Owner's Manual & Assembly Instructions

Model No.  GD108-A □  697.68618 □
          VD108-A □  VR108-A □

Building Dimensions

<table>
<thead>
<tr>
<th>Approx. Size</th>
<th>Foundation Size</th>
<th>Storage Area</th>
<th>Exterior Dimensions (Roof Edge to Roof Edge)</th>
<th>Interior Dimensions (Wall to Wall)</th>
<th>Door Opening</th>
</tr>
</thead>
<tbody>
<tr>
<td>10' x 8'</td>
<td>121&quot; x 92 3/4&quot;</td>
<td>74</td>
<td>123 1/4&quot; 95 1/4&quot; 82 1/8&quot; 118 1/4&quot; 90&quot; 80 7/8&quot; 55 1/2&quot; 69 1/4&quot;</td>
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<tr>
<td>3.0m x 2.3m</td>
<td>307cm x 236cm</td>
<td>6.9m² 13.3m³</td>
<td>313cm 242cm 209cm 300cm 229cm 205cm 141cm 176cm</td>
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</tbody>
</table>

* Size rounded off to the nearest foot

CAUTION: SOME PARTS HAVE SHARP EDGES. CARE MUST BE TAKEN WHEN HANDLING THE VARIOUS PIECES TO AVOID A MISHAP. FOR SAFETY SAKE, PLEASE READ SAFETY INFORMATION PROVIDED IN THIS MANUAL BEFORE BEGINNING CONSTRUCTION. WEAR GLOVES WHEN HANDLING METAL PARTS.
Owner's Manual

Before beginning construction, check local building codes regarding footings, location and other requirements. Study and understand this owner's manual. Important information and helpful tips will make your construction easier and more enjoyable.

Assembly Instructions: Instructions are supplied in this manual and contain all appropriate information for your building model. Review all instructions before you begin, and during assembly, follow the step sequence carefully for correct results.

Foundation and Anchoring: Your storage building must be anchored to prevent wind damage. A foundation is also necessary as a base in order to construct a square and level building. Anchoring and foundation materials are not included with your building. We recommend the combined use of an Arrow Floor Foundation Kit and an Arrow Anchoring Kit as an effective method of securing your building to the ground (Available by mail order or at your local dealer) or you may construct the foundation and anchoring system of your choice. Your assembly instructions provide information on a few methods commonly used to secure and level a storage building.

Parts and Parts List: Check to be sure that you have all the necessary parts for your building.

• All part numbers can be found on the parts. All of these numbers (before the -) must agree with the numbers on the parts list. The parts list is located on page 12.

• If you find that a part is missing, include the model number of your building and contact:

  Arrow Group Industries, Inc. Customer Service Department
  Route 50 East    Breese, Illinois 62230
  1-800-851-1085

• Separate contents of the carton by the part number while reviewing parts list. The first few steps show how to join related parts to make larger sub assemblies which will be used later.

• Familiarize yourself with the hardware and fasteners for easier use during construction. These are packaged within the carton. Note that extra fasteners have been supplied for your convenience.
Watch the Weather: Be sure the day you select to install your building is dry and calm. Do not attempt to assemble your building on a windy day. Be careful on wet or muddy ground.

Teamwork: Whenever possible, two or more people should work together to assemble your building. One person can position parts or panels while the other is able to handle the fasteners and the tools.

Tools and Materials: These are some basic tools and materials you will need for the construction of your building. Decide which method of anchoring and the type of foundation you wish to use in order to form a complete list of the materials you will need.

Selecting and Preparing Your Site: Before assembly, you will want to decide on a location for your building. The best location is a level area with good drainage.

• Allow enough working space for ease of moving parts into position during assembly. Be sure there will be enough space at entrance for doors to open fully and enough space around the building to be able to fasten the panel screws from the outside.

• Before you begin the first steps in assembling your parts, a foundation should be constructed and an anchoring system should be ready to use.
Safety precautions are important to follow throughout the construction of your building.

