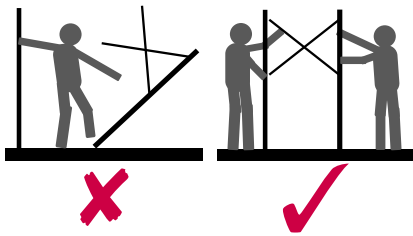


Archiving Shelf Kits - For Really Useful Boxes

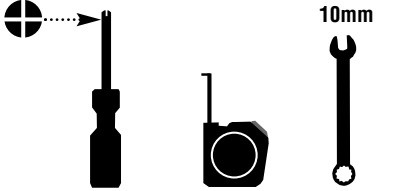
Bays with Open, Cross-braced Backs (and riveted frame bracing)

 **READ THIS GUIDE THOROUGHLY BEFORE COMMENCING ASSEMBLY AND RETAIN FOR REFERENCE**

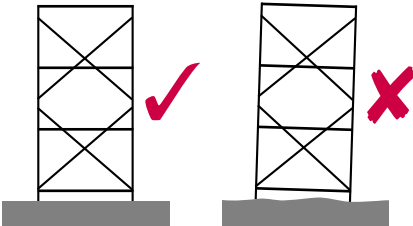
i **ASSEMBLY SHOULD BE UNDERTAKEN BY TWO COMPETENT PEOPLE**
Preferably suitably trained shelving installers



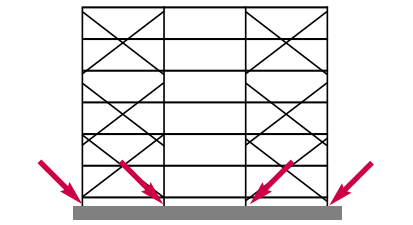
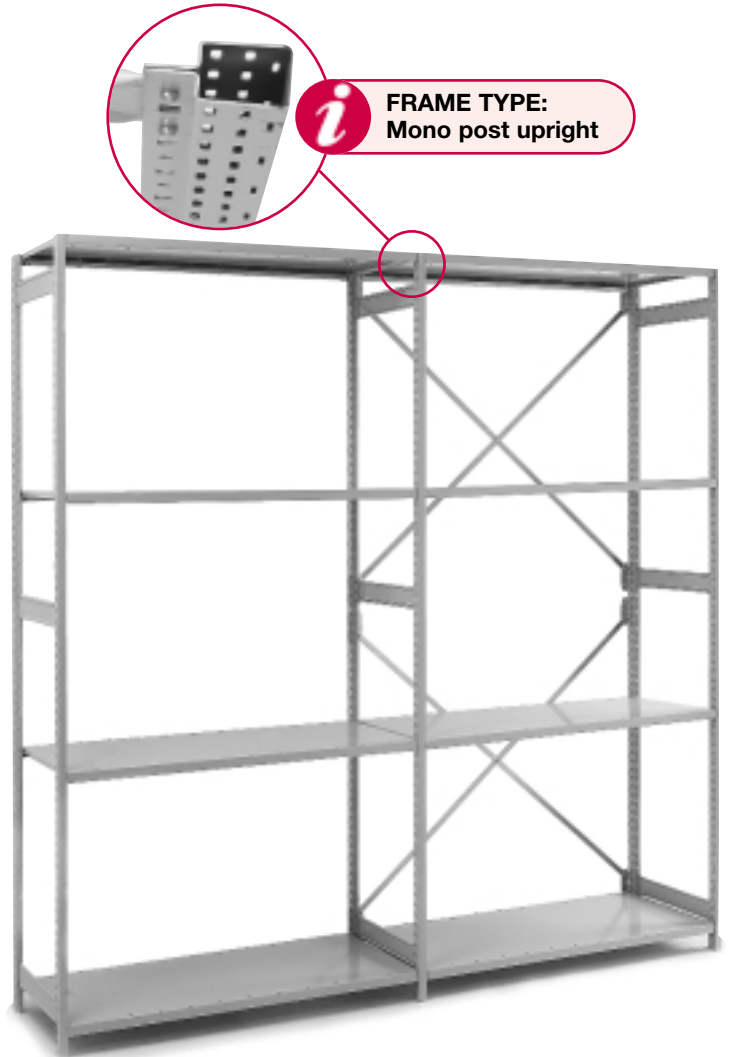
BASIC TOOLS (not supplied)



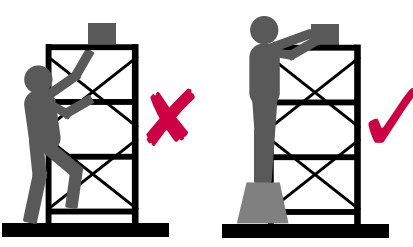
LOCATE & BUILD SHELVING ON A SUITABLE LEVEL FLOOR.
(Additional base plate shims may be required for uneven floors)



FLOOR FIXING
Should be considered for stability of tall, narrow bays - refer to back page

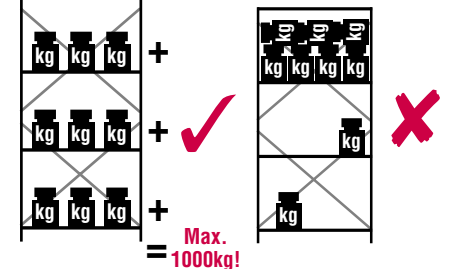



⚠ **DO NOT CLIMB THE STRUCTURE OR STAND ON SHELVES**
Replace damaged components



USE A SUITABLE WORKING PLATFORM TO REACH HIGHER SHELVES

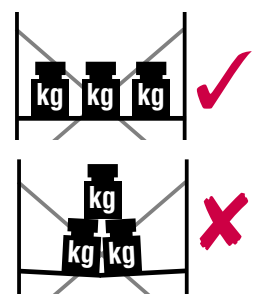
BAY LOAD UNIFORMLY DISTRIBUTED!
DO NOT EXCEED MAXIMUM SAFE BAY LOAD OF 1000KG



Max. 1000kg!

ENSURE SHELF LOADS UNIFORMLY DISTRIBUTED! DO NOT EXCEED MAXIMUM SAFE SHELF LOADS

**NOTE: 'H' or 'E' Duty shelves are usual supply. If in doubt, check duty stamp on underside corner of shelf flanges or contact your shelving supplier.*

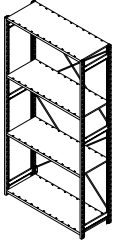


Shelf Depth mm	Shelf Width mm		
	900	1000	1250
300	78kg	70kg	45kg
370	78kg	70kg	45kg
400	78kg	70kg	45kg
450	78kg	70kg	45kg

Shelf Depth mm	Shelf Width mm		
	900	1000	1250
300	130kg	120kg	75kg
370	130kg	120kg	75kg
400	130kg	120kg	75kg
450	130kg	120kg	75kg

The information contained in this leaflet was accepted as correct at the date of publication. However, the manufacturer reserves the right to make any necessary changes, in line with product development and improvement. No liability can be accepted for any inaccuracies or omissions, although every reasonable care has been taken to make this publication as complete and accurate as possible.
PRODUCT DESIGNED & MANUFACTURED IN THE UK TO QUALITY MANAGEMENT SYSTEMS CONFORMING TO THE INTERNATIONAL STANDARD BS EN ISO 9001:2000.

