

03DTSHHP0806HGD4MW-V1 + 03DTMBHP0806RFP-V1

Please retain product label and instructions for future reference



03DTSHHP0806HGD4MW-V1 + 03DTMBHP0806RFP-V1
8X6 CLOVER SUMMERHOUSE.

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 there is plenty of space and a clean dry area for assembly.
- Ensure you have enough time to build the product to ensure the building is water tight.

LOCATION FOR YOUR GARDEN BUILDING

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

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

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 building is sprayed with water during extended periods of warm sunshine and sheltered as much as possible during rain or snow.

Once your garden building 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 buildings - Require a waterproof treatment to prevent water ingress

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

BUILDING A BASE

When thinking about where the building and where the base is going to be constructed:
Ensure that there will be access to all sides for maintenance work and annual treatment.

Ensure the base is level and is built on firm ground, to prevent distortion. Refer to diagrams for the base dimensions, 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. It is also recommended that the floor be at least 25mm above the surrounding ground level to avoid flooding.

TYPES OF BASE

- Concrete 75mm laid on top of 75mm hard-core.
- Slabs laid on 50mm of sharp sand.
- Wooden base.

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 buildings 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.

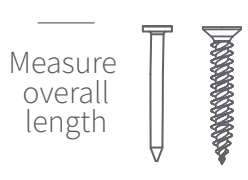


CAUTION
Every effort has been made during the manufacturing process to eliminate the prospect of splinters on rough surfaces of the timber. You are strongly advised to wear gloves when working with or handling rough sawn timber.



For ease of assembly, you will need a tape measure to check dimensions of components.

Screws & Nails



Bolts



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

****Protim Aquatan T5 (621)****

Your building has been dip treated with Aquatan.

Aquatan is a water-based concentrate which is diluted with water, the building as been treated by the correct application of Aquatan solution and then allowed to dry.

Aquatan is a decorative finish to colour the wood, which is applied industrially to timber fence panels and garden buildings.

Aquatan undiluted contains: boric acid, sodium hydroxide 32% solution, aqueous mixture of sodium dioctyl sulphosuccinat and alcohols: 2, 4, 6-trichlorophenol.



REGISTER FOR YOUR
ANTI-ROT
GUARANTEE TODAY

PLEASE SCAN HERE:



In all instances for assistance with your product, please contact customer care on :
01636 821215 or customerservice@merciagp.co.uk

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



TO DO LIST

- ☐ Find a suitable location to build *(see front cover for further information).*
- ☐ Build a base *(see front cover 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 preserving and a waterproofing treatment within 14 days *(weather permitting)* of installation *(pressure treated products do not require a preserver).*
- ☐ Register for your anti rot guarantee *(scan the QR below).*
- ☐ Tidy the build area and dispose of any remaining parts responsibly.
- ☐ Maintain your building *(see the manufacturers recommendations at the back of this pack).*

EQUIPMENT LIST

- ☐ Hammer
- ☐ 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 Preservative Treatment *(not pressure treated products)*
- ☐ 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/sheduction>

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.



ANY QUESTIONS?
CONTACT US ON
01636 821215

NOTES

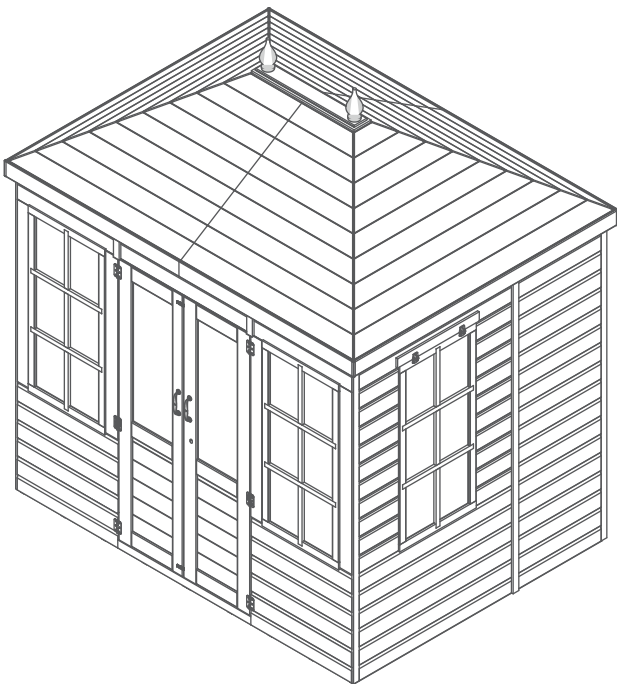
Before assembly
please make sure you have a
suitable base ready to erect your
building



MADE IN GREAT BRITAIN

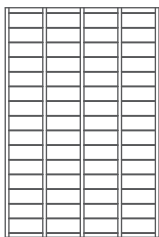
Overall Dimensions: Width = 2464mm
Depth = 1880mm
Height = 2584mm

Base Dimensions: Width = 2350mm
Depth = 1753mm



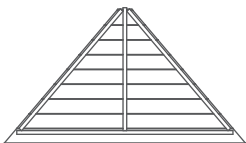
Roof and Floor pack Contents:
03DTMBHP0806RFP-V1

1



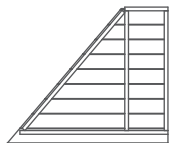
Floor Panel QTY 2
AI-R11MBF1175X1753-V1

2



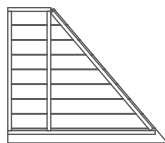
6Ft Roof QTY 2
AI-S11MBDANGR1830X1028-V1

3



Right Roof 8Ft QTY 2
AI-S11MBANGRR1213X1028-V1

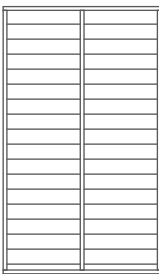
4



Left Roof 8Ft QTY 2
AI-S11MBANGRL1213X1028-V1

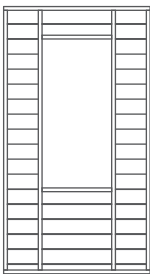
Building Content:
03DTSHHP0806HGD4MW-V1

5



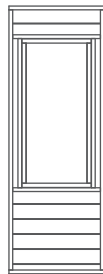
Back Panel QTY 2
AI-S11SHPP1180X2016-V1

6



Side Window Panel QTY 2
AI-03S11SH1SFWC1094X2016-V1

7



Front Window Panel QTY 2
AI-03S11SH1FSFWC710X2016-V1

8



Plain Panel QTY 2
AI-S11SHPP613X2016-V1

9



Master Door QTY 1
AI-STDHGMD475X1715-V1

10



Secondary Door QTY 1
AI-STDHGPD475X1715-V1

11



Upper Door Panel QTY 1
AI-S11SHPPBF940X242-V1

12



Window QTY 2
AI-FW540X1132-V1

13



Roof Bearer A - 44x58x985mm QTY 1
F4458-G-1025mm (2x32° CUTS)

14



Roof Bearer B - 44x58x528mm QTY 3
F4458-G-568mm (2x32° CUTS)

15



Roof Bearer Block - 44x58x84mm QTY 3
F4458-84mm

16



Window Strip - 16x27x1094mm QTY 4
WC1627-1094mm

17



Window Strip - 16x27x500mm QTY 8
WC1627-500mm

18



Roof Cap - 12x95x695mm QTY 1
SR1295-695mm

19



Fascia - 12x95x1260mm QTY 4
SR1295-1260mm

20



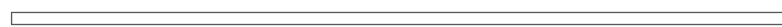
Fascia - 12x95x1920mm QTY 2
SR1295-1920mm

21



Door Stop Frame - 28x28x940mm QTY 1
FS2828-940mm

22



Eaves Frame - 28x28x1784mm QTY 2
FS2828-1784mm

23



Eaves Frame - 28x28x1203mm QTY 4
FS2828-1203mm

24



Window Strip - 12x56x576mm QTY 2
S1256-576mm

25



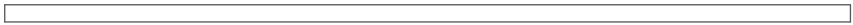
Door Strip - 12x49x940mm QTY 1
S1249-940mm

26



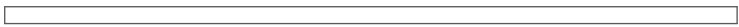
Flat Roof Strip - 12x120x724mm QTY 1
MB12-724mm

27



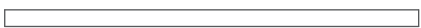
Cover Trim - 12x40x1970mm QTY 8
S1240-1970mm

28



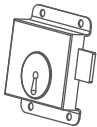
Door Frame Strip - 12x40x1740mm QTY 2
S1240-1740mm

29



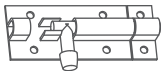
Door Frame Strip - 12x40x996mm QTY 1
S1240-996mm

30



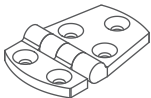
Press Lock QTY 1
PI-07-0162

31



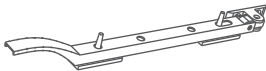
Tower Bolt QTY 2
PI-07-0114

32



Unequal Hinge QTY 4
PI-07-0184

33



Casement Stay QTY 2
PI-07-0007

34



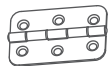
Felt

35



Finial QTY 2
PI-04-0023

36



Butt Hinge QTY 6
PI-07-0066

37



Turn Button QTY 2
PI-07-0034

38



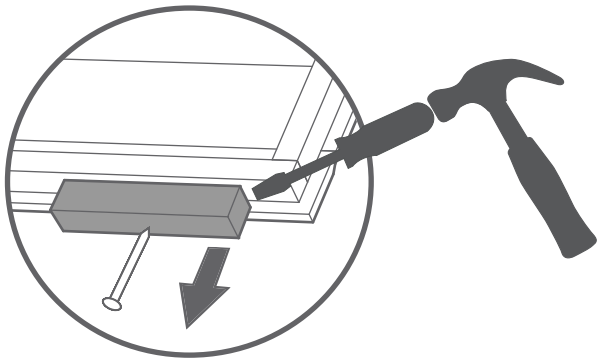
Door Handle QTY 2
PI-07-0081

Pre Assembly

Before assembling remove the transportation blocks from the bottom of each panel.

Take care removing the blocks as to not damage the panels. Tap with a flat headed screwdriver and hammer.

Dispose of the blocks once removed.



Nail Bag

There may be extra screws present in the nail bag



70mm Screw x 9



25mm Screw x 18



60mm Screw x 8



20mm Screw x 64



50mm Screw x 93



10mm Screw x 8



40mm Screw x 42



Felt Tacks x 270



30mm Screw x 96

Step 1

**Parts needed - No. 21 QTY 1
No. 25 QTY 1**

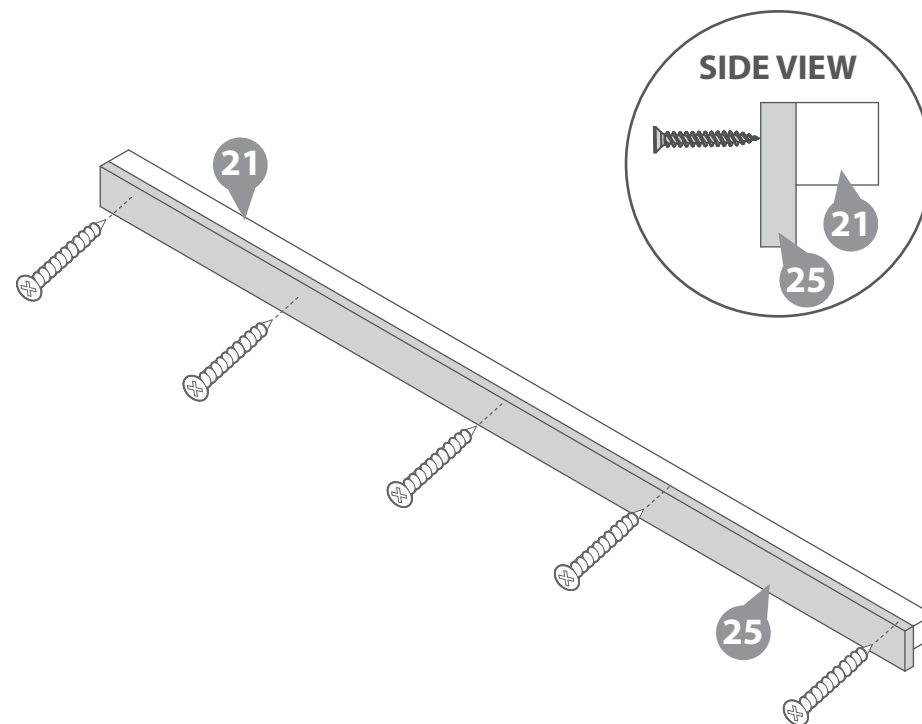
Locate the Door Strip (**No. 25**) to the Door Stop Frame (**No. 21**), ensuring the edges are flush, as shown.

Secure together using 5x30mm screws.

5x30mm Screws



IMPORTANT: Pre-drill before fixing screws.



Step 2

**Parts needed - No. 7 QTY 2 No. 21 QTY 1
No. 11 QTY 1 No. 25 QTY 1**

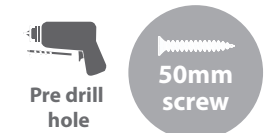
On a flat and level surface, Locate the Upper Door Panel (**No. 11**) flush between the two Front Window Panels (**No.7**). Ensure the Upper Door Panel is flush with the top of the panels.

Fix together using 3x50mm screws per side.

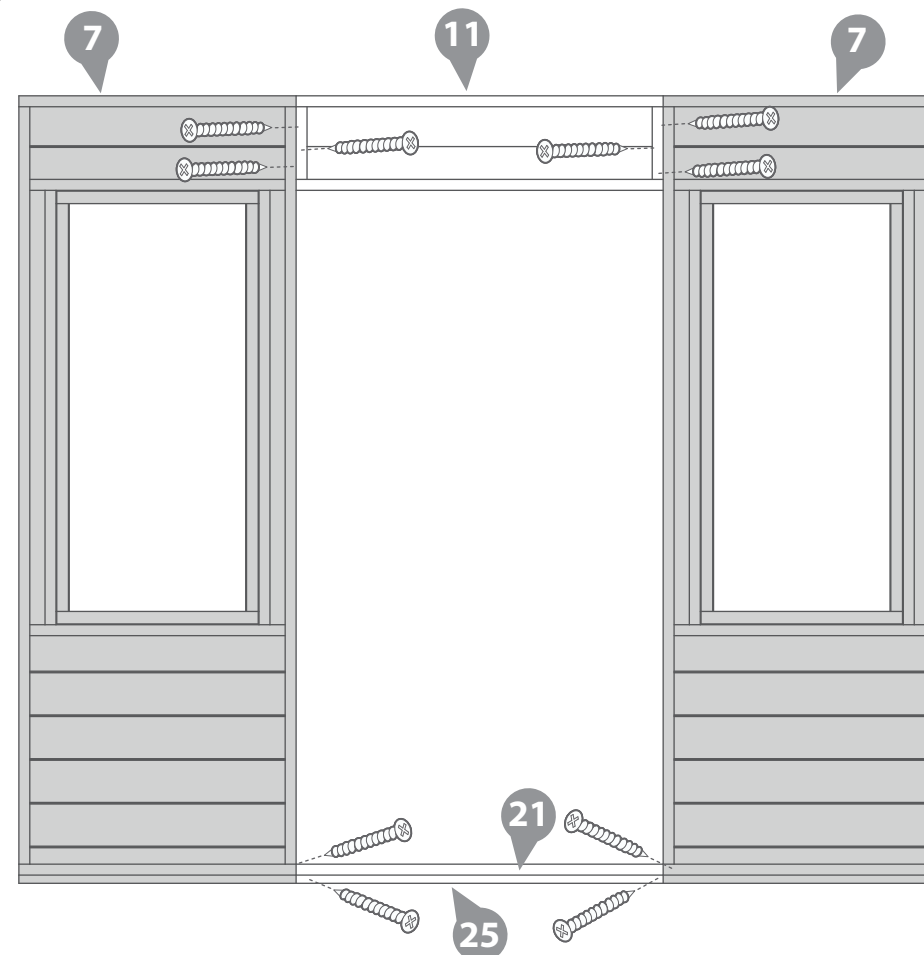
Locate the assembled Door Strip (**No.25**) and Door Stop Frame (**No.21**) to the bottom of the Front Window Panels (**No.7**). **Ensure the** The Door Stop Frame is flush with the bottom framing of the Front Window Panels (**No.7**).

Fix together with 2x50mm screws per side.

10x50mm Screws



IMPORTANT: Pre-drill before fixing screws.



Step 3

**Parts needed - No. 7 QTY 2
No. 9 QTY 1
No. 10 QTY 1
No. 36 QTY 6**

Position the doors (**No.9 & 10**) so that they are equally spaced within the opening and interlock as shown in the diagram.

Fix the Butt Hinges (**No. 36**) onto the doors (**No.9 & 10**) using 3x25mm screws per hinge as shown.

Secure the Butt Hinges (**No. 36**) to the Front Window Panels (**No. 4**) with 3x30mm screws per hinge as shown.

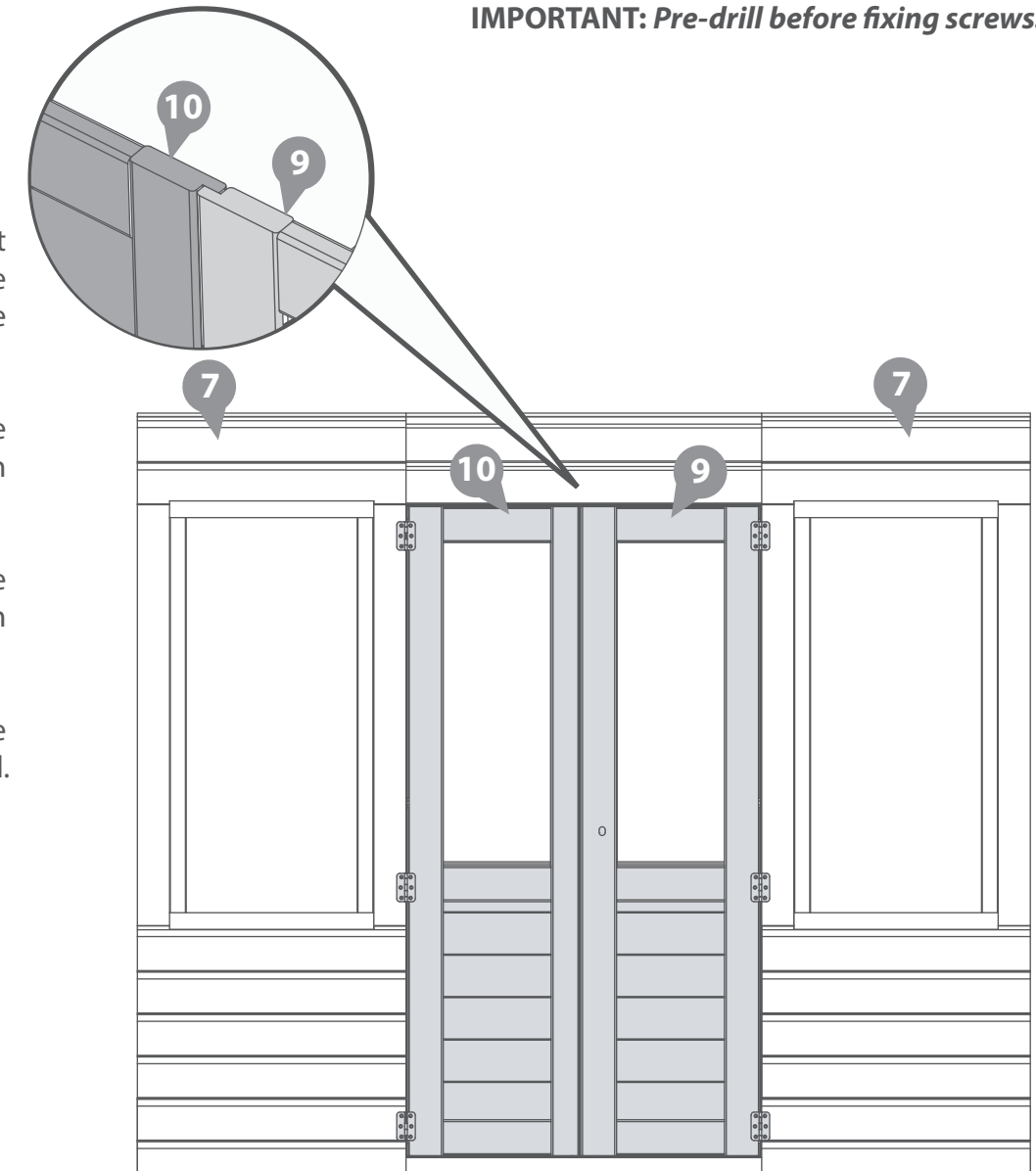
Ensure that the screws go through the cladding and into the framing behind.