- Care must be taken when handling various pieces of your building since some contain sharp edges. Please wear work gloves, eye protection and long sleeves when assembling or performing any maintenance on your building.

- Practice caution with the tools being used in the assembly of this building. Be familiar with the operation of all power tools.

- Keep children and pets away from worksite to avoid distractions and any accidents which may occur.

- Do not attempt to assemble the building if parts are missing because any building left partially assembled may be seriously damaged by light winds. Call 1-800-851-1085

- Never concentrate your total weight on the roof of the building. When using a step ladder make sure that it is fully open and on even ground before climbing on it.

- Do not attempt to assemble the building on a windy day, because the large panels acting as a "sail", can be whipped about by the wind making construction difficult and unsafe.
Finish: For long lasting finish, periodically clean and wax the exterior surface. Touch-up scratches as soon as you notice them on your unit. Immediately clean the area with a wire brush; wash it and apply touch-up paint per manufacturer's recommendation.

Roof: Keep roof clear of leaves and snow with long handled, soft-bristled broom. Heavy amounts of snow on roof can damage building making it unsafe to enter. In snow country, Roof Strengthening Kits are available for most Arrow Buildings for added protection against heavy snow accumulation.

Doors: Always keep the door tracks clear of dirt and other debris that prevent them from sliding easily. Lubricate door track annually with furniture polish or silicone spray. Keep doors closed and locked to prevent wind damage.

Fasteners: Use all washers supplied to protect against weather infiltration and to protect the metal from being scratched by screws. Regularly check your building for loose screws, bolts, nuts, etc. and retighten them as necessary.

Moisture: A plastic sheet (vapor barrier) placed under the entire floor area with good ventilation will reduce condensation.

Other Tips....

• Wash off inked part numbers on coated panels with soap and water.
• Silicone caulking may be used for watertight seals throughout the building.

Do not store swimming pool chemicals in your building. Combustibles and corrosives must be stored in air tight approved containers.

Keep this Owner's Manual and Assembly Instructions for future reference.
ACCESSORIES....

ROOF STRENGTHENING (heavy snow load) KITS
Extra roof beams and gable braces designed for added protection against heavy snow accumulation. Increases the strength of your roof by 50%.

ANCHOR KIT
Model No. AK4
Anchor Kit contains heavy-duty steel augers, 60' (18m) of steel cable and 4 cable clamps. No digging or concrete pouring, just insert cable under roof, over roof beams, into augers and twist augers into the ground. For buildings larger than 10'x9', use 2 kits.

FLOOR FOUNDATION KITS

MODEL FB47410, FB5465, FB106-A
FB109-A AND FB1014-A

A simple new floor frame system made of heavy-duty, hot-dipped galvanized steel. Use as foundation for plywood, sand or stone.

TOOL HANGING RACK

Model No. TH100
The perfect tool organizer. Twin 25 1/2" (65cm) steel channels plus five heavy-duty snap-in hangers and a small tool holder for screwdrivers, pliers, etc. Holders slide along channel for fully adjustable spacing. Great for garage, basement, or the back of any door. Fits all Arrow storage buildings.

ANCHOR KIT
Model No. AK100
New concrete anchor system permits anchoring any size Arrow building directly to a concrete slab. Each kit contains heavy-duty, hot-dipped galvanized steel corner gussets and perimeter clips which fit over the floor frame and lag bolt into a concrete slab. Full assembly instructions and a 1/4" masonry drill bit are included.

ATTIC KIT / WORKBENCH KIT
Heavy-duty galvanized steel bars that fit all 10' wide Arrow buildings. They install quickly and easily to help organize space and create more useable space as an attic or workbench. Will hold up to 250 lbs. (113kg) evenly distributed.

Model No. Fits Shipping Weight
AT101 10' Long, 250 lb. (113kg) load+ 16 lbs. (7kg)
+ Even weight distribution.

SHELF UNITS
Heavy-duty, galvanized steel shelf units help organize storage space. They easily mount on the wall or sit on the floor. Fits all Arrow buildings.*

Model No. SS404
- Makes 8" to 12" (20-30cm) wide shelves in any length.
- Brackets, braces, hardware included.
- Lumber is not included.

