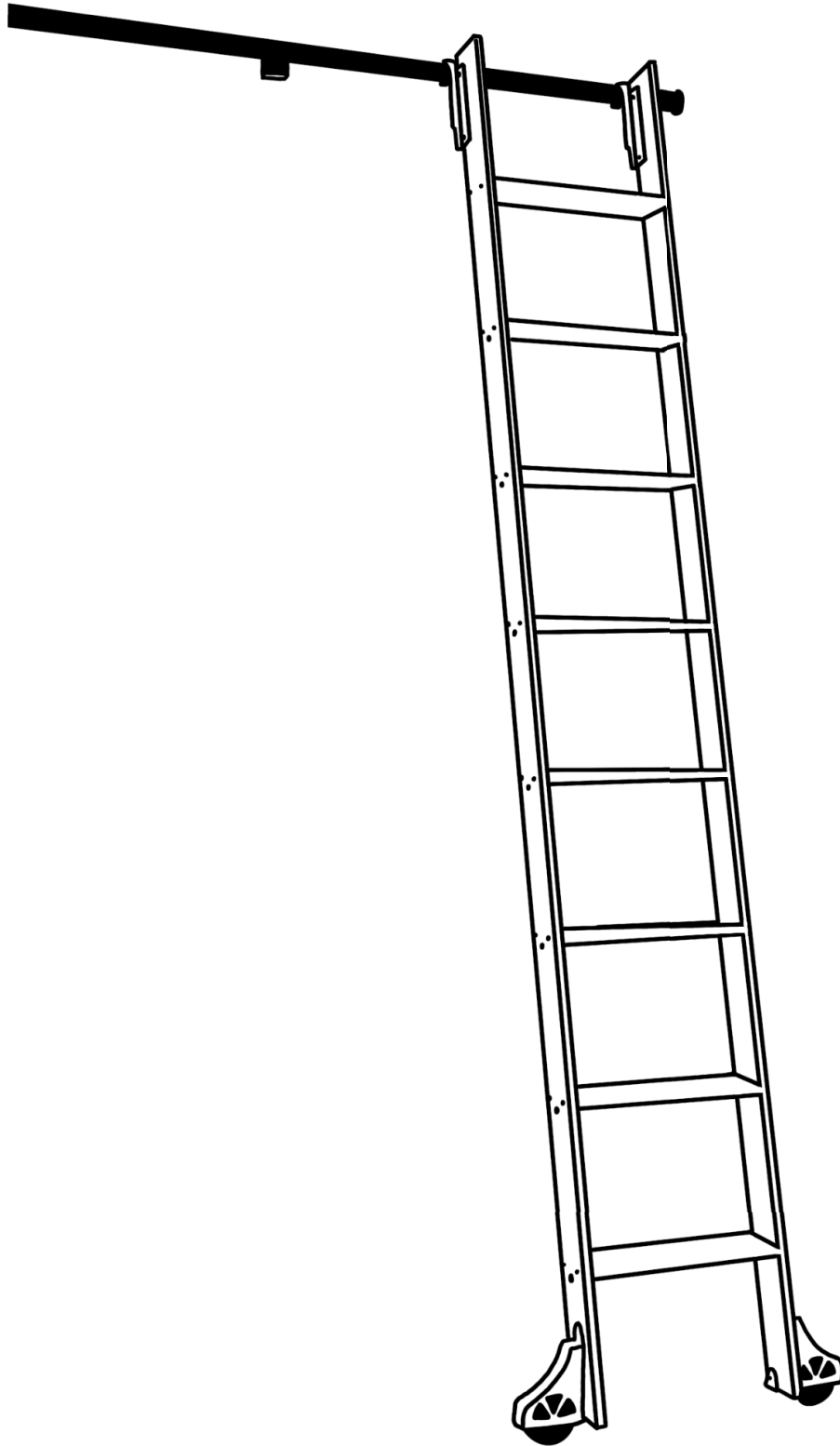




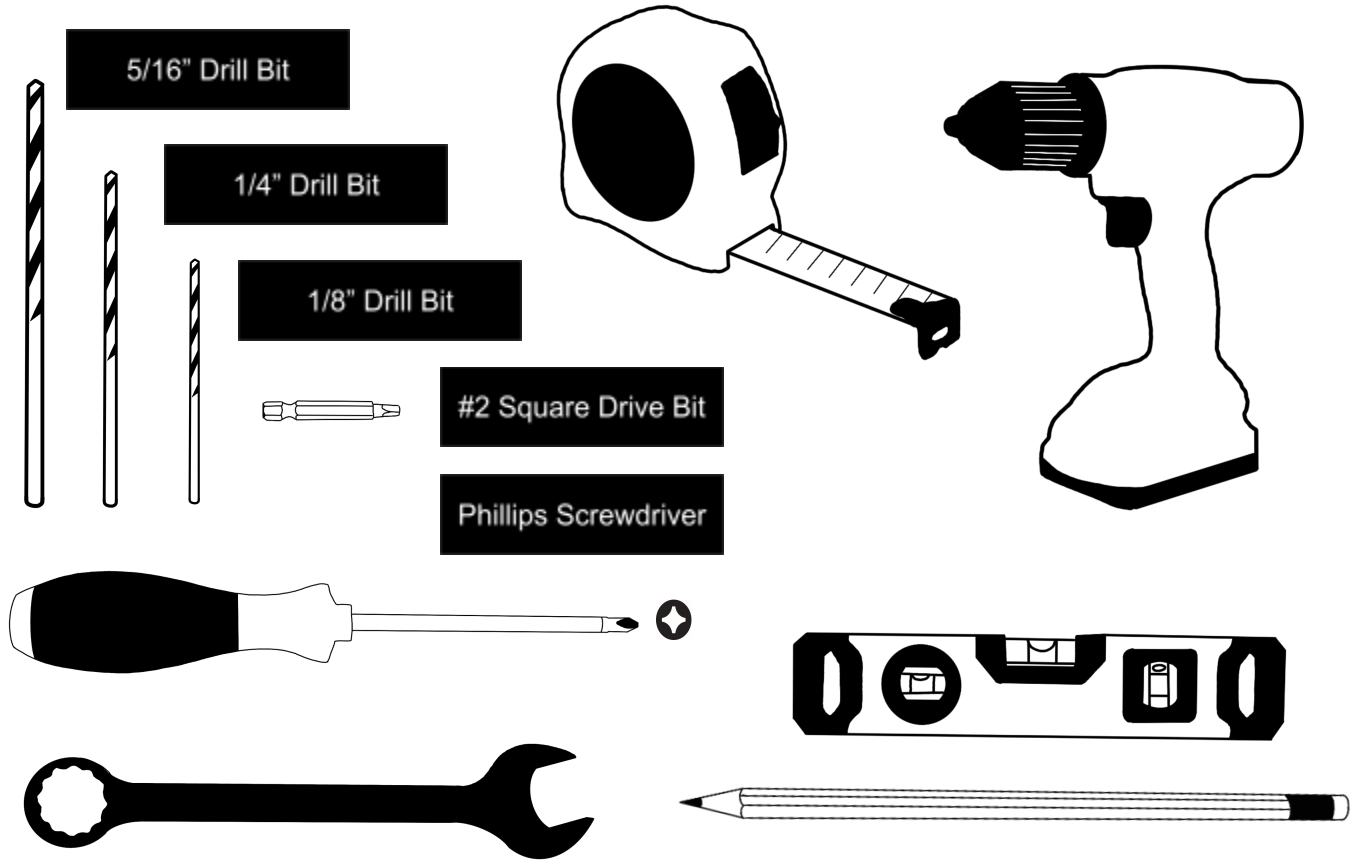
EG.300

Assembly & Installation Guide

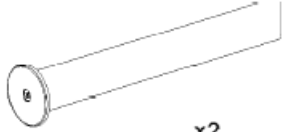

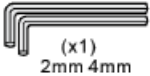
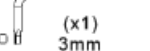












PUTNAM
ROLLING LADDER.

