

## 12PTGAZHP0303-V1

### 3M X 3M PRESSURE TREATED HIP ROOF GAZEBO.

#### BEFORE YOU START PLEASE READ INSTRUCTIONS CAREFULLY

- Check the pack and make sure you have all the items listed in the parts list provided.
- When you are ready to start, make sure you have the right tools at hand (not supplied - see the equipment list on next page).
- Ensure you have enough time to build the product.

#### LOCATION FOR YOUR GARDEN STRUCTURE

A minimum of 600mm should be left around the perimeter of your garden structure to allow access for maintenance, annual treatment and to allow air flow around the structure.

#### TIMBER

As with all natural materials, timber can be affected during various weather conditions. For the duration of heavy or extended periods of rain, swelling of the wood panels may occur. Warping of the wood may also occur during excessive dry spells due to an interior moisture loss. Unfortunately, these processes cannot be avoided but can be helped. It is suggested that the outdoor structure sprayed with water during extended periods of warm sunshine and sheltered as much as possible during rain or snow.

Once your garden structure has been installed it will need to be treated within 14 days (weather permitting) and annually to prevent the timber from deteriorating and to waterproof it. This is required to maintain the anti-rot guarantee.

Dip Treated buildings - Require a preservative treatment to protect against rot and decay and a waterproof treatment to prevent water ingress.

Pressure Treated Products - Require a waterproof treatment to prevent water ingress

#### ANCHORING OPTIONS

When thinking about where the structure, ensure that there will be access to all sides for maintenance work and annual treatment.

There are a number of techniques for anchoring the structure to the ground, the most suitable option will depend on the ground conditions and surrounding area. These options are but not limited to, concreting the posts into the ground, steel post supports, ground screws, fixing to decking, metal footings and brackets. When deciding upon the most suitable anchoring option for you take advice from your local DIY store.

Whilst all products manufactured are made to the highest standards of safety and in the case of children's products independently tested to EN71 level, we cannot accept responsibility for your safety whilst erecting or using this product.



**x2** All product's should be erected by two adults



Winter = High Moisture = Expansion  
Summer = Low Moisture = Contraction



**2mm Drill bit**

For ease of assembly, you **MUST** pilot drill all screw holes and ensure all screw heads are countersunk.



#### CAUTION

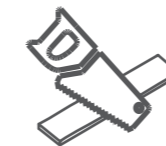
Every effort has been made during the manufacturing process to eliminate the prospect of splinters on rough surfaces of the timber. You are strongly advised to wear gloves when working with or handling rough sawn timber.



For ease of assembly use a rubber mallet to fit notched timbers together. Do NOT use a heavy hammer.



Ensure to measure and check before cutting boards.



It is advisable to use a hand saw when cutting roof and floor boards.



To ensure timbers are even, use a spirit level to check each layer has been installed correctly.

#### Screws & Nails



Measure overall length

#### Bolts



Measure under the head

To identify the fixings required for each step use a measuring tape.

#### Pressure Treated Timber

Your product has been pressure treated.

Pressure treating is a chemical process which helps to protect wood against adverse weather which could lead to rot or insect damage.

The most common chemicals used to pressure treat wood are **Alkaline Copper Quaternary (ACQ)**, **Copper Azole (CA)**, and **Micronized Copper Quaternary (MCQ)**.

**Safety:** Always wear gloves, eye protection and a dust mask when handling wood. Due to chemicals in pressure treated wood, never burn its sawdust or scraps; instead dispose in a landfill.

In all instances for assistance with your product, please contact us via our customer portal: <https://www.mgplogistics.co.uk/>.

Mercia Garden Products Limited,  
Sutton On Trent,  
Newark,  
Nottinghamshire,  
NG23 6QN



REGISTER FOR YOUR  
**ANTI-ROT**  
GUARANTEE TODAY

PLEASE SCAN HERE:



## TO DO LIST

- Find a suitable location to build *(see front cover for further information).*
- Prepare area, anchor posts *(see front cover and pre-assembly for further information).*
- Check the base is flat, level, clear of debris and has 60cm clearance on all sides.
- Check you have the required equipment.
- Check you have all the product items listed *(if you have missing or damaged parts please contact the customer services department, see front cover for contact details).*
- Install the product as per the step by step instructions within this pack.
- Prepare the product ready for treatment.
- Apply a waterproofing treatment within 14 days *(weather permitting)* of installation.
- Register for your anti rot guarantee *(scan the QR below).*
- Tidy the build area and dispose of any remaining parts responsibly.
- Maintain your structure *(see the manufacturers recommendations at the back of this pack).*

## EQUIPMENT LIST

- Hammer
- Mallet
- Flat Head Screwdriver
- Drill
- Drill Bit Set
- Phillips and Slotted Bit Sets
- Tape Measure
- Hand Saw
- Spirit Level
- Ladders/Steps
- Stanley Knife/Cutting Tool
- Sand Paper
- Gloves
- Silicone (For Windows Only)
- Wood Filler (Optional)
- Timber Water Proofing Treatment
- Treatment Mixing Stick
- Paint Brush/Sprayer/Roller

## NEED EXTRA SUPPORT

If you are unsure that your base preparation will be suitable, please contact us on 01636 821215 to discuss this further.

Alternatively, you can visit our website or MGP Logistics Online Portal for some further sheducation.

### Website:

<https://www.merciagardenproducts.co.uk/sheducation>

### MGP Logistics Online Portal:

<https://www.mgplogistics.co.uk/>

Here you will find plenty of useful information that'll help with most pre-installation and maintenance queries.

PLEASE SCAN HERE:



## ANY QUESTIONS?

Scan the QR code to contact us via our customer portal.

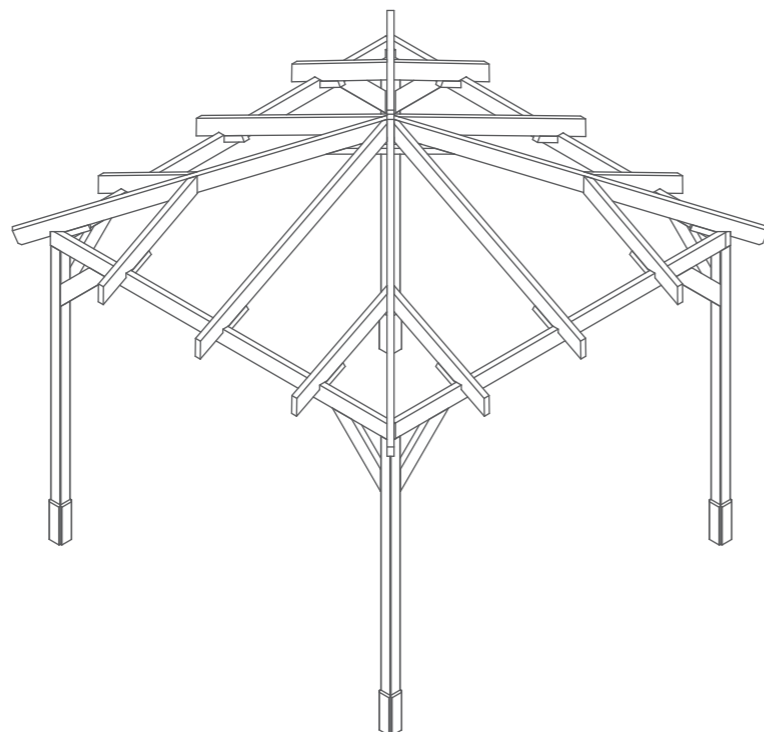
## NOTES

Before assembly  
please make sure you have a  
suitable base ready to erect your  
building



**MADE IN GREAT BRITAIN**

**Overall Dimensions:** Width = 3406mm  
Depth = 3406mm  
Height = 3257mm  
**Base Dimensions:** Width = 3000mm  
Depth = 3000mm



**Contents:**



**1 Upright Post - 95x95x2300mm QTY 4**  
*PI-14-0311 (2 x 40mm notch cut out)*



**2 Cross Beam A - 40x120x3000mm QTY 2**  
*F40120-3000mm*



**3 Cross Beam B - 40x120x2920mm QTY 2**  
*F40120-2920mm*



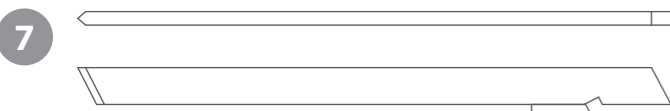
**4 Corner Brace - 40x120x600mm QTY 8**  
*F40120-G-600mm (2 x 45 degree angled cuts)*



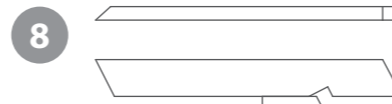
**5 Cover Strip - 12x95x300mm QTY 16**  
*S1295-G-300mm (1 x 45 degree angled cut)*



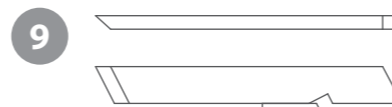
**6 Truss A - 40x160x2486mm QTY 4**  
*AI-12GAZHP3RTA-V1*



**7 Truss B - 40x160x1935mm QTY 4**  
*AI-12GAZHP3RTB-V1*



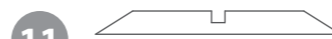
**8 Left Roof Truss - 40x160x1000mm QTY 4**  
*AI-12GAZHP3LRT-V1*



**9 Right Roof Truss - 40x160x1000mm QTY 4**  
*AI-12GAZHP3RRT-V1*



**10 Roof Block - 40x40x266mm QTY 1**  
*F4040-266mm*

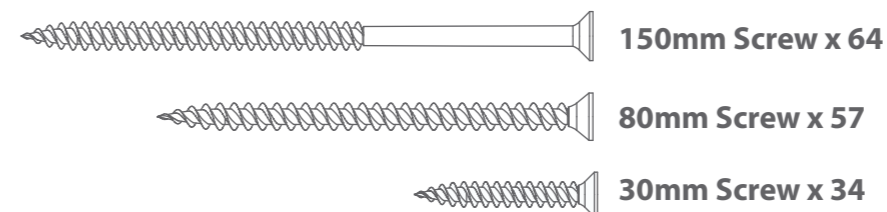


**11 Underside Support A - 40x40x800mm QTY 1**  
*F4040-G-800mm (2 x 20 deg cuts, top notch cut out)*



**12 Underside Support B - 40x40x800mm QTY 1**  
*F4040-G-800mm (2 x 20 deg cuts, bottom notch cut out)*

**Screw Pack:**



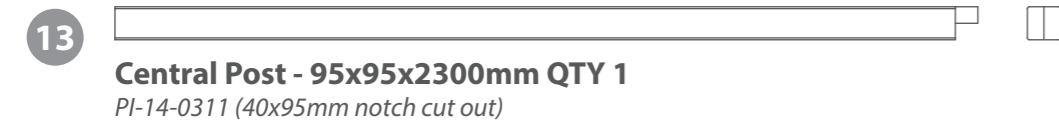
## Panels and Rails.

If you have purchased any panels or rails with your Gazebo, please follow the instructions to assemble the Gazebo and refer to the 'Panels and Rails' instructions when relevant.

*Please note: If you have purchased more than one rail or panel, you will receive one 'Post Kit' for every two panels or rails purchased. This allows the panels and rails to be assembled securely. For Example; if you have purchased TWO rails, you will receive ONE post kit. If you have purchased FOUR rails, you will receive TWO post kits.*

