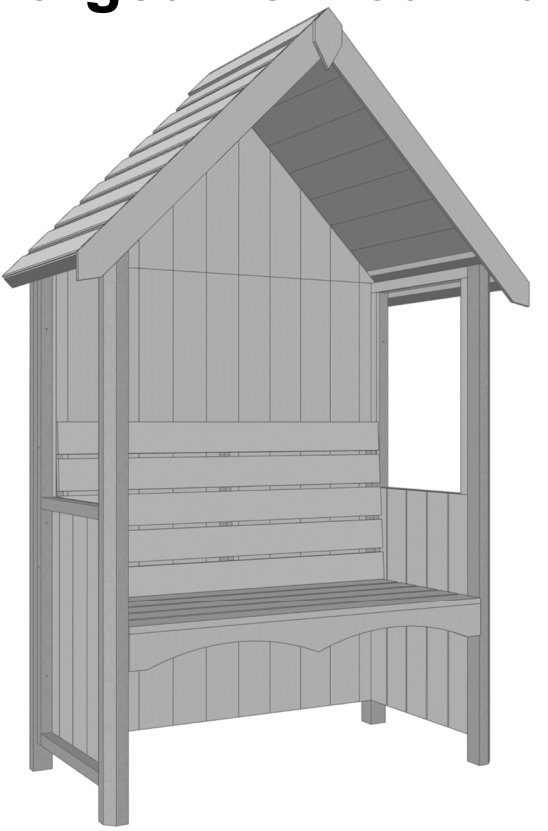
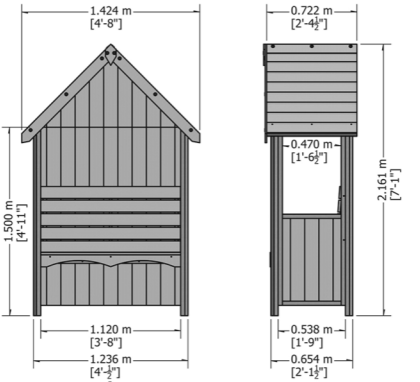
**Mass: 52.2 kg**

SHIRE
BUILT AROUND OUR REPUTATION

**Batch No: XXXX**

# © Forget-Me-Not Arbour






**These instructions are for your safety. Please read through them thoroughly before use.**
**PLEASE KEEP THIS LEAFLET FOR FUTURE REFERENCE**

Version 01 Sasha Leney 23/11/2020

# Let's get started...

## Important information...



## In more detail...



| | |
|---|---|
| EN | For a copy of the instructions or a copy in another language please send an email or write to the address below. |
| F | Pour obtenir un exemplaire des instructions ou une copie dans une autre langue s'il vous plaît envoyez un e-mail ou écrire à l'adresse ci-dessous. |
| I | Per richiedere una copia del libretto di istruzioni, in italiano, o in un'altra lingua, per favore, invia una e-mail o scrivi a l'indirizzo sottostante. |
| PL | Na kopii instrukcji lub kopii w innym języku prosimy o wysłanie maila lub pisać na adres podany poniżej. |
| RUS | Для получения копии инструкции или копия на другом языке, пожалуйста, отправьте по электронной почте или написать по указанному ниже адресу. |
| TR | Başka bir dilde talimatları veya bir kopyasını bir kopyası için bir e-posta gönderebilir veya aşağıdaki adrese yazınız. |

SHIRE
BUILT AROUND OUR REPUTATION

customerservice@shiregb.co.uk

Brigstock Road Wisbech Cambridgeshire PE13 3JJ
Tel 01945 465 295

## Safety

## Check that you have noted all the following instructions:

- ☑ We advise the use of non slip protective gloves throughout the assembly process.
- ☑ We advise the use of steel capped protective footwear throughout the assembly process.
- ☑ We advise that you use a helper to hold the glass in position whilst you nail the beading in place.
- ☑ We advise the use of protective headwear and safety goggles throughout the assembly process.
- ☑ Where a ladder is in use another person must hold the ladder.
- ☑ Do not attempt to work in windy conditions.
- ☑ We advise the use of a scaffold tower when fitting the roof for felting or if you cannot reach from the ground.
- ☑ Do not allow children near the tools and work area.
- ☑ Follow any safety precautions quoted by the manufacturer for any equipment you use.
- ☑ Check all parts before assembly.
- ☑ Only use child and animal safe wood preservative.
- ☑ Do not use creosote.
- ☑ Allow the wood preservative to fully dry before use.
- ☑ Regularly check the building for wear and tear.

## Important!

**EVERY PRECAUTION IS TAKEN TO ENSURE THAT YOUR BUILDING HAS NO ELEMENT INCORRECTLY PLACED OR POSSIBLY HAZARDOUS, HOWEVER PRIOR TO USE PLEASE CHECK ALL SURFACES FOR THE FOLLOWING:**

(1) RAISED GRAIN, SPLINTERS: Sand down timber to smooth finish
(2) NAIL/SCREW/PIN HEADS PROUD: Tap home to be flush with surface of timber.
(3) DAMAGED SCREW HEADS RESULTING IN SHARP SPLINTERS OF METAL: Replace.
(4) SHARP ENDS OF NAILS/ SCREWS/ PINS PROTRUDING THROUGH THE PANEL: Remove and Reposition.
(5) ENSURE ALL PARTS ARE SECURED AGAINST REASONABLE FORCE: Remove and Refit.
(6) ENSURE THERE ARE NO LOOSE PARTS: Remove and Refit/Discard.

**IMPORTANT !** For your safety please read carefully the safety warnings

# Preparation of base...

We recommend that the base onto which your building will stand should be at least 75mm larger in each direction than the total floor size of the building.

- **Actual floor area of the building:** 1236mm x 654mm
- **Total height clearance:** 2161mm
- **Roof size:** 1424mm x 722mm

The chosen position in your garden for your building should be excavated to a depth of 75mm to allow a base of sand, onto which paving slabs can be evenly laid.
You may also use an adjustable timber base or a concrete base. Whatever base you decide upon IT MUST BE LEVEL AND FIRM.

# Warranty...

**10 Year anti-rot warranty subject to the following:**

- The building must be raised so it is not in contact with any water retaining base surface (for example grass).
- This can be achieved using a timber, concrete or slab base.
- When using a concrete or slab base use damp proofing strips under the bearers.
- The building must have been completely treated and sealed immediately prior to assembly.
- The building must have been re-treated and re-sealed annually.

**NOTE**: Wood is a natural product, and therefore the following are excluded from the warranty:

- Colour change.
- Warping.
- Splitting.

**The following are also excluded:**

- Damage resulting from poor assembly.
- Poor treatment application.
- Poor care and maintenance.
- Changes to the design.
- Misuse.
- General wear and tear.

## The 5 golden rules of care:

(1) Ensure your base is level and firm.
(2) Ensure the building is not sitting directly on the ground using damp proof membrane or the optional timber base.
(3) Ensure every piece of timber and surface, especially that is hidden upon assembly, is treated with a top quality wood preservative at least twice (before assembly). Turn the panels upside down whilst painting so the treatment runs into the seams.
(4) Garden buildings are not waterproof, therefore we recommend you seal between all the panels with a silicone based sealant.

## The 6 golden rules of maintenance:

(1) Visually check for weather damage.
(2) Check and replace if necessary any silicone sealant if used on your building.
(3) Check the roofing material for wear.
(4) The doors and windows may require periodical adjustment.
(5) Ensure your building is well ventilated especially during hot weather.
(6) During extremely hot periods, humidify your building to prevent the timber from drying out.

## Recycling and disposal:

packaging

1. Pallet and timber widely recycled.
2. Cardboard widely recycled.
3. Plastic strapping subject to local regulations.
4. Plastic sheeting subject to local regulations.