18x25mm Screws

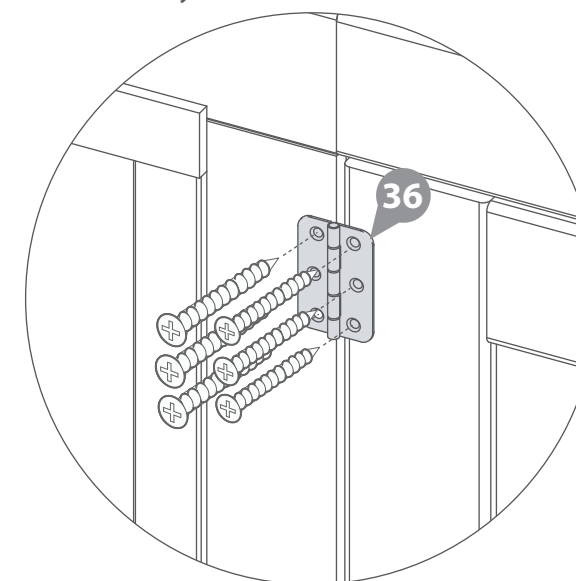
18x30mm Screws



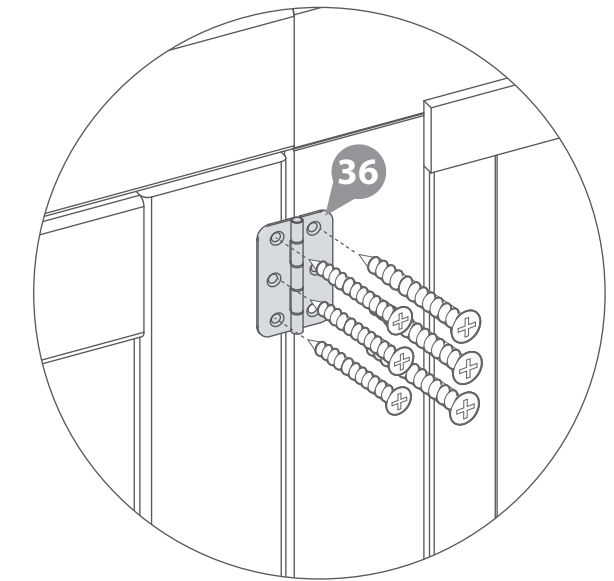
IMPORTANT: Pre-drill before fixing screws.



Secondary Door



Master Door

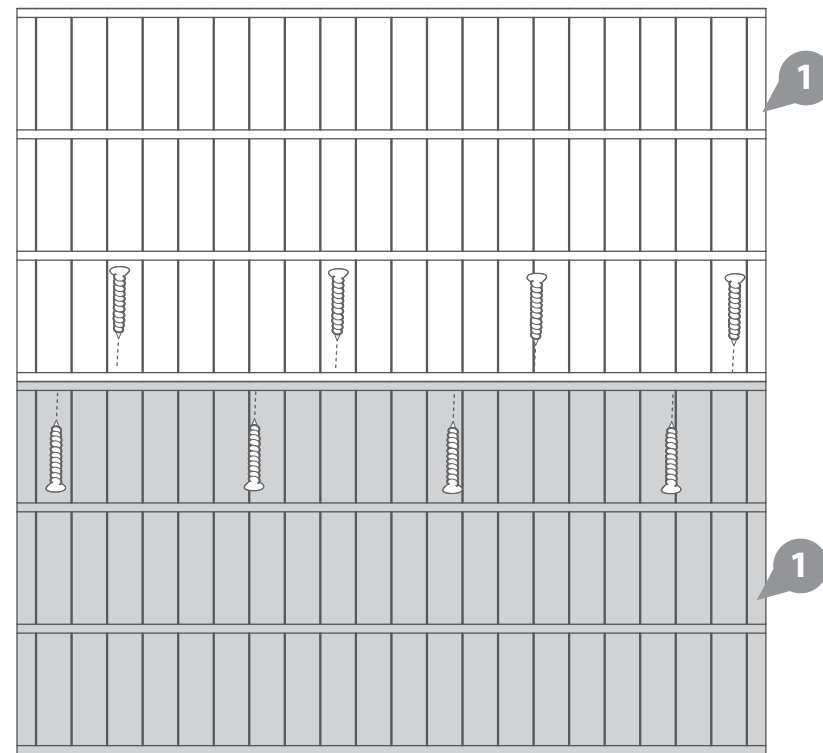


Step 4
Parts needed - No. 1 QTY 2

Secure the floors (**No. 1**) together using 8x50mm screws through the floor bearers in an alternating pattern.

Place the assembled floor panels (**No. 1**) onto a firm and level base. Ensure the base has suitable drainage, free from areas where standing water can collect.

8x50mm Screws



IMPORTANT: Pre-drill before fixing screws.

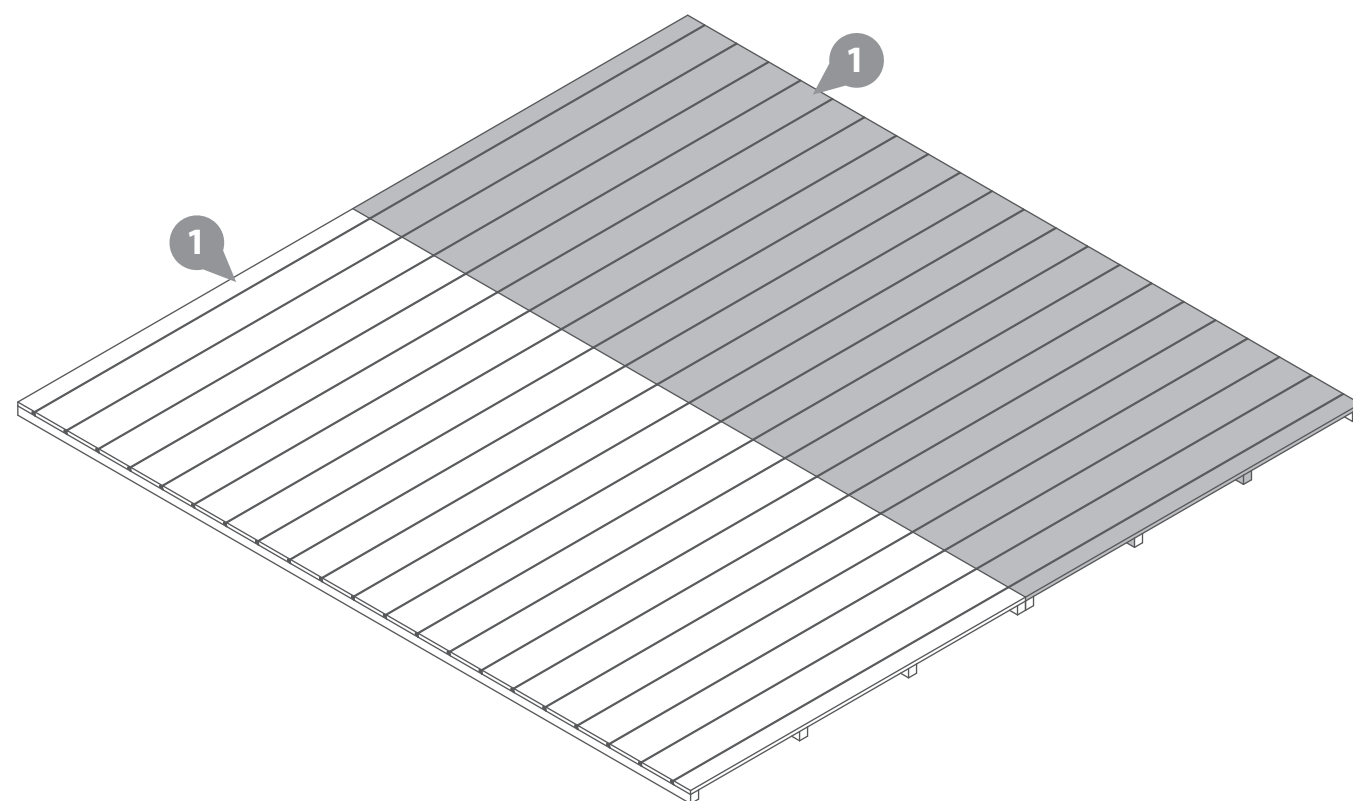
Step 5
Parts needed - No. 6 QTY 2
No. 8 QTY 2

Fix the Side Window Panel (**No. 6**) and the Plain Panel (**No. 8**) together by screwing through the framing using 5x50mm screws.

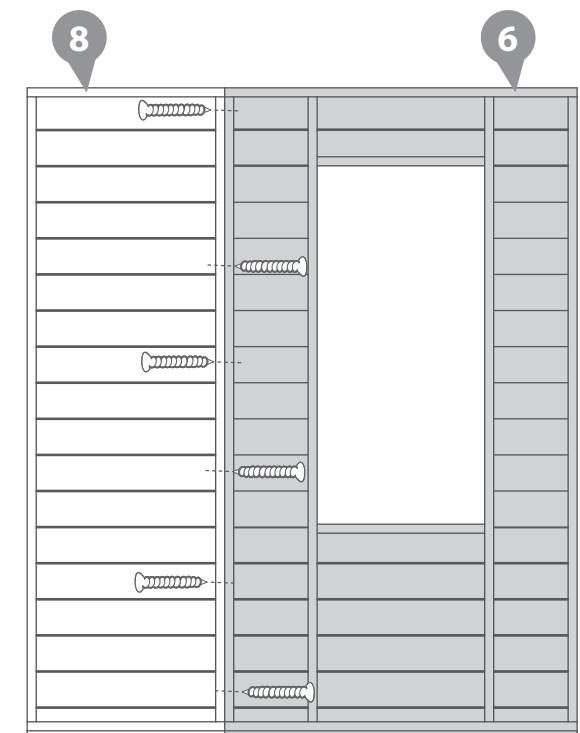
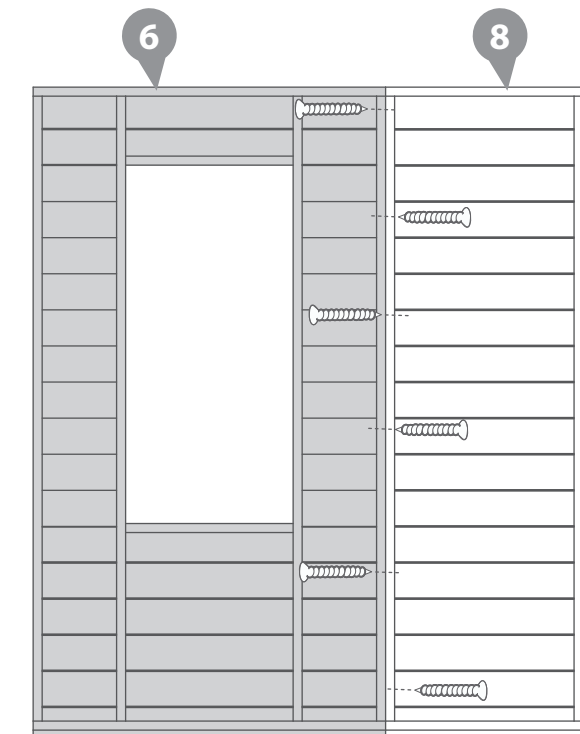
Ensure to stagger screws to avoid colliding.

Repeat this with the second Side Window Panel and the Plain Panel ensuring to assemble them the opposite way round, as shown in the diagram.

10x50mm Screws



IMPORTANT: Pre-drill before fixing screws.



Step 6

Parts needed - No. 5 QTY 1
No. 6 QTY 1
No. 8 QTY 1

Place the Back Panel (**No. 5**) and the assembled Window Side Panel (**No. 6 & 8**) (that was assembled in Step 5) on top of the floor.

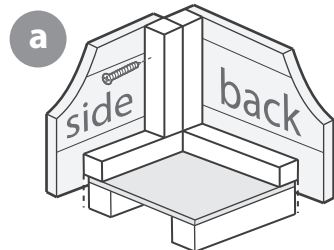
Secure the panels together at the corner using 3x50mm screws.

****Do not secure to the Floor until the Roof is fixed.**

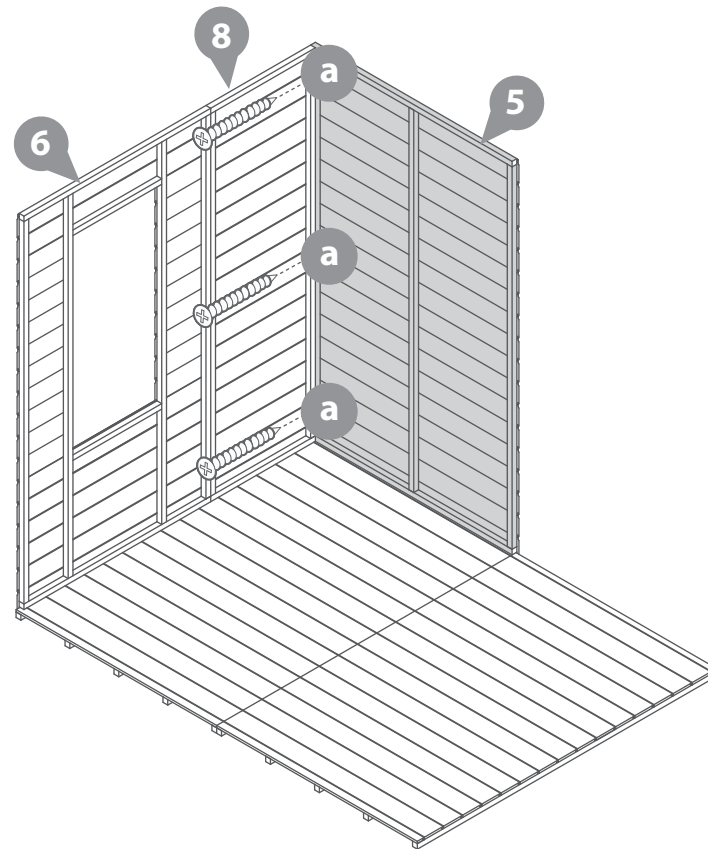
3x50mm Screws



50mm screw



IMPORTANT: Pre-drill before fixing screws.



Step 8

Parts needed - No. 6 QTY 1
No. 8 QTY 1

Place the assembled Window Panel (**No.6 & 8**) (that was assembled with in Step 5) in position on top of the floor.

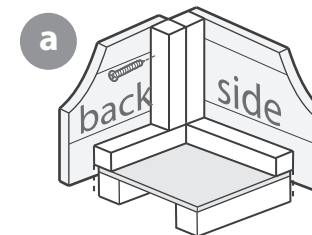
Secure the two plain panels together at the corner using 3x50mm screws.

****Do not secure to the Floor until the Roof is fixed in position.****

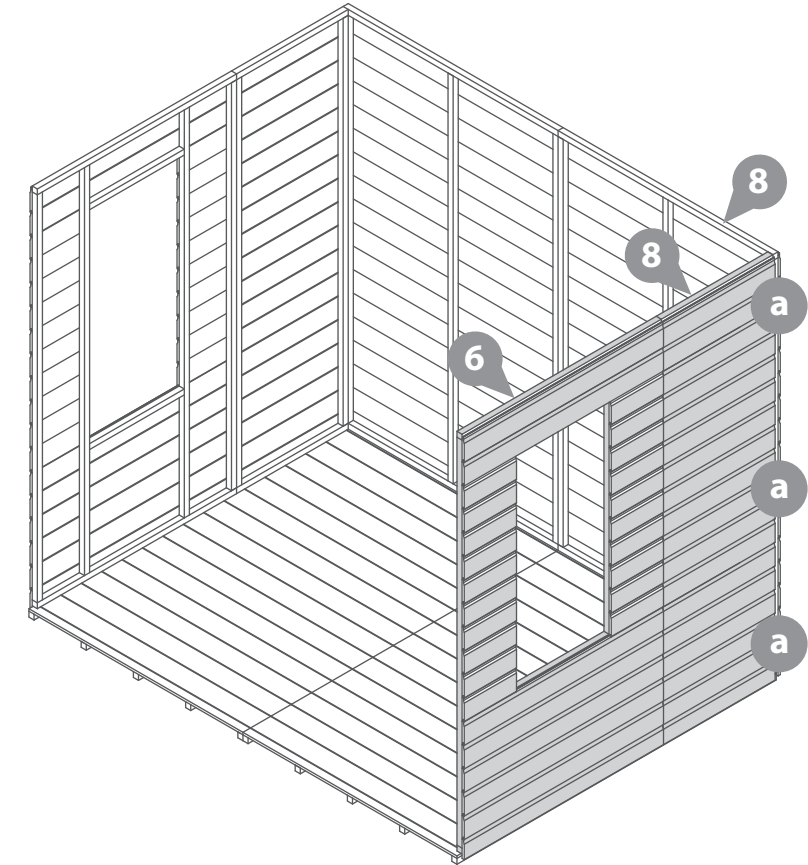
3x50mm Screws



50mm screw



IMPORTANT: Pre-drill before fixing screws.



Step 7

Parts needed - No. 5 QTY 1

Place the second Back Panel (**No.5**) in position on top of the floor.

Secure the panel to the adjacent Back Panel using 6x50mm screws.

