

VERSAMAX™ PHENOLIC LOCKER INSTALLATION INSTRUCTIONS

General Instructions

1. Check material received against the packing list. First check the number of packages received and then check the contents of each package.
2. Check material received for damage. If damage has occurred, secure a "damage notation" from the carrier.
3. Identify each part as it is unpacked and put like parts together as close as possible to the working area where they are to be assembled.
4. Be careful to use the correct hardware as specified in the assembly instructions.

CAUTION

In the interest of safety, all lockers must be securely anchored to the floor and/or wall. For safety, handle all components carefully and wear work-gloves when installing lockers. Install all units level and plumb, and tighten all hardware securely. Retain instructions for future reference.

1. Tools Required

Tape Measure

Stud Finder

Drill/Driver

Circular Saw

5/32" Drill Bits

T27 Security Torx Bit

Optional items

Construction Adhesive

4 ft. Level

Flat Head Screw Driver

Rubber Mallet

Miter Saw

1/8" Drill Bits

T15 Security Torx Bit

Double Sided Tape

Laser Level

Chalk Snap Line

Belt Sander

1/4" Drill Bits

Cedar Shims

Hot Glue gun



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2. Getting Started

- 2.1 Find the packing list in the hardware box marked "Packing List Enclosed".
- 2.2 Check the delivered materials and make sure there are no parts damaged or missing. Note any missing or damaged material on freight bill.
- 2.3 Open the hardware box and organize the hardware packages. Do not open the packages until they are called for during the installation procedures.
- 2.4 Locate the drawings sent with the shipment and confirm that the field dimensions match the room.
- 2.5 Clean the area prior to installing lockers and clear enough room to provide an adequate work area.

3. Locker Layout

- 3.1 Using the top view locker layout sheet, mark on the walls the starting and ending point of each run of lockers, see Figure 3.1.
- 3.2 Establish the highest point of the floor or concrete curb in the room where the lockers will be installed. Use a laser level to determine this, or a level and a tape measure.
- 3.3 Using the front view of the locker layout sheet, locate the height of the locker, see Figure 3.2. If you are installing the lockers on a concrete curb then mark this dimension at the highest point of the concrete curb. If you are installing the lockers on adjustable legs then add $4 \frac{1}{16}$ inches to the dimension and mark on wall.
- 3.4 Using your laser level transfer this location on the walls where the lockers are to be installed, see Figure 6.2.

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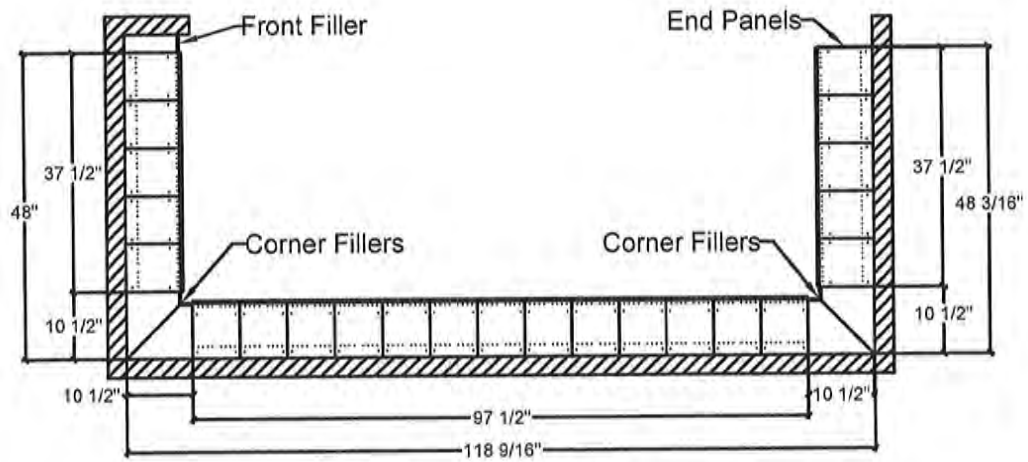


Figure 3.1 Top View

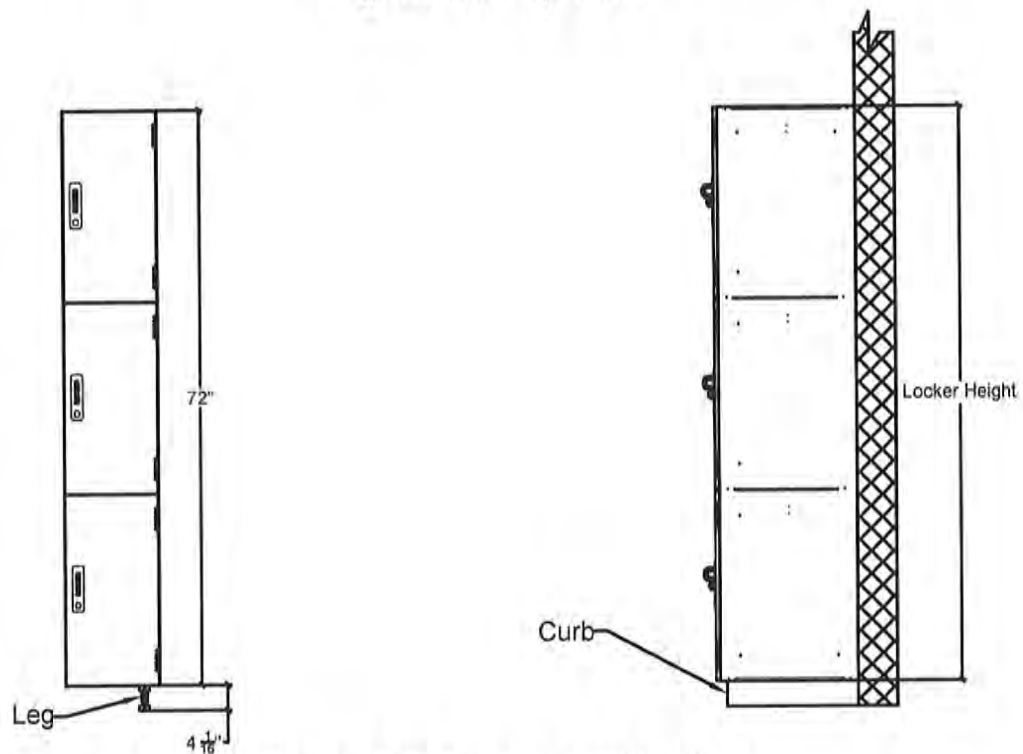


Figure 3.2 Front and Side View

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4. Locker legs

If your lockers are mounting to a concrete curb proceed to step 5.