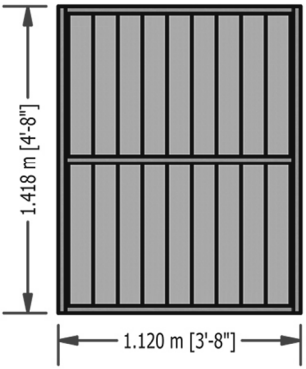
Building

1. Timber widely recycled.
2. Metal fixings widely recycled.
3. Glass widely recycled.

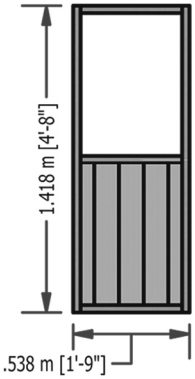
Description
(part No ) - Qty

# Stacked Parts List

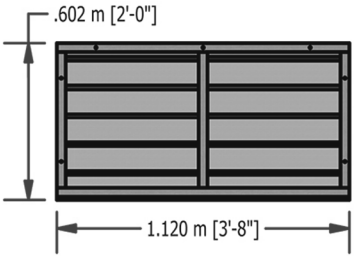
PLAIN PANEL
(A06342)x01



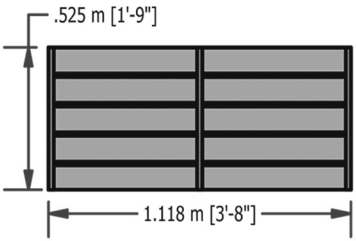

WINDOW PANEL
(A5911)x02



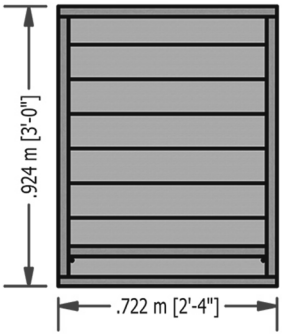

SEAT BASE
(A5912)x01



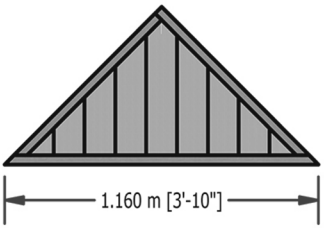

RH SEAT BACK
(A5889)x01



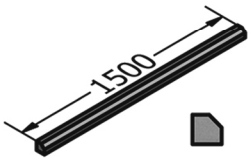

ROOF PANEL
(A5914)x02



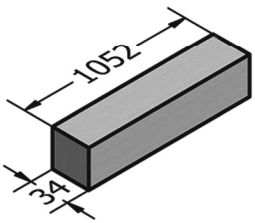

GABLE
(A06343)x01



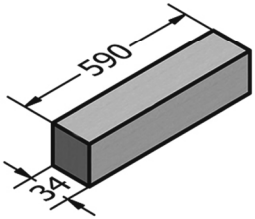

CORNER POST
(A5921)x04



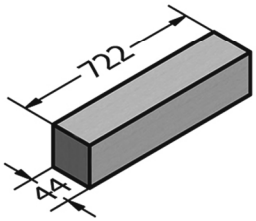

34x34x1052
(A5922)x01




34x34x590
(A5923)x02



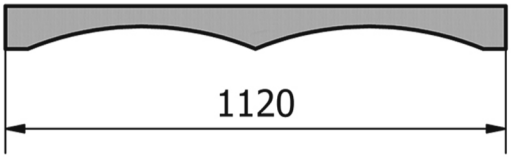

44x44x722
(A5924)x01



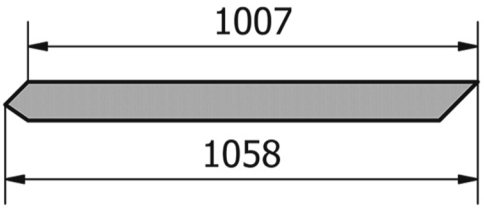
Description (part No ) - Qty

# Fascia and Nail Bag Parts List

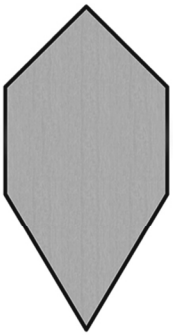
SEAT FASCIA 1120
(A5920)x01



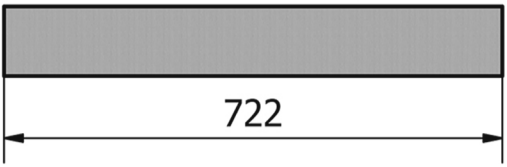

FASCIA
(A06344)x02



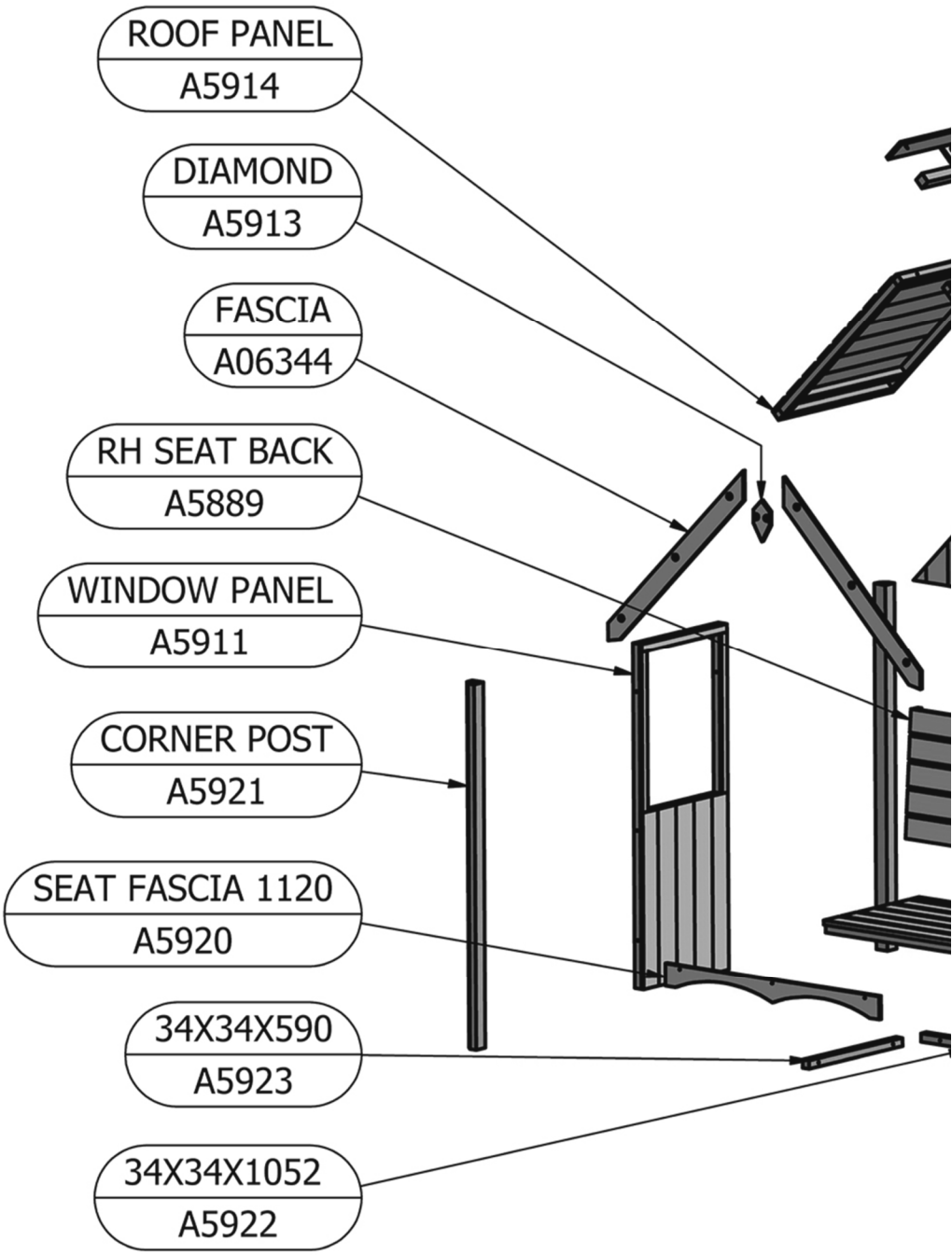

DIAMOND
(A5913)x01

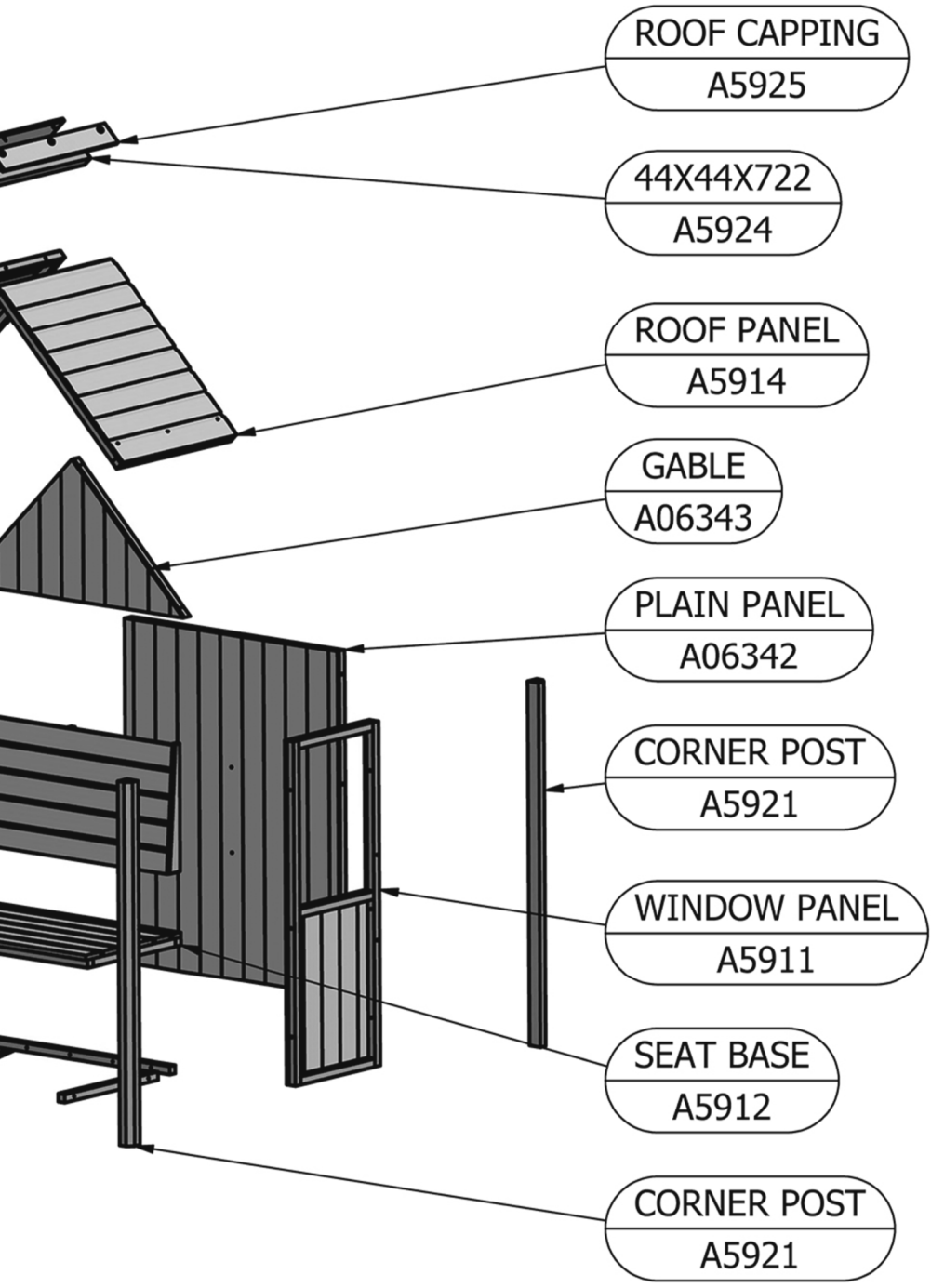


ROOF CAPPING
(A5925)x02



In more detail.....

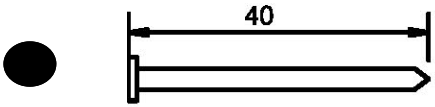



ROOF CAPPING
A5925
44X44X722
A5924
ROOF PANEL
A5914
GABLE
A06343
PLAIN PANEL
A06342
CORNER POST
A5921
WINDOW PANEL
A5911
SEAT BASE
A5912
CORNER POST
A5921

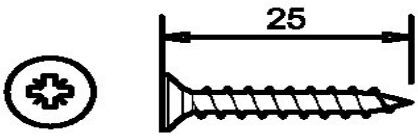
# Nail bag contents

## Hardware Chart
## Scale 1:1

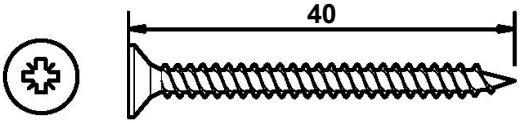
**40mm Round Head Nail**
**(A0025) x 14**



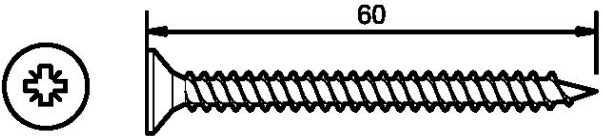

**25mm Posi-Drive Screw**
**(A0032) x 03**




**40mm Posi-Drive Screw**
**(A0032) x 09**




**60mm Posi-Drive Screw**
**(A0035) x 45**



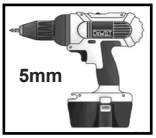

