

#### Assembly Instructions

#### Before assembly

- We recommend that time is taken to read the instructions before starting assembly, then follow the easy step by step guide. The instruction sheet is only a guide to the assembly. Certain items may not be shown to scale.
- Check all components prior to assembly
- This product should be assembled by no less than two people
- Drill all components where indicated

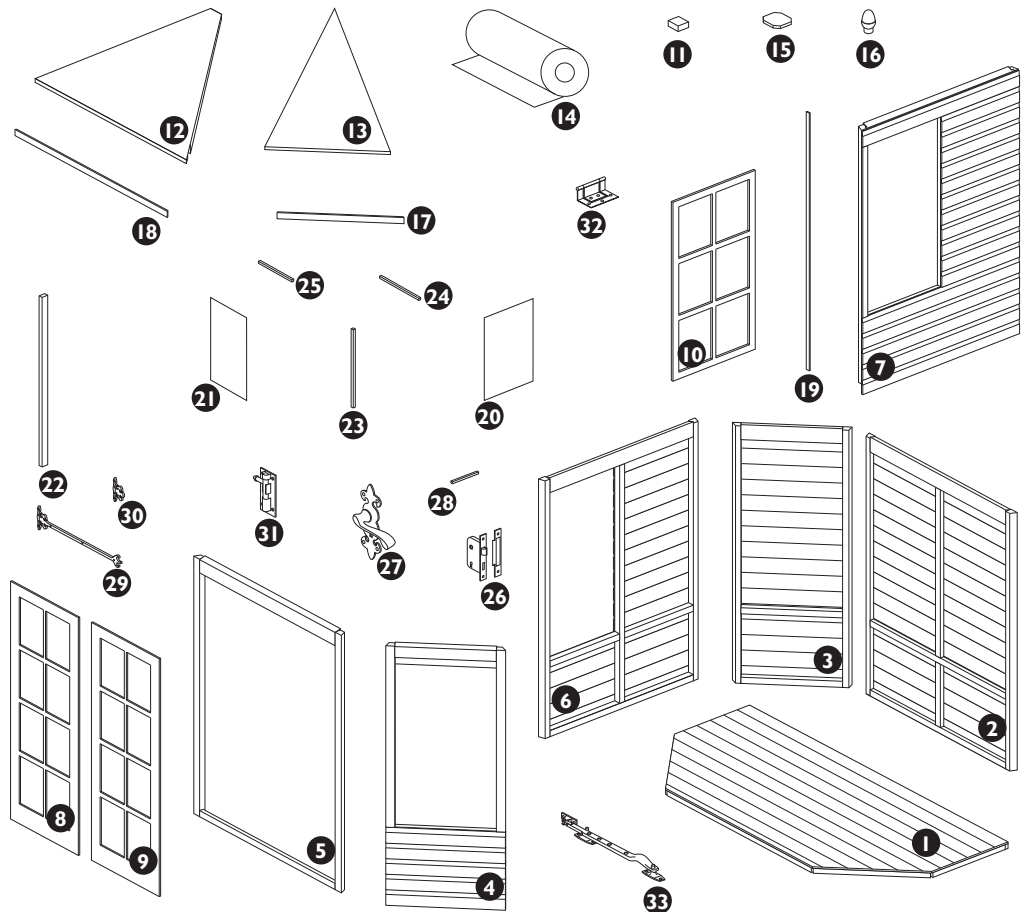
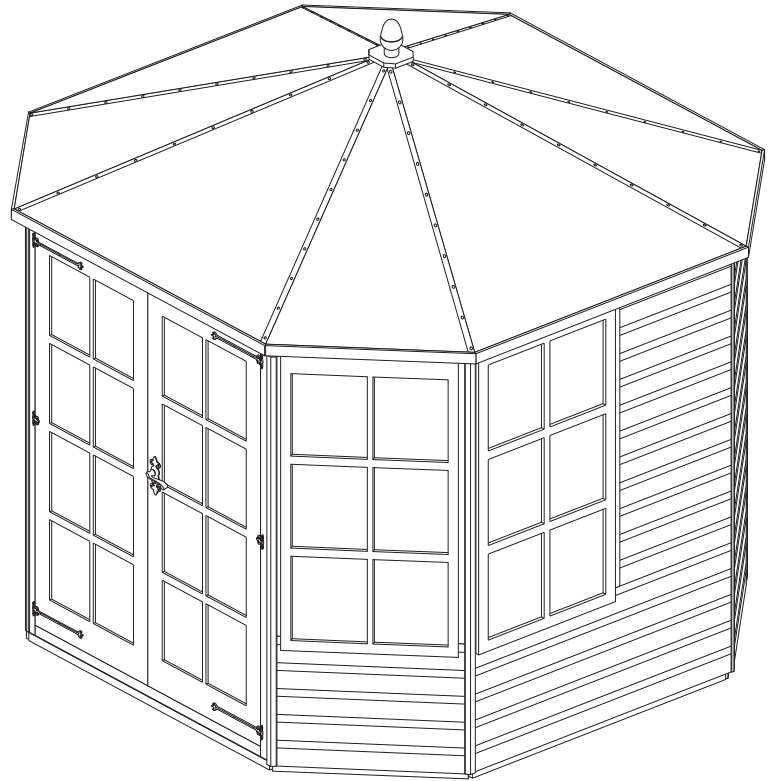
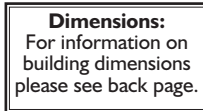
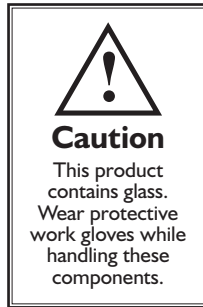


#### Recommended tools for assembly

- Power Drill/Screwdriver
- Crosshead drill bit
- 3mm diameter drill bit
- 12mm diameter drill bit
- Hammer
- Sharp knife
- Spirit level
- Silicon sealant
- Step ladder
- Hacksaw