- 4.1 Locate the locker leg hardware, see Figure 4.1.
- 4.2 Lay the locker on its back and open the door.
- 4.3 Install legs at all four corners of this starting locker by placing the leg screw through the predrilled holes in the bottom of the locker, see Figure 4.2.
- 4.4 Screw locker legs onto the leg screws and tighten, see Figure 4.3. Each add-on locker will need two legs installed front-to-back on far side from starter locker, see Figure 4.4. Do NOT install four legs onto add-on lockers unless you have confirmed additional legs have been purchased.
- 4.5 Adjust the locker leg to $4 \frac{1}{16}$ " from the bottom of locker.



Figure 4.1 Leg Hardware



Figure 4.2 Leg Screw

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Figure 4.3 Adjustable Legs

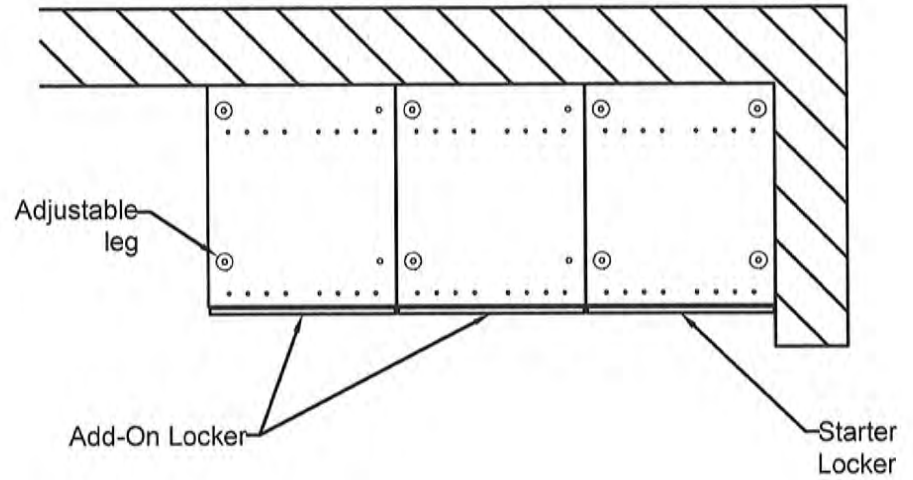


Figure 4.4 Adjustable Legs Installation

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5. Front Fillers and Corner Fillers

- 5.1 Locate the front fillers and corner fillers.
- 5.2 Install the front filler brackets on the filler panel using the end filler panel screws provided, see Figure 5.1.
- 5.3 Assemble the corner fillers using three corner filler brackets. Install four front filler panel brackets to each corner filler panel as shown using the filler panel screws provided, see Figure 5.2.