## Building Photographs

It will be greatly appreciated if you could forward images of your completed building to -

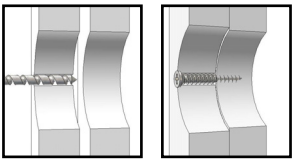
sales@shiregb.co.uk.

## Things to check before you start:

- ☑ Ensure your base is ready – See page 4.
- ☑ Check all parts as listed in the parts lists.
- ☑ Read the instructions fully before starting work.
- ☑ Follow all the health and safety guidelines.

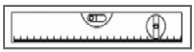



**When you see the drill icon**
Only ever drill through the first piece of framework which will be a pilot hole for the screw to attach the second piece of framework
**The required drill bit size is shown with the icon.**

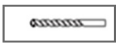


## You will need:

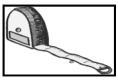

• Hammer

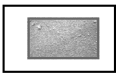

• Spirit level


• Ladder


• 1mm + 5mm drill bit

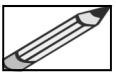

• Drill


• Tape measure & Ruler


• Sand paper

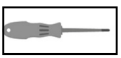

• Gloves

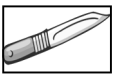

• Saw


• Pencil


• Goggles


• A helper for some tasks


• Screwdriver


• Sharp knife


• Masking tape

In more detail.....

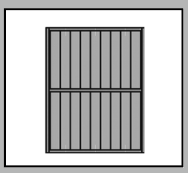
**These instructions are for your safety. Please read through them thoroughly before use.**
**Treat all the parts before assembly – see page 5!**

GB-IE

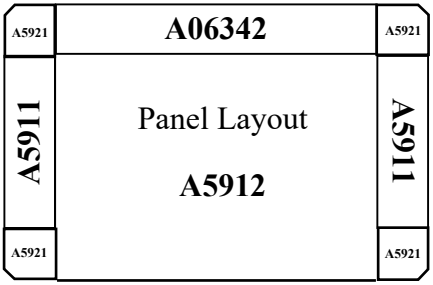
The **"Panel layout"** is showing you how to position the panels.

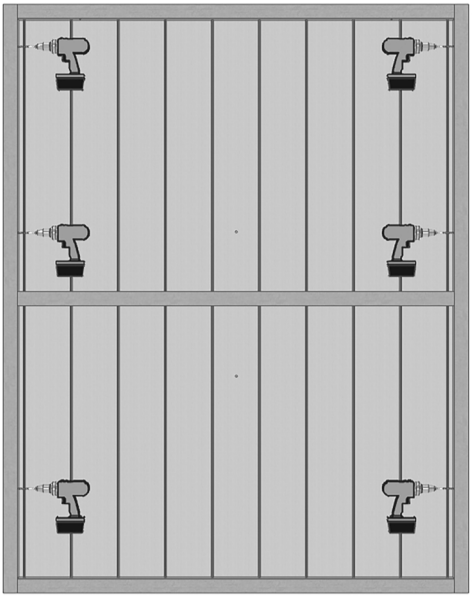
The **Panels FIT INBETWEEN THE CORNER POSTS!**

**01**



**Plain Panel (A06342)x01**

If using a drill or electric screwdriver carefully but firmly push the opposite end to the screwdriver bit into the screw head and keep the pressure on to prevent the screwdriver spinning in the screw.