### Post kit Contents:

12PTPSTABRCKT1-V1

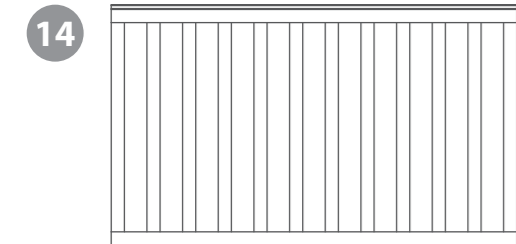


**13** **Central Post - 95x95x2300mm QTY 1**  
PI-14-0311 (40x95mm notch cut out)

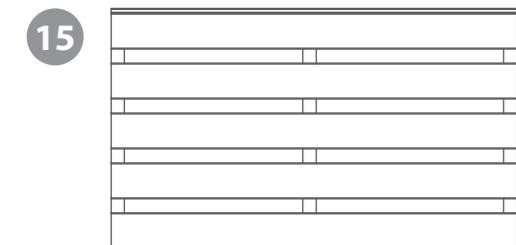


**4** **Corner Brace - 40x120x600mm QTY 2**  
F40120-G-600mm (2 x 45 degree angled cuts)

### Rails:



**14** **Framed Rail - 120x1357x804mm**  
12PTFRMRWC1357X804-v1



**15** **Horizontal Strip Rail - 120x1357x804mm**  
12PTHRZSTRWC1357X804-v1



**16** **Vertical Strip Rail - 120x1357x804mm**  
12PTVRTSTRWC1357X804-v1

### Panels:



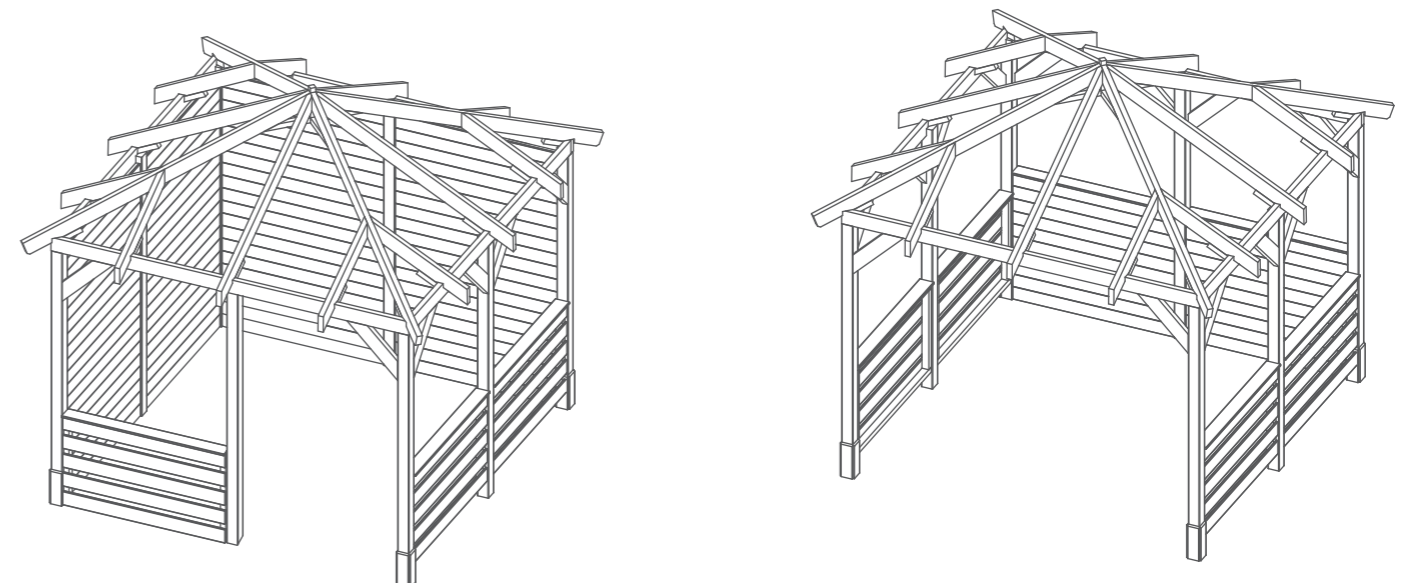
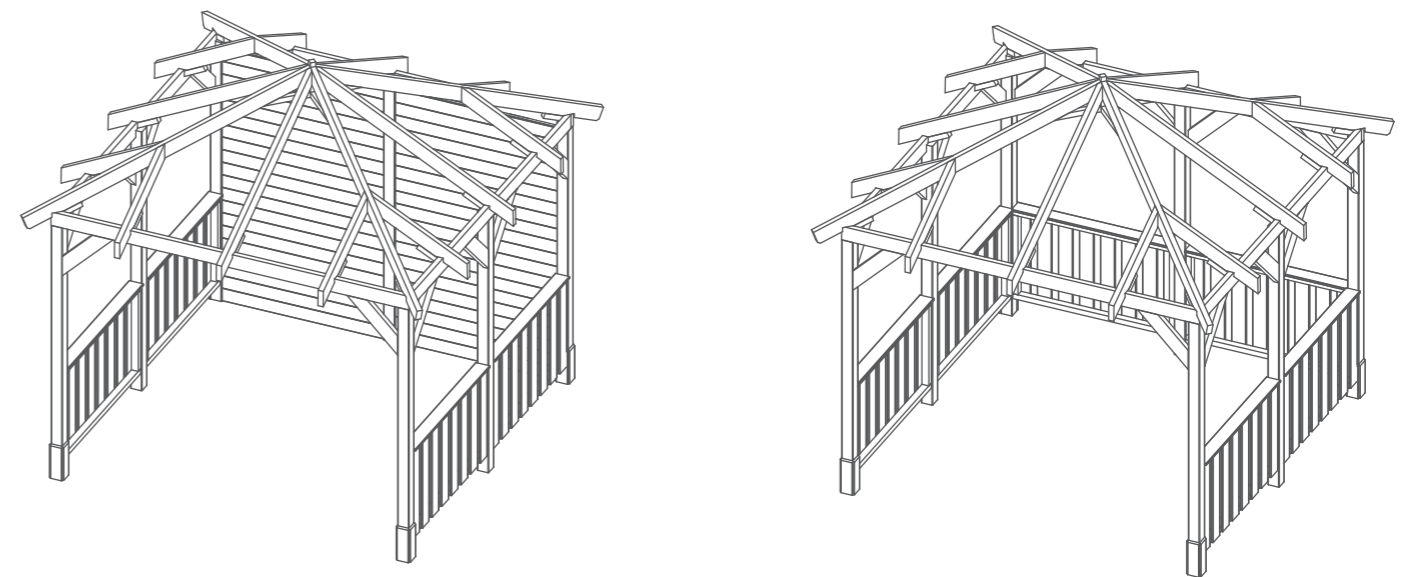
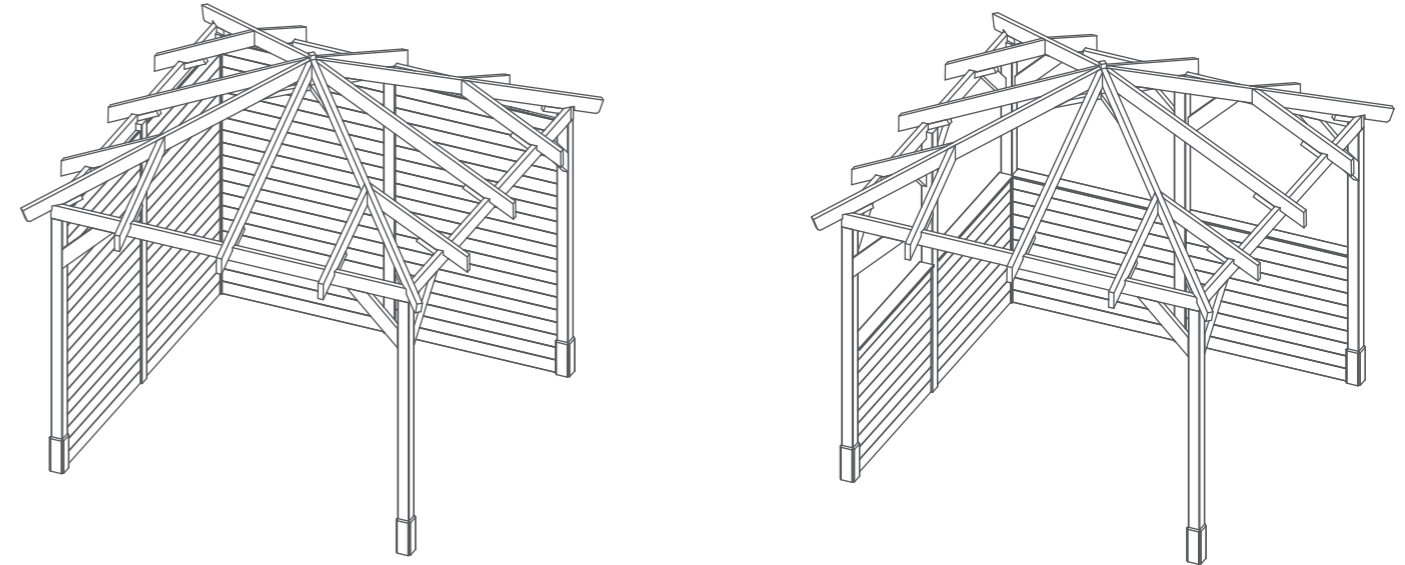
**17** **Panel with Cap - 120x1357x1136mm**  
12PTFBPWC1357x1136-v1



**18** **Panel - 120x1357x1120mm**  
12PTFBP1357x1120-v1

## Layout Inspiration.

The rails and panels can be arranged in a variety of different configurations. See below for some potential layouts. Please decide which way you want to arrange your panels and rails before beginning assembly.



## Pre-Assembly.

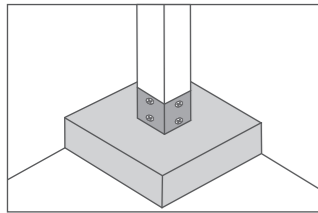
### Anchoring techniques.

To ensure the longevity and structural integrity of your gazebo, the posts need to be securely and safely anchored to the ground / your chosen base.

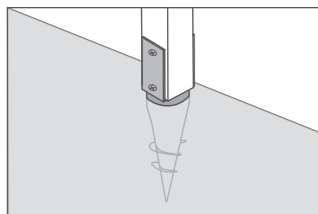
The technique you choose to use will depend largely on what type of base you have, ensure to research and check which base is most suitable for you before beginning construction.

#### Some techniques may include:

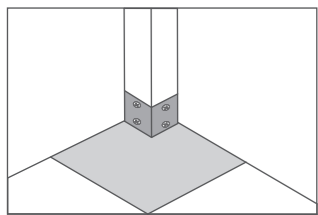
##### Anchoring to the ground:



Concrete footing - dig holes in the ground, secure steel support post to upright post, pour concrete into hole, insert post, some concrete left above ground to finish.

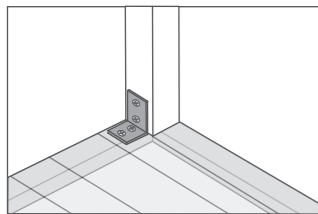


Ground screws - Upright posts secures to the end of the anchor and then twist into the ground like a screw.



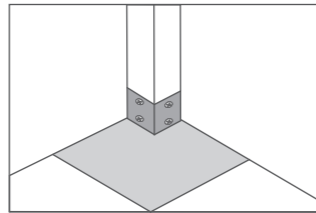
Steel post support - dig hole, secure support post to upright post, insert into hole and fill with concrete. Cover with slabs, pebbles etc.

##### Anchoring to a deck:

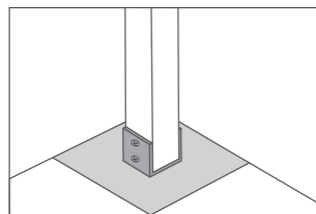


Metal L-brackets - Use metal L-Brackets to secure the upright posts to the decking beams.

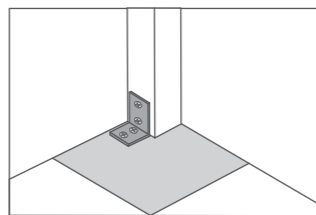
##### Anchoring to a patio:



Steel post support - dig hole, secure support post to upright post, insert into hole and fill with concrete. Cut patio slabs around to cover/finish.



Metal footing anchor - drill a hole at the centre of where the post will be placed, attach the anchor to the patio and tighten. Screw the post into the anchor.



Metal L-brackets - Secure the L-bracket to the foot of the post and then into the patio.

## Step 1

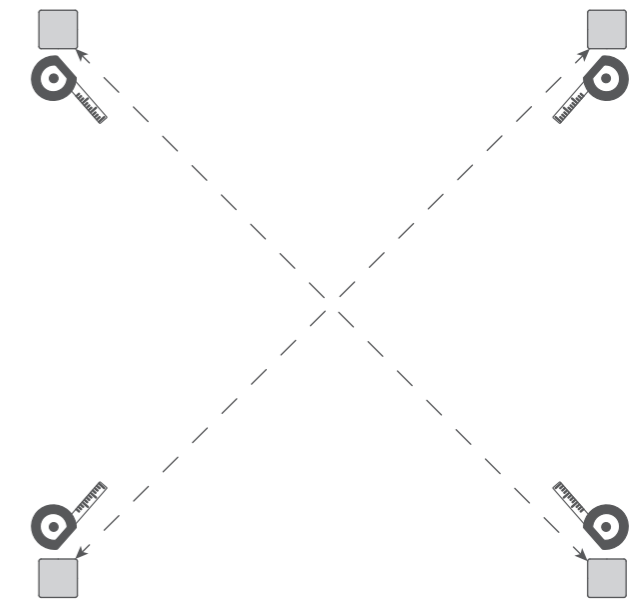
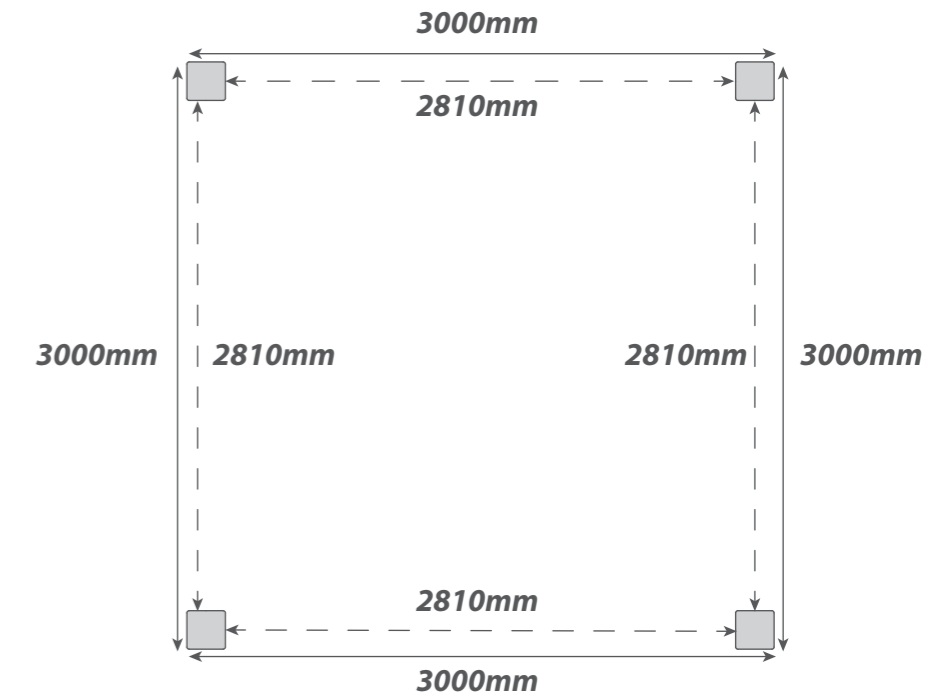
**Before beginning assembly make sure you have chosen the base type and anchoring method that is most suitable for you, see 'Pre-assembly' on page 5 for guidance.**

On your base, mark out the positions of where the upright posts will be anchored. Ensure to measure so the posts will sit with 3000mm between the outside faces of each post and 2810mm between the inside faces.

Ensure to measure the positions accurately and mark clearly, for example with washable paint, stickers, string, spare timber etc.

Ensure your measurements are square by measuring from corner to corner. If the measurements are the same, then the layout is square.

**Do not anchor or fix the posts at this stage, only mark out positions.**



#### Important note:

*These techniques are just guides and may not apply to your building area. The techniques required will depend on your individual base conditions and needs.*

Please note that we **do not** include any anchors, footings or ground fixings with this product due to base materials and conditions varying from customer to customer.

Please ensure to check your own base conditions and if you are unsure on the fixings you require, then we recommend that you consult with your local building merchant or a knowledgeable DIY store before beginning assembly.

## Step 1a - Panels and Rails

Before beginning assembly make sure you have chosen the base type and anchoring method that is most suitable for you, see 'Pre-assembly' on page 5 for guidance.

Please make sure you have decided the layout you wish to have your rails and panels in, as this will determine the placement of the Central support post.

On your base, mark out the positions of where the upright posts will be anchored. Ensure to measure so the posts will sit with 3000mm between the outside faces of each post and 2810mm between the inside faces.

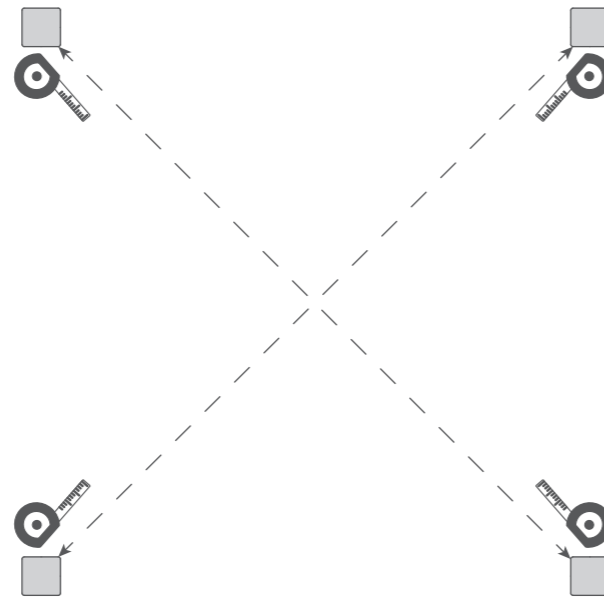
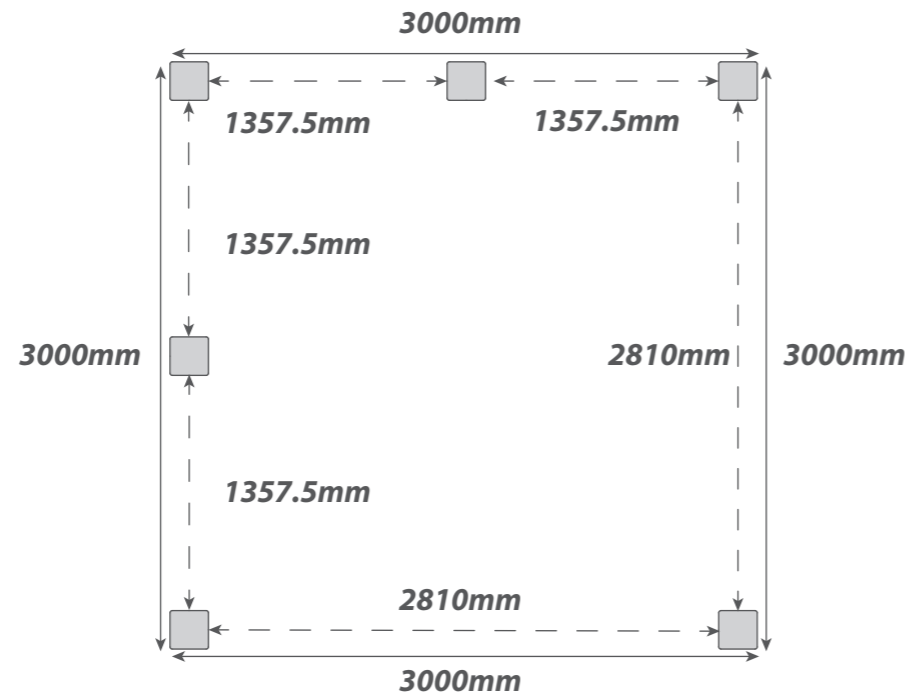
If you have a central upright post for your panels/rails, this needs to be positioned centrally between the external posts, sitting 1357.5mm between the inside faces of the posts.

