



**Summit Lockers Inc.**

# **Phenolic Locker Installation Manual**



## Summit Phenolic Locker Installation Manual

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Thank you for choosing Summit Lockers for your project. The following installation manual with the installation drawings provides the necessary information for a quality installation. If you have any questions or problems contact us at 803-403-8816 or [info@summitlockers.com](mailto:info@summitlockers.com). We will work hard to make certain your locker installation is a success.

### **Tips for a successful Locker Installation**

1. Print out the Installation Drawings, Installation Manual, Pallet Log and Packaging List prior unloading the Truck. Note the pallets which have installation hardware.
2. Verify the delivery and report damaged/missing items immediately.
3. Verify locker installation drawings are available for each room and note where dimensions are different from the installation drawings.
4. Verify you have a quality base for installation (base by others). Lockers will not install properly if there are high and low point in the base. Correct before proceeding
5. Install all side-to-side bolts, wall and floor screws.
6. Follow the installation drawing for placement of filler panels, corner filler panels, slope top panels and lockers.
7. Call 803-403-8816 with questions.

### **Check Delivery**

1. Check for damage. Mark delivery sheet if damage is visible and take photos. Call 803-403-8816 immediately.
2. Verify count of lockers.
3. Verify count of end, filler, and corner filler panels.
4. Verify count of slope top panels, slope top channel, and slope top brackets. (if appropriate)
5. Verify presence/count of hardware box (es).



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### **Pre-Installation Steps**

*Pre-installation steps improve the quality and speed on installation.*

#### **Prepare the locker room for installation**

Clear and clean the work area.

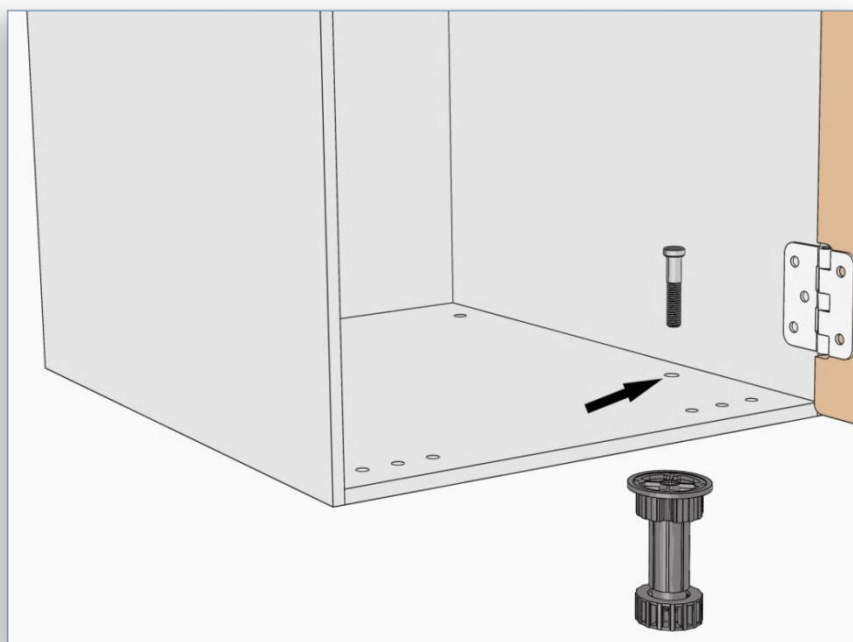
Mark the walls showing the start/end, top/bottom of each locker run using the locker installation drawings. Laser levels are best to assure a level top line is achieved. Take into consideration floor height variations, locker height and the adjustable base (if appropriate) when drawing the lines.

#### **Pre-install Locker legs (skip if base by others)**

Prior to attaching legs, adjust leg height to a specific height (4 ½" recommended).

Attach two locker legs to each locker with provided leg screws through the predrilled holes.

On the first locker in each run install two additional legs. Drill two 13/32" diameter locker leg holes on the left hand side to mirror the right hand side holes.





