

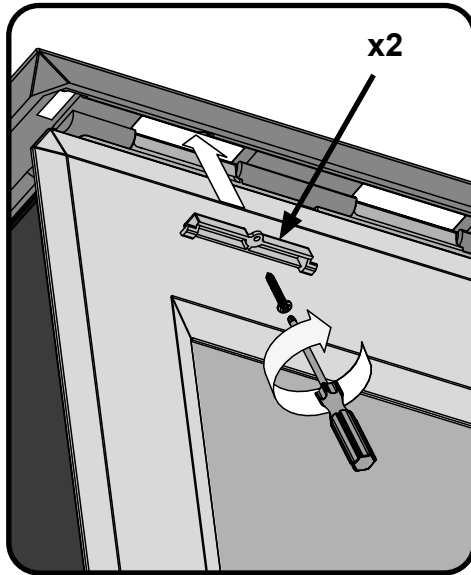
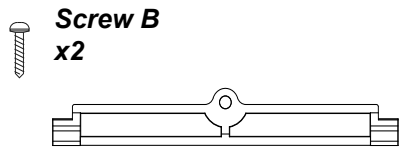
## 6. Secure the hinge

Insert the two green hinge blockers into the outer two hinge slots.

*Hinge blockers should be used to prevent the removal of the door.*

Fix in place with the 2.9 x 9.5mm self-tapping screws provided (Screw B).

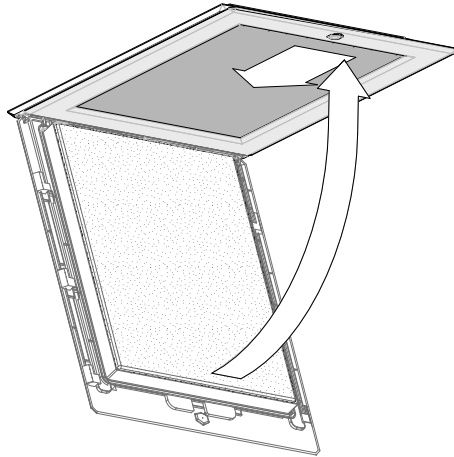
The door should now swing freely.



## 7. Close the door

To close the door, place a finger 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.

