Wenger

Assembly Instructions SoundLok[®] Sound-Isolation Room



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Visit the SoundLok Sound-Isolation Rooms web page at wengercorp.com for more information.

Note: Please read and understand these instructions before proceeding. Note: If you need additional information, contact Wenger Corporation using the information below.

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Important User Information

General

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The information in this document is not intended to cover all possible conditions and situations that might occur. The end user must exercise caution and common sense when assembling or installing Wenger Corporation products. If any questions or problems arise, call the Wenger Corporation at (800) 4WENGER (493-6437) or +1-507-455-4100 worldwide.

Manufacturer

The SoundLok[®] Sound-Isolation Room is manufactured by: Wenger Corporation 555 Park Drive Owatonna, MN 55060 (800) 4WENGER (493-6437) • +1 (507) 455-4100 wengercorp.com

Intended Use

- This product is designed to create a sound isolating environment.
- This product is intended for indoor use in normal ambient temperature and humidity conditions.
- This product is intended to be assembled only as described in these instructions.

Warranty

Warranty information is available at wengercorp.com.

Safety Precautions

Throughout this document you may find cautions and warnings which are defined as follows:

- WARNING: Failure to follow the instruction could result in serious injury or damage to property.
- CAUTION: Failure to follow the instruction could result in minor injury or damage to property.

Read all of these safety instructions before assembly or use.

ACAUTION

Make sure anyone assembling, installing or using this product has read and understands these instructions.

ACAUTION

Failure to comply with Warnings and Cautions in this document or on the equipment can result in damage to property or serious injury.

Required Tools

The following tools are required to assemble the SoundLok Sound-Isolation Room.

- Mallet
- Flat head screwdriver .
- Phillips head screwdriver
- Box level
- Tape measure
- Channel lock pliers

The following tools are required to assemble the inset floor option.

- Drill

- Socket and ratchet set
- Small pry bar
- 5/16" Hex allen wrench
- Work gloves
- Goggles

- Phillips head drive bit

- 1/8" Drill bit
- Hack saw

Before You Begin

- 1. Read and understand the complete assembly procedure before beginning.
- 2. A licensed electrician must install all distribution connections for the electrical service shown in the unit plan.
- 3. Clear the construction area and allow twelve inches of space around the module.
- 4. Place all parts into stacks of similar part numbers where they can be easily reached.

ACAUTION

Components are large and heavy and must be moved by two people working together. Moving doors requires four people working together.

AWARNING

All electrical connections and electrical installation must be done by a licensed electrician.

AWARNING

The electrical source must be permanently wired with the power panel kit and comply with local electrical codes.



1/4-20 x 0.590 Machine Screw

Supplied Hardware – Door



Supplied Hardware – Closures



#8-18 x 3/4" Self Drilling Screw



#12-14 x 1-1/2" Self Tapping Screw

Electrical Connections

Wenger Corporation will supply the customer with a power panel kit prior to the SoundLok installation date. This hardware will allow Wenger Corporation to connect the ETL Classified electrical system to the customer's house service using the following steps.

1. A certified electrician must wire the outlet to house power.

House power requirements are 120V, 60 HZ, 20 amp circuit for each connector.

The drawing below indicates the approximate locations of 120V, 60 HZ, 20 amp house service for a typical SoundLok layout.



The power panel includes a 20' (6096 mm) long cable that attaches to the distribution connector. Requirements for electrical installation are based on local electrical codes.

Wenger Corporation has no special height requirements for the distribution connector.

- 2. Fasten the cover plate to the box in the wall.
- 3. Fasten the distribution connection to the cover plate and attach dust cap.



Installation

NOTICE

Before beginning the installation it is important to have an understanding of the layout plan. Review all drawings and follow the layout plan drawing as configured.

Floor Frame and Door Frame Assembly

NOTICE

These procedures are not rated for environments that require seismic installation. For seismic procedures, see 270A672.

> 86 Pening

mm)

mm) Door

(1524 mm)

O_{pening}

This procedure is described for a 36" (914 mm) or 48" (1219 mm) door. STOP For 90" (2286 mm) Double Doors, see the instructions in 270A837.

