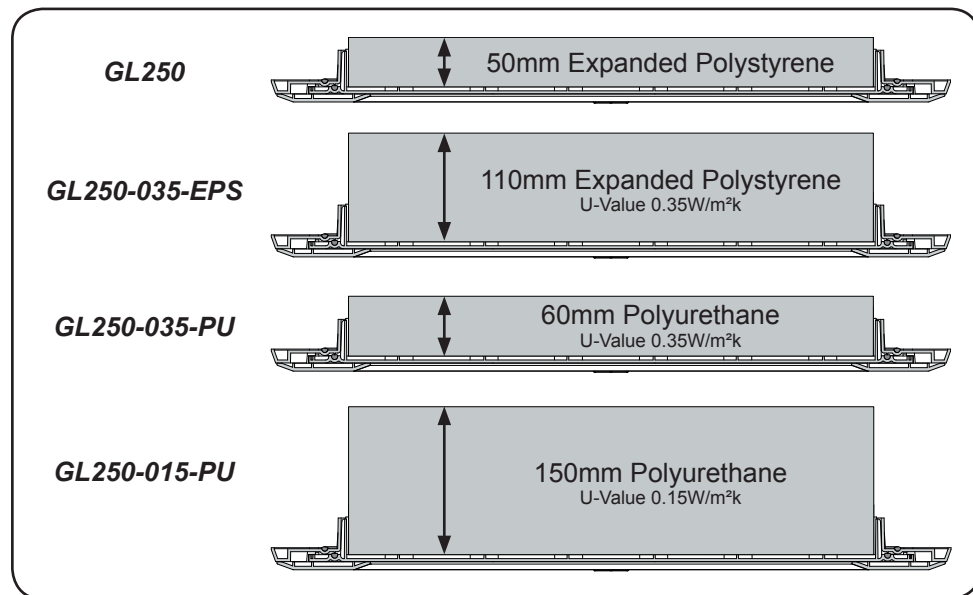
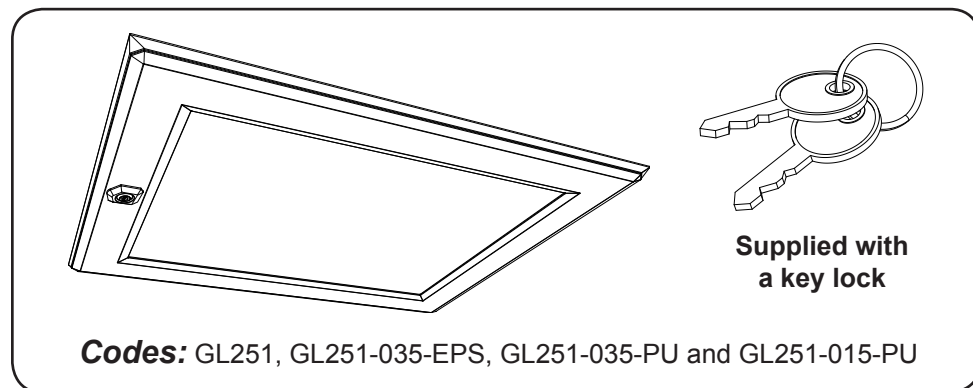


**The Complete Range** The GL250 is available with a range of insulation options.



**Lockable Variant** The GL251 door offers the additional security of a key lock



Other products from the Manthorpe Range include Cavity Trays, Cavity Closer, Loft Doors, Roof Ventilation, Through Wall Ventilation, Joist Seals and Dry Roofing Products.