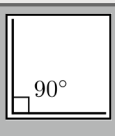
NOTE
Some holes drilled for later use

GB-IE

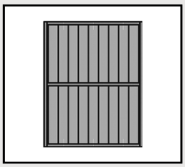
Drill the **Plain Panel (A06342)** as above.

Lay the **Plain Panel (A06342)** flat.
Screw two **Corner Posts (A5921)** to the sides as below, using 6x **60mm Screws (A0035)** within the pilot holes drilled in the previous step.

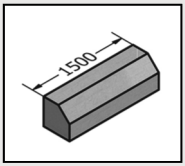
## 02

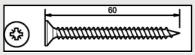




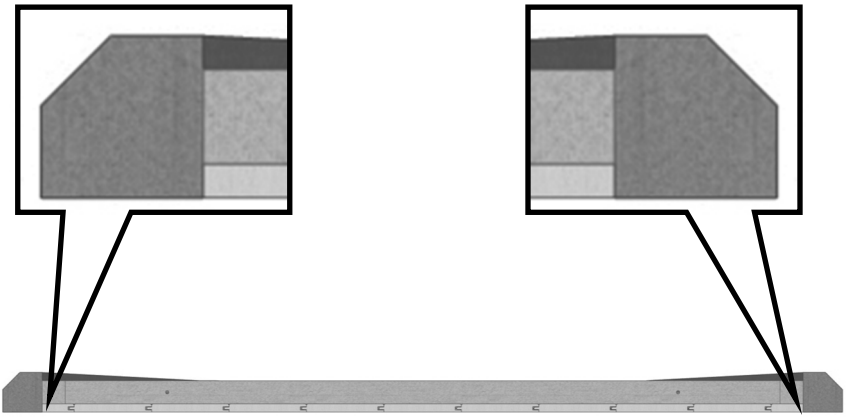
**Step 1**
**(A06342)x01**




**Corner Post**
**(A5921)x02**




**60mm Screws**
**(A0035)x06**

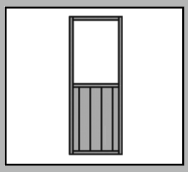


**Flat edge sits flush with outside cladding.**

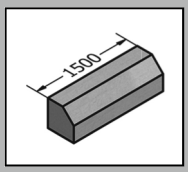
GB-IE

Drill one **Window Panel (A5911)** as below. Making sure the outside cladding is facing inwards and flush with the flat face of the corner post, fix with 3x **60mm Screws (A0035)** using the pilot holes previously drilled. Then screw another **Corner Post (A5921)** as below, using the pilot holes. **NOTE:** Orientation of the Corner Posts.

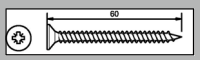
## 03



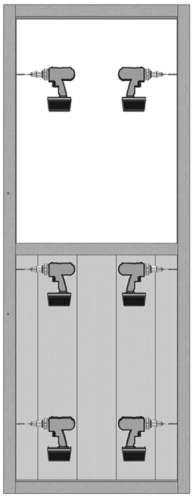
**Window Panel (A5911)x01**




**Corner Post (A5921)x01**

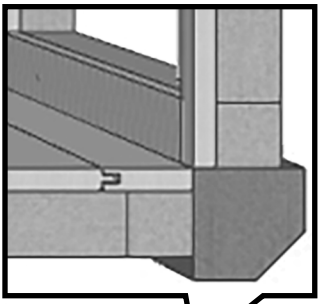


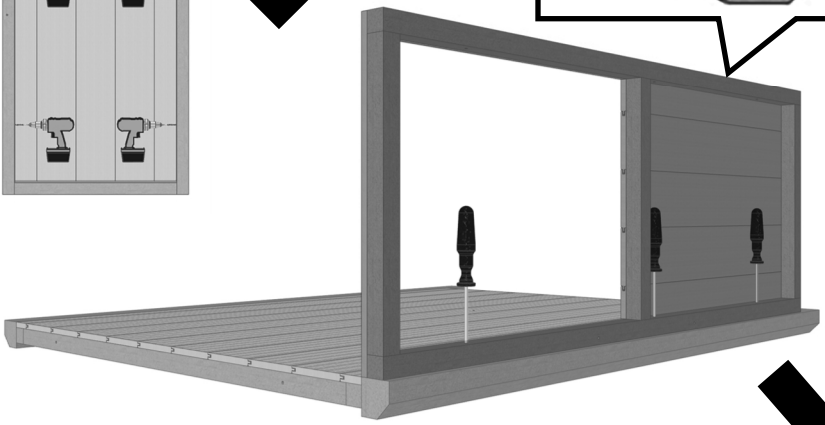

**60mm Screws (A0035)x06**

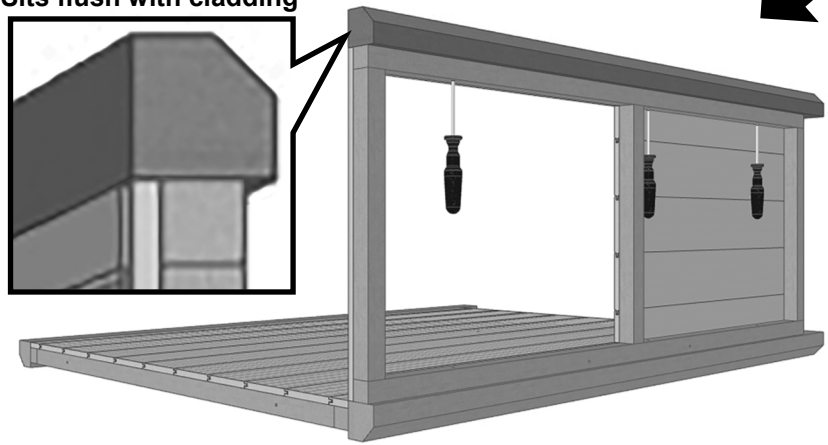
NOTE
Some holes drilled for later use

**Sits flush with post**





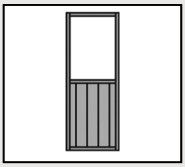
**Sits flush with cladding**



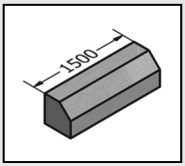
GB-IE

Drill the other **Window Panel (A5911)** as below**.** Place the panel making sure the cladding is facing inwards and is flush with the corner post. Fix with 3x **60mm Screws (A0035).** Then fix the last **Corner Post (A5921)** to the window panel using 3x **60mm Screws (A0035)** within the pilot holes. **NOTE:** Orientation of the Corner Posts.

