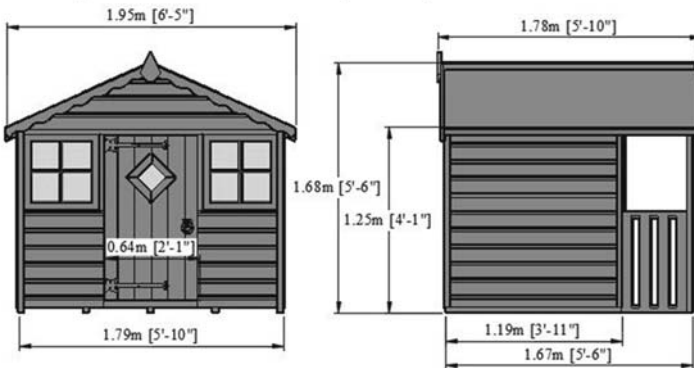


## © Cubby Playhouse



Complies with EN71



These instructions are for your safety. Please read through them thoroughly before use .

PLEASE KEEP THIS LEAFLET FOR FUTURE REFERENCE

All information, contained in this booklet © Shire Garden Buildings .



# Let's get started...



## Important information...

<b>Safety</b>	<b>03</b>
<b>Base and positioning</b>	<b>04</b>
<b>Warranty</b>	<b>04</b>
<b>Before you start</b>	<b>05</b>
<b>Care maintenance &amp; Recycling</b>	<b>06</b>



## In more detail...

<b>Hardware chart</b>	<b>07</b>
<b>Detailed Technical Drawing</b>	<b>08-09</b>
<b>Parts List</b>	<b>10</b>
<b>Assembly instructions</b>	<b>11-24</b>

EN	For a copy of the instructions or a copy in another language please send
F	Pour obtenir un exemplaire des instructions ou une copie dans une autre langue s'il vous plaît envoyez un e-mail ou écrire à l'adresse ci-
PL	Na kopii instrukcji lub kopii w innym języku prosimy o wysłanie maila lub pisać na adres podany poniżej.
RUS	Для получения копии инструкции или копия на другом языке, пожалуйста, отправьте по электронной почте или написать по
TR	Başka bir dilde talimatları veya bir kopyasını bir kopyası için bir e-posta gönderebilir veya aşağıdaki adrese yazınız.

[customerservice@shiregb.co.uk](mailto:customerservice@shiregb.co.uk)

Brigstock Road Wisbech Cambridgeshire PE13 3JJ

## Check that you have noted all the following instructions



- We advise the use of non slip protective gloves throughout the assembly process.
- We advise the use of steel capped protective footwear throughout the assembly process
- We advise the use of protective headwear and safety goggles throughout the assembly process
- Where a ladder is in use another person must hold the ladder.
- Do not attempt to work in windy conditions
- We advise the use of a scaffold tower when fitting the roof , for felting or if you cannot reach from the ground.
- Do not allow children near the tools and work area
- Follow any safety precautions quoted by the manufacturer for any equipment you use
- Check all parts before assembly
- Only use child and animal safe wood preservative
- Do not use creosote
- Allow the wood preservative to fully dry before use
- Regularly check the building for wear and tear
- Children must be supervised at all times while playing with this playhouse
- Not suitable for children under 3 years old.



## Important!



**EVERY PRECAUTION IS TAKEN TO ENSURE THAT YOUR BUILDING HAS NO ELEMENT INCORRECTLY PLACED OR POSSIBLY HAZARDOUS, HOWEVER PRIOR TO USE PLEASE CHECK ALL SURFACES FOR THE FOLLOWING:**

- (1) RAISED GRAIN, SPLINTERS: Sand down timber to smooth finish
- (2) NAIL/SCREW/PIN HEADS PROUD: Tap home to be flush with surface of timber
- (3) DAMAGED SCREW HEADS RESULTING IN SHARP SPLINTERS OF METAL: Replace
- (4) SHARP ENDS OF NAILS/ SCREWS/ PINS PROTRUDING THROUGH THE PANEL: Remove and reposition.
- (5) ENSURE ALL PARTS ARE SECURED AGAINST REASONABLE FORCE: Remove and refit
- (6) ENSURE THERE ARE NO LOOSE PARTS: Remove and refit/discard



**IMPORTANT !** For your safety please read carefully the safety warnings

## Preparation of base...

We recommend that the base onto which your building will stand should be at least 75mm larger in each direction than the total floor size of the building.

Actual floor area of the building: 1790 x 1190mm (excluding canopy)

Roof Overhang of canopy: 480mm

Total height clearance: 1750mm

## Warranty...

10 Year anti rot warranty subject to the following -

- The building must be raised so it is not in contact with any water retaining base surface (for example grass).
- This can be achieved using a timber, concrete or slab base
- When using a concrete or slab base use damp proofing strips under the bearers
- The building must have been completely treated and sealed immediately prior to or after assembly
- The building must have been re-treated and re-sealed annually
- If your building has been pressure treated or has any pressure treated parts additional treatment need not be applied (except for aesthetic purposes )
- Wood is a natural product and therefore the following are excluded from the warranty
  - Colour changes
  - Warping


The following are also excluded

- Damage resulting from poor assembly
- Poor treatment application
- Poor care and maintenance
- Changes to the design
- Misuse
- General wear and tear

## Things to check before you start

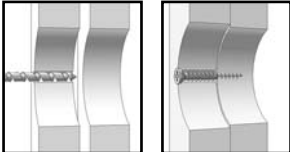
- ✓ Ensure your base is ready– See page 3
- ✓ Check all parts as listed in the parts lists
- ✓ Read the instructions fully before starting work
- ✓ Follow all the health and safety guidelines

**When you see the drill icon**



6mm

Only ever drill through the first piece of framework which will be a pilot hole for the screw to attach the second piece of framework



Yo



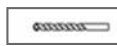
- Hammer



- Spirit level



- Ladder



- 1mm,3mm & 6mm drill bits



- Drill

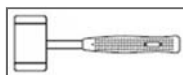


- Tape measure & Ruler



- Sand paper

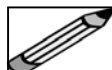
- Mallet



- Gloves



- Saw



- Pencil



- Goggles



- Chisel



- A helper for some tasks



- Screwdriver



- Sharp knife

## The 5 golden rules of care

- (1) Ensure your base is level and firm
- (2) Ensure the building is not sitting directly on the ground using damp proof membrane or the optional timber base.
- (3) Ensure every piece of timber and surface, especially that is hidden upon assembly is treated with a top quality wood preservative at least twice (see note on pressure treated buildings in warranty section)
- (4) Garden buildings are not waterproof, we recommend you seal between all the panels with a silicone based sealant .
- (5) Regularly check your roofing felt for weather damage and leaks

## The 7 golden rules of maintenance

- (1) Re apply the timber treatment annually. (see note on pressure treated buildings in warranty section)
- (2) Visually check for weather damage
- (3) Check and replace if necessary any Silicone sealant if used on your building.
- (4) Check the roofing material for wear
- (5) The doors and windows may require periodical adjustment
- (6) Ensure your building is well ventilated especially during hot weather
- (7) During extremely hot periods humidify your building to prevent the timber from drying out and shrinking.