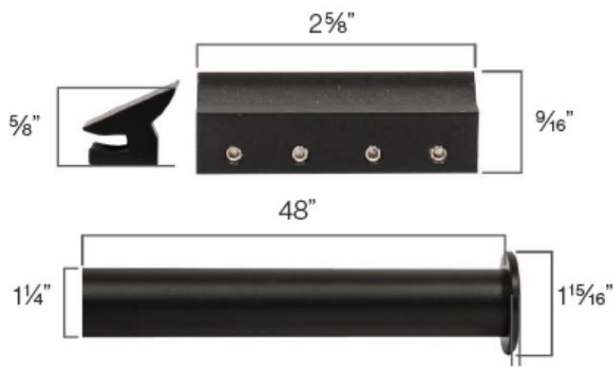
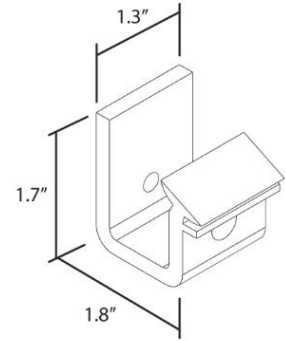
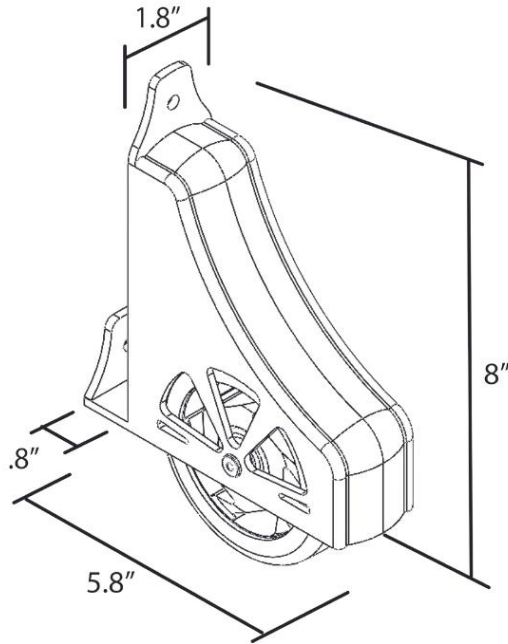
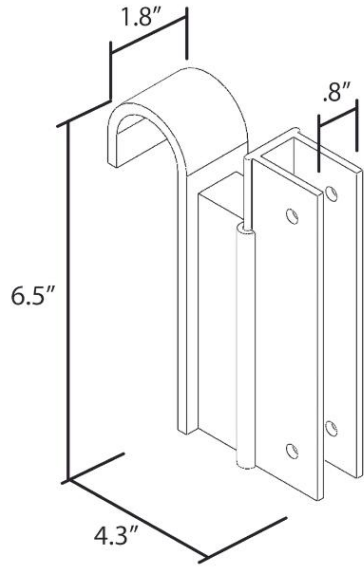
Necessary Tools:



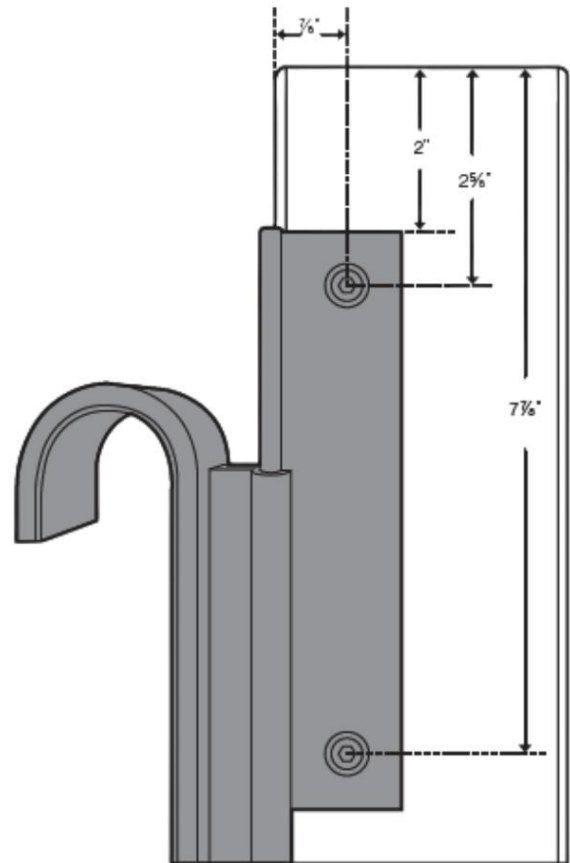
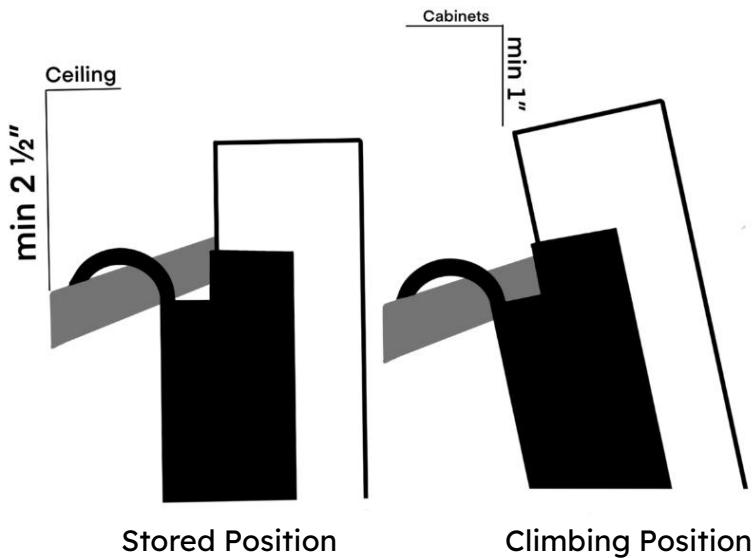
Provided:

 <p>x2</p>	 <p>x1</p>  <p>(x1) 2mm 4mm</p>  <p>(x1) 3mm</p>	 <p>x4</p>  <p>x4</p>
 <p>x2</p>  <p>x2</p>	 <p>x28</p>  <p>x2</p>  <p>x2 M5x18</p>  <p>x2 M6x30</p>	 <p>x14</p>  <p>x7</p>

Hardware Dimensions:



Clearance Needed:



Assembly & Installation Guide for Meadow Lane Ladder

Do not mount track brackets directly onto a drywall surface. Always mount the track brackets to a solid wood header board, pre-drilling the holes is advisable to avoid splitting the wood.

Leave at least 2 ½" of clearance between the top of the track and the ceiling, crown molding, or other overhanging protrusions. A minimum of 1" clearance between the top of the track and any upper cabinet doors is required to be able to open the doors when the ladder is in the climbing position.

Ensure ladder side rail thickness is 0.815" +/- 0.005".

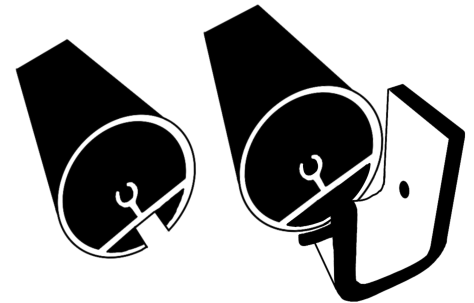
Step 1: Track Installation

1. Determine track mounting height- distance from the floor to the location on the header board where the screws for the track brackets will be fastened. Mark the location using a level.

<p style="text-align: center;">Track Mounting Height 92" ladder = 88 ¼" to 89 ¼" 107" ladder = 103 ¼" to 104 ¼"</p>
--

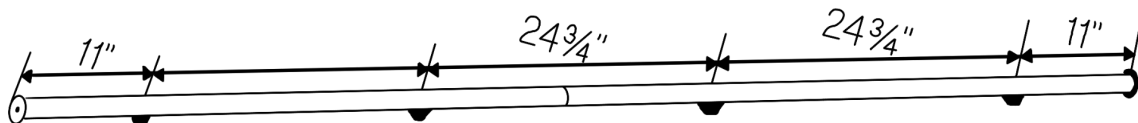
2. Complete this part if using a Track Connector (Part #ML.41):

- a. Slide the Track Connector half-way into one of the tracks and tighten down the 2 sets of screws, ensuring the connector is the same orientation as the track mounting brackets will be orientated.



- b. Slide the other track over the connector and tighten those set screws.

3. Slide all the track mounting brackets onto the track, leaving them loose on the track.



4. Starting at one end, secure each bracket using the supplied screws into the wooden header. Use the line that was marked as directed in Part 1 to determine track height.
5. After all the brackets are screwed to the wood header board and the track is in the intended position, tighten the small set screws located on the front of each bracket to the track.

Step 2: Ladder Assembly

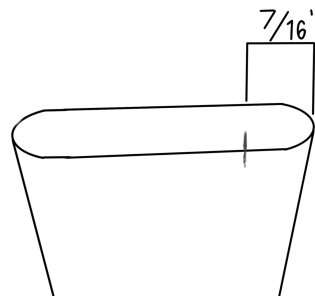
Storage: Store the ladder in its original packaging in a humidity-controlled environment until ready to finish/assemble. Lay the stored ladder on a dry, level surface, preferably off the floor.