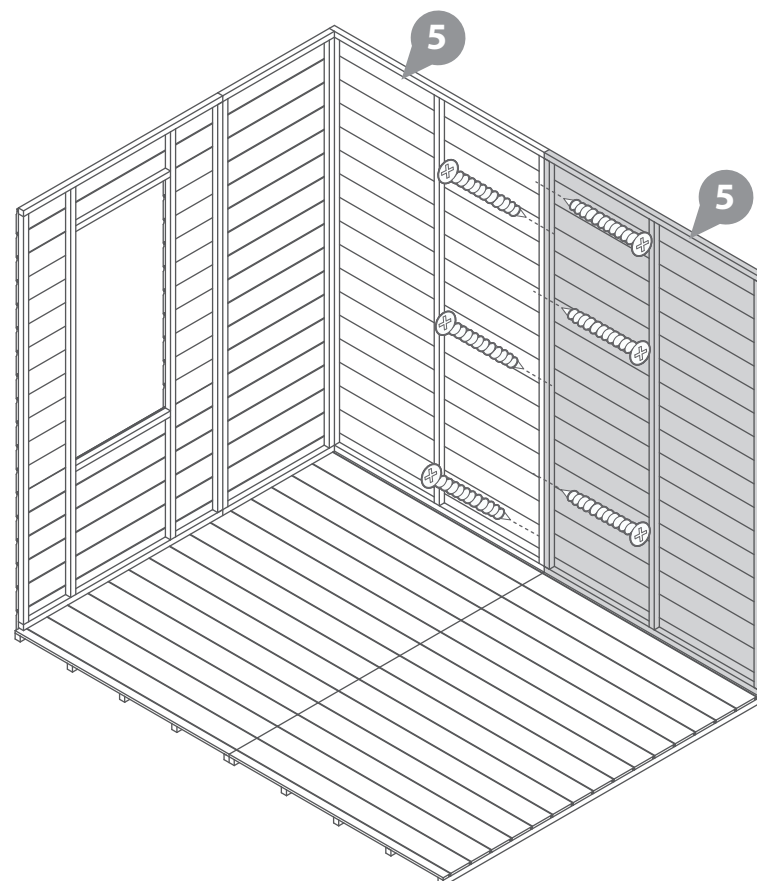
****Ensure to stagger screws to avoid colliding.**

****Do not secure to the Floor until the Roof is fixed in position.****

6x50mm Screws



50mm screw



IMPORTANT: Pre-drill before fixing screws.

Step 9

Place the assembled Door Panel (**No. 7, 9, 10 & 11**) into position on top of the floor.

If the door has not been assembled yet, please refer to Step 1, 2 & 3.

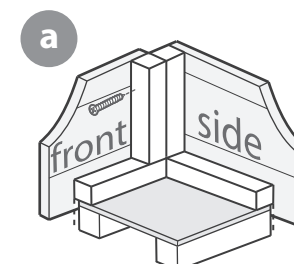
Secure to the window panels at the corner using 3x50mm screws per side.

****Do not secure to the Floor until the Roof is fixed in position.****

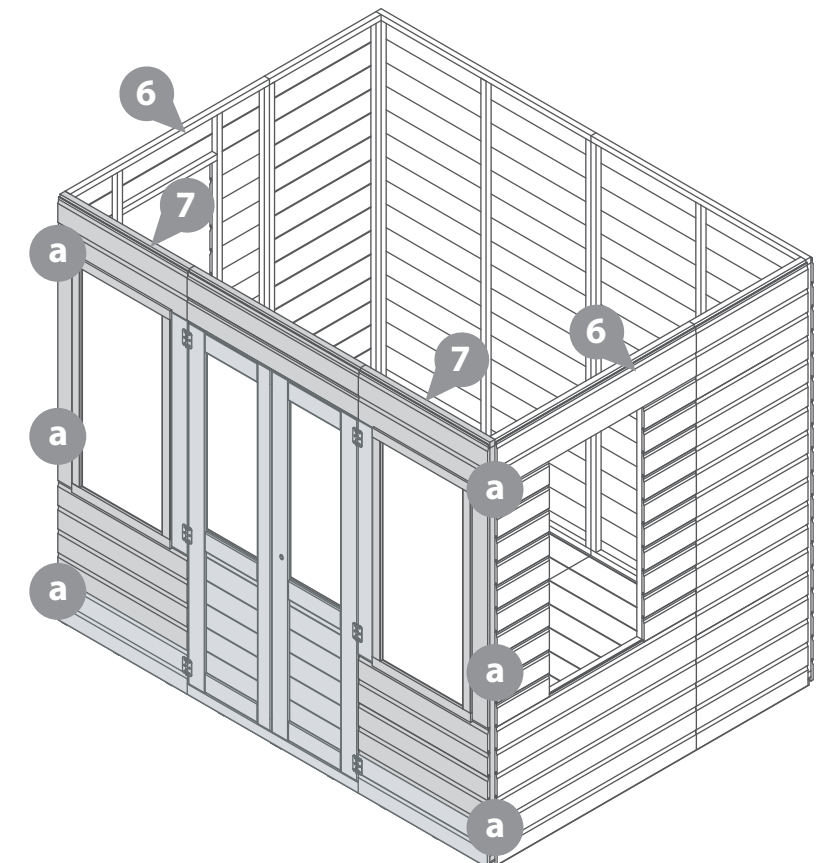
6x50mm Screws



50mm screw



IMPORTANT: Pre-drill before fixing screws.



Step 10

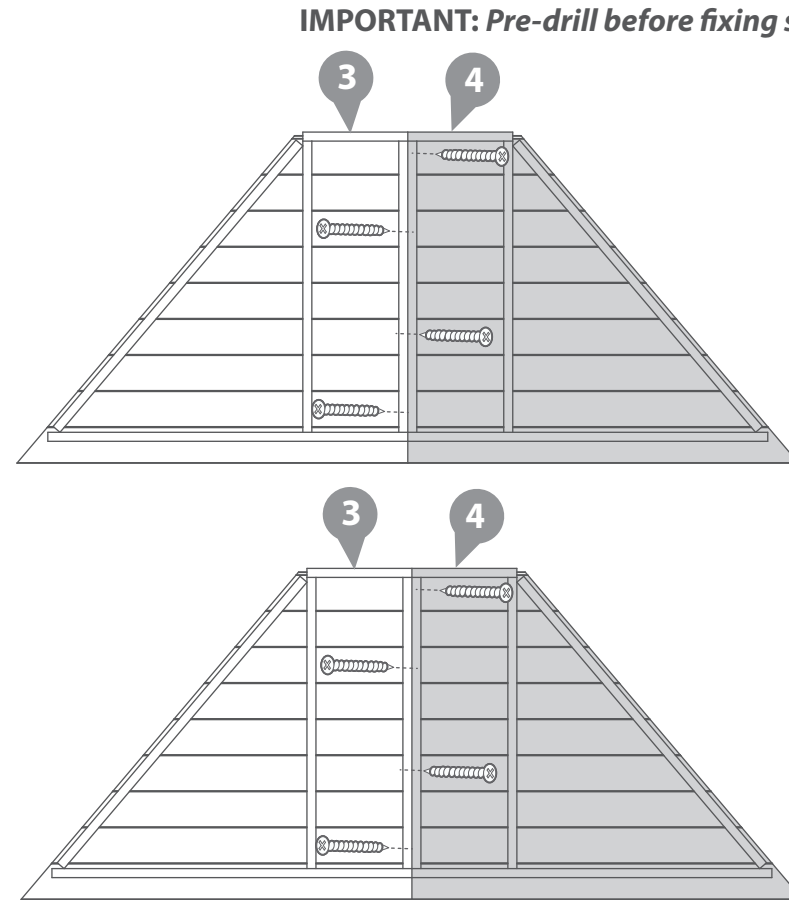
Parts needed - No. 3 QTY 2
No. 4 QTY 2

Fix the Left and Right Roof Panels (No. 3 & 4) together by screwing through the framing using 4x50mm screws per assembly.

Repeat this action for the other roof side.

Ensure to stagger screws to avoid colliding.

8x50mm Screws



Step 11

Parts needed - No. 2 QTY 2
No. 3 QTY 2
No. 4 QTY 2
No. 34 QTY 1

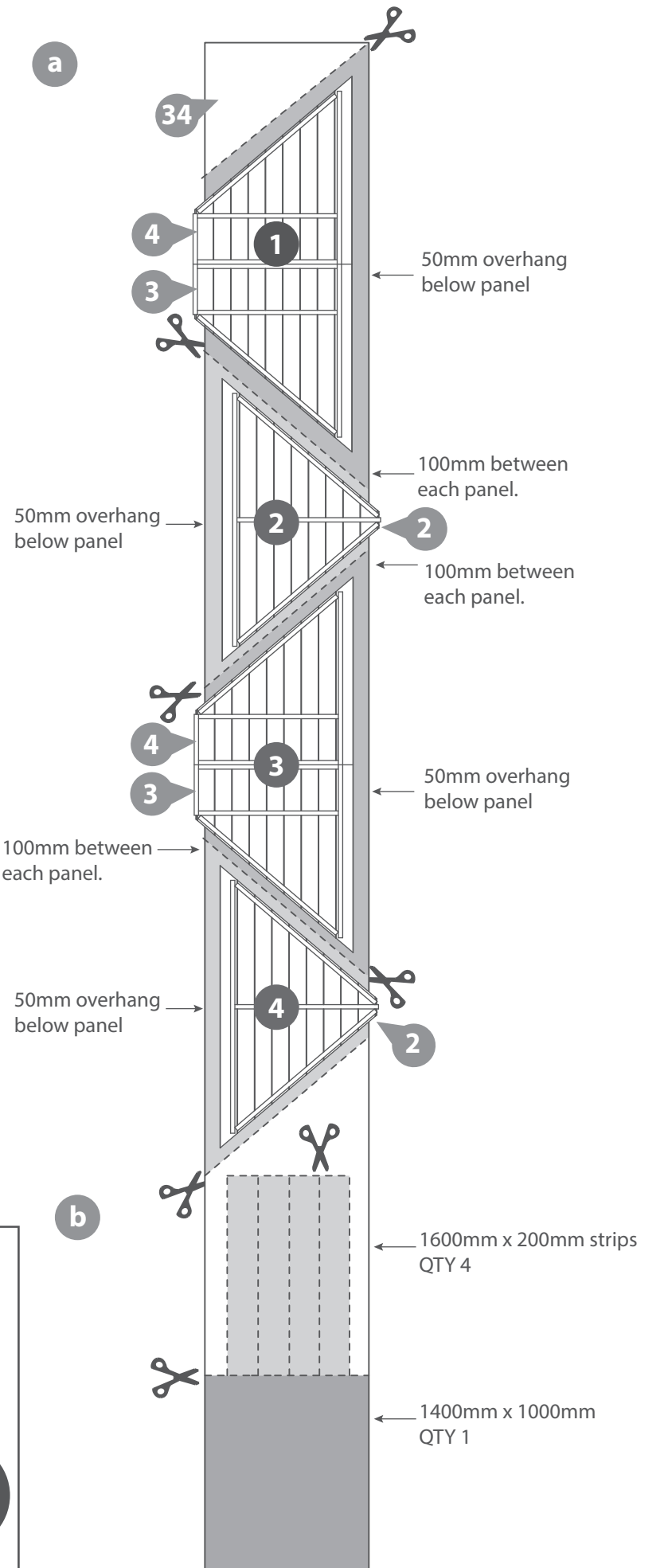
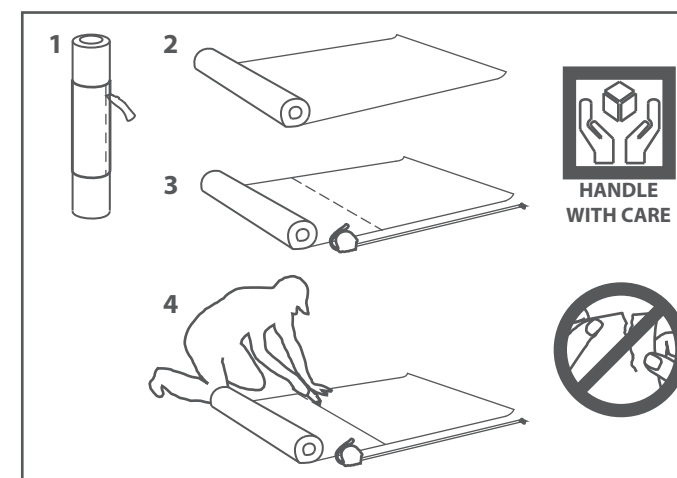
- a** Roll out the Felt (No. 34) and place the Roof Panels (No. 6, 7 & 8) on top ensuring to leave a 100mm space between each panel and a 50mm overhang under each panel, as shown in the illustration.

In the gap between the panels, cut the felt to leave 50mm overhang for each strip. This will create the sheet for each panel.

- b** Measure and cut four strips of felt (No. 34) at **1600mm (L) x 200mm (W)**.

Measure and cut one strip of felt (No. 34) at **1400mm (L) x 1000mm (W)**. This should be the whole width of the felt.

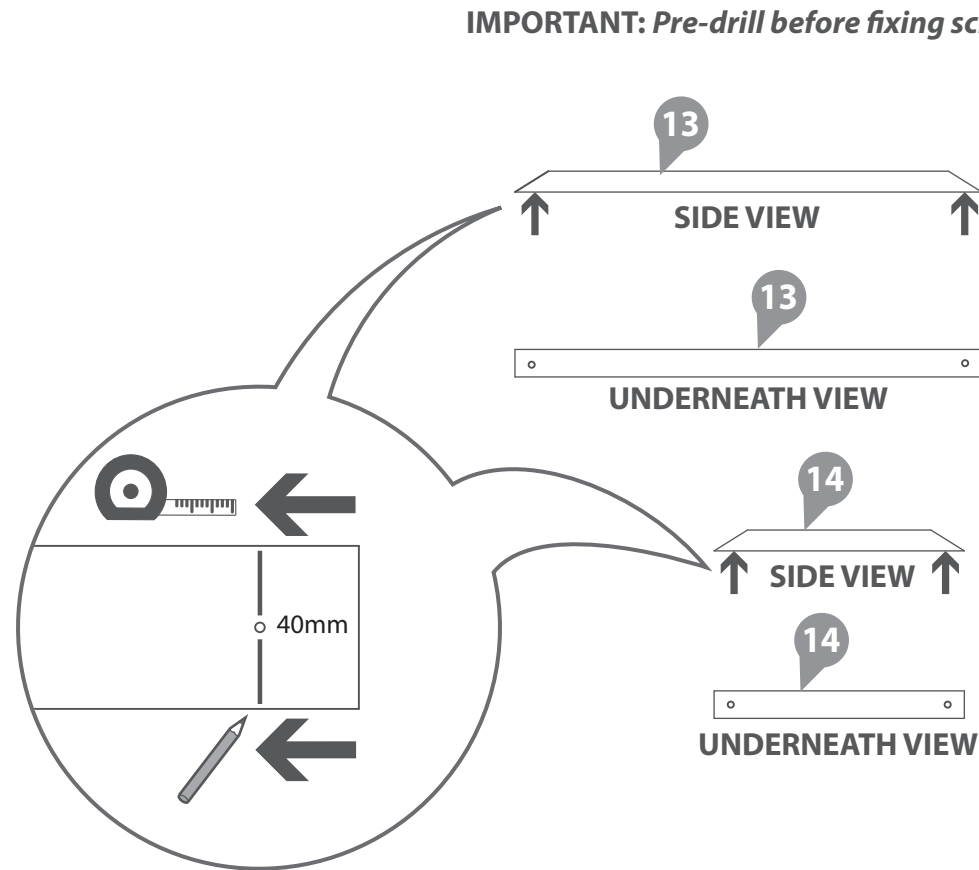
Once all the pieces of felt have been cut keep these to one side whilst you construct the roof.



Step 12

**Parts needed - No. 13 QTY 1
No. 14 QTY 3**

Pre drill holes in the underside of Roof Bearer A (**No. 13**) and all 3 of the Roof Bearer B (**No. 14**) parts with an offset position of **40mm** from each of the pointed ends in the centre of the bearers. These holes are going to later receive 60mm screws.

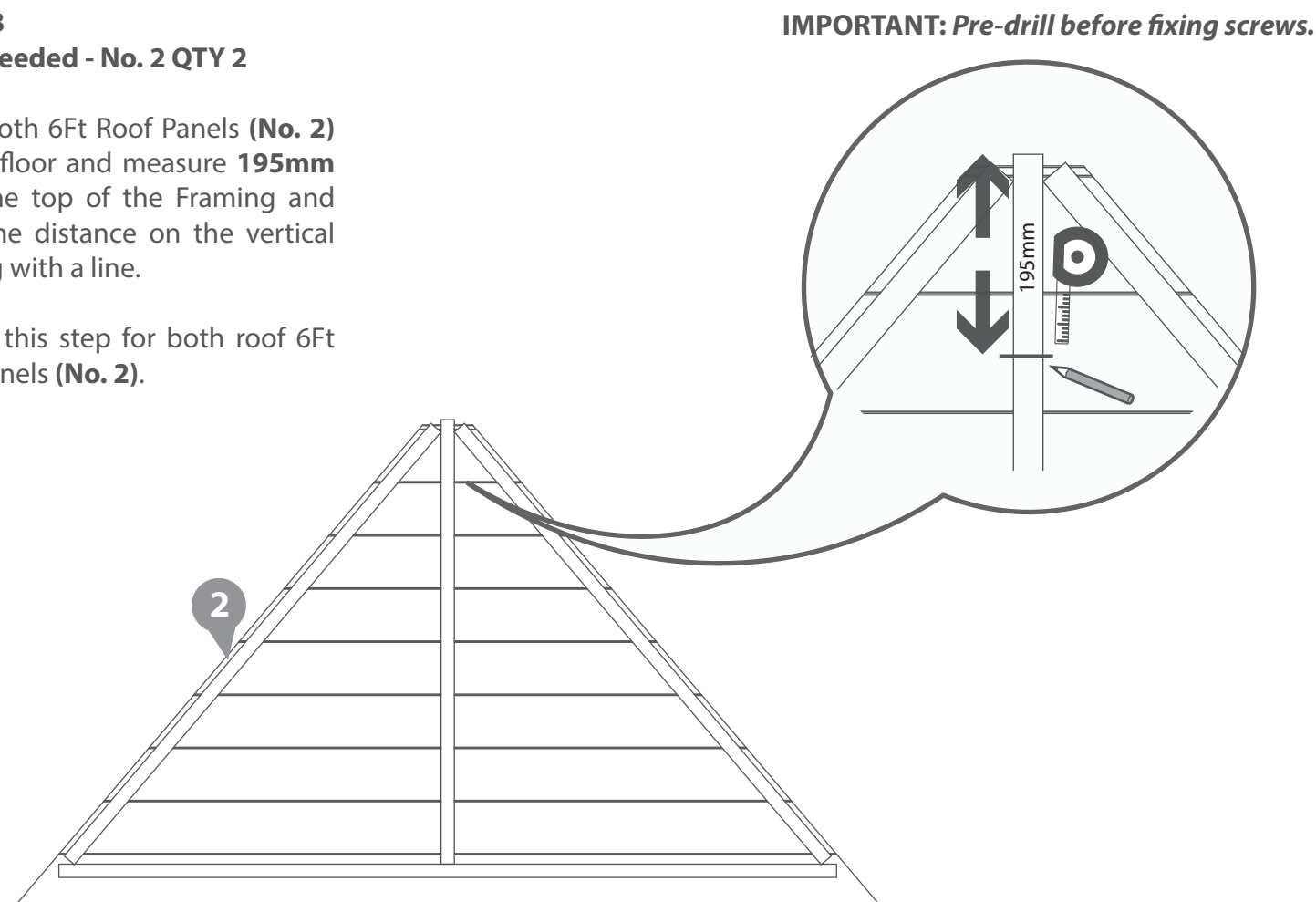


Step 13

Parts needed - No. 2 QTY 2

Place both 6Ft Roof Panels (**No. 2**) on the floor and measure **195mm** from the top of the Framing and mark the distance on the vertical framing with a line.

