



Read and follow these instructions with care before you install the Zip ladder.



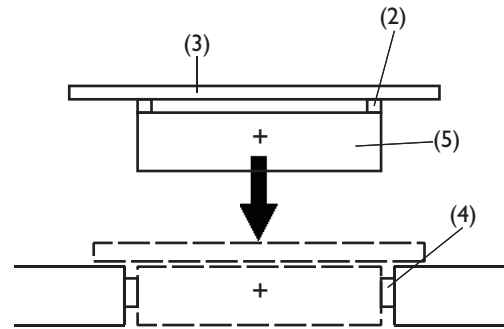
Surespan Zip 8 Ladders

(Units are heavy; safety should be observed at all times)

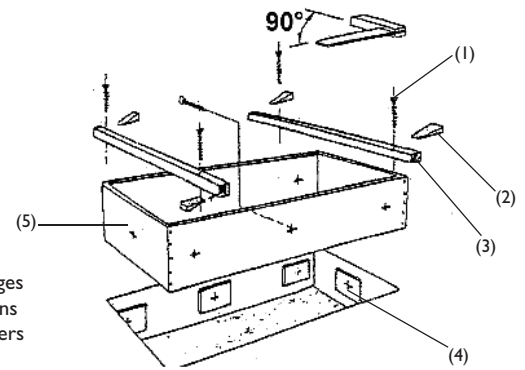
Zip Ladders with wooden casing and trap door ceiling

1. Place the wooden casing (5) central in the aperture opening. From above, use wooden batons (3) (not supplied by Surespan, 30 x 30mm) fixed to the casing (5) with screws (1) for wood (min. Ø 4.5 x 70) to aid with lowering the casing into the aperture opening. Ensure the casing is square and level with the ceiling level below.
2. Fix wooden spacers (4) between the casing and aperture using screws (min Ø 4.5 x 70). As shown in diagram.
3. Install the casing (5) with screws (min. Ø 6 x 70) in suitable places (see diagram). Minimum of 6 screws to be used.
4. Check the correct operation from landing below by opening trap door.
5. Fill the gap between the casing and aperture with insulation material.
6. Fix cover strips with nails (1.8 x 35mm) or ceiling tiles to the underside of the trap door.

Side view



View from above



1. Screws
2. Wooden wedges
3. Wooden batons
4. Wooden spacers
5. Casing

Zip Ladders with steel casing

1. Check the following measurement; length and width of aperture, depth of ceiling, length and width of steel casing, height of the steel casing. Ensure the dimensions of the aperture, on each side are 5mm larger than the casing.
2. Bring steel casing (2) from below of opening into fixing position. Install the parts 6, 7, 8, 9 (see diagram A). Fit screws M16 x 160 (8) on all four corners and secure in the given box sections. **Caution:** do not turn screws (8) in too deeply, as they will need to be removed later. Lift up the hatch and swing the bracket (6) over the fringe of the steel casing and floor. This provides support to keep the casing in a stable situe.
3. Fit strong enough cable on all four corners on the brackets (6) with shackles (9) (see diagram B) and pull the casing up into the aperture. **Caution:** lift up the casing with care.
4. Swing brackets (6) to the outside over the edge of the steel casing and floor to give support and prevent the casing falling down. For extra safety, temporarily fit brackets to the corner pillars for added support. Make sure the trap door can be opened for adjustment.
5. Fix wooden spacers (3) (see diagram B) between casing and aperture at the places the screws are planned.

Diagram A

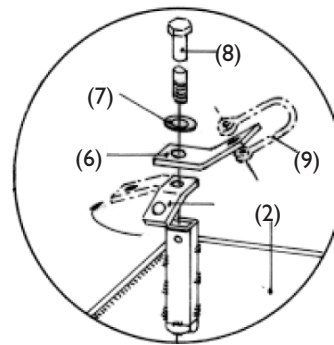
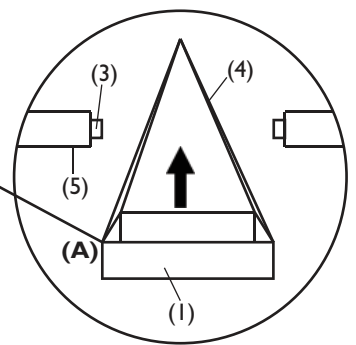


Diagram B



1. Steel casing
2. Steel casing (fit from below)
3. Wooden Spacers
4. Cable

5. Ceiling level
6. Bracket (x8)
7. Washers (x4)
8. Screw (x4)
9. Shackles

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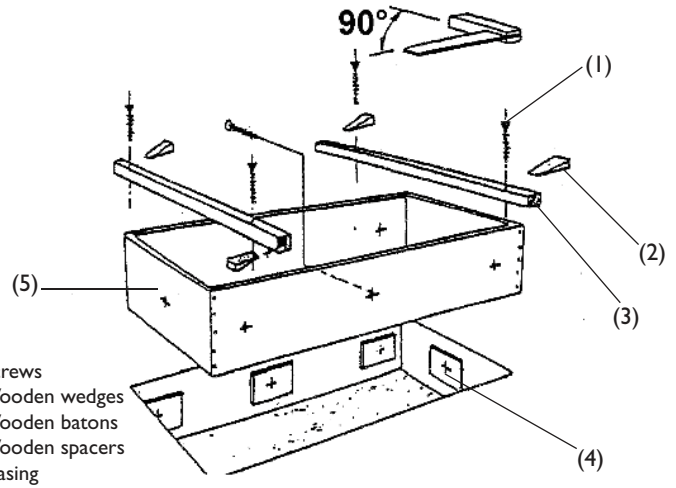
ZIP Surespan Zip 8 Ladders

(Units are heavy; safety should be observed at all times)

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Place the casing central in the aperture opening, take care that it is square and level with the ceiling (check with a spirit level).

