame Glass_To_Ground Assembly	1
	ABA0266	1050x1944	COR Window_Panel_77	2
	ABA0275	1361.5x241	COR Roof Frame 1 Cladded	1
	ABA0276	1050x241x166 trap	COR Roof Frame 2a Cladded	1
	ABA0277	1050x241x166 trap	COR Roof Frame 2b Cladded	1
	ABA0278	1927x171x36 trap	COR Roof Frame 3a Cladded	1
	ABA0279	1927x171x36 trap	COR Roof Frame 3b Cladded	1
	ABA0284	898x898	COR Roof Panel 1	1
	ABA0285	1103x898	COR Roof Panel 2	1
	ABA0286	1105x898	COR Roof Panel 3	1
	ABA0287	1103x1105 trap	COR Roof Panel 4	1
	AB0150 – 10m		Felt	1
	ABCEDCORBOX1	N/A	Corner Summerhouse Box 1 (77 and 88)	1
	ABCEDCORBOX77	N/A	Corner Summerhouse 7x7 Box	1
ABCEDCOR88			Corner Summerhouse 8x8	
	ABA0295	1158x1158	COR Base Square_88	3
	ABA0296	1158x1158 trap	COR Base Triangle_88	1
	ABA0241	1119x1944	COR Plain Wall_88	4
	ABA0263	1361.5x1944	COR Window_Panel_88	2
	ABA0264	1361.5x1944	COR Door Frame Glass_To_Ground Assembly	1
	ABA0247	1361.5x285	COR Roof Frame_88_1_Cladded	1
	ABA0248	1361.5x285x190 trap	COR Roof Frame_88_2a_Cladded	1
	ABA0249	1361.5x285x190 trap	COR Roof Frame_88_2b_Cladded	1
	ABA0250	2238x192x36 trap	COR Roof Frame_88_3a_Cladded	1
	ABA0251	2238x192x36 trap	COR Roof Frame_88_3b_Cladded	1
	ABA0287	1103x1105 trap	COR Roof Panel 4	1
	ABA0290	1208x1190	COR Roof Panel 5	1
	ABA0291	1208x1105	COR Roof Panel 6	1
	ABA0292	1103x1190	COR Roof Panel 7	1
	AB0150 – 10m		Felt	1
	ABCEDCORBOX1	N/A	Corner Summerhouse Box 1 (77 and 88)	1
	ABCEDCORBOX88	N/A	Corner Summerhouse 8x8 Box	1

# Parts

BOM No.	Part No.	Length (mm)	Part description	Quantity
ABCEDCORBOX77			Corner Summerhouse 7x7 Box	
	AB0778	2016	Roof Frame_77_Cross Under	1
	AB0779	2016	Roof Frame_77_Cross Over	1
	AB0780	1388	Trim Rail 1	1
	AB0781	1097	Trim Rail 2	1
	AB0782	1097	Trim Rail 3	1
	AB0783	1039	Trim Rail 4	2
	AB0813	1039	Trim Rail 5	2
	AB0784	1039	Roof Soffit 1a	2
	AB0812	1105	Roof Soffit 1b	2
	AB0785	1191	Roof Soffit 2a	1
	AB0807	1191	Roof Soffit 2b	1
	AB0786	1440	Roof Soffit 3	1
	AB0791	1456	Facia 1	1
	AB0792	1226	Facia 2	1
	AB0815	1226	Facia 3	1
	AB0787	215	Roof_77_Cloaking Side	2
	AB0788	135	Roof_77_External Corner Cloaking	2
	AB0789	140	Roof 77 External Cloaking Trim	2
ABCEDCORBOX88			Corner Summerhouse 8x8 Box	
	AB0725	2329	Roof Frame_88_Cross Under	1
	AB0726	2329	Roof Frame_88_Cross Over	1
	AB0784	1105	Roof Soffit 1a	2
	AB0729	1417	Roof Soffit 1c	2
	AB0730	1502	Roof Soffit 2c	1
	AB0731	1502	Roof Soffit 2d	1
	AB0786	1440	Roof Soffit 3	1
	AB0791	1456	Facia 1	1
	AB0732	1530	Facia 4	1
	AB0733	1530	Facia 5	1
	AB0780	1388	Trim Rail 1	1
	AB0783	1039	Trim Rail 4	2
	AB0734	1351	Trim Rail 6	2
	AB0735	1408	Trim Rail 7	1
	AB0736	1408	Trim Rail 8	1
	AB0737	258	Roof_88_Cloaking Side	2
	AB0738	156	Roof_88_External Corner Cloaking	2
	AB0739	162	Roof_88_External Corner Cloaking Trim	2
	,,,,,,,			

# Parts

BOM No.	Part No.	Length (mm)	Part description	Quantity
ABCEDCORBOX1			Corner Summerhouse Box 1 (77 and 88)	
	AB0104	268	Base Rail Noggin	4
	AB0516	1903	External Cloaking Trim	5
	AB0517	1903	External Corner Cloaking	3
	AB0057	1912	Oct Cloaking Side	2
	AB0114	740	Window Weather Strip_Single	2
	AB0091	1856	Oct Cloaking Architrave 1856mm	2
	AB0093	1301.5	Oct Cloaking Architrave_Top_Double 1301.5mm	1
	AB0145	N/A	Cabin Hook 8" SC 200mm	2
	EV0610	N/A	Victorian Door Handle SC	1
	AB0753	1950	COR Back Corner Infill	1
	AB0802	414	COR Framing Top Window Bead	4
	AB0803	1146	COR Framing Bottom Window Bead	4
	ABSMA015	N/A	Smalls Pack 015	1
ABSMA015			Smalls Pack 015	
	02-1675	12	Clout Nail 3 x 12mm	110
	EV0336	25	Csk 3.5 x 25mm SS	10
	02-1680	30	Panel Pin 30 x 1.6 SS	50
	02-1816	40	Csk 5 x 40mm Zp	5
	EV0332	40	Pan Poz 4 x 40mm SS	60
	02-5110	60	Csk 5 x 60mm Zp	90
	EV0365	70	Pan Poz 4 x 70mm SS	50
	02-1868	80	Csk 5 x 80mm Zp	80
	EV0339	100	Csk 5 x 100mm SS	40

The glass size in the top and bottom windows are  $377mm \times 657mm$  and  $1109mm \times 657mm$  respectively. The glass size in the doors are  $1570mm \times 485mm$ .

Notes...

# Notes...



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