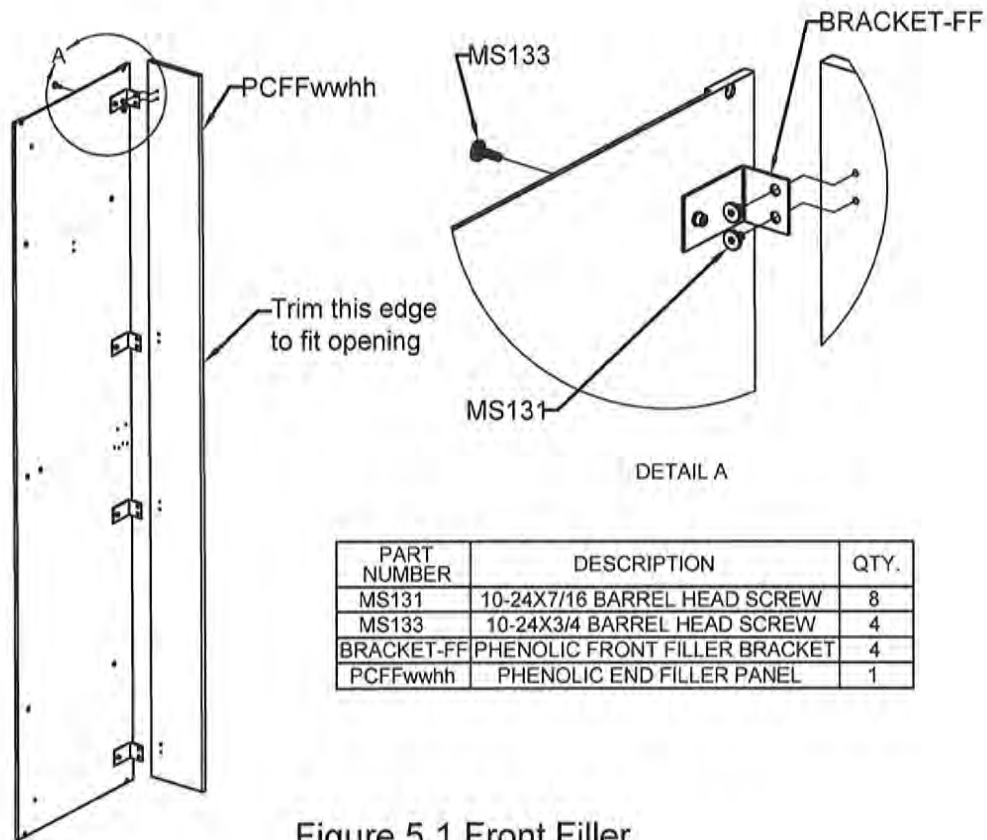


Figure 5.1 Front Filler

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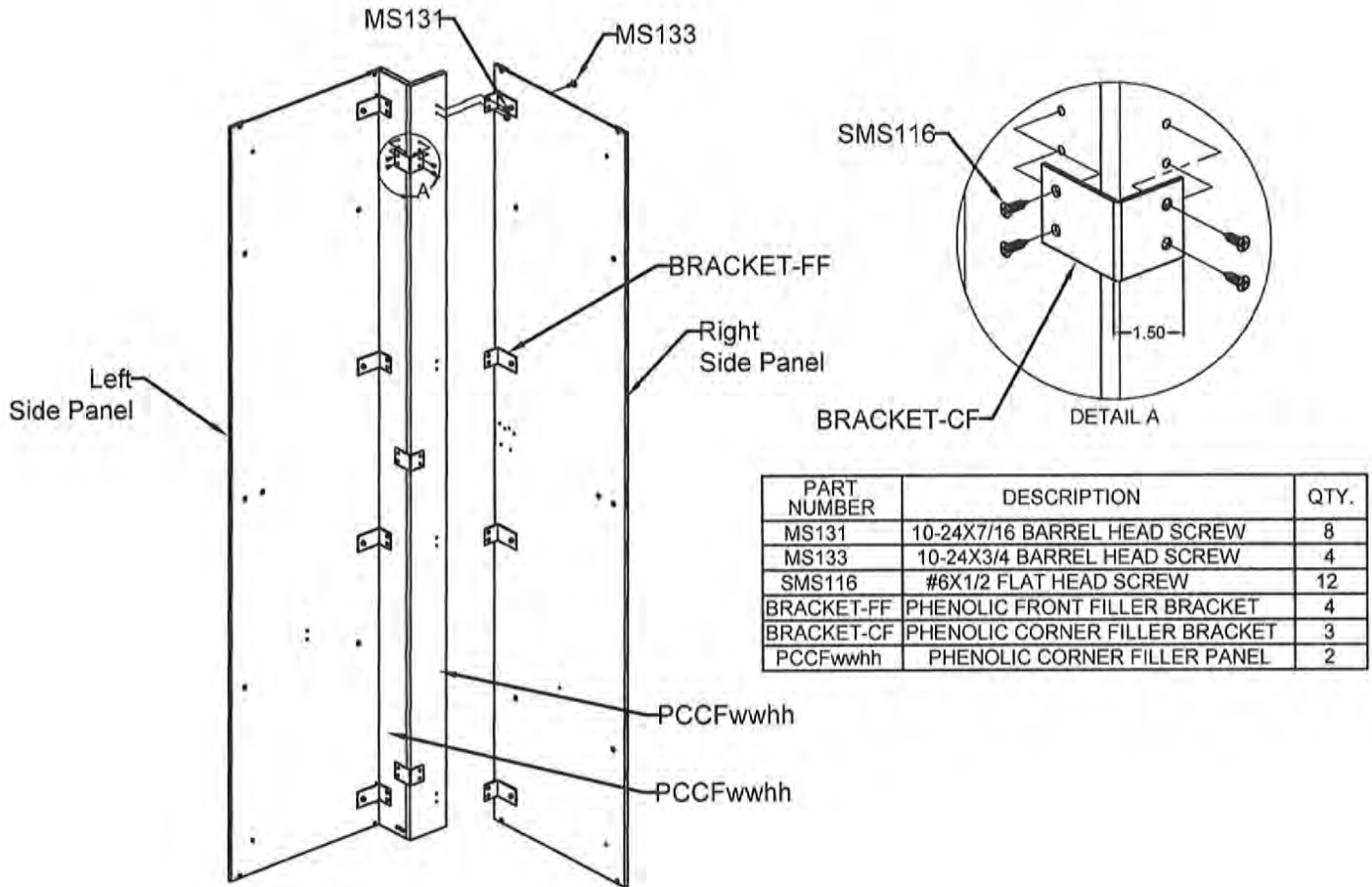


Figure 5.2 Corner Filler

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6. Locker Installation

- 6.1 Note: When using adjustable legs install locker runs from left to right where possible to provide access to adjust the legs. Locker installation must always start from the corner for applications using a corner filler.
- 6.2 Have at least four lockers prepared with the adjustable leveling legs if applicable.
- 6.3 Starting in the corner or wall where the run of lockers begin, stand two lockers up and thru-bolt the side panels together. Use the locker connecting bolts and barrel nuts provided. There will be 6 fasteners for each side to side locker connection, see Figure 6.1.
- 6.4 Space these lockers from the corner according to the dimension given in the top layout, see Figure 6.2.
- 6.5 Adjust the height of the lockers to the leveling line and square up (plumb) the lockers using cedar shims (for curb mounted) or adjustable feet.
- 6.6 Drill a $\frac{1}{4}$ " hole through the back of the lockers 6" down from the locker top, inline with a wall stud. Using the appropriate screws for the wall or stud type, Install a screw into the wall to hold the lockers in place. Use cedar shims if needed to keep locker plumb.
- 6.7 Install the proper filler or corner filler to the first locker using the supplied #10-24 X $\frac{3}{4}$ " screws. Insert them into the top and bottom connecting holes predrilled in the locker bodies. The holes in the filler bracket will align with the holes in the side panel, see Figure 5.1 & 5.2.
- 6.8 For corner filler applications: Repeat steps 6.2 through 6.5 for the two lockers to be installed on the adjacent wall. Proceed to step 6.10 if starting the run with a standard filler.

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6. Locker Installation

- 6.9 Position the adjacent lockers at the corner so that the corner filler brackets align with the locker side panel. Level the lockers and attach the corner filler to the locker, see Figure 6.3. Repeat step 6.6 to anchor these lockers to the wall.
- 6.10 Install the adjustable legs on each locker and finish installing the rows of lockers, see Figure 6.4.
- 6.11 Install the proper filler strip at the end where the locker run stops at a stub wall. Pre-fit the filler panel and scribe as necessary to the wall.
- 6.12 Make sure the lockers are plumb and level. Install the locker to wall screws into the remaining studs. Drill $\frac{1}{4}$ " hole in back of locker 6" down and install screws.