- 1. Locate the floor frame sides, connect brackets and the four corner sections.
- 2. With the padded side towards the ground, lay all of the pieces out according to the layout plan to create the outline of the room, leaving an opening for the door.

NOTICE

A corner section must be placed in each corner regardless of the door position and size.

Corner Section Connect Bracket

> Floor Frame Side

Opening

(914 mm)

b_{oor}

(1143 mm)

If the optional inset floor is being installed, STOP follow the procedure in 271A210 before proceeding.

ACAUTION

The door frame assembly is heavy. More than one person must lift the assembly from the crate and set into place.

ACAUTION

Do not slide the door assembly gaskets on any surface.

The SoundLok door frame is shipped fully assembled in a wooden crate.

- Remove the screws holding the side and top panels of the 3. door crate.
- Lift the door frame assembly from the crate and transport 4. it to the final set-up location.



Floor Frame and Door Frame Assembly (continued)

5. Adjust the levelers on the underside of the door assembly so that when it is upright, it will stand vertical, level and square to the floor.



NOTICE

Do not extend levelers beyond the gaskets attached to the underside of the door frame assembly.

6. Attach a door connect bracket to the bottom outside edge on both sides of the door frame assembly using two 1/4-20 x 5/8" machine screws in each bracket as shown.



7. Stand the door frame assembly upright and use a box level to check the level of the floor where the door frame assembly will be located.

ACAUTION

The door frame assembly is not self-supporting. It must be supported until an adjacent wall panel is attached.



Floor Frame and Door Frame Assembly (continued)

11. With the door frame in it's permanent location, check the door frame to be sure that the vertical frame edges stand plumb to be able to mate with the wall panels when they are installed.

Vertical Frame Edge

1/4-20 x 0.59

Machine Screws

Gaskets

Gasket

Vertical

Frame Edge

Gasket

Floor frame connect bracket at each adjoining location

Gaskets

- 12. If the door frame is not vertically plumb, carefully tilt the assembly to allow access to the levelers.
 - a. Start with the levelers retracted as far as possible.
 - b. On the lowest corner, extend the leveler until the door frame is level when resting on the floor.

If installing a double door, resume the procedure at this point after the door frame has been assembled according to the instructions in 270A837.

13. Connect the floor frame pieces together according to the layout plan drawing using a floor frame connect bracket and gasket at every location that two floor frame pieces meet end-to-end.

NOTICE

To properly seal the frame to the floor, each floor rail gasket must protrude beyond the bottom of the floor rail channel by a minimum of 1/4" (6 mm). Positioning each leveling screw in the floor frame to be 3/16" (5 mm) or approximately 3 turns above the threaded insert heads is a good starting point.

The bottom of the floor rail channel must remain at least 1/4" (6 mm) above the host floor. Allowing the floor rail channel to contact the floor can result in insufficient floor rail gasket compression and reduced acoustical performance.

- a. The floor frame piece is set over the top of the previously installed gasket.
- b. Straddle a floor frame connect bracket on the underside of two adjoining floor frame pieces with the four pilot holes aligned.
- c. Thread two 1/4-20 x 0.59 machine screws through each side of a floor frame piece and into the connect bracket as shown.
- d. Apply a self adhesive gasket straddled evenly over the top of each floor frame side and floor frame connect bracket.

NOTICE

Gaskets

The foam padding at the bottom of the floor frame pieces must all lay flat on the floor and not bowed up to ensure proper fit and to prevent sound leaks.

Floor Frame Leveling and Adjustment

1. With the floor frame and door frame connected, check that the entire frame assembly is the correct distance from the wall



On longer floor frame sections may be best to adjust the outer leveling screws first, then move in toward the middle.

NOTICE

Each leveling screw must contact the wall frame pad assembly.

c. The rubber pad under the floor frame will compress slightly under the weight of the room.



Wall Panel Installation

STOP If the optional inset floor has been installed, the inset floor door trim should now be installed following the procedure in 271A210.

