

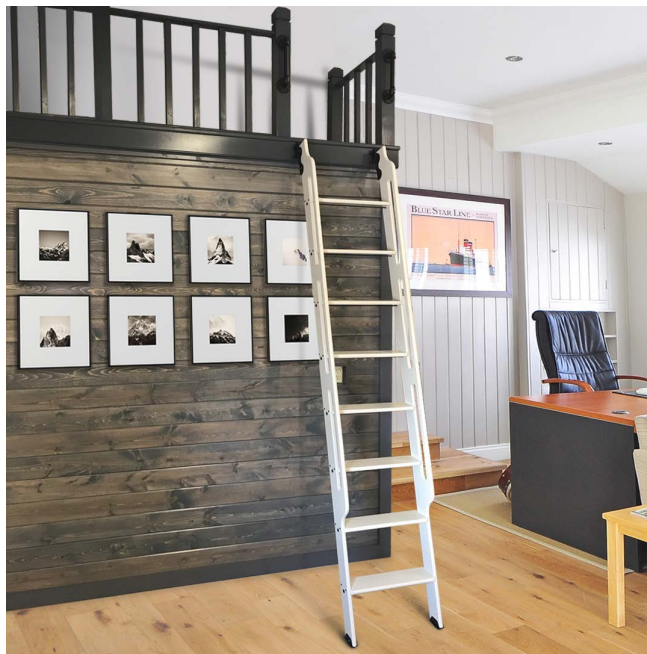
INSTRUCTION MANUAL

for Installing

STATIONARY LOFT

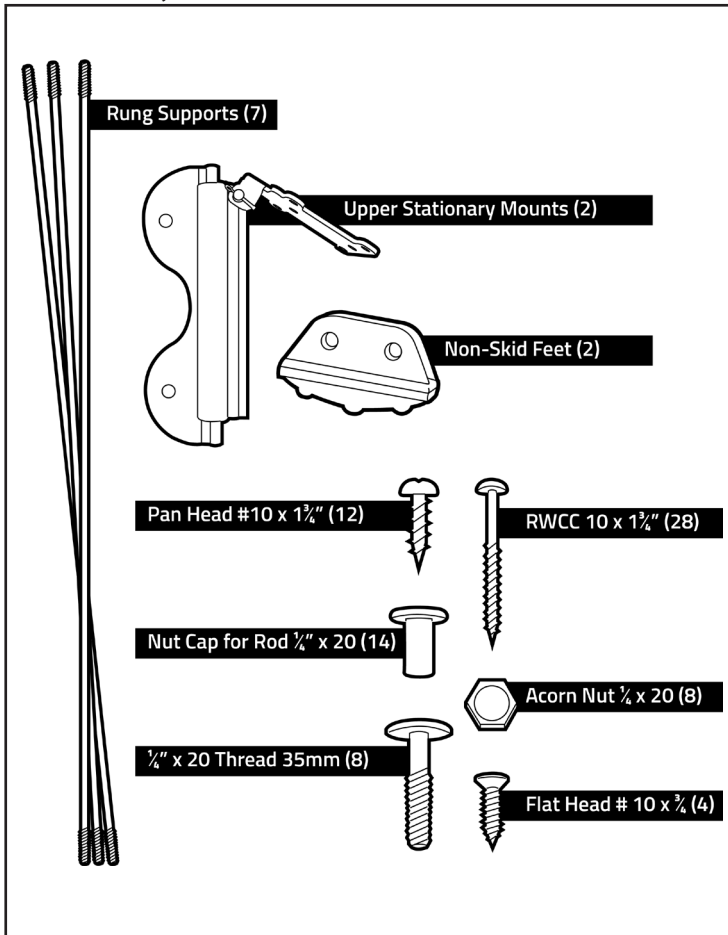
LADDER HARDWARE

QG.830 Series

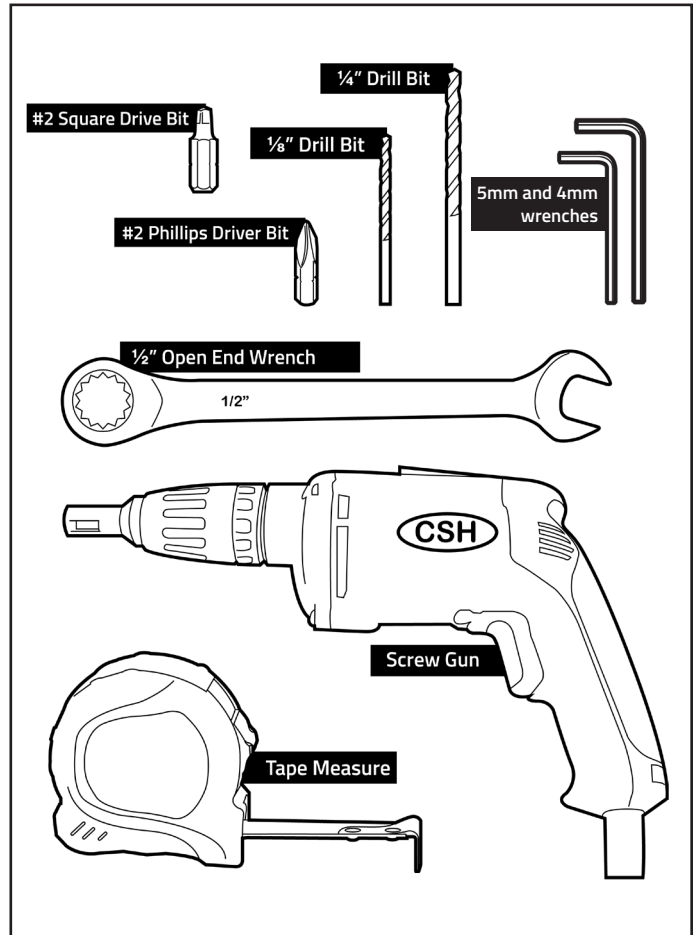


Instruction Manual for Installing Stationary Loft Ladder Hardware

Shown: QG.830.08



Installation Tools Needed:



Step 1: Calculating Ladder Length

All ladders using the Stationary Loft hardware are *custom, made-to-order ladders*.

In order for the ladder to properly move between stored and climbing positions (*see figures 1a and 1b*), it is critical to order the correct ladder length based on the planned location of the flat plate.

To calculate the length of ladder required for your specific application:

1. Determine where the **Flat Plate** portion of the **Sliding Upper Guide** hardware will be installed onto the header board below the floor of the loft. The bottom of the flat plate needs to be a **minimum of 3 1/2"** below the bottom edge of the loft floor.

Note: If the loft floor edge protrudes more than 1" beyond the vertical surface of the header board, the Flat Plate hardware will need to be installed lower on the header board to allow clearance for the upper sliding hardware when the ladder goes from the stored to the climbing positions.

2. Scribe a level line on the header board corresponding to the desired position of the bottom of the **Flat Plate**. This line will be used when installing the ladder (*see Figure 2a and 2b*).

Figure 1a



Storing Position

Figure 1b



Climbing Position

3. Measure from the floor surface where the ladder will be standing to the bottom edge of where the **Flat Plate** will be installed on the header board (*see figure 3*).
4. **Add 5"** to this measurement to determine the custom ladder length.