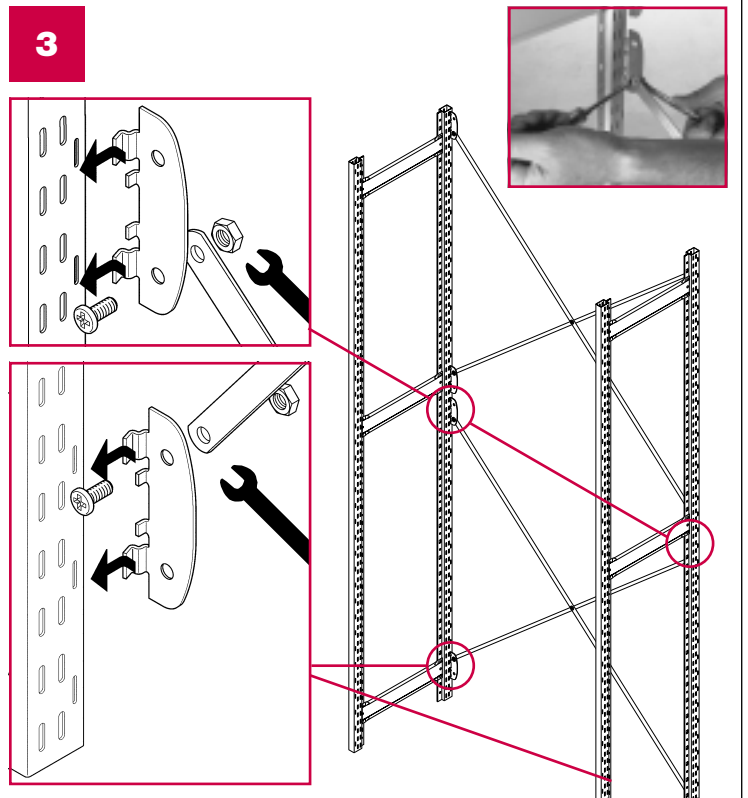
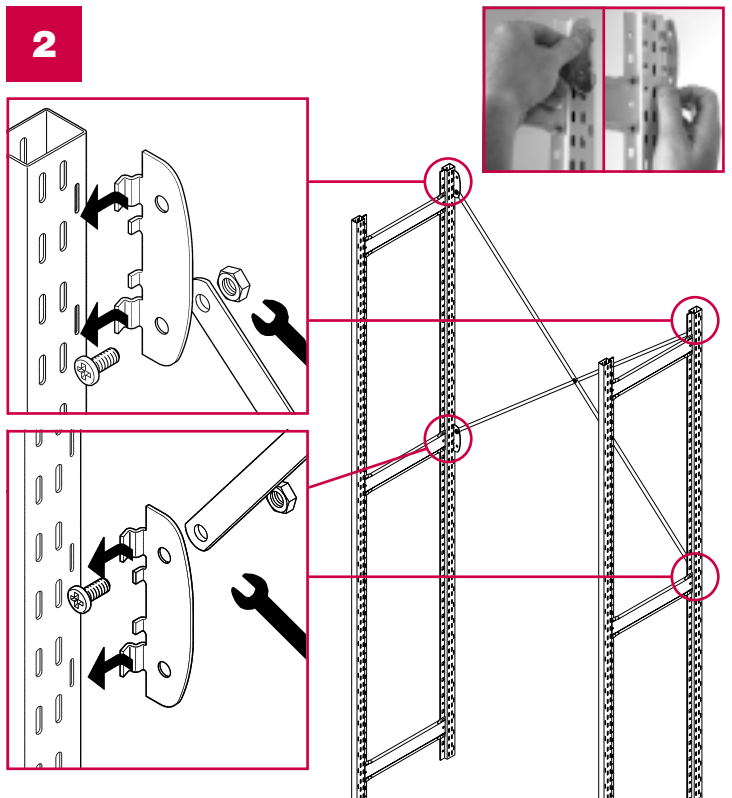
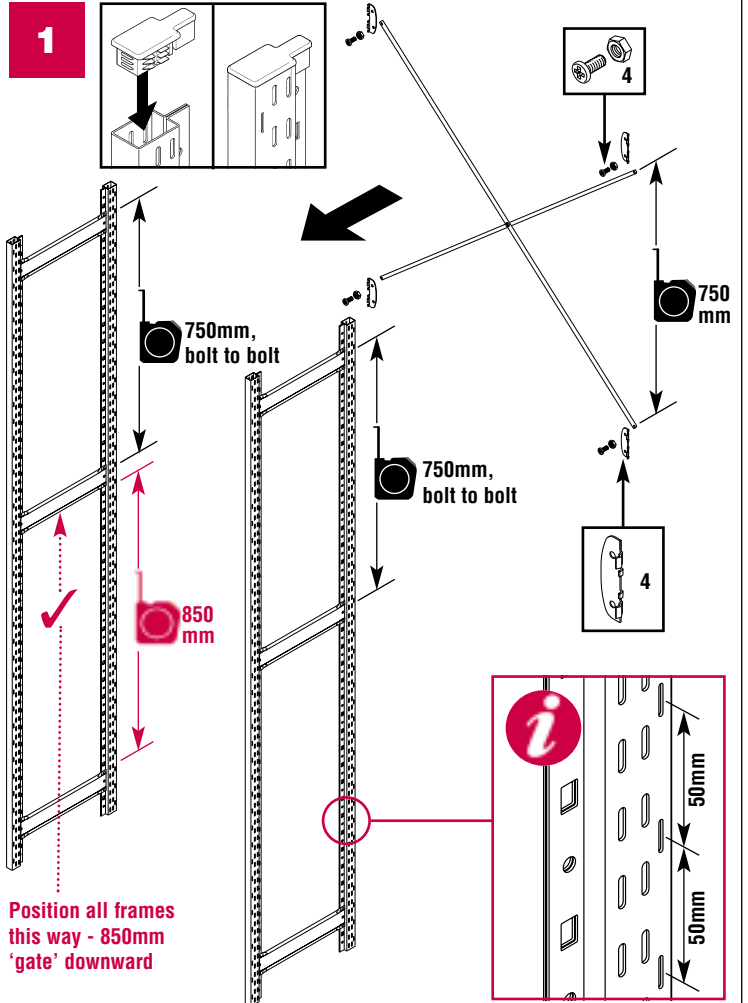
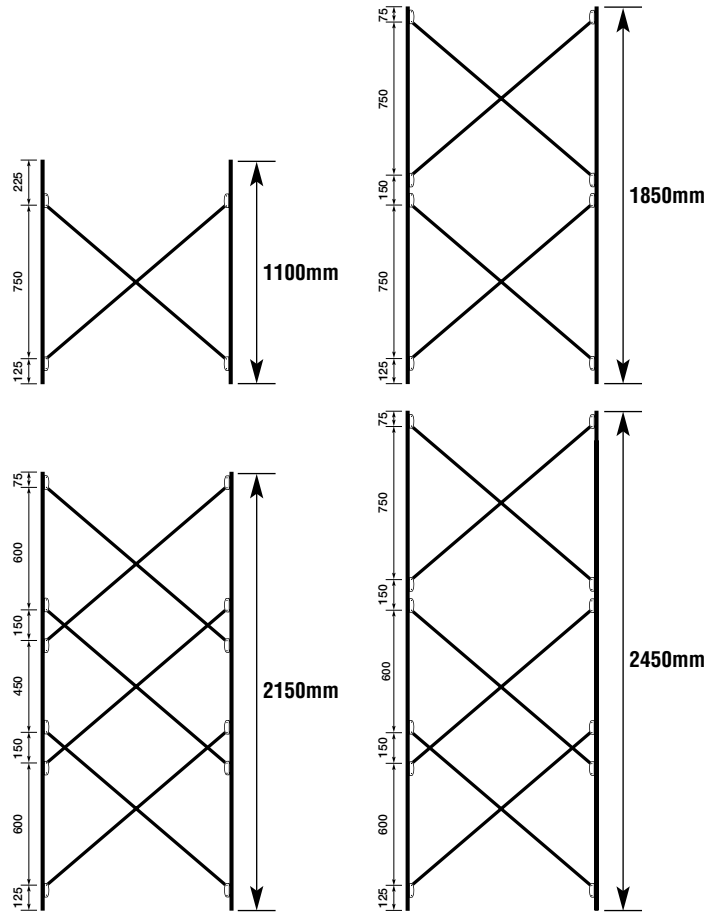
Starter Bay

