

WE CANNOT ACCEPT RESPONSIBILITY FOR INCORRECTLY FITTED STAIRCASES OR COMPONENTS IF THE ADVICE IN THIS DOCUMENT HAS NOT BEEN FOLLOWED.

A GREAT DEAL OF ATTENTION HAS BEEN USED IN MANUFACTURING THIS STAIRCASE TO THE HIGHEST QUALITY. PLEASE TAKE CARE NOT TO DAMAGE. STAIRCASES AND STAIR PARTS SHOULD ALWAYS BE STORED ON LEVEL BEARERS, UNDER COVER, WITH ADEQUATE PROTECTION, IN A DRY, WELL VENTILATED ENVIRONMENT TO PREVENT DAMAGE, DISTORTION OR DETERIORATION. THIS IS PARTICULARLY IMPORTANT OVER LONG PERIODS BETWEEN DELIVERY AND INSTALLATION WHEN STAIRCASES AND COMPONENTS CAN BE AFFECTED BY HIGH HUMIDITY, HIGH AND LOW TEMPERATURES, AND EXPOSURE TO UV LIGHT. IT IS RECOMMENDED MATERIALS DELIVERED SANDED ARE COATED WITHIN 3 DAYS OF DELIVERY TO MINIMISE 'GRAIN RAISE'. ALL COMPONENT PARTS ARE IDENTIFIED WITH LETTERS OR NUMBERS. STAIRCASES, NEWELS, BALUSTRADES AND WINDERS ARE ALL MARKED WITH HOUSE TYPE AND PLOT NUMBERS.

- **DO NOT FIX COMPONENTS WITH DIFFERING PLOT NUMBERS.**
- **CHECK ACTUAL FINISHED FLOOR MEASUREMENT AND COMPARE WITH GREEN DIMENSION WRITTEN ON THE UNDERSIDE OF THE STAIRCASE.**
- **CHECK HANDING IS CORRECT BEFORE FIXING NEWELS TO STAIRCASE.**
- **ALL PROTECTIVE PACKAGING IS DESIGNED TO BE RE-USED, TO PROTECT THE FINISH, ONCE THE COMPONENT HAS BEEN FITTED.**

STAIRCASE: check handing before fixing. Top newels should be cut out to suit the depth of trimmer and back of the top riser (**see Detail A1**). Where applicable, stringers are factory 'birds mouthed' to sit over the trimmer. Any packers behind the top riser must cover the full width and depth of the trimmer and be securely fixed. Ensure stringers and newels are securely fixed to adjacent walls at 600mm centres.

NEWEL POSTS: are identified on the outside of the package and by a card on the end of the newel. They are pre-drilled for bolts and dowels. **Where applicable, carefully remove cardboard box and re-use to protect the newel once fitted.** Where applicable the newel position on the staircase can be determined by comparing the newel letter with identical letter on the string tenons. Dowels are in the mortise slot on the newel post. Apply glue to the tenon before fitting into the mortise slot. Ensure dowels are correct length before gluing and driving into position, 9mm. below surface of newel post. Where applicable floor levels on newel posts are indicated by small saw cuts. **The manufactured dimension for the storey height of the staircase is written, in green, on the underside of the staircase. Compare this with the actual finished storey height and determine where to cut, or pack, newels to sit on the sub or finished floor or where applicable lower storey post.** Apply glue to the mushroom buttons provided and cover the end of the dowel. Where applicable, newel caps, supplied loose, should be securely glued in position.

WINDERS: Where applicable, are dry fitted in our factory, and component parts are marked with identification numbers to assist in re-assembly. Winder tread and winder riser sets are packaged together and marked with the appropriate plot number. All winder treads are square and must fit tightly and squarely into the housings. **Start fixing the winder by cutting the bottom and winder newels**

to the correct lengths (see below). **‘Plumb up’ the newels and always ensure they are plumb throughout assembly.** When fixing winder treads ensure the nosing’s ‘sight through’ parallel onto the back of the treads above and below. Throughout assembly we recommend using a **suitable moisture resistant PVA adhesive.** This should be applied to the stringer tread trenching’s, above the winder treads, the riser trenching’s, in front of the winder riser and all wedges and glue blocks. A bead of glue should also be applied to the back edge of the winder treads prior to **SCREWING** the risers to the treads, with the screws provided, (pilot hole first). All winders should be adequately supported and securely fixed to supporting walls.

HALF NEWELS, MID LANDING NEWELS: are pre-drilled to take the circular face of the bronzed handrail bracket. Ensure the bracket is square and fix with the screws provided. Cut/notch the newel to the correct height ensuring that the bracket fits snugly into the handrail groove when placed on top of the balustrade frame. Screw bracket to handrail, cut balustrade frame to length, notch core rail over handrail bracket and slide into position, **(see Detail A2).** Fix as below.

BALUSTRADES: are delivered fully assembled with **supplied fixings attached to the balustrade.** Where applicable, **carefully remove packaging by cutting polythene wrapper under base rail and retain wrapper. Remove cardboard from handrail and retain.** Remove and retain screws securing handrail to core rail, cut handrail and balustrade rails neatly between newel posts, apply dabs of clear silicone, evenly spaced, to the top of the stringer, pin or screw string capping to string. Position handrail on top of balustrade core rail, mark handrail by tapping fixing bolts through pre-drilled holes in newel post whilst holding the handrail in the correct position on the newel post, drill **4.5mm.** pilot holes in handrail. **(see Detail A3).** Apply dabs of clear silicone, evenly spaced, to the top of the core rail. Position handrail and tighten bolt with T 25 Torx Bit, taking care not to over tighten. Fix the core rail to the underside of the handrail with the retained screws, use additional screws if required. Apply clear silicone to the mushroom buttons provided and cover the bolt hole.

LANDING RETURN BALUSTRADES: Neatly cut the handrail to the required length; if required, mitre the balustrade frame. Fix and protect as above. **Baluster floor capping should be screwed using CE marked 50mm x 4mm countersunk screws at 300mm centres.**

REPLACE ALL PACKAGING TO PREVENT DAMAGE.

PRE-FINISHED STAIRCASES: have the outer string protected with plastic and cardboard. Do not remove this protection. Carefully fold back enough cardboard to fit the newels onto the tenons.