Repeat this step for both roof 6Ft Roof Panels (**No. 2**).



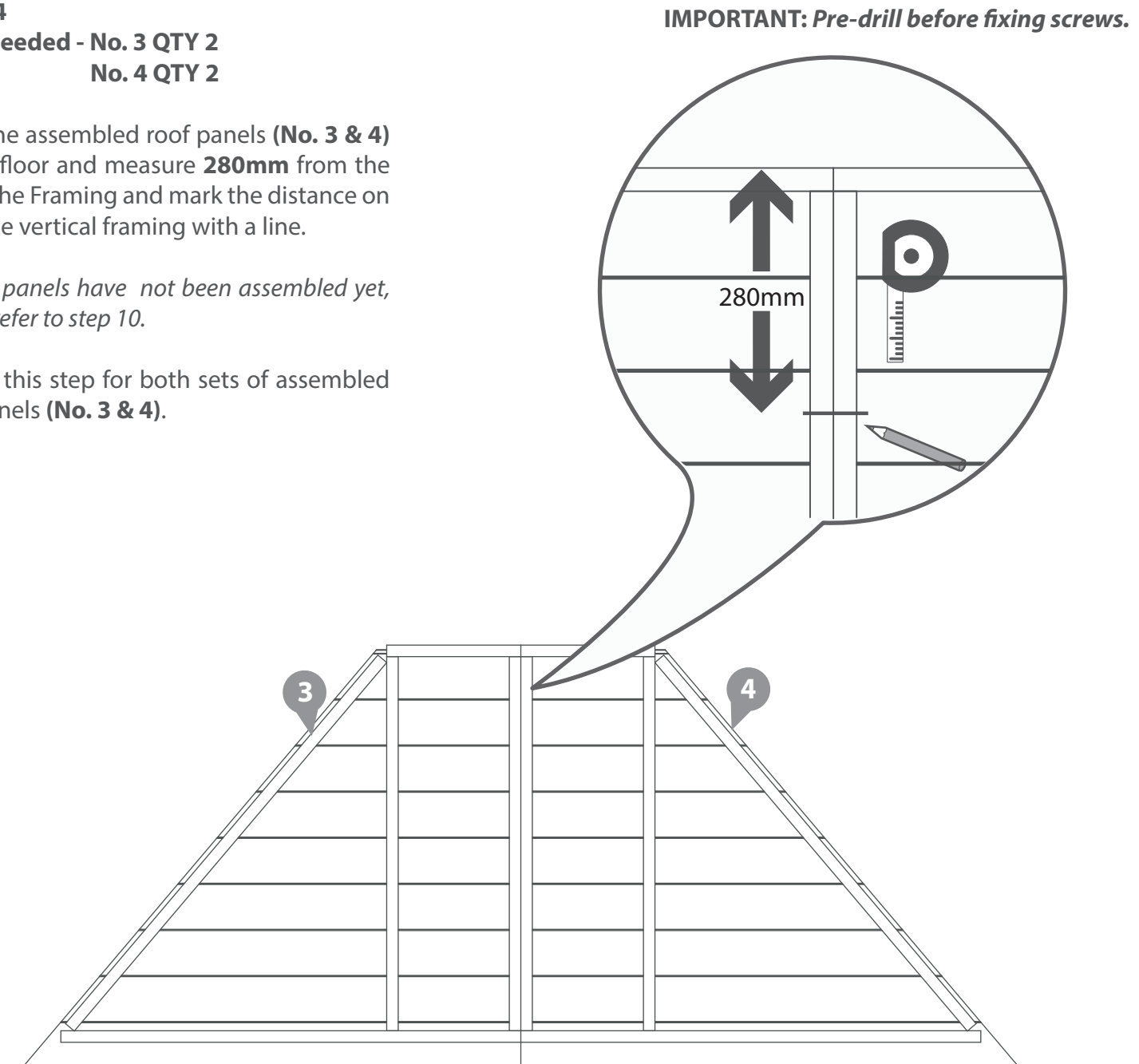
Step 14

**Parts needed - No. 3 QTY 2
No. 4 QTY 2**

Place the assembled roof panels (**No. 3 & 4**) on the floor and measure **280mm** from the top of the Framing and mark the distance on all of the vertical framing with a line.

If these panels have not been assembled yet, please refer to step 10.

Repeat this step for both sets of assembled roof panels (**No. 3 & 4**).



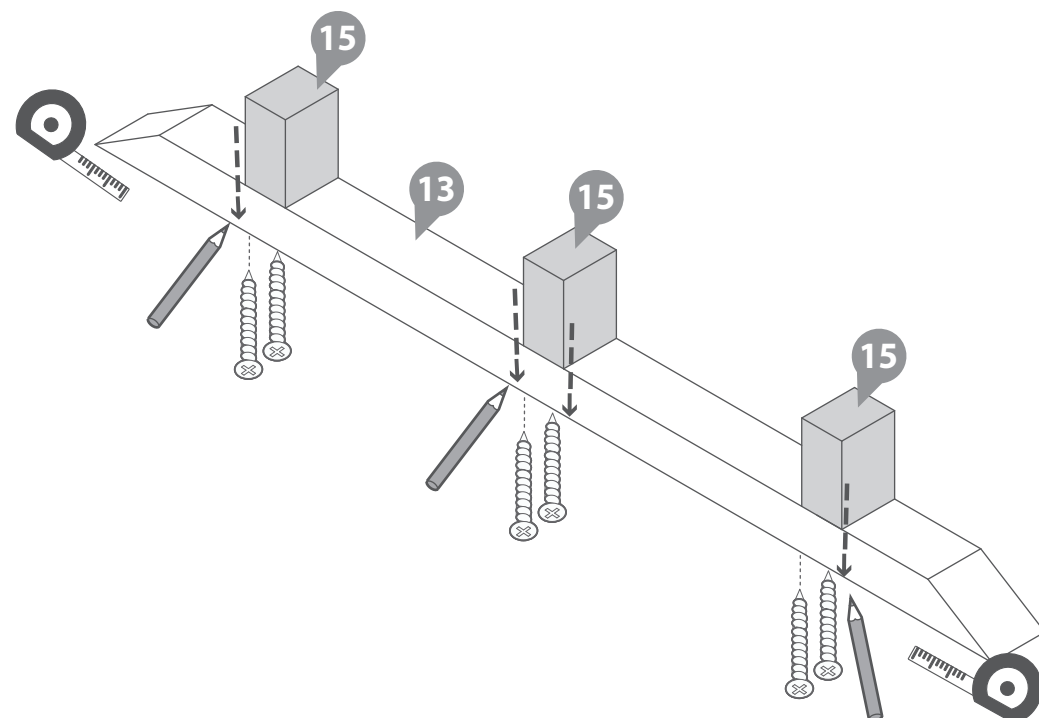
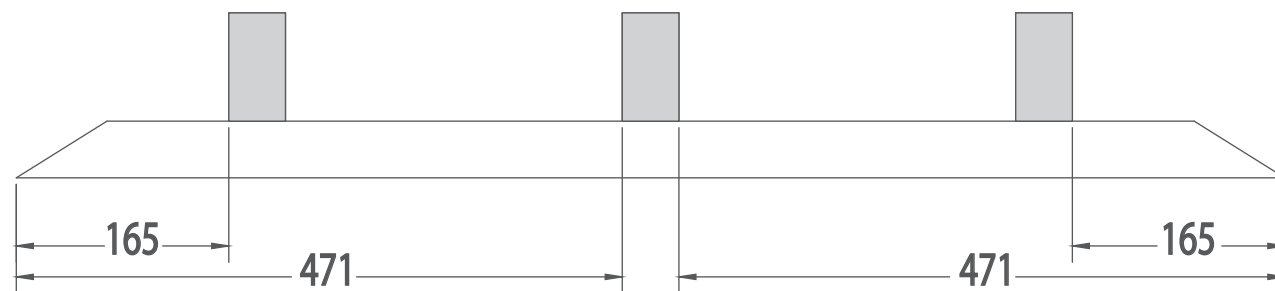
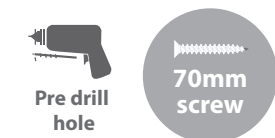
Step 15

Parts needed - No. 13 QTY 1
No. 15 QTY 3

Fix the Roof Blocks (**No. 15**) to Roof Bearer A (**No. 13**) using 2x70mm screws per roof block. Screw up through the bearer into the block using the dimensions shown.

****Place tape measure under the bottom pointed corner and measure and mark from this point.**

6x70mm Screws



IMPORTANT: Pre-drill before fixing screws.

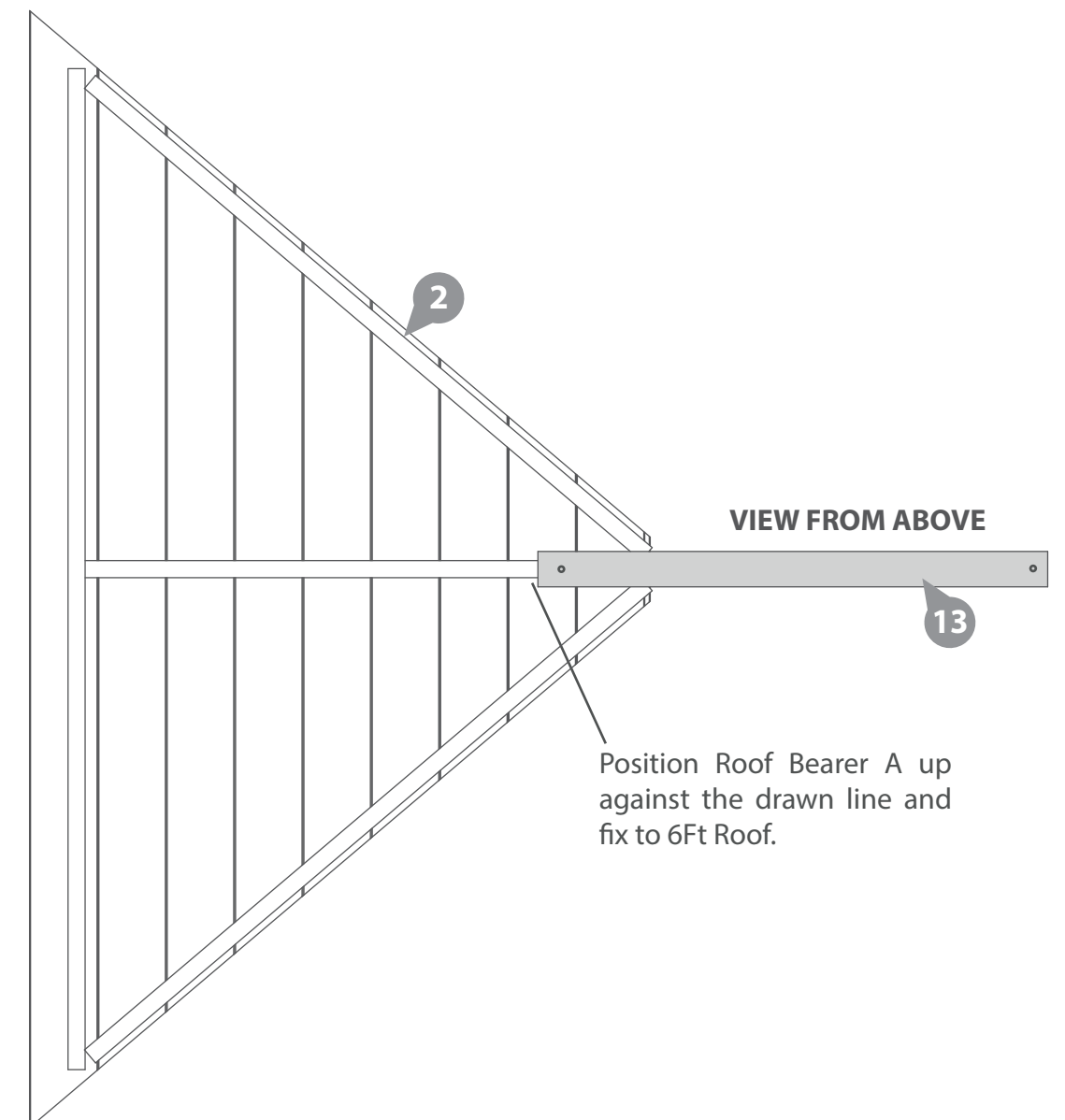
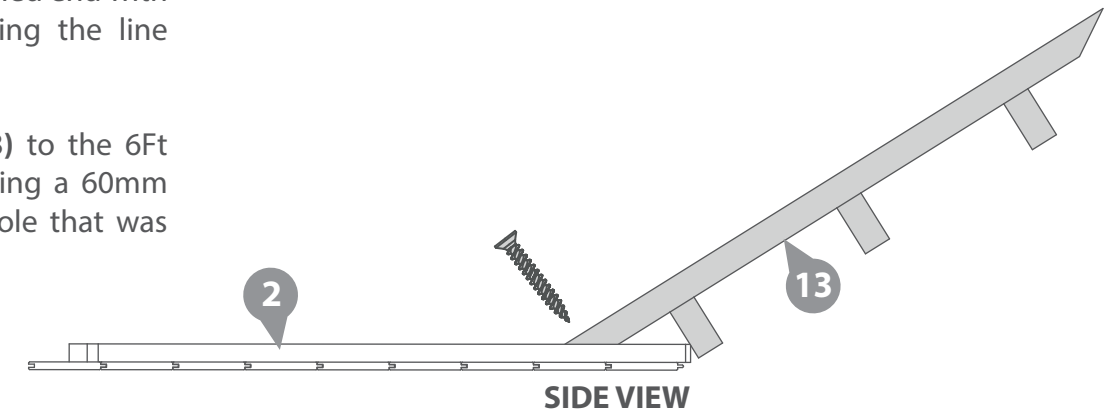
Step 16

Parts needed - No.2 QTY 1
No. 13 QTY 1

Place one of the 6Ft Roof Panels (**No. 2**) on the floor. Place the main Roof Bearer A (**No. 13**) flat on the bevelled end with the pointed corner meeting the line drawn in Step 13.

Fix Roof Bearer A (**No. 13**) to the 6Ft Roof Panels (**No. 2**) by using a 60mm screw in the pre drilled hole that was made in Step 12.

1x60mm Screws



Step 17

Parts needed - No. 2 QTY 2
No. 3 QTY 1
No. 4 QTY 1
No. 13 QTY 1
No. 15 QTY 3

The use of a step ladder is essential to construct the roof.

A To construct the Roof, place the previously assembled (in Step 16) 6ft Roof Panel (**No. 2**) and Roof Bearer A (**No. 13**) on top of the Summer House and let the pointed edge on the other end of the bearer meet the line drawn (in Step 13) on the second 6ft Roof Panel (**No. 2**).

B When in position, Use 1x60mm screw to fix up through the previous drilled hole (in Step 12) of the bearer into the roof frames. The bevelled end of the bearer must be flat against the roof.

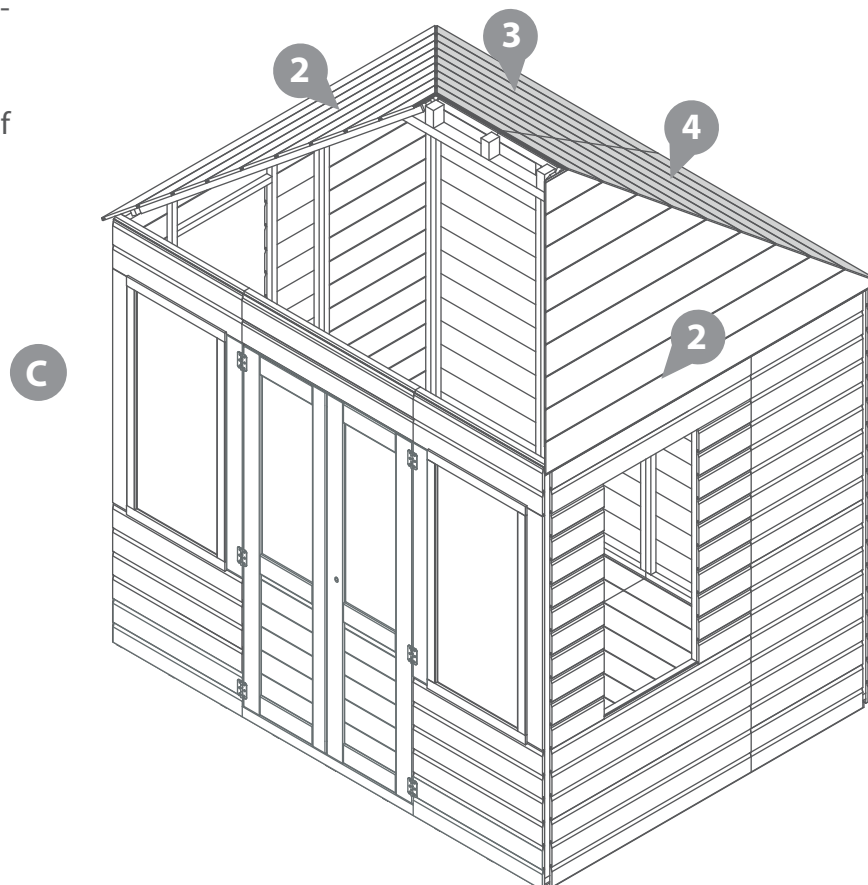
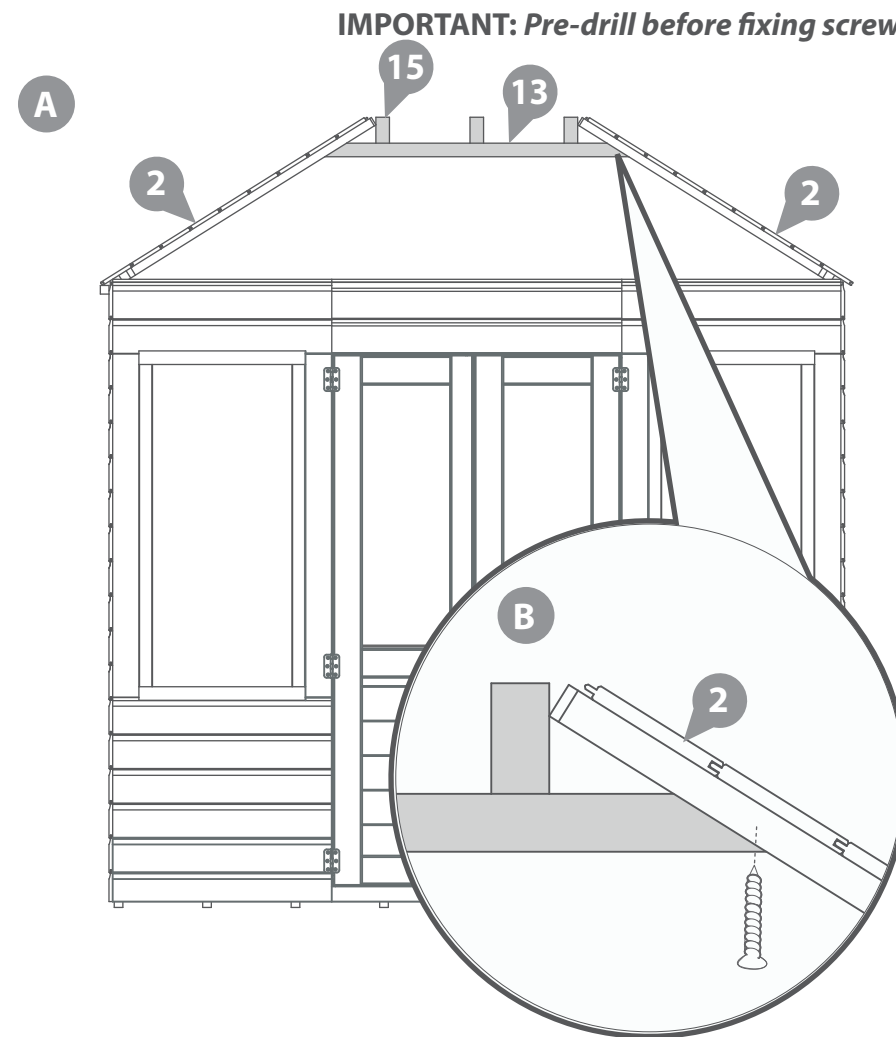
C Once secure, place the third set of roof panels (**No. 3 & 4**) previously assembled (in Step 10) onto the building as shown.