Model No. SS900-A
- Grey color
- 3 shelves
- Holds up to 85 lbs. (38kg)
( even weight distribution)

* Some drilling required to fit buildings without mid-wall bracing.
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OPTION 1: ARROW FLOOR FRAME KIT:  (Order No. FB109-A or 68385-A)
Arrow has the best base for your building in this simple kit. It keeps stored items above the ground. This kit should be used with one of the following:
A. To support a plywood deck B. To be filled with sand. We recommend the combined use of
1. an ARROW FLOOR FRAME KIT and 2. an ARROW ANCHORING KIT as an effective method of securing the building to the ground. Allow 1 - 2 hours for construction.

OPTION 2: Wood Platform

If you decide to build your own foundation, be sure to select the appropriate materials. These are the recommended materials for your foundation:
● 2 x 4’s (5cm x 10cm) Pressure Treated Lumber ● 5/8” (1,5cm) 4 x 8 (122cm x 244cm) Plywood-exterior grade
● 10 & 4 penny Galvanized Nails ● Concrete Blocks (optional)

The platform should be level and flat (free of bumps, ridges etc.) to provide good support for the building. The necessary materials may be obtained from your local lumber yard.

To construct the foundation follow instructions and diagram.
Construct frame (using 10 penny galvanized nails)
Measure 16”/24” (40,6cm/61cm) sections to construct inside frame (see diagram)
Secure plywood to frame (using 4 penny galvanized nails)
Allow 6 - 7 hours for construction.

OPTION 3: Concrete Slab

The slab should be at least 3” to 4” (8-10cm) thick. It must be level and flat to provide good support for the frame. The following are the recommended materials for your foundation.
● 1 x 4’s (2,5cm x 10cm) (will be removed once the concrete cures)
● Concrete ● Sheet of 6 mil plastic ● We recommend for a proper strength concrete to use a mix of:
  1 part cement ● 3 parts pea sized gravel ● 2 1/2 parts clean sand

Prepare the Site/Construct a Foundation
1. Dig a square, 6” (15cm) deep into the ground (remove grass).
2. Fill up to 4” (10cm) in the square with gravel and tamp firm.
3. Cover gravel with a sheet of 6 mil plastic.
4. Construct a wood frame using four planks of 1x4 (2,5cm x 10cm) lumber.
5. Pour in concrete to fill in the hole and the frame giving a total of 4” (8-10cm) thick concrete. Be sure surface is level.
Allow 3 - 5 hours for construction and a week for concrete curing time.
It is important that the entire floor frame be anchored after the building is erected.

Below are recommended ways of anchoring.

Arrow Anchoring Kit: (Model No. AK100 or 68383)
Recommended for use with any suggested base.
Contains: Corner gussets, perimeter clips, hardware, 1/4" masonary drill bit and installation instruction.

Anchoring into Concrete:
1. For poured concrete slab or footing or patio blocks: Use 1/4" x 2" Lag Screws.
2. For Anchor Post of Concrete poured after building is erected: Use 1/4" x 6" Lag Screws.

Arrow Anchoring Kit: (Model No. AK4 or 60298)
Recommended for use with any suggested base.
Contains: 4 Anchors with Cable, Clamps and installation instruction.

Anchoring into Wood/Post:
Use 1/4" Wood Screws. There are 1/4" (0,63cm) dia. holes provided in the frames for proper anchoring.
## Hardware

Remove from bag of screws and save for the last step

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<th>Description</th>
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<td>#10Bx1/2&quot; Black Screw (4) (Packed with Screws)</td>
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<td>#8-32x3/8&quot; Bolt (155)</td>
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<td>65004</td>
<td>#8Ax5/16&quot; Screw (312)</td>
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<td>66382</td>
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<td>(Arrow Logo) Peak Cap (2)</td>
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The front floor frame is made up of three pieces. The side floor frames and the rear floor frame are made up of two pieces. The holes in these pieces will align when the pieces are positioned with correct amount of overlap. The illustrations below show the proper overall length for the sides, rear and front. Proceed as follows:

1 Place the front floor frames as shown. Center the ramp, with drain holes facing outside, on top of the two front floor frames. Join the frames by inserting eight screws.