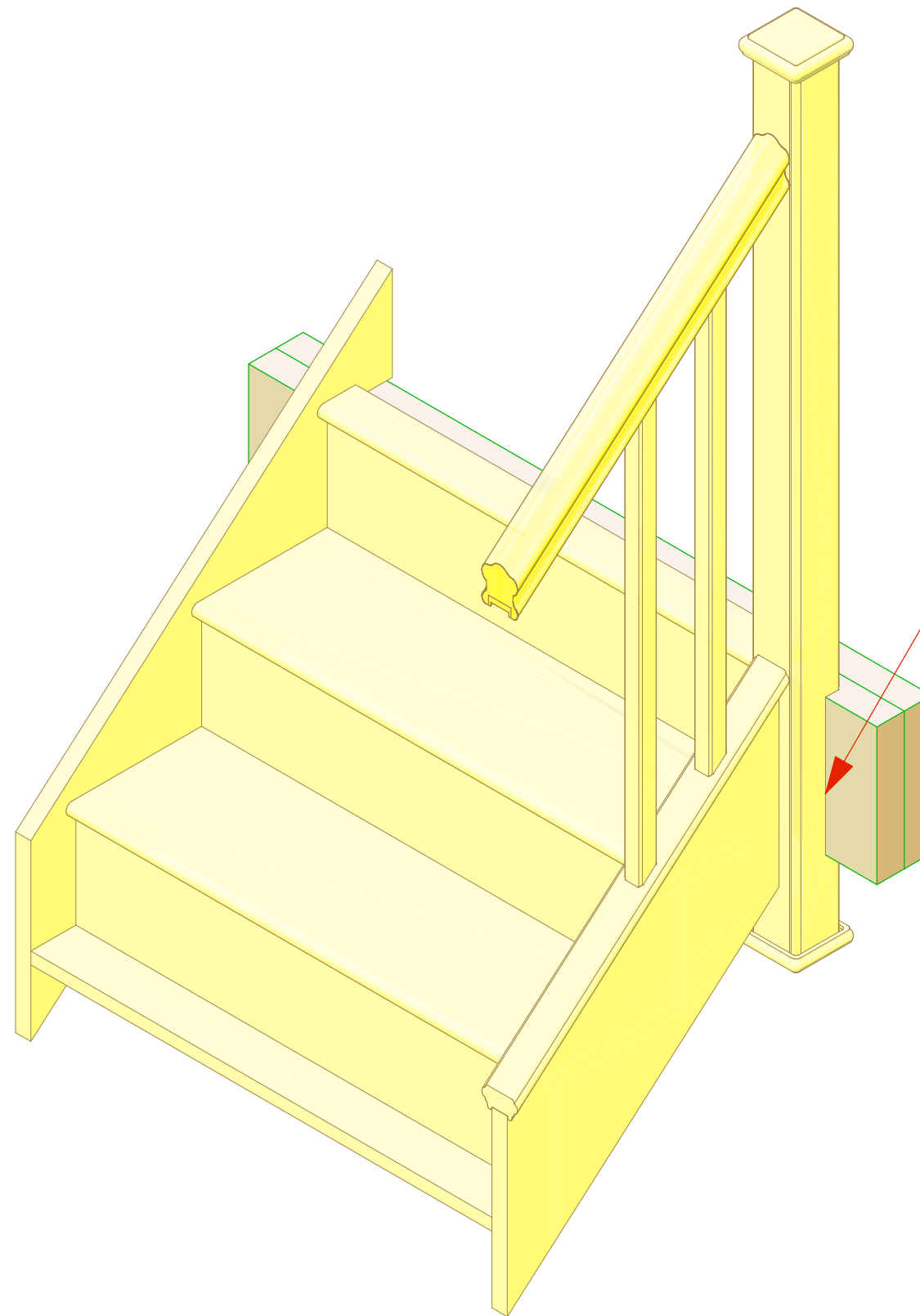
BEADING and COVER MOULDS: where applicable should be fitted as the details below.

Additional information on installing staircases can be downloaded from the British Woodworking Federation (BWF) Website: www.bwf.org.uk/publications/stairs/ BWF Stair Installation Guide Public Download.

COSHH and MANUAL HANDLING INFORMATION.

Whilst there are no hazardous substances associated with our staircases it is always good practice to wear a dust mask when cutting timber. Operatives should not attempt to lift staircases and heavy components unless they have undertaken Manual Handling Training. If in doubt seek help.

IF YOU ARE NOT COMPLETELY SATISFIED WITH OUR PRODUCT OR SERVICE, OR HAVE ANY SUGGESTIONS AS TO HOW WE COULD IMPROVE, PLEASE CONTACT OUR QUALITY MANAGER ON 01706 852345 or e-mail: office@northernjoinery.co.uk



Newel & Wall String Cut
Out On Site, To Sit Tight
On Trimmer Joist

DETAIL A1



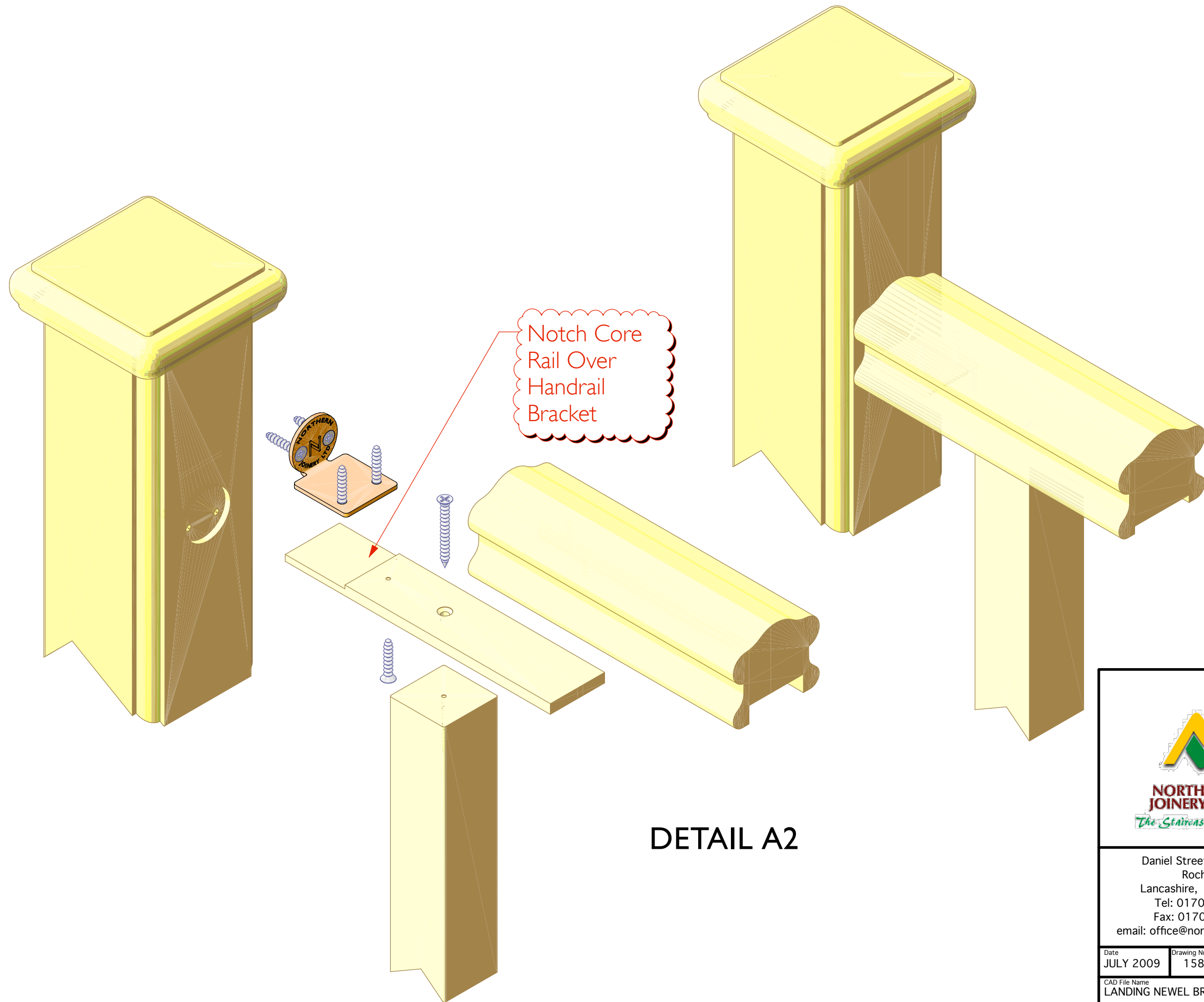
Daniel Street, Whitworth,
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Date	Drawing Number	Scale	Drawn By
JULY 2009	1580	1:8	CG