## Recycling and disposal



packaging

1. Pallet and timber widely recycled
2. Cardboard widely recycled
3. Plastic strapping subject to local regulations
4. Plastic sheeting subject to local regulations



Building

1. Timber widely recycled
2. Metal fixings widely recycled
3. Glass widely recycled
4. Roofing felt not currently recycled

# Hardware Chart

Scale 1:1

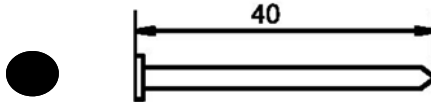
Felt Nail  
(13mm FN) x154



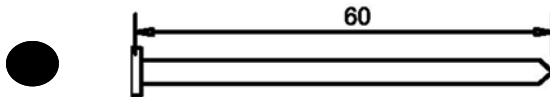
Panel Pin  
(16mm PP) x64



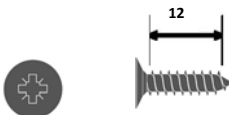
Round head nail  
(40mm RH) x78



Round head nail  
(60mm RH) x3



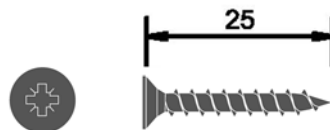
black  
Posi-drive screw  
(12mm) x04



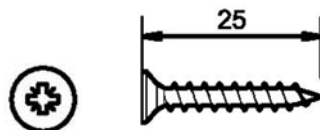
Posi-drive screw  
(20mm) x08



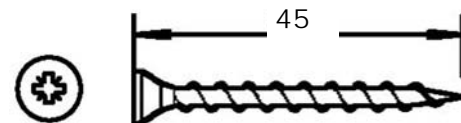
Black  
Posi-drive screw  
(25mm BLK ) x08