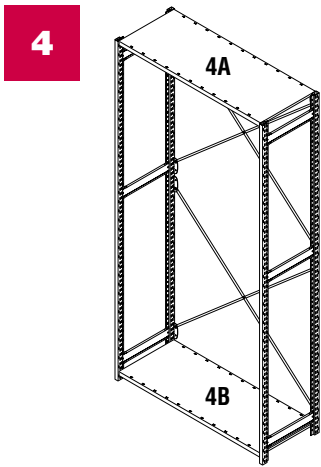
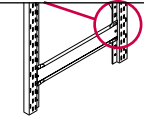
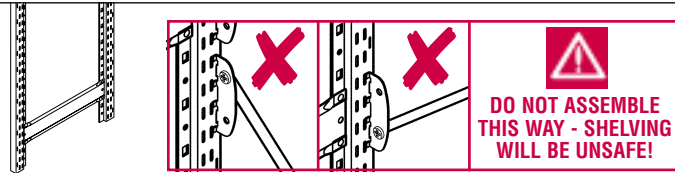
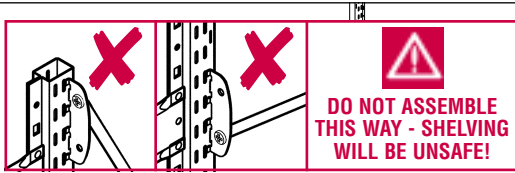


Read ALL instructions BEFORE commencing assembly ▼

- 1 & 2.** Locate upright caps (where ordered). Position frames and locate first cross-brace using brackets, nuts & bolts - *Note correct orientation of brackets and 750mm setting for bracing.* **FULLY TIGHTEN ALL BOLTS.**
- 3.** Locate remaining cross-brace/s for the frame height. **FULLY TIGHTEN ALL BOLTS.**
- 4.** Locate top and base shelves - *4 adjustable clips required per shelf; refer to Step 5.*
 - With braced bay in final position, locate base plate shims (optional).
 - Check levels and shim bay if required.
 - If necessary, locate floor clips and secure to floor with suitable anchor bolt (anchors not supplied, available separately) - *Also refer to back page.*
- 5.** Locate remaining intermediate shelves - **NOTE PLACEMENT RULES.**

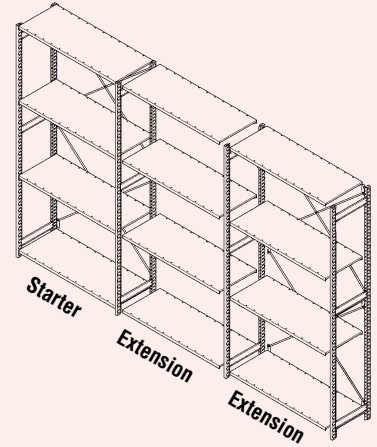
i ALL STARTER BAYS ARE CROSS-BRACED
Identify your frame height.



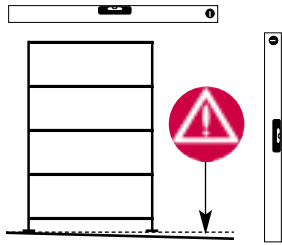


AT THIS STAGE:

- Locate top and base shelves - refer to stage 5 below.
- If including extension bays, go to stage 6 before fitting remaining shelves.
- **OPTIONAL:** Locate base plate shims - see below. (These help to spread the load and protect your floor covering)
- Where necessary, bolt down using floor clips - refer to back page.

