

The vertical sliding unit is shipped knocked down in the following components:

- Item 1 Top section (head housing with snap front access cover)
- Item 2 Left hand side housing (snap front access cover)
- Item 3 Right hand side housing (snap front access cover)
- Item 4 Fixed back panel
- Item 5 Fixed back panel divider joint (See catalog for maximum board lengths.)
- Item 6 Fixed back panel trim
- Item 7 Sliding panels (counterweight cables attached)
- Item 8 Bottom Sill (Accessory tray assembly, if required, mounted to bottom sill)
- Item 9 Counterweight (2 per sliding panel)
- Item 10 Necessary hardware package – includes: screws, rubber bumpers, cable clamps, etc.

Note: Claridge recommends general maintenance of the cable system. At least annually, depending on usage, we suggest the use of a high end wire rope spray lubricant to be sprayed on all visible cabling. Lubricants are available at most hardware stores.

Note: There is approximately 2-1/2 lbs. of counterweight material at the top of each counterweight that is removable. At the time of shipment the unit is perfectly counter-balanced at the factory. After a period of time, if the unit should need to be re-balanced, this can be done by removing the necessary amount of counterweight material (removing the same amount from both right and left counterweights).

ORDER OF INSTALLATION

Note: Access covers ship installed on head housing and uprights. To remove access covers, first remove screws. Then, starting at one end, pry up access cover, taking care not to damage the face of the upright or head housing. (Use non-marring device.)

Note: One-track vertical has screw-on access cover, not snap on. Once an end is raised, continue to apply leverage the length of the upright. Rotate out to “un-lock” snap mechanism. Remove weight divider(s).

1. Mount bottom sill, Item 8, at desired height, making sure sill is level. Toenail to wall using pre-drilled holes and appropriate anchors.
2. Install top and side housing, items 1, 2, and 3, using enough screws to only temporarily install either the right or left side housing. Side housing must be installed plumb. Width dimension between right and left side housings must not vary more than 1/16” from top to bottom of unit. Blocking may be necessary to support bottom sill prior to removing upright in Step 4. (For motorized units, run wiring from jamb through rubber grommets in head housing.)
3. Drill through top holes of the bottom sill into angles of the upright and insert screws on one side only. (Screws included in hardware package. If installing a motorized unit, installing the right side first would be preferable.) The other side will be installed later.
4. Remove side housing that was temporarily installed in Step 2. (If unit is motorized, remove left side housing as wiring is housed in right side.)
5. Using adhesive, install fixed back panel, Item 4, positioning panel against upright allowing approximately 1/8” clearance at top and bottom. Add divider joint, Item 5, if required, screwing back leg of joint to wall using countersink screws. This insures that back panel snugs against wall and does not interfere with movement of the sliding panel(s). Then install back panel trim, Item 6.
6. Install sliding panels, Item 7, in the following manner:
 - a. Insert right or left edge of sliding panel into track at side housing, taking necessary precaution to protect the limit switches inside the housing.
 - b. Permanently reinstall side housing which was removed in Step 2, inserting edge of side housing track around edge of sliding panel. (Note: Enough clearance must be maintained between the edges of the sliding panel and side housing for the panel to move freely.)
 - c. See notes for threading cables and cable travel layout on opposite side of this sheet. Also see supplemental sheet of details attached.
 - d. Create a loop in the cable using cable clamps (two clamps per cable). Loop should be approx. 1- to 2-inch in diameter. Add spring clip. Attach counterweights, Item 12, to spring clip. Top cable clamp should be approx. 2” below the head. Make sure cable is on pulleys in top section. See cable travel layout detail.
 - e. After weights are installed, push panel all the way to top to insure panel ‘tracks’ evenly. Repeat with next panel. Note: Prior to replacing weight cover, test the sliding panel to make sure weight doesn’t hit at the bottom or top. Once test is complete, weight cover and access cover should be replaced. (If unit is motorized, be sure to connect wiring from jamb to head by connecting color coded wires. Colors must match.)
 - f. With sliding panel raised, drill through the top hole of the bottom sill on the side temporarily installed in Step 3.