You will secure it in the next couple of steps.

1x60mm Screws



60mm
screw

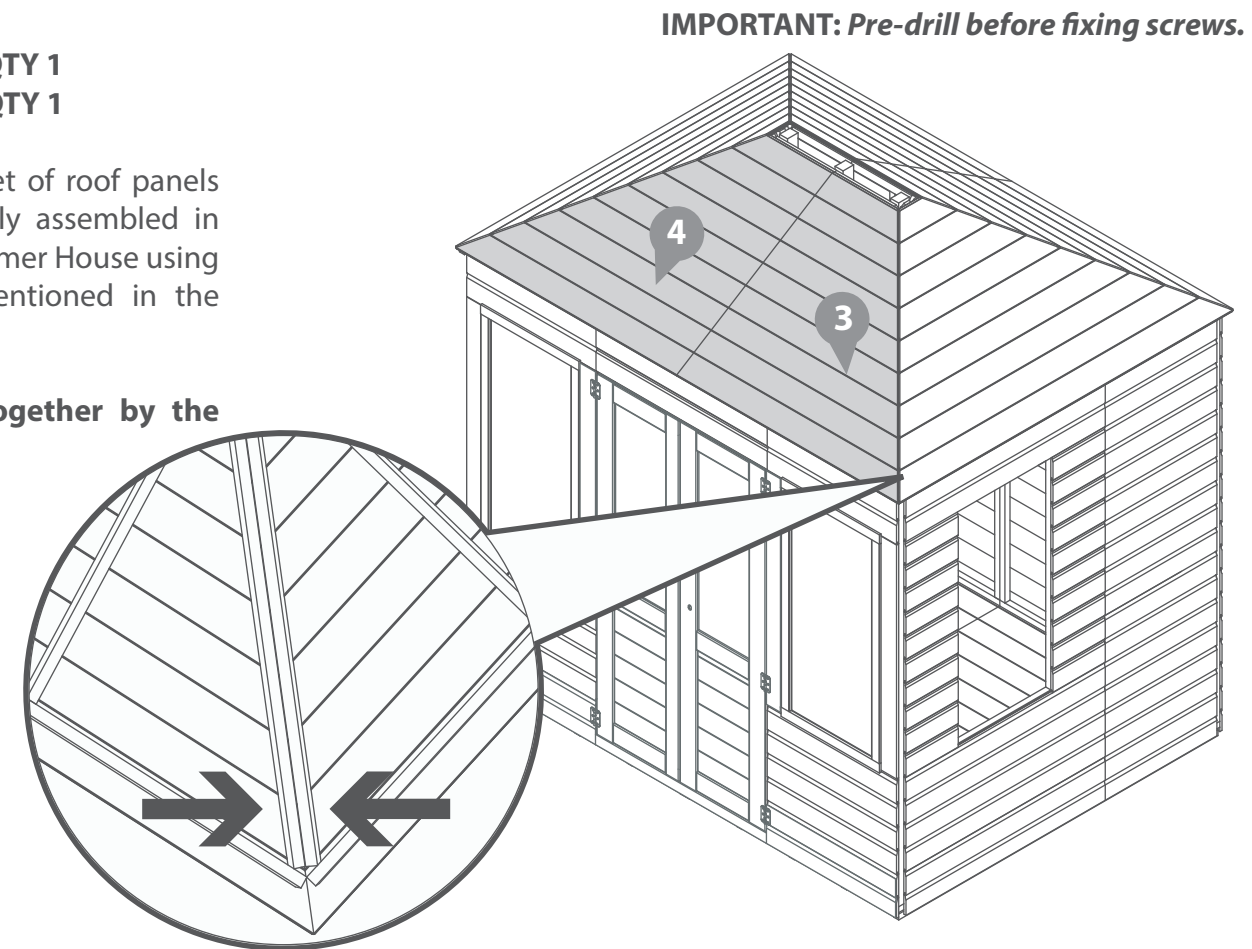


Step 18

Parts needed - No. 3 QTY 1
No. 4 QTY 1

Place the remaining set of roof panels (**No. 3 & 4**) (previously assembled in Step 10) on to the Summer House using the same method mentioned in the previous step.

****Pull the corners together by the framing****



Step 19

Parts needed - No. 14 QTY 3

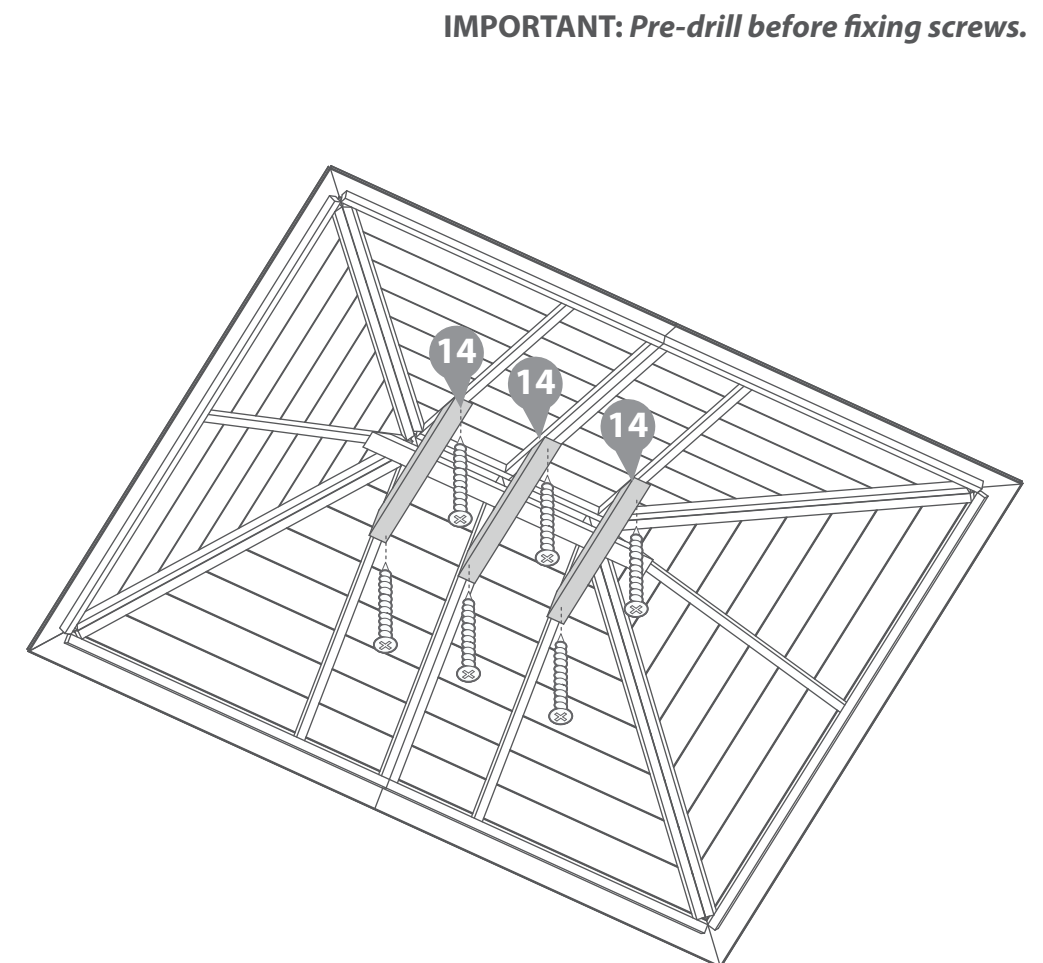
Secure the Roof bearer B's (**No. 14**) underneath Roof bearer A (**No. 13**) using 2x60mm screws per bearer through the previously drilled holes (in Step 12) up into the roof panels. Make sure that the Roof bearer B (**No. 14**) parts fit evenly under the framing of the roof panels and that the pointed corners meet the line that was drawn in a Step 14.

The underside of the roof should look as shown.

6x60mm Screws



60mm
screw



Step 20

- A** Once all four roof sides are on the building, pull the corners together and secure underneath the roof as shown. Fix using 3x50mm screws per join.

The Roof bearers may need to be unscrewed and repositioned to ensure all the roof panels sit level with each other.

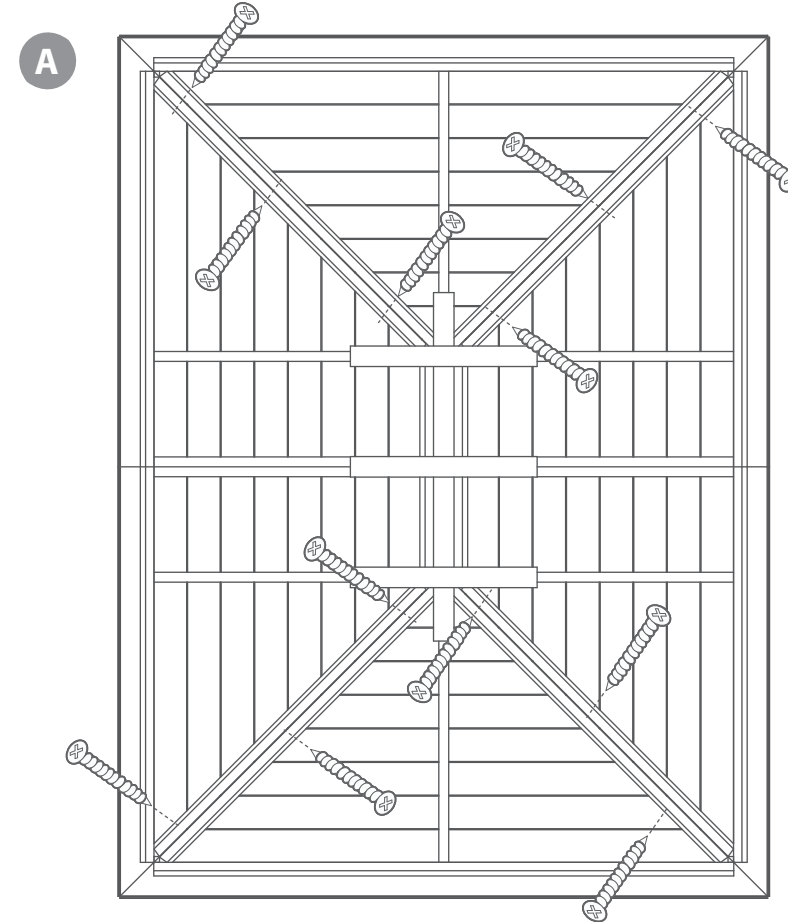
***Roof panels will support each other if bearers are unscrewed.**

- B** Once the panels are secure, re-screw the bearers if necessary, and secure the three Roof Bearers B (**No. 14**) through their centres together with the Roof Bearer A using 3x70mm screw.

12x50mm Screws
3x70mm Screws



IMPORTANT: Pre-drill before fixing screws.



Step 21

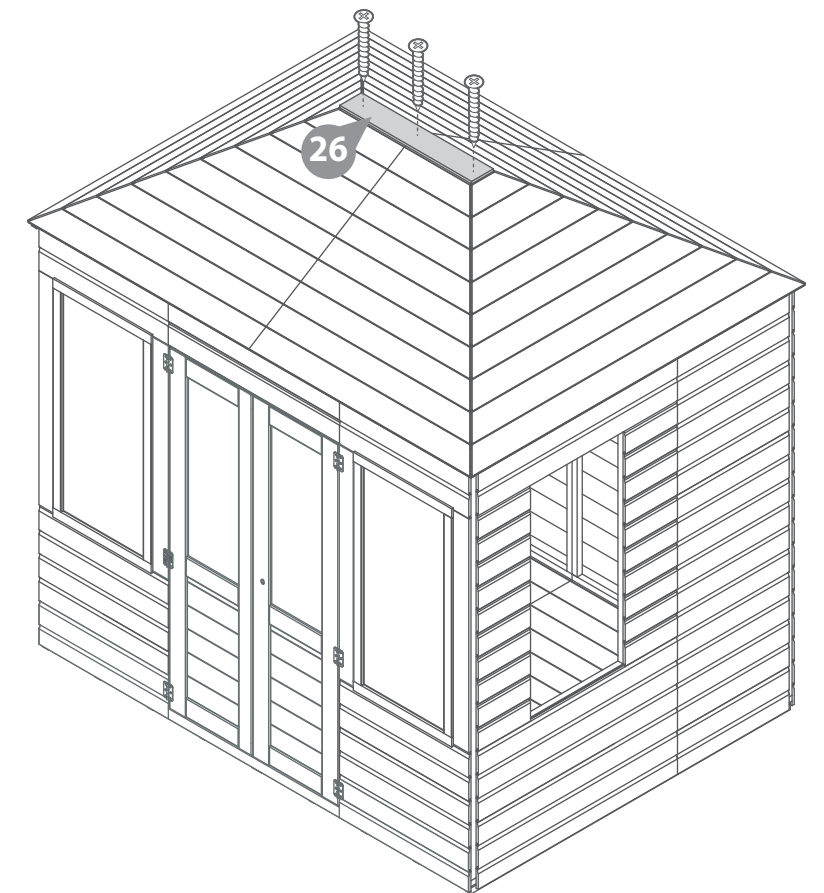
Parts needed - No. 26 QTY 1

Attach the Flat Roof Strip (**No. 26**) to the top of the Summer House by screwing into each block below using 3x30mm Screws.

3x30mm Screws



IMPORTANT: Pre-drill before fixing screws.



Step 22

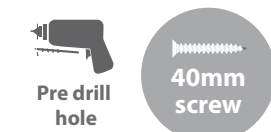
Parts needed - No. 22 QTY 2
No. 23 QTY 4

Fix the first four Eaves frames (**No.23**) to the walls touching the Roof with 3x 40mm screws per frame to the front and rear of the Summer House.

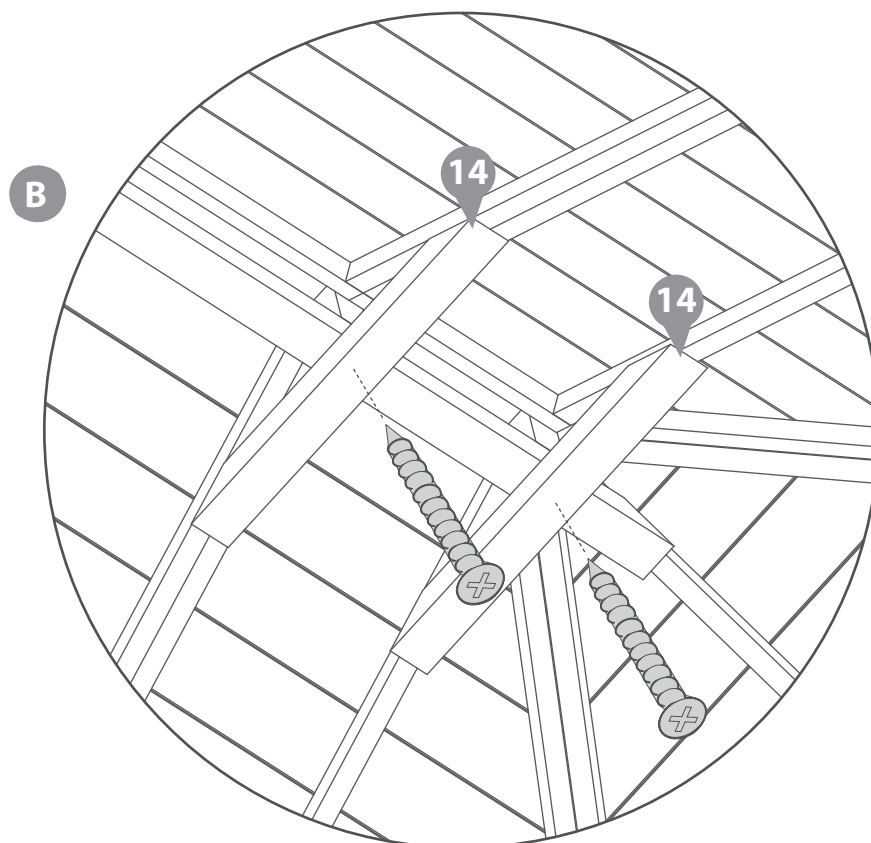
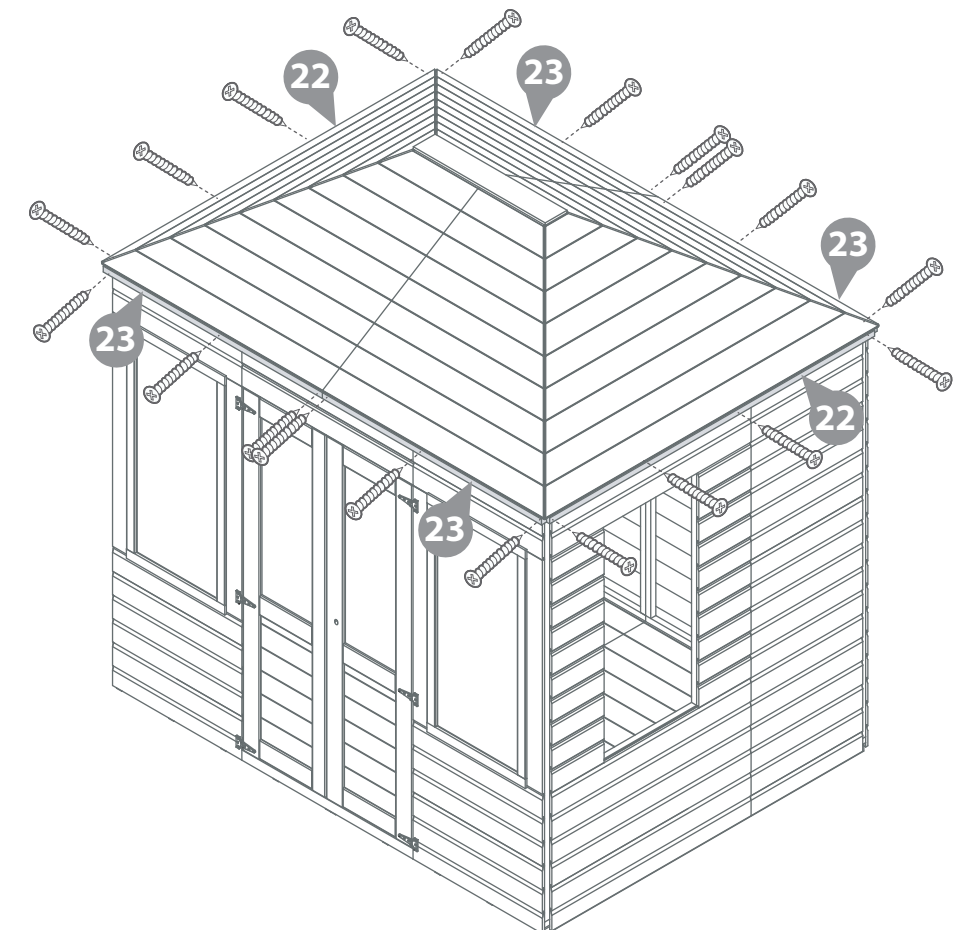
Fix the last two remaining Eaves frames (**No. 22**) with 4x 40mm screws per frame to both window sides attaching to the wall and touching the roof.