- 1. Locate and identify all of the wall panels sections. These must be installed exactly as indicated in the layout plan drawing.
- 2. Start the wall panel installation on the right-hand side of the door assembly when standing inside of the room.
- Locate the wall panel section for this location according to the layout plan drawing (in this case it is a corner panel).
 Place the first wall panel section into position, next to the door assembly and into the channel on the top of the floor frame. The surface with rubber seals is the bottom and contacts the floor frame.
- 4. Attach the wall panel section to the door assembly by turning the roto locks located at the left-hand inside edge of the wall panel section.

The roto locks are contained behind the inside skin panel.

NOTICE

The upper and lower roto locks turn in opposite directions. This allows the wall panel to move up and down for perfect alignment and seal. Locked panels must be flush along the top and sealed with the floor frame at the bottom.

- a. Using a 5/16" hex allen wrench, turn the lower roto lock clockwise until the top of the wall panel is flush with the top of the door assembly.
- b. Using a 5/16" hex allen wrench, turn the upper roto lock counter-clockwise until it is tight.
- c. Finish tightening the upper roto lock by turning it clockwise. Make sure the wall panel is flush with the door assembly at the top. Repeat these steps until they are flush.



The roto locks are located behind the inside skin panel. The inside skin panel is shown hidden for clarity.

- Wall Panel Installation (continued)5. Work in a clockwise direction and continue to install the remaining wall panel sections according to the layout plan drawing.
 - a. Repeat Steps 3 and 4, locking the roto locks in the next wall panel section to the previously installed wall panel section.





Horizontal Window Option With Offset Communication Conduit

The horizontal window wall panel is attached in three sections.

- Place the bottom panel section in position on the floor frame. Attach it to the adjacent panel sections by turning the roto locks.
- 2. Position the window panel section on top of the bottom panel section.

ACAUTION

The window panel section is heavy. More than one person must lift it and set into place.

Attach the two sections together by turning the roto locks along the bottom edge of the window panel section.

Attach it to the adjacent panel sections by turning the roto locks.

3. Position the top panel section on top of the window panel section.

Attach the two sections together by turning the roto locks along the top edge of the window panel section.

Attach it to the adjacent panel sections by turning the roto locks.



Horizontal Window Option With Straight-Through Communication Conduit With this option, connections between the adjacent rooms must be made as the rooms

are being assembled. The rooms must be positioned so the windows are directly opposite each other.

- 1. After one wall is erected in the first room, position the floor rail of the second room.
- 2. Remove the conduit and fittings from the compartment inside the bottom panel section.
- 3. Place the bottom panel in the floor rail.
- 4. Assemble the three threaded conduit fittings as shown into the backs of both electrical boxes in both bottom panels.
- 5. Hold the second bottom panel vertical and measure the length of conduit required to connect the adjacent bottom panels.
- 6. Cut the conduit to the appropriate lengths and position them between the panels by rocking the second panel inward just far enough to position the conduit.
- 7. With all three conduit lengths positioned, re-plumb the panel, secure it by roto locking to the adjacent wall panel and continue assembling the next room.



Extended Height Option Rooms taller than 7'-6" (2286 mm) will require a header panel over the door to close off the space.

If this is a standard height room, this step is not required. STOP Continue on to "Ceiling Frame Rails".

- 1. Position the header panel in the open space above the door frame.
- 2. Lightly engage the roto locks (if present) on each side of the header panel.
- 3. Using a magnetic socket and the appropriate extensions, install 5/16-18 x 3/4" capscrews from the top of the header panel down through the access tubes and into the top of the doorframe.
- 4. Alternately tighten these capscrews and roto locks until the top of the header panel is flush with the tops of the adjacent wall panels.



Ceiling Frame Rail Beam Option Larger rooms may require a ceiling frame rail beam to support the ceiling panels.

Check the layout plan drawing to determine if this is required and attach it as follows. If it is not required, continue on with the assembly.

- Position the beam according to the layout plan drawing. 1.
- 2. Attach the beam to the top of the wall panels using a 3/8" neoprene washer, a 5/16" flat washer and a 5/16-18 x 3/4" capscrew through each of the four pilot holes in the beam and into the matching rivet nut location on at the top of the wall panel.