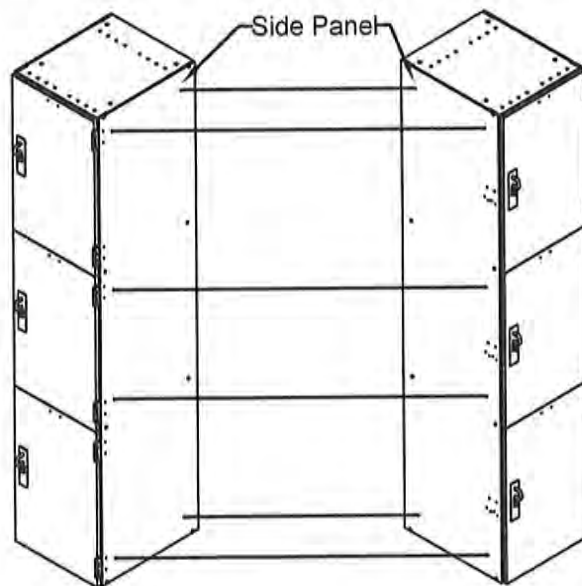


Figure 6.1 Connector Bolt & Nut Holes

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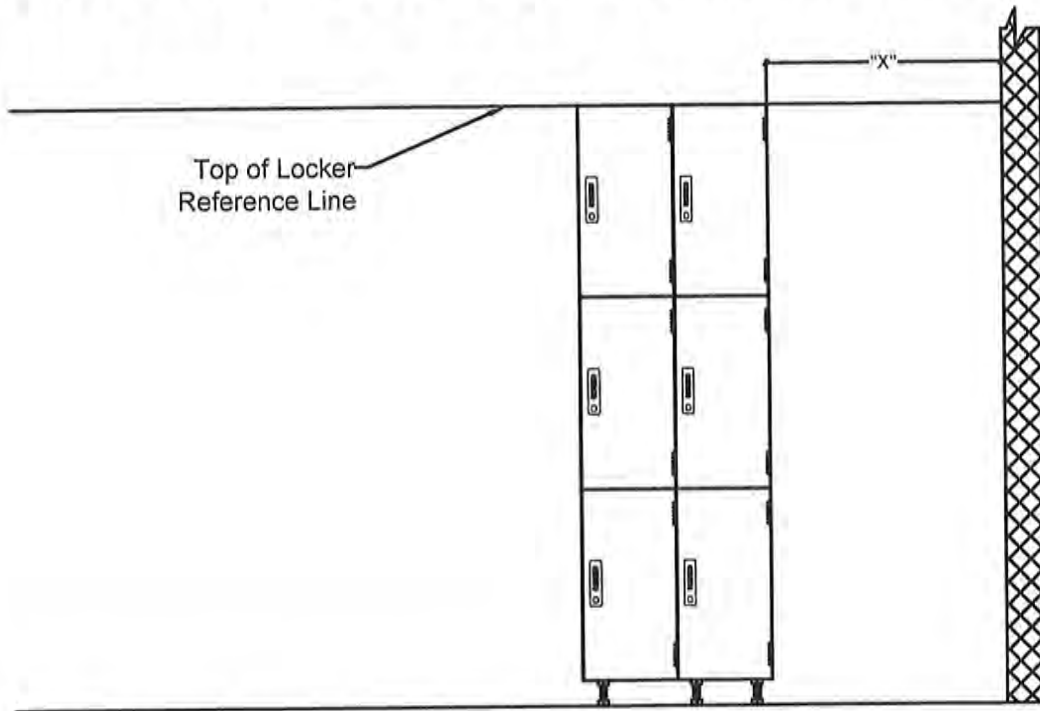


Figure 6.2 Locker Space Layout & Locker Top Reference Line

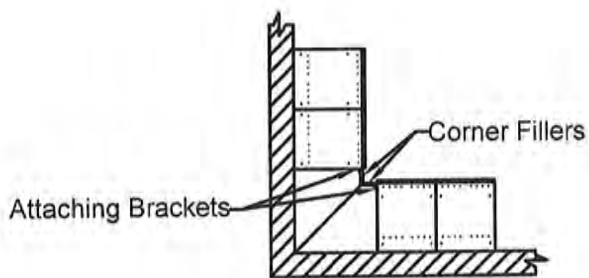


Figure 6.3 Corner Filler
Attaching Brackets

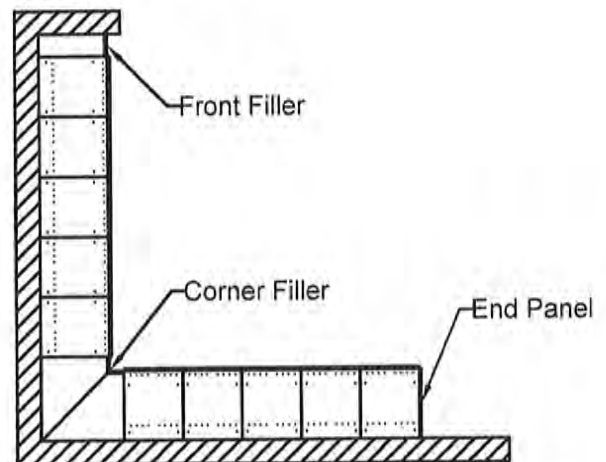


Figure 6.4 Locker Installation Layout

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7. Sloped Top Installation

If the project does not have sloped tops then continue to step 8.

- 7.1 Adjust the rear slope top bracket assembly to the correct height for the depth of locker to be installed on (Fig 7.2). Locate them as indicated on the shop drawings. Install with (2) #14 X 1" screws thru the inside of the locker back vent holes.
- 7.2 Locate the front bracket as indicated on the shop drawings. Install with (2) #8 X 5/8" screws thru the inside of the locker front vent holes (Fig 7.1).
- 7.3 Drill a $\frac{1}{4}$ " hole thru the top of the locker using the hole in front bracket as a guide.
- 7.4 Lay the slope top panel on top of the brackets flush to the front of the body of the locker.
- 7.5 Attach the front of the slope top panel by drilling a $\frac{5}{32}$ " hole into the front of the slope top from the inside using the $\frac{1}{4}$ " hole that was drilled in step 7.3. Drill about $\frac{3}{8}$ " deep, do not drill all the way thru the slope top. Use a #8 X 1" screw to attach.
- 7.6 Attach the rear of the slope top panel by drilling a $\frac{1}{8}$ " hole thru the slope top and rear bracket. Countersink for #8 screw. Use a #8 X 1" screw to attach, see Figure 7.1. Adhesives (double sided tape, liquid nails, etc.) can be used instead of using screws.
- 7.7 Locate the mitered slope top panel and test fit. Trim as needed.
- 7.8 Install the mitered slope top panel using the same steps as above.
- 7.9 Use caulking to fill any voids between the walls as required/desired.