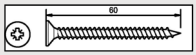
## 04



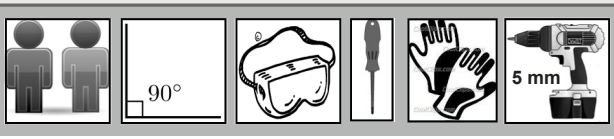
**Window Panel (A5911)x01**

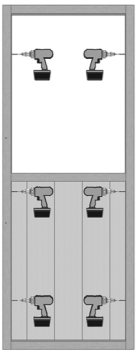



**Corner Post (A5921)x01**

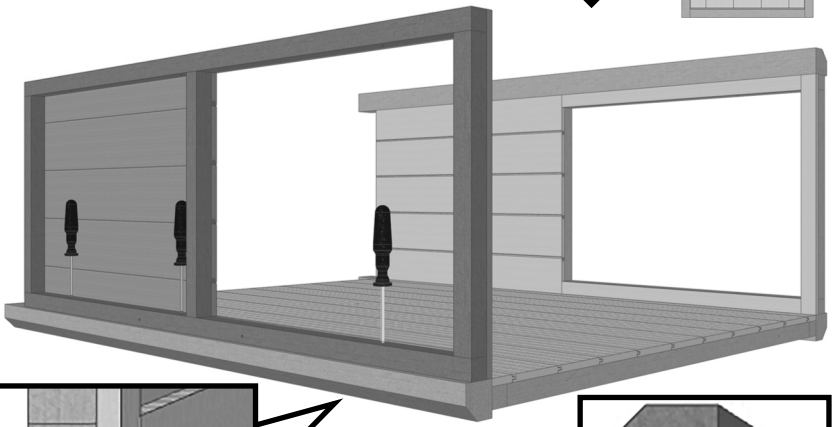


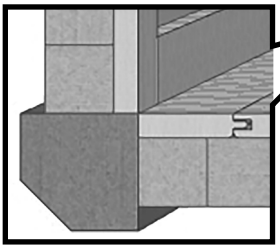

**60mm Screws (A0035)x06**



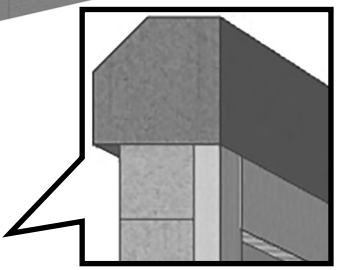



NOTE
Some holes drilled for later use

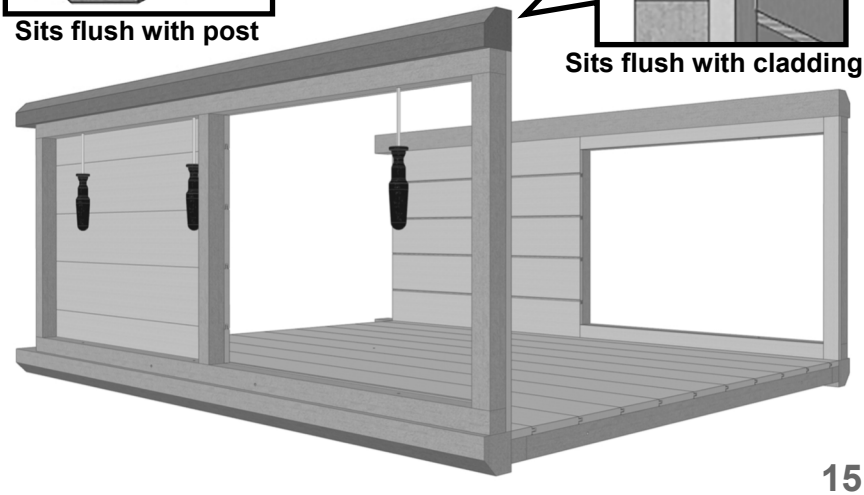




**Sits flush with post**



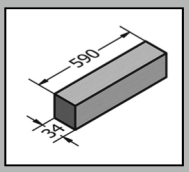
**Sits flush with cladding**



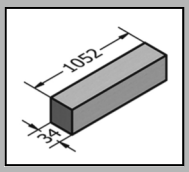
GB-IE

Measure and mark from the bottom of the Window Panels up **368mm.** Drill and screw the two **34x34x590 (A5923)** so that the top of the timber sits flush at the 368mm mark as below. Drill and screw the **34x34x1052 (A5922)** to the Plain Panel so that the top is flush with the 34x34x590 timber. Fix all with **40mm Screws (A0033)** in each side.

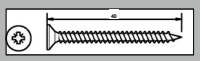
## 05

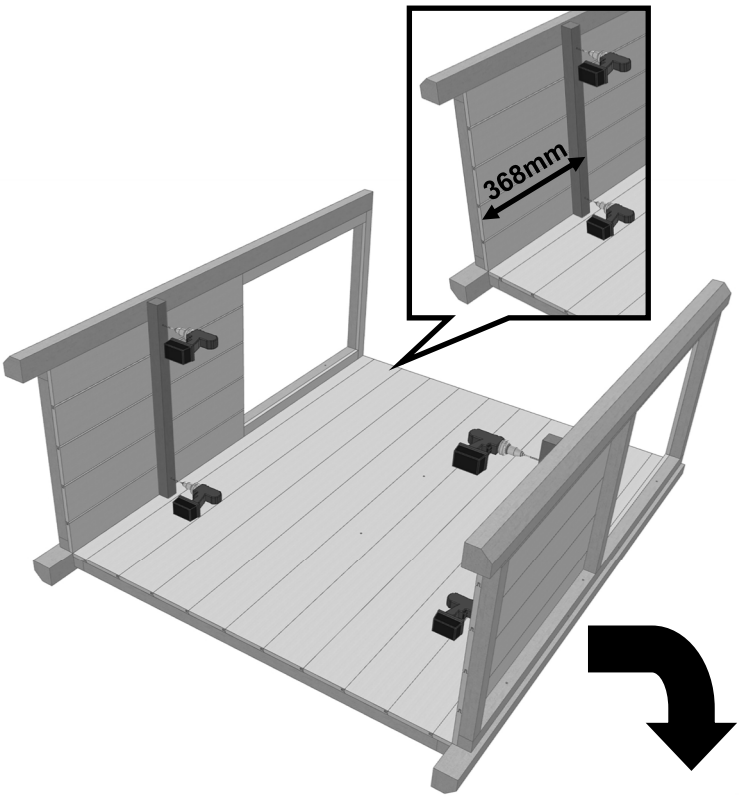

**34x34x590 (A5923)x02**

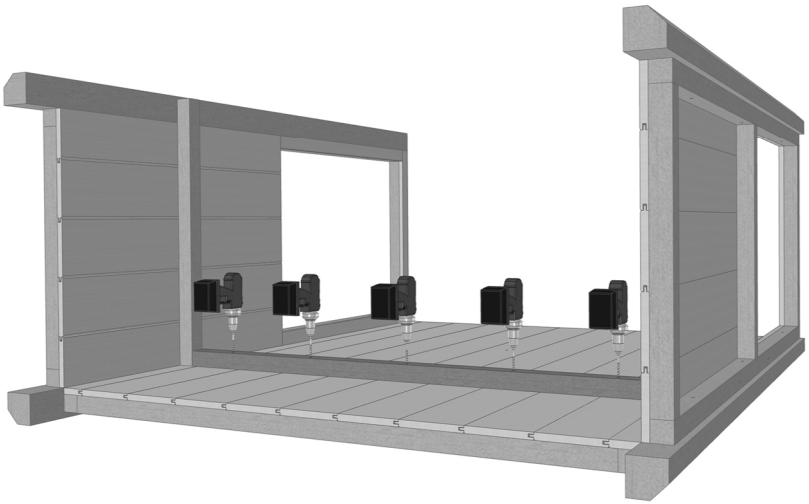



**34x34x1052 (A5922)x01**



**40mm Screws (A0033)x09**

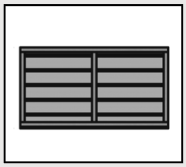


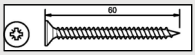
GB-IE

Drill through the seat frame made in **Step 05** as below. Carefully stand the building up and place the **Seat Base (A5912)** onto the frame as below. Make sure the 12mm overhang on the seat base is facing forward. Secure the base using 7x **60mm Screws (A0035)** using the pilot holes drilled.