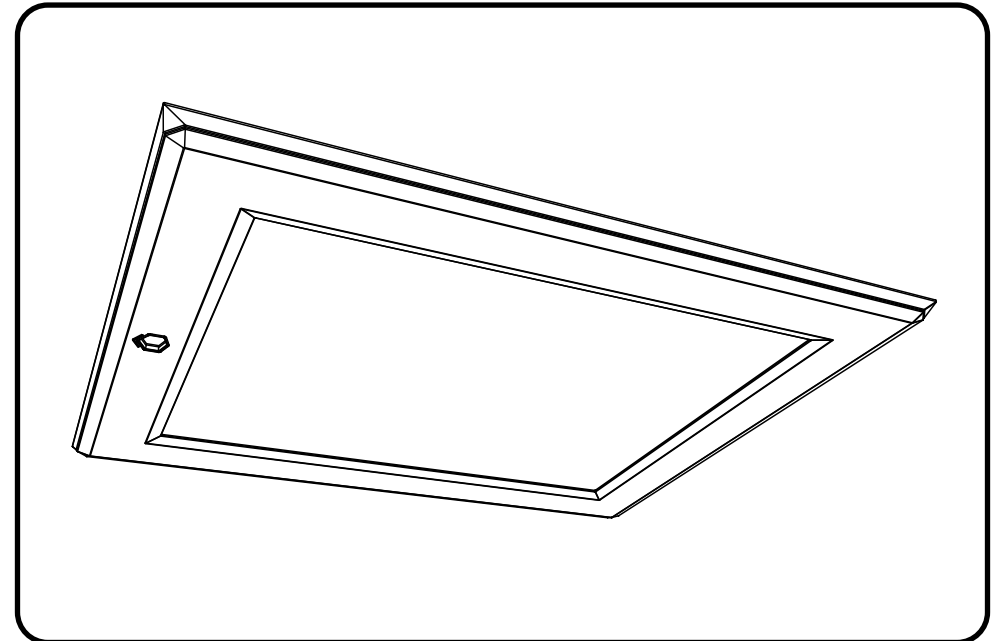


# Manthorpe

## GL250 Drop Down Loft Access Door

### Fitting Instructions

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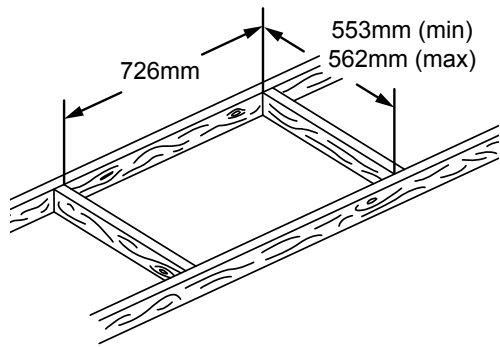


**THIS IS NOT A STRUCTURAL PRODUCT AND  
MUST NOT BE STEPPED OR WALKED ON.**

### Manthorpe Building Products Limited

Manthorpe House, Brittain Drive, Codnor Gate Business Park, Ripley, Derbyshire DE5 3ND  
T: (01773) 303 000 F: (01773) 303 300 E: mbp.care@manthorpebp.co.uk  
W: www.manthorpebp.co.uk





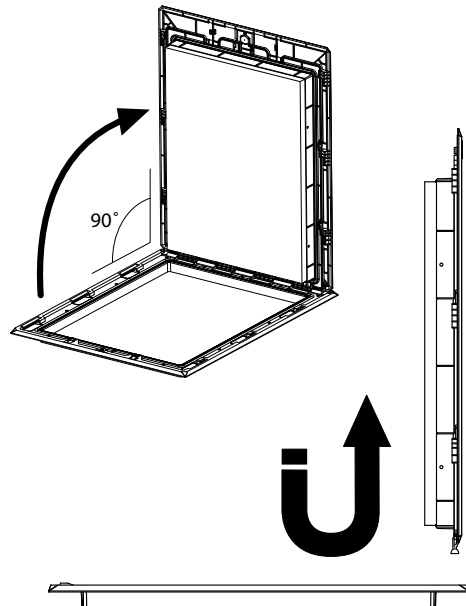
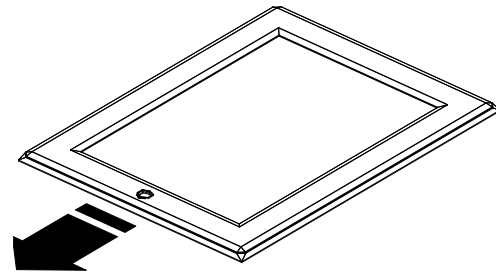
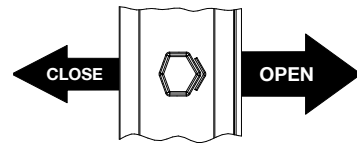
## 1. Preparation

Before installation of the door, first prepare a suitable opening in the ceiling to the dimensions as shown, 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.

## 2. 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.



## 3. 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.

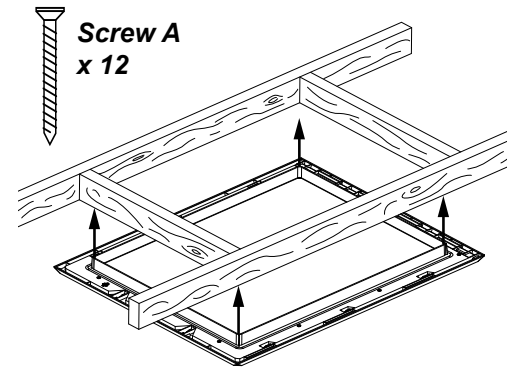
Guide the hinge lugs squarely downward, clear of the frame channels, then slide them across and upward, lifting them through the gaps in the frame.

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

## 4. 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 through the plasterboard and into the timber using the 12 supplied 3.5mm x 42mm dry lining screws. (Screw A).



### 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.

## 5. 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 hinge lugs are exposed.

Keeping the hinge lugs exposed, align the door panel with the slots in the frame. Then hook them into the frame as shown.

Ensure all of the hinges are correctly located and the door swings freely before proceeding.