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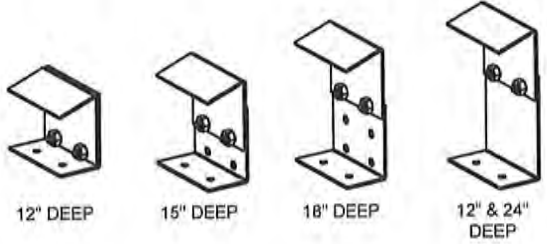


Figure 7.2 Slope Top Rear Bracket Assembly

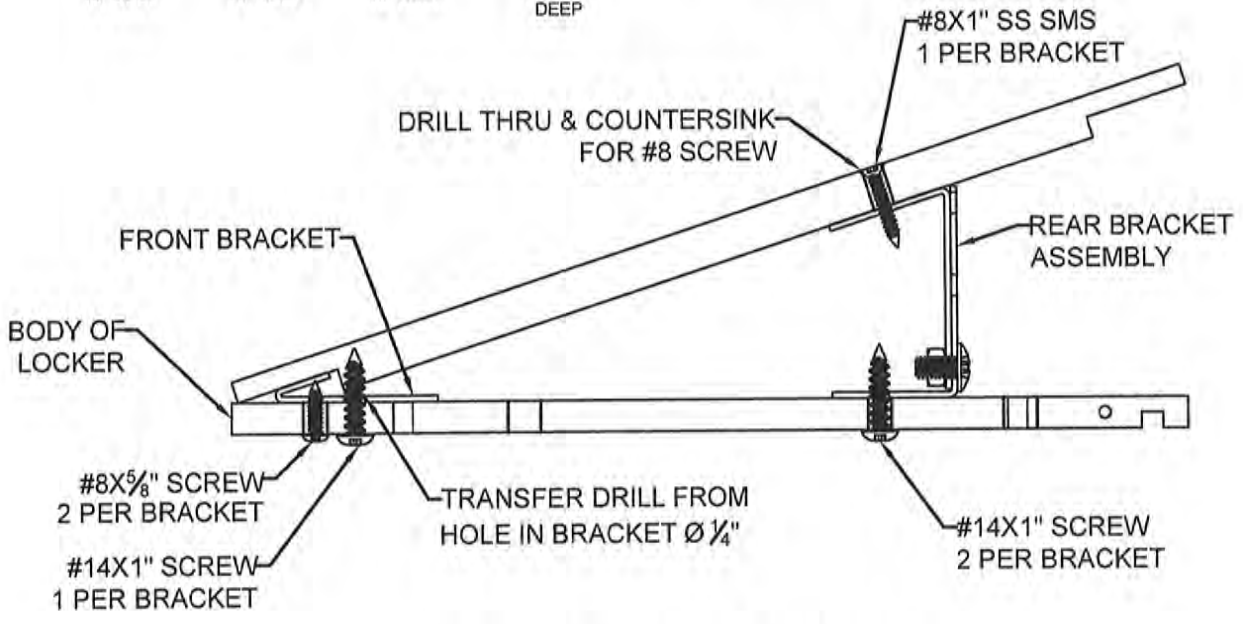


Figure 7.1 Slope Top Assembly

PHENOLIC LOCKER INSTALLATION INSTRUCTIONS

8. Toe Kick Installation

Proceed to step 9 if the project does not include a Toe Kick.

- 8.1 The toe kick strips attach to the locker legs using the supplied mounting plate and clip.
- 8.2 Locate the toe kick strips and align them under the lockers in the positions they belong. Refer to the shop drawings for their locations.
- 8.3 It will be necessary to cut the ends of the toe kick plates where the parts end at a wall or corner. Use the miter saw with a carbide tip blade to trim them to length.
- 8.4 Mark the center locations of the legs on the back side of the toe kick strips. Once you have the first leg location the distance to the next leg will be the width of your lockers. The distance for end lockers with four legs will differ, see Figure 8.1.
- 8.5 Locate the toe kick clip mounting plates, remove the adhesive backing and apply pressure to secure to the toe kick strips.
- 8.6 Slide the toe kick clip under the tabs on the mounting plate. These are adjustable for the proper alignment with the legs.
- 8.7 Install the toe kick strip on the legs of the locker by pressing or tapping with a rubber mallet on the face of the toe kick strip and snapping the clip onto the legs, see Figure 8.2.

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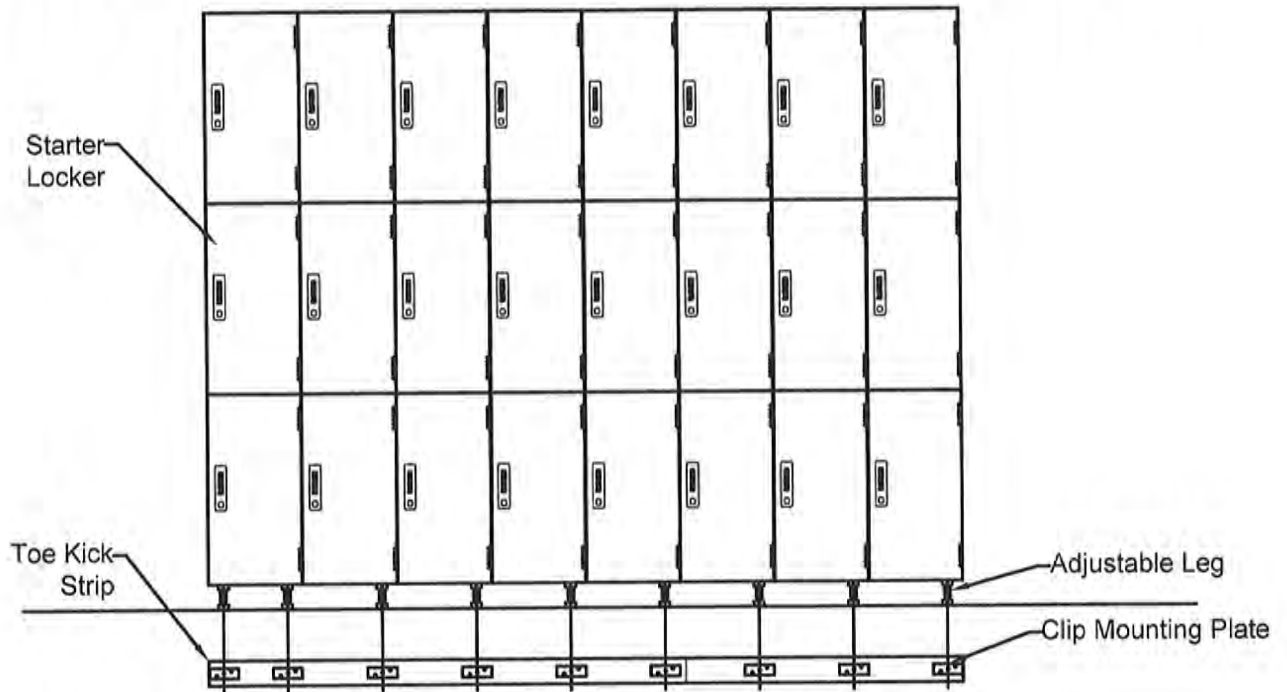


