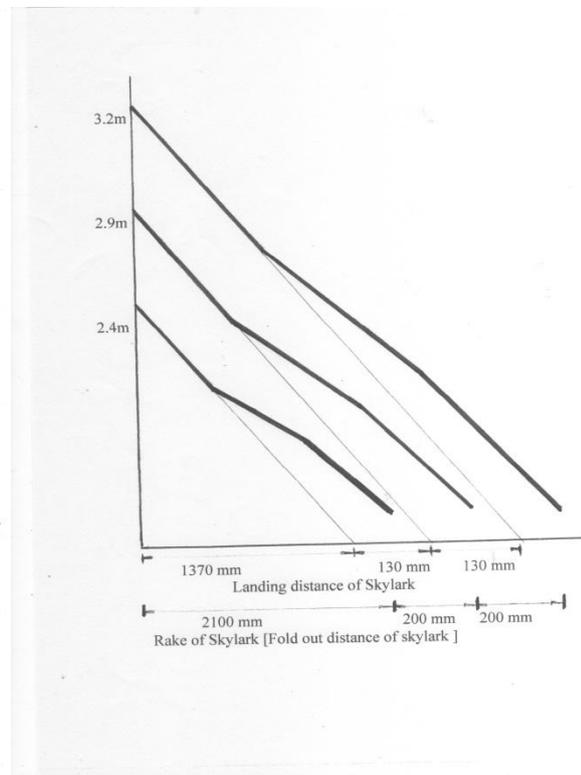
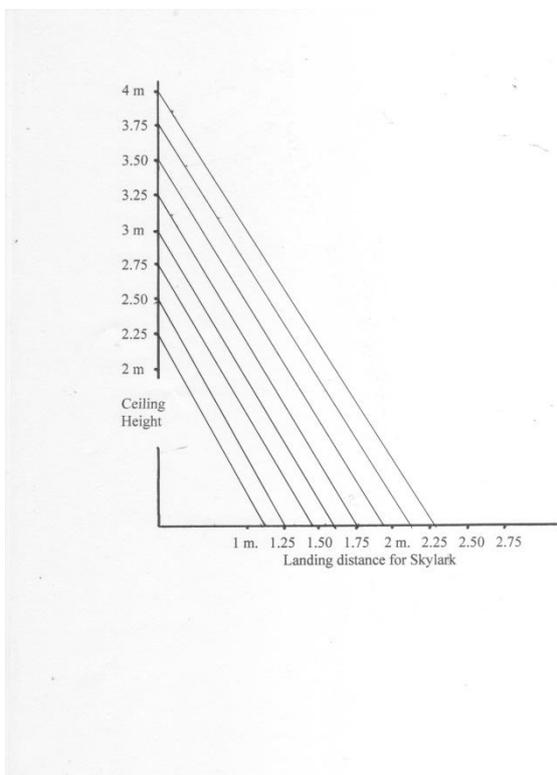




**BS EN 14975**

## **How to Install A Skylark Electric Foldaway Attic Stairs**

Having decided where to install the Skylark taking all the measurement into account the fitting of the Skylark will take at least 2 people but 3 is more desirable as the unit weighs between 40kg and 50kg depending on ceiling height. The higher the ceiling the more it weighs.