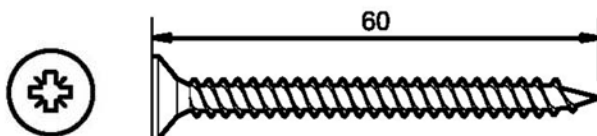
Posi-drive screw  
(25mm) x63

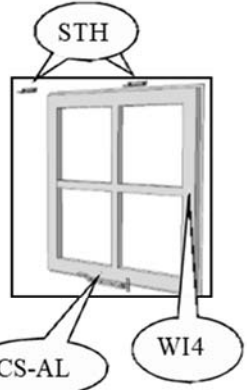


Posi-drive screw  
(45mm) x1

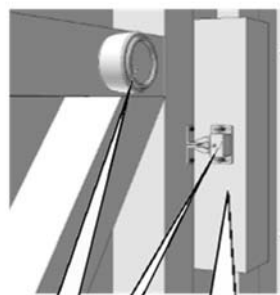


Posi-drive screw  
(60mm) x30

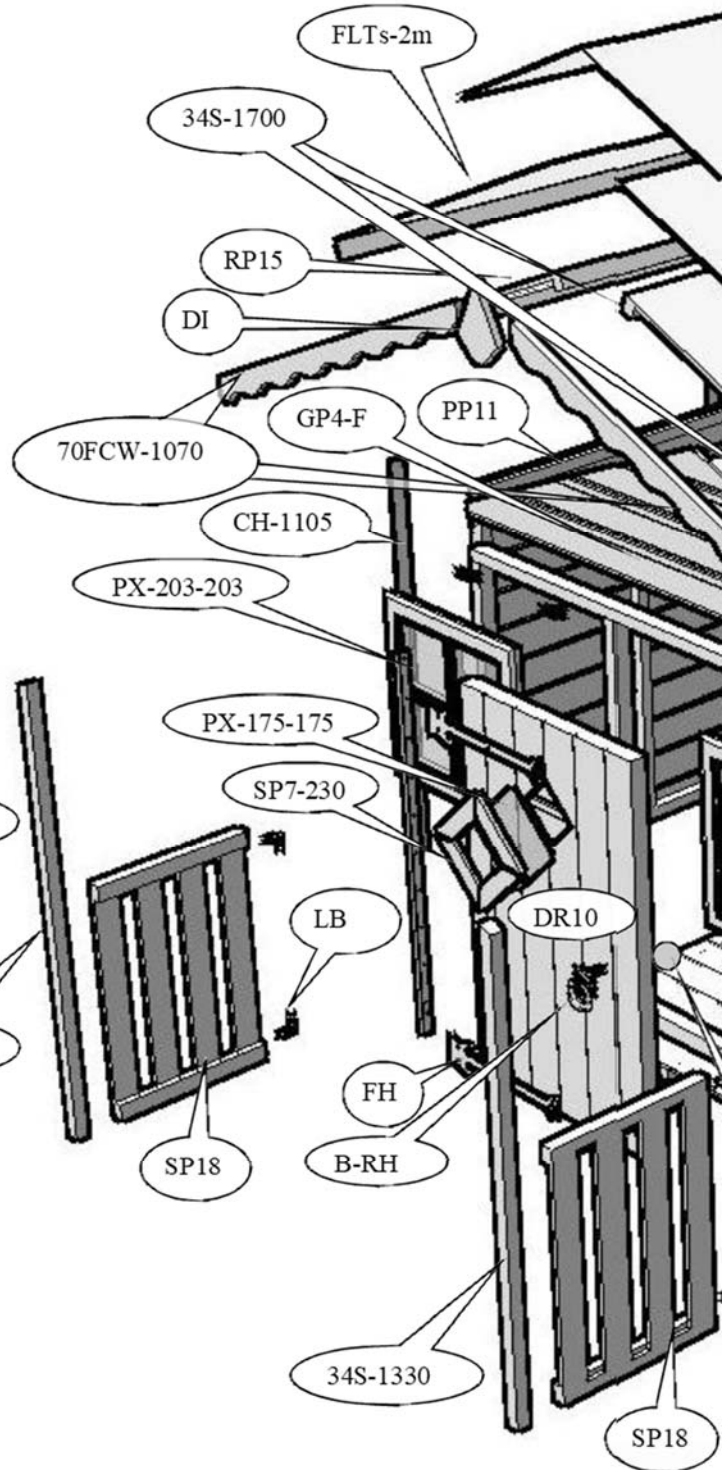




**Window  
Internal view  
Door**

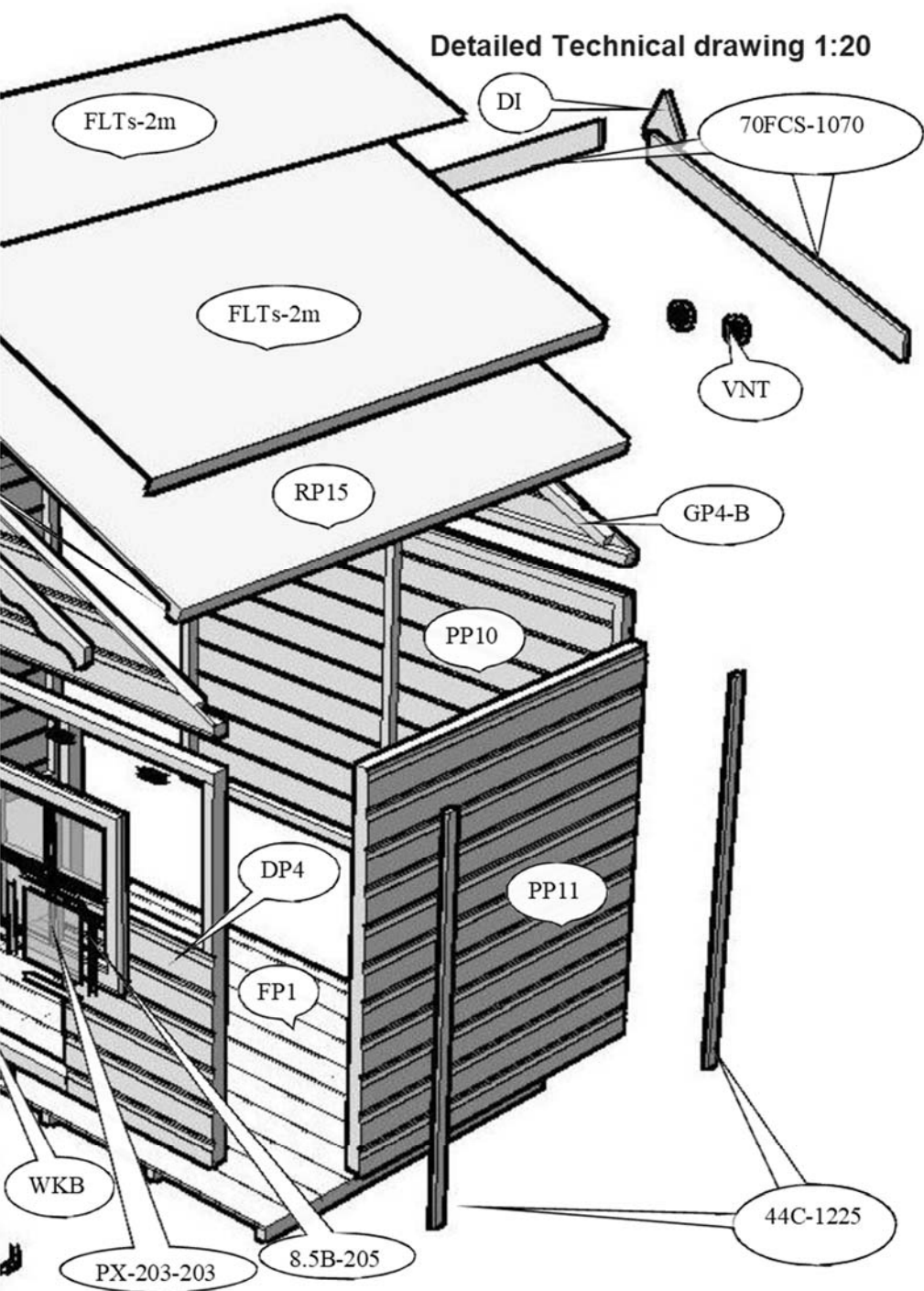


In more detail.....





## Detailed Technical drawing 1:20

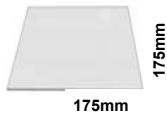
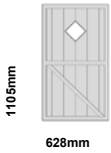


In more detail.....

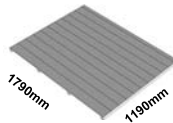
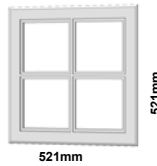
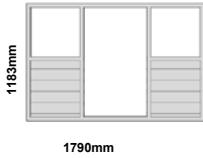
1:20

# Parts List ....Not to scale

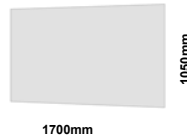
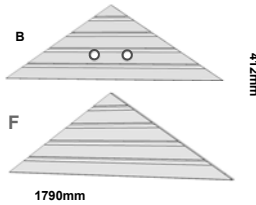
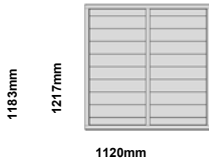
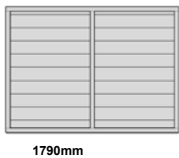
**Door (DR03) x1**     
 **Door architrave (SP7-230) x04**     
 **Plastic Glazing (PX-175-175) x1**     
 **False Hinge (FH-) x02**     
 **Continuous Hinge (CH-1105-) x01**     
 **Black ring handle (B-RH) x01**



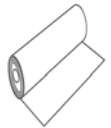
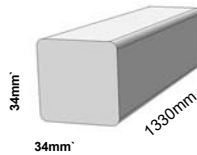
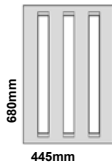
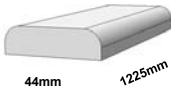
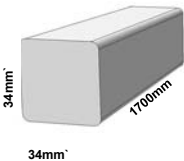
**Wooden Knob (WKB) x01**     
 **Door Panel (DP4) x01**     
 **Window Hinge (STH) x04**     
 **Window insert (WI 4) x02**     
 **Casement set (CS-AL) x02**     
 **Floor panel (FP1) x01**



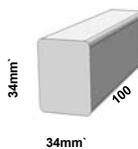
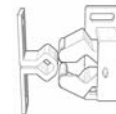
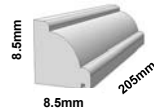
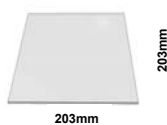
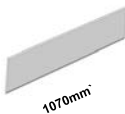
**Plain panel (Back) (PP10) x01**     
 **Plain panel (Sides) (PP11) x02**     
 **Gable panels (GP4) x02**     
 **Safety vent (VNT) x02**     
 **Roof panel (RP15) x02**



**34s framework For roof (34s-1700) x04**     
 **Cover strips (44C-1225) x04**     
 **Veranda fence (SP18) x02**     
 **34s framework Veranda post (34s-1330) x02**     
 **L Bracket (LB) x04**     
 **Felt strips (FLT5-2.0m) x03**



**Fascia (70FCs -1070) x02**     
 **Fascia (70FCw-1070)x02**     
 **Diamond (DI-FB) x02**     
 **Plastic Glazing (PX-203-203) x08**     
 **Beading (8.5B-205) x32**     
 **Roller catch (RC) x01**     
 **34s framework For Door block (34s-100) x01**



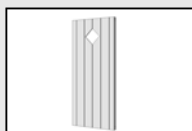
# Assembly instructions:

These instructions are for your safety. Please read through them thoroughly before use.

Treat all the parts before assembly – see page 6!

GB-IE Mark for 8 holes as shown on the inside of the door and drill 4mm.