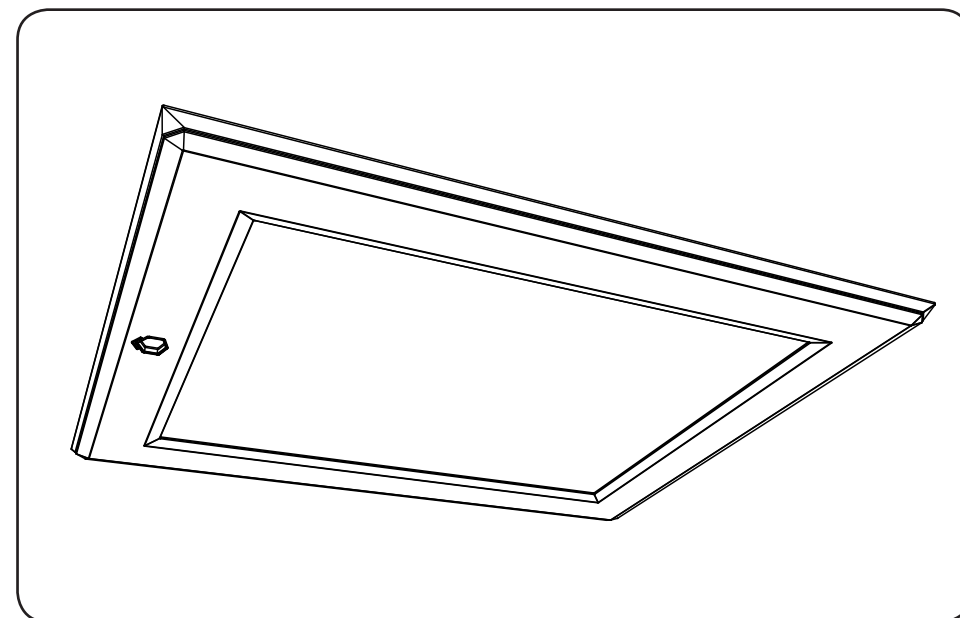
**Manthorpe Building Products Limited**

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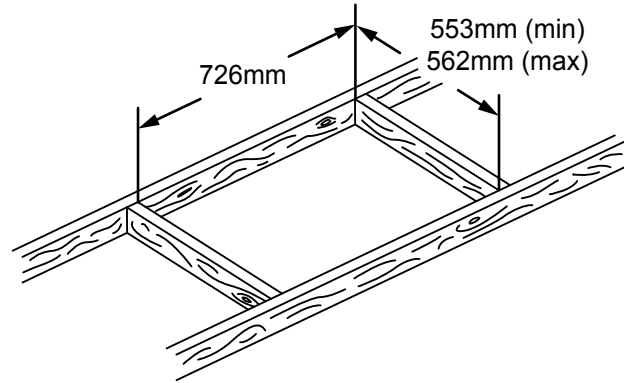
# GL250 Drop Down Loft Access Door

Fitting Instructions



## Preparation

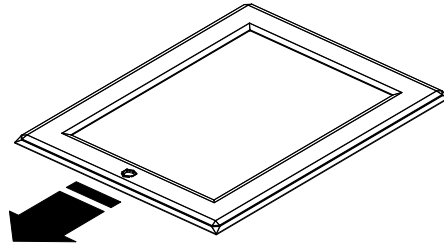
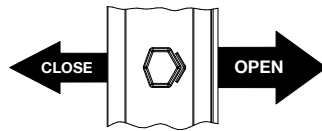
Before installation of the door, first prepare a suitable opening in the ceiling to the dimensions shown below, ensuring there is at least 100mm between the edge of the opening and any wall or obstruction. The GL250 is intended to suit trusses spaced at 600mm centres and can accommodate both 38mm and 47mm truss widths.



### 1. Unlock the door

The door should be removed from the frame prior to installation.

To unlock the door, hold the frame securely whilst using the catch recess to slide the cover into the open position. Once the cover is slid into the open position, the door will be unlocked and can then be hinged open.

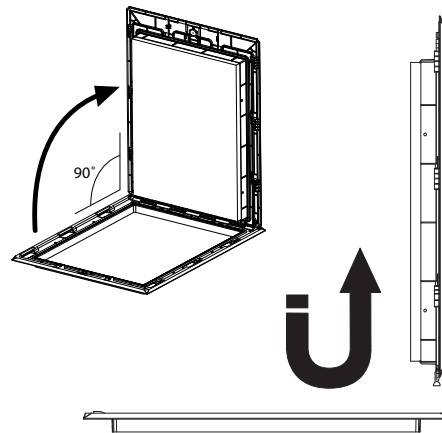


### 2. Remove the door

To fully remove the door from the frame; first hinge the door open by 90°, at this point the hinge detail can be disengaged.

Guide the hinge lugs squarely downward, clear of the frame channels, then slide them across and upward, lifting them through the gaps in the frame.

Once removed place the door safely to one side whilst the frame is fitted.



## Installation

### 3. Fitting the frame

Locate the frame into the prepared opening, pushing it tightly against the ceiling to form an airtight seal.

Ensuring that it is located squarely within the opening, fix the frame in place using the 12 screws provided.

#### WARNING:

**Do not over tighten the fixing screws as this can distort the frame and may cause the door to become stiff to operate. If this occurs, undo the fixings screws by 1 - 2 turns.**

### 4. Replace the door

Once the frame is installed into the ceiling opening, the door can be refitted.

To replace the door, first ensure the cover is slid into the open position so the hinges are exposed and then push them up into the frame and toward the opening to hook them back into position.

Ensure all of the hinges are correctly located and the door swings freely before attempting to close it.

### 5. Close the door

To close the door, place a finger or pole within the catch recess and push the door back into a horizontal position, flush against the frame.

Then slide catch recess back into the closed position to lock the door, until the cover aligns with the frame.

**THIS IS NOT A STRUCTURAL PRODUCT AND MUST NOT BE STEPPED OR WALKED ON.**