### **Tools required for the Job:**

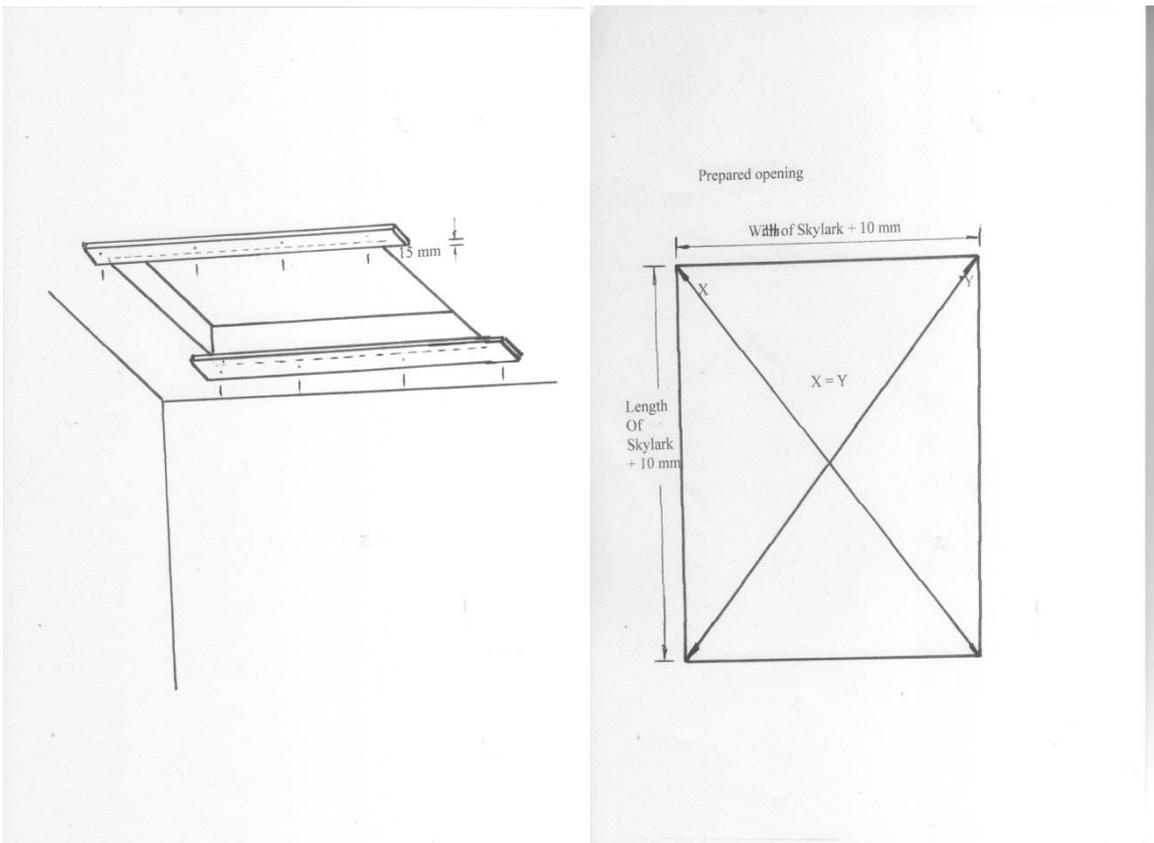
Along with the necessary tools you will also need the following:

- 17 mm Spanner
- 13 mm Spanner

**Creating the opening:**

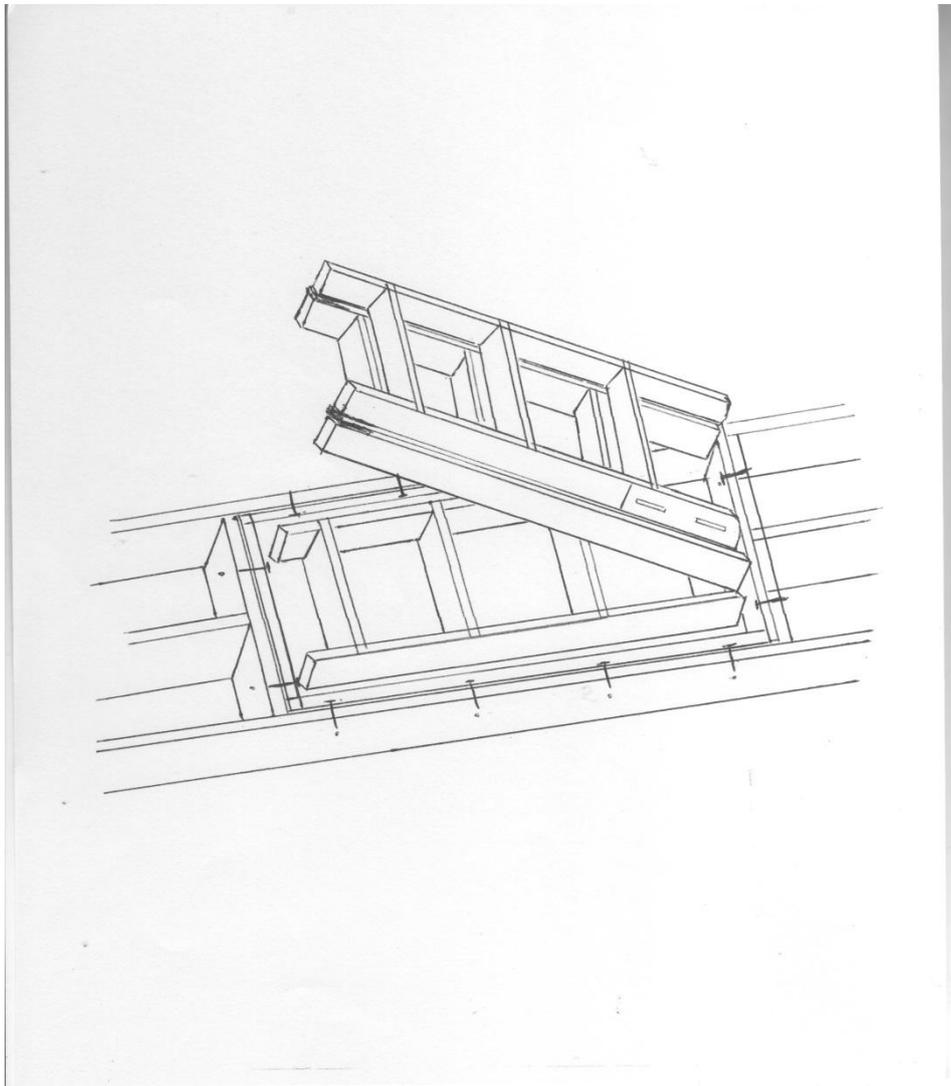
- The first thing to do is strip away the old architrave and trimming that's attached to the old trapdoor and discard in a proper fashion.
- Then mark the length of the opening by measuring the Skylark frame plus 10 mm and draw it onto the ceiling with pencil.
- Cut back the plaster board and the timber joists to the desired length. When satisfied that the opening is square and the right size and the ceiling is fully reinforced.
- Screw 2 pieces of timber to the underside of the opening running length ways with the opening as shown in drawing. (Make sure the 2 timbers are well fixed to the ceiling and capable of carrying the unit bearing in mind the weight).

**NOTE:** It is important the timber does not extend anymore than 15mm into the opening. This is to allow the unit to be fitted flush with the ceiling and allow the trapdoor to be opened during fitting.



**Fixing:**

The Skylark can now be lowered into the opening to come to rest on the 2 timbers.