****Make sure that the screws go into the framing behind.**

20x40mm Screws



IMPORTANT: Pre-drill before fixing screws.



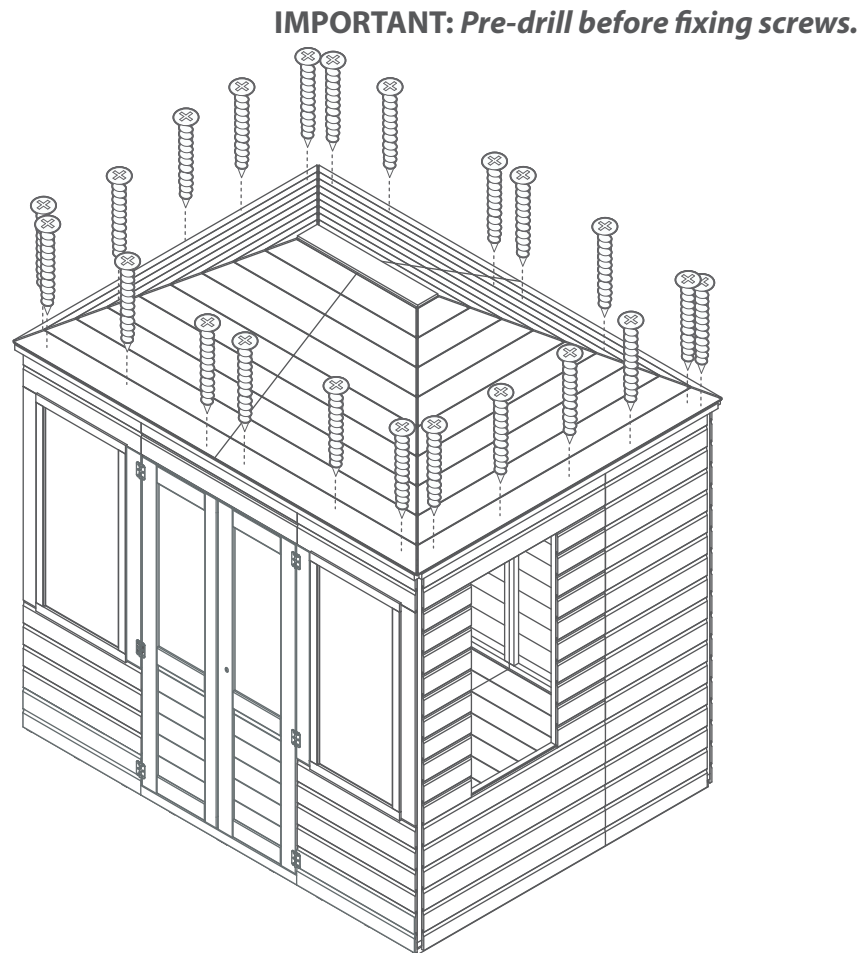
Step 23

Fix the roofs to the panels below by screwing down through the roofs into the panel framing below using 40mm screws.

22x40mm Screws



40mm
screw



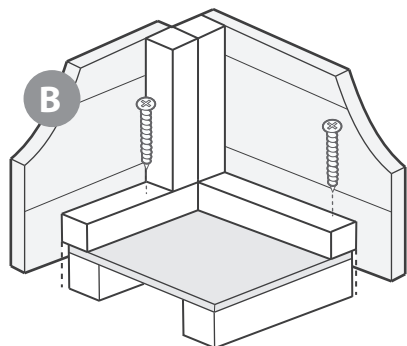
Step 24

Fix the building to the floor by internally screwing down through the framing of the panels into the floor. Use 25x50mm screws.

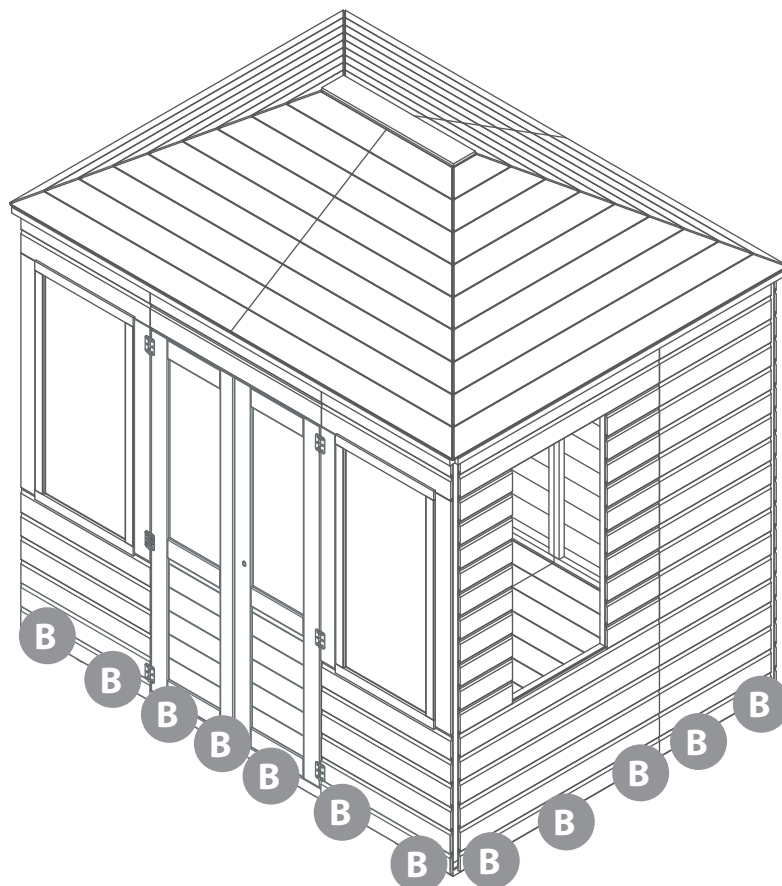
25x50mm Screws



50mm
screw



IMPORTANT: Pre-drill before fixing screws.



Step 25

Parts needed - No. 34 Previously cut in to pieces in step 11.

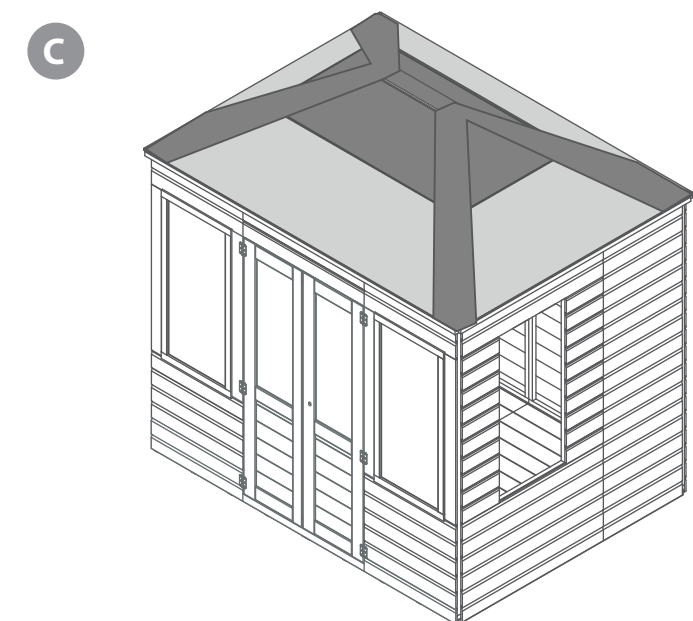
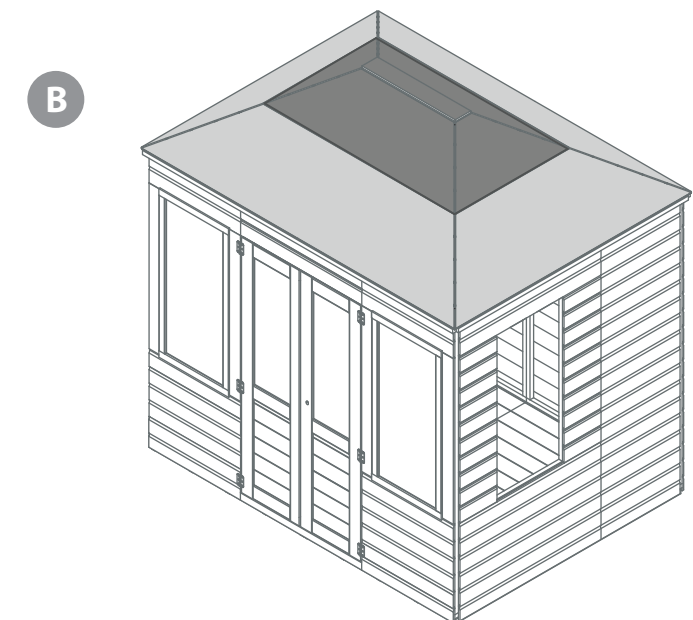
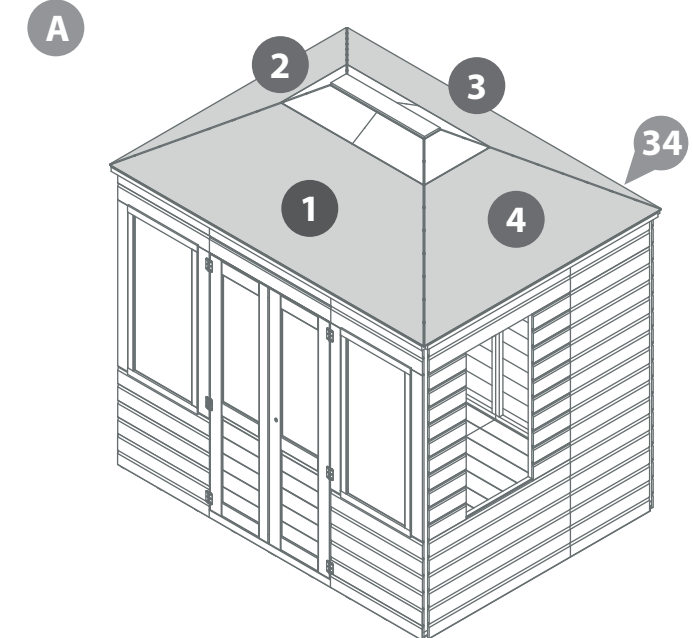
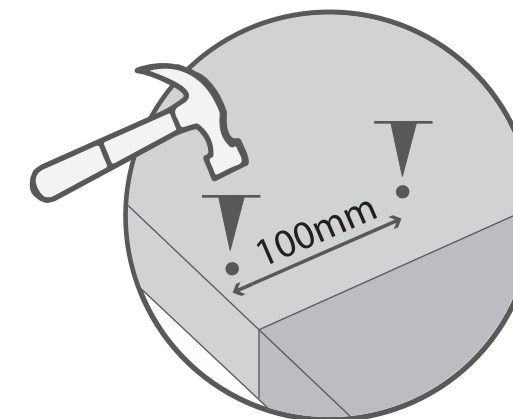
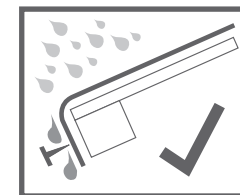
A Position the four largest pieces of felt that you have cut (if you have not yet cut your felt please refer to Step 11) at the bottom of each side of the roof and fix with evenly spaced felt tacks. **Make sure the felt overhangs by 50mm. Trim as required.**

B Take the 1400mm x 1000mm strip of felt cut in Step 11 and place it at the top of the roof and fix using felt tacks. **Make sure the felt overlaps by 50mm.**

C Using the four 1600 x 200mm strips of felt cut in Step 11, place them over each of the ridges in the roof and fix using felt tacks, avoid felt tack already on the roof.

Secure all of the felt using felt tacks with even spaces of 100mm between each tack.

270 x Felt tacks





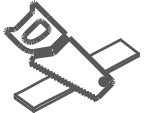
Step 26
Parts needed - No. 19 QTY 4
No. 20 QTY 2

Secure the Fascias (**No. 19 & 20**) to the building using 3 screws per piece.

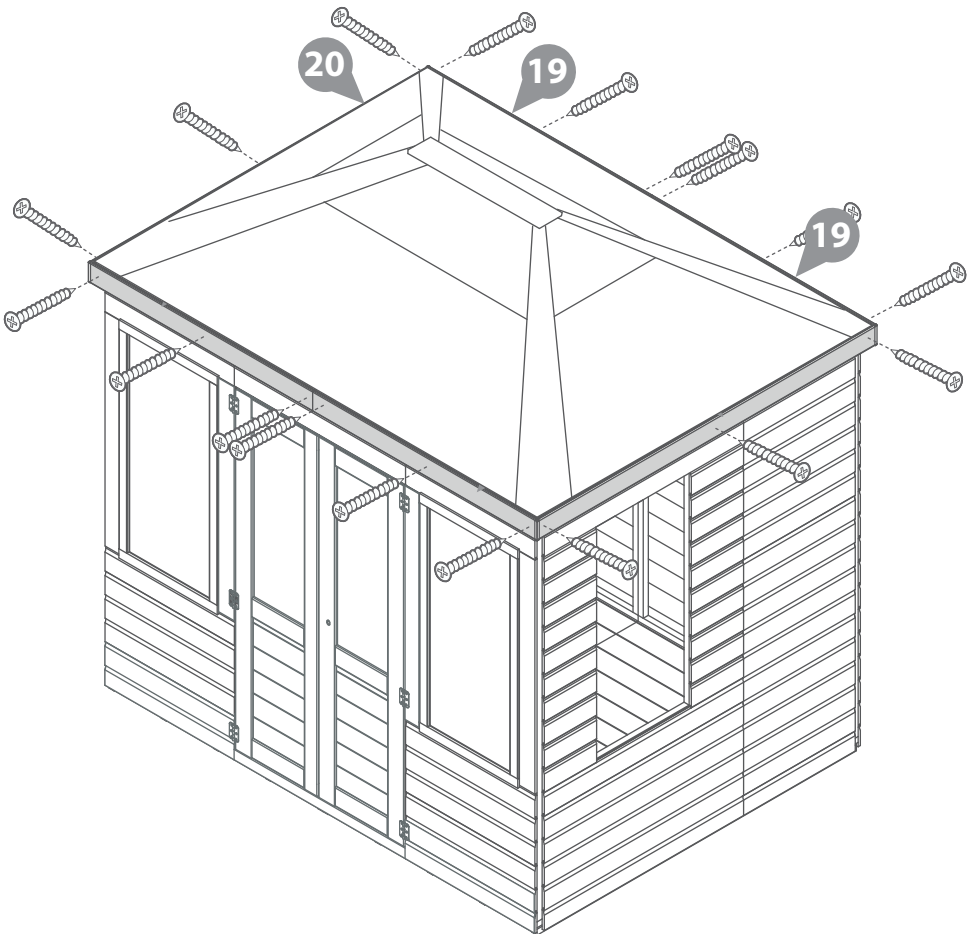
The Fascias for the side of the building should be secured last and will need to be cut to length.

**Ensure to screw through the fascia into the eaves frame behind avoiding any other screws.*

18x30mm Screws

 Pre drill hole  30mm screw  *trim to fit



IMPORTANT: Pre-drill before fixing screws.



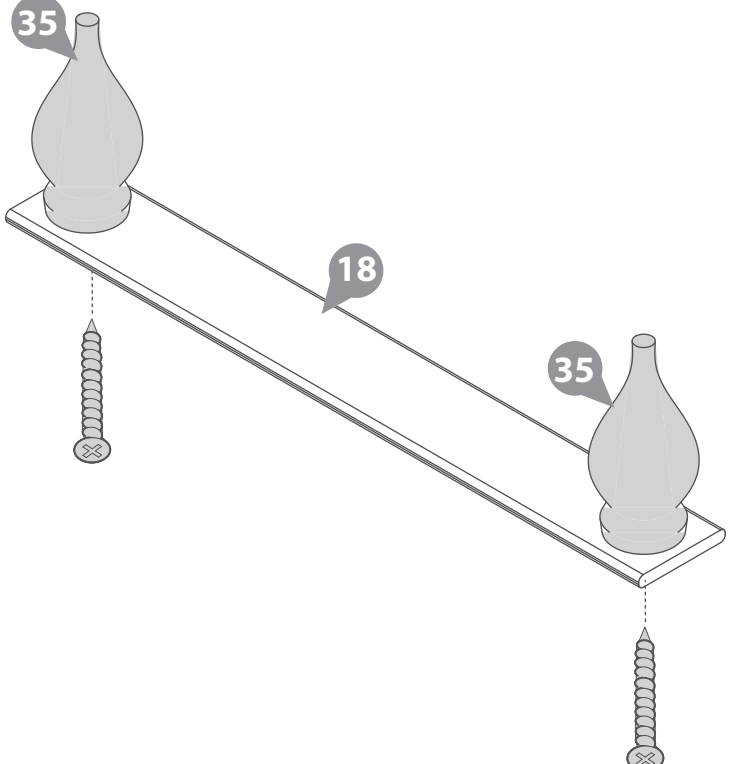
Step 27
Parts needed - No. 18 QTY 1
No. 35 QTY 2

Before fitting the roof cap and the Finials to the Summer House, secure from underneath the two Finials (**No.35**) to either each end of the Roof Cap (**No. 18**) by using one 50mm screw per Finial.

2x50mm Screws

 Pre drill hole  50mm screw



IMPORTANT: Pre-drill before fixing screws.



