

INSTALLATION GUIDE

TEAM LOCKERS



WHAT YOU NEED

TOOLS

Drill	Dolly
Level	Stud Finder
Tape Measure	Circular Saw
Hammer	Clamps
Screwdriver	Allen Key

INSTALLER SUPPLIED MATERIALS

Silicon Adhesive

Cleaning Supplies *See Maintenance Guide*

2" x 4" Lumbar Locker Base + Blocking

Wood Screws



RECOMMENDED INSTALL PROCESS

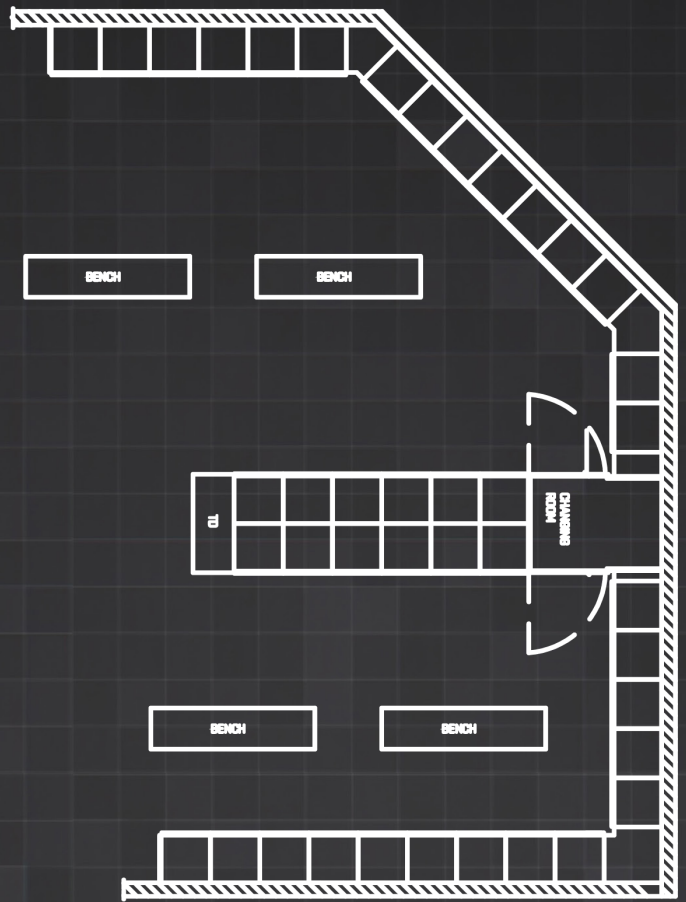
1. Room dimensions are verified + all required demo work has been completed.
2. Base is built, set in place, leveled + secured.
3. Lockers are unloaded, hardware kit located in locker with highlighted sticker labeled "hardware kit".
4. Lockers are set in place, level + plumb, secured to base / wall + bolted to each other.
5. Trim is installed: finished end panels, filler panels + valance.
6. Doors checked for function, lock operation + adjusted as necessary.
7. Number plates / lock operation decals as appropriate are put on.

BEFORE DELIVERY

VERIFY YOUR LAYOUT

Before receiving your lockers, you need to plan for how they will be placed within your space. You can use the shop drawings that have been provided for reference. Here are some key details to keep in mind:

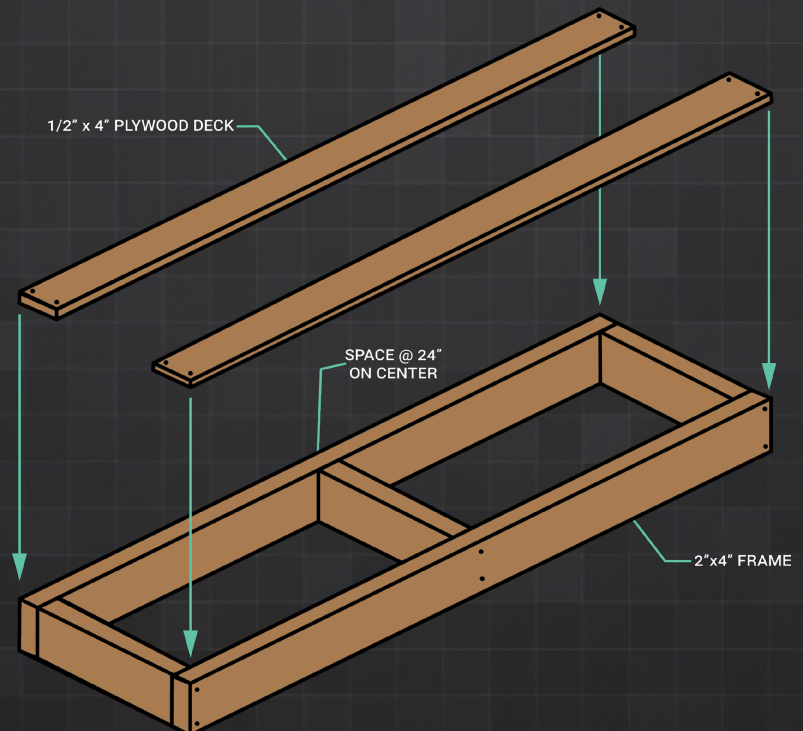
- Locker banks should be centered on each wall with a minimum of 3" space between the last locker + the wall on each side so that the locker doors can function properly.
- Filler panels should be mounted to fill spaces between lockers + walls as well as gaps between lockers created by permanent room features.
- Any instances where the last locker is exposed to the room should be finished with an end panel.



BASE CONSTRUCTION

To determine base size subtract 3 inches from locker depth to create toe kick space. Cross members need to be added approximately every 24 inches, on center.

- Cut pressure treated 2 x 4* and use 1" wood screws to build frame.
- Attach 1/2" x 4" plywood runners on the long edges of the frame to create a decking for the lockers
- Frames must be nailed or screwed to the back wall and shimmed to level (front to back/ end to end).
- Level the base: front to back, side to side and plumb, rather than leveling each locker.
- Curb to be 4"* tall



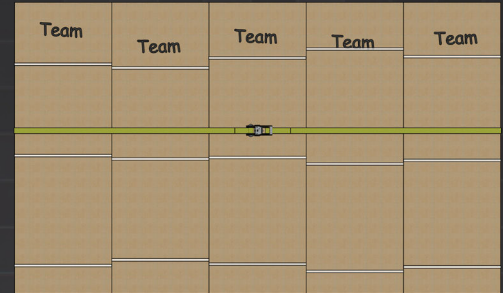
**Size may vary based on Project.
See Shop Drawings for project specific details*

DELIVERY + UNLOADING

RECEIVING THE TRUCK

Lockers will be shipped either floor loaded or palletized, depending on the size of the project. Lockers will be delivered via a truck with a 53' trailer. Please ensure in advance the receiving area can accommodate a full-sized truck, or if special considerations are required. If you are unable to accept a 53' trailer, please let your Grid project manager know as soon as possible so we can arrange the proper shipment.

- Each locker is shipped as a fully assembled unit + is typically wrapped / strapped inside of the truck. Take care when releasing straps in case lockers have shifted in transit.
- Flat materials including end panels, filler panels + trim are sometimes strapped to the sides of the truck for shipment. Please use caution when releasing the straps so that the panels do not slide to the floor and become damaged.



Note: Chips in the laminate at the back + sides of the locker are unavoidable + will not be visible once the lockers are connected during the installation. Chips will not affect the function of the lockers.

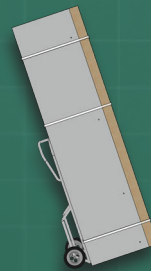
UNLOADING THE LOCKERS

If you have a loading dock, unload the lockers one by one with a dolly, following the instructions in the “Handling The Lockers” callout. If you do not have a loading dock, you will need to slide each locker individually out of the truck. Place one person on the ground + one person in the truck. Slide each locker, on its back, out of the truck being careful not to drop the locker on the ground. Once out of the truck, use a dolly to move the locker to your staging space.