2 Overlap the side floor frames and the rear floor frames as shown. The holes in these pieces will align when the pieces are positioned with correct amount of overlap. See the illustrations below for the proper overall length of the side and rear floor frames. Join the frames by inserting four/five bolts into each frame set as shown.

3 Double check the length of each and set these pieces aside for later use.
The main frame pieces reinforce the walls. These pieces will later be installed at the top edge of the side walls and the rear wall. Proceed as follows:

**1** Overlap the **right** and **left rear wall angle** pieces as shown in the figure and fasten them together with *one bolt in the center hole*.

**2** Make two **right** and **left side wall angles** by overlapping the right and left side wall angle pieces as shown. Fasten each set together with *one bolt in the center hole*.

**3** Set the assemblies aside. You will use them later.
The roof beams join the two gables and support the roof panels. The main roof beam is made up of four pieces overlapped back to back at the center. The left and right roof beam assemblies are made up of two pieces. **Hint:** These pieces are force-fitted, so you may have to press hard to join them together.

1. The figure shows how to identify a **left** and a **right roof beam**. As you will note, the difference is only which end of each beam has the six holes for joining the beams at the center. **Do not insert bolts yet.**

2. Place the end of a right roof beam inside a left roof beam so that the six holes in each piece align. Make four sets of roof beams by repeating this procedure.

3. Take two of the pressed-together roof beams and join them as shown to form the main roof beam assembly. Hold the assembly together and fasten with 14 bolts. Build **only one** Doubled Beam Assembly.

4. Fasten the other two pressed-together roof beams with eight bolts to make the left and right roof beam assemblies.

5. Set these pieces aside for later assembly.
The door track assembly supports the sliding doors and reinforces the front wall. It is made up of three pieces.

1. Using the **door track splice**, (painted), join the **door track** (galvanized) pieces end-to-end as shown.

2. Insert four screws from the underside only.

**Hint**: The holes in the top side of the door track assembly are for fastening the gable to the top of the front wall in a later step.

3. Position **door slides** onto the legs, from the end of door track assembly, as shown in the end view. **NOTE**: Flat side on top, pins and holes **must** be oriented as shown.

4. Set this piece aside for later use.
Step 5

Parts Needed For
Floor Frame

Front Floor Assembly (1)
Side Floor Assembly (2)
Rear Floor Assembly (1)

1 Assemble the four corners of the floor frame using two screws at each corner as shown. At the front corners fasten bolts through from the bottom with nuts on top.

2 Measure the floor frame diagonally. When the diagonal measurements are equal, the floor frame is square.

NOTE
If using a wood platform or concrete slab do not fasten the floor frames to your base at this time. You will anchor the building after it is erected.

NOTE
If you have purchased a Floor Frame Kit you need to install it at this time.

The floor frame must be square and level or holes will not align.
The top frame pieces give rigidity to the side walls and provide a surface for attaching the gables which support the roof.

1. Position corner posts at the corner of the floor frame as shown. Fasten the corner post to the floor frame with two screws.

Support the corner posts with stakes or other devices until door jambs are attached.

2. Fasten the door track assembly (holes on top) behind the top of the front corner posts using 1 screw in each corner. See the figure.

3. Fasten the rear wall angle assembly behind the top of the rear posts using 2 screws in each post.

4. Fasten the side wall angles behind the top of the side posts using 2 screws in each corner. Side wall angles overlap rear wall angle in corners.

The floor frame must be square and level or holes will not align.

NOTE
The remainder of the building assembly requires many hours and more than one person. Do not continue beyond this point if you do not have enough time to complete the assembly today. A partially assembled building can be severely damaged by light winds.
Step 7

Parts Needed For Splice Post/Door Jamb

- 5287 Splice Post (3)
- 7311 Door Jamb (2)

The door jambs reinforce the door opening and provide an attractive trim. The splice post supports the wall.