Ensure to measure the positions accurately and mark clearly, for example with washable paint, stickers, string, spare timber etc.

Ensure your measurements are square by measuring from corner to corner. If the measurements are the same, then the layout is square.

**Do not anchor or fix the posts at this stage, only mark out positions.**

The images used are for illustrative purposes and may differ from the layout you wish to construct, however the process of marking out the positions is the same.



## Step 2

Parts Needed - No. 1 QTY 4

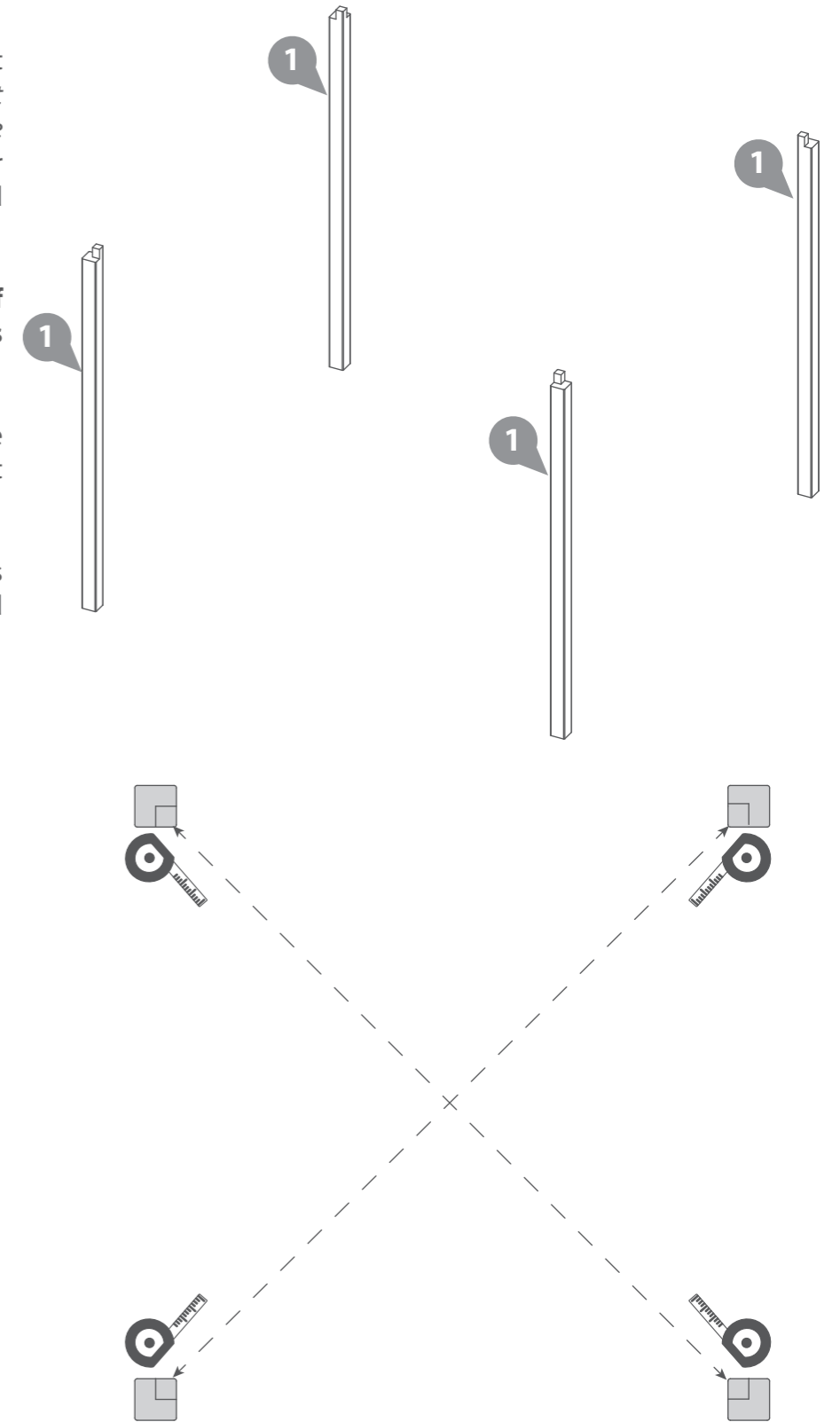
Using the anchoring method that is most suitable for your base, if you have not yet figured out an anchoring method, please see page 5 for a guide, anchor the four upright posts (No.1) into the marked positions.

Ensure that the notches in the tops of the posts are the correct way round, as shown.

Use a spirit level to ensure the posts are straight vertically and are flat and level at the tops.

Once anchored, use the same method as in step one to ensure they are square and at the correct distances.

**IMPORTANT: Pre-drill before fixing screws.**



## Step 2a - Panels and Rails

Parts Needed - No. 1 QTY 4  
No. 13

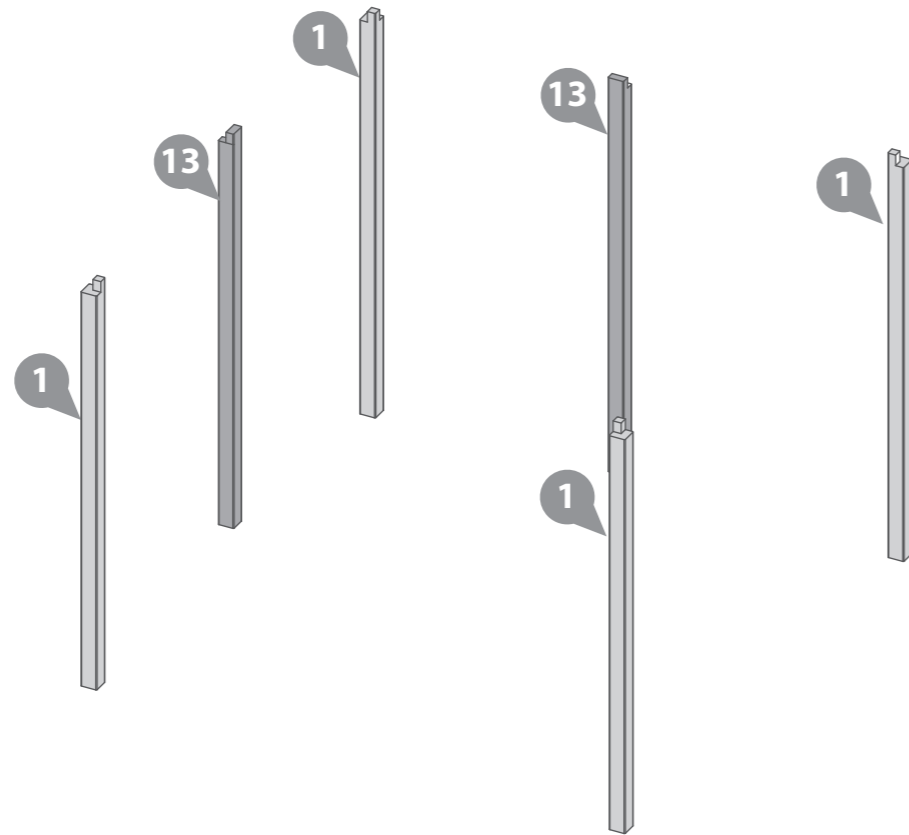
Using the anchoring method that is most suitable for your base, if you have not yet figured out an anchoring method, please see page 5 for a guide, anchor the four upright posts (No.1) and any Central posts (No.13) into the marked positions.

Ensure that the notches in the tops of the posts are the correct way round, as shown.

Use a spirit level to ensure the posts are straight vertically and are flat and level at the tops.

Once anchored, use the same method as in step one to ensure they are square and at the correct distances.

The images used are for illustrative purposes and may differ from the layout you wish to construct, however the process of anchoring the posts is the same.



IMPORTANT: Pre-drill before fixing screws.

## Step 3

Parts Needed - No. 2 QTY 2

Once the upright posts are anchored, the rest of the Gazebo can be constructed.

Position the Cross Beam A's (No.2) on top of the upright posts (No.1) on either side of the Gazebo base, ensuring they are flush against the cut out notches and the edge of the post.

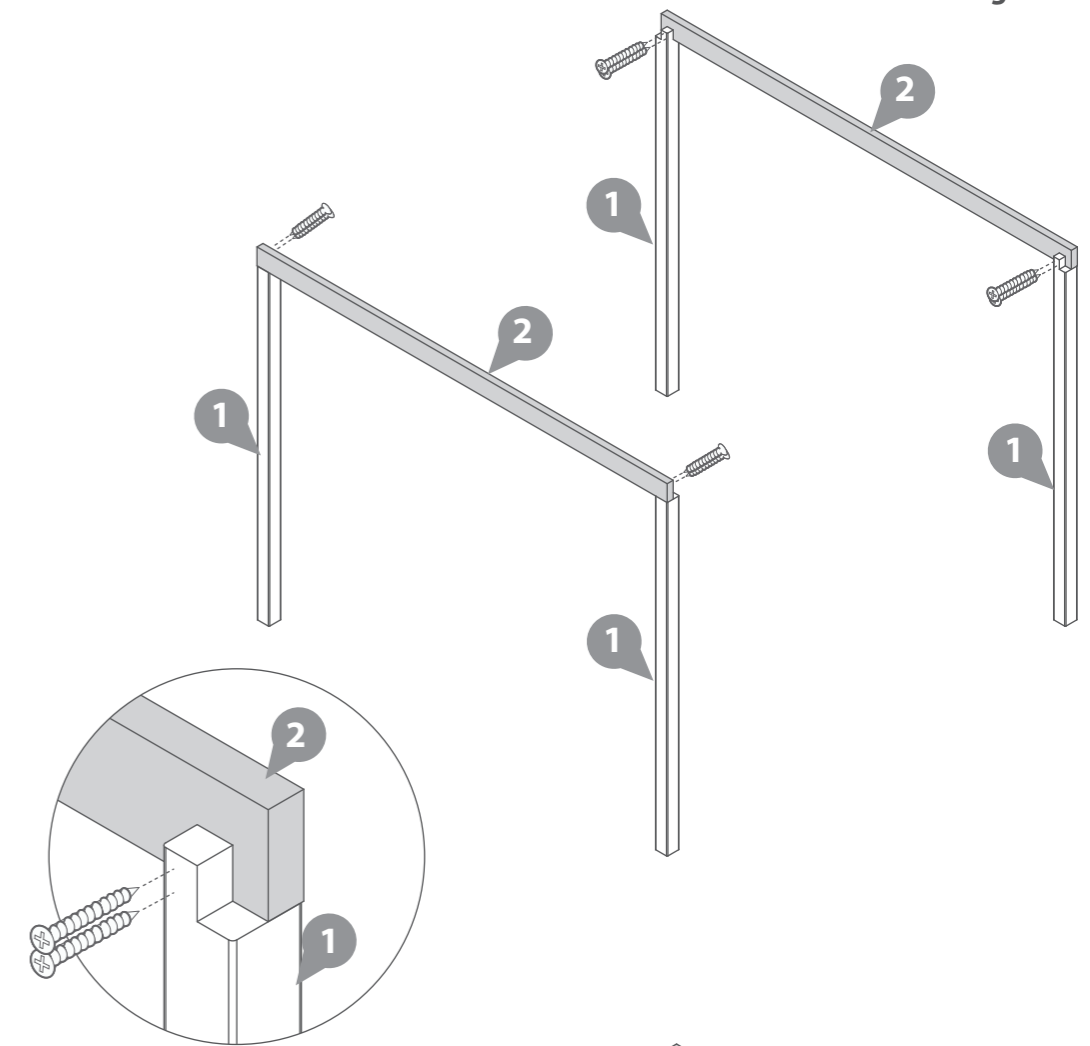
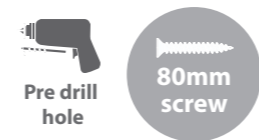
Once positioned, fix the Cross Beam A's (No.2) to the upright posts (No.1) using 2x80mm screws per end, ensure to go through the post notches into the beam behind.

8x80mm screws.

Panels and Rails:

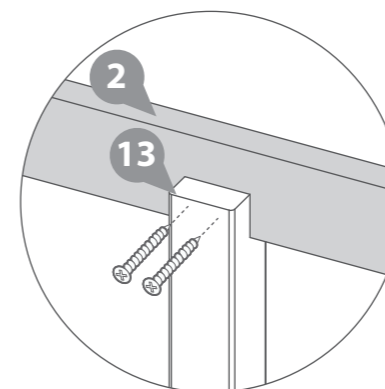
Fix the Cross Beam A's (No.2) to the central posts (No.13) using 2x80mm screws per post, ensure to go through the notches into the beam behind.

2x80mm screws (per post).



IMPORTANT: Pre-drill before fixing screws.

Panels and rails:



## Step 4

Parts Needed - No. 3 QTY 2

Locate the Cross Beam B's (No.3) in between the Cross Beam A's (No.2) on either side of the Gazebo, ensuring they are flush against the cut out notches on the edge of the upright posts.

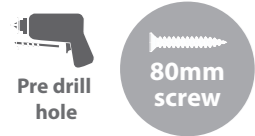
Once positioned, fix the Cross Beam B's (No.3) to the Cross Beam A's (No.2) using 2x80mm screws per end. Screw through the side of Cross Beam A into the end of Cross Beam B, as shown.

8x80mm screws.

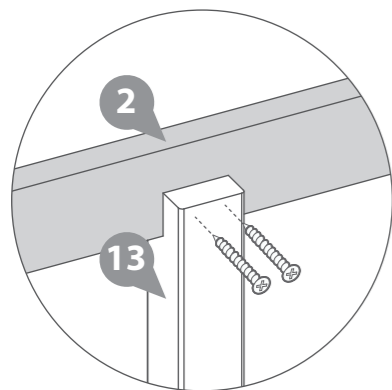
### Panels and Rails:

Fix the Cross Beam B's (No.3) to the central posts (No.13) using 2x80mm screws per post, ensure to go through the notches into the beam behind.

