

# ASSEMBLY INSTRUCTIONS MORCOTT HOUSE

## GENERAL GUIDELINES

These assembly instructions follow the procedures we use in our workshop.

You will find that assembly is easier when working on a smooth flat surface.

Ensure sufficient protection is used to prevent damage to the work surface especially when drilling.

Standard white PVA glue is suitable for all joints. Follow the manufacturer's recommendations on application and handling.

## **WE DO NOT RECOMMEND THE USE OF FAST DRYING GLUE**

We do not use nails or screws for the carcass assembly.

The carcass is held together with parcel tape **until the glue is fully dry.**

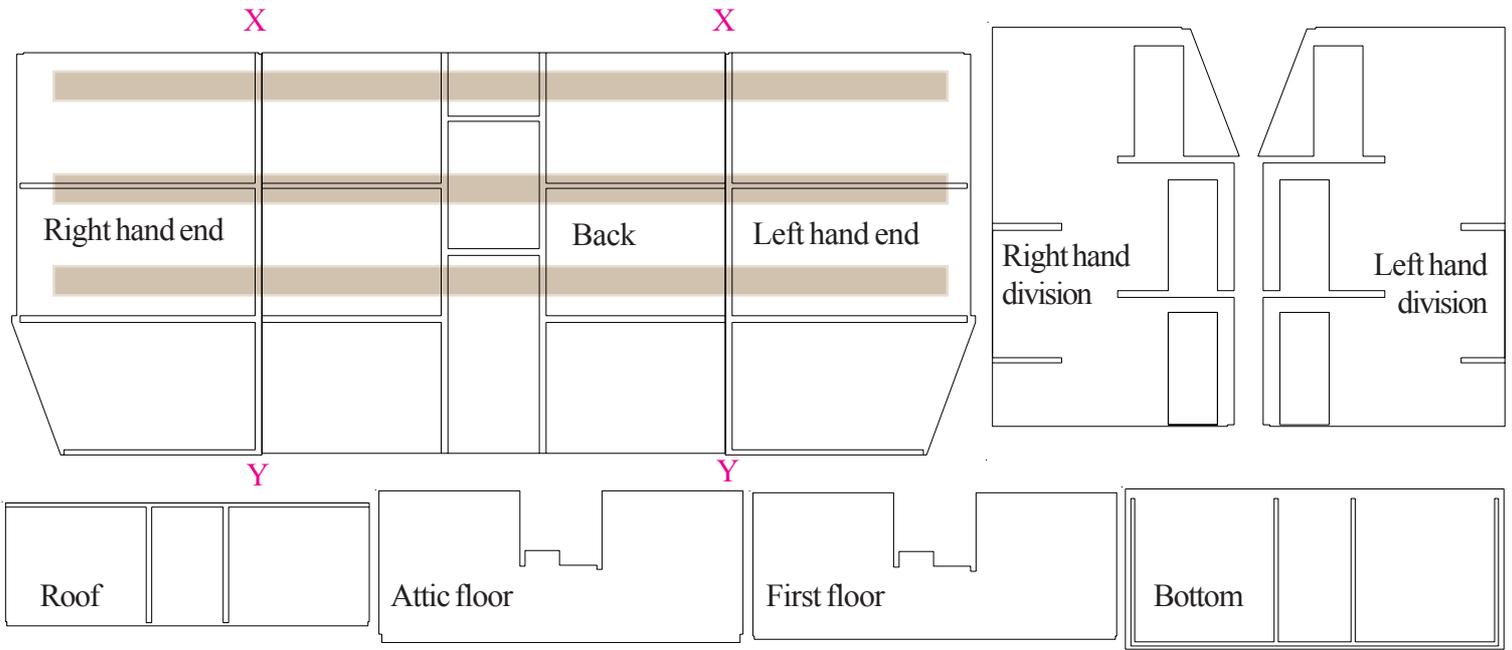
These kits are very accurately made and it is important to ensure all joints are pushed fully home.