1 Position splice post at the center of the rear wall and fasten using 4 bolts and nuts into rear wall angle and 2 screws into rear floor frame.

Hint: Measure or count holes to determine if post is centered on angle.

2 Fasten splice posts to the sides of building in the same manner.

3 Fasten the top of the door jambs to the door track with 2 screws. Do the same for the bottom into frame. Notched edge faces toward center of building.

ANGLED END OF SPLICE POST MUST BE ON TOP

NOTCHED EDGE MUST FACE CENTER OF BUILDING
The studs provide a surface for attaching the siding panels.

1. Following dimensions, measuring from the ends of angles, place a **stud** between each corner and splice post. Position stud inside top angle and fasten with a screw at the lower hole.

2. Rest bottom tab (large hole) outside floor frame. Do not fasten tab at this time. Repeat procedure for the remaining studs around the building.

3. Place **front wall channel** into position behind corner post and door jamb. Fasten using three screws.
Each screw in the wall requires a washer.

1. Slide side siding into channels of corner and splice posts, flat edge upward, bottom edge down resting on floor frame. Always follow this pattern. Fasten bottom edge and tab of stud to floor frame using screws. Fasten center to stud with screws. Do not fasten flat edge yet.

2. Install side siding as before. Note how the slot in bottom edge must overlap flat edge of last siding. Fasten both siding panels to stud at this overlap.

3. Install side siding to the top as before.

4. From inside building, fasten siding to corner posts and splice post using screws.

5. Repeat steps 1 through 4 for opposite side of building.

NOTE
Be careful to install the correct panel in each position as shown.

The floor frame must be square and level or holes will not align.
Step 10

1. Slide **rear siding** into channel of corner and splice posts fastening to rear frame as shown in previous step 9.

2. Install **rear siding** to complete each section of rear wall. Fasten top center of last siding to rear angle.

3. Slide **front siding** into channels of corner post and door jamb. This siding is fastened from the inside, using screws into post and jamb.

4. Install **front siding** to complete both front sections.
The gables go on top of the front and rear walls to support the roof beams.

**NOTE**
The gables are packed nested together and might be mistaken as one piece. Carefully separate them before continuing.

1. Attach the four **roof beam brackets** to the gables using two bolts, washers and nuts.

**NOTE**
Mounting leg of bracket must face toward center of gable and holes closest together must be on top.
1 Lift and fasten a right and left gable, under angle at corner, to the rear wall angle with screws.

**Hint:** On the rear gable, use a bolt and nut at the overlapping rear wall angle. On the front gable, leave out 2 screws closest to center gable leg.

2 Join the **left** and **right gables** together with a **gable brace** using a bolt in the bottom hole only.

3 Repeat Steps 1 & 2 for the door track on the front of building, except for the **track supports**, fasten as shown.
1 Spread the two halves of the **main roof beam** and fasten the roof beam to the gable brace of the front gable.

2 Fasten the other end of the main roof beam to the gable brace of the rear gable.

3 Fasten the **single roof beams**, small holes on top, as shown using bolts.
Installing the roof panels is best done with a step ladder. Begin installing roof panels at the back right corner of the building. Each screw and bolt in the roof requires a washer.

**NOTE**
Measure the building diagonally again and make adjustments to make sure the building is square and level. This will make the roof panels fit better, and holes will align.

**NOTE**
If a Roof Beef-Up Kit was purchased, assemble prior to attaching the roof panels.

1. Locate the roof panels by their numbers. *Note the sequence and position they are to be installed.*

2. Position the right roof panel at the back right corner and fasten to the gable with 5 bolts and nuts and roof beams using 2 screws. *Do not fasten the lower end of the panel to the side wall angle at this time.*

**Hint:** Attach fasteners in order shown in diagram.
1 Install a left roof panel at the left rear and right front corner of the roof. Install a right roof panel at the left front corner of the roof.