Surface Preparation: After removing from shipping packaging, allow the ladder parts to acclimate to the temperature/humidity of the area where the ladder will be installed. (Acclimation times vary by species and product, but a rule of thumb is to acclimate the wood ladder for at least three days. If using an **unfinished** ladder, sand all wooden parts with a 220-grit sanding pad just prior to finishing. It is highly recommended that a high-quality top-coat finish is applied to the raw, stained, or painted wood ladder to protect and preserve the beauty of the wood.

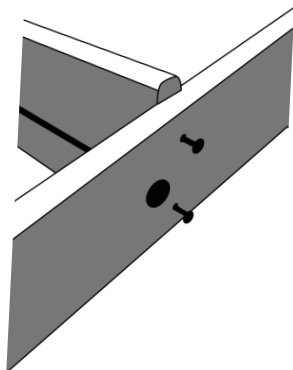
The assembly area should be a flat, level surface. It is recommended to use two flat pieces of plywood spacers to prop up the ladder while assembling.

1. Lay out the parts to be assembled.
2. Install the step supports loosely into the ladder rail sides using the nut caps and a 4mm Allen wrench, allowing room for the steps to slide into the dados.
3. Slide the 2 plywood spacers under the ladder side rails. (Only use 2 spacers for this operation, additional spacers can result in uneven side rails).

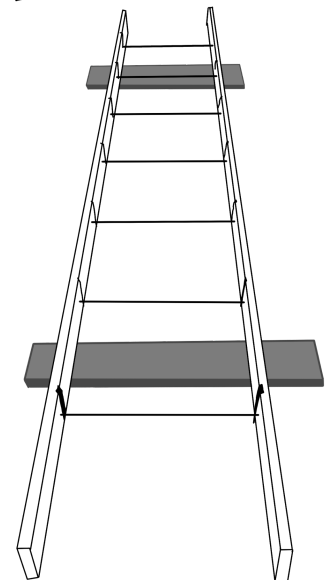
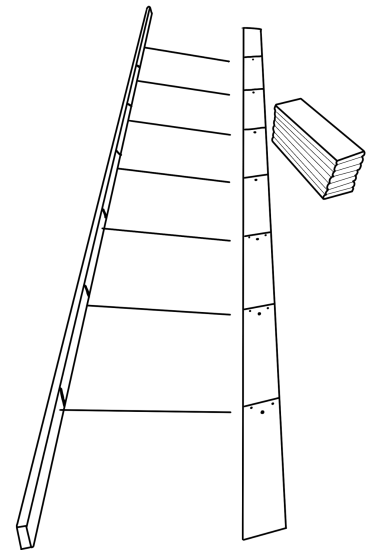
4. Pencil a small line on the top edge of each step $7/16$ " in from the front edge, in order to line up each step consistently into each of the dados throughout the entire length of the ladder.



5. Slide the steps into the dados. Confirm that the ladder side rails are all in contact with the plywood spacers and that the bottom of the ladder side rails are even with each other.



6. Begin tightening the step supports, but do not fully tighten at this time. Step supports should be spaced evenly between the ladder side rails. The amount of exposed threads on the step supports should be relatively even.

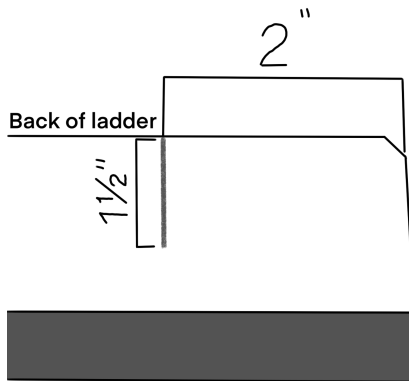


7. Align the mark on the top of the step to the front edge of the ladder side rail. Begin fastening the steps to the side rails using the provided screws, pushing the side rail down in full contact with the spacers. Completely fasten each step (both sides) before moving onto the next part.
8. When all the steps have been installed, tighten the step supports completely.

