

Library Ladder Installation Instructions

1. Remove ladder, track and parts from box – familiarize yourself with the pieces. Check Pack list for all parts. Contact us immediately if you are missing parts.

2. For **finished** ladders:

Install upper assemblies* – there are two assemblies, and ladder has pre-drilled holes for these parts. Use the pre-installed 1/4 -20 x 1 3/4” bolts, lock washers and 1/4 -20 hex nuts. *Note: some holes may be too small and need to be re-drilled to make alignment and assembly easier Fig. 1 &2).*

NOTE: Chrome plated hardware will NOT have lock washers, we use a Nyloc hex nut – these eliminate the need for lock washers.

*** If your ladder was ordered with optional loft-style handrails, these need installed at the same time as the upper assemblies, they share the same bolts. Look for markings “Left” or “Right” on the handrails (Fig 3 &4).**

3. For **unfinished** ladders:
 1. finish the ladder first - finish sanding recommended at 150 grit or better before finishing
 2. install all hardware –
 - a. upper assemblies (see step #2 above) (Fig. 1 &2).
 - b. wheel housings (*wheel housings MUST be attached to the ladder prior to installing the wheel into the wheel housing*) (Fig. 6 thru 10). Disassemble the pre-assembled wheel housing (Fig. 5). Be careful not to loose the bushings in the wheel during disassembly (Fig. 9).
 - c. Truss rods. To install truss rods, insert a threaded t-nut into the shallow hole in the side rail under each tread by tapping into place with hammer (Fig.11). Then place one 1/4” washer onto a truss rod and insert truss rod assembly into position through the deeper of the two holes in the ladder side rails (Fig. 12). Now, use a 3/8” socket to screw the truss rod into the t-nut. **DO NOT OVERTIGHTEN**, otherwise t-nut can strip out the wood hole and truss rod will spin.

4. If your ladder was ordered with optional steel or wood handrails, these items get attached now. Use the furnished 1/4 -20 x 1 3/4” bolts, lock washers and 1/4 -20 hex nuts (Figure 3-4).

NOTE: all holes are pre-drilled in side rails. Look for markings “RIGHT” or “LEFT” on top and bottom (Fig. 13). Right hand rail goes on the right hand side rail, which is the rail on your right while climbing.

5. Attach the “Do Not Stand” label on the 2nd tread from the top. Note: Loft style Ladders will not have this label.
6. Flex-tread strips have been included into your order. We recommend installing them on each tread for traction and safety. Clean each tread with mild soap and water, allow it to dry completely and after removing the paper backing from strip, carefully center each strip on tread and press down firmly (Fig. 14).

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6. To mount track to your surface, we supply standard #12 wood screws, but your application may need another fastener which we do not supply. Please study your situation to determine best fastener.
NOTE: If your track arrives in sections, you will need to start at one end and work towards other end. Hold track up to mounting height and use a level to ensure proper alignment. Track needs to be mounted level/accurately as possible to enable the ladder to roll as freely as possible. Attach track to mounting surface ensuring proper anchorage (Fig. 15 thru 21).
7. Stand ladder up to track, and if you have a hook type ladder, simply place hooks over track, pull ladder bottom out until treads are parallel to floor. If you have a roller type ladder, remove the bottom roller on each top fixture. Position ladder by placing top roller on top of track. While ladder roller is resting on track, install bottom roller on each side (Fig. 22-23-24).
8. Congratulations, your ladder is ready to use and enjoy!

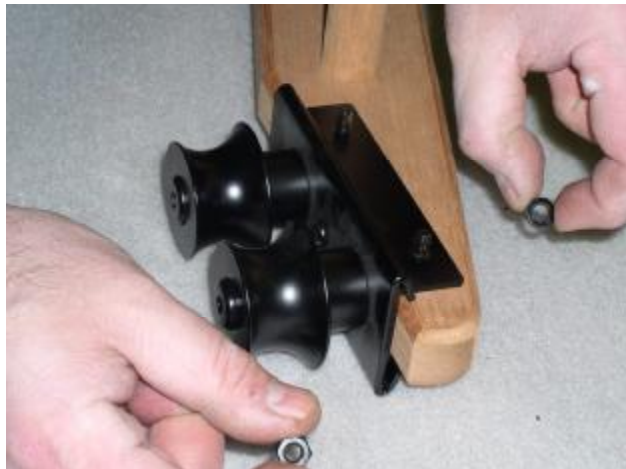


Figure 1



Figure 2



Figure 3



Figure 4

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Figure 5



Figure 6

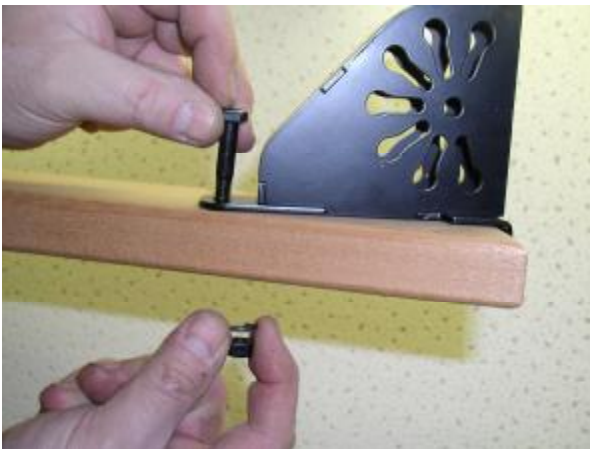


Figure 7



Figure 8



Figure 9



Figure 10

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Figure 11



Figure 12



Figure 13



Figure 14



Figure 15



Figure 16

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Figure 17



Figure 18



Figure 19



Figure 20



Library Ladder Installation Instructions

Figure 21

Figure 22



Figure 23



Figure 24