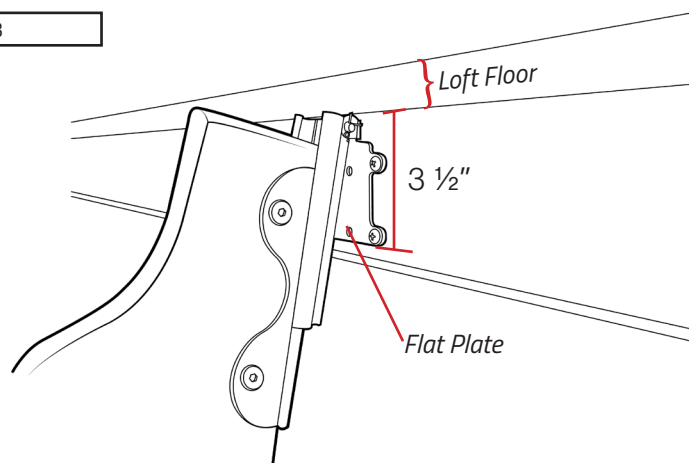
Figure 2a



Figure 2b



Figure 3



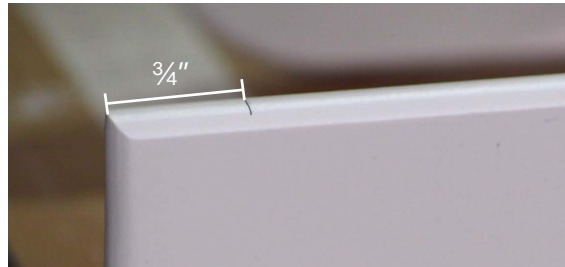
Step 2: Installing the Sliding Upper Guide Hardware to the Ladder

1. On the back edge of both the ladder side rails, measure down $\frac{3}{4}$ " down from the tip of the ladder and scribe a straight line (see figure 4a and 4b).
2. Align the top edge of the **Sliding Upper Guide** hardware with the mark on the ladder.

Figure 4a



Figure 4b



3. Using a #9 Vix Bit or a $\frac{1}{8}$ " drill bit, drill (4) pilot holes into the edge of the ladder (see figure 5a).
4. Use the supplied #10 x $\frac{3}{4}$ " flat-head screws to secure the sliding upper guides to the top of the ladder (see figure 5b).

Figure 5a



Pre-drilling using Vix Bit or 1/8" drill bit

Figure 5b



Securing hardware to ladder using Phillips-drive flathead screws

5. Complete the installation of the **Sliding Upper Guide** to the ladder using the $\frac{1}{4}$ " x 20 bolts and acorn nuts by following the procedure below.

Using a $\frac{1}{4}$ " drill bit and the holes in the top roller guide as a drill guide, drill a $\frac{1}{4}$ " hole halfway through the thickness of the ladder slide rail (see figure 6a).

Figure 6a



Drill the same hole on the opposite side of the top roller guide, producing a $\frac{1}{4}$ " through hole in the ladder side rail.

Follow this same procedure for all 4 through holes and complete the assembly by securing the Sliding Upper Guide with the supplied $\frac{1}{4}$ " x 20 KD bolts and acorn nuts (see figure 6b and 6c).