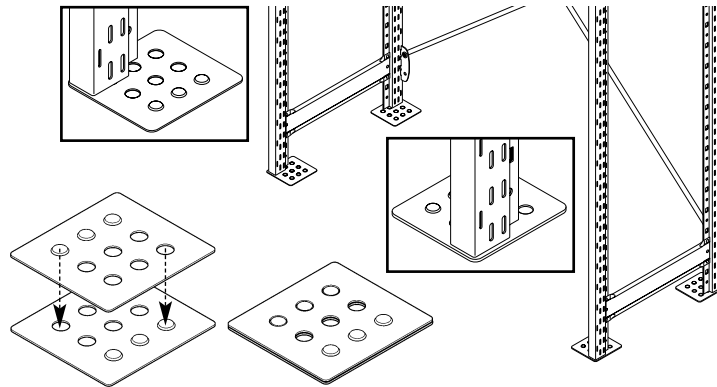


CHECK LEVELS

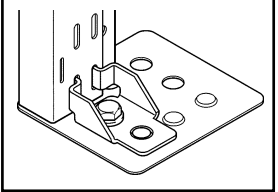


OPTIONAL: Locate Base Plate Shims

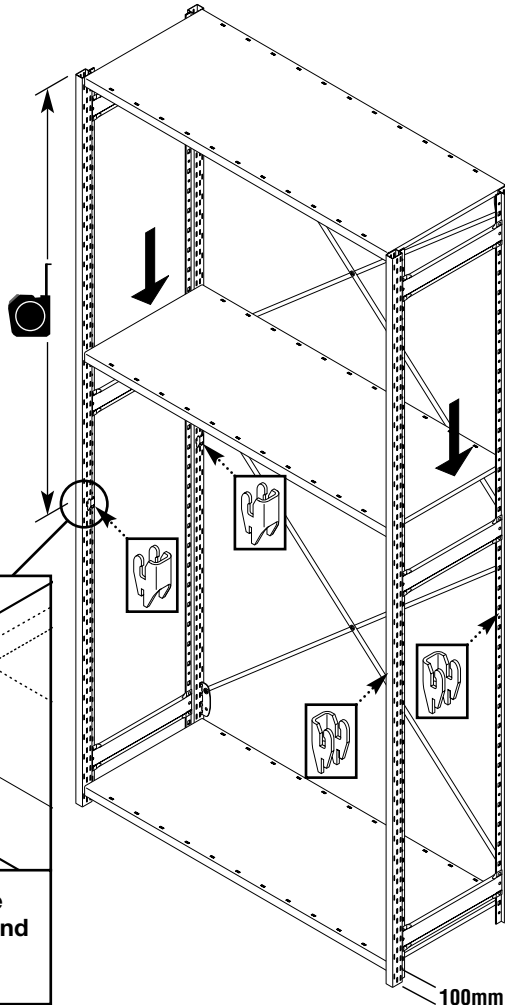
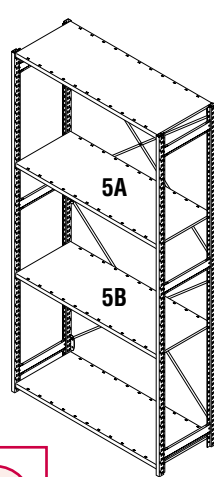
Stack to level if required



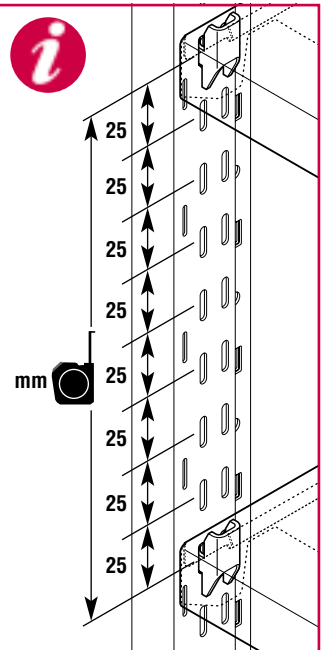
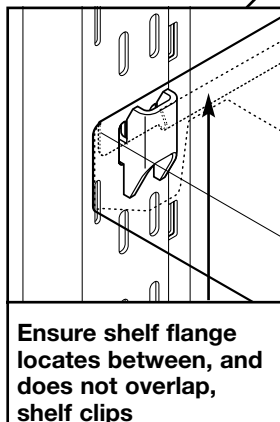
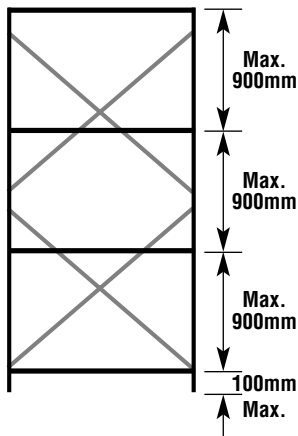
FLOOR FIXING (where necessary)



5 Shelf Location



SHELF PLACEMENT note maximum spacing!

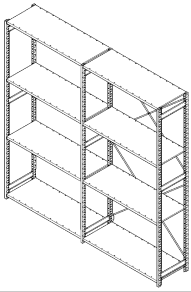


Measure to space shelves as required. Slots for shelf clips are at 25mm increments

100mm Max.

Extension Bays

Read ALL instructions BEFORE commencing assembly ▼

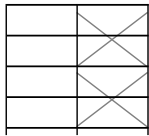


6. Position extension frame and locate top and base shelves - 4 adjustable clips required per shelf.
 - WHEN BUILDING MORE THAN 2 BAYS INCLUDE ADDITIONAL BRACING.
 - FULLY TIGHTEN ALL BOLTS - each cross-brace requires 4 brackets and 4 nuts & bolts.
7. With braced bays in final position, locate base plate shims (optional).
 - Check levels and shim bays if required.
 - If necessary, locate floor clips and secure to floor with suitable anchor bolt (anchors not supplied, available separately) - Also refer to back page.
8. Locate remaining intermediate shelves - FOLLOW PLACEMENT RULES IN STAGE 5.

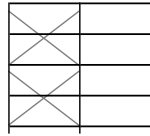
6



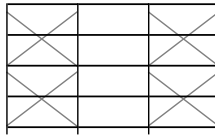
MORE THAN 2 BAYS REQUIRE ADDITIONAL CROSS-BRACING
Identify your frame height and follow minimum safe bracing pattern.



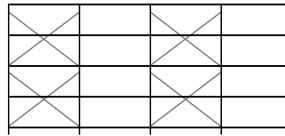
2 BAYS



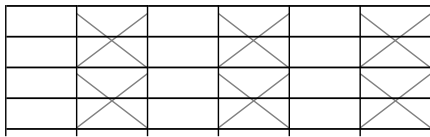
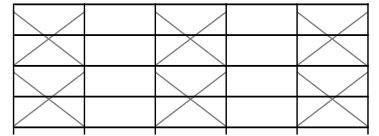
3 BAYS