CAD File Name
NEWEL / TRIMMER (Detail A1)

Detail A1
Newel / Trimmer





Notch Core
Rail Over
Handrail
Bracket

DETAIL A2



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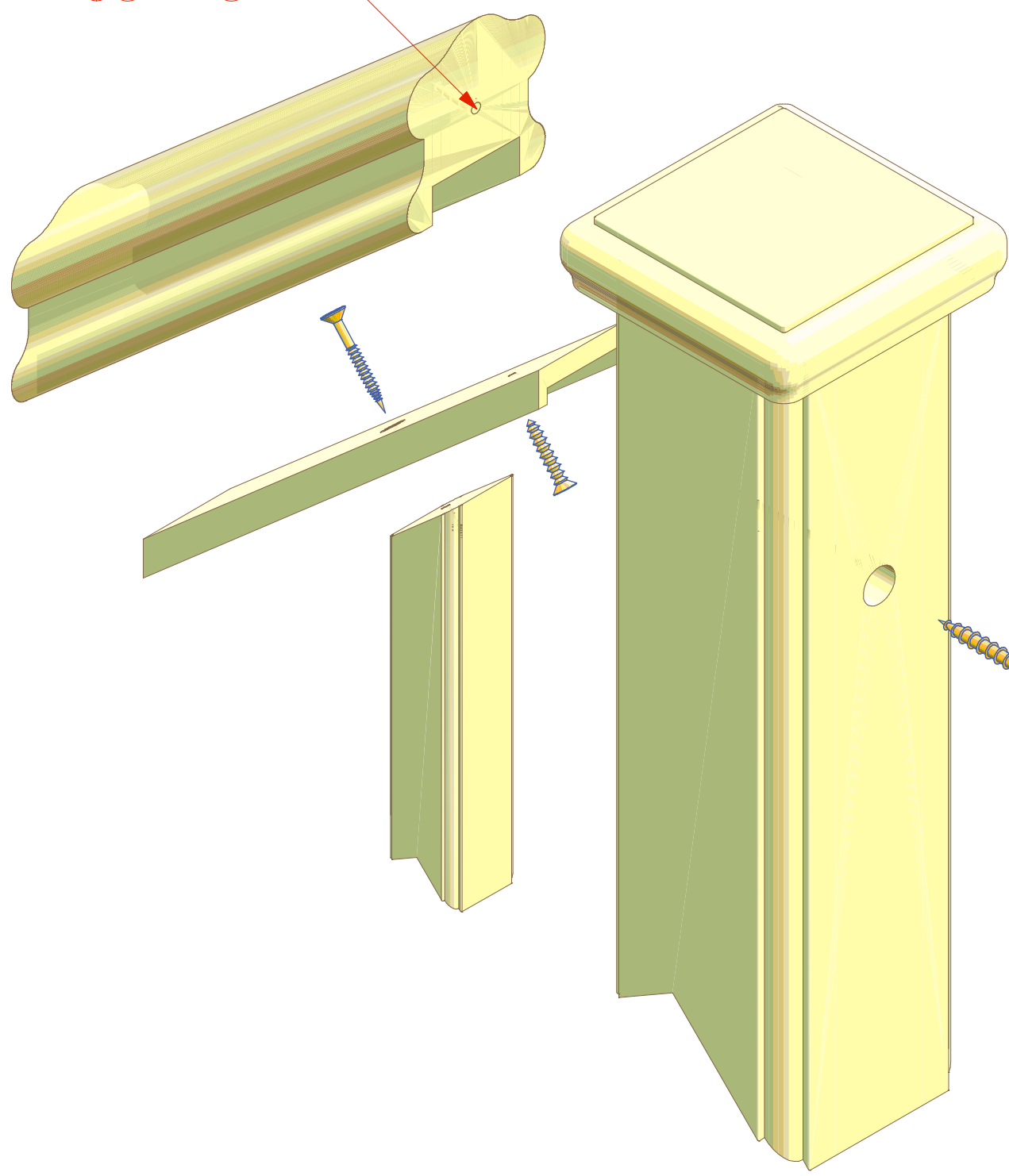
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LANDING NEWEL BRACKET (Detail A2)