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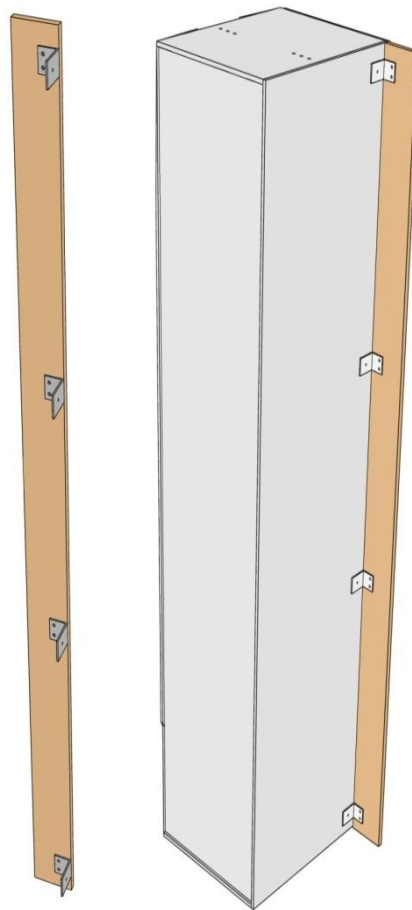
### Pre-assemble filler panels

*Filler panels have four sets of two predrilled holes along one edge. Filler panels can be field cut to fit field dimensions. When cutting filler panel, cut the edge away from the holes and use a straight edge for a straight cut. Ease the edge with a router or file for a clean, safe filler.*

Install four filler brackets onto each filler panel using screws provided (2 per bracket).

Position the filler panels in the room using the installation drawings. Use the correct width filler per plans for a quality installation.

Attach a filler panel to first locker (if required per drawings) using predrilled holes and screws provided.





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### Pre-assemble corner filler panels

*Corner filler panels have four sets of two predrilled holes on the outer edge and a set of single predrilled holes on the inner edge. Corner filler panels cannot be field cut.*

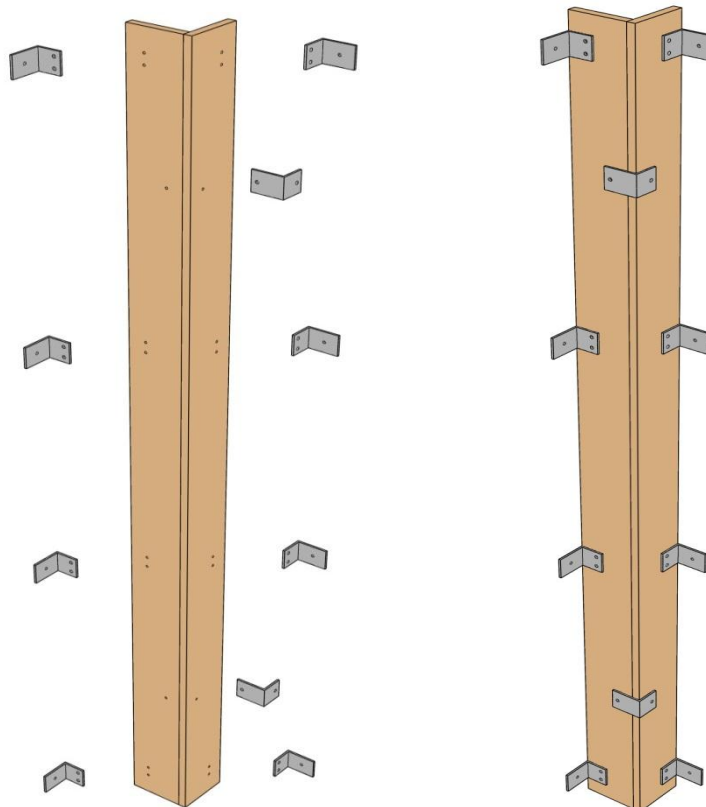
Install four filler brackets to each panel using screws provided and predrilled holes.

Match up corner filler panels into pairs based on installation drawings.

Join together the inner edge of two filler panels using two corner filler brackets and screws provided using predrilled holes.

Position the corner filler panels in the room using the installation drawings.

Attach corner filler panel to first locker using predrilled holes and provided screws.