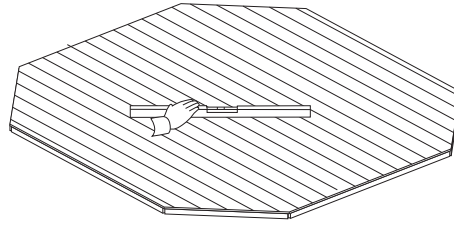
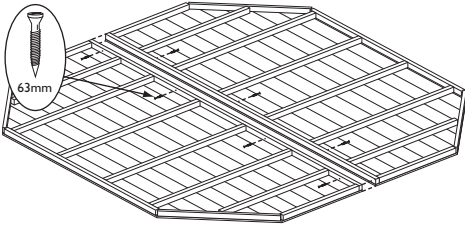
No.	Components	Qty.
1	Floor	2
2	Back wall panel	1
3	Small wall panel	2
4	Small window panel	2
5	Door panel	1
6	Left-hand large window	1
7	Right-hand large window	1
8	Left door (Catch plate rebate)	1
9	Right door (Lock rebate)	1
10	Window frame	4
11	Roof centre block	1
12	Large roof panel	4
13	Corner roof panel	4
14	Roofing felt roll (4m)	3
15	Roof cap/inside cover	2
16	Acorn finial	1
17	Short bargeboard	4
18	Long bargeboard	4
19	Corner coverstrip	16
20	Window glazing (372x 263mm)	24
21	Door glazing (372x 263mm)	16
22	Window panel coverstrip	4
23	Window/door beading (15 x 15 x 345mm)	80
24	Window beading (15 x 15 x 270mm)	48
25	Door beading (15 x 15 x 195mm)	32

No.	Fixing Kit	Qty.
26	Door lock and catch plate set	1
27	Door handle kit	1
28	Door handle spindle	1
29	Door hinge 300mm (12")	4
30	Door hinge 75mm (3")	2
31	Tower bolt	2
32	Window hinge	8
33	Window stay (black)	4
34	63mm screws	85
35	50mm screws	16
36	25mm screws	40
37	25mm black screws	80
38	25mm brass screws	4
39	20mm screws	16
40	19mm roundhead screws	8
41	30mm nails	88
42	25mm panel pins	400
43	10mm Felt nails	220



## 1. Floor

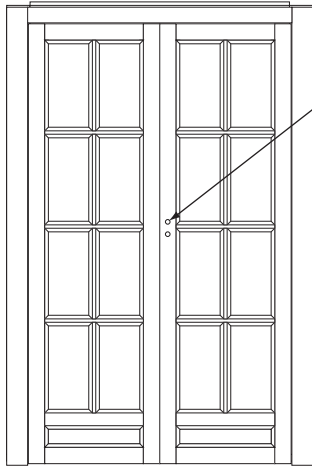
Prepare a level area for the summerhouse. With the floor panel upside down, join together as shown using 7 x 63mm screws. Turn the floor up the right way and place in to position and ensure level.



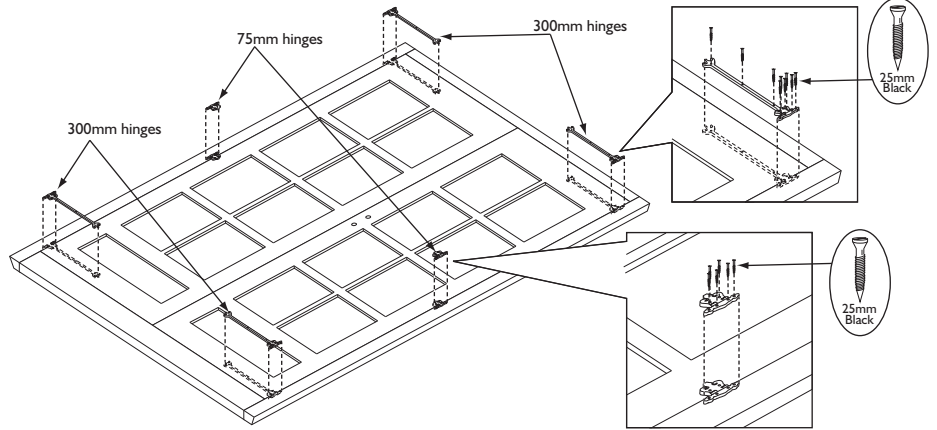
To **VALIDATE** the guarantee, this item should be erected on 50mm x 50mm treated wooden or similar bearers (**These are not supplied with the kit.**) Ground contact must be avoided.

## 2. Doors

Lay the door panel on the floor. Position the doors in the opening, ensure the right-hand door has the holes for the door handle and lock is positioned on the right-hand side. With the doors evenly spaced around the edge and between each door, secure the hinges in the positions shown below using 9 x 25mm black screws for the 300mm hinge and 6 x 25mm black screws for the 75mm hinge.