Step 3: Hardware Installation

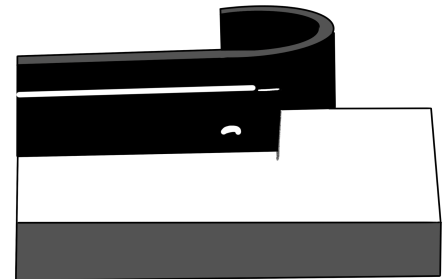
Top Ladder Hardware

1. On the outside of each ladder side rail, measure down 2" from the top of the ladder and draw a 1 1/2" line from the back edge of the side rail.



2. Align the top edge of the Hook with the drawn line.

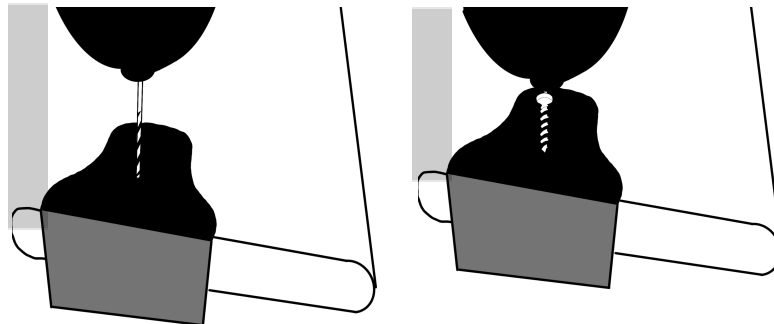
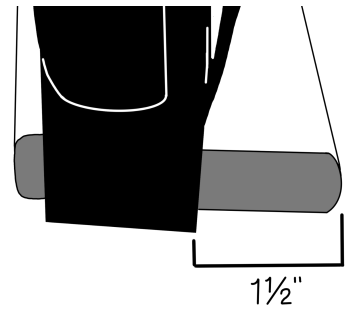
Clamp or hold the hardware in place to drill the through holes in the side rail.



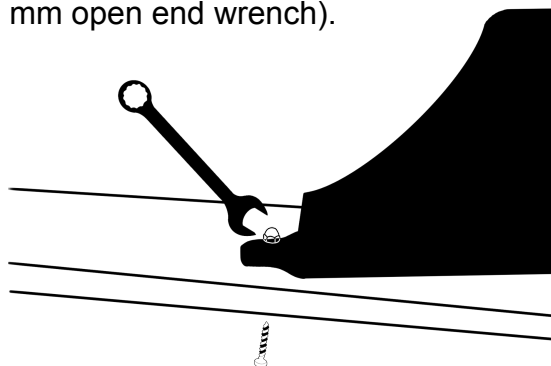
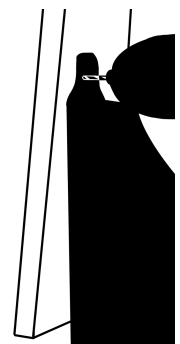
3. Using a 5/16" bit and the holes in the Hook as a drill guide, drill a 5/16" hole halfway through the thickness of the ladder side rail.
4. Drill the same hole on the opposite side of the Hook, producing a 5/16" through hole in the ladder side rail.
5. Follow the same procedure for all four through holes and complete the assembly by securing the Hook with the supplied nut caps and threaded rod.

Bottom Ladder Hardware

1. Mark a line on the bottom of each side rail 1 ½" in from the front edge.
2. Line up the Wheel to the line drawn on the bottom of the side rail of the ladder using the "U" bracket portion of the Wheel.
3. Using a 1/8" drill bit, predrill the hole for the 3/4" long Phillips-drive pan-head screw and secure the Wheel to the inside of the ladder side rail.

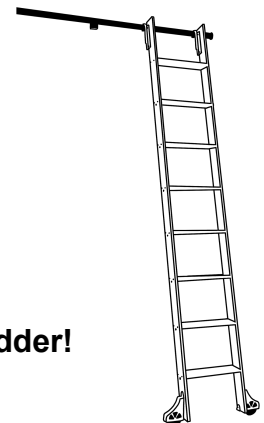


4. Using a 1/4" drill bit and the top fastener hole in the Wheel as a guide, drill a through hole in the ladder side rail.
5. Use the nut cap/threaded rod and the acorn nut to fasten the top of the Wheel to the ladder side rail (using a 4 mm Allen wrench and a 10 mm open end wrench).



Hook your ladder onto the mounted track.

Congratulations on assembly and installing your Meadow Lane Ladder!



Questions on installation?
Please email service@cshardware.com
or call **(800) 882-0009** M-F 8:00am-4:30pm CST