Figure 8.1 Locker Toe Kick Strip Adjustable Legs Center Locations

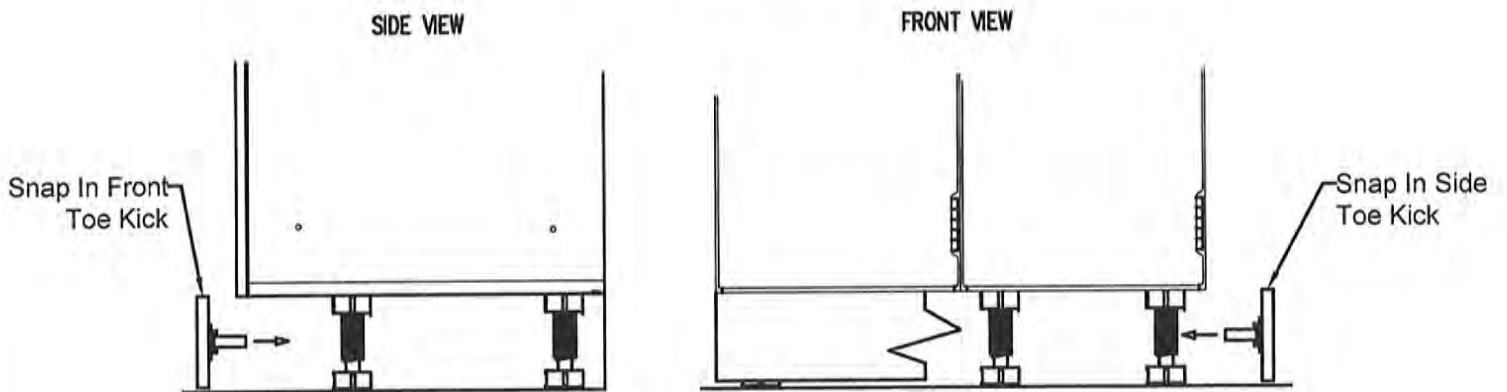


Figure 8.2 Locker Toe Kick Installation

PHENOLIC LOCKER INSTALLATION INSTRUCTIONS

9. Number Plate Installation

- 9.1 Locate the number plates. Refer to the shop showings for the number sequence to be followed.
- 9.2 Position the number plate so that the holes are aligned with pilot holes in door.
- 9.2 Attach number plates with the Easy Drive Nail fasteners provided.

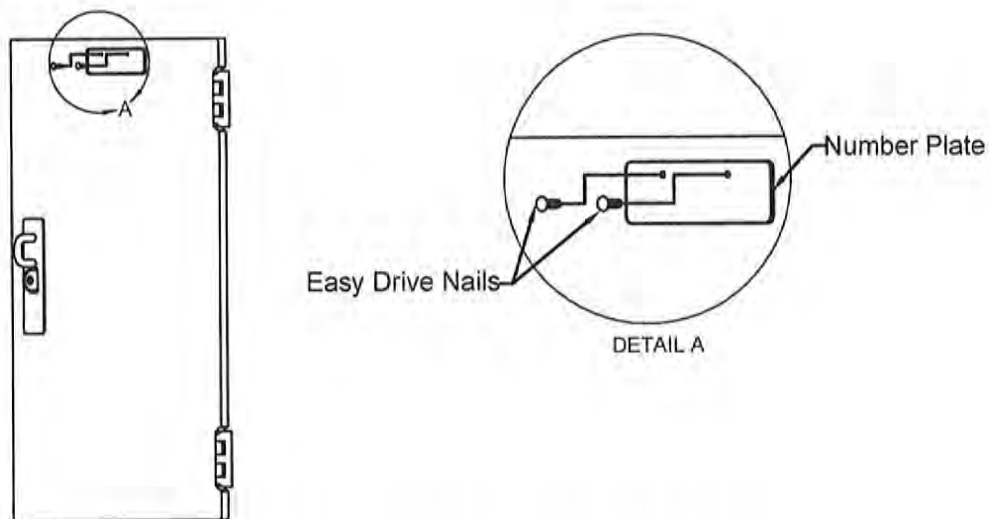


Figure 9.1 Number Plate Installation

PHENOLIC LOCKER INSTALLATION INSTRUCTIONS

10. Hasp Locking System

- 10.1 Inside of the locker on the left side you will find a hasp bar attached to the side panel. They are factory installed vertically for shipping purposes.
- 10.2 Remove the front screw and loosen the back screw.
- 10.3 Rotate the hasp bar and install the front screw through the hasp bar and tighten both screws, see Figure 10.1.
- 10.4 Clean the area on the face of the door where the cover plate is to be attached. Wipe the surface dry.
- 10.5 Align the cover plate with the holes on the door. A small amount of glue/adhesive may be used at the bottom of the cover plate to hold in place.
- 10.6 Locate the hasp handles and screws. Attach handle with screws through the back side of the door and into the handle. See Figure 10.2.

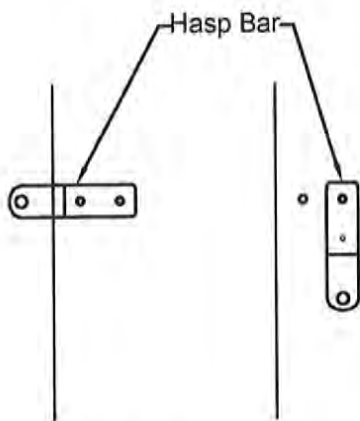


Figure 10.1 Hasp Bar

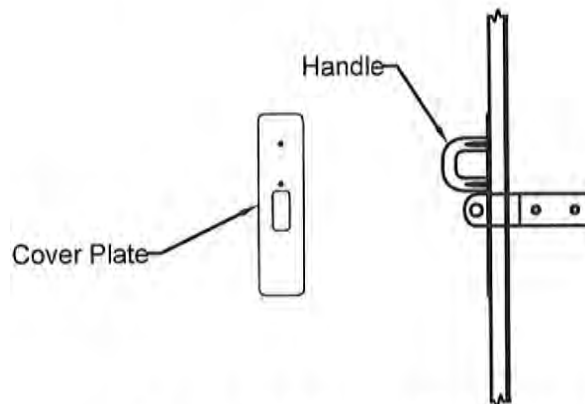


Figure 10.2 Cover Plate And Hasp Handle

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11. Keyed Cam Locking System

- 11.1 Align the cover plate with the holes on the door.
- 11.2 Insert cam lock through front of door, fasten with nut on inside of door. Attach cam with fastening screw.
- 11.3 Attach handle with screws through the back side of the door and into the handle. See Figure 11.1.