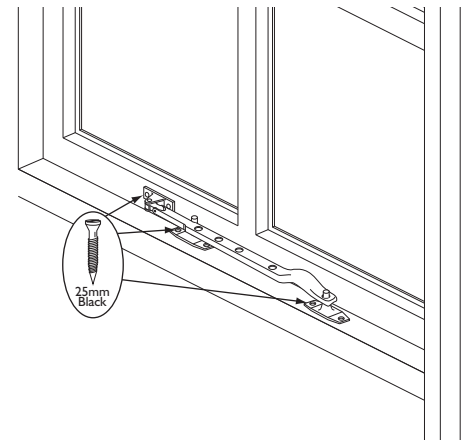
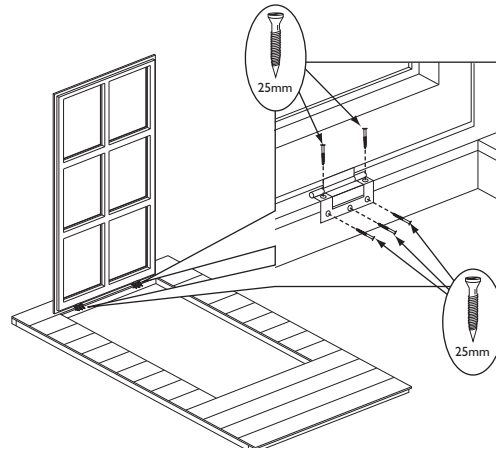
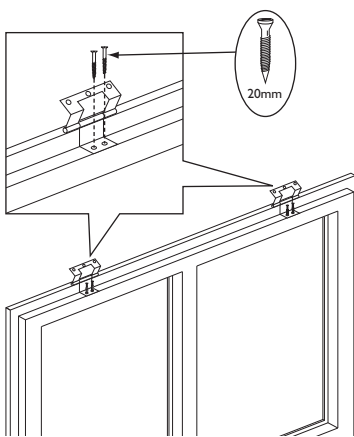


**Important:** Ensure the door panel is the right way up and the right-hand door (with the holes for door handle and lock) is fitted to the right-hand side.



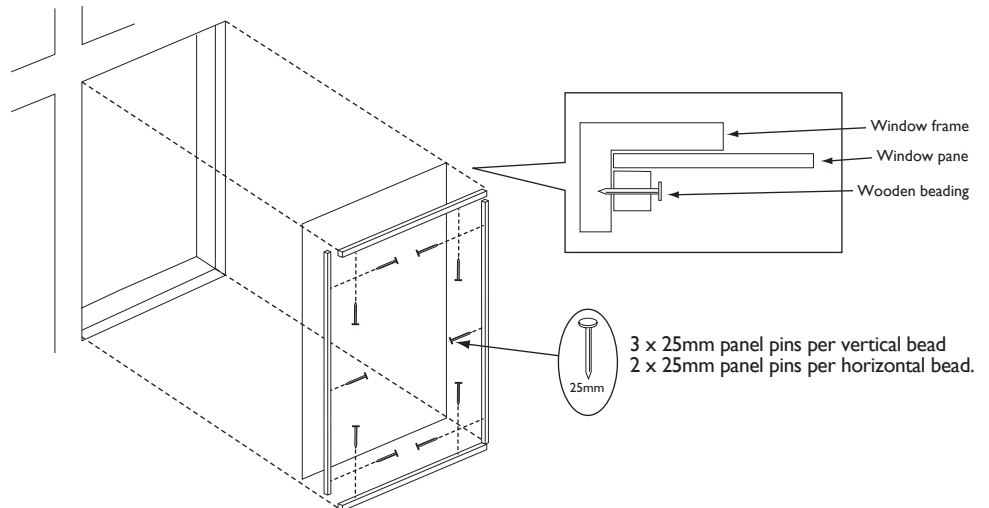
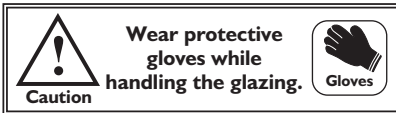
## 3. Opening Window

Lay the window panel on the floor. Fit the hinges in the rebates on the short edge of the window frame as shown in the diagram using 2 x 20mm screws per hinge, stand the hinge end of the window on the window panel, making sure it is centred at the top of the window opening. Open the hinges and secure them to the window panel frame using 5 x 25mm screws per hinge. On the inside of the window panel fit the window stay and its two posts using 6 x 25mm screws as shown in the diagram.



## 4. Glazing

Glazing the windows can be done once the building is assembled. However, it may be easier to install the glass whilst the panels are laid flat on the ground. Working on one panel at a time lay each door and window panel flat. Apply a very small bead of waterproof silicon sealant around each glazing rebate. Carefully place a window pane into each rebate. Secure each pane in place by pinning the window beading into position using 2 x 25mm panel pins per horizontal bead and 3 x 25mm panel pins per vertical bead. Repeat for each pane of glass for all windows and doors.