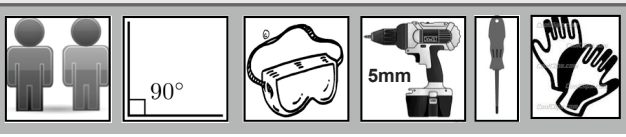
## 06

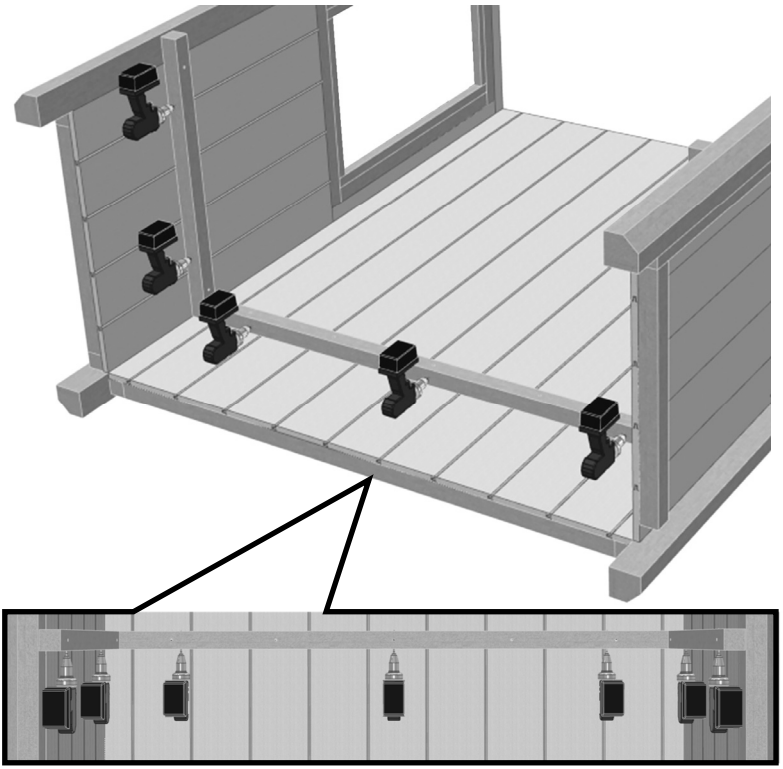


**Seat Base (A5912)x01**

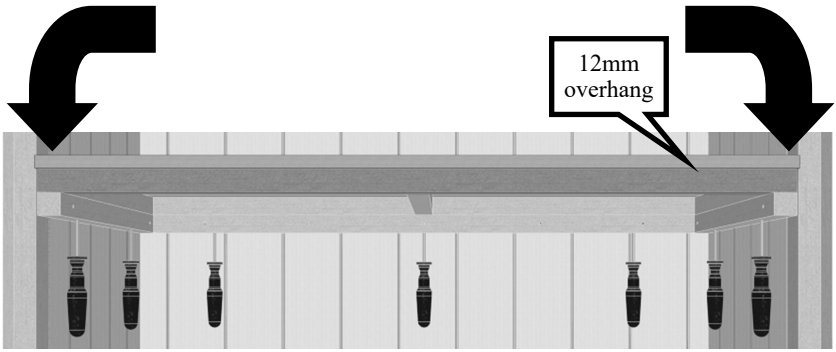



**60mm Screws (A0035)x07**



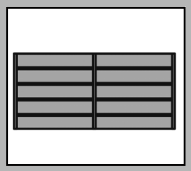
**Drill through the seat frame**



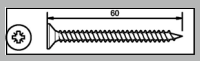
GB-IE

Place the **RH Seat Back (A5889)** onto the Seat Base as below. Drill and screw through the Window Panel so the screws go into the side bar of the Seat Backing.
Measure and mark on the Plain Panel where the middle bar of the seat back sits. Then drill and screw using 2x **60mm Screws (A0035).**

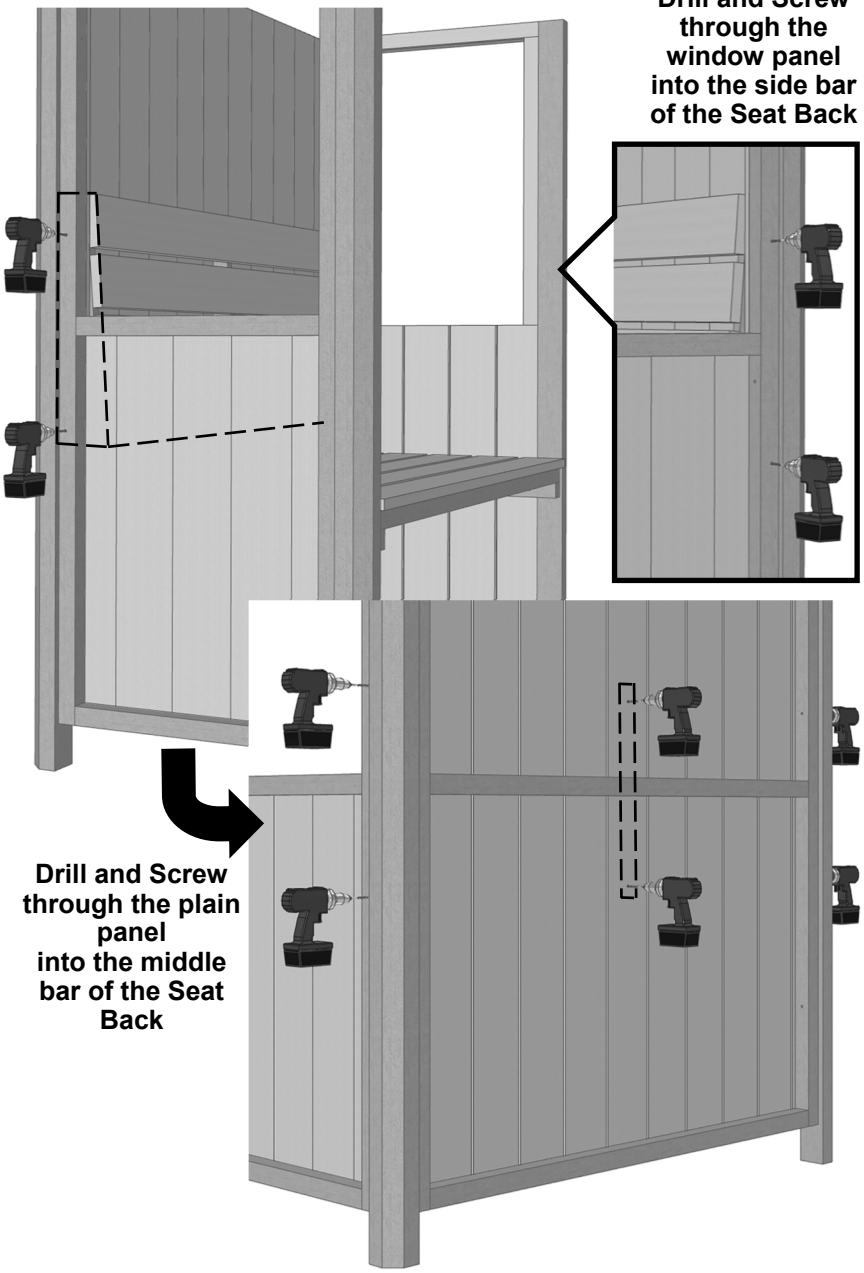
## 07



**RH Seat Back (A5889)x01**



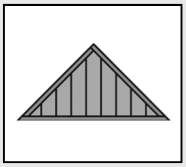

**60mm Screws (A0035)x06**

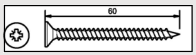
**GB**-IE

Place the **Gable (A06343)** onto the Plain Panel as below. Make sure the cladding is facing inwards and is flush with the cladding on the Plain Panel. Make sure the gable is central and equal on both sides.
Fix through the plain panel as below using 2x **60mm Screws (A0035).**