When you receive your order please follow the instructions below; **Grid will not be responsible for damaged items that have a clear delivery receipt from the freight carrier.**

- Inspect the shipment for any visible damage to the exterior of the lockers. If you find any damages, make sure to inspect the interior of the lockers before signing the delivery receipt.
- Count the number of pallets + lockers to verify that you have the correct number as stated on the packing list. Open each box + verify the material + hardware have not been damaged. If you are missing any pallets or lockers, please notate that on the delivery receipt.
- Always accept your shipment + notate any damage on the freight carrier's delivery receipt, if applicable. List all items that are damaged on the delivery receipt.
- Take photos of any damage + keep a copy of the delivery receipt. Any damaged items + packaging must be kept for the freight company to inspect if needed. Send photos of any damage to your Grid project manager immediately.

HANDLING THE LOCKERS



Make sure the back or side of the locker is the only contact point with the dolly.

Never lean the locker on its face.

Move the locker with one hand on the unit for stability.

Never drag or push the lockers across the floor.

If you find that any items have been damaged during the shipment + you signed the delivery receipt as damaged materials, contact Grid at [469] 482-9800 within 24 hours of receiving the shipment.

MISSING ITEMS

Please notify Grid within 24 hours of receipt of the material if any items are missing. Grid will arrange for ground shipment for any items found to be missing that have been noted on the delivery receipt. Any items found missing that were not noted on the delivery receipt will be the customers responsibility.

INSTALLATION

MOUNTING THE LOCKERS

Each locker should be secured to its neighbor using connecting bolts into the pre-drilled holes, four per frame per side.

Do not over tighten to avoid stripping the female side of the connector or potentially cause the frame to bow at the connection points.

- Grid recommends lockers should be secured to the wall behind using drywall screws. Lockers on each end should be secured + screws should be placed approximately each 32" apart into wall framing. Screws are included in the hardware kit for this purpose, but please ensure that all screws extend a minimum of 1/2" into the supporting surfaces.
- Every fourth locker should be connected to the base using drywall screws. At least two screws should be used in the back of the lockers, and optionally, two additional screws can be used in the front as well.

HARDWARE KIT

The following hardware will be included with your locker shipment. You will not need to buy additional hardware to mount the lockers in your facility.

Connector Bolts | *connect lockers together for stability*

Mounting Screws | *secure lockers + mount trim*

Cover Caps | *conceal holes inside the locker from mounting screws*

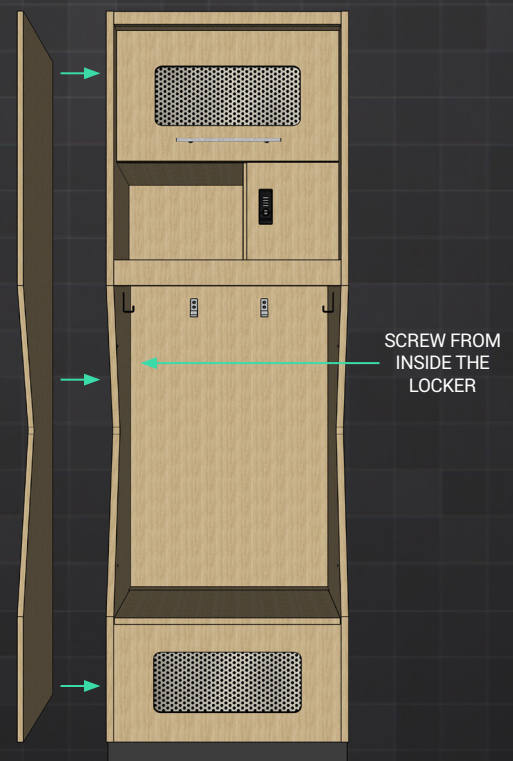
Logos [optional] | *adhered to the front of the door or grate. Installed on site*

END PANELS

End Panels are used to provide a finished side wherever banks of lockers extend into a space. They are built to match the lockers in both finish and style. (No end panels are needed when the bank of lockers is recessed into a wall.)