Ceiling Frame Rails

- 1. Position the first ceiling frame rail on top of the wall panel section that was installed first.
- Loosely attach the ceiling frame rail to the top of the wall panel section using a 3/8" neoprene washer, a 5/16" flat washer and a 5/16-18 x 3/4" capscrew through each of the pilot holes in the ceiling frame rail and into the matching rivet nut location on at the top of the wall panel.
- 3. Working in a clockwise direction position the next ceiling frame rail with the end tab on top of the previously installed rail.
- 4. Continue to install the remaining ceiling frame rails according to the layout plan drawing.
- 5. Tighten all of the capscrews so that the neoprene washer is slightly compressed and the ceiling frame rails are aligned with the others and secure against the wall panels to prevent sound loss.



6. The door can now be closed.

Ceiling Panels

- 1. Position the first end ceiling panel at the end of the room with the roto locks facing inside the room.
- 2. Loosely attach the ceiling panel to the frame rail using a 1/4" flat washer and a 1/4-20 x 3/4" capscrew through each of the pilot holes in the frame rail and into the cage nuts located underneath the skin of the ceiling panel.

Leave the ceiling panels loose to allow for adjustment while installing additional panels.

NOTICE

Do not push too hard on the capscrews, or the cage nut under the ceiling panel skin could be damaged.



Ceiling Panels (continued)

3. Locate the next inside ceiling panel in the order according to the layout plan drawing.



- 4. Place the ceiling panel next to the end ceiling panel on top of the frame rail. Position the panel edges to be flush with the edges of the previously installed panel
- 5. Loosely attach the ceiling panel to the frame rail using a 1/4" flat washer and a 1/4-20 x 3/4" capscrew through both of the pilot holes in the frame rail and into the cage nut of the ceiling panel. Turn both male roto locks located on the under-side of the end ceiling panel to secure both ceiling panels together.
- 6. Continue to install the remaining ceiling panels using these steps according to the layout plan drawing. Roto locks for the inside ceiling panels are turned from the bottom-side of the ceiling panels.
- 7. Tighten all of the capscrews used to attach the ceiling panels to the frame rail on the inside of the room.



HVAC Ceiling Panels

If the ceiling contains HVAC ceiling panels, ceiling vent adapters are installed to them as follows.

- 1. Position the ceiling vent adapter on top of the HVAC ceiling panel by aligning the pilot holes.
- 2. Attach the ceiling vent adapter to the HVAC ceiling panel through the pilot holes using #8-15 x 5/8" pan head screws.

NOTICE

Connection to the building HVAC system must be made with an 8" (203 mm) diameter flexible duct, NOT rigid duct. Rigid duct will decrease the sound isolation of the rooms. This is NOT included with the rooms but is available from any HVAC contractor.

Air flow to the rooms must be adjusted as described on the drawing for the size room being installed. This is done by the HVAC contractor.



Inside Ceiling Trim

The inside ceiling trim covers the ceiling rail frame inside of the room.

- 1. Hook the upper lip of the inside ceiling trim over the top of the ceiling rail frame tab. Install the straight sections first followed by the corner sections.
- Tilt the inside ceiling trim down until the lower lip snaps over the bottom of the ceiling rail frame tab.
- 3. Continue the process around the room until all of the inside ceiling trim sections are attached.



The ceiling panels are shown hidden for clarity.

Door Assembly

This procedure is described for a 36" (914 mm) or 48" (1219 mm) door. For 90" (2286 mm) double doors, see the instructions in 270A837.

1. Inspect the dust box in the door frame to be sure that it is properly recessed behind the strike plate and will not interfere with the door latch bolt as it passes through the strike plate.



Door Assembly (continued)

2. Lift the door assembly from the crate and transport it to the set-up position.

Use of a SoundLok door dolly and leaf adjustment tool is recommended.

The door assembly is heavy. More than one person must lift it and set into place.

ACAUTION

Do not slide the door assembly on any surface with gaskets.

3. Slide the vertical tab of the door assembly into the slot in the door frame. Align the pilot holes in the door assembly with the corresponding pilot holes in the door frame.