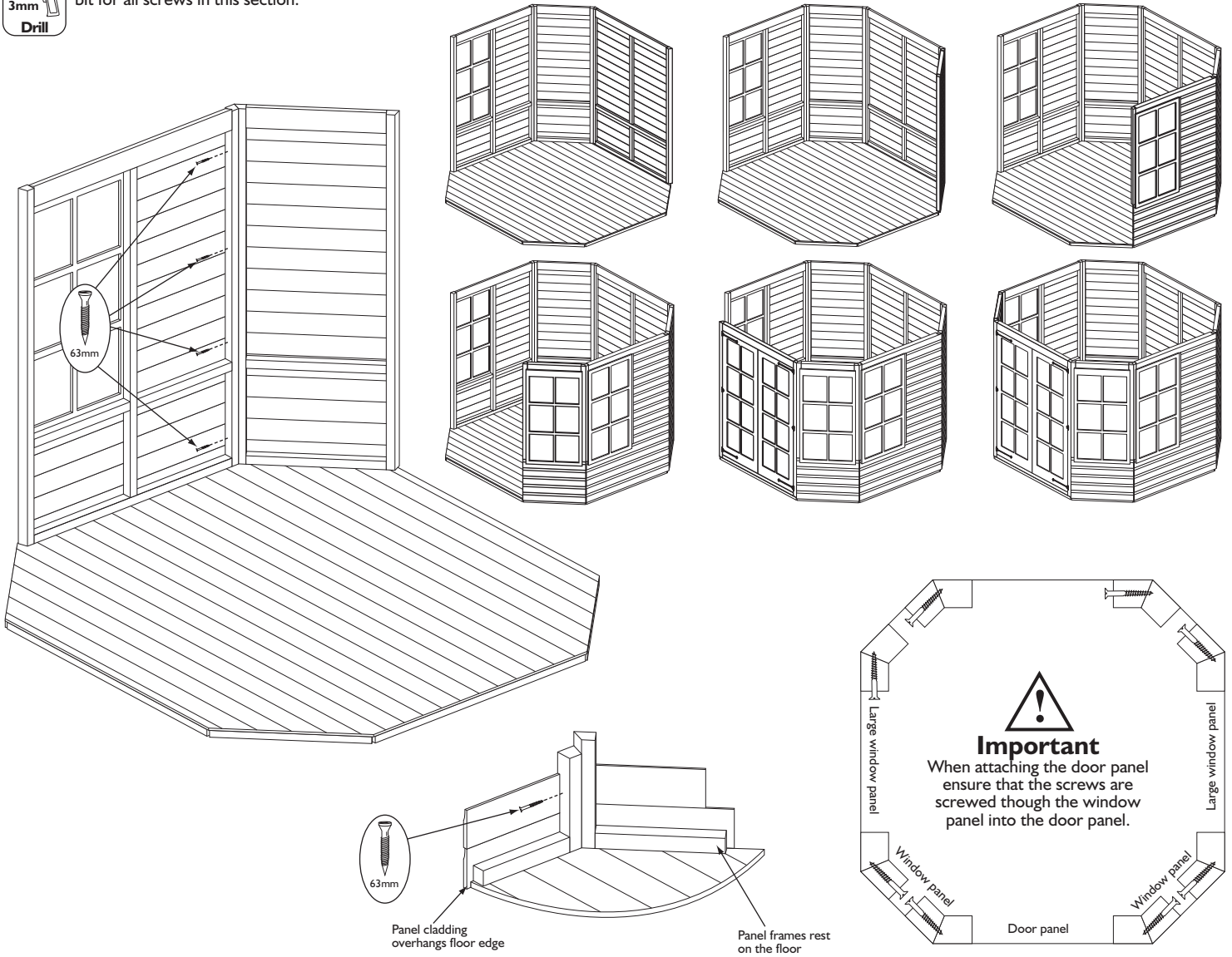
3 x 25mm panel pins per vertical bead  
2 x 25mm panel pins per horizontal bead.

## 5. Wall panels

Position a small wall panel and the left large window panel on the floor as shown in the first diagram. Note how the panel frames sit on the floor with the panel cladding overhanging the floor edge. Ensure square and secure using 4 x 63mm screws, screw through the frame of the window panel into the frame of the plain panel. Align the back panel next to the plain panel and secure in the same way using 4 x 63mm screws. Continue to add the rest of the panels in the same way.

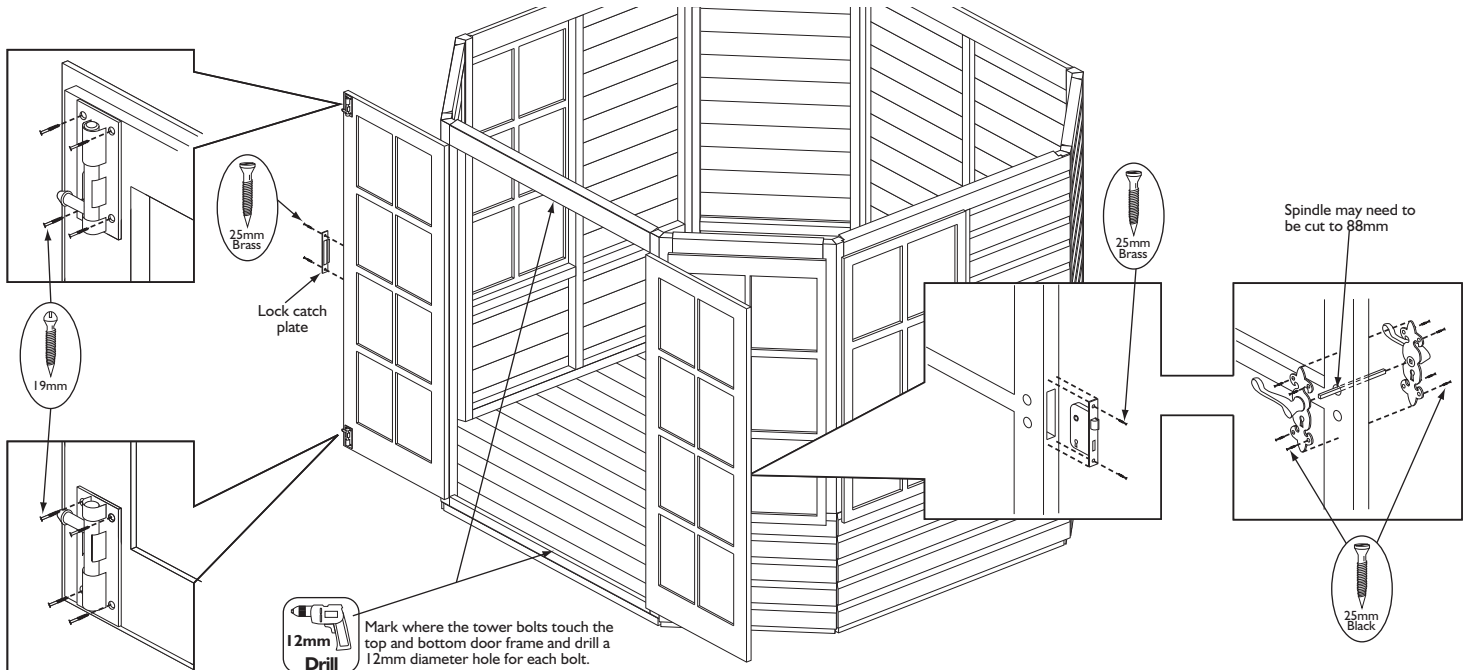


It is recommended to drill pilot holes with a 3mm drill bit for all screws in this section.