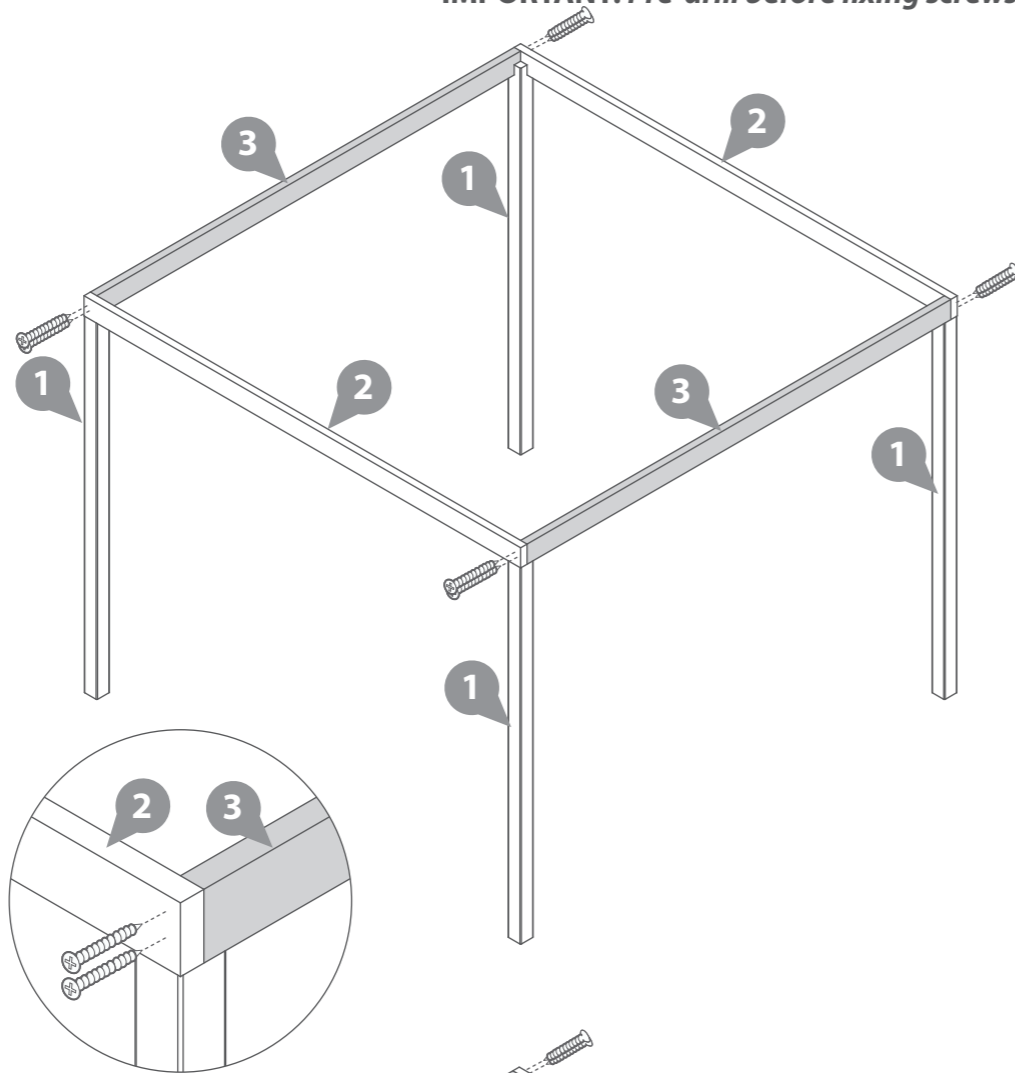
2x80mm screws (per post).



### Panels and rails:



**IMPORTANT: Pre-drill before fixing screws.**



## Step 5

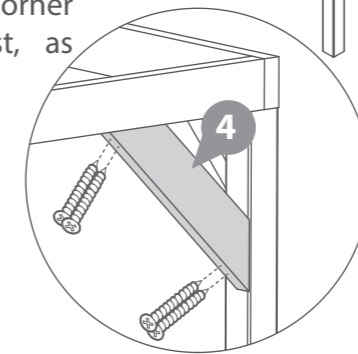
Parts Needed - No. 4 QTY 8

Locate one Corner Brace (No.4) flush to the side of the Upright Post (No.1) and the underside of the Cross Beam above, as shown. Ensure the Corner Brace is Flush to the outside of the Upright post and the Cross beam.

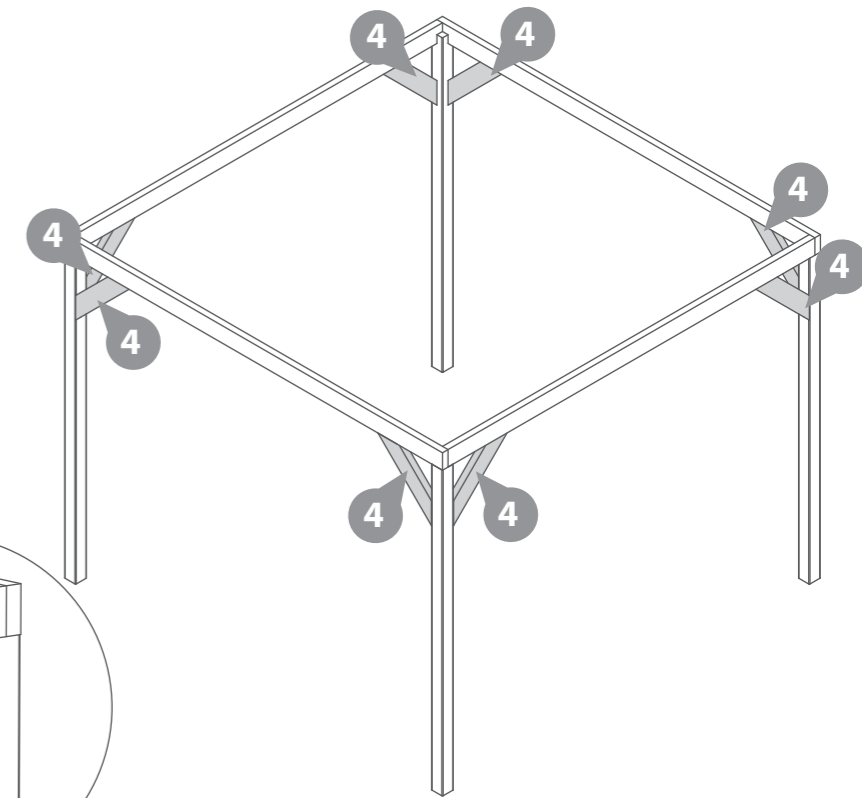
Once positioned, fix the Corner Brace (No.4) to the Upright Post and Cross Beam using 2x150mm screw per side.

Repeat this method to fix two corner braces to each upright post, as shown.

32x150mm screws.



**IMPORTANT: Pre-drill before fixing screws.**



## Step 6

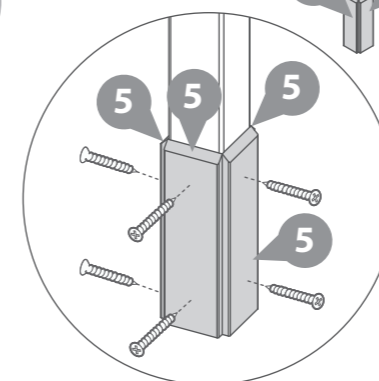
Parts Needed - No. 5 QTY 16

Position the Cover Strips (No.5) flush to the bottom of the Upright Posts (No.1) ensuring they are flush to the sides of the posts and the base.

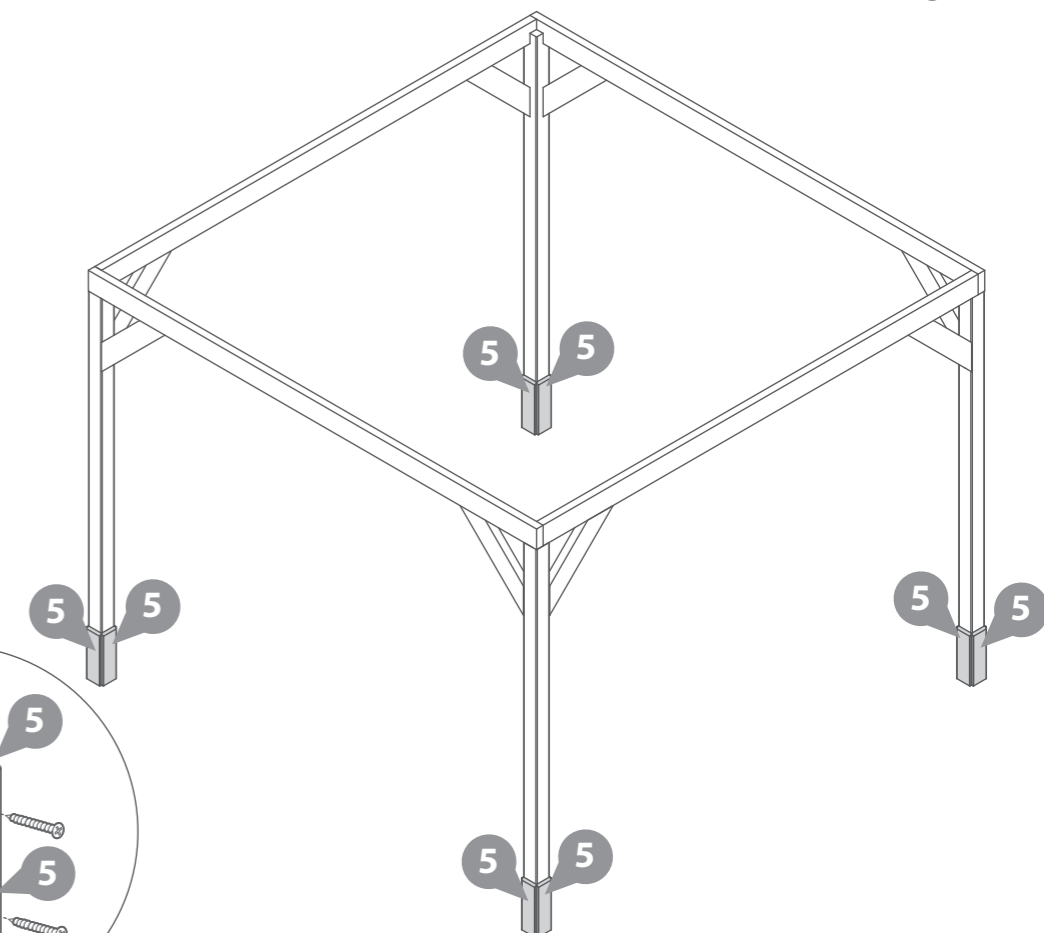
Fix the Cover Strips (No.5) to the Upright Post using 2x30mm screws per strip.

Use four strips per post, as shown.

32x30mm screws.



**IMPORTANT: Pre-drill before fixing screws.**





# Step 7

Parts Needed - No. 6 QTY 2  
No. 10 QTY 1

**a** Locate one Truss A (No.6) flush to the side of the Roof Block (No.10) ensuring there is **40mm** between the top of the roof block and the top of the truss, as shown.

Fix the Truss A (No.6) to the Roof Block (No.10) using 2x80mm screws.

Repeat this process to secure another Truss A to the opposite side of the Roof block, as shown.

Ensure to stagger screws to avoid collision.

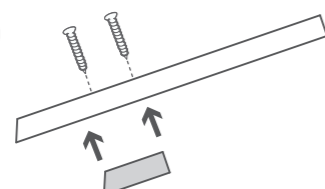
**b** Once assembled, locate the Truss' on top of the gazebo base, ensuring the birds mouth cut outs locate onto the corners and the blocks sit flush up to the corner, as shown.

Secure the Truss' (No.6) in place using 2x150mm screws per Truss, ensuring to screw down through the truss into the base framing below.

*Please note: these screws may need adjusting later to ensure your roof is square.*

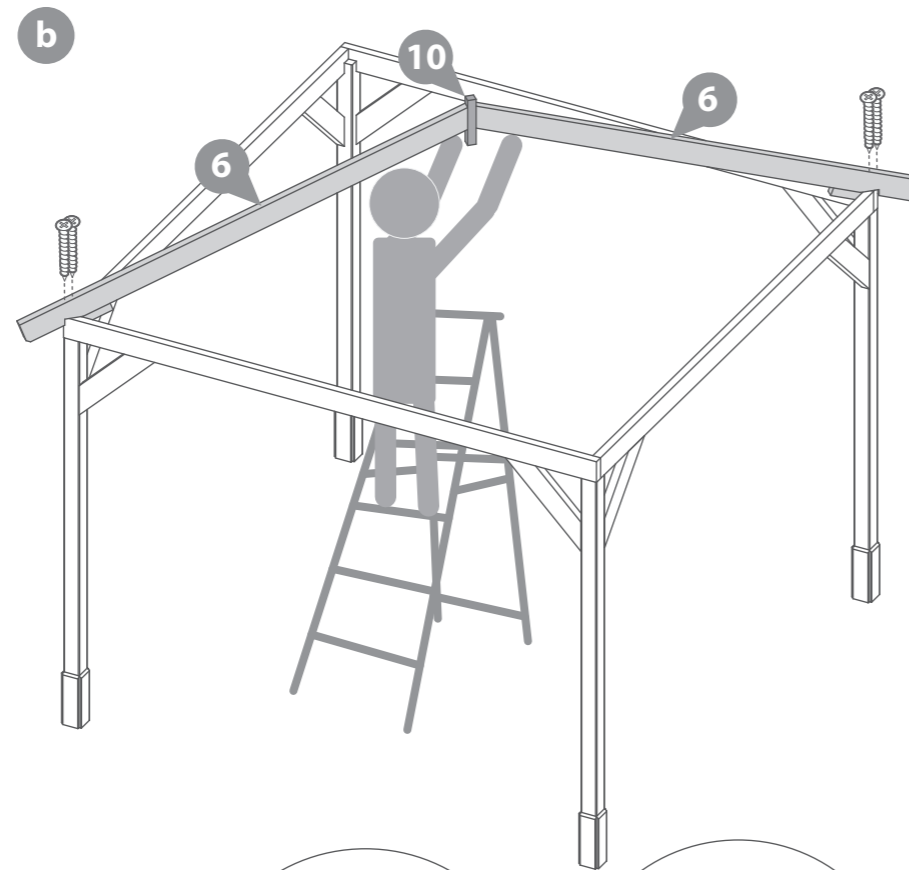
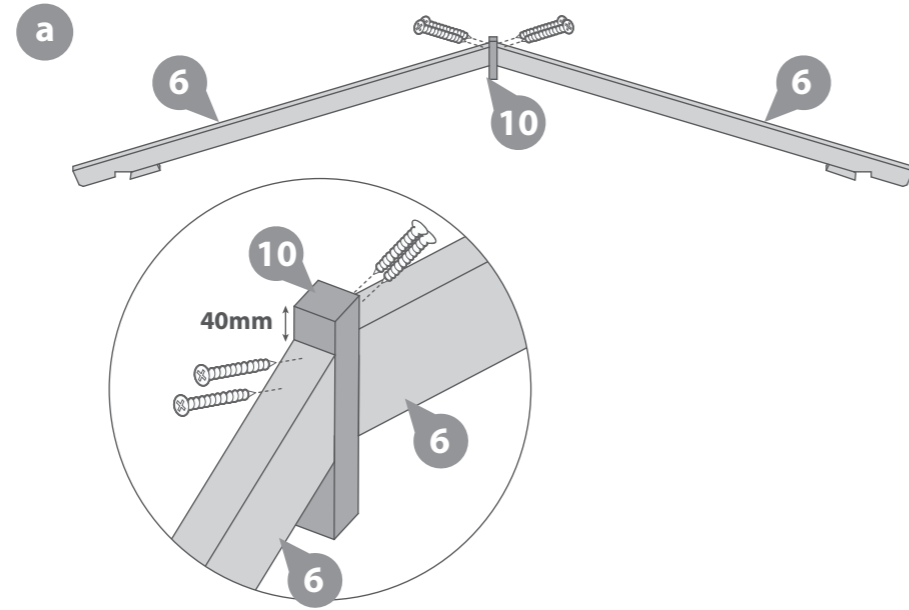
**Important note:**  
*At this stage the gazebo roof structure will be unstable, ensure to provide support until the roof is assembled.*

4x80mm screws.  
4x150mm screws.