Figure 6b



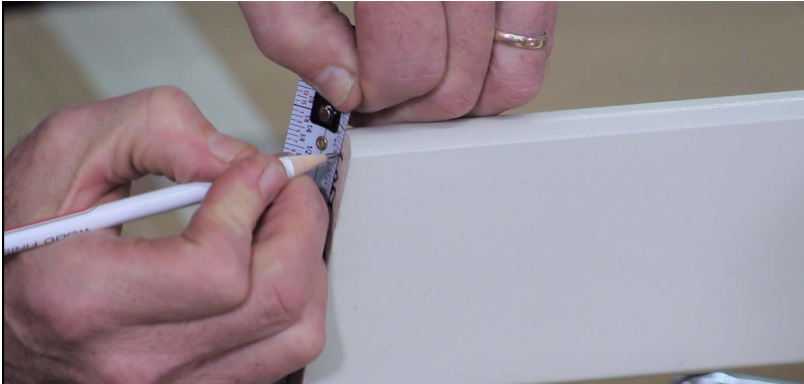
Figure 6c



Step 3: Installing the Bottom Foot on the Ladder

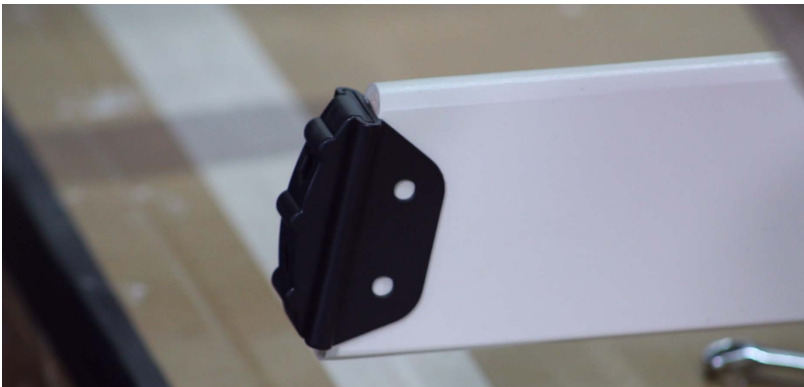
1. From the front edge of the ladder side rails, draw a line on the bottom of the rail $\frac{1}{4}$ " in from the edge (see figure 7).

Figure 7



2. Align the front edge of bottom foot hardware to the scribed line, pushing the bottom foot hardware tight and flush to the bottom surface of the ladder (see figure 8).

Figure 8



3. Fasten the bottom foot onto the rail with the $\frac{1}{4}$ " x 20 KD bolts and acorn nuts following the procedure detailed above (see figure 9a and 9b).

Figure 9a



Figure 9b



Step 4: Installing the Ladder onto the Header Board of the Loft

1. Align the ladder in the desired position in front of the opening to the loft.
2. Stand the ladder upright in the vertical stored position (*see figure 10*) and using the supplied **#10 x 3/4" pan-head screws**, install the **Flat Plate** hardware. Be sure to position the bottom of the **Flat Plate** along the scribed line on the header board (*see figure 11a and 11b*).

Figure 10



Figure 11a



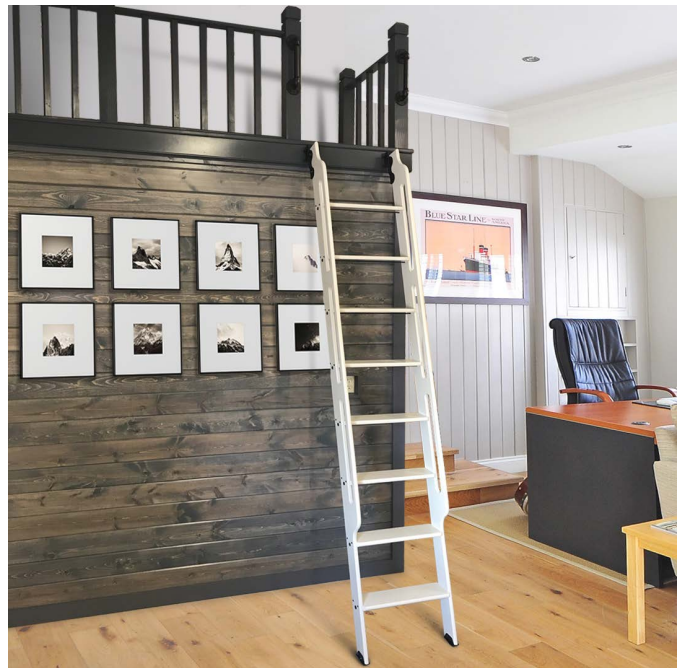
Figure 11b



3. The ladder should now be able to be lifted and pulled out to the climbing position.

SPECIAL SAFETY NOTE:

Our stationary loft ladder and hardware will enable you to get up to the loft area. To ensure you can get up into and come back down from the loft safely, please install handrails firmly attached to the railing posts/supports on either side of the opening. Also ensure these posts/supports are firmly attached to the loft floor.



Measurements for Flat Plate

Stationary Ladder Hardware
Flat Plate Dimensions