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### **Install Lockers**

*Follow installation drawings closely for placement of lockers and filler panels. Incorrect placement can result in the requirement for additional items.*

#### **Install first two lockers in a run**

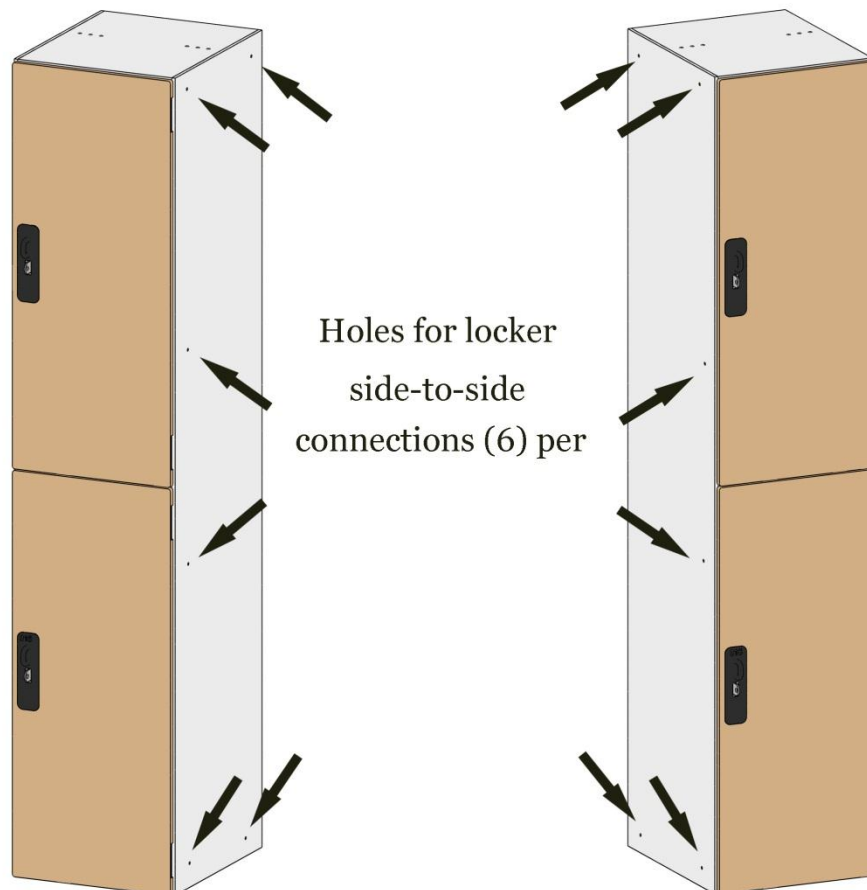
Place the first two lockers into place using the installation drawings and wall markings.

Connect the filler panel, corner filler or end panel to the first locker per the installation drawings.

Connect the lockers together using six bolts/barrels and the predrilled holes.

Level the two lockers using shims (base by others) or by adjusting the legs.

Secure the lockers to the back wall by drilling through the cleat into a wall stud using the screws provided.





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### **Install additional lockers in the run**

Insert additional lockers one at a time.

Secure the new locker to the installed lockers using six bolts/barrels provided.

Level each locker making adjustments as necessary.

Secure the every other locker the back wall into a wall stud.

### **Install last locker in the run.**

Prepare the last locker with the filler panel, corner filler panel or end panel per the installation drawings.

Place the locker and secure this final locker to installed lockers using six bolts/barrels.

Level the locker making adjustments as necessary.

Secure the locker to the back wall into a wall stud.

### **Repeat for each locker run.**



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### **Install Sloped Top (if appropriate)**

*Follow installation drawings closely for placement of slope top panels and slope top Riser Blocks. Misplacement may result in an incorrect fit, requirement for additional parts or sagging.*

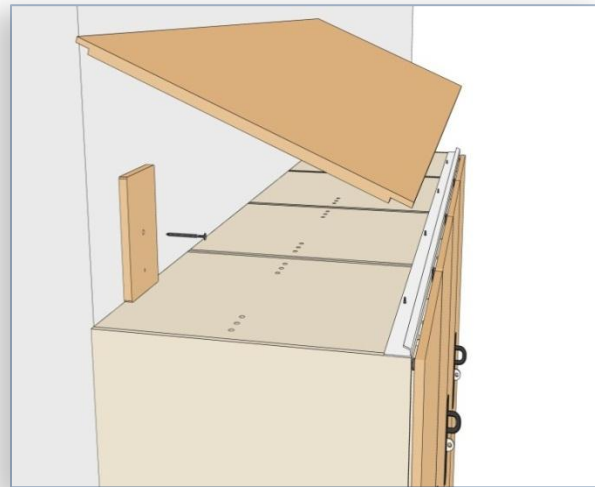
#### **Install Riser Blocks**

Place riser blocks against the back wall on top of the locker placed according to the installation drawing.