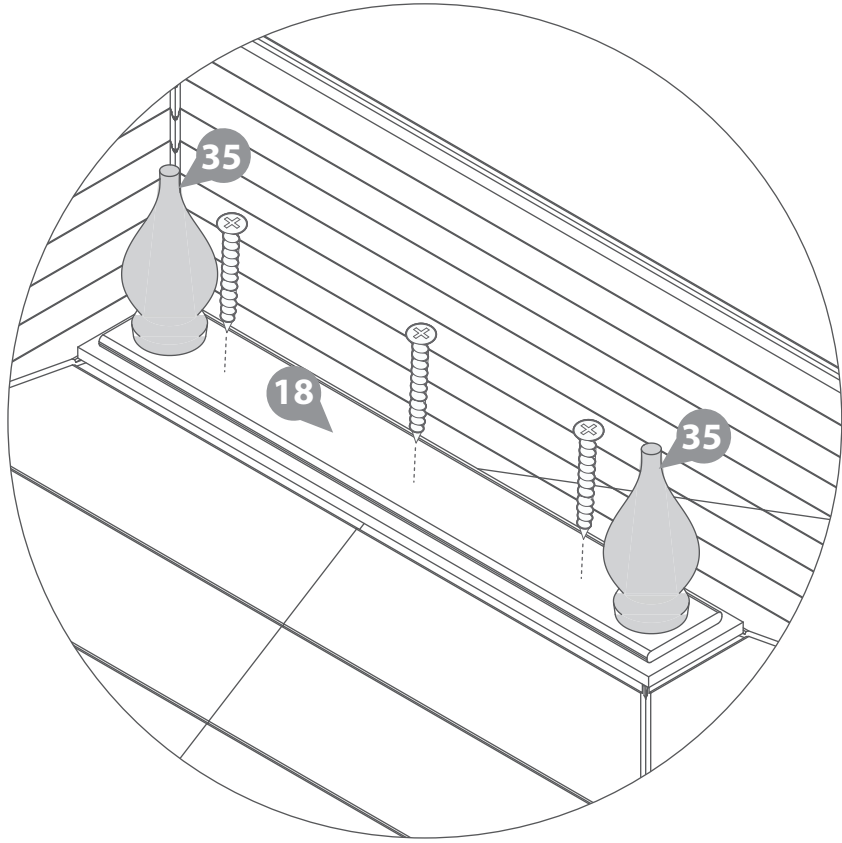
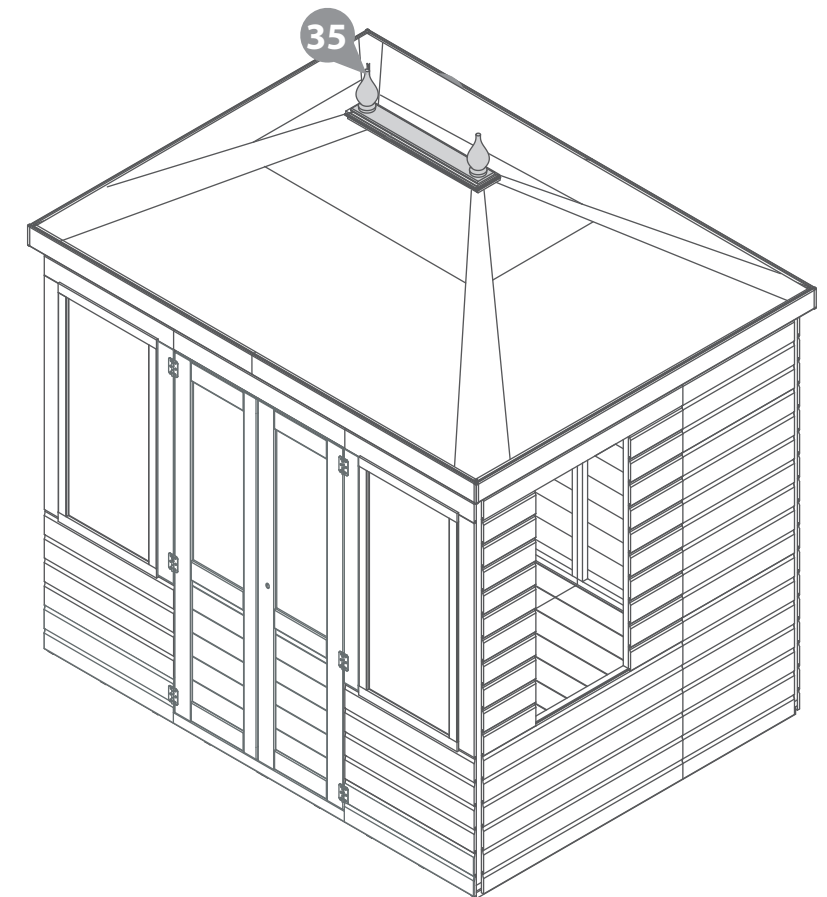
Step 28
Parts needed - No. 18 QTY 1
No. 35 QTY 2

Fix the already assembled (in Step 27) Finials (**No. 35**) and Roof Cap (**No. 18**) to the top of the Summer House using 3x30mm screws.

3x30mm Screws

 Pre drill hole  30mm screw

IMPORTANT: Pre-drill before fixing screws.

Step 29

Parts needed - No. 27 QTY 8

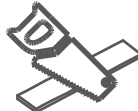
Fix the Cover Trims (**No. 27**) to each corner and over each join of the building with 3x30mm screws per trim.

Take one of the Cover Trim and cut off two pieces and fit them above the door using 2x30mm screws per trim.

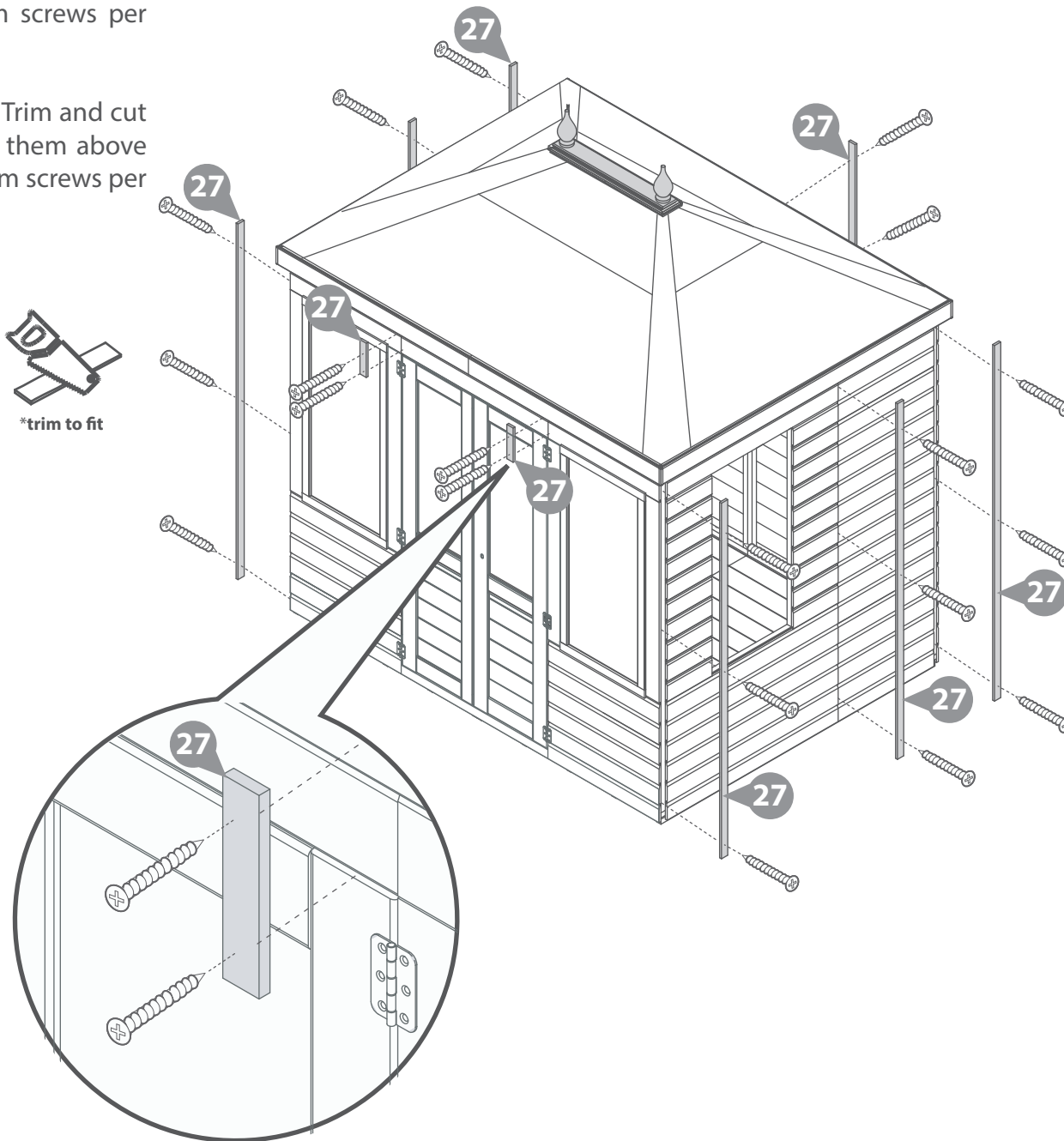
25x30mm Screws



30mm screw



*trim to fit



IMPORTANT: Pre-drill before fixing screws.

Step 30

Parts needed - No. 24 QTY 2

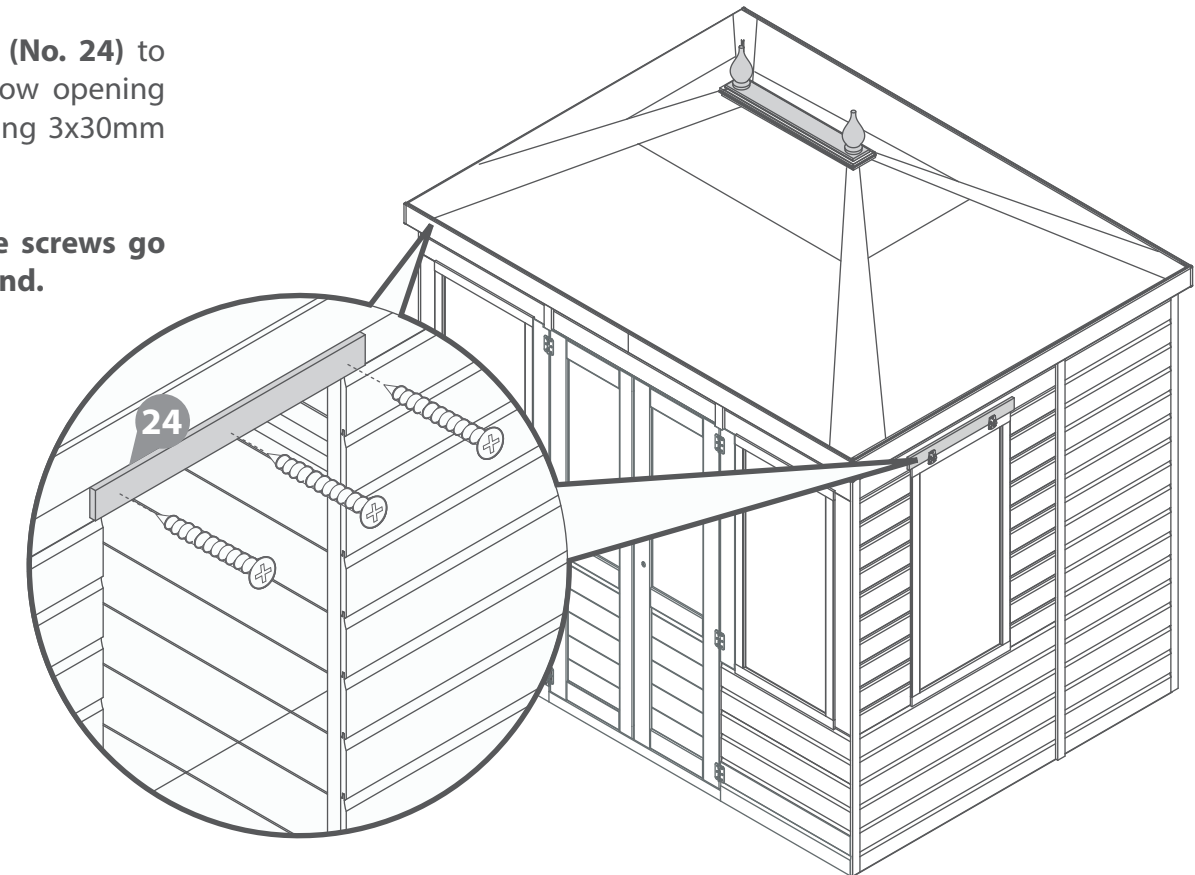
Fix the Window Trims (**No. 24**) to the top of each window opening on the side panels using 3x30mm screws.

****Make sure that the screws go into the framing behind.**

6x30mm Screws



30mm screw



IMPORTANT: Pre-drill before fixing screws.

Step 31

Parts needed - No. 32 QTY 4
No. 12 QTY 2

Fix two Unequal Hinges (**No. 32**) to the Window Trims using 3x20mm screws per hinge.

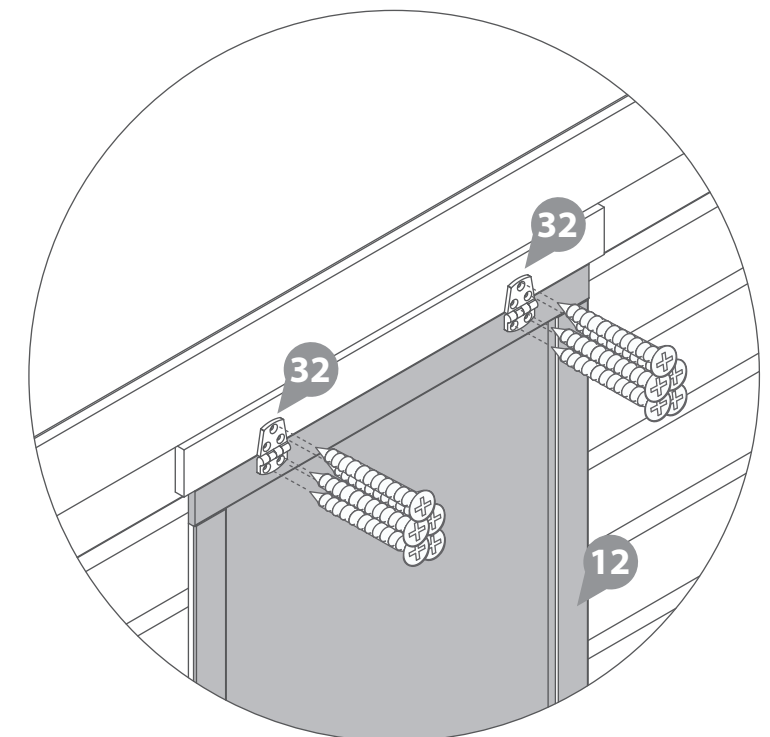
Fit the Window (**No.12**) into the opening and secure the hinges to the window using 2x20mm screws per hinge.

Repeat this step for both window sides of the building.

20x20mm Screws



20mm screw



Step 32

Parts needed - No. 30 QTY 1
No. 31 QTY 2

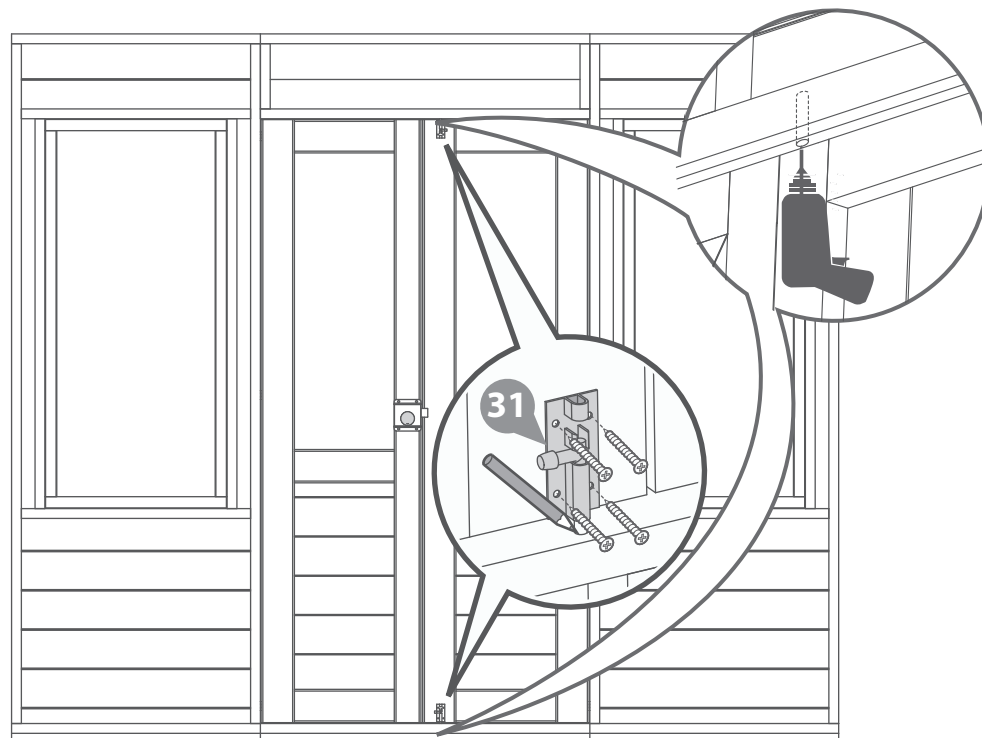
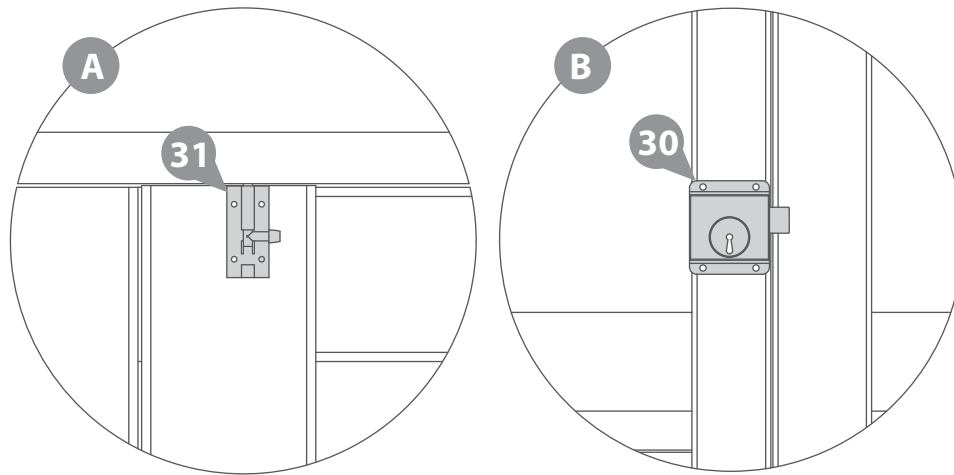
IMPORTANT: Pre-drill before fixing screws.

- A** On the internal of the doors, fix the Tower Bolts (**No. 31**) at the top and bottom of the Secondary door using 4x20mm screws per bolt.

****Mark the position of the tower bolt with a pencil on the framing and drill a hole to site the bolts.**

- B** Fix the Press lock (**No. 30**) to the back of the Master door with 4x30mm screws. Making sure to align the key holes.