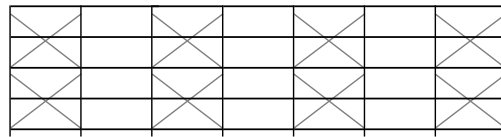
4 BAYS



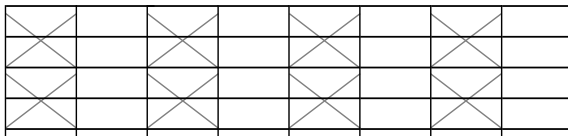
5 BAYS



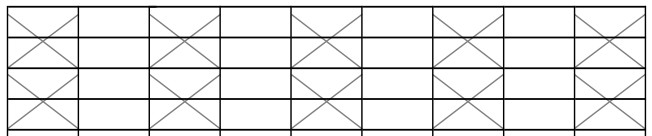
6 BAYS



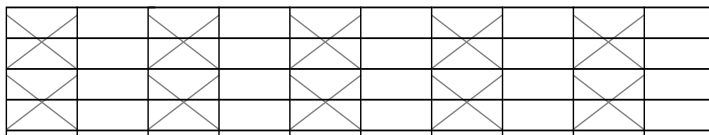
7 BAYS



8 BAYS

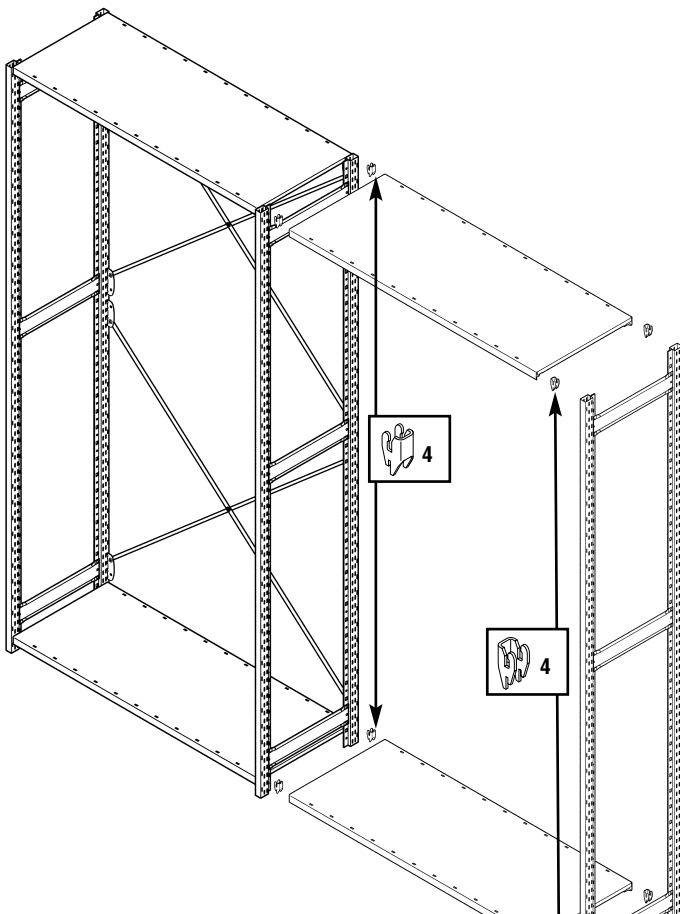


9 BAYS

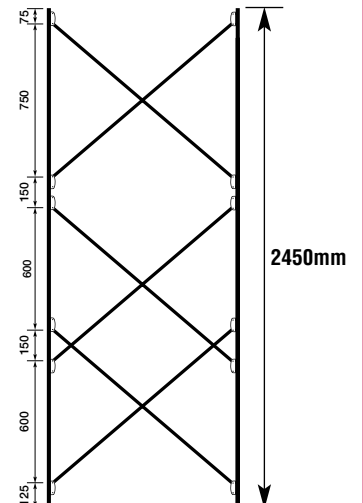
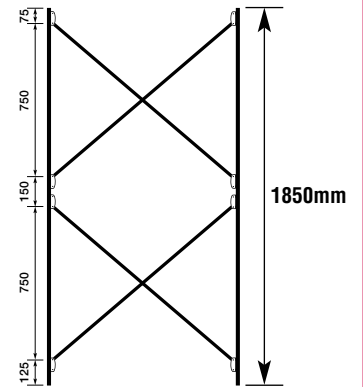
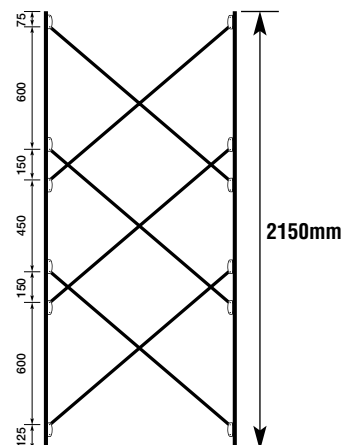
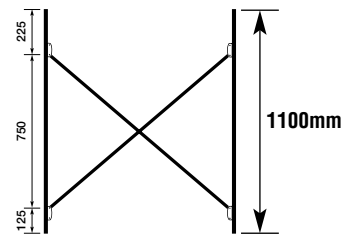


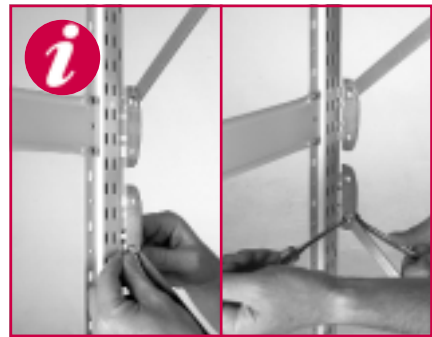
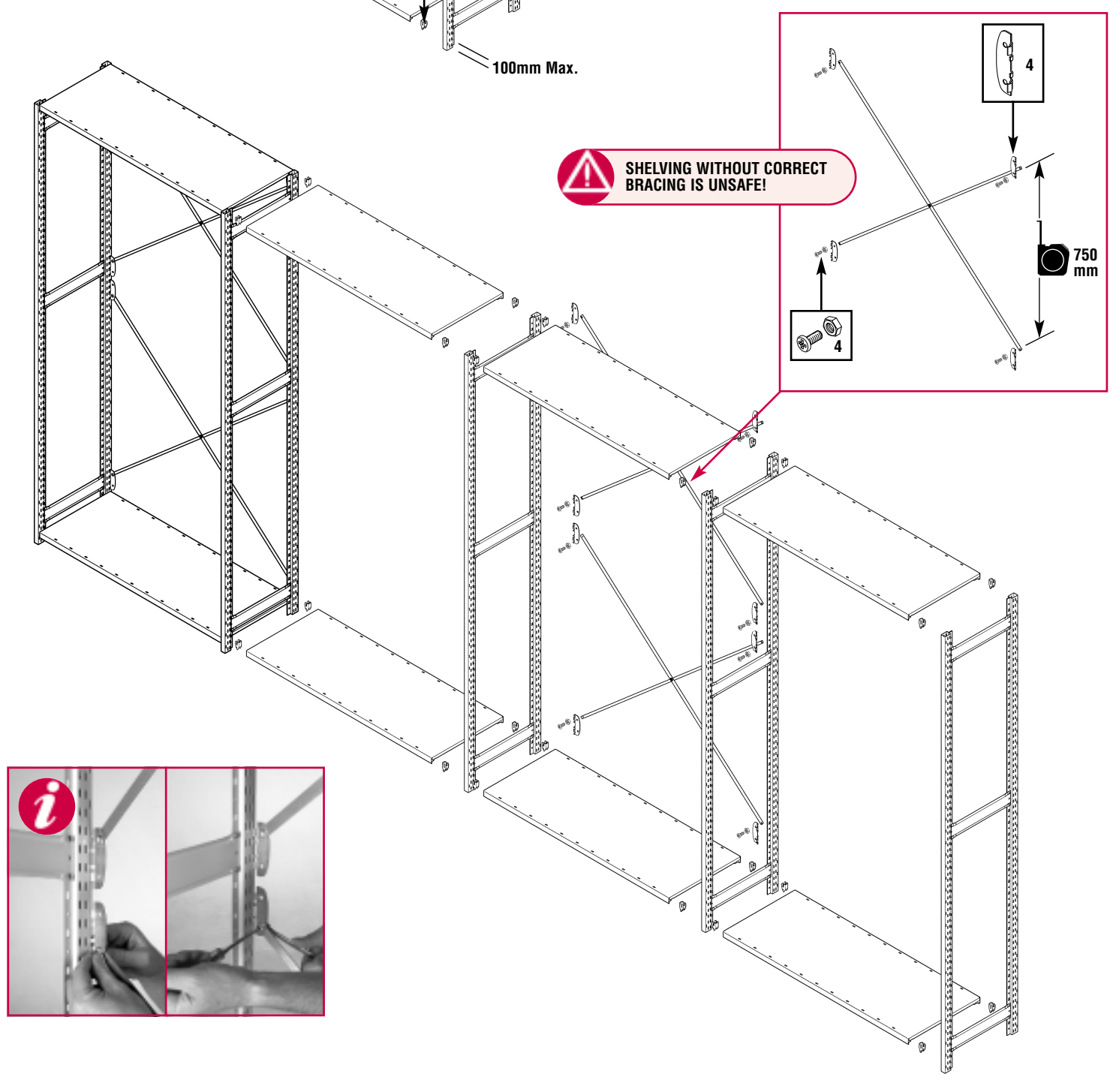
10 BAYS

NOTE:
Any additional bracing supplied may also be fitted to remaining open bays.