Secure the riser block to the back wall with adhesive, double stick tape or a screw based on local conditions.

Typical placement is at the center and both ends of each slope top panel.

Install riser blocks for all locker runs



#### **Install aluminum front channel**

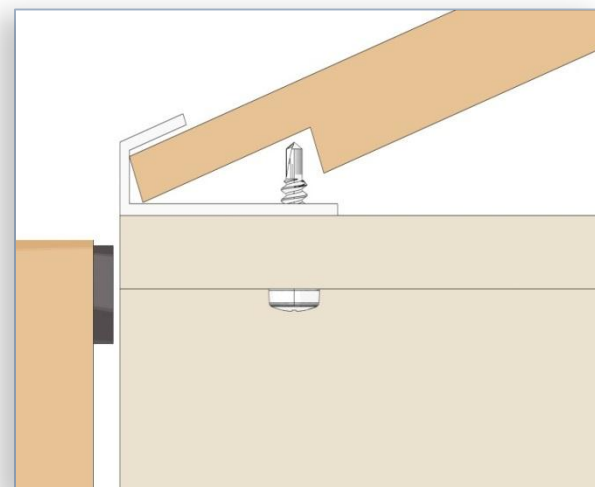
Field cut slope top channels to match the length of each locker run.

Remove sharp edges.

Secure the slope top channel to the front edge of the locker run using predrilled locker holes and screws provide.

Slope top channel screw spacing should be no greater than 36" with a minimum of three screws per length.

Install slope top channel on all locker runs.







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### Install slope top panels

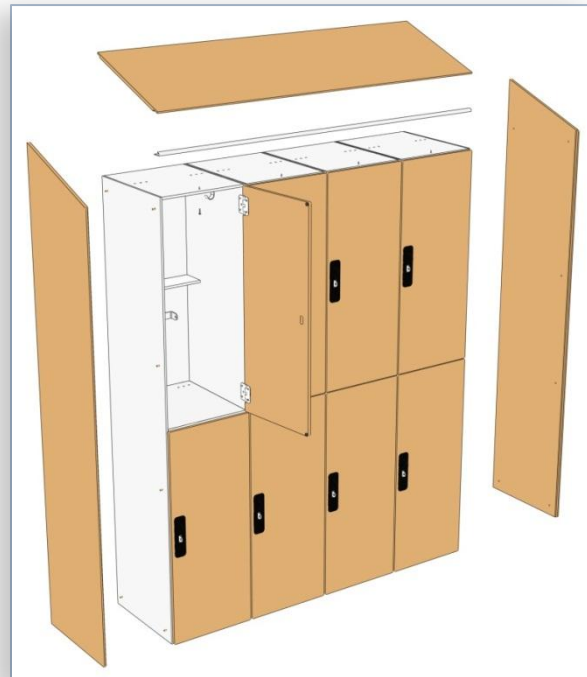
Place sloped top panels in front of lockers per installation drawing.

Place the front edge of the slope top panels based into slope top channel and allow the back of the panel to rest against the riser blocks.

Drill one pilot hole through each slope top panel into the riser block

Install a securing screw into each of the holes drilled in the last step.

Repeat for each run.



### Installing slope top on back to back locker runs

For back to back slope top runs, Riser Blocks are secured to the locker using a corner filler brackets.

Pre-build the required number slope top riser blocks by attaching a filler panel bracket to the slope top wall bracket using the predrilled holes and provided screws.

Place and secure the slope top wall bracket to the top of the locker according to the installation diagram using the predrilled vent holes and the provided screws.

Repeat for both sides of the locker run so that the Rise Blocks are back to back.

Attachment of the slope top channel and slope top panels is the same as above.