**Please note:** You can adjust the blocks attached to the roof truss' if necessary.

**IMPORTANT: Pre-drill before fixing screws.**



# Step 8

Parts Needed - No. 6 QTY 2

**a** Locate the remaining Truss A's (No.6) flush to the available sides of the Roof Block (No.10) ensuring there is **40mm** between the top of the roof block and the top of the truss, as shown.

Ensure the birds mouth cut outs locate onto the corners of the gazebo base and the blocks sit flush up to the corner, as shown.

Fix the Truss A's (No.6) to the Roof Block (No.10) using 2x80mm screws per truss.

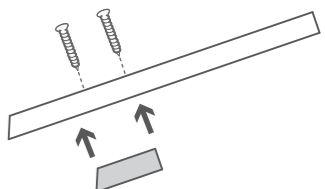
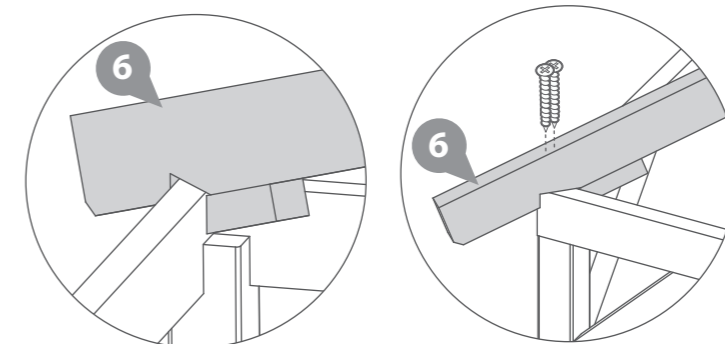
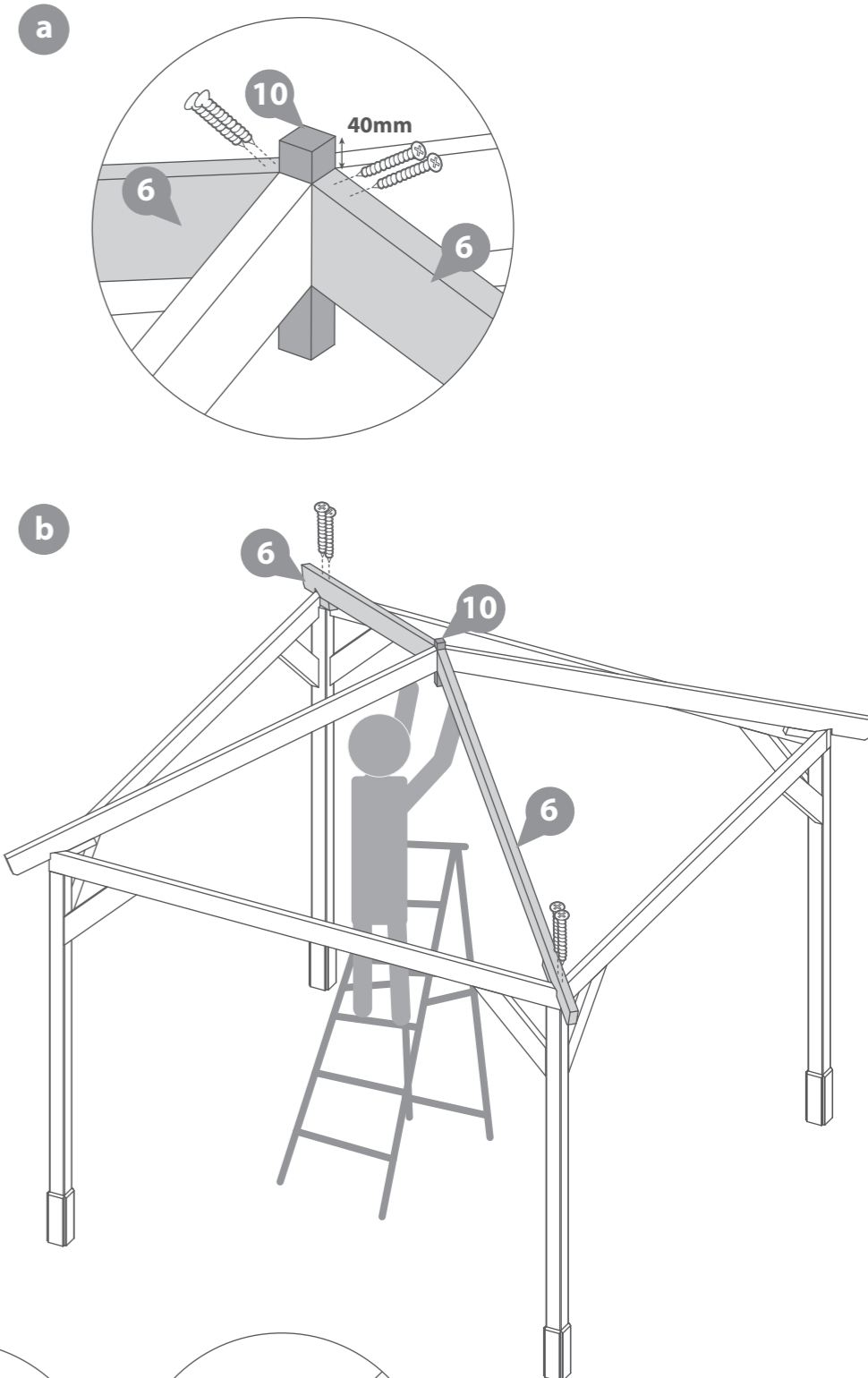
Ensure to stagger screws to avoid collision.

**b** Secure the Truss' (No.6) in place using 2x150mm screws per Truss, ensuring to screw down through the truss into the base framing below.

*Please note: these screws may need adjusting to ensure your roof is square.*

**Important note:**  
*At this stage the gazebo roof structure will be unstable, ensure to provide support until the roof is assembled.*

4x80mm screws.  
4x150mm screws.



**Please note:** You can adjust the blocks attached to the roof truss' if necessary.

## Step 9

Parts Needed - No. 7 QTY 2

- a Locate one Truss B (No.7) in between the Truss A's (No.6) ensuring the faces are flush and that there is **40mm between** the top of the roof block and the top of the truss, as shown.

Ensure the birds mouth cut out is located onto the gazebo base and the blocks sit flush up to the framing, as shown.

Fix the Truss B (No.7) to the Roof Block (No.10) using 2x80mm screws.

Repeat this process to locate and secure another Truss B (No.7) on the opposite side.

Ensure to stagger screws to avoid collision.

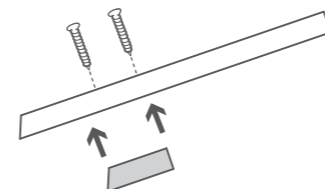
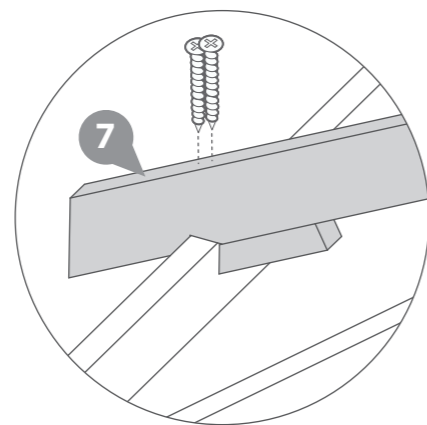
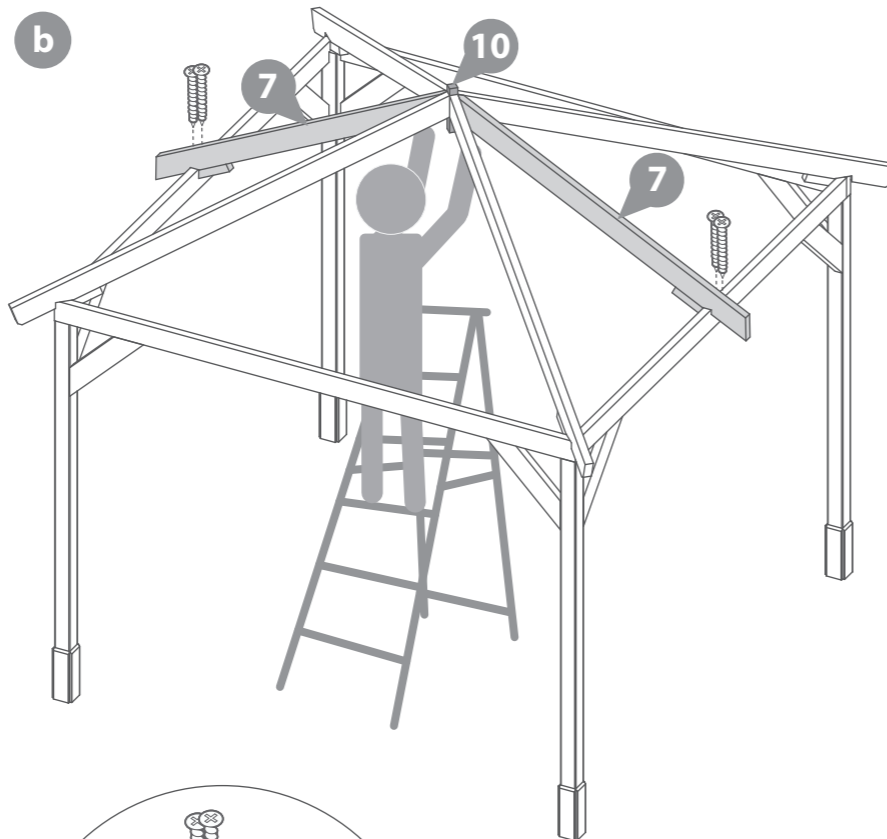
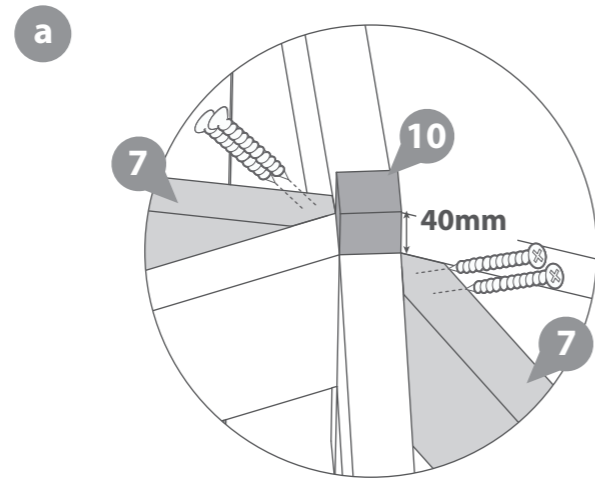
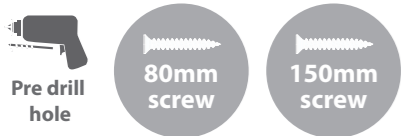
- b Secure the Truss' (No.7) in place using 2x150mm screws per Truss, ensuring to screw down through the truss into the base framing below.

Some previously fixed screws may need adjustments to ensure your roof is square.

**Important note:**

At this stage the gazebo roof structure will be unstable, ensure to provide support until the roof is assembled.

4x80mm screws.  
4x150mm screws.



Please note: You can adjust the blocks attached to the roof truss' if necessary.

**IMPORTANT: Pre-drill before fixing screws.**

## Step 10

Parts Needed - No. 7 QTY 2

- a Locate the remaining Truss B's (No.7) in between the Truss A's (No.6) ensuring the faces are flush and that there is **40mm between** the top of the roof block and the top of the truss, as shown.

Ensure the birds mouth cut outs are located onto the gazebo base and the blocks sit flush up to the framing, as shown.

Fix the Truss B's (No.7) to the Roof Block (No.10) using 2x80mm screws per truss.

Ensure to stagger screws to avoid collision.