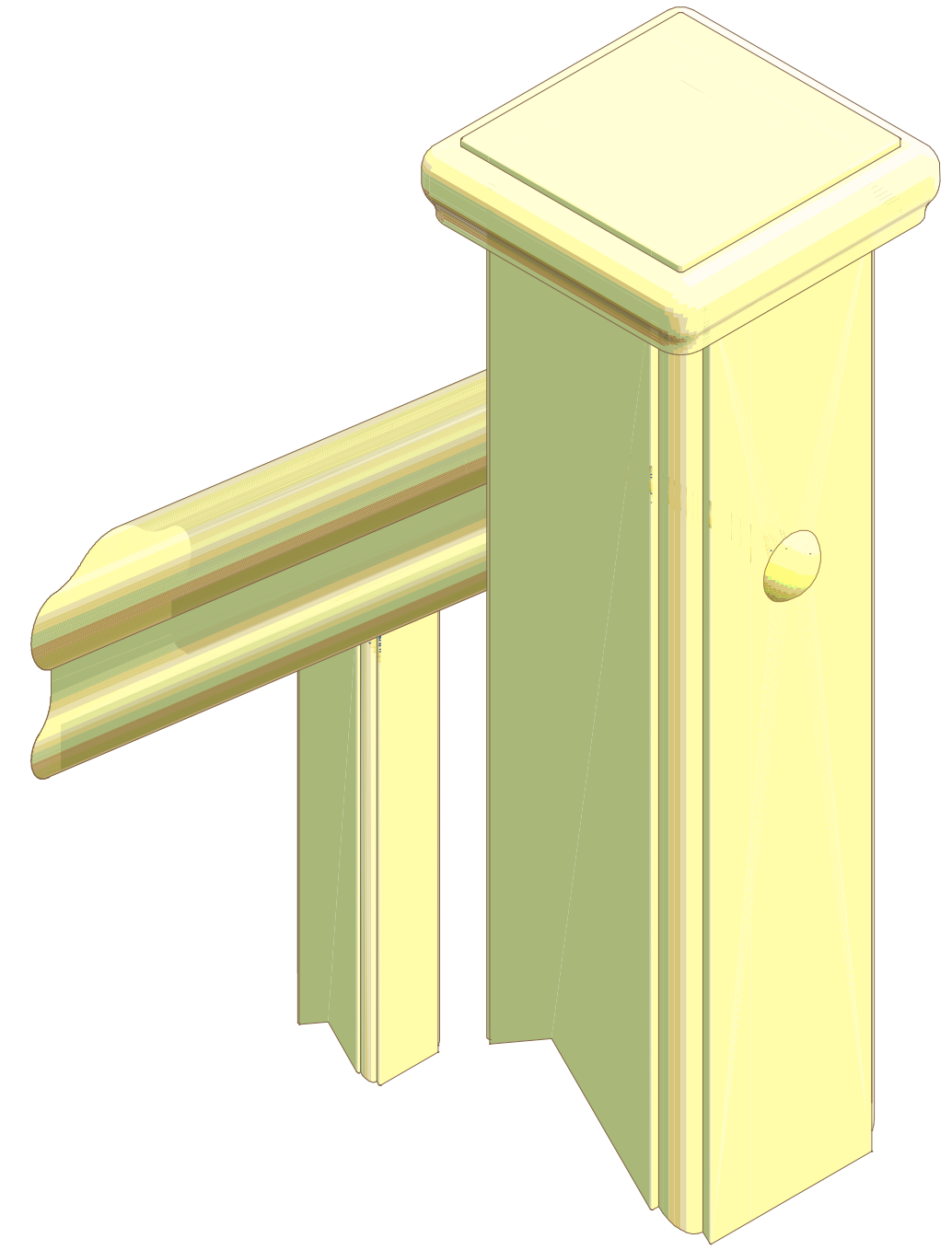
Detail A2
Landing Newel Bracket



Mark & Drill 4.5mm Pilot Hole



Tighten With Torx T25



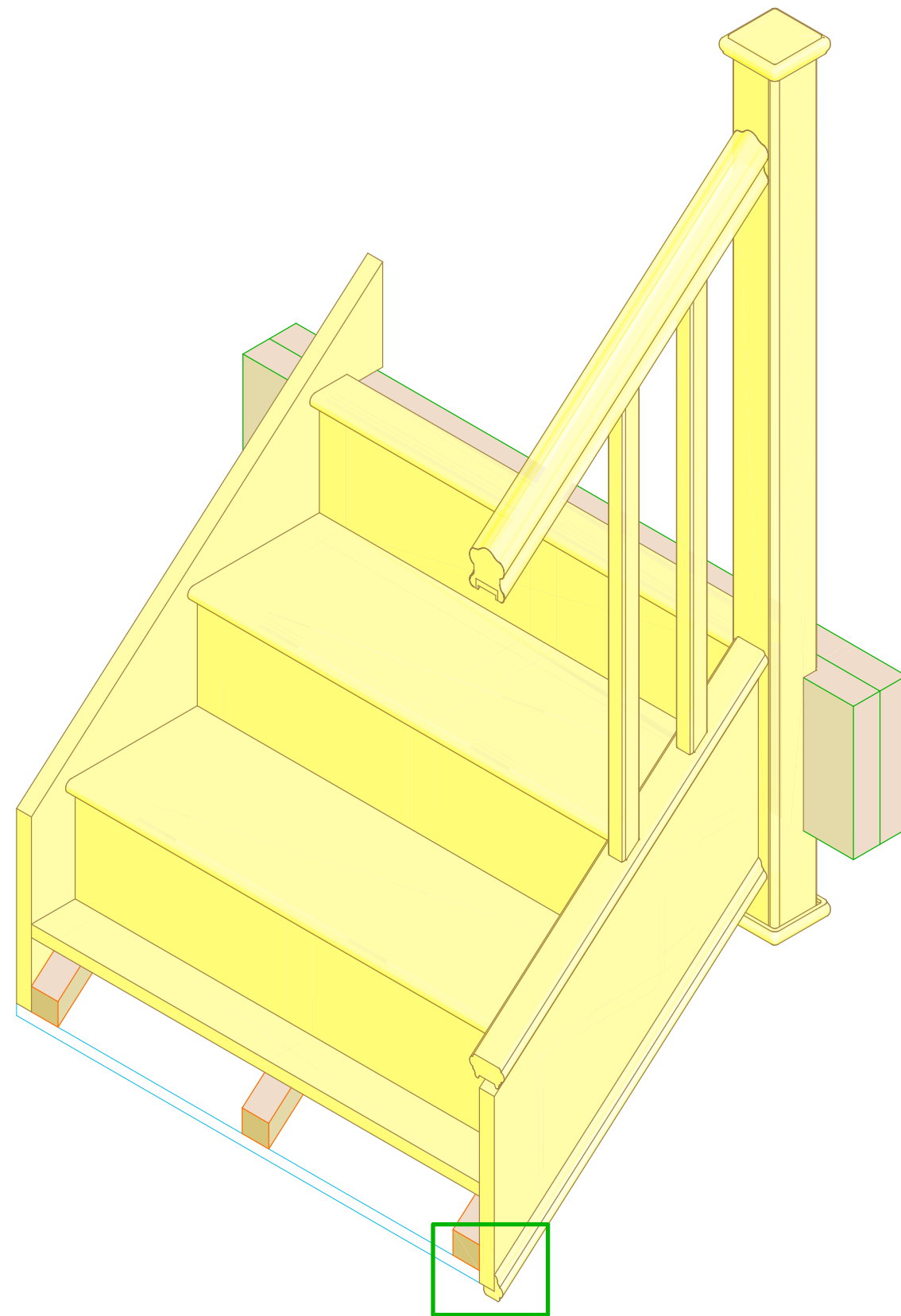
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Date	May 2012	Drawing Number	1579	Scale	1:2	Drawn By	CG
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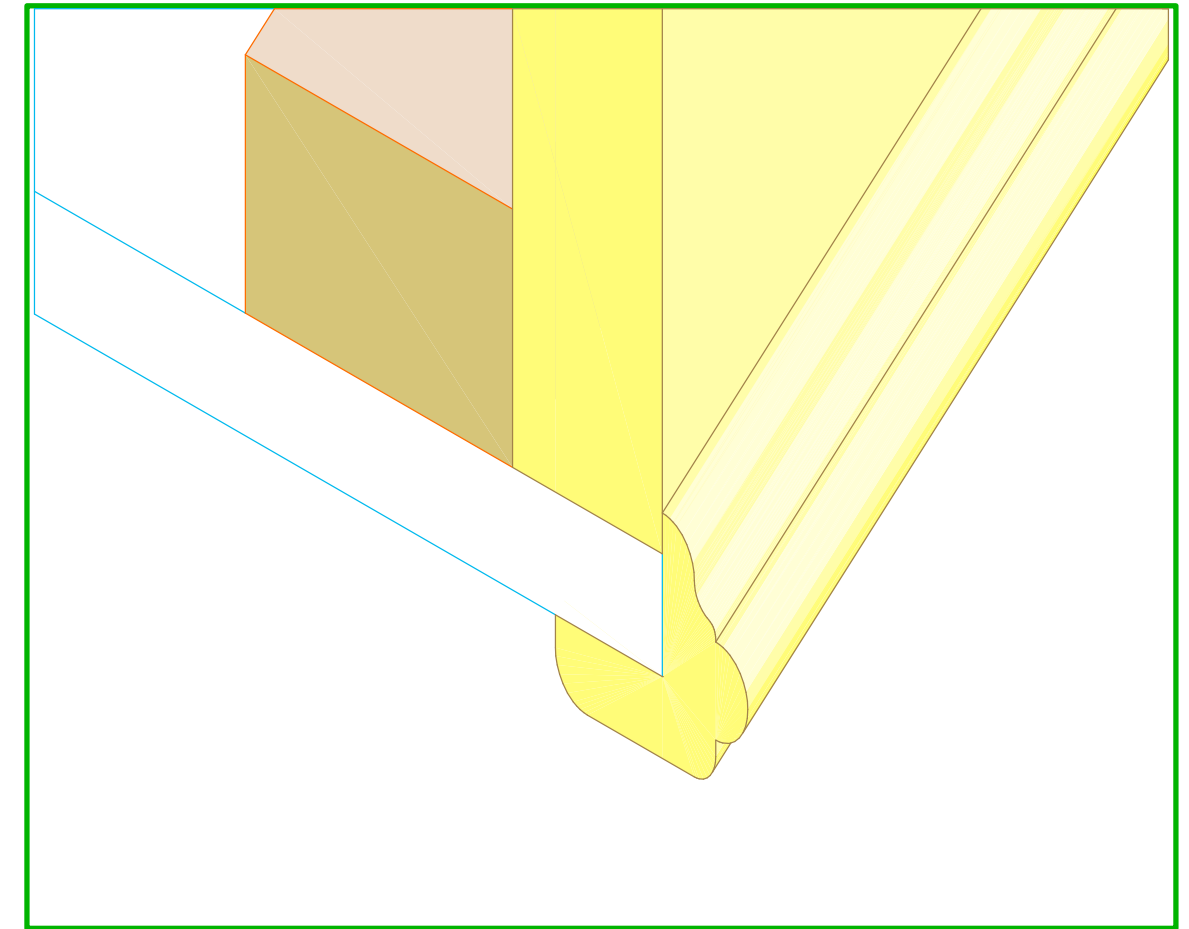
CAD File Name
RAKING HANDRAIL FIXING SCREW (Detail A3)