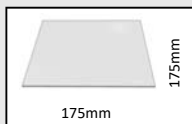
01



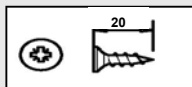
Door  
(DR3)x01



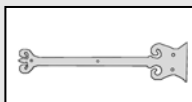
Door architrave  
(SP7-230)x04



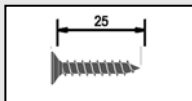
Plastic glazing



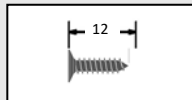
Screws  
(20 mm)x08



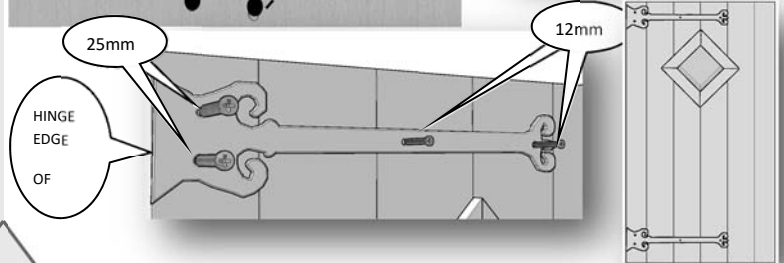
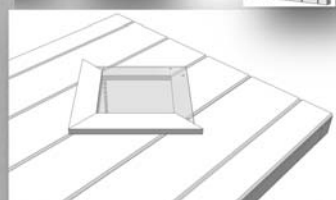
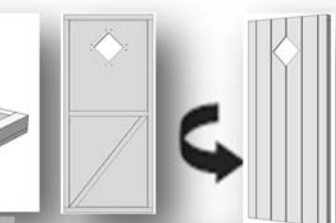
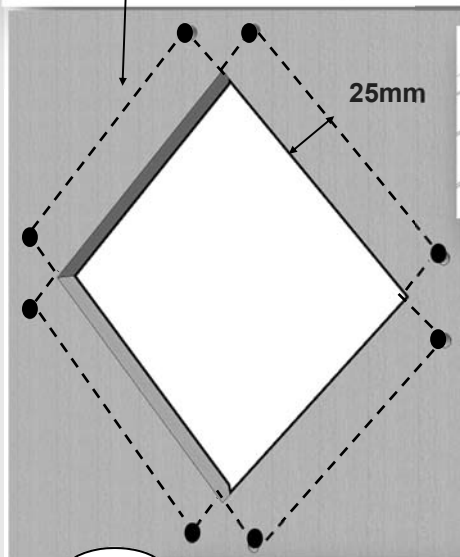
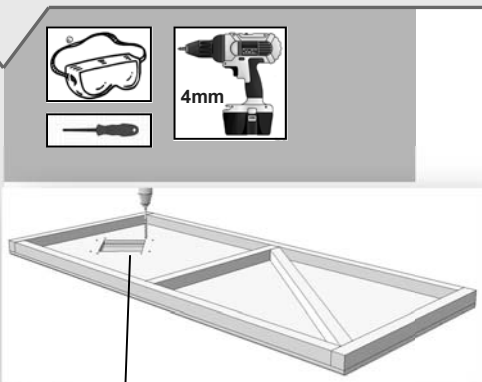
False hinge  
(FHK)x02



Black Screw  
(25mmBLK)x04



Black Screw  
(12mmBLK)x04



GB-IE Fix the bottom pair of door architraves "SP7" on the other side flush with the cut out and position the Perspex  
Then fix the remaining 2 "SP7".door architraves.  
Fit the false hinge "FH" as close to the top and bottom of the door as possible with black screws.

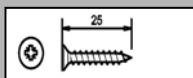
02



Door  
(DR3)x01



Continuous hinge  
(CH-1105)x01



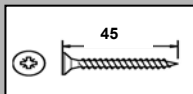
Screw  
(25mm)x14



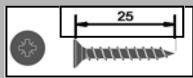
Black ring handle  
(B-RH)x01



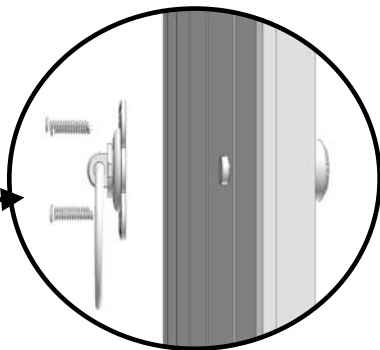
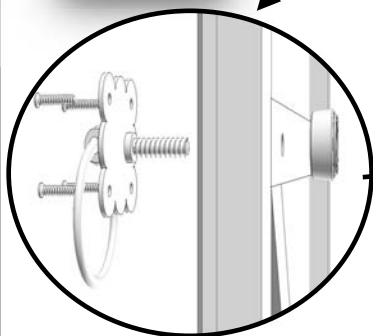
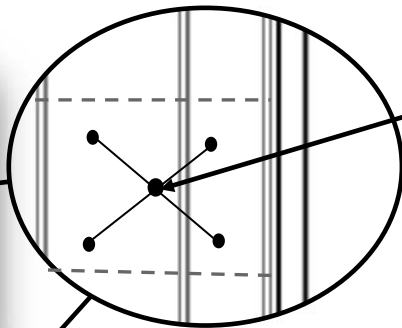
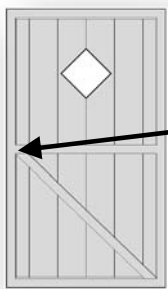
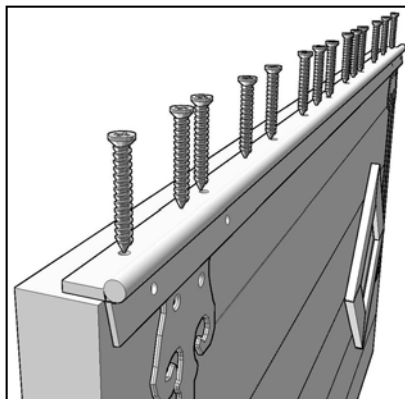
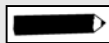
Wooden Knob  
(WKB)x01



Screw  
(45mm)x01



Black screw  
(25mmFH)x04



GB-IE

Lay the door panel "DP3" on the floor, lay the door evenly in position and attach..

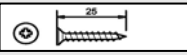
03



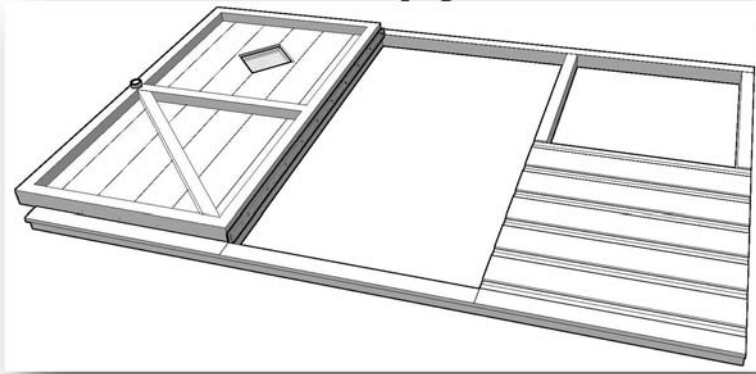
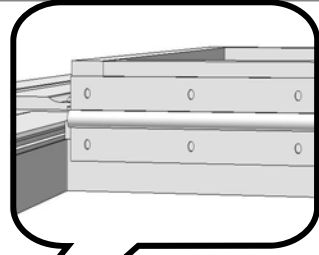
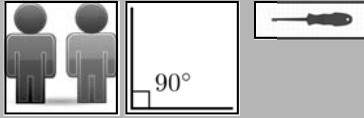
Door  
(DR3) x01