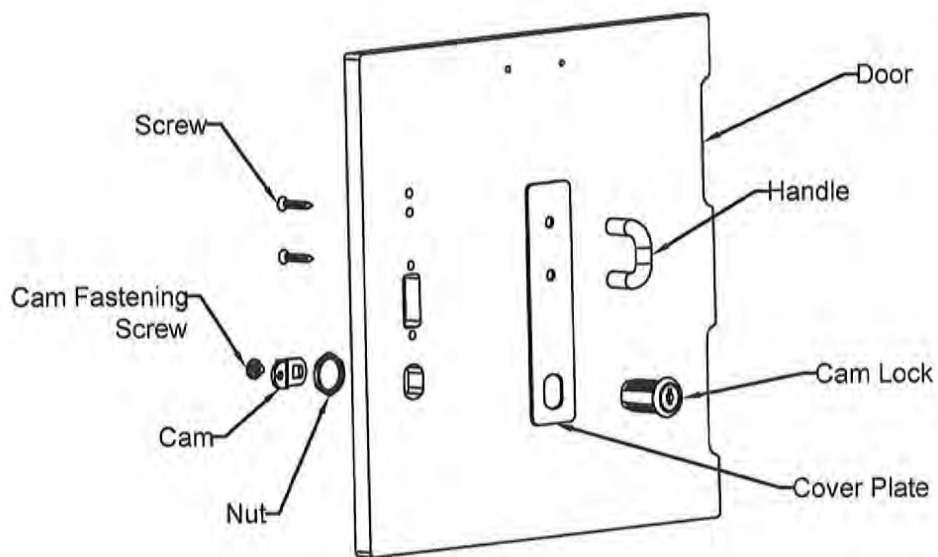


Figure 11.1 Keyed Cam Lock Installation

PHENOLIC LOCKER INSTALLATION INSTRUCTIONS

12. Built-In Combination Locking System

- 12.1 Remove and fill in locker number on combination tag.
- 12.2 Set dial at "0" at red marker, then proceed to separate Dial Assembly from Inner Assembly, see Figure 12.1.
- 12.3 Assemble the extension kit to the Inner Assembly, first attach the Disc Shaft Extension, with "V" marker facing away from Inner Assembly. Turn part until seated into Inner Assembly.
- 12.4 Assemble Cylinder Extension into Disc Shaft Extension with "V" marker facing away from Inner Assembly. Turn part until seated into Disc Shaft Extension.
- 12.5 Assemble Clutch Driver Extension over Disc Shaft Extension with "V" marker facing away from Inner Assembly. Turn part until seated into Inner Assembly.
- 12.6 Assemble Screw Extensions to Dial Assembly.
- 12.7 Align the two holes in the Inner Assembly and Spacer Block with screw holes on inside of locker door.
- 12.8 Insert Dial Assembly (with red dial marker up and dial at "0") through holes on locker door into Inner Assembly. See figure 12.1. If units do not fit together flush, turn knob until unit drops into position.
- 12.9 Place locking nuts on screw bolts and tighten.

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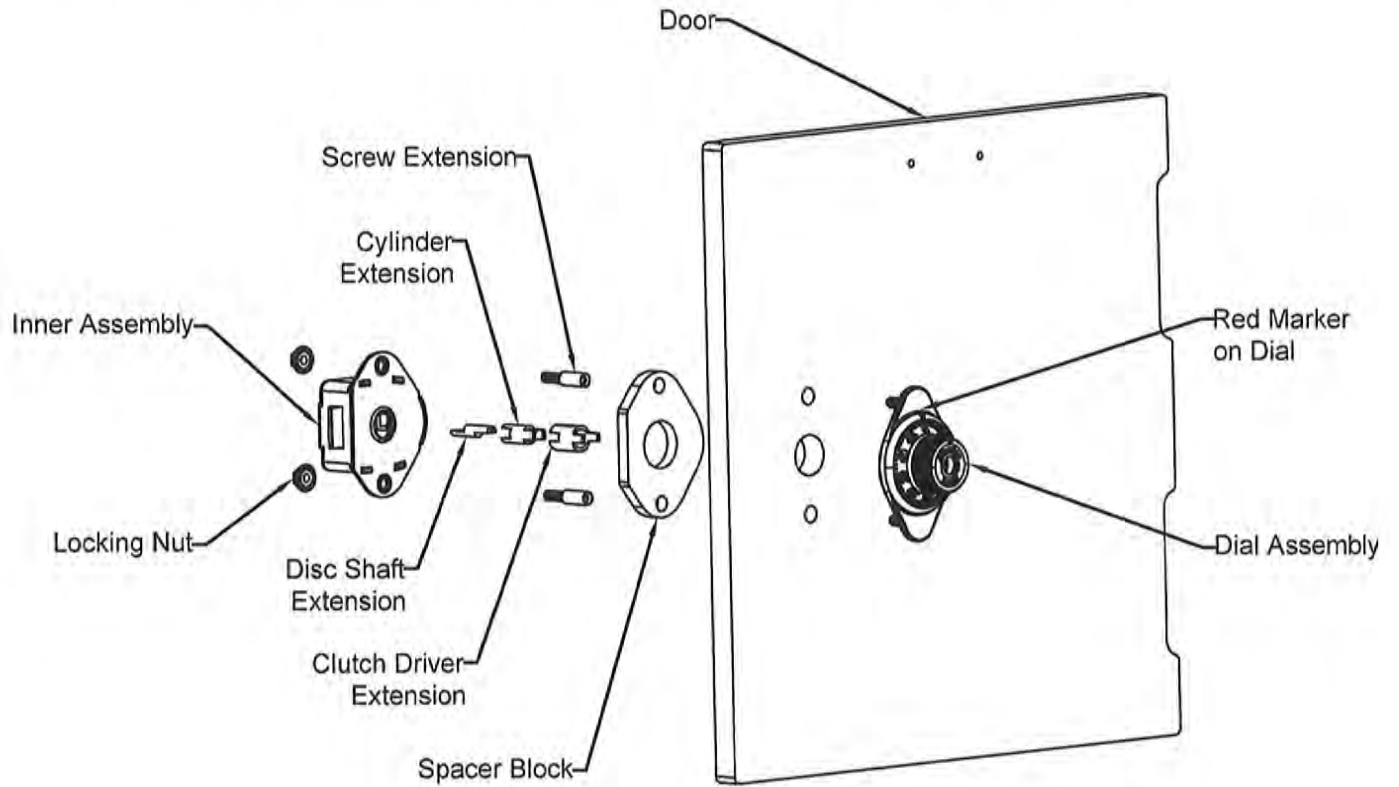