Detail A3
Raking Handrail Fixing Screw





DETAIL B2



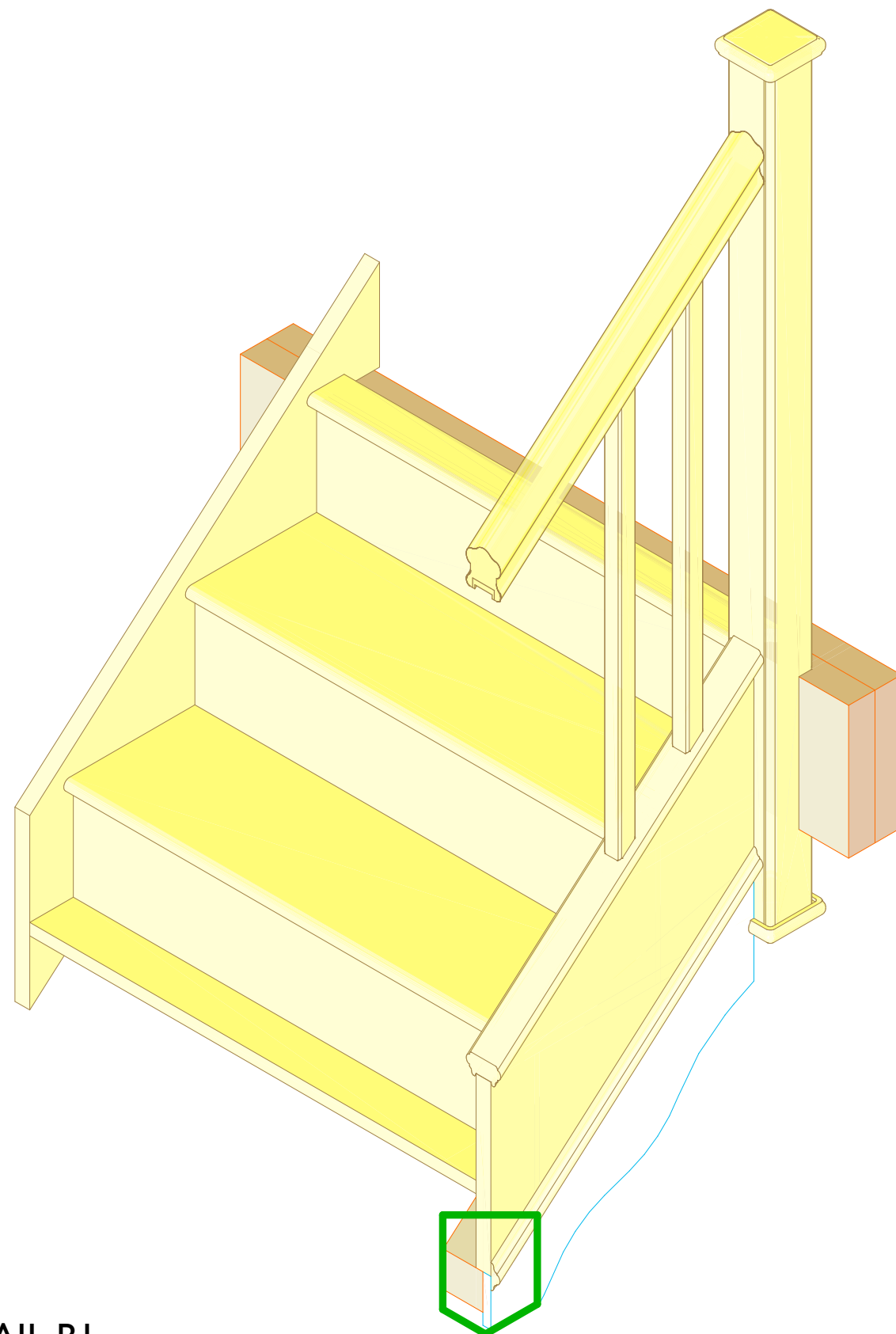
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Date JULY 2009	Drawing Number 1583	Scale 1:8	Drawn By CG
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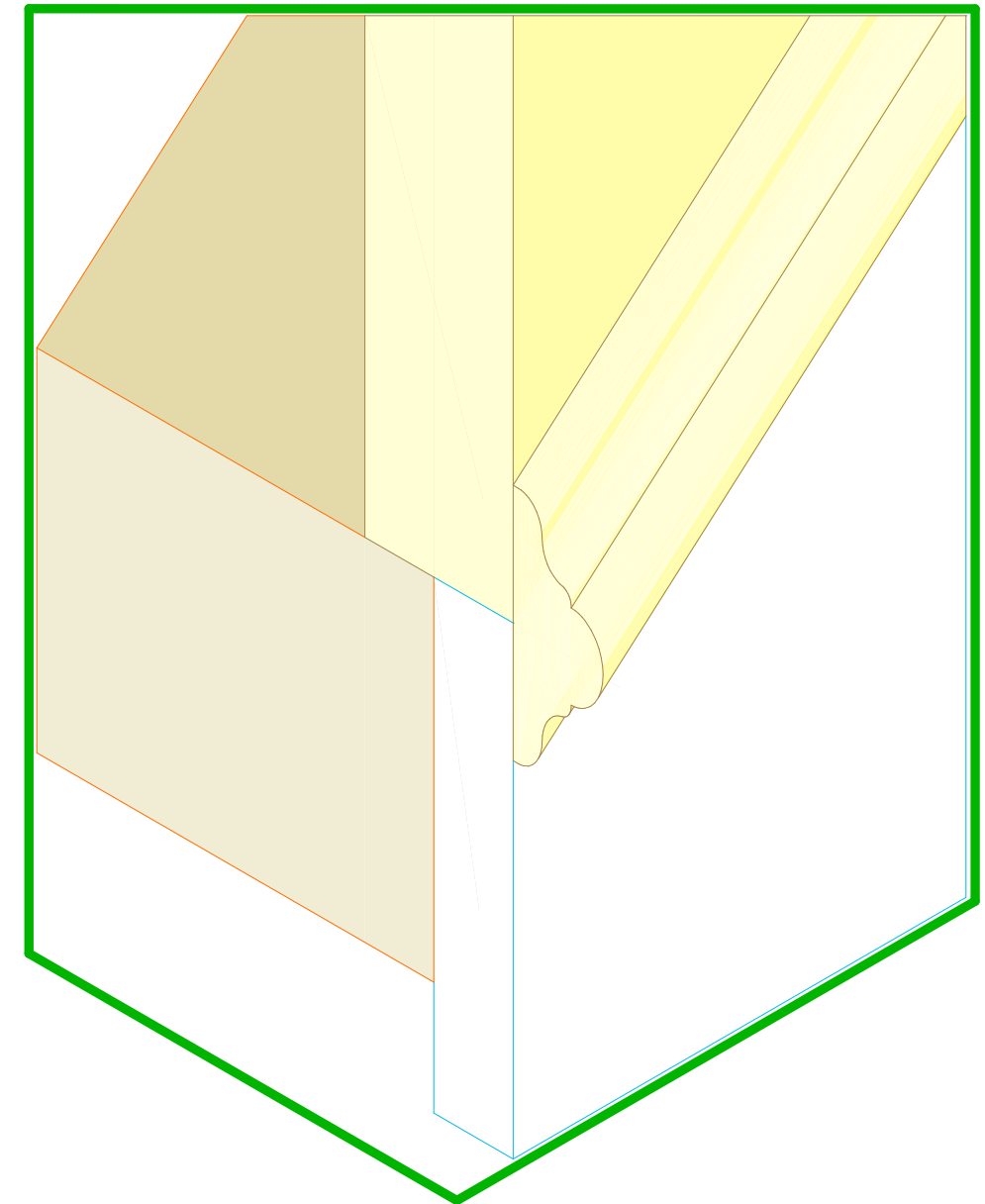
CAD File Name
REBATED BOTTOM CAPPING R.B.C. (Detail B2)