Door panel  
(DP4) x01



Screw  
(25mm) x15



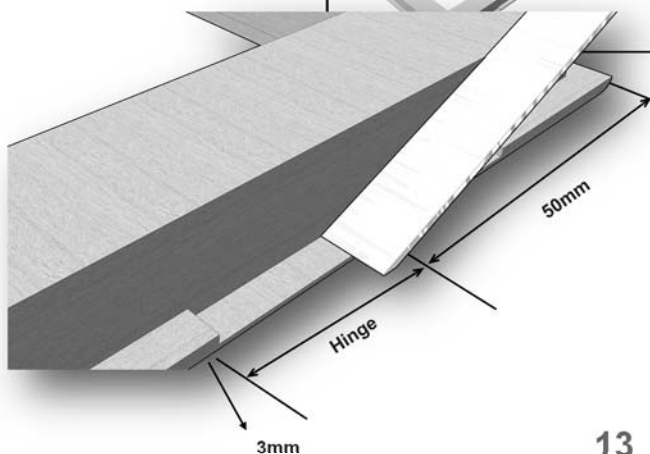
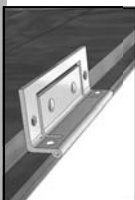
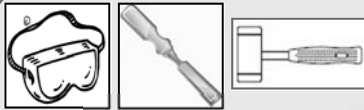
GB-IE

Rebate the top of the window insert 3mm deep. Use the hinge to mark the length. To comply with EN71 safety regulations

04



Window insert  
(WI4) x01



GB-IE

Try the window in position in the panel to check that you have it the correct way around. The hinges fit the top of the window.

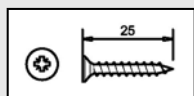
05



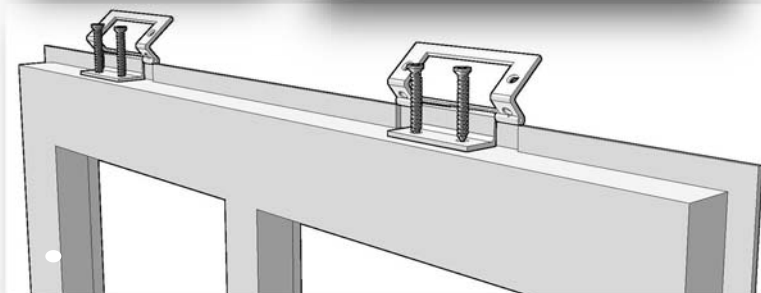
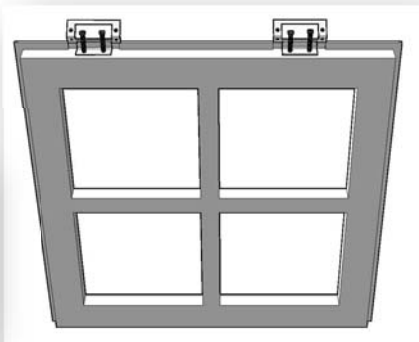
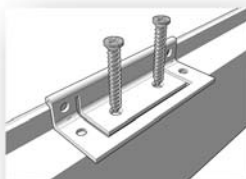
Window insert  
(WI4) x01



Hinge  
(STH)x02



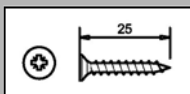
Screw  
(25mm)x04



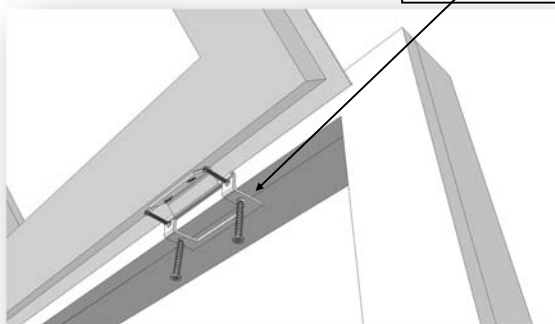
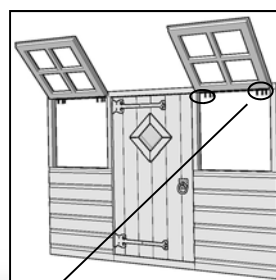
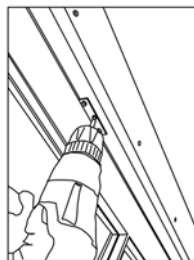
GB-IE

Position the window insert in the aperture and screw the inner screw holes that are just visible first. Open the window and insert the remaining screws.

06



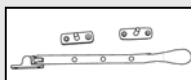
Screw  
(25mm)x10



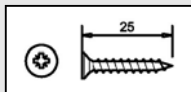
GB-IE

Casement stay and pins must fit together loosely. Fix the casement stay to the window insert first. Then mark and fix the pins .

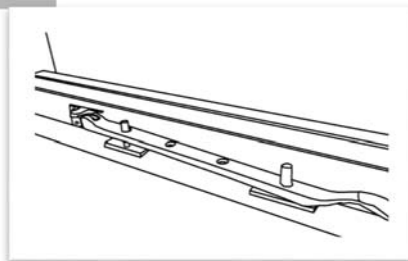
07



Casement set (H-C-AL) x01



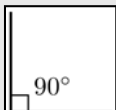
Screw (25mm)x06



GB-IE

Drill both the "PP11 " panels as shown and screw to the "PP10" panel with 2 60mm screws. The cladding on the bottom of the panels overhangs the floor edge.

08



Floor (FP1)x01



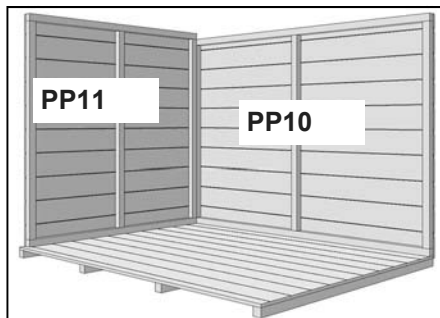
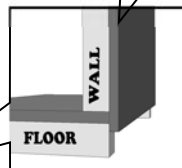
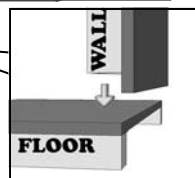
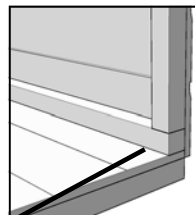
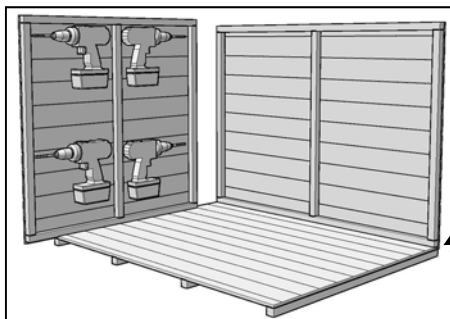
Back -Plain Panel (PP10)x01



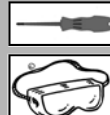
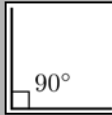
Side- Plain panel (PP11)x01