Door Assembly (continued)
4. Loosely attach the door assembly to the door frame using a 3/8-16 x 1" socket screw in the five sets of aligned pilot holes.



Door Assembly (continued)5. Position the door assembly to leave 3/4" (19 mm) between the hinge barrels and the outside face of the door frame. See Detail A

This should result in a 1-3/4" (44 mm) space between the inside face of the door frame and the inside of the door. See Detail B

Raise or lower the door assembly until the top of the inside door leaf is approximately 1/8" (3 mm) above the door frame opening. See Detail C



Door Assembly (continued)

6. Close and latch the door.

Inspect the compression of the foam seal on the latch side of the door. It should be approximately equal from the top to the bottom of the door. If adjustment is necessary, use a pry bar or shim to hold the door hinge at it's current elevation and loosen the top and bottom mounting screws.

Adjust the hinge in the frame inward or outward (at both the top and bottom) to even the seal compression.

Re-tighten the top and bottom mounting screws. Repeat this process until the seal compression is as even as possible.

- 7. Tighten the remaining three mounting screws.
- 8. Completely open and close the door to be sure that it clears the frame at the top and the sill plate at the bottom.
- 9. Plug each hole using a 3/4" hole plug.



Door Seal Adjustment

If installing a double door, resume the procedure at this point after the doors been assembled according to the instructions in 270A837.

If necessary, the sweep seal can be adjusted to ensure proper fit and to prevent sound leaks.

- 1. Open the door and loosen the four screws holding the sweep seal to the inner face of the door.
- 2. Move the sweep seal all of the way up in the slots and close the door slowly.
- 3. Slide the sweep seal down to contact the sill coverplate and tighten the screws.

If the sweep seal will not move, tap the screws with a mallet.

- 4. Check the gap between the sweep seal and the sill coverplate by sliding a sheet of paper between the seal and coverplate. The paper should meet slight resistance all along the seal. If it slides in without resistance, loosen the screw in that area, move the seal down and retighten the screw. If there is too much resistance, loosen the screw in that area, raise the seal slightly and re-tighten the screw.
- 5. As a further check, shine a flashlight or other bright light along the sweep seal on one side of the door and look for light shining through on the other side.

No light should be visible through the sweep seal area. Adjust as necessary.

6. Use a piece of paper to verify that the foam compression seal on the leaf is in continuous contact with the face of the door frame. If necessary, limited corrections can be made by racking the door leaf.

(Operate the door several times to make sure these corrections are maintained).

Larger gaps can be corrected by loosening the five cap screws holding the leaf to the frame and slightly adjusting the 3/4" (19 mm) dimension between the hinge barrels and the frame face at the top or bottom of the leaf.

(Be careful to maintain the 1/8" (3 mm) leaf elevation dimension).



Door Seal Adjustment (continued)

- 7. Continue checking and making adjustments until the door and sweep seal pass the adjustment checks. Then make certain all four sweep seal screws are tight.
- 8. Inspect the fit between the magnetic seals and the door stops. They should be approximately parallel. The stops should be close enough to the magnetic seals for the magnets to fully engage but not so tight as to compress the magnetic seals and further increase the door closing force.

Use a rubber mallet to slide the stops inward or outward as necessary to achieve the optimum stop location.

NOTICE

The magnets must contact the stops along their entire length to provide an effective acoustical seal.

9. Operate the door.

It should close and latch without excessive force or inertia.

HOWEVER, it will not close as easily as a typical interior door without seals. Help the customer set appropriate expectations. Check and correct the following until the door operates satisfactorily:

- Dust box is sufficiently recessed.
- Foam seals are in proper contact.
- Magnetic seals are in proper contact.
- Sweep seal is properly adjusted.
- Foam seal is evenly compressed on all three sides of the door.

Lights

Remove any packing tape from tubes in fixture and light diffuser lens.

Hole Plugs

Insert the light colored hole plugs into all holes except those in the door and windows. Insert the dark colored hole plugs into the door and window roto lock holes.

Door Stop

A door stop bumper is provided with each module (taped to the outside of the door leverset). Select the location of the mounting by opening the door and choosing the locations you want to prevent damage. Remove self adhesive cover and install on the wall.