End panels are built in either single or double widths, depending on the layout of the room. (Double width panels extend to cover the sides of two lockers, installed back-to-back in a peninsula layout.)

1. Align panel with locker frame, + clamp the panel into place
2. Using drywall screws, drill into end panel from the interior of locker. A minimum of 8 screws should be used, aligning horizontally and spaced one inch to the inside, with the pre-drilled holes used to connect lockers to each other.
3. Cover all holes in locker interior with cover caps.

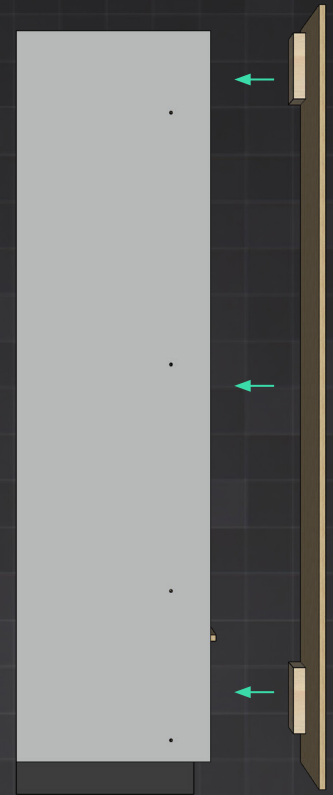


FILLER PANELS

Filler Panels are installed between the end of a bank of lockers + a wall as well as where lockers meet in a corner. They cover any blank space for a finished look and also provide enough gap between lockers and walls to allow the locker doors to swing open properly.

Filler panels are finished on one side in matching laminate or veneer and are provided in sheets. Installers on site will need to cut the panels to required sizing.

1. If being installed between walls, locker sets should be installed with equal space for filler panels on each side, with a recommended minimum width of 3 inches to allow doors to swing properly.
2. Cut filler panels with a circular saw or table saw.
3. Mount blocking to the back side of the filler panel to provide a secure mounting point.
4. Screw through the locker into the thin edge of each panel, using cover caps on all screw heads. The filler should be attached to the wall as well, using a back-piece if necessary.



THINGS TO REMEMBER

- Do not use the pre-drilled connector holes for the end panel attachment.
- When installing either raised panel or flat panel end panels the screw must go into the stile and not the center panel.
- Do not use screws longer than 1" when installing end panels. Screws longer than 1" may penetrate the end panel.

FINISHING ADJUSTMENTS

LOGOS

If you ordered a custom logo with your lockers, they will be shipped loose with your hardware kit. Each logo features an adhesive backing for easy installation. Logos are also shipped with an alignment jig to ensure consistent placement on each locker.



- Before starting, review your shop drawings for logo placement.
- Do not remove the paper backing from the logos until you are ready to install them.
- Once a logo has been installed, they cannot be removed + reused. Ensure you are placing the logo in the correct place every time.

Z-BAR MOUNTING *GRID HIGH SECURITY HASP ONLY*

If your lockers utilize Grid High Security Hasps, the Z-bar will be loosely mounted by the center screw. Once you secure the lockers, rotate the bracket so it extends through the opening in the door and tighten the center screw. Use the provided screws to secure the z-bar through the side of the locker and into the next locker. Ensure that the bar is level before adding additional screws.

HINGE ADJUSTMENT

Due to shifting during shipment, locker hinges may need to be adjusted to maintain optimum function and level doors across rows. We use specialty hinges that can be adjusted in four directions.

To adjust the hinges, utilize the center screw on the hinge arm (A) to move the door left or right. Adjust the center screw on the hinge plate (B) to adjust the door in or out. Adjust the back screw on the hinge plate (C) to adjust the door up and down.

Some products utilize soft-close mechanisms integrated into the hinge interior. These function as a small piston that forces the door to close without slamming. These can also be adjusted to control the amount of resistance that they provide. To adjust the speed, simply slide the black switch to the left or right until you reach your desired speed.

