Installation Instructions: _____________

Type of Operation:  Crank
Type of Mount:     Inside

All directions are provided assuming the installer is looking at the door from the coil side of the opening. (see drawing below) Some of the pictures are taken in the plant using our adjustable opening where we install and test every door before it is sent to you.

Proper installation of our doors can only be done if you are in a good mood. To that end, we have put a couple See’s Suckers in the goody bag for your enjoyment.

If you have questions about the installation, feel free to call us at 503.357.7181 from 7am until 5pm Monday through Thursday, Fridays 7am until 3pm (Pacific time).

Now let’s get started.

View From Coil Side

These instructions assume that the crank gear is mounted on the right side.

If you ordered yours to be mounted on the left side, don’t worry, we built the door so the crank gear will be on the left.
**Step 1**
Lay out all the parts on a clean smooth surface.

Your parts will be a different size than the ones shown here.

**Items Included In Crate**

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
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<tbody>
<tr>
<td>A</td>
<td>Curtain</td>
</tr>
<tr>
<td>B</td>
<td>Pack Outs</td>
</tr>
<tr>
<td>C</td>
<td>Guide Rails</td>
</tr>
<tr>
<td>D</td>
<td>End Plate</td>
</tr>
<tr>
<td>E</td>
<td>Barrel, Crank &amp; End Plate</td>
</tr>
<tr>
<td>F</td>
<td>Goody Bag (see below)</td>
</tr>
<tr>
<td>G</td>
<td>Crank Handle</td>
</tr>
<tr>
<td>H</td>
<td>Fascia (if ordered)</td>
</tr>
<tr>
<td>I</td>
<td>Hood (if ordered)</td>
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<thead>
<tr>
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<tbody>
<tr>
<td>3” Guide Rail Screw</td>
<td>2 1/2” End Plate Bolt</td>
</tr>
<tr>
<td>1 1/2” Hood &amp; Fascia Screw</td>
<td>1/2” Collar Bolt</td>
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</tbody>
</table>

The 2” Shaft Bolt, Capture Nut & Washers (shown at left) are shipped installed as shown to the right. The bolt must be removed prior to installation. Set it somewhere that you can find it because you will need it later.
Step 2
Your roll-up door has been built based on the measurements in the drawing below.

The left and right pack outs have been labeled. Position the left pack out (making sure it is plumb) and secure it using the 3” screws provided. Attach the right pack out making sure it is plumb and level in height with the left pack out. Next, mount the left guide rail on top of the left pack out using the 3” screws provided. The right guide rail can be attached in a similar fashion.
Step 3
Standing on the coil side of the door slowly uncoil the curtain while feeding it into the installed guide rails. This curtain weighs ________ pounds. If you are by yourself this would be a good time to start making friends. We suggest using at least _______ people for this step. After the door has been completely uncoiled into the guide rails be very careful to not let the top of the door flop over. It can break the top curtain slat.
Step 4
Install the loose end plate (the side will be marked with a sticker) onto the pack out using the 2 ½” bolts provided. The notch on the end plate will fit over the top of the guide rail.

NOTE: You will need to work at the top of the Roll-up door for the entire width of the unit. Be sure to allow access to the entire top after installation is complete.

Step 5
The crank mechanism, barrel and end plate have been assembled at the factory. Your mission is to set the shaft sticking out of the end of the barrel onto the U channel of the installed plate then bolt the other end plate onto the pack out using the 2 ½” bolts provided.
**Step 6**
Place the short metal curtain slats in the collar notches and attach them using the 3/4” machine screws provided.

**Step 7**
The secret to a smooth operating door is tensioning the internal spring hidden inside the barrel. This is accomplished by using two metal rods or large screwdrivers. Insert a rod into a shaft-tensioning hole and pull down ¼ turn. Holding this position set the second rod into the next tensioning hole. While pulling down with the second rod, release the first and continue “walking” the rods in this manner.

This door was installed at the factory and tested before being packaged. We found that it worked well with _______ quarter turns of tension. (same as ________ full turns) Secure the shaft in place using the 2” bolt, flat washers and capture nut provided.

Before going any further – double check that the shaft bolt has been secured in place with the flat washer and capture nut.

It would also be wise to operate the door 10 to 15 times and then double check that all the bolts and screws are still tight.
**Step 8**

If you ordered a hood it can be installed by sliding it over the end plates. Use the 1 ½” brass plated screws provided to secure the hood to the corner blocks. Two holes have been predrilled on the bottom of the hood for your convenience.

If a fascia was ordered it can be installed using the 1 ½” brass plated screws provided. The Fascia has been predrilled for your convenience.
Step 9
Concealing the guide rail screws with the wood buttons provides the final touch. If you are concerned about them working out, a dab of glue will prevent that from happening.

Step 10
At this point you only have one thing left to do. Find those suckers before someone else does.

Thanks for taking the time and care to install our door in a way that really shows off the quality that we put into each and every one of them.
Check List

Customer Name: _________________________________

Order Number: _________________________________

Ship Date: _________________________________

____ Curtain
____ Pack Outs
____ Guide Rails
____ End Plate
____ Barrel, Crank, End Plate Assembly
____ Crank Handle
____ Fascia
____ Hood
____ Curtain Stop & Instructions
_____ Standard Plastic
_____ Special Wood

____ Hardware Bag
_____ Guide Rail Screws
_____ Collar Bolts
_____ Suckers
_____ Keys
_____ Pack Out Screws

____ Shaft Bolt, Capture Nut & Washers
____ Shop Drawings
____ Installation Instructions
_____ Distance between back of guide rails
_____ Curtain weight
_____ Number of people to install curtain
_____ Number of quarter turns
_____ Page 1 note about left mounted crank

____ End Plate Stickers have been attached
____ Guide Rail Stickers have been attached
____ Barrel Stickers have been attached
____ Pack Out Stickers have been attached