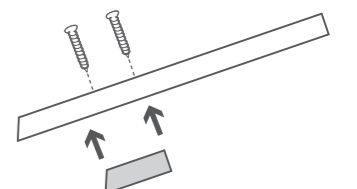
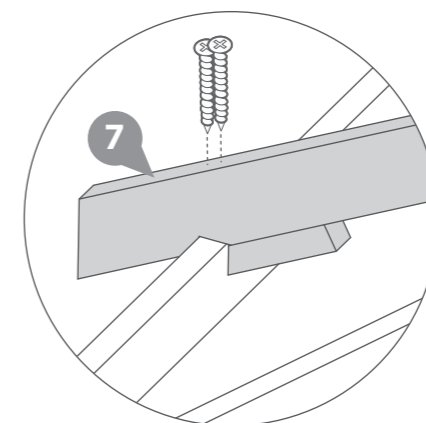
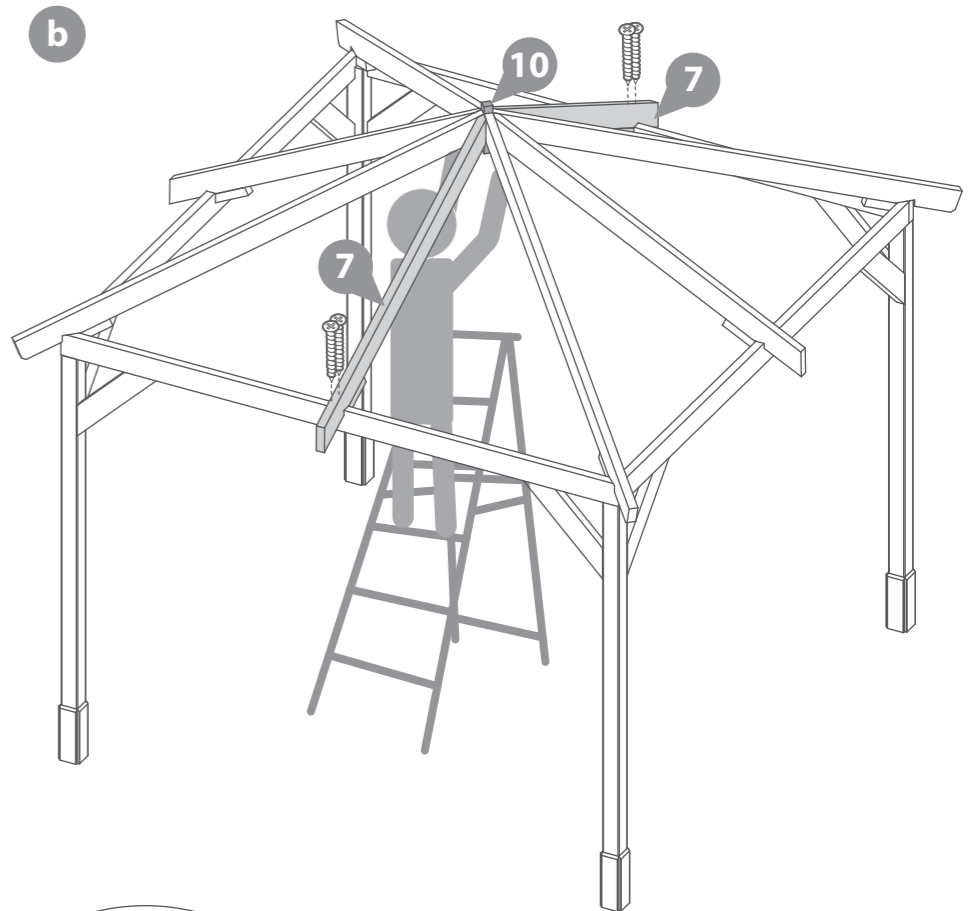
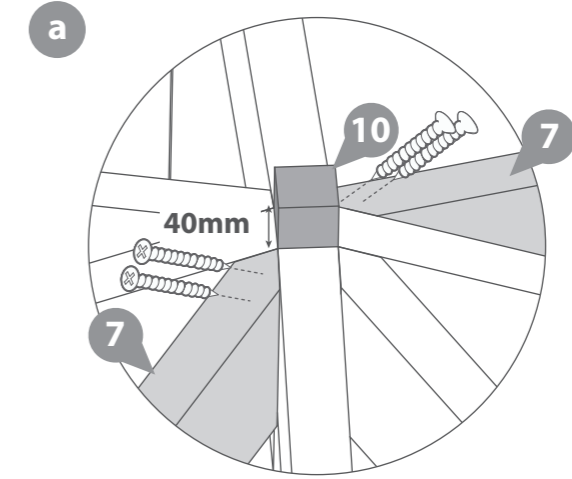
- b Secure the Truss' (No.7) in place using 2x150mm screws per Truss, ensuring to screw down through the truss into the base framing below.

Some previously fixed screws may need adjustments to ensure your roof is square.

**Important note:**

At this stage the gazebo roof structure will be unstable, ensure to provide support until the roof is assembled.

4x80mm screws.  
4x150mm screws.



Please note: You can adjust the blocks attached to the roof truss' if necessary.

**IMPORTANT: Pre-drill before fixing screws.**

# Step 11

Parts Needed - No. 8 QTY 4  
No. 9 QTY 4

**a** Locate one Left Roof Truss (No.8) and one Right Roof Truss (No.9) onto either side of each Truss A (No.6). Ensure the angled faces of the Truss' are flush with the sides of Truss A, as shown.

Ensure the birds mouth cut outs are located onto the gazebo base and the blocks sit flush up to the framing, as shown.

Fix the Left and Right Roof Truss' (No.8 & 9) to the Truss A's (No.6) using 2x80mm screws per truss.

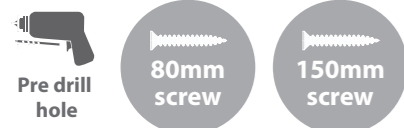
Ensure to stagger screws to avoid collision.

**b** Secure the Truss' (No.8 & 9) in place using 2x150mm screws per Truss, ensuring to screw down through the truss into the base framing below.

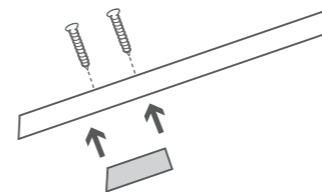
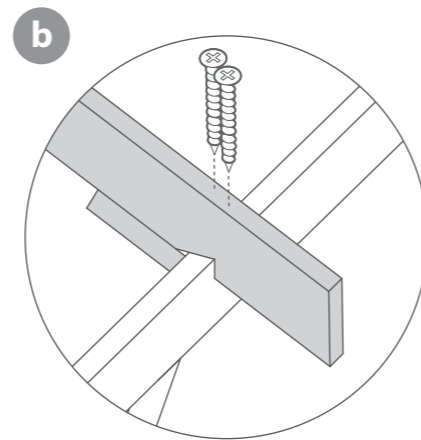
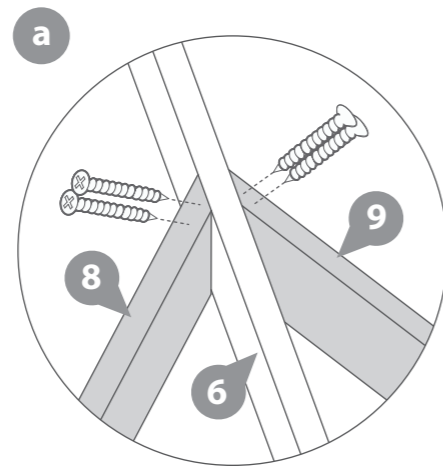
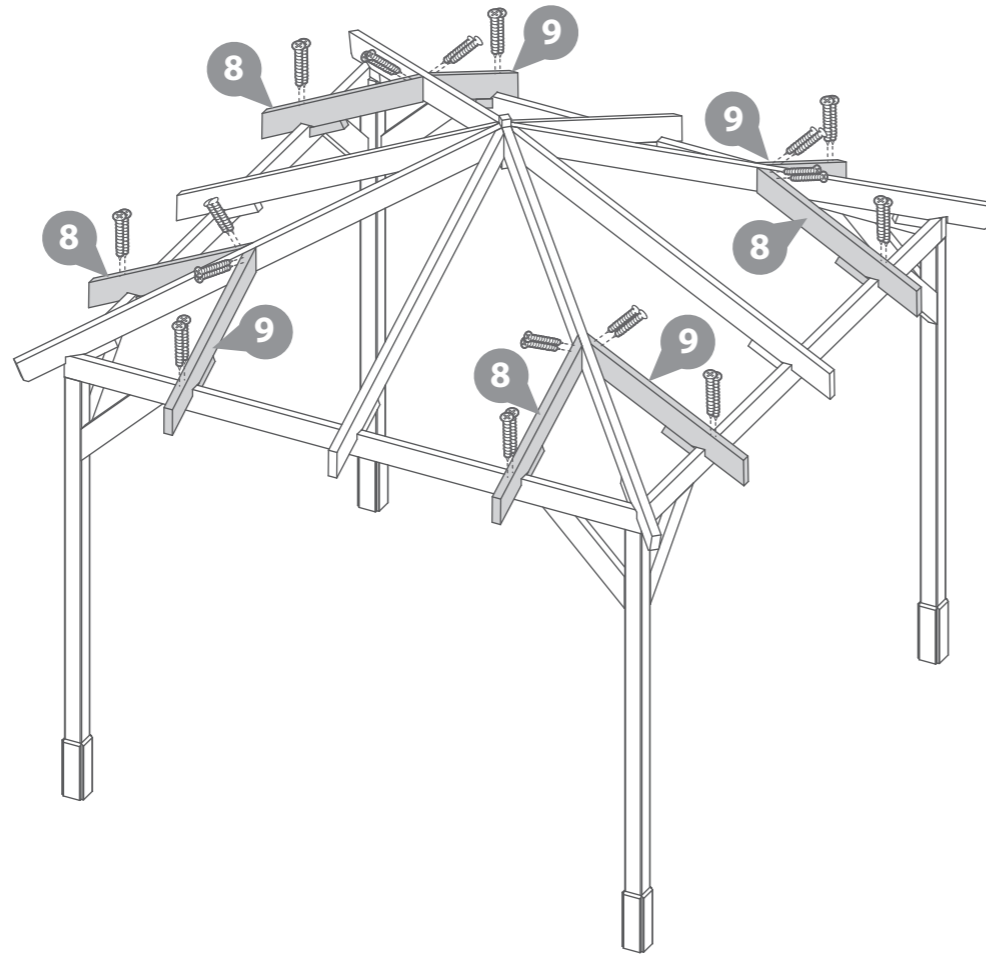
Some previously fixed screws may need adjustments to ensure your roof is square.

**Important note:**  
At this stage the gazebo roof structure will be unstable, ensure to provide support until the roof is assembled.

16x80mm screws.  
16x150mm screws.



**IMPORTANT: Pre-drill before fixing screws.**



Please note: You can adjust the blocks attached to the roof truss' if necessary.

# Step 12

Parts Needed - No. 11 QTY 1  
No. 12 QTY 1

**a** Slot the Underside Support B (No.12) into the Underside Support A (No.11), ensuring the top and bottom faces are flush and level.

Secure the supports together using 2x30mm screws.

**b** Position the assembled supports underneath the center of the truss assembly.

Ensure the angled faces are flush to the Truss A's (No.6) and the top face of the support is flush to the underside of the Roof Block (No.10).

Fix the support in place using 2x80mm screws per end, screwing up through the support into the truss above. Fix to the Roof Block using 1x80mm screw.

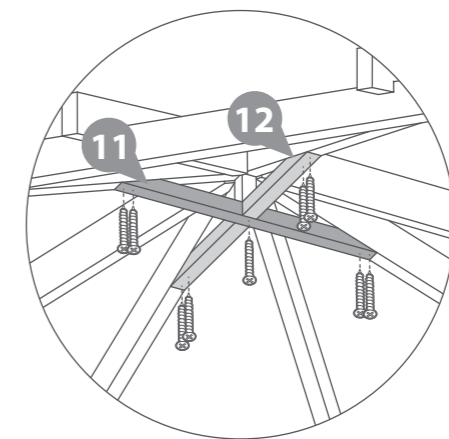
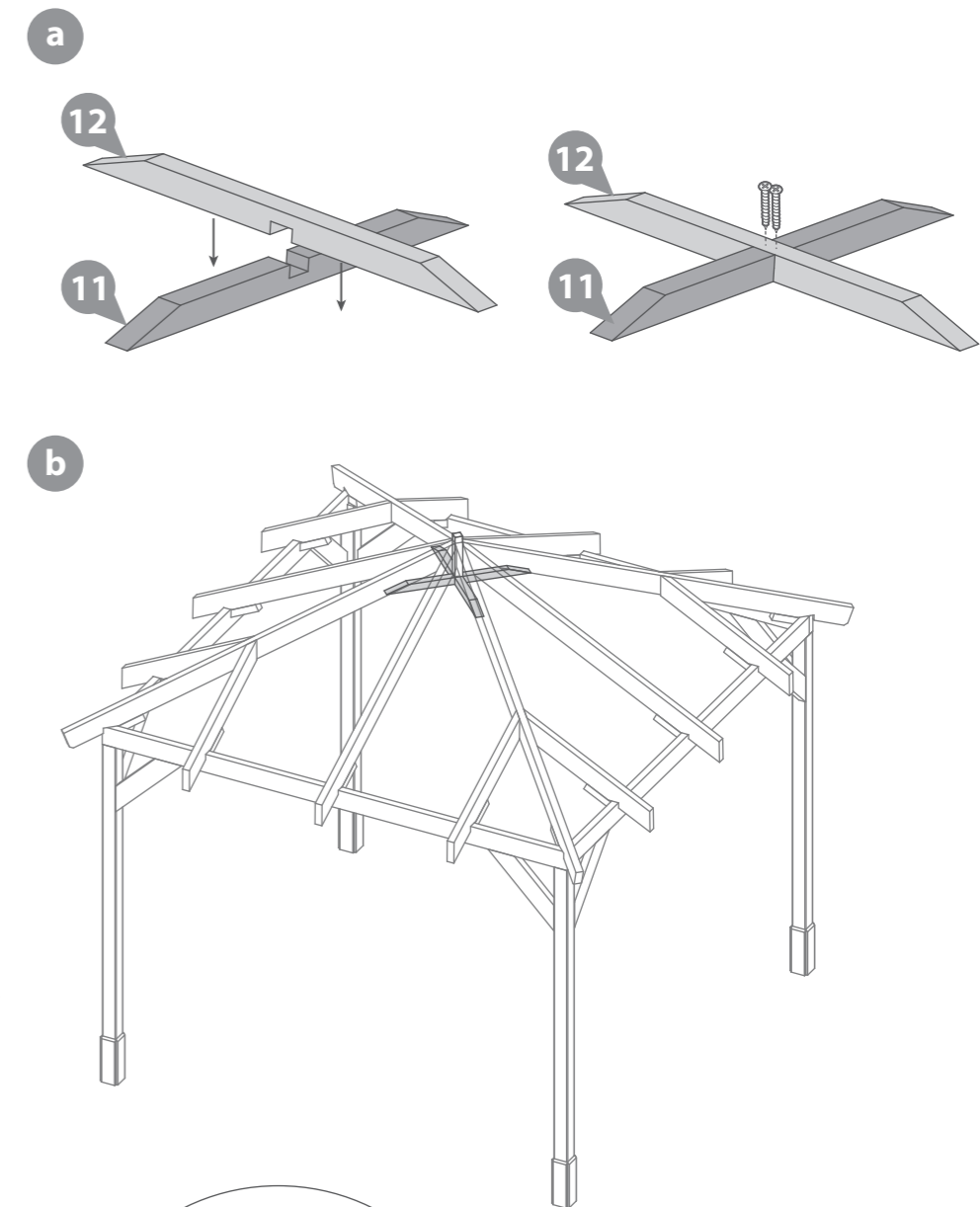
Some previously fixed screws may need adjustments to ensure your roof is square.

2x30mm screws.  
9x80mm screws.



Rubber Mallet may be required to fit parts.

**IMPORTANT: Pre-drill before fixing screws.**





**If you have purchased any panels, please refer to the next steps for assembly.**  
**If you have purchased any rails, please refer to Step 16 on page 14 for assembly.**

## Panel and Rail Assembly.

If you have purchased any panel or rails with your Gazebo, please follow the below instructions to assemble onto your Gazebo.

*Please note: If you have purchased more than one rail or panel, you will receive one 'Post Kit' for every two panels or rails purchased. This allows the panels and rails to be assembled securely. For Example; if you have purchased TWO panels, you will receive ONE post kit. If you have purchased FOUR panels, you will receive TWO post kits.*

## Panel with Cap. Step 13

### Parts Needed - No. 17

Before assembling please decide where you want your panels to be positioned.

Locate the Panel (**No.17**) flush up to the inside edge of the corner post next to where you want the panel to sit.

Ensure the panel is positioned centrally to the posts and is flush to the inside face and the base.

Secure in place using 5x80mm screws per side, screwing at an angle alternating through the panel into the post and through the post into the panel, as shown.