Clean the Panels

The cleaning of panels and glass adds greatly to the appearance of the module. Finger prints, smudges and other marks may be easily removed with a damp cloth and common detergent or commercial cleaner.

Electrical Connections

Electrical Panel

- 1. Daisy chain all of the lights, fans and VAE system (as applicable) from the connector at the top of the electrical panel in any order.
- 2. Daisy chain all of the light dimming control cables between the power panel and each ceiling light panel in any order.
- 3. Connect the house service connector cable from the electrical panel to the connector on the wall (pre-installed by electrician). Turn on the lights and fans to ensure that they are working.

For more information, refer to the "SoundLok Electrical Panel Interconnection" Installation Manual.



Optional Communications Panel

The communications panel has raceways from inside to outside that may be used for connecting additional electrical devices into the module. When the wiring is completed, be sure to seal any openings with a soft sealant to stop sound leakage.

NOTICE

The optional communications panel(s) must connect directly to the distribution connector. The power panel must connect directly to the communications panel. All other electrical panels can be daisy chained from the communications panel in any order.



Horizontal Closures

To install horizontal closures across the top front surface of the sound-isolation room, proceed with the following steps:

- 1. Install closure brackets along the top surface of the wall panel sections at the front of the room.
 - a. Space the brackets a maximum of 2' (610 mm) apart.
 - b. Position each bracket 13/16" (21 mm) back from the front surface of the room.
 - c. Attach the brackets to the room using two #8-18 x 3/4" self-drilling screws in each bracket.



2. If the closure panel is being mounted flush to the ceiling, attach a 2 x 4 metal stud to secure the top of the closure panel.

If there is no ceiling directly above the closure panel, a 2 x 4 metal stud frame must be built to secure the top of the closure panel.



Horizontal Closures (continued)

- 3. Cut pvc closure extrusions and the closure panel board to fit the length of the area being covered.
 - a. Secure the bottom of the closure panel to the closure bracket using #12-14 x 1-1/2" self-tapping screws leaving 1/8" (3 mm) space under the closure board to accommodate the thickness of the pvc closure t-extrusions.
 - b. Remove and discard the adhesive backing from the pvc t-extrusion and carefully apply it along the top edge of the wall panels.



4. Cut the length of the pvc l-closure extrusions to fit along the edges of the closure panel. Remove and discard the adhesive backing from the pvc l-extrusions. Carefully apply the pcv l-extrusions to the outside and top edges of the closure panel.



Vertical Closures

To install vertical closures along front surface of the sound-isolation room, proceed with the following steps:

- 1. Install 2 x 4 metal studs offset from the front surface of the wall panel sections at the front of the room.
 - a. Apply two rows of self-adhesive foam gasket to the metal stud surface making contact with the wall panel.
 - b. Position the metal studs 1-1/8" (29 mm) back from the front surface of the room.
 - c. Attach each metal stud to the room using #8-18 x 3/4" self-drilling screws.



Vertical Closures (continued)

2. Attach the closure panels to the 2×4 metal studs.

- a. Cut the closure panel boards to fit the areas being covered.
- b. Secure the closure panels to the 2 x 4 metal studs using #12-14 x 1-1/2" self-tapping screws leaving 1/8" (3 mm) space at the front to accommodate the thickness of the pvc closure extrusions.



Vertical Closures (continued)

- 3. Attach pvc closure extrusions and floor rail pvc extrusions to the closure panels.
 - a. Cut the length of the pvc closure l-extrusions to fit along the side edges of the closure panels.
 - b. Cut the length of the pvc closure t-extrusions to fit along the top edge of the closure panels and between any vertical closure panel seams.
 - c. Cut the floor rail pvc extrusions to fit along the bottom edge of the closure panels.
 - d. Remove and discard the adhesive backing from the pvc extrusions.
 - e. Carefully apply the pcv extrusions to the edges of the closure panels.



f. Cut a flat piece of pvc closure extrusion to fill the gap created by the inset of the vertical closure panels.

Maintenance

Cleaning

Painted Surfaces – Any commercial non-abrasive cleaner.