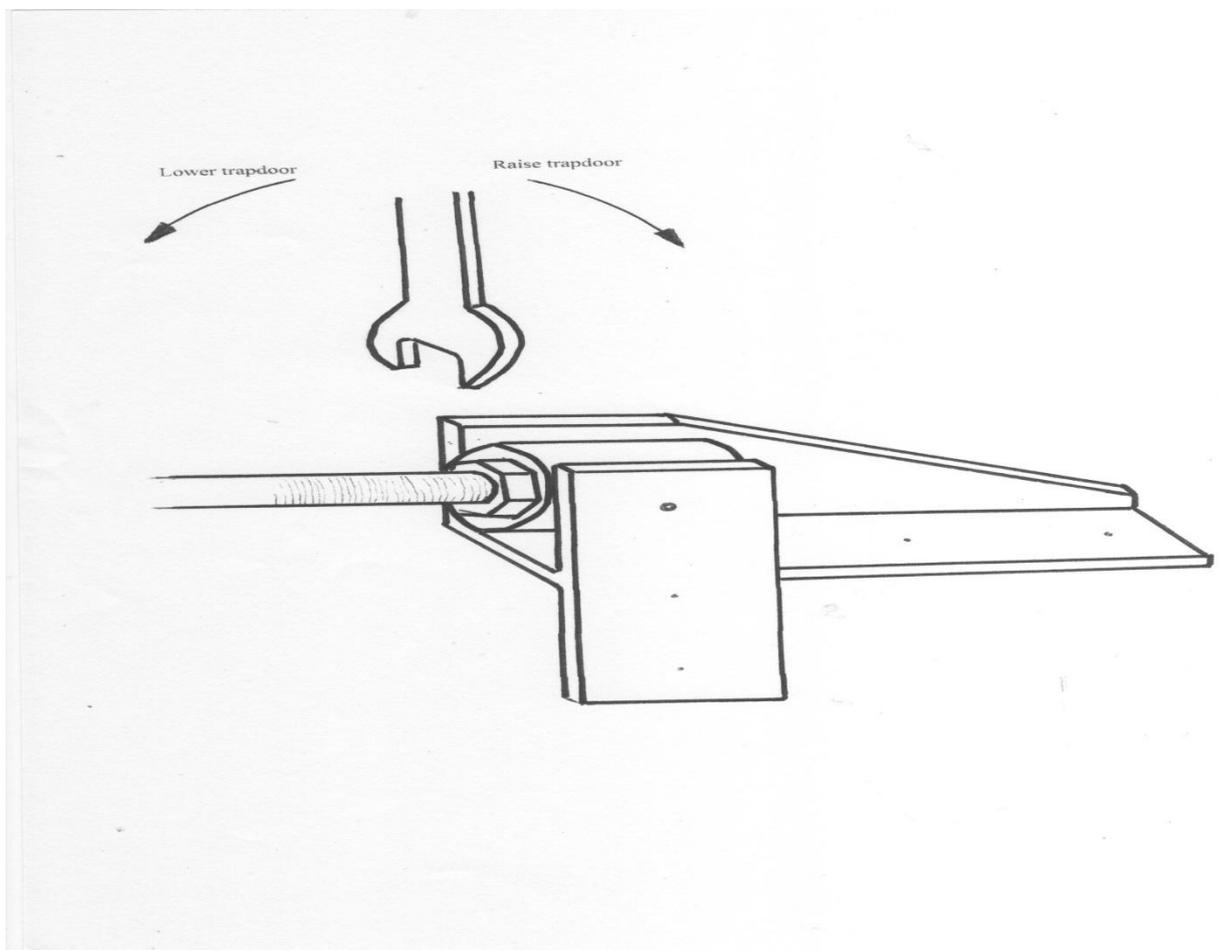


**NOTE:**

- *When the unit is first lowered onto the timbers under the opening the trapdoor may be a little open or not fully closed, this is normal and will require adjustment later.*
- *Check that the door is not overlapping the 2 timbers if it is the door cannot be opened, if the white door is clear of the 2 timbers the unit can now be powered up.*

### Powering up the unit:

- First open the power unit which is the white box and plug in the red cable to the red terminal on the batteries and now plug in the power unit to the mains power point.
- Now plug in the black cable coming from the stairs to the terminal on the side of the power unit. Stairs is now powered up.
- The person underneath on the landing or the hallway can press the down button on the remote control and open the trapdoor just a small amount 150mm to 200mm and close it up again to be sure it is closing within its own frame comfortably, and that the unit is resting on the timbers square to its surroundings.
- When you are happy that it is square, lower the trapdoor just enough so as the person in the loft can now fix the unit to the joists. This may involve putting packer pieces between the joists and the fixed frame to ensure a tight fit.
- Secure the unit on all 4 sides before the stairs is lowered to the ground.
- With the unit now fixed in its final position, close up the trapdoor using the remote control, when the door comes to a full stop and if it is not fully closed eg., white door not up against the fixed frame, the person in the loft using a 17mm spanner can now adjust the trapdoor as showing in the picture turning the nuts on the both sides of the fixed frame anticlockwise the door will start to close. Do this until the white trapdoor or lid first touches the fixed frame, and stop turning the nut.
- **DO NOT OVER TIGHTEN AS IT MAY CAUSE DAMAGE.**