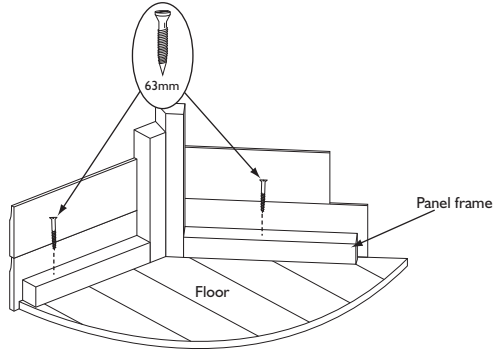
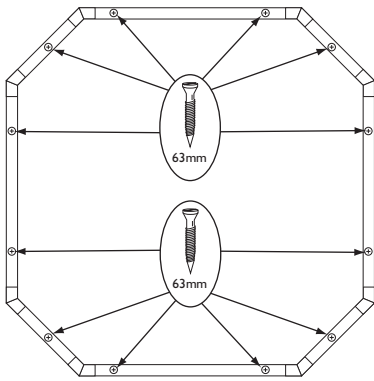
## 6. Door handle & tower bolts

Push the door lock into the rebate on the edge of the right-hand door as shown and secure using 2 x 25mm brass screws. To fit the metal door handle, it may first be necessary to cut the spindle bar down to 88mm. Push the spindle bar through the door latch mechanism. Fit a door handle to the metal spindle bar on each side of the door and secure them in place using 4 x 25mm black countersunk screws per handle. On the other door fit the lock plate using 2 x 25mm brass screws. Attach the tower bolts to the inside of the left door as shown using 4 x 19mm round head screws per bolt. Mark where the tower bolts touch the top and bottom door frame and drill a 12mm diameter hole for each bolt.



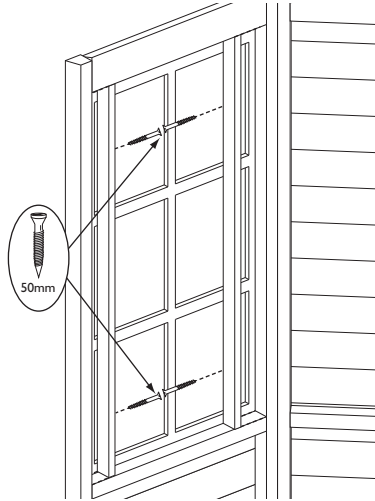
## 7. Walls to floor

With all the wall panels in position, check they are all sitting square on the floor and secure to the floor using 1 x 63mm screws for each small panel and 2 x 63mm screws for the larger back and door panels, screw through the wall panel frame and into the floor.



## 8. Window coverstrips

To each small window panel attach two window coverstrip. On the inside, position the strip as shown and secure to the panel frame using 2 x 50mm screws per strip.

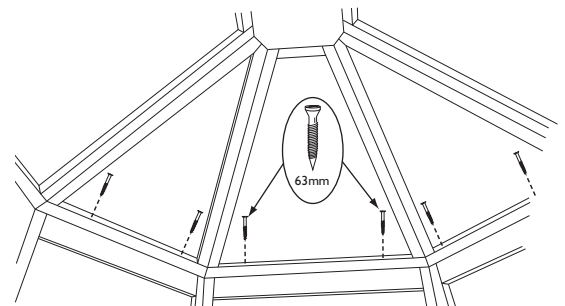
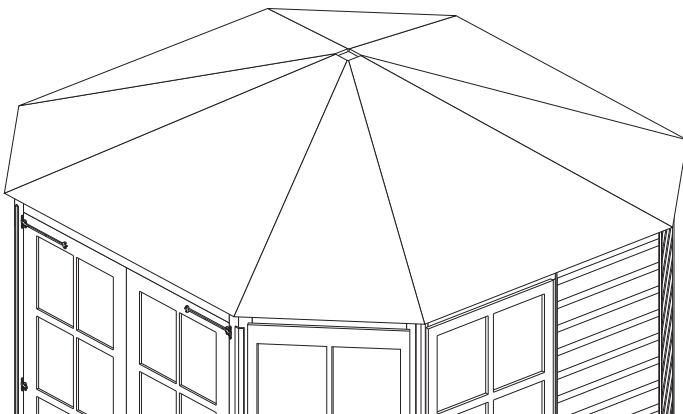
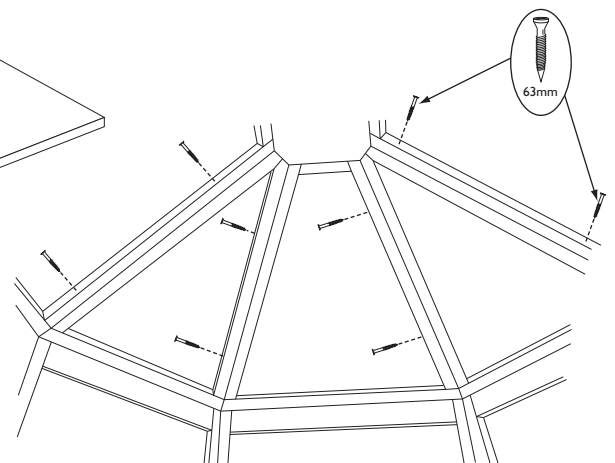
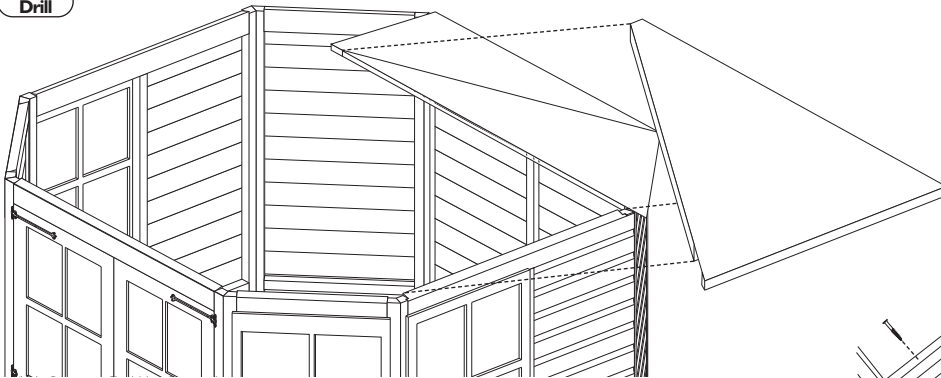