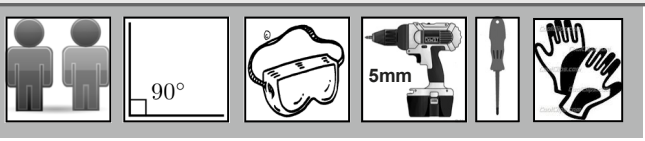
# 08



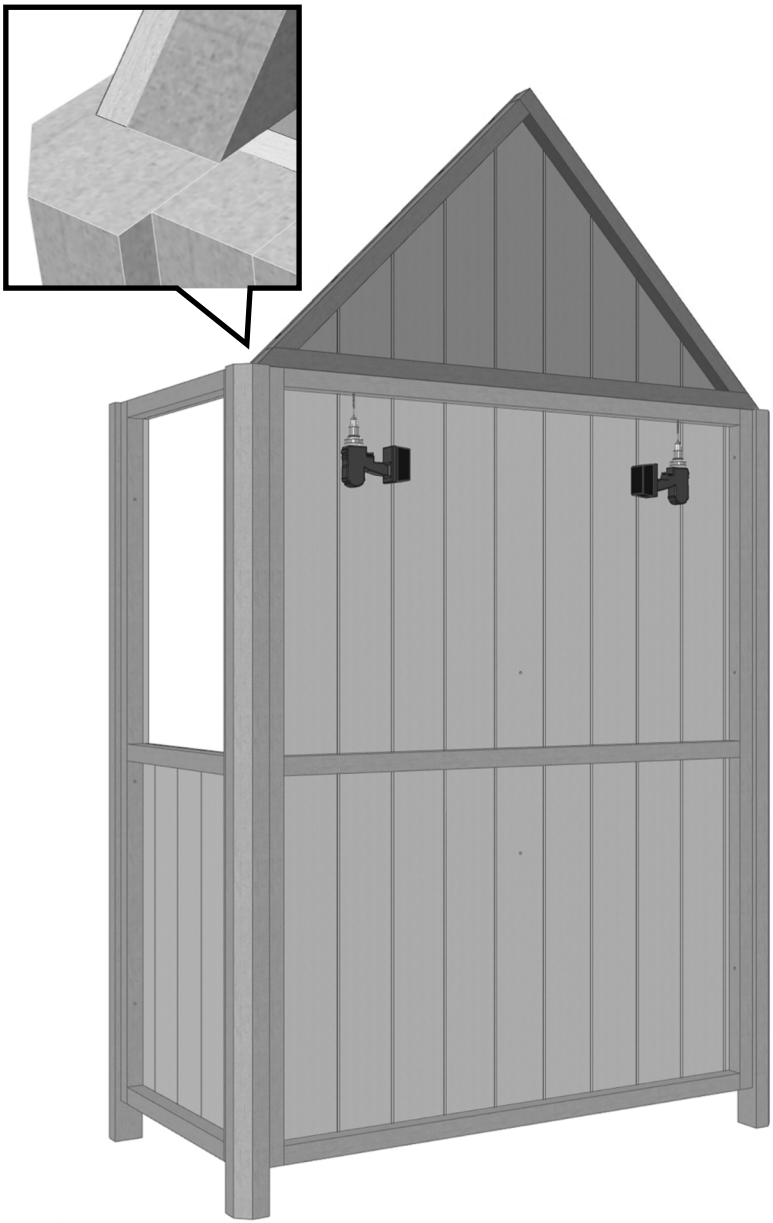
**Gable (A06343)x01**




**60mm Screws (A0035)x02**



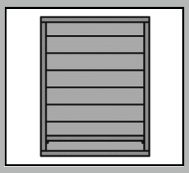

**Sits equal both sides**



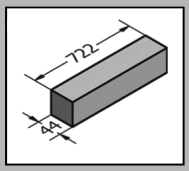
GB-IE

Drill both **Roof Panels (A5914)** as below. Fix the **44x44x722 (A5924)** to the top of one roof panel as below, make sure the edge is flush with the roof panel frame work. Fix with 3x **60mm Screws (A0035).** Fix the second roof panel with 3x **60mm Screws (A0035)** as below. The 44x44x722 piece of timber should not be visible once both panels are fixed.

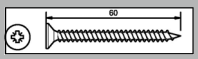
## 09



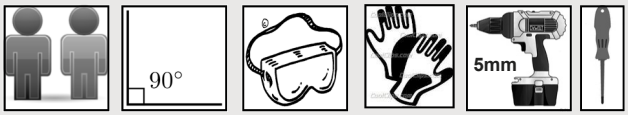
**Roof Panel (A5914)x02**

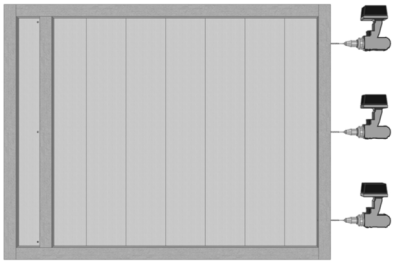



**44x44x722 (A5924)x01**

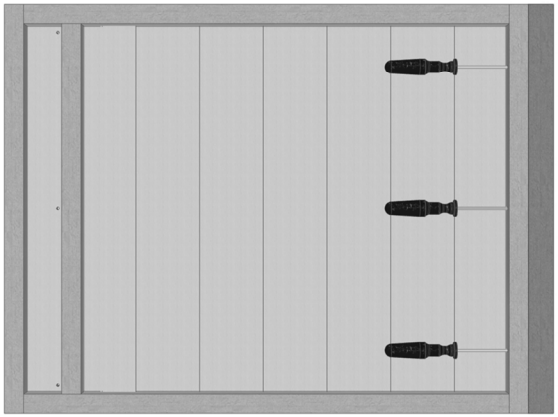


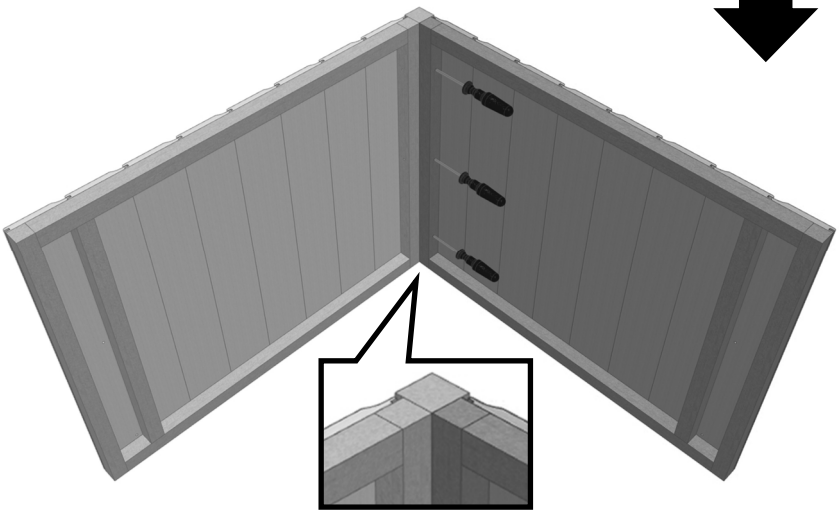

**60mm Screws (A0035)x06**



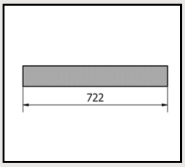
**X2**



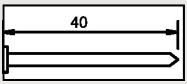


Nail one **Roof Capping (A5925)** so it sits flush the edge of the 44x44x722 bar as below.
Then nail the second **Roof Capping (A5925)** so it overlaps the other as below.
Fix with **40mm Nails (A0025).**