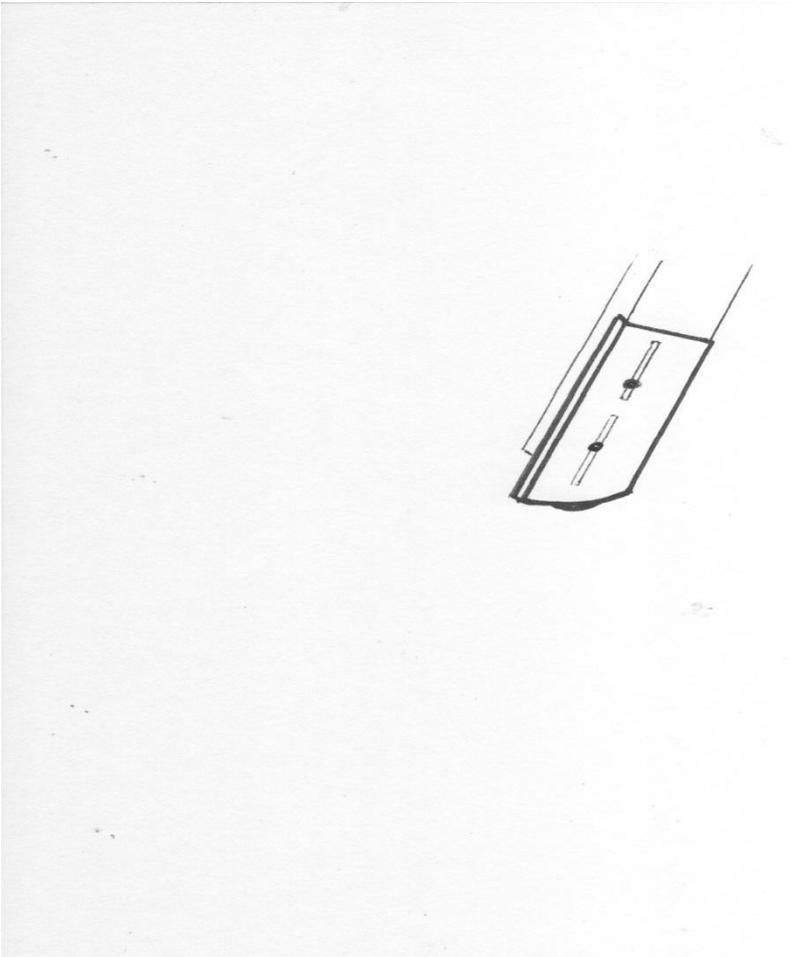


With this done the Skylark can be opened fully for the first time. Press the down button on the remote control, the door will open and the ladder will unfold. When the ladder comes to a full stop it will rest between 10mm and 20 mm off the floor **DO NOT LET ANYONE CLIMB THE LADDER UNTIL IT HAS BEEN ADJUSTED TO THE FLOOR**

#### Adjusting the Length of the Ladder

- *Adjust the 2 sides of the timber ladder using 13 mm spanner*
- *Loosen the 2 bolts on the bottom of the ladder and let the adjustable legs come to the floor.*
- *When both sides are on the floor tighten the 2 bolts on each side, 4 in total*

**NOTE:** Do not push against or down on the ladder or on the adjustable legs, just let them rest with no weight on them or the ladder, then tighten.



#### Final Check

Open and close your Skylark to check that it is able to fully open, by checking that all the hinged joints are fully closed, if not the adjustable legs have been let down too far and will need to be adjusted again (start over)

The fitting of your Skylark is now Complete all you need to do now is trim with architrave. Well done. Enjoy.