Screw (60mm)x02



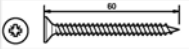
09



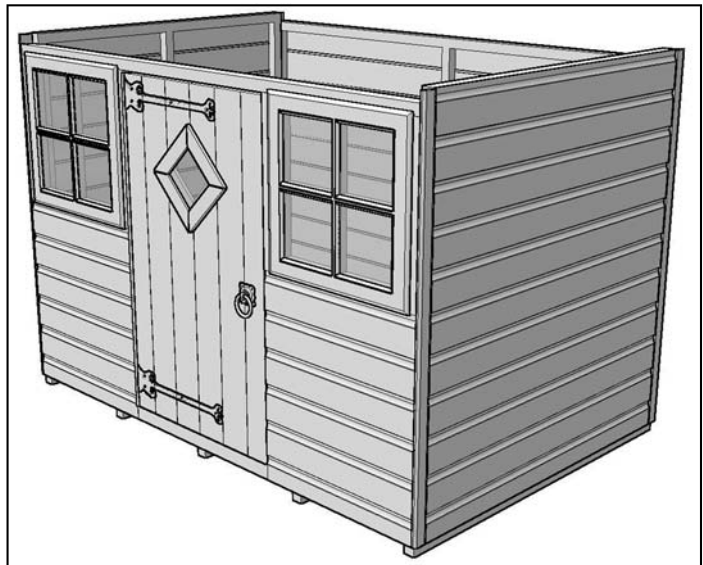
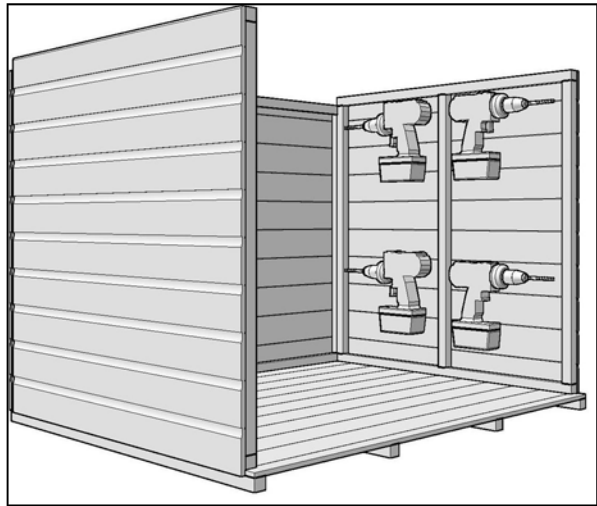
Side-Plain panel  
(PP11) x01



Assembly from  
Steps  
01-06



Screw  
(60mm)x06





GB-IE Place the Back Gable "GP3-b " panel level with the framework and fix to the panel below . Repeat with the front gable."GP3-F"

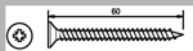
10



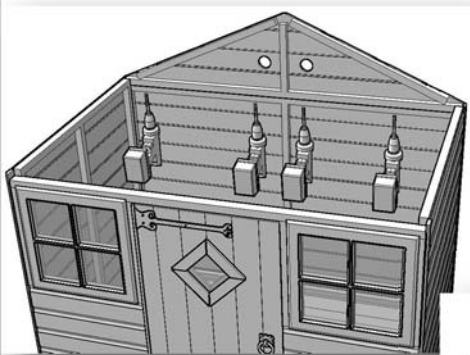
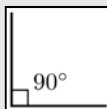
Back Gable



Front Gable (GP4-F) x01



Screw (60mm) x08

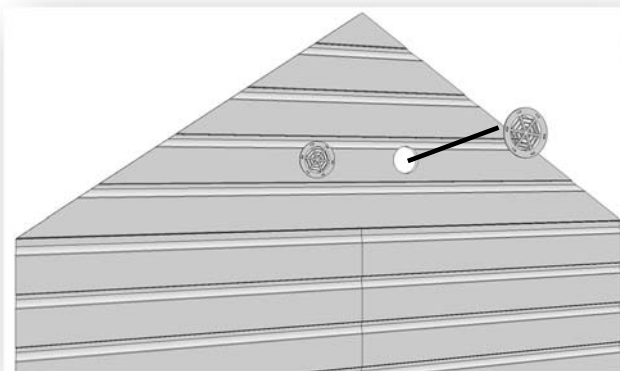


GB-IE Push the vents into the holes in the back gable panel.

11



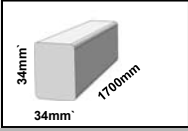
Safety vent (VNT) x01



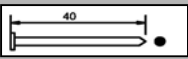
# 12



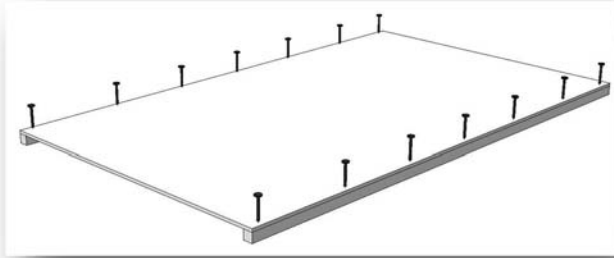
Roof Panel (RP15) x02



Roof framework (34S-1700) x04

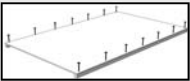
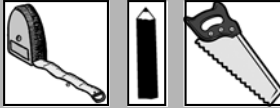


Nail (40mm)x28

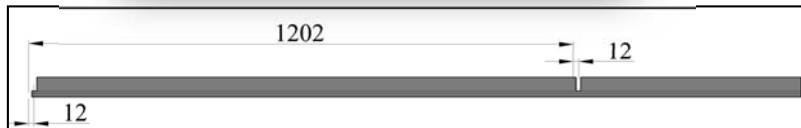
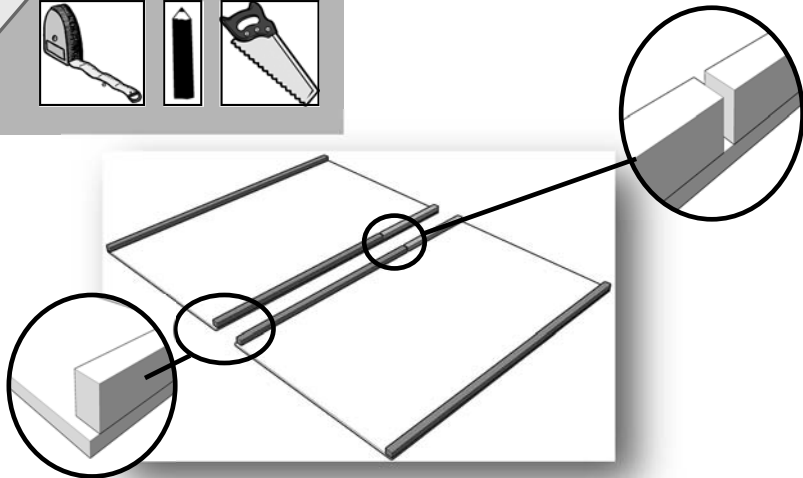


Cut both pieces of the **centre roof framework** as shown for the peek of the roof.

