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INSTALLATION INSTRUCTIONS FOR FACTORY BUILT UNITS - SERIES 1, 3, and 4

Claridge Factory Built Units are inspected and are approved as being without damage at the time of shipment. On arrival, carefully examine each carton for damage. If damage is visible have the driver clearly note that fact on your delivery receipt and file claim immediately. Immediately after delivery, open all cartons (save cartons) and inspect for concealed damage. If damage is discovered call carrier and request inspection. Failure to report concealed damage within 15 days will result in the carrier denying your claim. Claridge will not be responsible for any damage claims if an inspection report is not secured and a claim not filed within the time limit.

**NON-COMPLIANCE WITH STORAGE AND INSTALLATION INSTRUCTIONS MAY CAUSE TROUBLE.
PLEASE FOLLOW INSTRUCTIONS CAREFULLY TO BE ASSURED OF A GOOD INSTALLATION.**

STORING INSTRUCTIONS

Prefabricated markerboards, chalkboards and bulletin boards have wood fiber cores or backing materials, and will, under certain climatic conditions, show slight dimensional changes. The following instructions must be followed to guarantee they will remain flat and true.

1. After opening and inspecting boards for damage, return to original crates or cartons for storage and do not uncrate until boards are to be erected. Uncrated, they must not be allowed to lean at an angle against the wall or other objects and must not lay on the floor for any length of time. Boards should be stored in as close to a vertical position as possible.
2. Don't erect boards on damp walls or in damp and humid weather without heat in the building.
3. Clean off all fingerprints, dirt, etc. at once.
4. Break boards in as prescribed (if required) before using.

STEP-BY-STEP INSTRUCTIONS FOR INSTALLING MOUNTING ANGLES

Note: Sections of angle clips to be anchored to wall at top of board are punched with 1/4" slotted holes. (For continuous angles, holes not to be more than 16" o.c.)

1. Attach bottom mounting angle clip or continuous angle to wall with required wall fasteners at architect's specified chalktrough height. (See Illustration 1 and 1A.) Wall fasteners not furnished. Caution should be exercised to assure that the hangers are level. **INSTALL ANGLE CLIPS 24" O. C.** (Except end clips should be 3" in from end of board.)
2. Attach top mounting hangers (with slotted side to wall) maintaining board height plus approx. 1/2" clearance between top and bottom angle, and position the wall fastener in the center of the slot. (See Illustration 2.) **NOTE: Snug down wall fastener only. DO NOT TIGHTEN COMPLETELY.**
3. Apply Claridge No. 16A Adhesive to back of board by staggering egg-size globs of adhesive approximately 12" o.c. (See Illustration 3.) Adhesive should not be closer than 6" to edge of board. Caution should be exercised not to use adhesive too sparingly or to allow to remain on back of board more than 10 minutes before hanging.
4. Install board by inserting bottom of board on top of bottom mounting angle. Press board firmly to wall and install screws furnished through angle into board trim at bottom of board only.
5. Using a wooden block, tap top mounting angle down tight against board trim and install screws as in Step 4.
6. Be certain entire chalkboard is shored up for 48 to 72 hours until adhesive dries. (See Illustration 4.) Chalkboard or similar material can be placed under center of shoring material to add more pressure to center of board.

SEE REVERSE SIDE FOR ILLUSTRATIONS

Note: For boards over 16'0" long joined with H-bars, and combination units, check the back of the boards for run numbers. These boards have been matched at the factory, and assembly will match only if the proper run numbers are put in sequence.