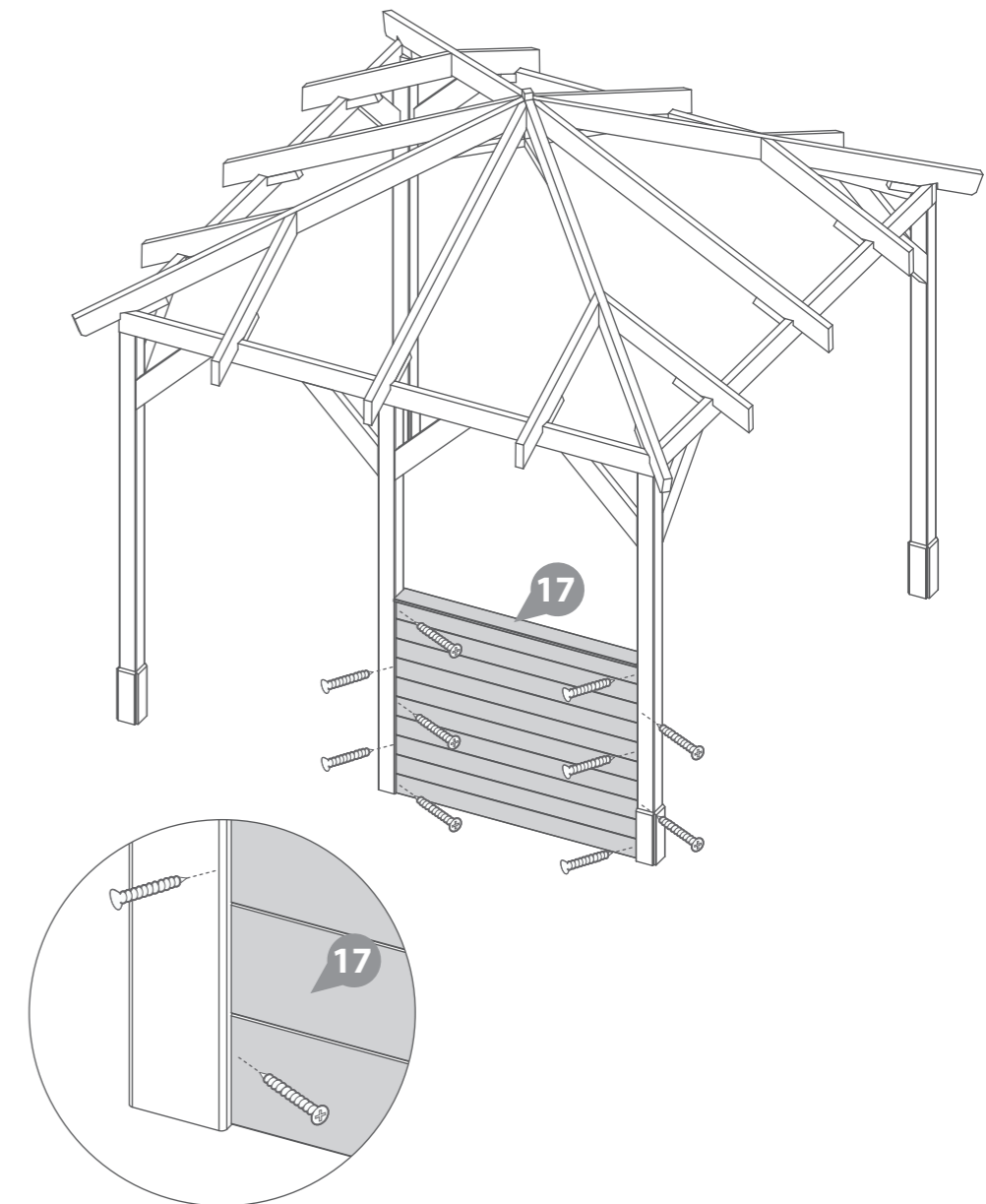
*Ensure to secure from the outside of the gazebo so the screws aren't visible from the inside.*

If you have multiple panels, use the same method to locate and secure them in place.

**10x80mm screws per panel.**



**IMPORTANT: Pre-drill before fixing screws.**



# Full Panel.

## Step 14

### Parts Needed - No. 18

Before assembling please decide where you want your panels to be positioned.

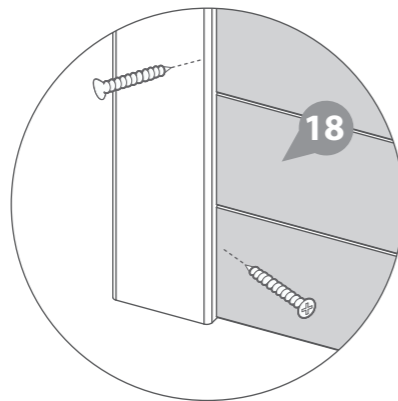
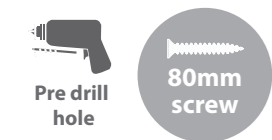
Locate the Panel (No.18) flush up to the inside edge of the corner post next to where you want the panel to sit.

Ensure the panel is positioned centrally to the posts and is flush to the inside face and the base.

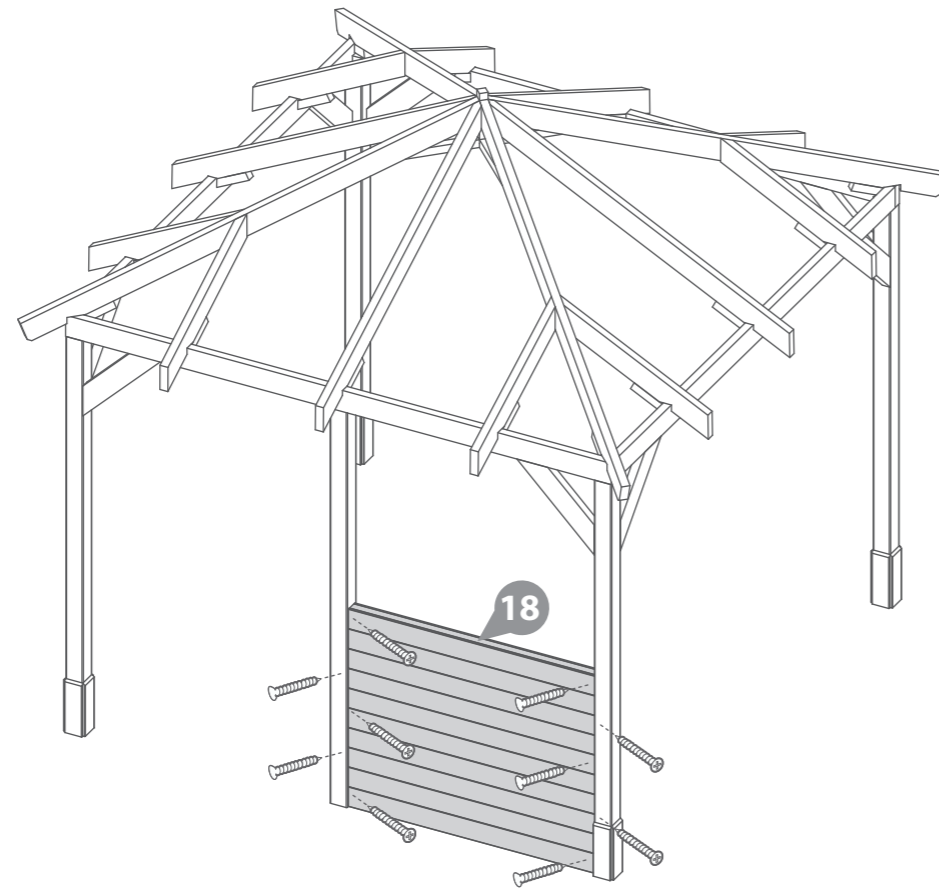
Secure in place using 5x80mm screws per side, screwing at an angle alternating through the panel into the post and through the post into the panel, as shown.

Ensure to secure from the outside of the gazebo so the screws aren't visible from the inside.

### 10x80mm screws per panel.



**IMPORTANT: Pre-drill before fixing screws.**



## Step 15

### Parts Needed - No. 18

Locate the second Panel (No.18) on top of the previously secured panel, ensuring the faces and sides are flush.

Secure to the posts using 5x80mm screws per side, screwing at an angle alternating through the panel into the post and through the post into the panel, as shown.

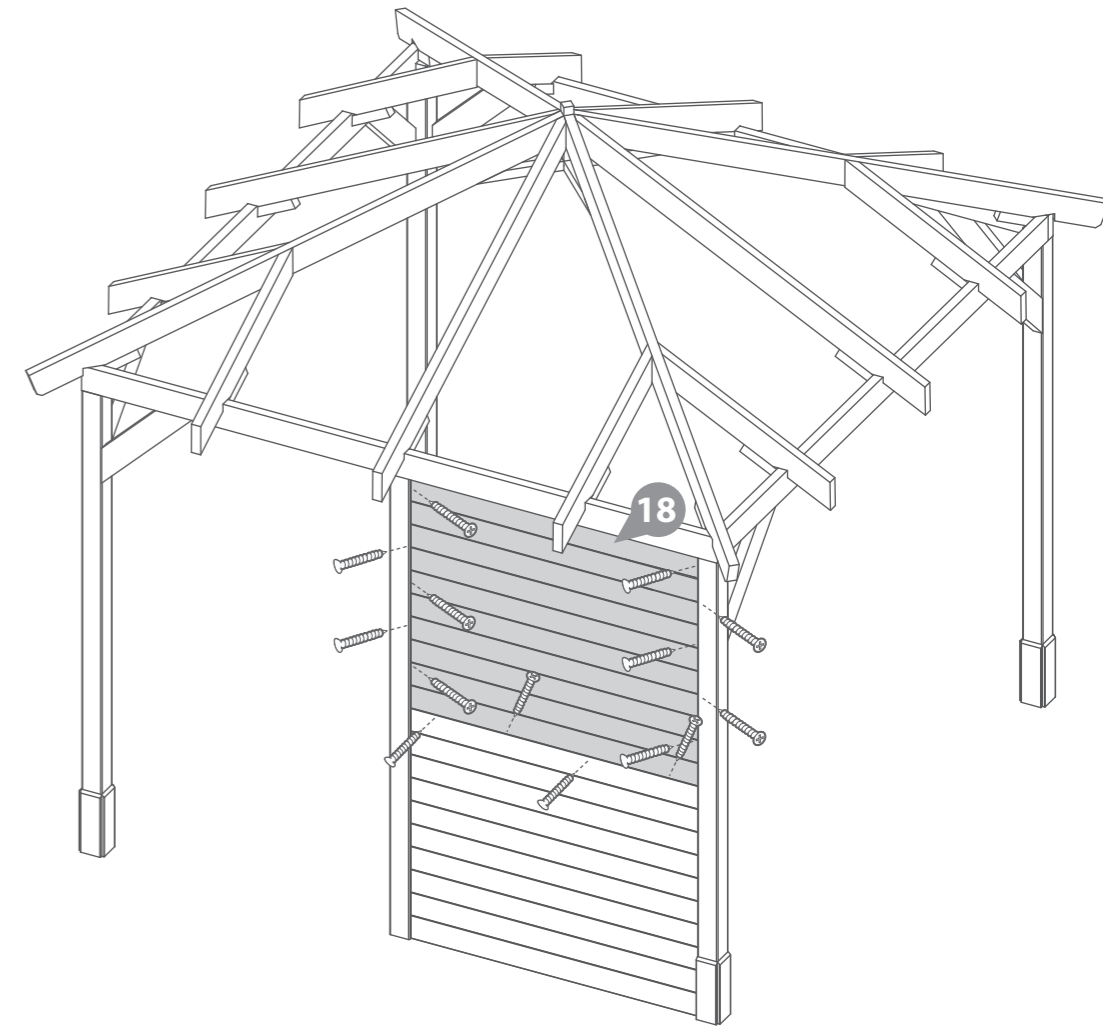
Fix to the panel below using 4x80mm screws, screwing at an angle in an alternating pattern.

Please note: The Corner braces (No.4) may need to be unscrewed and re-attached to the outside of the posts.

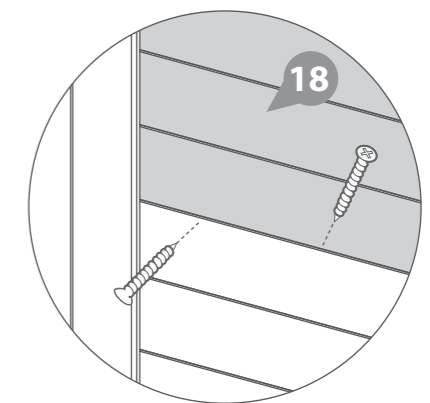
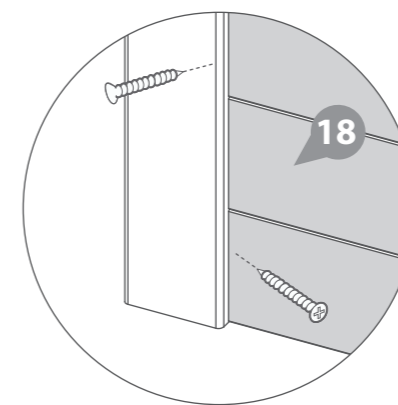
Ensure to secure from the outside of the gazebo so the screws aren't visible from the inside.

If you have multiple panels, use the same method as in Steps 14 & 15 to locate and secure them in place.

### 14x80mm screws per panel.



**IMPORTANT: Pre-drill before fixing screws.**



**IMPORTANT: Pre-drill before fixing screws.**

# Rails.

## Step 16

**Parts Needed - No. 14, 15 or 16.**

Before assembling please decide where you want your rails to be positioned.

Locate the Rail (**No.14, 15 or 16**) flush up to the inside edge of the corner post next to where you want the panel to sit.

Ensure the panel is positioned centrally to the posts and is flush to the inside face. Position the panel at a height that is suitable for you.