Detail B2
Rebated Bottom Capping





DETAIL B1



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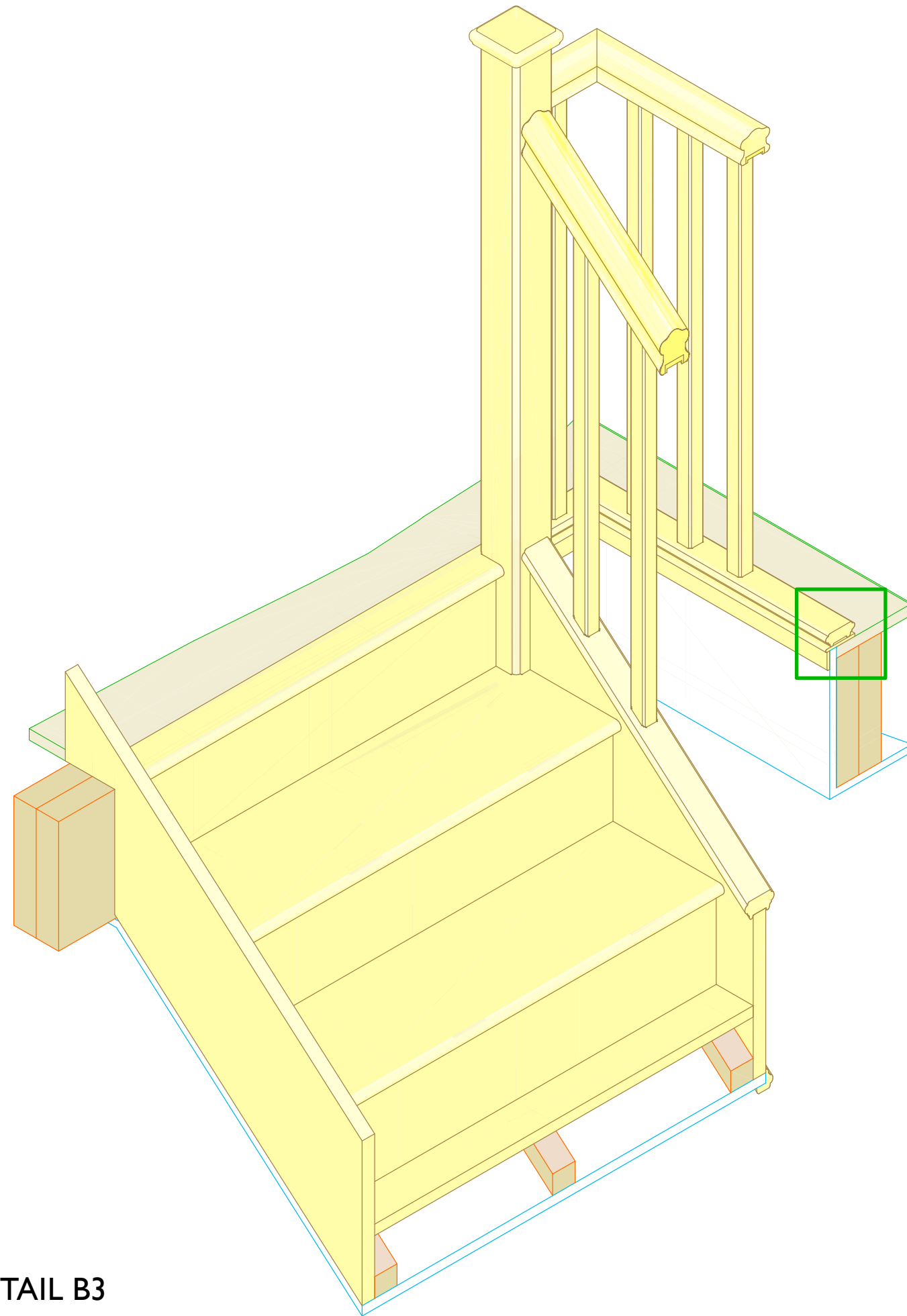
Date JULY 2009	Drawing Number 1582	Scale 1:8	Drawn By CG
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CAD File Name
FLAT BOTTOM CAPPING F.B.C. (Detail B1)