**We strongly recommend that you first put the assembly together, without glue, to familiarize yourself with the procedure and ensure that all the parts are fitted correctly.**

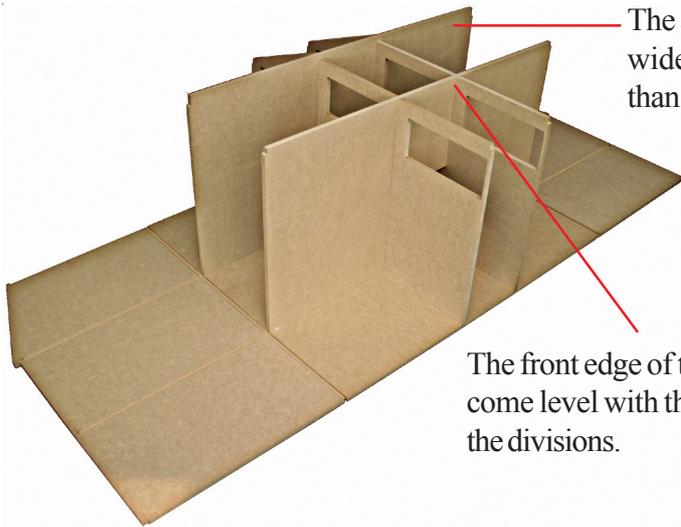
Clamping the carcass with sash cramps, 'G' cramps etc. may pull it out of square, as will standing it on an uneven surface.

**You do need to have a flat surface to assemble this kit on.**

First stage in assembly identify the panels shown



Place the back and ends down as shown but with the grooves down. Push the ends up to the back and make sure the bottom edges are level at X. Place parcel tape on as shown this will act as a hinge and hold the carcass together while assembling. Take hold at Y and carefully turn the pieces over so the grooves are uppermost. Fit the divisions and put the landings in the floors are now fitted as shown. The ends can now be lifted up and the carcass stood up put parcel tape across the front as shown. Ensure all the joints are pushed fully home double check this now as when the glue begins to dry correction will not be possible without damage.

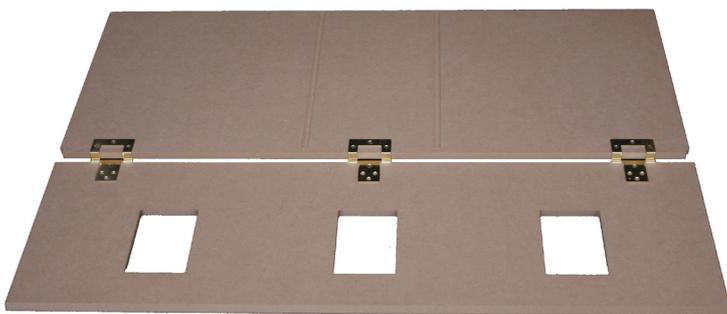


The attic floor is wider front to back than the first floor.

The front edge of the first floor will come level with the front edge of the divisions.



Make sure the carcass is standing level and is undisturbed until the glue is fully dry. Any movement after it has started setting but before the glue is dry will cause a permanent fault in the glue joint

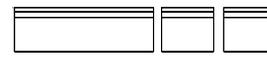


While the glue is drying you can hinge the mansard onto the roof. The mansard is 9mm longer than the roof and this needs to be centralized so it overhangs the roof 4.5mm at both ends place the two together as shown and you will see. The outer two hinges should be set in about 40 mm from the ends of the panels. When the carcass glue is dry glue the roof/mansard onto the carcass and tape as shown.

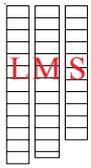


## Putting the detail on the front

Start by assembling the balconies hold them in place with elastic bands while the glue dries. You will need the balconies as spacers when fitting the quoining so they have to be put together at the start.

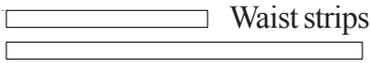


Balcony parts



There are three lengths of quoining. There are two long ones these are fitted on the bottom part of the house on the outer corners. The two middle size quoins are for either side of the door. Then the 6 short quoins are for the first floor.

Note the position of the elastic bands they are positioned in line with the balcony bottom and the decorative front.

