Installation, Operating and Maintenance Instructions
Retractable Door
## CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1    SAFETY REQUIREMENTS</td>
<td></td>
</tr>
<tr>
<td>1.1  Symbols and key words used</td>
<td>3</td>
</tr>
<tr>
<td>1.2  Designated use</td>
<td>3</td>
</tr>
<tr>
<td>1.3  General safety advice</td>
<td>4</td>
</tr>
<tr>
<td>2    FITTING AND INITIAL OPERATION</td>
<td></td>
</tr>
<tr>
<td>2.1  Safety advice</td>
<td>4</td>
</tr>
<tr>
<td>2.2  Fitting</td>
<td>5</td>
</tr>
<tr>
<td>2.2.1 Doors with centre profile/horizontal rib</td>
<td>6</td>
</tr>
<tr>
<td>2.2.2 Fitting the handle</td>
<td>6</td>
</tr>
<tr>
<td>2.2.3 Fitting to ceiling</td>
<td>7</td>
</tr>
<tr>
<td>2.2.4 Checking the door action and door stop</td>
<td>7</td>
</tr>
<tr>
<td>2.3  Initial operation</td>
<td>7</td>
</tr>
<tr>
<td>2.3.1 Checking the tension of the springs</td>
<td>7</td>
</tr>
<tr>
<td>3    OPERATION</td>
<td>8</td>
</tr>
<tr>
<td>3.1  Safety advice</td>
<td>8</td>
</tr>
<tr>
<td>3.2  Opening and closing</td>
<td>8</td>
</tr>
<tr>
<td>3.3  Opening the door with the handle</td>
<td>8</td>
</tr>
<tr>
<td>3.4  Locking and unlocking the door</td>
<td>8</td>
</tr>
<tr>
<td>4    CHECKS AND MAINTENANCE</td>
<td>9</td>
</tr>
<tr>
<td>4.1  Safety advice</td>
<td>9</td>
</tr>
<tr>
<td>4.2  Checking the condition of the door</td>
<td>9</td>
</tr>
<tr>
<td>4.3  Checking the tension of the springs</td>
<td>9</td>
</tr>
<tr>
<td>4.4  Replacing the door's tension springs</td>
<td>9</td>
</tr>
<tr>
<td>4.5  Checking the tracks and track rollers</td>
<td>10</td>
</tr>
<tr>
<td>4.6  Checking the lock and rotary latches</td>
<td>10</td>
</tr>
<tr>
<td>4.6.1 Adjusting the latch assembly</td>
<td>10</td>
</tr>
<tr>
<td>5    SURFACE PROTECTION</td>
<td>10</td>
</tr>
<tr>
<td>5.1  Door with steel infill</td>
<td>10</td>
</tr>
<tr>
<td>5.2  Door with timber or GRP infill</td>
<td>11</td>
</tr>
<tr>
<td>6    CLEANING AND CARE</td>
<td>11</td>
</tr>
<tr>
<td>6.1  Steel door surfaces</td>
<td>11</td>
</tr>
<tr>
<td>6.2  Synthetic panes</td>
<td>11</td>
</tr>
<tr>
<td>6.3  Type plate</td>
<td>11</td>
</tr>
<tr>
<td>7    TROUBLESHOOTING</td>
<td>11</td>
</tr>
<tr>
<td>8    DISMANTLING</td>
<td>11</td>
</tr>
</tbody>
</table>

Illustrations steel frame: 12/36
Illustrations timber frame: 37/57
Make sure that these instructions are retained by the operator of the garage door!
Keep these instructions together with the warranty booklet and declaration of conformity in a safe place for later reference.
Enter the serial no (see type plate).
Serial no.: .................................................................

1 SAFETY REQUIREMENTS

Read and follow these instructions carefully!
They provide you with important information on the safe fitting, operation as well as proper care and maintenance of the garage door.
Installation, putting into operation and maintenance must be carried out by a qualified specialist (competent person as defined in the European Standard EN 12635) in accordance with these instructions. In doing so, the requirements of the European Standards EN 12604 and EN 12635 must be complied with. Damage incurred as a result of failing to comply with these instructions and safety advice shall exempt the manufacturer from all liability.

1.1 Symbols and key words used
Special safety advice and/or instructions are provided at the respectively relevant sections. They are denoted by the following symbols and key words.