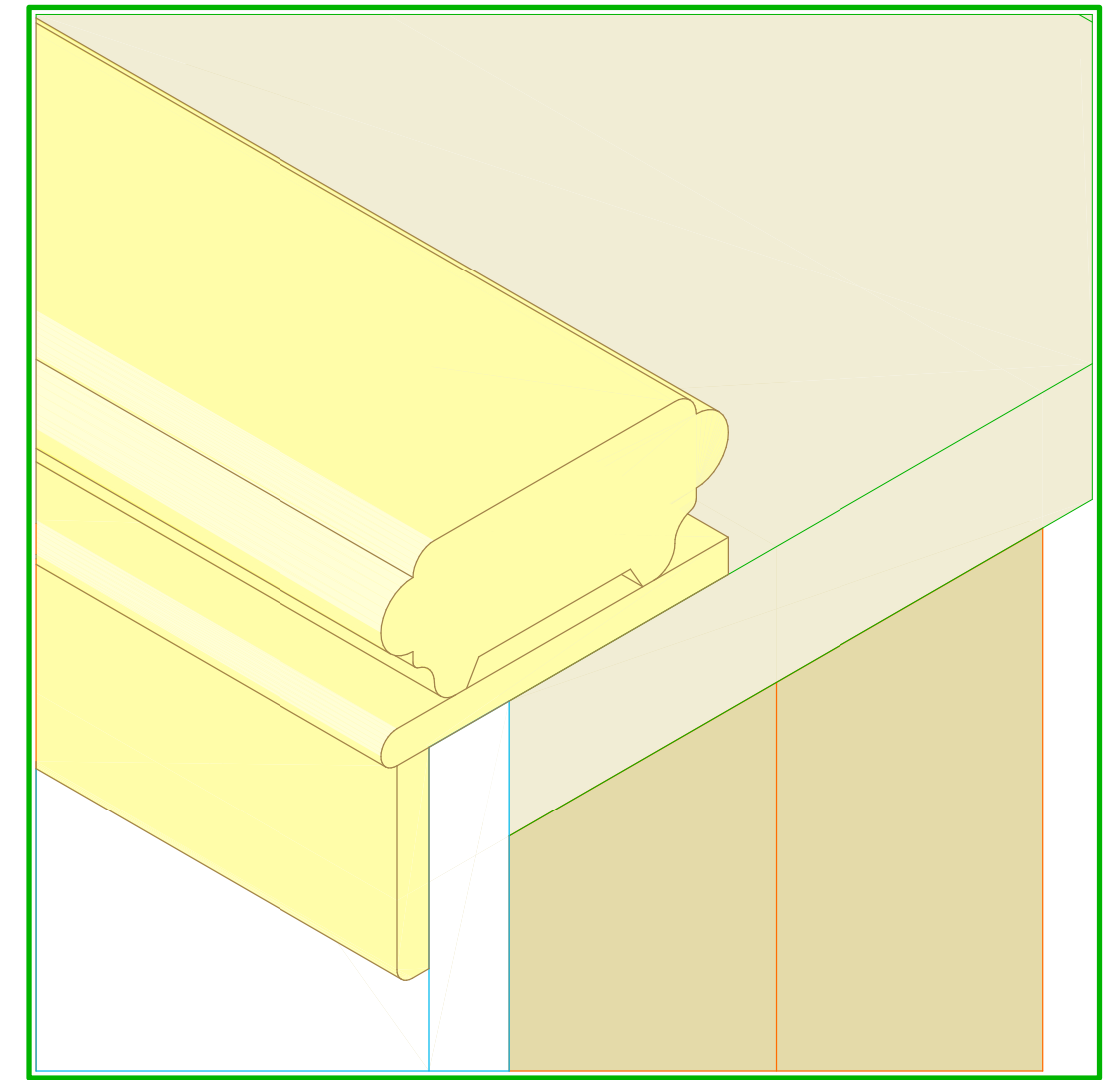
Detail B1
Flat Bottom Capping



ISO 9001:2000
UKAS QUALITY MANAGEMENT
012



DETAIL B3



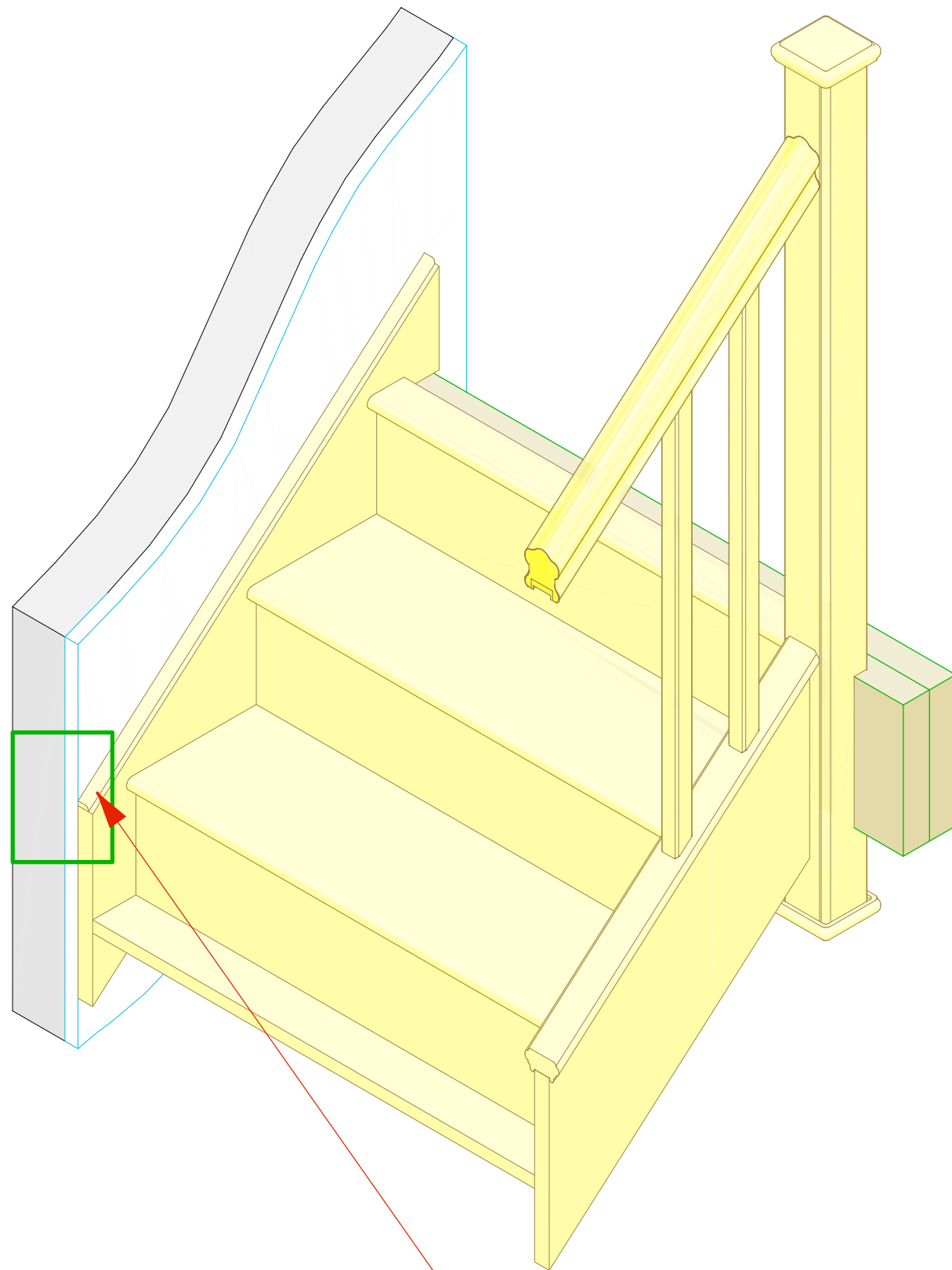
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Date JULY 2009	Drawing Number 1584	Scale 1:8	Drawn By CG
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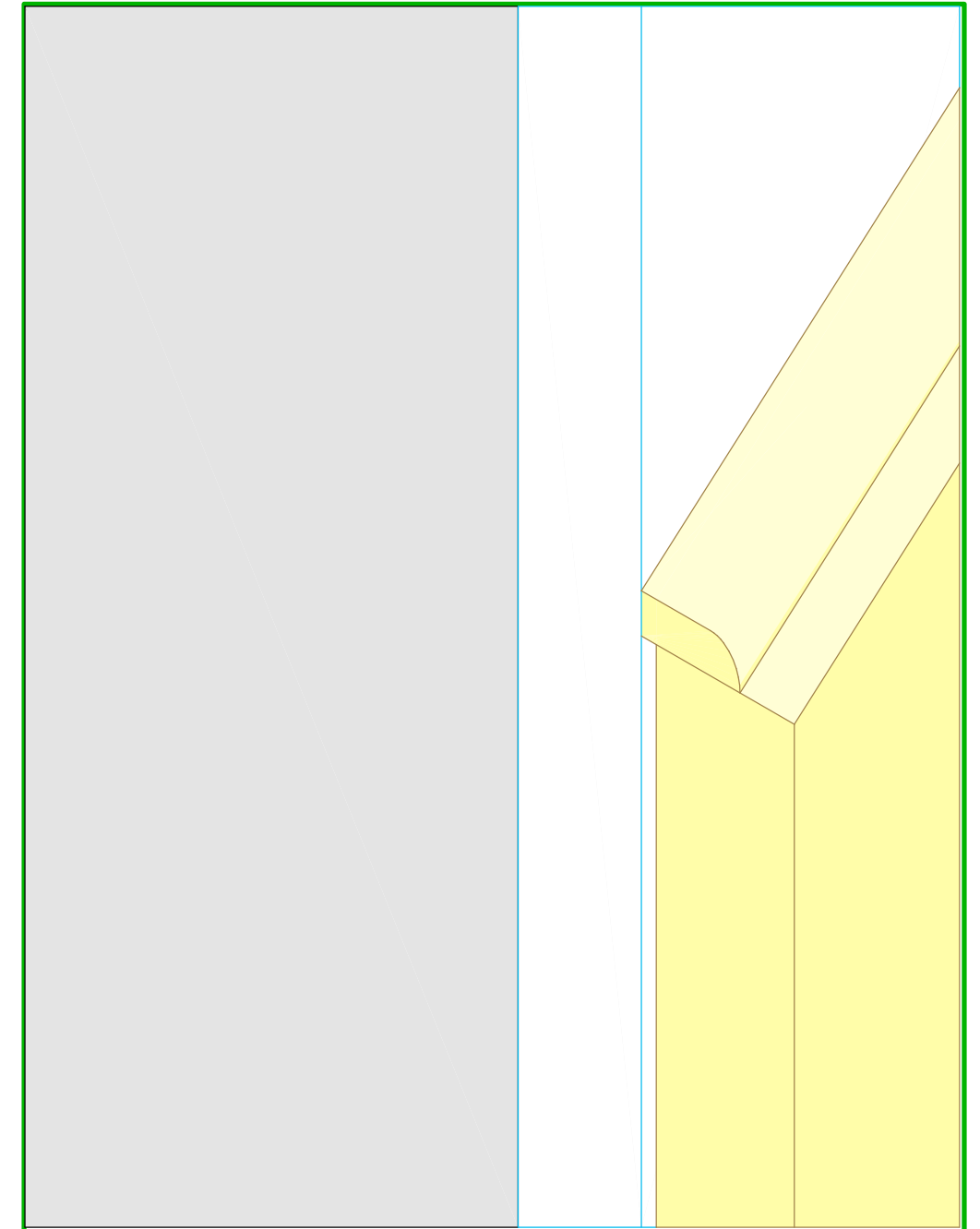
CAD File Name
VENEERED FLOOR FACIA V.F.F. (Detail B3)