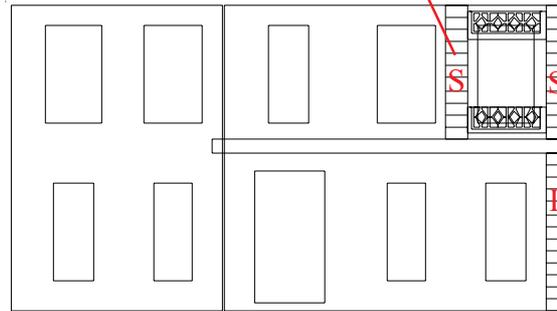
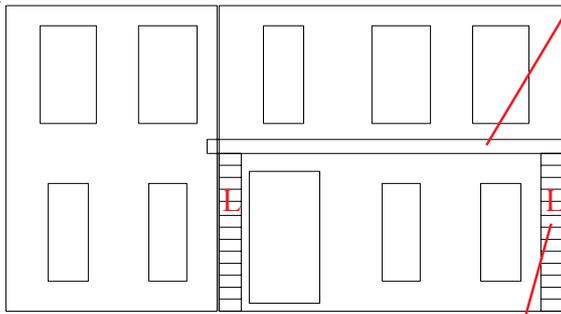


Waist strips

2. glue the long waist strip on.

4. glue a short quoin on next.

Place two balconies as show these will act as spacers for fitting the next short quoin.

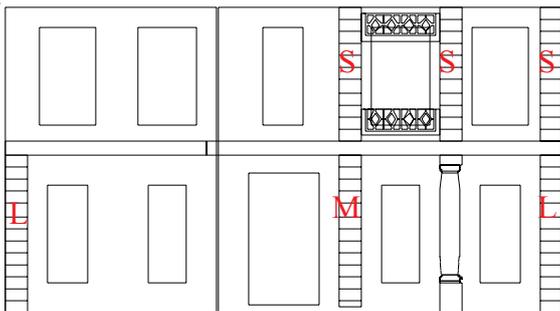


3. glue a short quoin on the edge of the door.

Use this quoin to keep the waist strip level.

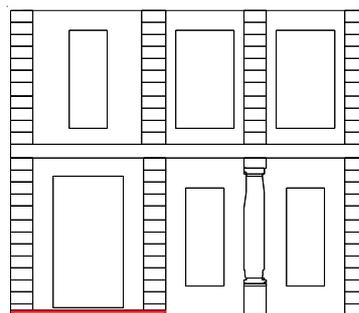
1. glue this quoin on.

5. use the balconies to space the next quoin on the first floor. 6. the medium length quoin can be glued on directly below the quoin you have just fitted. 7. the half column can be glued on between the medium and long quoin aligned directly below the quoin above. 8. glue the long quoin on the left hand door. 9. glue the short waist strip on make sure the doors are level at the top and bottom edges.

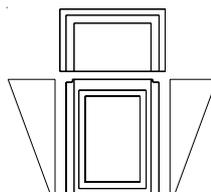
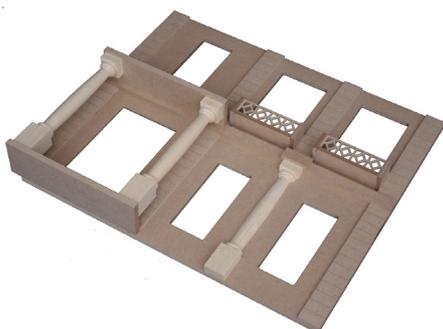
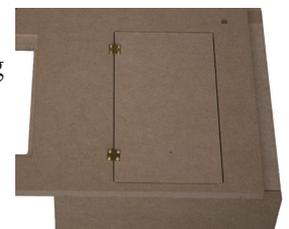


The quoins and half column can now be glued on the left hand door using the same technique as used on the right hand door.

Glue the porch columns onto the porch roof and the porch step onto the front. Make sure the step comes level with the edges of the quoins.



The small door can be hinged place it centrally in the opening and fit the hinges as shown. If you find the door moves while being hinged use tape to hold it still.



Prop the mansard roof up glue the dormers into position.



Assemble the dormer roofs and hold together with rubber bands while the glue dries.

The front doors can now be hinged. Position them about 50 mm from the bottom and top edges of the door. Screw the doors to the carcase. There is a stud which has to be fitted to the edge of the first floor measure for the position of this and insert