Figure 12.1 Built-In Combination Lock Installation

PHENOLIC LOCKER INSTALLATION INSTRUCTIONS

13. DigiTech H1 Locking System

- 13.1 Unpack lock and all hardware. Install battery by removing all packaging, insert battery CR123 as shown, secure battery with battery cover using M4 screw, see Figure 13.1.
- 13.2 Insert Lock Body through the cutout in the Door with the key end towards the bottom of the locker Door. See figure 13.2
- 13.3 Insert Clamp Cover on Lock Body and fasten with Clamp Nut and Clamp Screw. See figure 13.2
- 13.4 Insert Straight Cam on lock, fasten with Cam Screw and Washer, see Figure 13.2. Note, Staright Cam is not included with lock, it ships separately.
- 13.5 Open lock, close door and test lock.

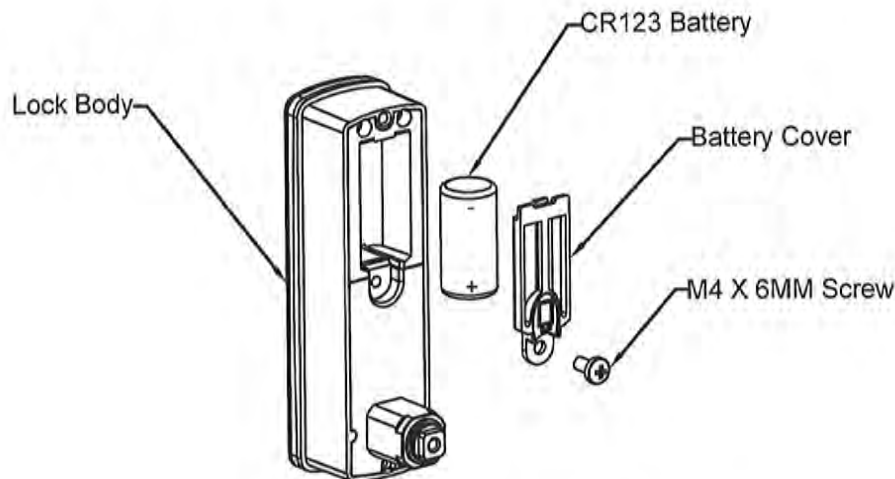


Figure 13.1 Inserting Battery

PHENOLIC LOCKER INSTALLATION INSTRUCTIONS

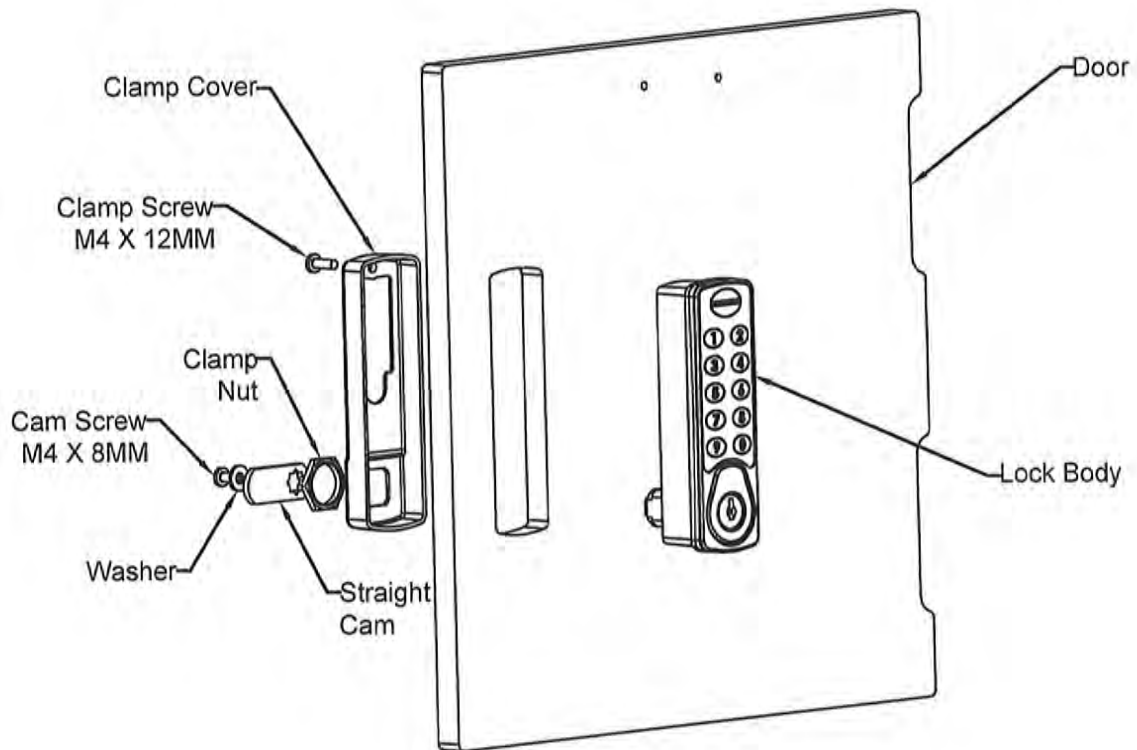


Figure 13.2 DigiTech H1 Lock Installation