Identify your frame height.





7 **CHECK LEVELS**

FLOOR FIXING (where necessary)

OPTIONAL: Locate Base Plate Shims

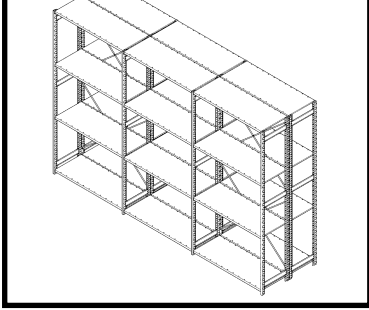
Stack to level if required



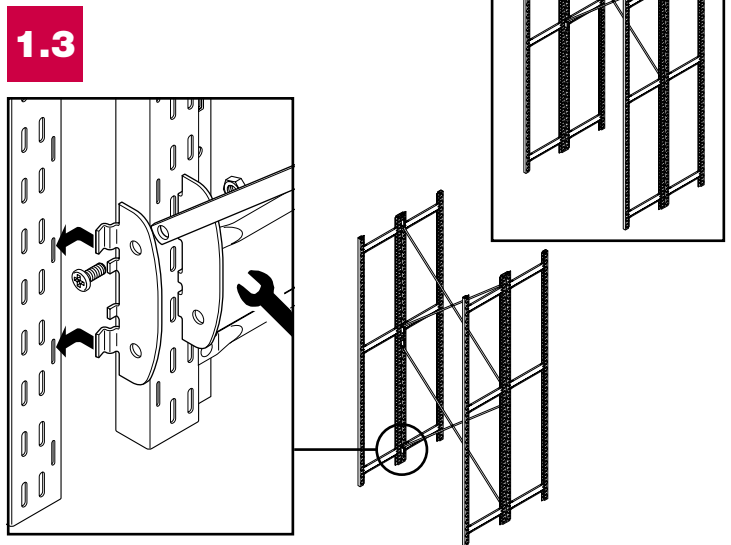
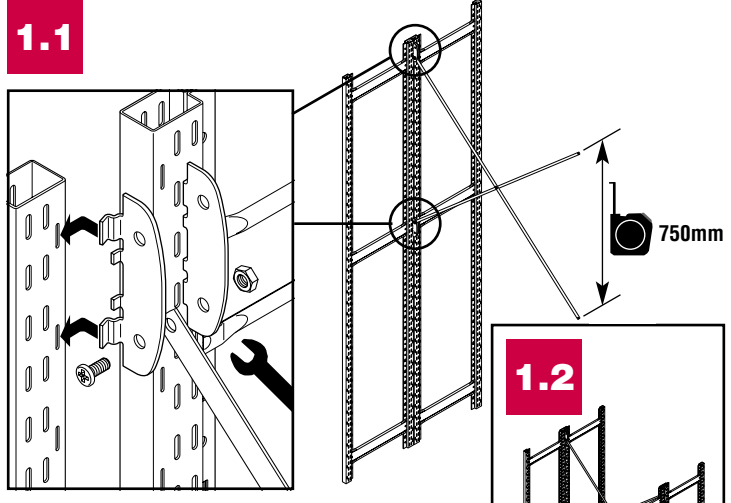
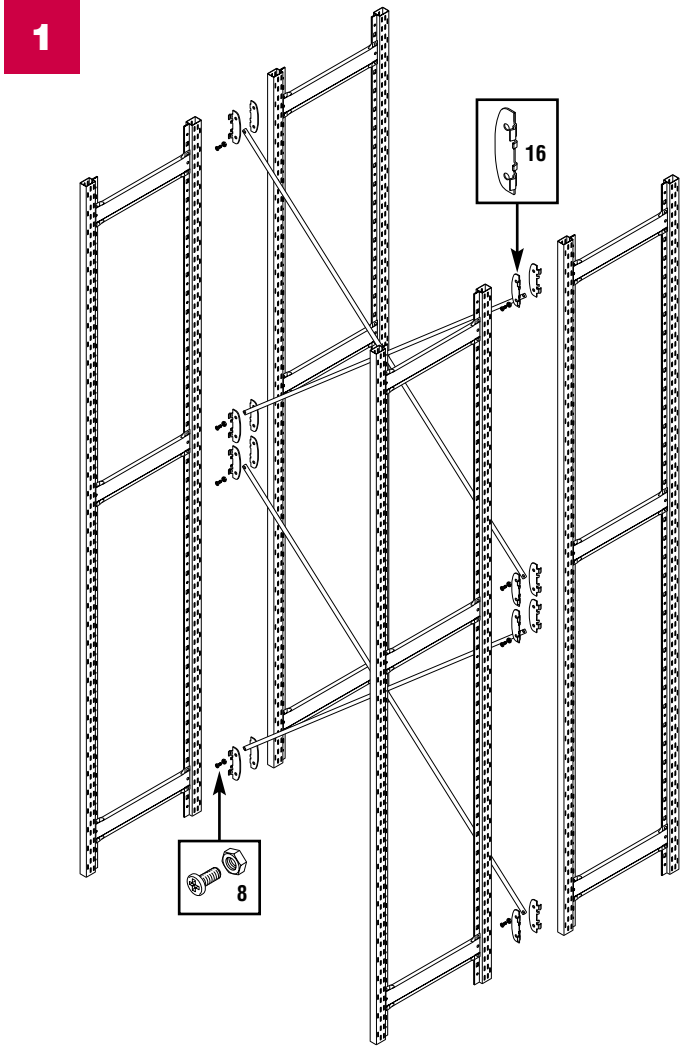
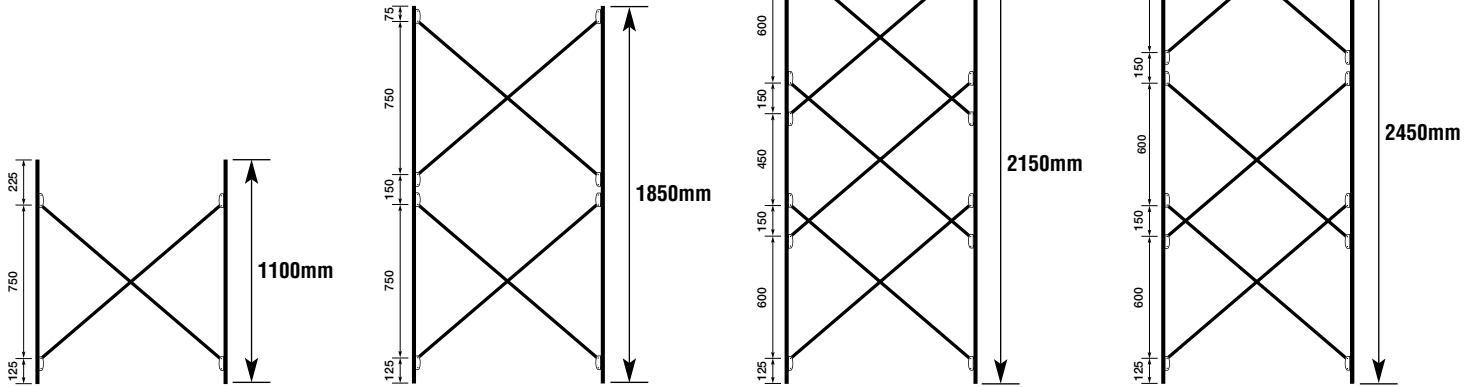
Back to Back Bays