Detail B3
Veneered Floor Facia





Flexible Cover Bead
Scribed To Wall



DETAIL C1



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Date	Drawing Number	Scale	Drawn By
JULY 2009	1585	1:8	CG

CAD File Name
FLEXIBLE COVER BEAD F.C.B. (Detail C1)

Detail C1
Flexible Cover Bead



GLASS BALUSTRADE

INSTALL STAIRCASE, NEWELS, HALF NEWELS, MID LANDING NEWELS AND FIX BASERAIL AS REQUIRED.

SITE GLASS DIMENSIONS OBTAINED, GLASS PANELS ARE THEN ORDERED AND DELIVERED DIRECT TO SITE A MINIMUM OF 4 WEEKS THEREAFTER.

INSTRUCTIONS:

- We advise not to permanently fix your handrail until you have received your glass. While you may be able to get around this should you permanently fix it, everything is so much easier if you dry fit your handrail in the first place.

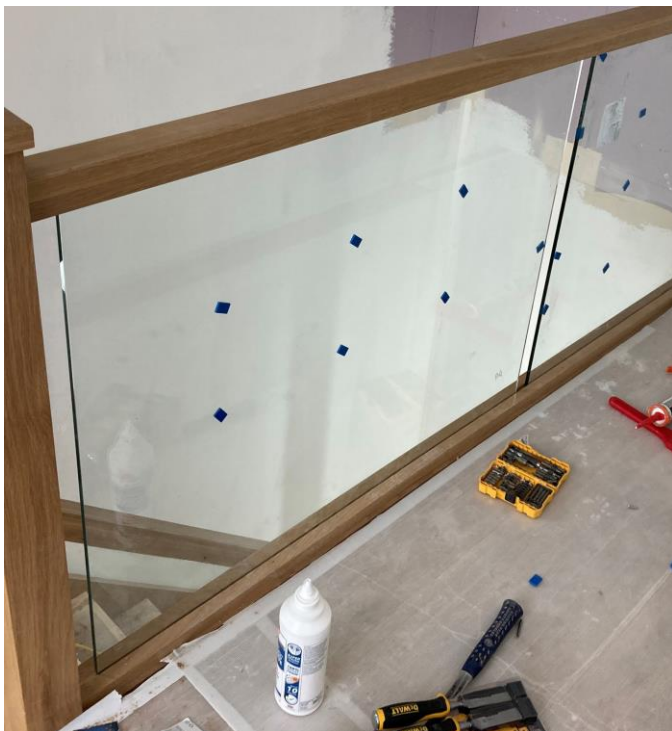


- With our 'embedded' system you will need to remove the handrail in order for the glass to locate into the groove.
- When installing the glass panels, please take care when handling. Once you have cut down and mitred your fillets (infill pieces) to the required length, always cut the fillets 2mm shorter than the gap, to allow expansion and contraction of the glass. Do not fit any underneath the glass panel itself. Insert both fillet pieces into the grooves of the baserail between the glass panels and slide to fit flush with the newel.

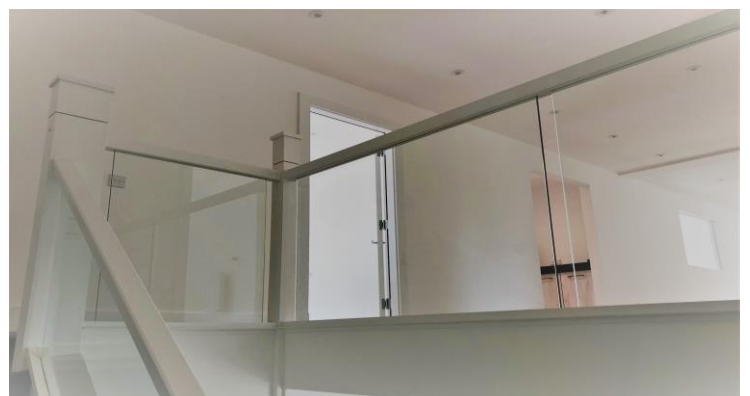
IF IN DOUBT- PLEASE CALL US ON 01706 852345.



- Apply a small bead of 'clear' silicone into the grooves of the handrail and baserail (following the silicone manufacturers application instructions) and slide the glass panel down (not tight with the fillet, allow for expansion and contraction of the glass). Once the glass is in place, the handrail will then fit down on top of the glass and be fixed into position.
- 10mm – Thermally toughened soda lime silicate safety glass should always be stored on site in a dry, sheltered and ventilated area, which is not exposed to solar radiation and on its edge. Care should be taken when loading and unloading evenly to minimise the risk of breakage and damage.



- We kindly request that you check both your glass panel quantities and inspect the glass delivery carefully for damage before signing for them. If a panel on a delivery is damaged or missing, please make a note of the item on the delivery paperwork and contact us with the details as soon as possible, if we are not notified immediately we unfortunately can not accept your claim.



**IF IN DOUBT- PLEASE CALL US ON
01706 852345.**