ILLUSTRATION NO. 1

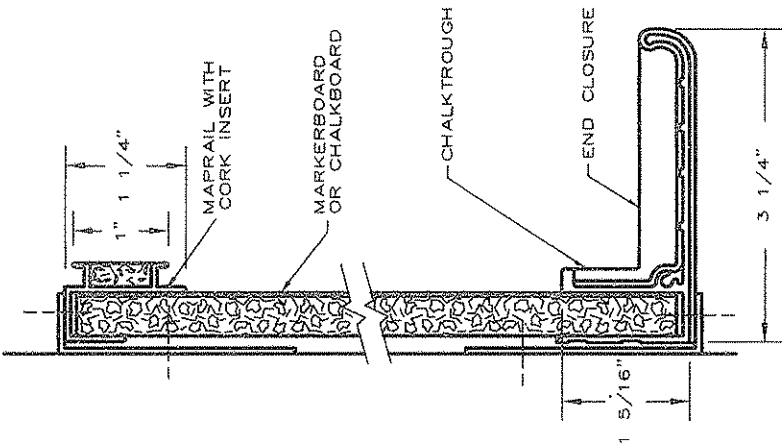


ILLUSTRATION NO. 1A

**CLARIDGE SERIES #1, 3, & 4
FACTORY BUILT UNITS**

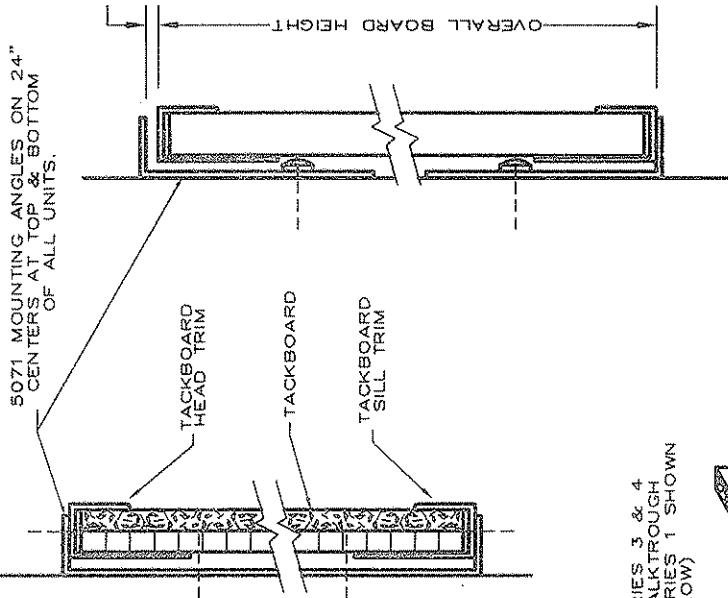
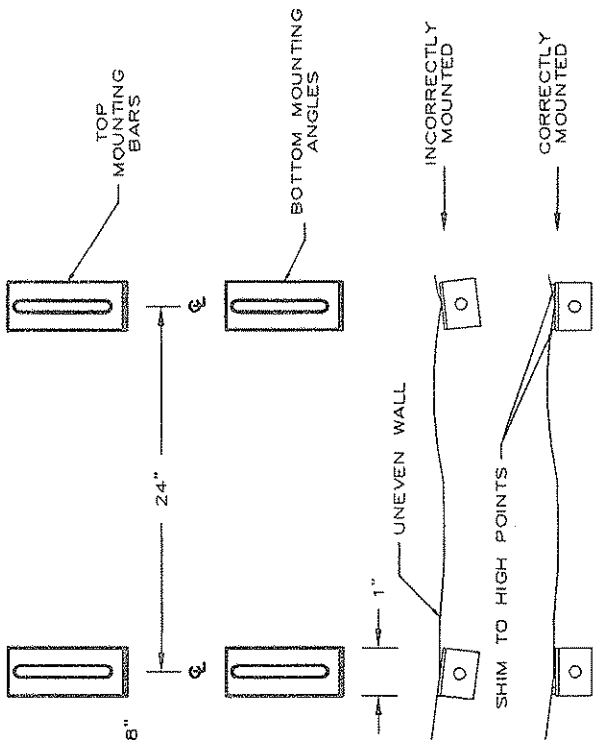
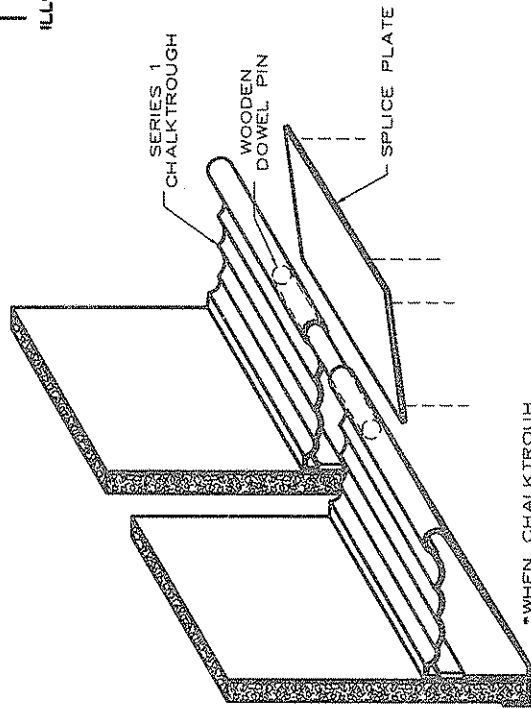


ILLUSTRATION NO. 2



SERIES 3 & 4
CHALKTROUGH
(SERIES 1 SHOWN
BELOW)



*WHEN CHALKTROUGH IS FURNISHED IN MORE THAN ONE PIECE A SPLICE PLATE AND DOWEL PIN ARE FURNISHED--TO BE INSTALLED BY CONTRACTOR ON JOB.

ILLUSTRATION NO. 3

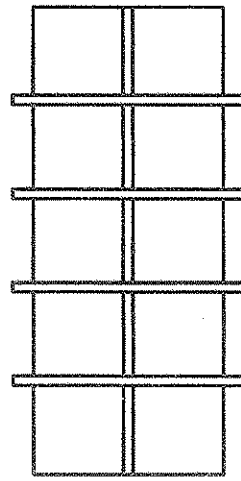
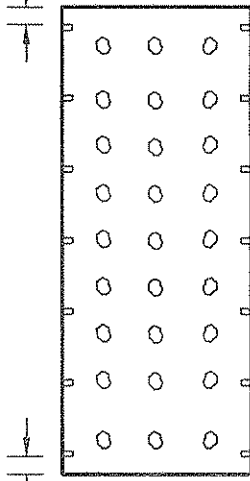


ILLUSTRATION NO. 4

ILLUSTRATING METHOD OF SHORING BOARDS TO WALL TO CREATE FIRM BOND WHILE ADHESIVE SETS. ALLOW ADHESIVE TO SET FULL 72 HOURS MINIMUM BEFORE REMOVING