2 Cut 4 short 2" (5cm) strips off the roll of weather stripping tape, and put them aside. Cover the joint at the peak with weather stripping tape. Unroll the tape and press it down over the opening at the ridge as you install each roof panel. Do not cut the tape at this time.

3 Install 2 narrow and 2 wide roof panels in the sequence and positions shown on previous page. Do not fasten the lower end of the panels to the side wall angles at this time. Continue weather stripping the ridge opening.

4 Install the first ridge cap on the completed roof section using bolts and nuts. Fasten roof panel overlaps not used for ridge cap. Cover the head of bolt with the 2" (5cm) piece of weather stripping tape. Do not fasten the ends of the ridge cap at this time.

NOTE
Narrow roof panel crimped rib is overlapped by wide rib of adjacent panel where possible.

NOTE
If roof beam holes do not line up with the roof panel holes, shift the building from left to right. If this does not help, your building may not be level. Shim the corners until holes line up.
1. Install the second ridge cap overlapping the first ridge cap while installing the remaining roof panels. Continue weather stripping the ridge.

2. Fasten the lower end of the panels to the side wall angles using screws and washers. Use bolts and nuts through wall angle overlaps at the bottom of the panel.

3. Attach the right and left side roof trim to the lower end of the roof panels on each side of the building using screws at each panel overlap.

   **NOTE**
   A single screw fastens both trim pieces at the overlap.

4. Using your thumb and index finger, overbend the bottom flange of the side roof trim at the corner inward enough so the right and left roof trim caps fit onto right and left corners.

5. Fasten the roof trim caps to the side trim using a screw.

6. Fasten the roof panel rib, peak cap and ridge cap together using bolts and nuts. Fasten the remaining peak cap in the same manner.
The steps on this page tell how to assemble the left door. You will perform exactly the same procedures for the right door. Each bolt requires a small washer on the outside of the door. Proceed as follows:

1. Place foam board under the lip of door.

2. Hold the vertical door brace against the long edge of the foam board inside the door and fasten to door using 5 bolts and nuts.

3. Put a horizontal door brace onto the top edge and bottom edge, covering edge of foam board, and fasten with 1 bolt in the center.

4. Attach the lower door guides as shown.

5. Push 7 holes through foam board where shown, using an awl or nail.

6. Fasten center of door and install handle using 7/8" bolts, door washers, hex nuts and acorn nuts.

7. Repeat steps 1 through 6 for the right door.
Step 18

Parts Needed For
Door Installation & Adjustment

- Right Door Assembly (1)
- Left Door Assembly (1)

1. From inside the building, put the bottom of the right door assembly (on your left when you are inside the building) behind door jamb into the front frame track.

2. Position the top of the door so that the holes in the door line up with the holes in the door slides.

3. Fasten the door to the door slides using a #10Bx1/2" screw.

NOTE
The four holes in the top of each door allow you to adjust the doors. Place the door slide in the middle 2 holes.

4. Repeat steps 1 through 3 for the left door.

Keep this Owner’s Manual and Assembly Instructions for future reference.
SOME FACTS ABOUT RUST
Rusting is a natural oxidizing process that occurs when bare metal is exposed to moisture. Problem areas include screw holes, unfinished edges, or where scrapes and nicks occur in the protective coating through normal assembly, handling and use. Identifying these natural rusting problem areas and taking some simple rust protection precautions can help to stop rust from developing, or stop it quickly as soon as it appears.

1. Avoid nicking or scraping the coating surface, inside and out.

2. Use all the washers supplied. In addition to protecting against weather infiltration, the washers protect the metal from being scraped by the screws.

3. Keep roof, base perimeter and door tracks free of debris and leaves which may accumulate and retain moisture. These can do double damage since they give off acid as they decay.

4. Touch up scrapes or nicks and any area of visible rust as soon as possible. Make sure the surface is free of moisture, oils, dirt or grime and then apply an even film of high quality touch-up paint.