ALSO REFER TO STARTER & EXTENSION BAY ASSEMBLY
Read ALL instructions BEFORE commencing assembly

- 1.1.** Position pair of frames and locate first cross-brace - note 750mm setting for all bracing.
 - 1.2.** Fit cross-brace to second pair of frames
 - 1.3.** Locate remaining cross-brace/s for the frame height.
FULLY TIGHTEN ALL BOLTS - each cross-brace requires 8 brackets and 4 nuts & bolts.
 - 2.** Locate top and base shelves - 4 adjustable clips required per shelf. Fit rack links - refer to Stage 4. With braced bays in final position, locate base plate shims (optional).
 - 3.** Position extension frames and locate top and base shelves - 4 adjustable clips required per shelf. Fit base shelf within 100mm of the floor.
WHEN BUILDING MORE THAN 4 BAYS INCORPORATE ADDITIONAL BRACING.
- Go to Stage 4**



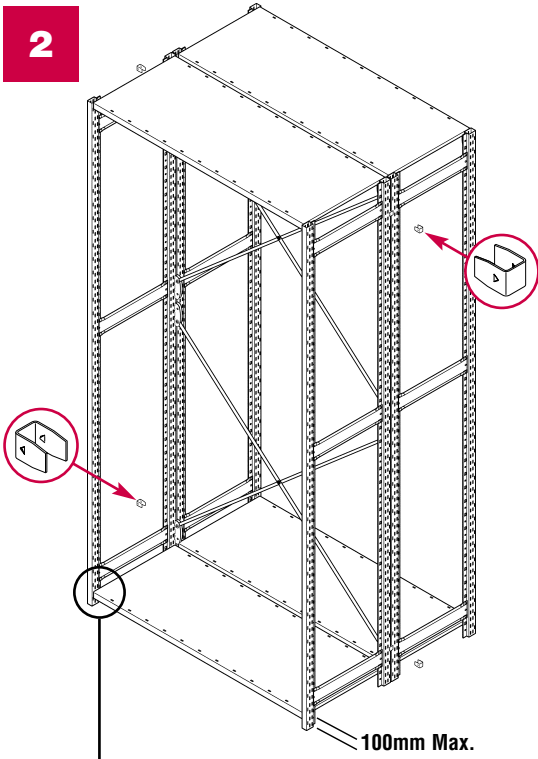
i ALL INITIAL BAYS ARE CROSS-BRACED
 Identify your frame height.



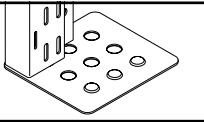
4. With braced bays in final position, link frames with rack links - fit within maximum of 125mm from top and base of frames. Include intermediate rack links in frame heights above 2150mm.

- Locate base plate shims (optional).
- Check levels and shim bays if required - refer to Stage 7 of Extension Bay assembly
- If necessary, locate floor clips and secure to floor with suitable anchor bolt (anchors not supplied, available separately) - also refer to back page.
- Locate intermediate shelves - NOTE PLACEMENT RULES IN STARTER BAY ASSEMBLY.

2



OPTIONAL:
locate base
plate shims

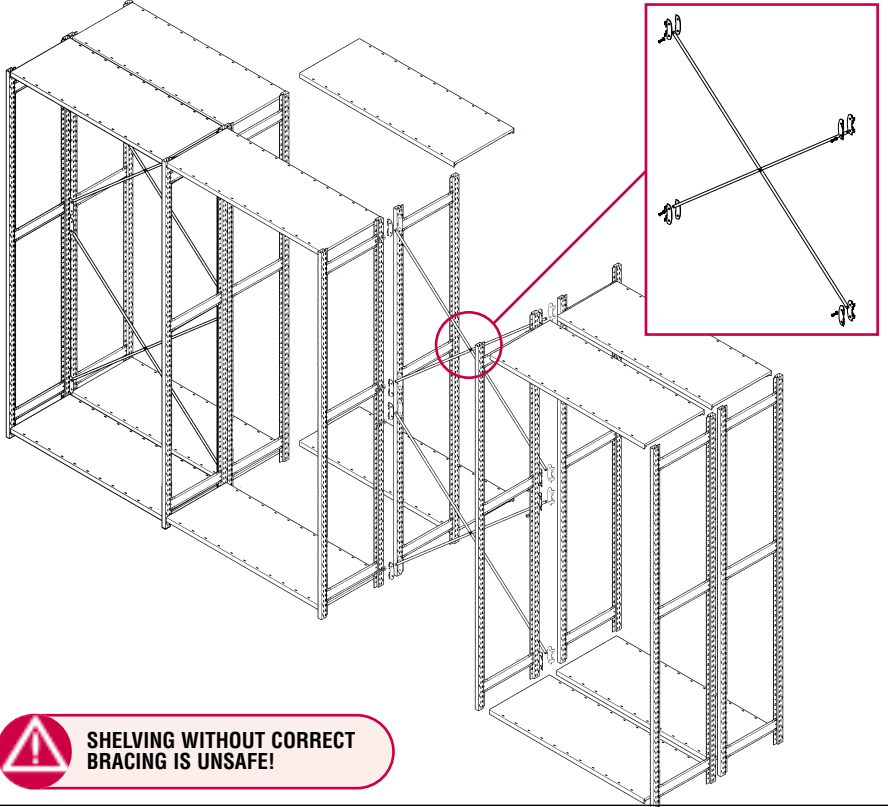


100mm Max.

3



MORE THAN 4 BAYS REQUIRE ADDITIONAL CROSS-BRACING
Refer to Extension Bay assembly, Stage 6, for requirement.



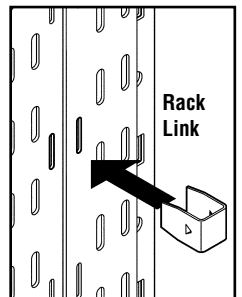
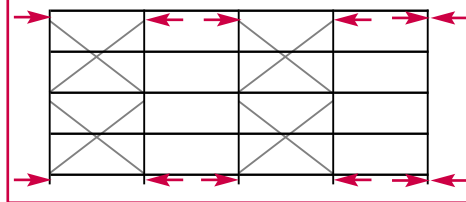
SHELVING WITHOUT CORRECT BRACING IS UNSAFE!