## 9. Roof panels

Lift a large roof panel onto the back of the building and a small roof panel on next to it. Ensure they are resting evenly next to each other and secure together through the panel frames using 2 x 63mm screws. So that adjustments can be made do not fully tighten these screws until all roof panels are in place. Have a second person holding the panels up while working round the roof adding the remaining panels. With all the roof panels in position and adjusted as necessary fully tighten the screws. Attach the roof panels to the walls using 2 x 63mm screws per panel, screw through the roof panel frame into the top frame of the wall panel.



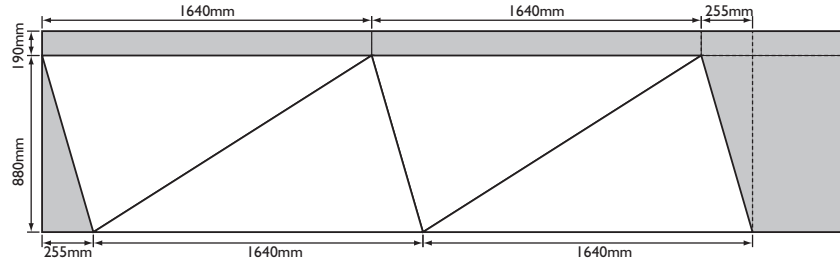
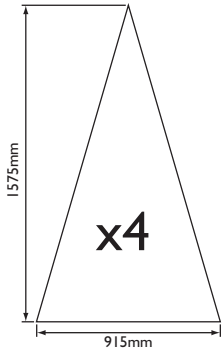
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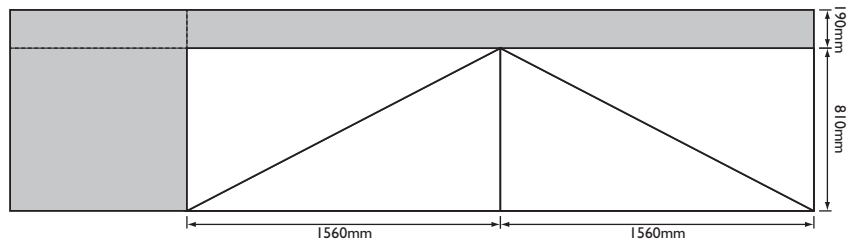
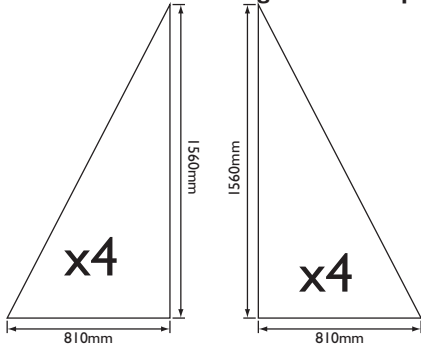
## 10. Roof felt

Unroll a roll of felt, carefully measure and cut out the four triangular shape pieces as shown in the first diagram below. For the second and third rolls of felt carefully measure and cut out the left and right-handed triangular pieces as per the second diagram below.

### ROLL 1 — Corner felt pieces

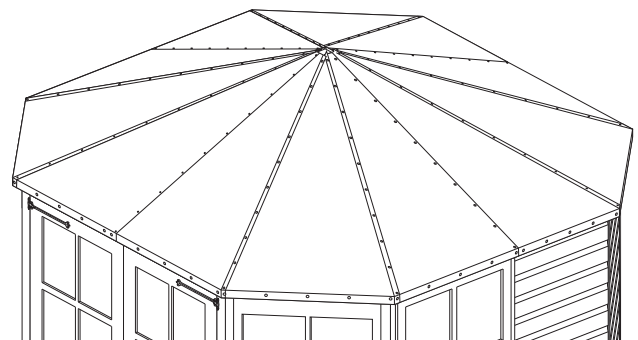
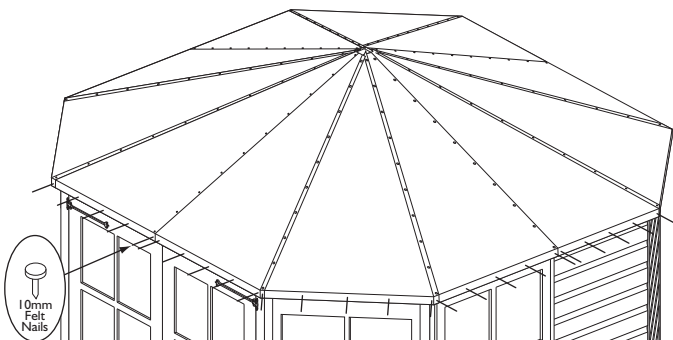
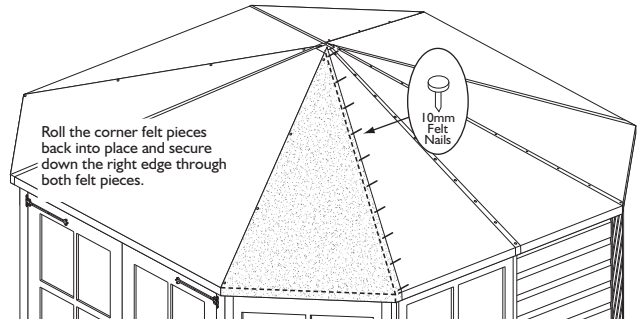
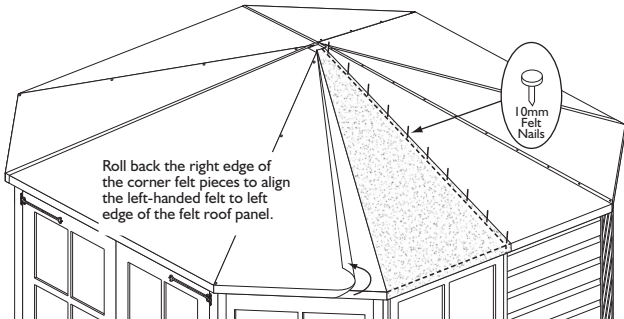
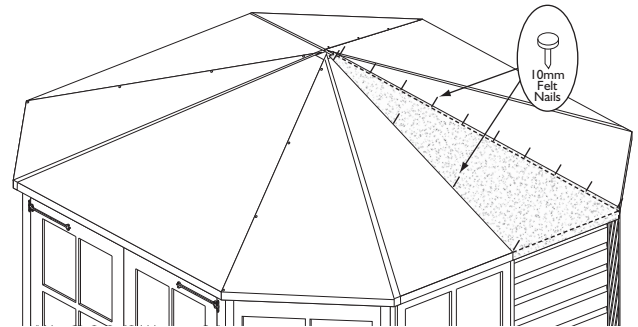
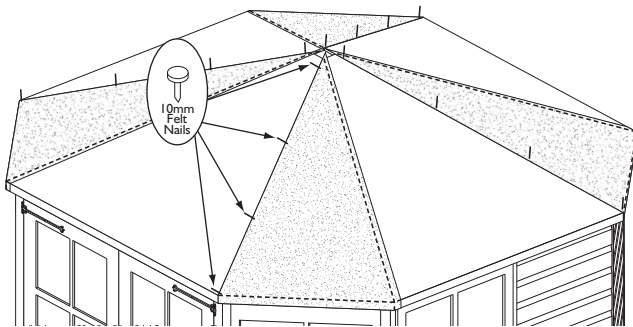