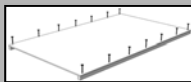
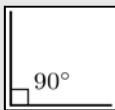
# 13



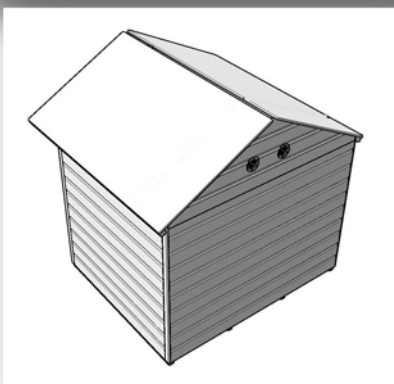
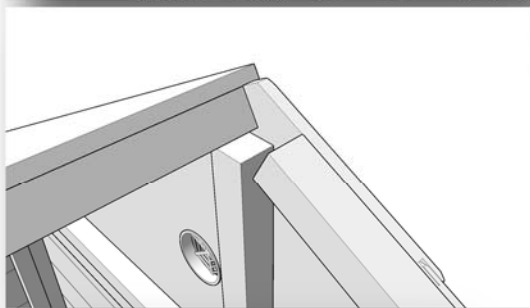
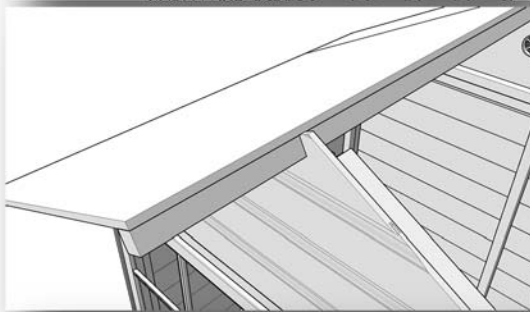
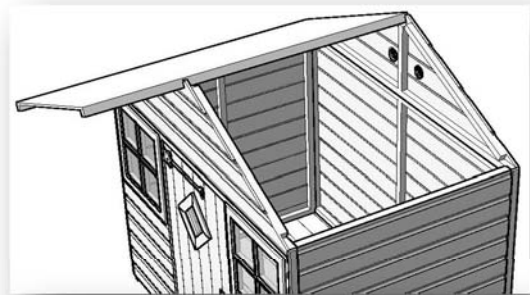
Assembly step 12 x 02



14



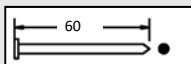
Assembly from  
Steps 12 – 13



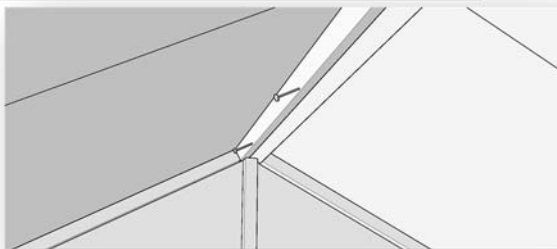
GB-IE

Hold the roof panels together and nail together

15



Nail  
(60mm) x03



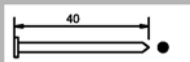
GB-IE

Position ( flush at the back ) and fix both roof panels nailing into the walls  
Use 3 nails along each short edge and 5 nails along the long edge.

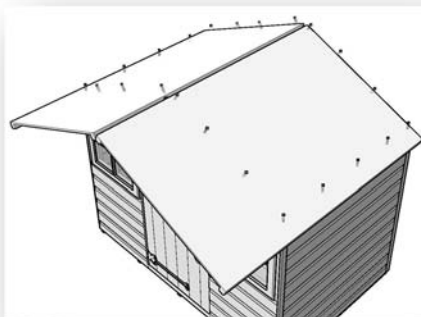
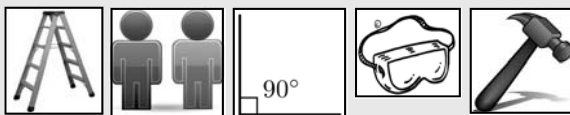
16



Assembly from  
Steps 12 -13



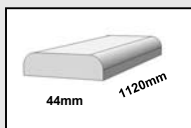
Nail  
(40mm)x22



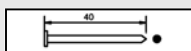
GB-IE

Fit cover strips at each corner with 3 nails each

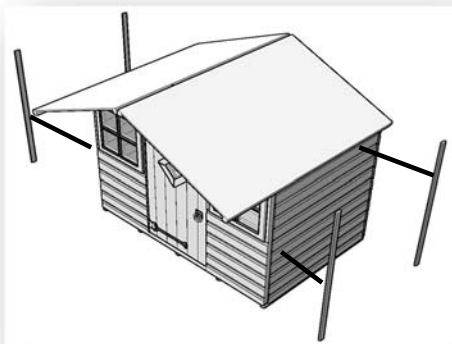
17



Cover strip  
(44C-1225) x04



Nail  
(40mm) x12



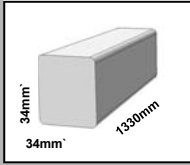
20

GB-IE The "Veranda rails SP18" are handed. Attach the veranda posts to create mirror images of each other.

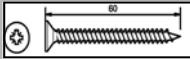
18



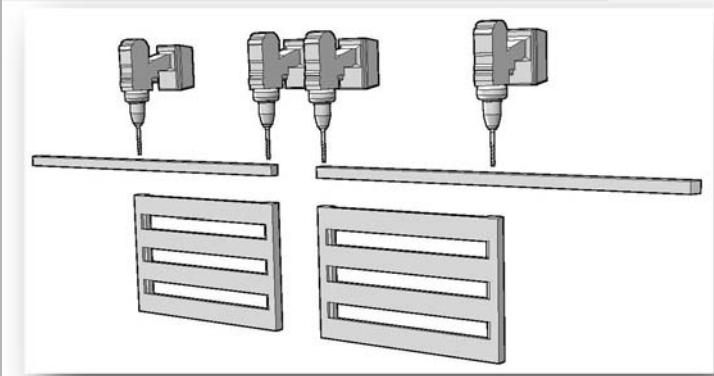
Veranda fence  
(SP18)x02



Veranda post  
(34R-1330)x02



Screw  
(60mm)x04



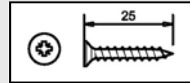
GB-IE

Attach two " L Brackets LB" to each rail .

19



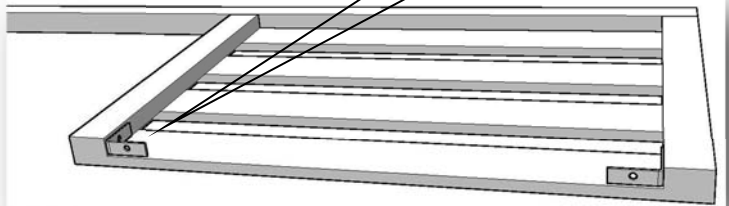
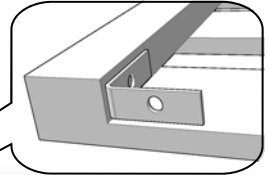
L Bracket  
(LB)x02



Screw  
(25mm)x04



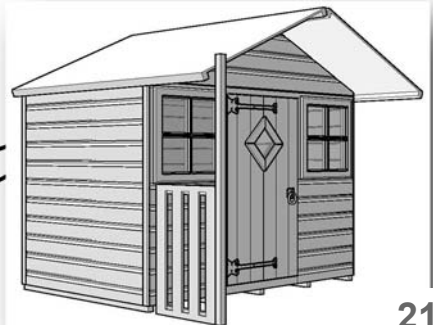
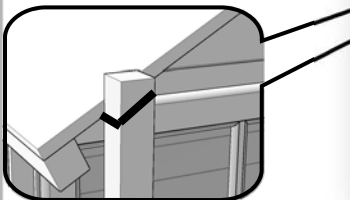
Assembly step 18



GB-IE

For each side, align, mark the post to the underside of the roof and trim.