4

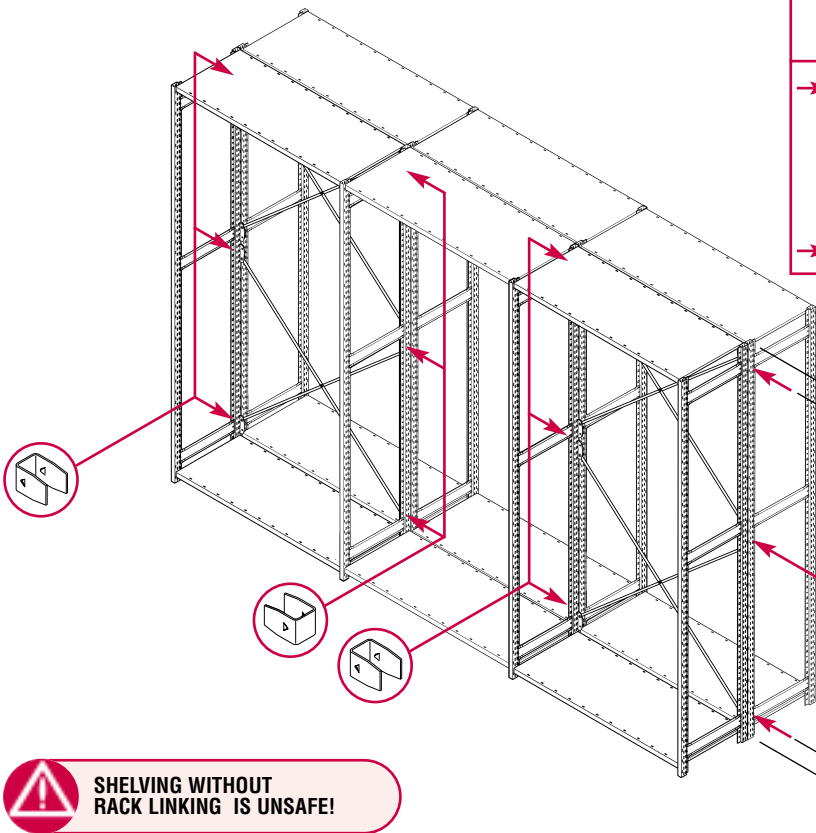
RACK LINKING. Requires additional Rack Links (Part Number SZPRACKLINK)



BRACED FRAMES - rack link opposite (unbraced) side only →
UNBRACED FRAMES - rack link both sides ↔



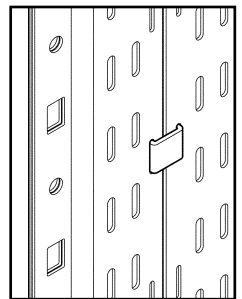
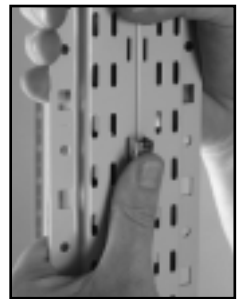
Rack Link



125mm Max.

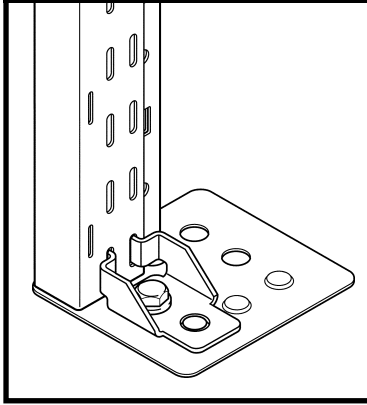
2000mm Max.
Add intermediate
rack links only
where spacing
exceeds 2000mm
(i.e. frame heights
above 2150mm)

125mm Max.



SHELVING WITHOUT RACK LINKING IS UNSAFE!

OPTIONAL: Floor Fixing



Read ALL instructions BEFORE commencing assembly

IN CERTAIN SITUATIONS SHELVING SHOULD BE BOLTED TO THE FLOOR FOR ADDITIONAL SAFETY & STABILITY.

This applies to tall, shallow bays where the height (taken as the distance from the floor to the highest loaded shelf) to depth ratio exceeds 4:1.

Floor fixing into solid floors is achieved using expansion bolts (available separately - Part Number ARR6), passing through floor clips and base plate shims into pre-drilled holes in the floor (using one fixing per 'perimeter' floor clip).

IF IN DOUBT WHEN TO FLOOR FIX, CONTACT YOUR SHELVING SUPPLIER BEFORE COMMENCING ASSEMBLY.

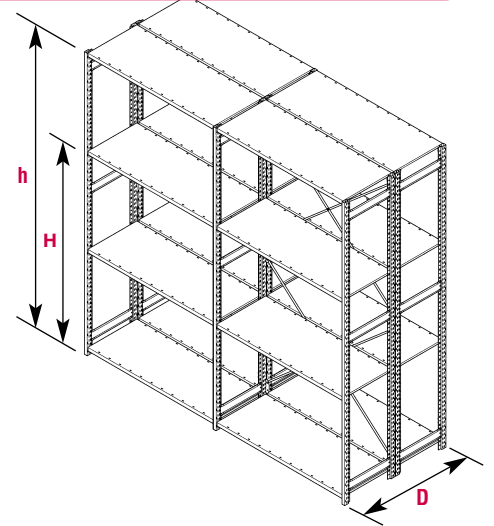
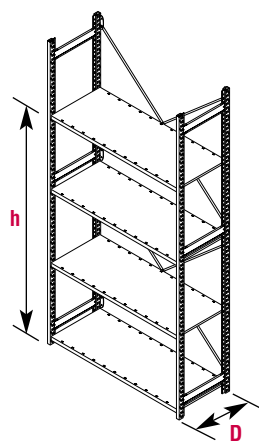
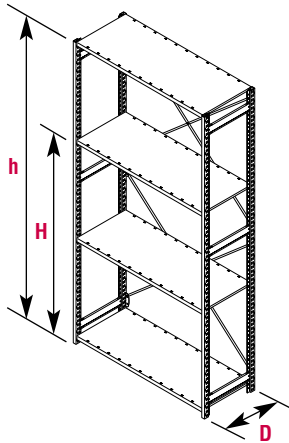
i STABILITY = HEIGHT TO DEPTH RATIO

⚠ H:D greater than 4:1 = FLOOR FIXING RECOMMENDED
h:D greater than 4:1 = FLOOR FIXING RECOMMENDED

D = Depth

H = Height, floor to highest LOADED shelf, where top shelf is used as an UNLOADED dust cover

h = height, floor to highest loaded shelf, with top shelf loaded




i FIXING METHOD

NOTE: Ensure the floor is of a suitable material, density and thickness to accommodate the expansion fixings.

Orientate floor clips & base plate shims as shown.

Part-built bays with floor clips in place should be offered into position (1) the expansion fixing hole positions carefully marked (2) and pre-drilled (3) before bays are fully assembled in final position.

Locate floor clips and slot base plate shims into place. Bolt Floor clip & base plate shim assemblies down to the floor with expansion fixings, and tighten to the correct torque loading (4 & 5).

 = Location of additional Floor Clips where H:D/h:D greater than 6:1