### ROLL 2 & 3 — Left and right hand felt pieces



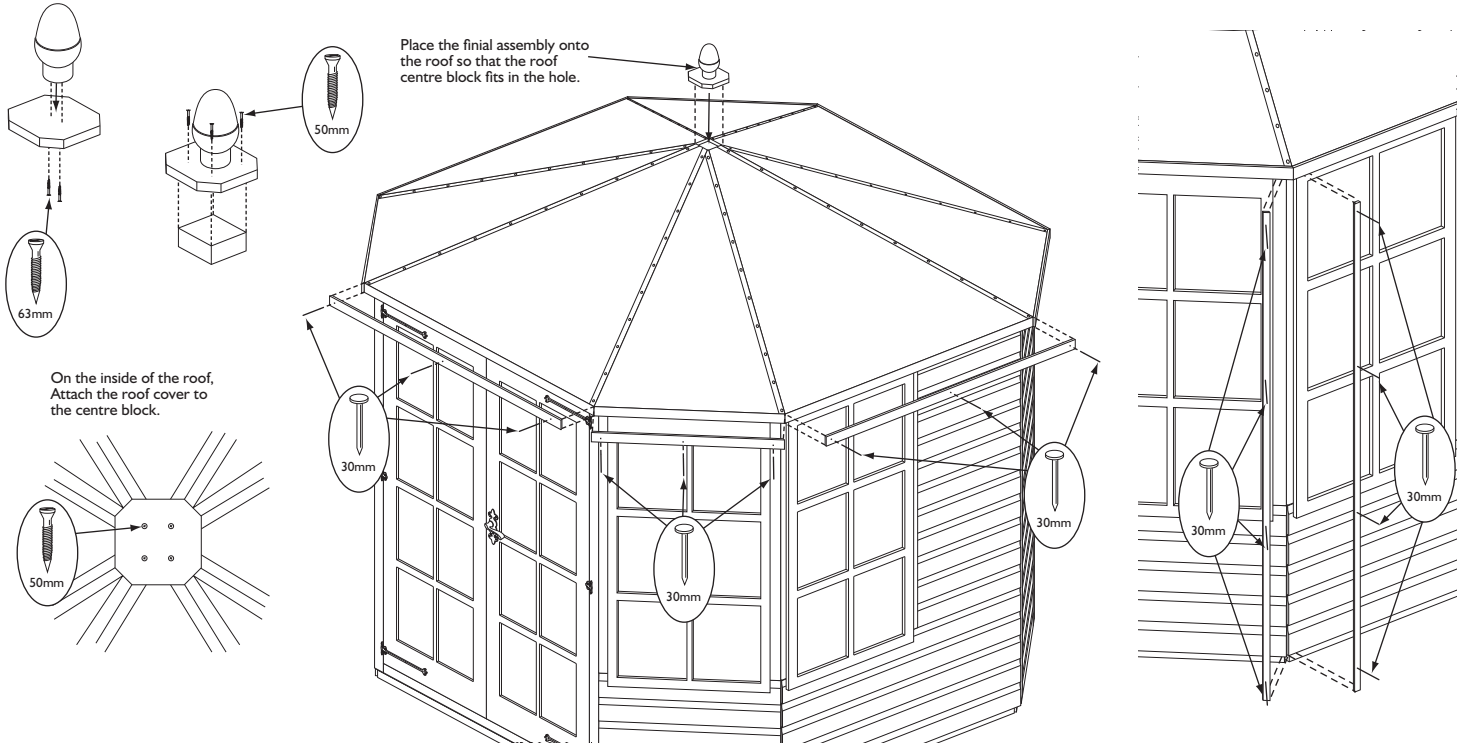
## 11. Fitting roof felt

Over each of the four corner roof panels lay a corner felt piece. Align the left-hand edge with the edge of the roof panel. Along the bottom edge allow enough felt to fold over and cover the felt batten. The right-hand edge should overlap the next panel round. Once in position secure down the left edge using 4 x 10mm felt nails evenly spaced. Position a Right-hand felt piece on the right side of each large roof panel, ensure it overlaps the corner felt pieces and secure down the right edge using 10 x 10mm felt nails evenly spaced, ensuring that you nail through the two felt pieces in to the roof. Secure down the left edge of the felt with 4 x 10mm felt nails. Add the Left-handed felt pieces to the left side of the large roof panels, make sure it aligns to the left edge of the roof panel underneath the corner felt and it overlaps the right-handed pieces. Secure in place using 10 x 10mm felt nails evenly spaced through the two felt pieces down each edge. Fold down the bottom edge of all the felt and secure to the felt batten using 5 x 10mm felt nails per felt piece evenly spaced. If necessary trim of any excess felt along the bottom edge.