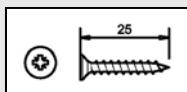
20



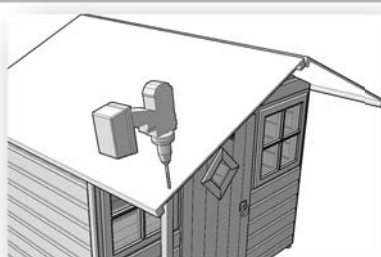
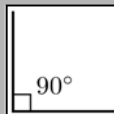
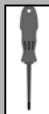
21



Rail assembly  
Steps 18-19



Screw  
(25mm)x06



GB-IE

3 Strips of felt have been supplied .

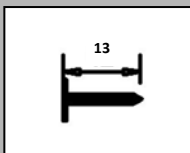
Fit the 2 lower ones first folding the felt over the roof edging, with an even overhang front and back then secure with a couple of nails at the top to hold the felt in position and at the bottom nail at approximately 100mm centres

The third piece overlaps the lower pair and goes over the ridge. Nail at approximately 100mm centres

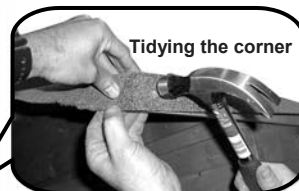
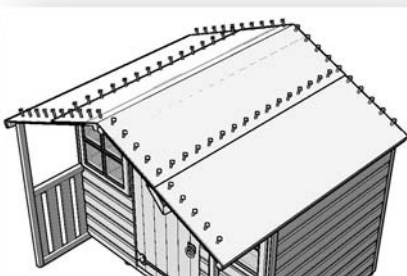
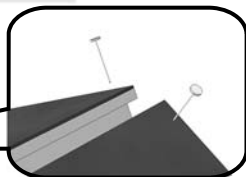
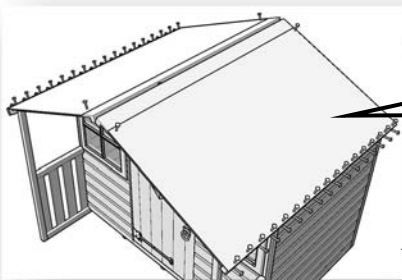
22



Felt strips  
(FLTs-2.0m)x03



Felt nails  
(FN-12mm) x154

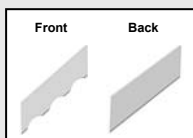


Tidying the corner

GB-IE

Make sure the nails go into the gable framework avoiding the felt nails.

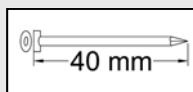
23



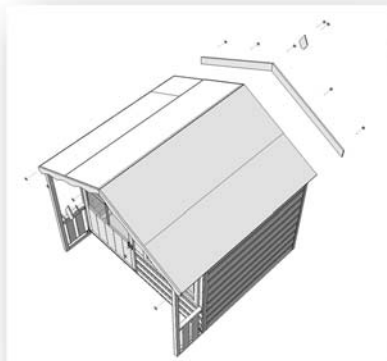
**F&B Fascia**  
(70FC-1070)2 & 2



**Flat bottom diamond**  
(DI-FB)-70x02



**Nail**  
(40mm) x16



# Building Photographs

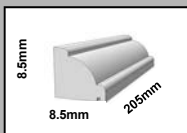
It will be greatly appreciated if you could forward images of your completed

building to -  
sales@shiregb.co.uk.

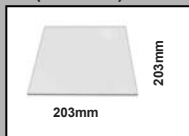
GB-IE

Remove the protective film from both sides of the plastic glazing before fitting.

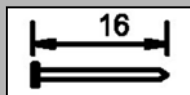
24



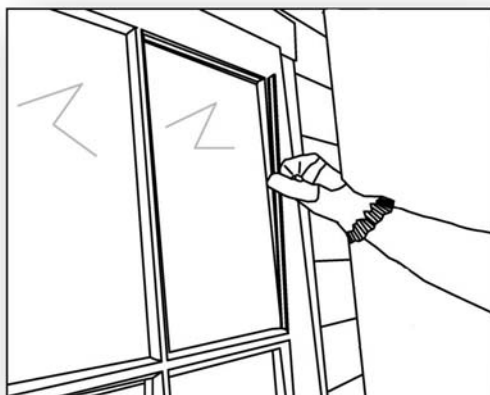
**Beading**  
(8.5B-205)X32



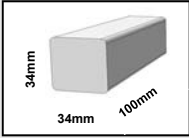
**Plastic Glazing**  
(PX-203-203) x08



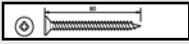
**Panel pin**  
(PP 16mm) x64



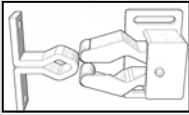
25



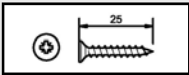
Door catch block (34s-100)x01



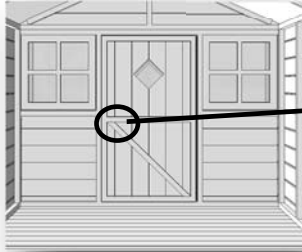
Screw (60mm) x2



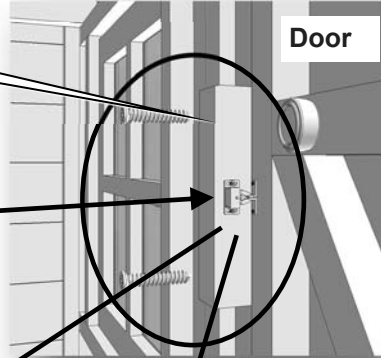
Roller catch (RC)X01



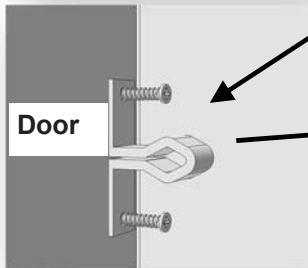
Screw (25mm) x04



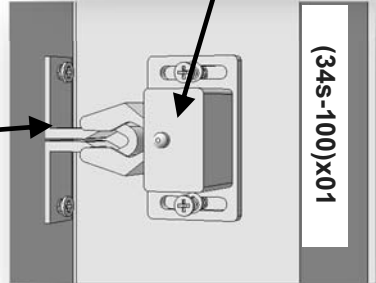
34S-100



Door

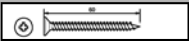


Door



(34s-100)x01

26



Screw (60mm) x8