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### **Install Toe Kick (if option selected)**

#### **Place the toe kick panels in front of the lockers and cut to length**

*Toe kick panels are typically 4" tall and 5' or 6' long with no predrilled holes.*

Place toe kick panels in front of each locker run.

Mark and cut the toe kick panels to fit the length of each run.

Repeat for all locker runs.

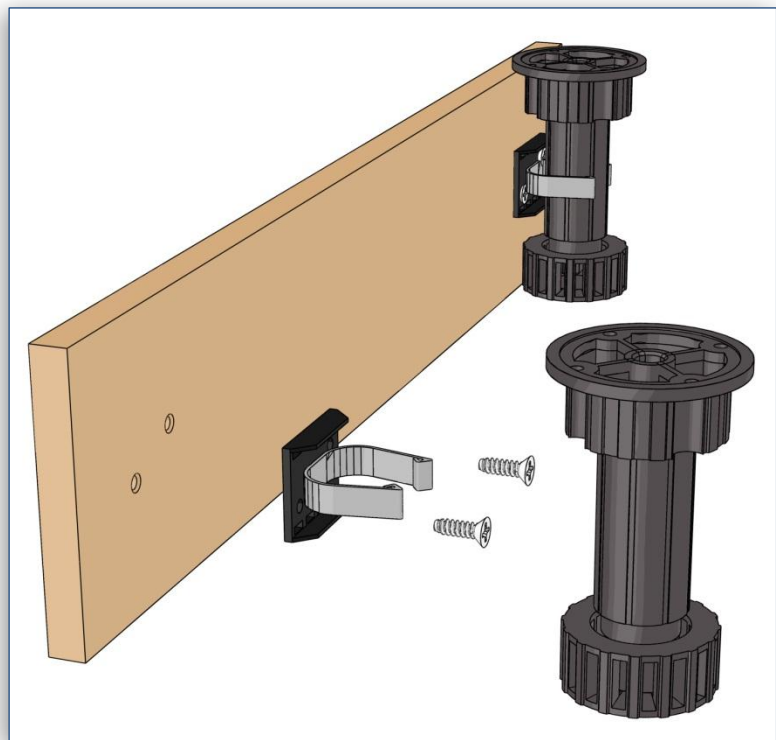
#### **Install mounting clips onto the toe kick panels and install**

Mark the back of the toe kick panel (positioned in the last step) to match the center line of the locker legs

Place the mounting clips the back of the toe kick panel using the marks. Mark the mounting clip holes.

Drilling and secure the mounting clips to the toe kick panel using a 1/8" diameter drill. Drill a maximum depth of 3/8" deep.

Snap the toe kick panel into place. Repeat.





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## **Installing Number Plates**

*Number plate installation varies by lock type. Follow the installation drawings for the number plate sequence. Clean the door surface area where number plates are to be installed for a quality installation.*

### **HASP for padlock**

***Hasp for padlock number plate installation includes adjusting the position of the hasp, installation of the number plate and installation of the pull handle***

Open the locker door and loosen the bolt holding the hasp bar and remove the back bolt.

Rotate the hasp bar so it extends through the door and secure in place using the screws.

With the door closed, peel the adhesive cover from the back of the number plate. Carefully align the plate with the door, the hasp hole and the pull handle holes. Press firmly to secure the number plate in place.

Install the door pull handle using the two screws provided.

### **DigiLock**

***Number plate installation for these lock types only requires placement of the number plate.***

With the door closed, peel the adhesive cover from the back of the number plate. Place the number plate into the inset on the front of the door. Press firmly to secure the number plate in place.



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### **Post installation checklist**

*The post installation checklist verifies a quality locker installation and is used to report items needing repair or replacement prior to walkthrough.*

- 1. Wipe down inside and outside of lockers with a mild detergent.**
- 2. Verify lockers/locker doors are plumb are level. Shim/adjust as required.**
- 3. Verify operation of each locker door and locking device. Adjust as required. Check locker number sequences and note problems.**
- 4. Note scratches and/or blemishes in finish.**
- 5. Check fit and finish of filler panels, end panels, corner filler panels, slope top panels and toe kick panels. Adjust as required.**
- 6. Report problems as necessary.**

### **Finished**