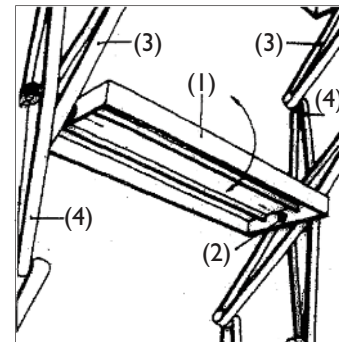
6. Install the casing with screws (min. \varnothing 6 x 70) in suitable places (min. x 8). Ensure the number of screws in place are sufficient to take the weight of the casing.
7. After installation fill the gap between casing and opening with insulation material or plaster if the casing is fire rated.
8. On completing installation, remove parts 6, 7, 8, 9. The box brackets in all four corners are now left for fitting a safety guard rail.



1. Screws
2. Wooden wedges
3. Wooden batons
4. Wooden spacers
5. Casing

Adjustment of treads

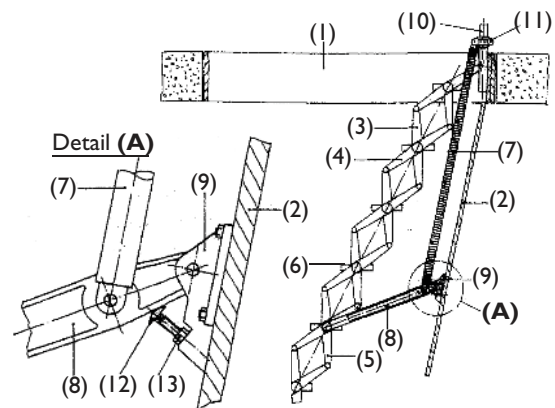
1. Open trap door and lower ladder into position for use.
2. Undo nuts (2) on the underside of each tread until you can turn all treads. Do not use the ladder at this time.
3. Level the treads into horizontal position and re-tighten the nuts (2).



1. Tread
2. Nut
3. Inner scissor
4. Outer scissor

Adjustment of Stop Screws

1. Open trap door and lower ladder into position for use.
2. Undo lock nut (13) on support arm bracket, on both sides of the ladder.
3. Turn screw (12) for correct adjustments until operating arms lie flat.
4. Tighten the lock nut (13) on both sides.



1. Casing
2. Trapdoor
3. Inner scissor
4. Outer scissor
5. Inner scissor
6. Tread
7. Spring
8. Operating arm
9. Bracket
10. Pipe for spring
11. Clamp
12. Screw
13. Lock nut

Regular Maintenance

1. Check that all screws, nuts and safety parts are tight.
2. Oil or grease all moving parts on a regular basis.

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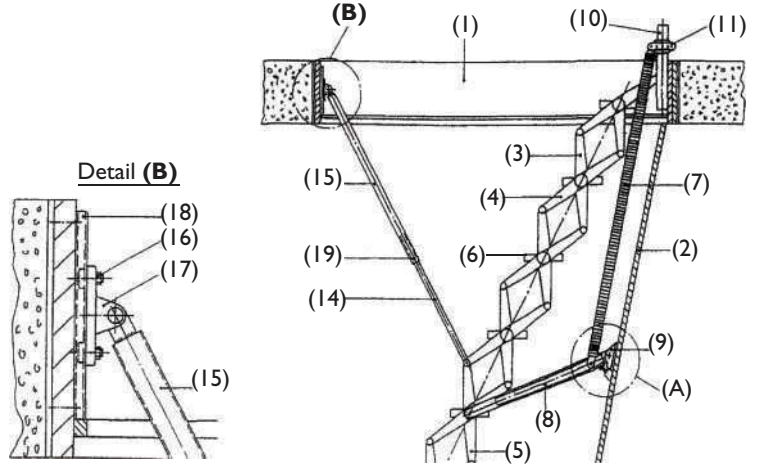
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Adjustment of middle support

1. Open trap door and lower ladder into position for use.
2. Open nuts (16) on both sides of ladder, move the bracket on the C - shaped clamp (18) until the bolt (19) stands on the stop.
3. Re-tighten the nuts (16).



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|------------------|---------------------------------|
| 1. Casing | 10. Pipe for spring |
| 3. Inner scissor | 11. Clamp |
| 4. Outer scissor | 14. Middle support - lower part |
| 5. Inner scissor | 15. Middle support - upper part |
| 6. Tread | 16. Nut |
| 7. Spring | 17. Bracket |
| 8. Operating arm | 18. C - Shaped clamp |
| 9. Bracket | 19. Stop bolt |

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