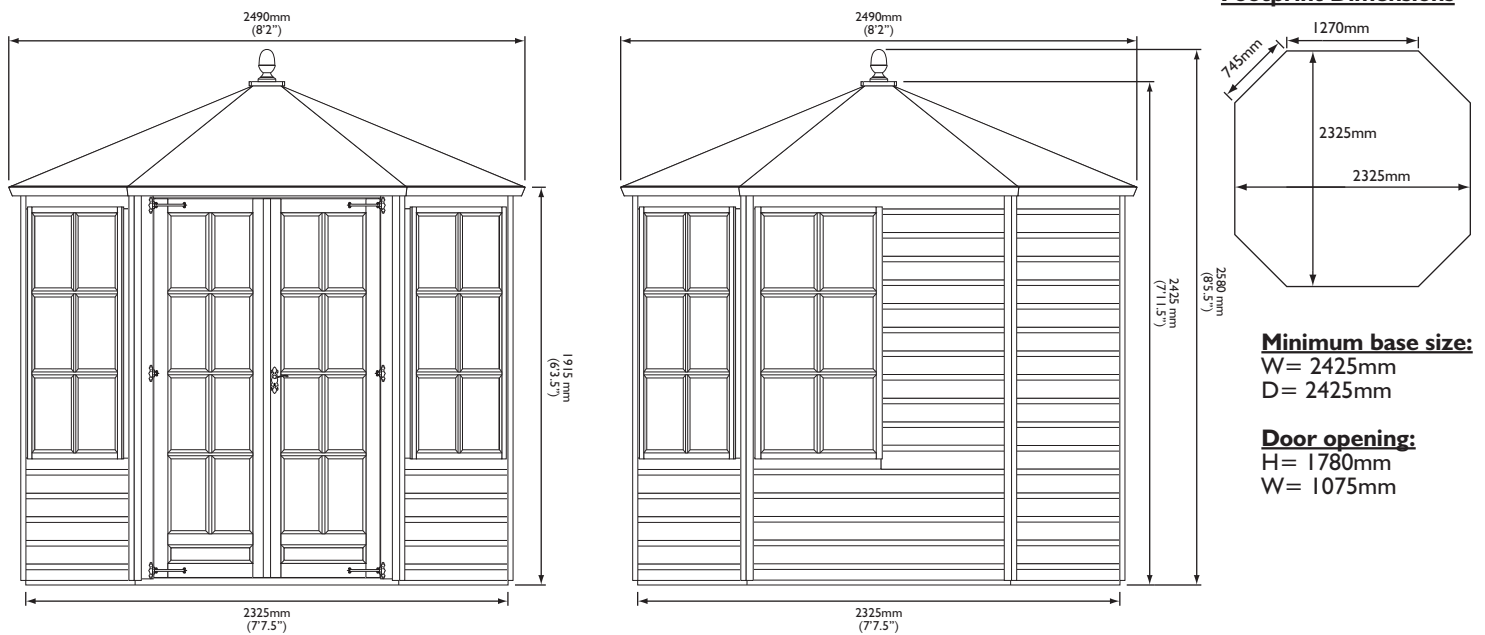


## 12. Bargeboard, finials and coverstrips

Sit the acorn finial centrally on the capping piece and secure to using 2 x 63mm screws, screw through the cap into the bottom of the acorn finial. Position the finial and cap assembly centrally on the roof centre block and secure using 6 x 50mm screws screw through the top cap into the block. Place the finial assembly onto the roof so that the roof centre block fits in the hole. From inside the building attach the roof cover to the centre block using 4 x 50mm screws. Around the edge of the roof secure the bargeboards, ensure the top edge of the bargeboards are flush to the roof line and secure each board using 3 x 30mm nails. Attach two coverstrips over each of the wall panel joins using 4 x 30mm nails per strip.



## Dimensions



## Important information - retain for future reference

Shiplap buildings come ready stained but this is only a preparatory treatment. To **VALIDATE** the guarantee, the building must be properly treated with a recognised external wood preserver **WITHIN 3 MONTHS** of assembly and **RE-TREATED ANNUALLY** thereafter. The building must also be erected on 50mm x 50mm treated wooden or similar bearers (These are not supplied with the kit.) Ground contact must be avoided.

### Timber Information.

As timber is a natural material, there are certain weather conditions that may affect the materials properties. In times of excessive dry spells the material may lose some of its internal moisture causing a certain degree of shrinkage on a panel and in periods of excessive rain there will be a certain amount of swelling throughout the wooden panels. This process can not be avoided. If you have problems with certain boards shrinking in dry spells try to decrease the amount of direct sunlight on the building or the amount of air passing over the building. During hot spells spray water directly onto the panels with the aid of a garden hose.

If in doubt of any aspect regarding the assembly, use or safety of your summerhouse please contact us:

**Help Line: (Normal Office Hours) 01829 261 121**

**Email: support@rowgar.co.uk**

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We constantly improve the quality of our products, occasionally the components may differ from the components shown and are only correct at time of printing. We reserve the right to change the specification of our products without prior notice.

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