Glass – Any commercial glass cleaner.

Floor – Standard floor cleaner.

Vent Grille – Remove, clean in a commercial detergent and replace.

Perforated Surfaces – Only slightly dampen a sponge or rag with water. (Chemicals or excessive water can promote corrosion.

Door Hinge Lubrication

Lubricate the door hinge yearly with a PTFE (Teflon) based lubricant.

- 1. Open the door at least 90°.
- 2. Place a rag or paper towel on the floor under the hinge pin to collect any excess lubricant.
- 3. From the inside of the door frame, sparingly apply lubricant at every hinge opening to both the exposed hinge pin and hinge barrel lifting cams.
- 4. Clean away excess lubricant and remove the rag or paper towel under the hinge pin.
- 5. Close and open the door several times to distribute the lubricant.



Adjustments

Magnetic door gasket to door stop - Adjust only as necessary.

- 1. Loosen the screws in the vertical and/or horizontal door stops.
- 2. If the gap is too tight, tap stops away from door with a rubber mallet or smooth wooden block.
- 3. Close the door.
- 4. Gently tap stops toward magnetic gasket until a seal between magnet and door stop is made.
- 5. Open the door and re-tighten screws.
- 6. Remold sealant in upper corners where vertical and horizontal stops meet, if this seal is damaged during adjustment.
- 7. If there is a gap between the door stop and gasket, see "Door Stop Adjustment".

Sweep Seal Gasket at bottom of the door - adjust only as necessary.

- 1. Loosen the two screws at the sweep on the latch side and one screw at the sweep on the hinge side of the door.
- 2. Place a Phillips screwdriver bit on the screw heads and tap down on both ends of the seal to the lower sweep seal.

Note: If seal is forced down too far the door will be hard to open and close.

3. Tighten adjustment screws.

Maintenance (continued)

Horizontal Window Glass Replacement

- 1. Inner Most Glass Panel
 - a. Remove the glass retainers on the inside of the room.
 - b. Remove the pane of glass.



- c. Remove the upper and lower horizontal separators (perforated metal).
- d. Remove the inner panel of glass.
- e. Remove the rubber channel edging from the glass and place on a new pane of glass.
- f. Place the new pane of glass into the cavity, be sure the surface to be placed between the panes is clean.
- g. Re-seal the corners with soft sealant left over from disassembly.
- h. Replace the separators.
- i. Clean the glass with glass cleaner and a soft rag.
- j. Replace the outside window pane.
- k. Reseal the corners with soft sealant.
- I. Replace the retainers and smooth out the soft sealant in corners.
- 2. Outside Glass Pane unnecessary to remove separators.

Glass Door or Vertical Window Glass Replacement

- 1. Inner and Outer Glass.
 - a. Remove the glass retainers.
 - b. Remove the pane of glass.



Magnetic Gasket Replacement

- 1. Open the top leg of the aluminum gasket retainer with a wide flat bladed screwdriver. Do not destroy basic shape of lip.
- 2. Open the legs of the vertical retainers at the extreme bottom where the gasket is held from dipping below the retainer.
- 3. Slide the gasket upwards out of the retainers.
- 4. Thread the new gasket into the retainers starting from the top, fitting the open ends simultaneously into the channels on both sides.
- 5. Use extreme care in pulling the gasket into the retainers to avoid damage to the thin webbing. Grasping the gasket around the magnet and pulling out away from the door and then down will help avoid damage. The gasket should be held up about 6" (152 mm) above the door so that it can be fed straight into the vertical retainers.

Sweep Seal Gasket Replacement

- 1. Remove the four screws at the sweep on the latch side, remove the plate and remove one screw at the sweep, holding the sweep at the hinge side.
- 2. With the door open about 12" (305 mm), push down on end of the sweep seal and pull it out from the end (or latch side) of the door. It will help to fold the flange seal foam up and out of the way to ease pulling sweep seal from the door. This will also ease installing a new seal.
- 3. Reverse this process to replace with a new sweep seal.

Key Replacement

A list of key numbers should be made immediately following installation and kept in a safe place. Should any keys be misplaced, contact the nearest lock distributor.