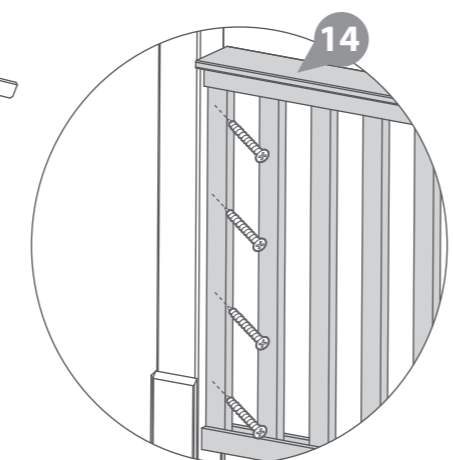
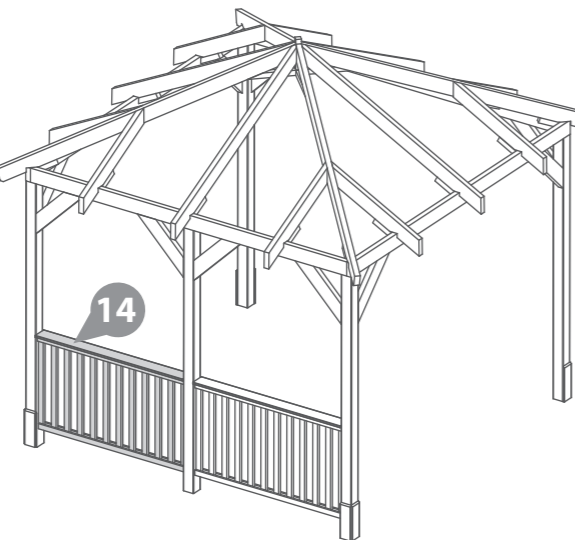
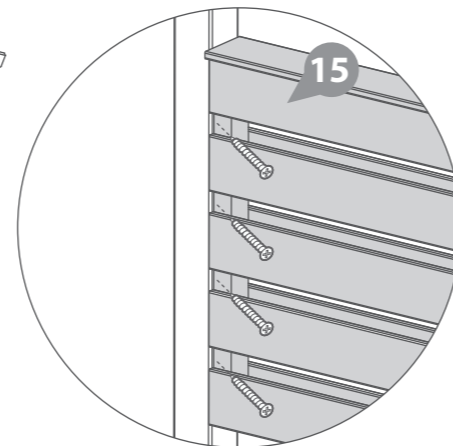
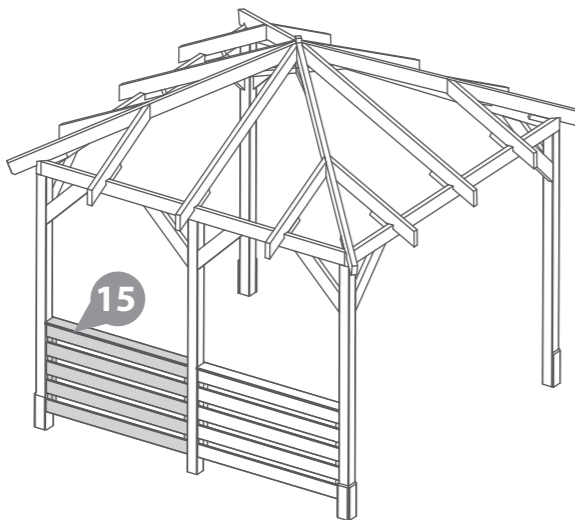
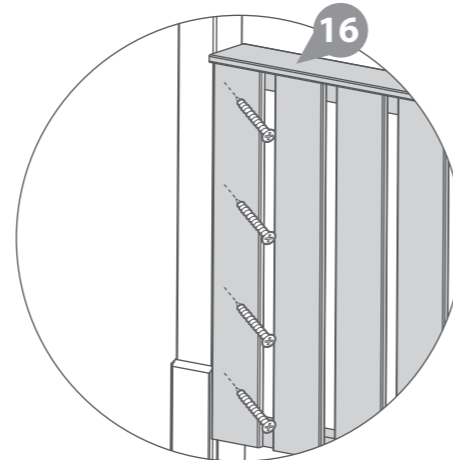
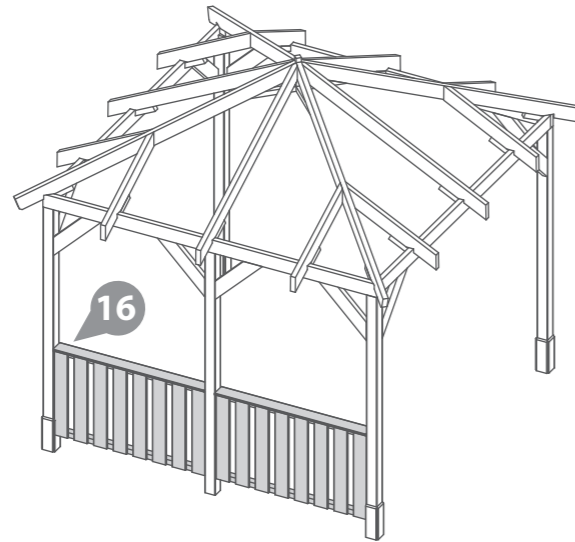
For the Vertical strip rail (**No.16**) secure in place using 4x80mm screws per side, screwing through the rail strips at an angle into the post behind, as shown.

For the Horizontal strip rail (**No.15**) secure in place using 4x80mm screws per side, screwing through the rail framing at an angle into the post behind as shown.

For the Framed Rail (**No.14**) secure in place using 4x80mm screws per side, screwing through the rail framing at an angle into the post behind as shown.

If you have multiple rails, use the same method to locate and secure them in place.

**8x80mm screws per rail.**



**LEAVE US A REVIEW...**

Want to share your experience with us? Leave us a review on Feefo, TrustPilot or Google.

Your reviews help other people find and trust our business, as well as helping to play an important role in our growth and improvement!



## TREATING YOUR GARDEN PRODUCT

Preservation of wood that's outdoors is vital. A little early care will help protect your garden product, improve its appearance and ensure maximum longevity. Insects, moisture, salt, and changing weather can have dramatic effects on the stability and appearance of your garden product. Once your product is installed, you've checked it over and you're happy with it, you can take a few basic precautions to prepare it for the elements. Treating your garden product helps prevent decay and, by repelling water, discourages the growth of moulds and fungi that could jeopardise the structural integrity of the wood.

**Dip Treated products** - Require a preservative treatment to protect against rot and decay and a waterproof treatment to prevent water ingress  
**Pressure Treated products** - Require a waterproof treatment to prevent water ingress  
**Log Cabins/Insulated Garden Rooms** - Are supplied untreated and require a preservative and waterproofing treatment.



**ANY QUESTIONS?**  
Scan the QR code to contact us via our customer portal.

To apply a preservative and water proofing treatment (pressure treated products do not require a preserver), follow the manufacturer's instructions but in principle, stick to the following steps:

- ✓ Wear latex or rubber gloves, eye protection and (if spraying) a mask.
- ✓ Prepare the wood, by sanding down any ridges or inconsistencies in the wood, smoothing out knots and end-cuts.
- ✓ Choose a dry day to treat your garden product. If you're spraying rather than brushing paint on, avoid a windy day.
- ✓ Be sure you can safely reach all the sections you need to paint - and if you need a ladder, make sure it's safely positioned before climbing. Lay dust sheets around to avoid paint splatters on your base or surrounding plants.
- ✓ Tape around windowpanes to avoid smears when you're painting the frames.
- ✓ Keep pets and small children out of the way. The last thing you want is to have fur on your garden product paint, or little painted footprints all over your garden and home.
- ✓ Fill any gaps in the product body with caulk or wood filler to prevent water and draughts getting in. Silicone based caulk is flexible and will move with the timber when temperature and humidity change. Allow to dry completely before treating. A handy tip for finding gaps is to go into your garden building and look for light leaking through joins and frames. If light gets in, then so will water.
- ✓ Liberally apply at least two coats of the treatment products with a brush or spray, taking care to allow the first coat to completely dry before applying the second.
- ✓ Make sure the solution permeates the whole of the surface area, especially around natural cracks, end cuts and nail/screw holes.



APPLY WOOD TREATMENT  
**IMMEDIATELY**  
AFTER ASSEMBLY

PLEASE SCAN HERE TO  
SEE TREATMENT VIDEO:



## 1 Perimeter

Check around the perimeter of your product to ensure there are not trees or plants that are in contact with or overhanging the product. This can affect airflow and overhanging trees, or branches can damage the roof, it is advised to keep plants at a distance.

## 2 Repair

Inspect the interior and exterior of the product to look for splits, cracks, and holes. Although this is a natural occurrence it can be prevented. A wood filler can be used to close the splits, cracks, and holes.

## 3 Roof

Check your roof regularly for tears, splits, damaged wood and fallen debris. If you notice any of this immediate repair is critical.

## 4 Doors & Windows

Expansion and contraction can cause doors and windows to stick or become difficult to open. Small adjustments to the hinge position can be made to the doors and windows to allow free movement.

## 5 Oil

Hinges can seize up over time, apply lubricant to the hinges and locks annually.

## 6 Screws & Bolts

It is advised to check all screws and bolts and tighten any loose you might find. For log cabins specifically the storm braces will require loosening. During humidity and temperature changes (seasons) to allow expansion and contraction to prevent gaping, twisting, popping, and warping.

## 7 Wash

At least once a year, give the outside of your product a good wash, to remove cobwebs, leaves, or any other dirt that may accumulate on the exterior.

## 8 Airing

Airing your product regularly prevents the build up of condensation which can cause the timber to warp, bow, boards to pop, distortion, rot and mould. Condensation can build up over time or daily, it is caused by a rise and fall in temperature.

Excessive moisture levels within your building can cause water to collect on the roofs, walls and floors internally. Leaving doors and windows open regularly can help combat the natural moisture build up.

## 9 Clean & Tidy

It is good practice to clean the inside and outside of your product regularly. Clear out the contents, sweep the floor, remove dirt and cobwebs. Check for areas of damp and investigate the cause to remove and prevent future occurrences. Check the ground around your product for build up of debris such as leaves, remove and ensure there is clear ventilation underneath the floor.

### Additional Playhouse Maintenance:

It is recommended that the following checks and maintenance are carried out at the beginning of each season as well as at regular intervals during the usage season.

- Check all nuts /bolts/ screws for tightness and tighten when required.
- Check for movement / opening of wood giving rise to protrusion of nail heads and tips.
- Check hinges.
- Replace defective parts in accordance with the manufacturers instructions.
- Check any crossbeams, suspensions and anchors.
- If a swing is included; check the swing seat, chains and ropes.

**IF THESE CHECKS ARE NOT CARRIED OUT THE ACTIVITY TOY COULD BECOME A HAZARD**



All our garden products have been designed and manufactured with care and attention to be the perfect addition to your outdoor space. To ensure you do get the best out of your new garden product and to increase the longevity we advise that you follow the product instructions and our manufacturer's recommendations as detailed below. Thank you for choosing a Mercia Garden product!

## 1 Choosing the most suitable location for your garden product...

A minimum of 60cm should be left around the perimeter of your garden product to allow access for maintenance, annual treatment and to allow air flow around the product.

Where possible you should avoid placing your garden product underneath large trees to prevent the tree causing damage to the product.

## 2 Preparing the base for your garden product...

All our products must be built on a firm, level base to ensure the longevity of the product and prevent the wood from distorting. We recommend either concrete, concrete slabs or a wooden base, such as our 'Portabase' for buildings.

The base should be slightly smaller than the external measurement of the building, i.e. the cladding should overlap the base, creating a run off for water and preventing water from pooling underneath the building.

We also recommend that the floor of the garden building is a minimum of 25mm above the surrounding ground level to avoid flooding.

## 3 After installation...

Once your garden product has been installed, it will need to be treated within 14 days (weather permitting) and annually to prevent the timber from deteriorating and to waterproof it. This is required to maintain the anti-rot guarantee.

Dip Treated products - Require a preservative treatment to protect against rot and decay

and a waterproof treatment to prevent water ingress.

Pressure Treated products - Require a waterproof treatment to prevent water ingress.

Log Cabins/Insulated Garden Rooms - Are supplied untreated and require a preservative and waterproofing treatment.

We also recommend using a silicon sealant on the inside and outside of the windows as soon as possible after assembly and treatment to fully seal the windows.

Roofing felt/covering should be checked annually and replaced or fixed accordingly.

## 4 General maintenance and wood characteristics

As wood is a natural material it may be affected by the following:

**Shrinkage and warping** - The timber used in the construction of your garden product will have retained some of its natural moisture content. The moisture content of the timber will vary, depending upon prevailing environmental conditions, which will result in the components either naturally expanding or contracting. As the components dry out, shrinkage may occur. A good waterproofing treatment from the start is the best protection to minimise the effect of moisture loss/intake.

In extended periods of very warm weather getting some moisture to the product will help the overall balance. You can do this by spraying it down lightly with a garden hose. In contrast, after snow fall try to remove the snow as best as possible from the roof to prevent moisture intake and to remove the extra weight.

Top tip - using a garden brush will help you to reach the highest part of the product to remove snow and any debris left from bad weather.

**Damp and mould** - During the winter months, cold and damp conditions can result in an increased amount of moisture within your garden product, especially when used infrequently. Condensation can form on the timber and other items stored within your garden building. If left this moisture is likely to cause mould and mildew.

To prevent the build-up of moisture, we recommend leaving the door or windows of your building open from time to time, to allow the fresh air to circulate. We also advise against storing wet or damp items in your garden building as this will also increase the level of moisture in the building. If mould or mildew does start to form within your building we recommend using an anti-mould cleaner to remove it and to prevent it spreading, which if left untreated could permanently damage your garden building.

**Splits, cracks and knots** - You may notice small splits and cracks in some components or holes may appear where knots shrink and fall out. This will not affect the structure of your Garden product however, if you wish to fill them this can be easily done using any good quality wood filler.

**Sap** - is naturally occurring in wood and may appear in some boards of your garden product. If you wish to remove the sap, we advise waiting until it is dry and then using a sharp knife to carefully remove it. If the removal of the sap causes a hole in the timber, we recommend using a good quality wood filler to fill it.

For more handy hints and tips on how to care and maintain your garden product please refer to the MGP Customer Portal at [www.mgplogistics.co.uk](http://www.mgplogistics.co.uk)

### Any further questions?

Contact our  
Customer Service Team via the MGP  
Customer Portal at:  
[www.mgplogistics.co.uk](http://www.mgplogistics.co.uk)

## 1

### Manufacturer's Warranty

All Mercia Garden Products are supplied with a 1 year warranty on all parts against manufacturing defects.

This warranty does not cover movement, warping or splitting of timber products over time.

This warranty will be voided if any of the following occur:

1. The product has been customised or modified/adapted in any way.
2. The person claiming is not the original purchaser of the product.
3. Any damage has been caused by or as a result of misuse.
4. The product has not been maintained and cared for in accordance to our advisories and manufacturer's recommendations.
5. The product has not been treated annually or as per the manufacturer's recommendations, please ensure receipts are kept to validate this claim.
6. The product has not been erected, fitted or installed as per the supplier instructions.
7. The product has not been erected on a suitable sized firm flat, solid level concrete/slab base or placed on pressure treated bearers.
8. The product is or has been placed with 2 feet (600mm) of any obstructions (walls, trees, plants, fences etc.) which can allow moisture to penetrate the timber.
9. The roofing felt has been incorrectly fitted or damaged, allowing water ingress, or has not been properly maintained.
10. Any windows and joints have not been sealed, inside and out, with silicone or other watertight sealant.
11. Any timber has been cut, pierced or drilled without subsequent application of approved cut-end treatment.

## 2

### Anti-rot Guarantee

Mercia Garden Products offer a 10 year anti-rot guarantee on all dip treated (a preparatory treatment) and 15 years on all pressure treated products. This guarantee covers solid timber against rot, decay, blue stain and insect attacks.

To validate the guarantee, the product must be treated (as detailed within manufacturer's recommendations) within 14 days (weather permitting) of assembly and annually thereafter.

This guarantee does not cover movement, warping or splitting of timber products over time.

This guarantee will be voided if any of the following occur:

1. The product has been customised or modified/adapted in any way.
2. The person claiming is not the original purchaser of the product.
3. Any damage is caused by or as a result of misuse.
4. The product has not been maintained and cared for in accordance to our advisories and manufacturer's recommendations.
5. The product has not been treated annually or as per the manufacturer's recommendations, please ensure receipts are kept to validate this claim.
6. The product has not been erected, fitted or installed as per the supplier instructions.
7. The product has not been erected on a suitable sized firm flat, solid level concrete/slab base or placed on pressure treated bearers.
8. The product is or has been placed with 600mm of any obstructions (walls, trees, plants, fences etc.) which can allow moisture to penetrate the timber.
9. The roofing felt has been incorrectly fitted or damaged allowing water ingress, or has not been properly maintained.
10. Any windows and joints have not been sealed, inside and out, with silicone or other watertight sealant.
11. Any timber has been cut, pierced or drilled without subsequent application of approved cut-end treatment.



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