8x20mm Screws
4x30mm Screws



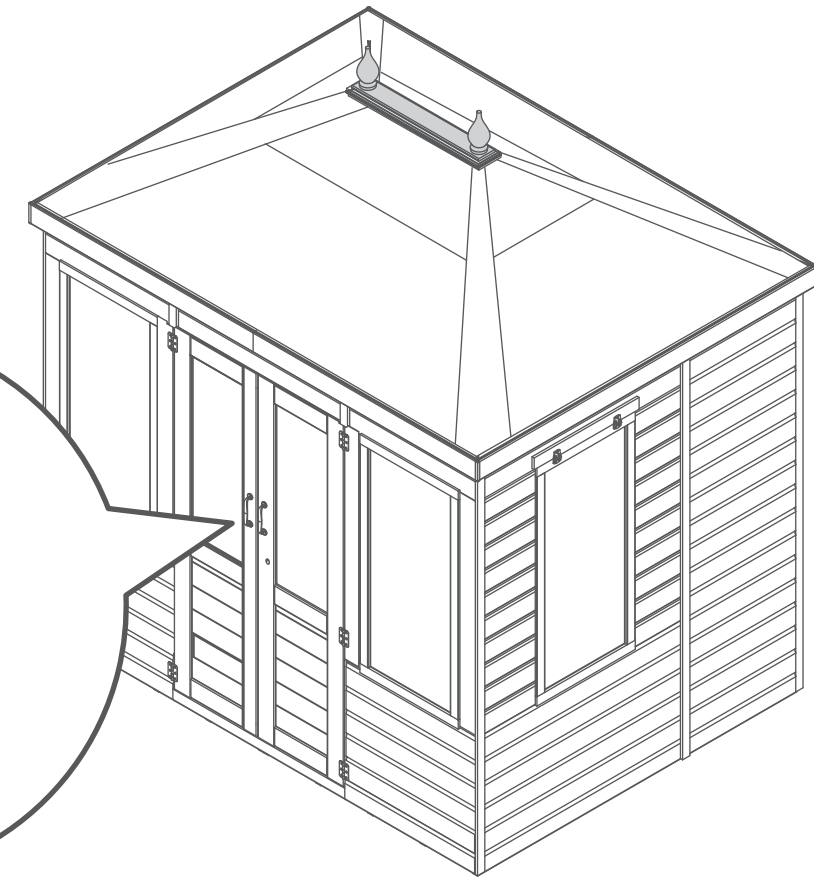
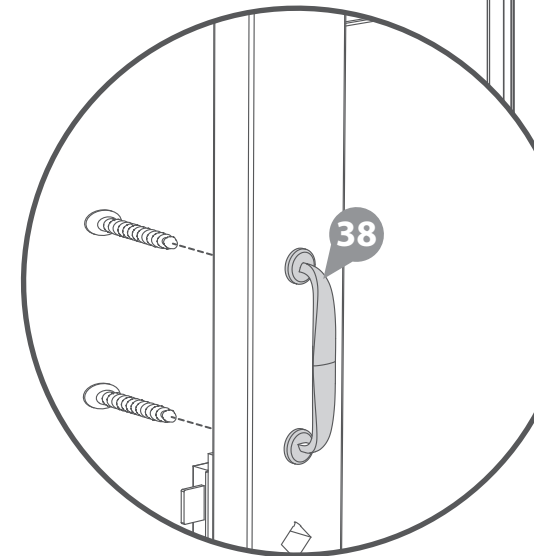
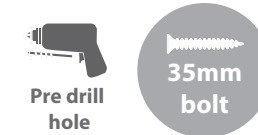
Step 33

Parts needed - No. 38 QTY 2

Attach the door handles (**No. 38**) to the doors using the 35mm bolts included with the door handle.

Pre drill a hole approximately 3mm and fix the handle from the inside with the provided bolts

4x35mm Bolt



IMPORTANT: Pre-drill before fixing screws.

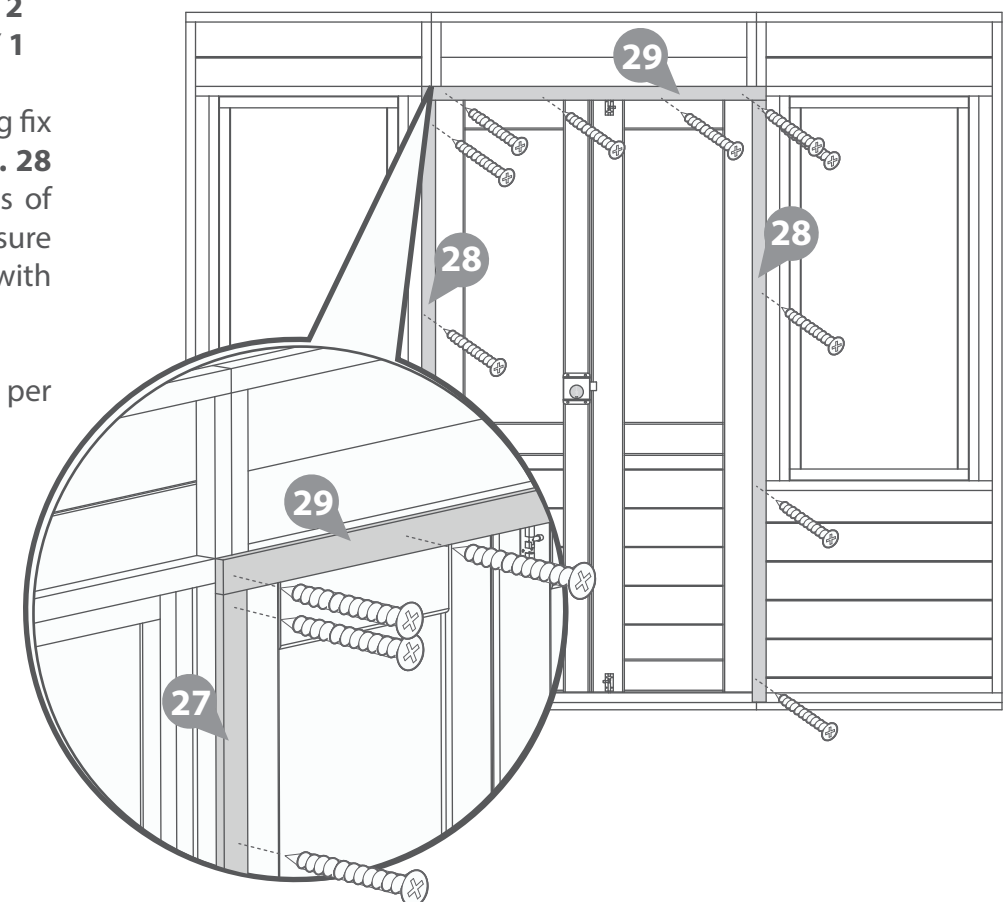
Step 34

Parts needed - No. 28 QTY 2
No. 29 QTY 1

On the inside of the building fix the Door Frame Strips (**No. 28 & 29**), to the top and sides of the doors frames. Make sure that the edges are flush with the edge of the framing.

Fix with 4x30mm screws per strip.

12x30mm Screws



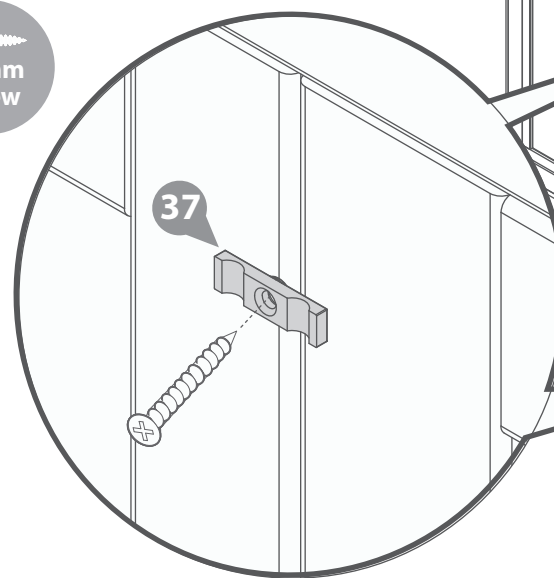
IMPORTANT: Pre-drill before fixing screws.

Step 35

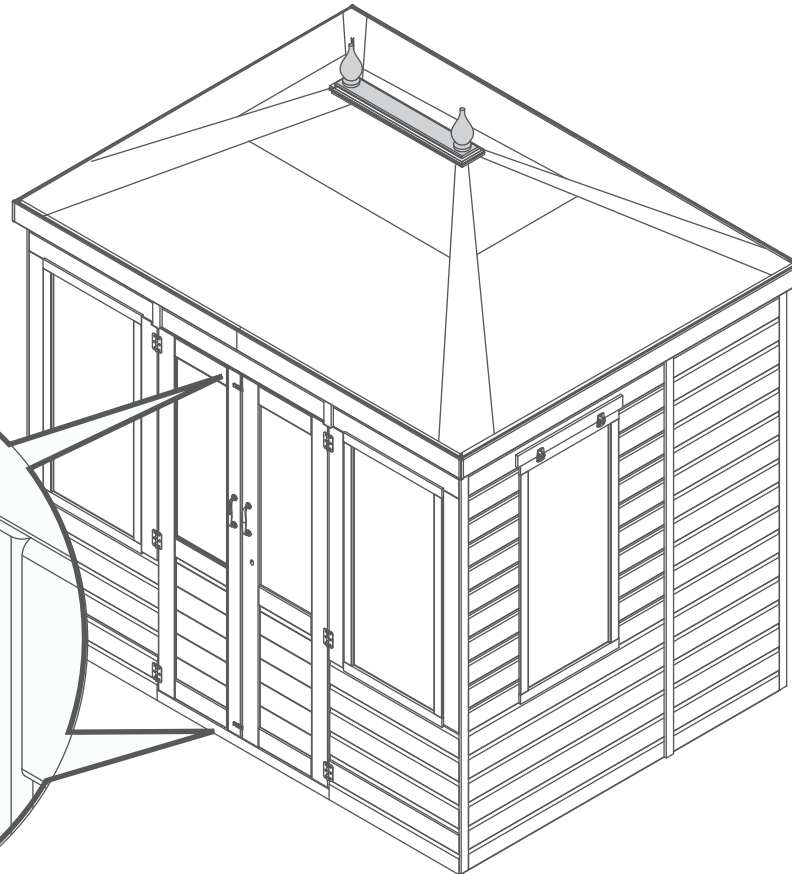
Parts needed - No. 37 QTY 2

On the outside of the building fix the turn buttons (**No. 37**), to the top and bottom of the doors. Fix with 1x30mm screw per turn button.

2x30mm Screws



IMPORTANT: Pre-drill before fixing screws.

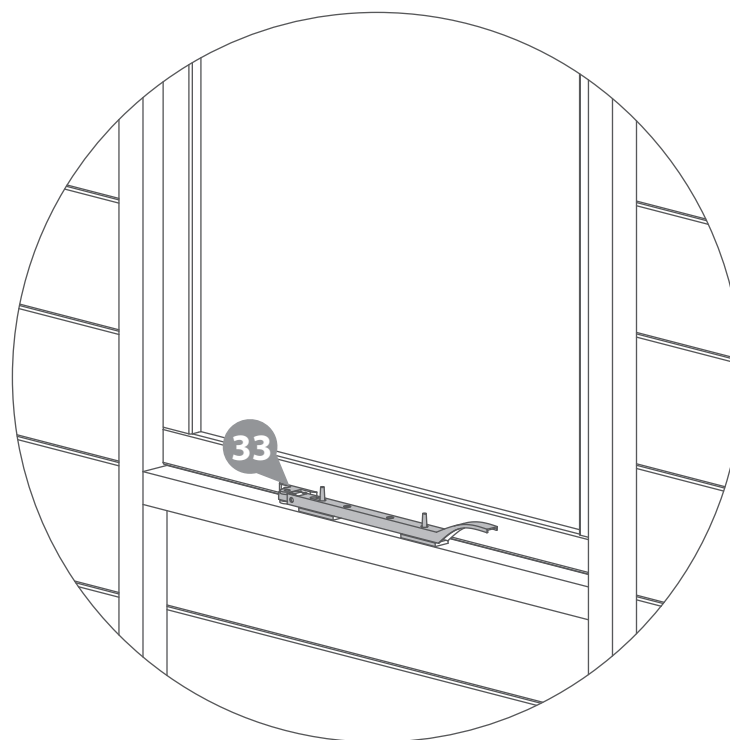


Step 36

Parts needed - No. 33 QTY 2

Fix the Casement Stay (**No. 33**) to each window using 2x20mm screws to attach to the window and 4x20mm screws to attach to the window framing.

12x20mm Screws



IMPORTANT: Pre-drill before fixing screws.

Step 37

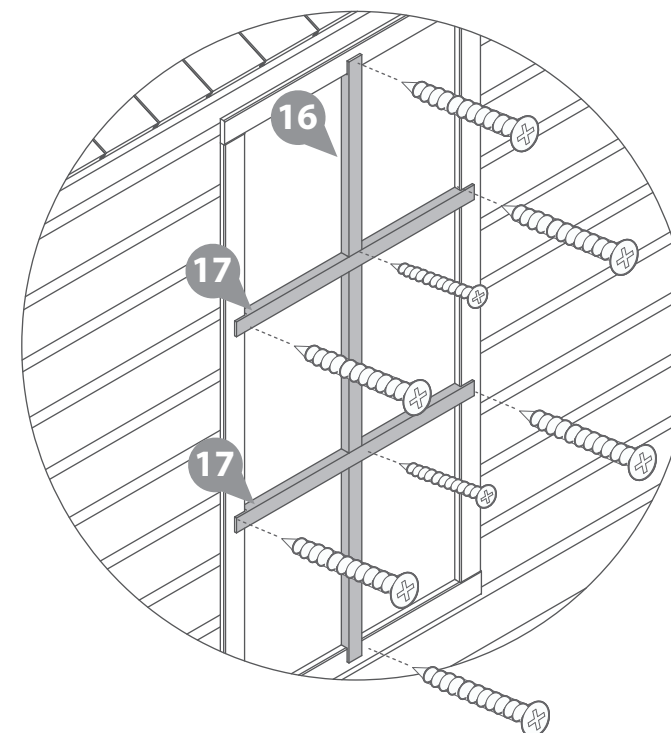
Parts needed - No. 16 QTY 4
No. 17 QTY 8

Locate the Window Crosses (**No. 16 & 17**) into the windows.

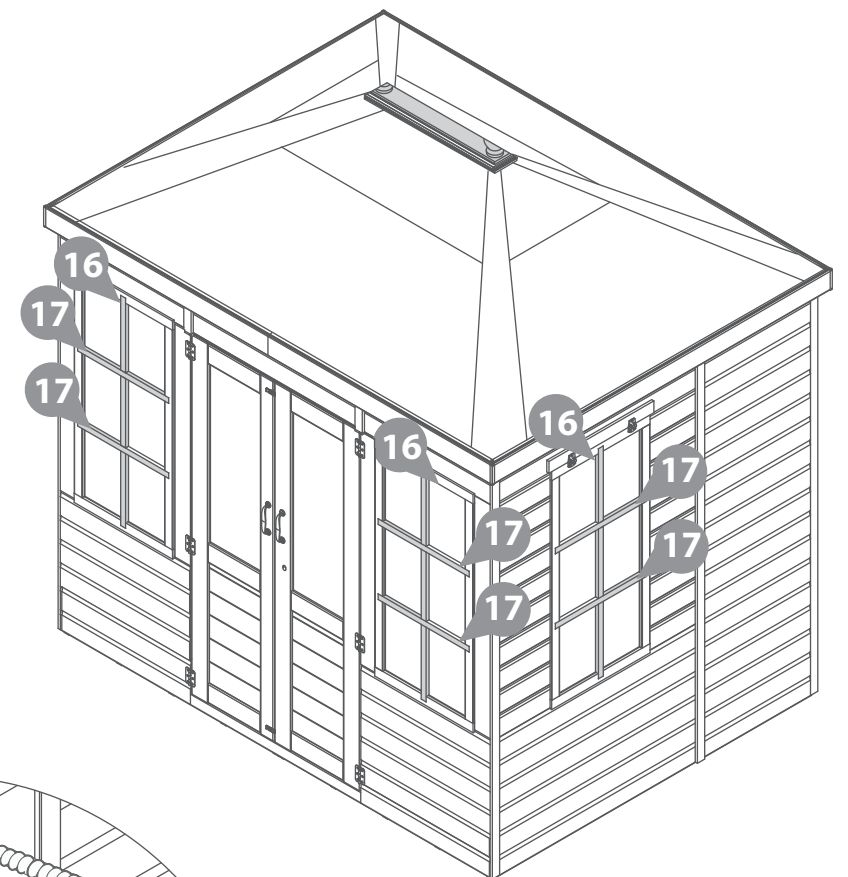
Fix by screwing through the Cross into the Window framing using 6x20mm screws, as shown in the diagram.

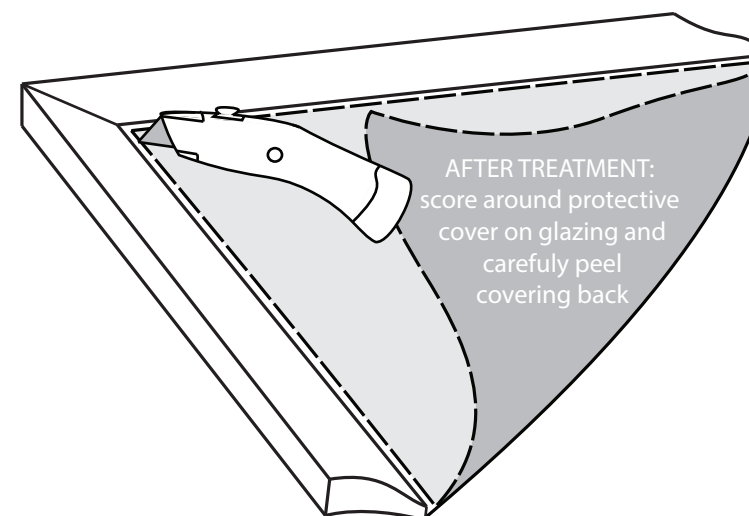
Further secure the crosses by screwing 1x10mm screw at each meeting point, as shown in the diagram.

**24x20mm screws.
8x10mm screws**



IMPORTANT: Pre-drill before fixing screws.





TREATING YOUR GARDEN BUILDING

Preservation of wood that's outdoors is vital. A little early care will help protect your garden building, 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 building. Once your building 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 building 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 buildings - Require a preservative treatment to protect against rot and decay and a waterproof treatment to prevent water ingress
Pressure Treated buildings - 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?
CONTACT US ON
01636 821215

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 building. 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 building paint, or little painted footprints all over your garden and home.
- ✓ Fill any gaps in the building's 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 building. 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 you building 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 buildings 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 building 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 building...

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

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

2 Preparing the base for your garden building...

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

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 building 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 buildings - 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 building 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 building 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 building 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 building, 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 building 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 building. 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 building please refer to the MGP Customer Portal at www.mgplogistics.co.uk

Any further questions?

Contact our
Customer Service
Team on:
01636 821215

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 building has been customised or modified/adapted in any way.
- 2. The person claiming is not the original purchaser of the building.
- 3. Any damage has been caused by or as a result of misuse.
- 4. The building has not been maintained and cared for in accordance to our advisories and manufacturer’s recommendations.
- 5. The building has not been treated annually or as per the manufacturer’s recommendations, please ensure receipts are kept to validate this claim.
- 6. The building has not been erected, fitted or installed as per the supplier instructions.
- 7. The building has not been erected on a suitable sized firm flat, solid level concrete/slab base or placed on pressure treated bearers.
- 8. The building 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 building 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 building has been customised or modified/adapted in any way.
- 2. The person claiming is not the original purchaser of the building.
- 3. Any damage is caused by or as a result of misuse.
- 4. The building has not been maintained and cared for in accordance to our advisories and manufacturer’s recommendations.
- 5. The building has not been treated annually or as per the manufacturer’s recommendations, please ensure receipts are kept to validate this claim.
- 6. The building has not been erected, fitted or installed as per the supplier instructions.
- 7. The building has not been erected on a suitable sized firm flat, solid level concrete/slab base or placed on pressure treated bearers.
- 8. The building 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.



REGISTER FOR YOUR
ANTI-ROT
GUARANTEE TODAY

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