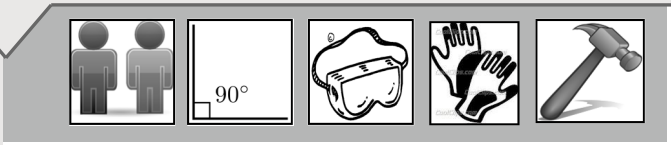
## 10

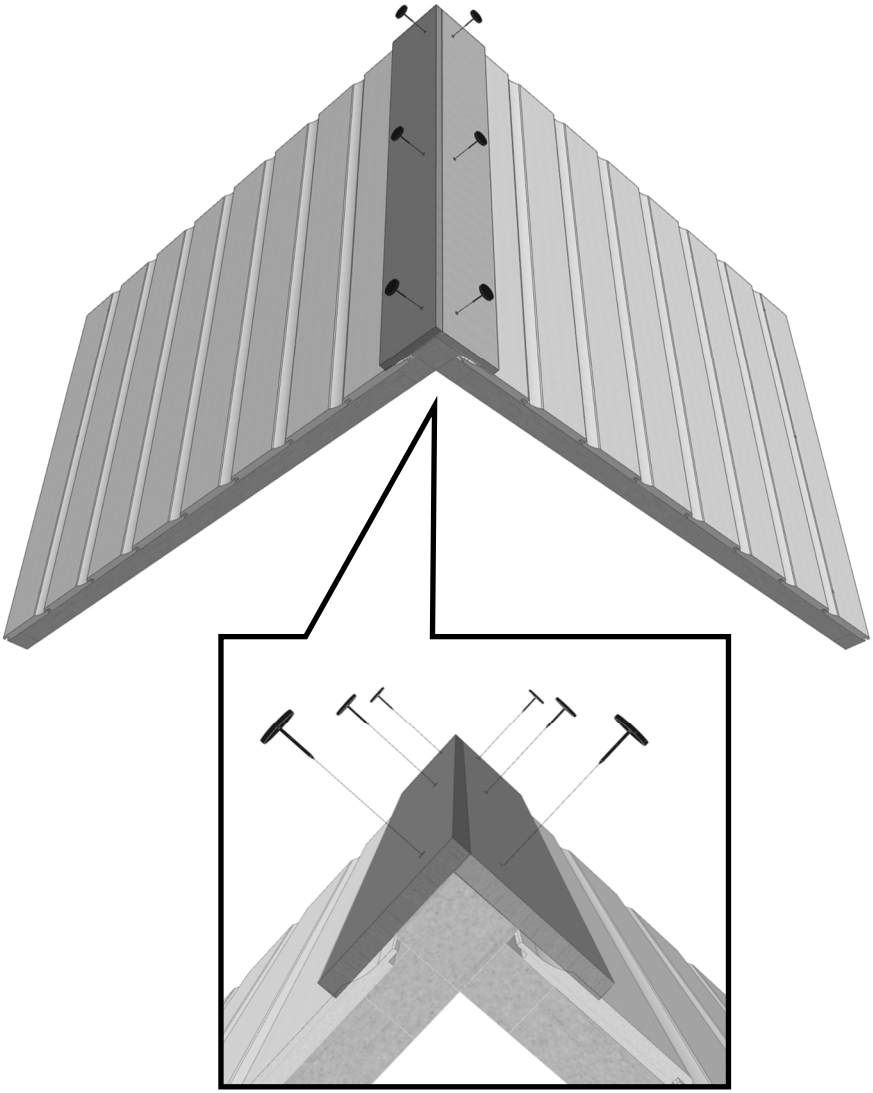



**Roof Capping (A5925)x02**




**40mm Nails (A0025)x06**

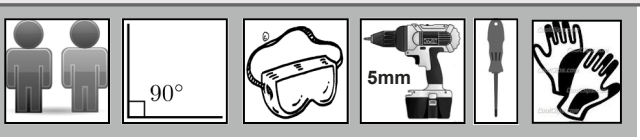


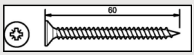



GB-IE

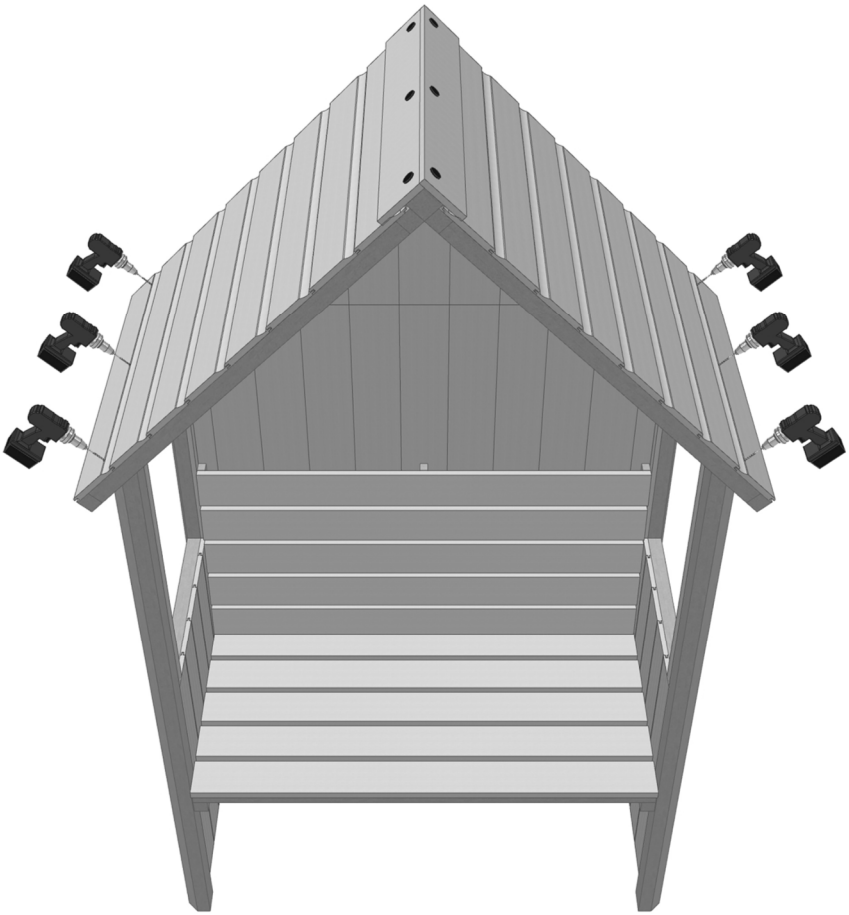
Place the assembled Roof Panels onto your building as below.
The corner posts should fit in between the Roof Panels.
The bar inside the Roof Panel should rest upon the Window Panels.
Screw from the outside using 3x **60mm Screws (A0035)** in each side as below.

**11**



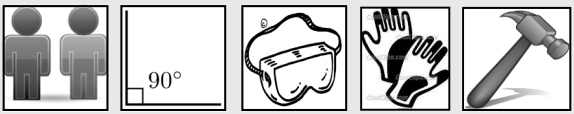

**60mm Screws (A0035)x06**

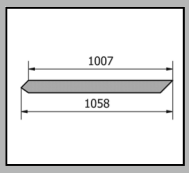


**Screws go into Window Panels**

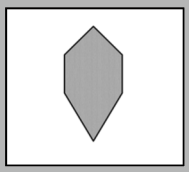
Fix the **Fascia (A06344)** to the front of your building as below. Fix with 3x **40mm Nails (A0025)** in each.
Fix the **Diamond (A5913)** centrally using 2x **40mm Nails (A0025)** as below.

## 12

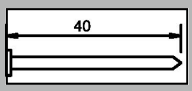


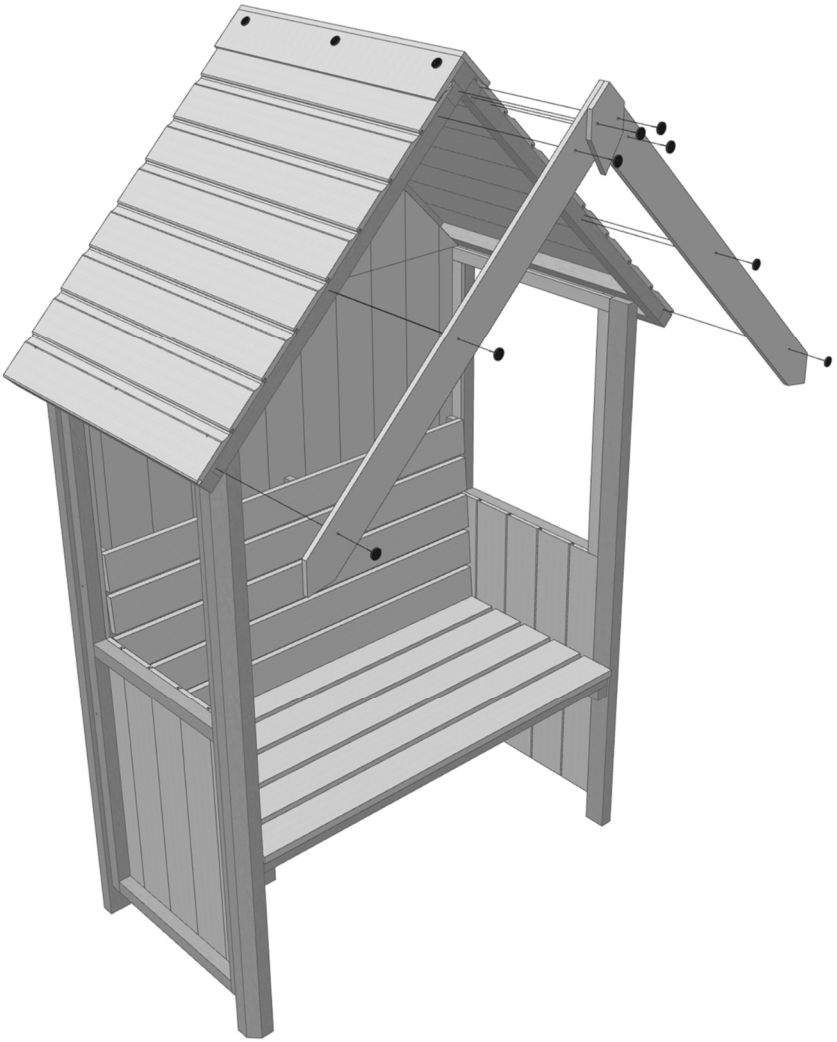

**Fascia (A06344)x02**



**Diamond (A5913)x01**

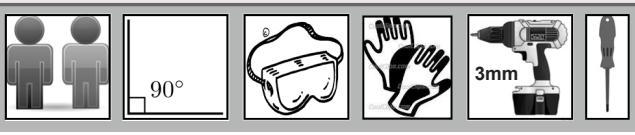


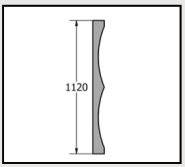

**40mm Nails (A0025)x08**



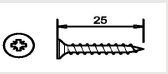
Drill and screw the **Seat Fascia 1120 (A5920)** to the seat base framework as below. Fix using 3x **25mm Screws (A0032),** spaced evenly apart.

## 13




**Seat Fascia 1120 (A5920)x01**




**25mm Screws (A0032)x03**