![RISK OF INJURY!](image)
Wear protective goggles and gloves.

![CAUTION!](image)
 Warns about the risk of physical injury.

![NOTE!](image)
 Warns about the risk of damage to property or malfunctions.

1.2 Designated use
• The garage door is designed and intended for domestic use only. If you intend using the garage door in the commercial sector, check beforehand as to whether the applicable national and international regulations permit such use.
• The garage door is suitable for outdoor applications and opens outwards with an up-and-over action.
• The garage door can be operated manually or be equipped for power operation.
1.3 General safety advice

**RISK OF INJURY!**
When fitting, always wear protective goggles and gloves.

**CAUTION!**
- Always allow sufficient clearance for the swing-out action of the door! When operating the door, always make sure that there are no objects or persons, especially children, within the door’s range of movement!
- Do not alter or remove any structural components! You otherwise risk putting important safety components out of operation. Only ever use genuine spare parts specifically designed for the garage door.
- Do not attach any additional structural components of another make! The tension springs are matched to the door leaf weight. Additional structural components can overload the springs.
- Functional parts, in particular safety-related components, should only be replaced by a specialist.
- Operating the door under wind pressure can be dangerous.

**NOTE!**
- Attach all the supplied fixings and fastenings in accordance with the fitting instructions! Failure to do so could otherwise impair the functional safety of the door.
- During fitting, protect the door frame with bearing block and door leaf against drillin dust.

**RISK OF CORROSION!**
- Protect the door from caustic, aggressive substances, e.g. nitrous reactions from stones or mortar, acids, alkali solutions, de-icing salt, aggressive paints or sealants.
- Ensure adequate drainage and ventilation (drying) in the bottom region of the side frames.

2 FITTING AND INITIAL OPERATION

2.1 Safety advice

**RISK OF INJURY!**
Wear protective goggles and gloves.

**CAUTION!**
- Safeguard the door against falling over!
- Support the track safely and securely!
• Safeguard the door leaf against crashing to the floor!
• Only ever fit the timber infill door to garages that are dry!

**NOTE!**
Make sure that the connection to the building structure is sound. Check that the fixing materials supplied are suitable for the given structural conditions. Do not fasten the door system to supporting structural members unless you have obtained the prior approval of the structural engineer.

Note the written information to be read in conjunction with the figure (e.g. point 2.2.1). It provides you with important pointers on how to safely fit and operate the garage door.

### 2.2 Fitting

**Fitting to steel frame**
The garage door can be installed from inside the garage, either behind the opening or in the opening.

**Fitting to timber frame**

**NOTE!**
• Before fitting the door, check carefully the opening size and squareness of the timber frame (the door is manufactured slightly smaller to give the correct clearance between door leaf and timber frame).
• The timber frame should be of the "Goalpost" type, with a minimum nominal size of 70 mm x 70 mm (2 2/3" x 2 2/3") once erected it should provide an inside frame dimension as detailed.

<table>
<thead>
<tr>
<th>Door size</th>
<th>Inside frame dimension in <strong>Imperial</strong></th>
<th>Inside frame dimension in <strong>Metric</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>6’6” x 6’6”</td>
<td>6’6” x 6’6”</td>
<td>1981 x 1981</td>
</tr>
<tr>
<td>6’6” x 7’0”</td>
<td>6’6” x 7’0”</td>
<td>1981 x 2134</td>
</tr>
<tr>
<td>6’10” x 6’4”</td>
<td>6’10” x 6’4”</td>
<td>2083 x 1931</td>
</tr>
<tr>
<td>7’0” x 6’4”</td>
<td>7’0” x 6’4”</td>
<td>2134 x 1931</td>
</tr>
<tr>
<td>7’0” x 6’6”</td>
<td>7’0” x 6’6”</td>
<td>2134 x 2134</td>
</tr>
<tr>
<td>7’0” x 7’0”</td>
<td>7’0” x 7’0”</td>
<td>2134 x 2134</td>
</tr>
<tr>
<td>7’3” x 6’4”</td>
<td>7’3” x 6’4”</td>
<td>2210 x 1931</td>
</tr>
<tr>
<td>7’5” x 6’6”</td>
<td>7’5” x 6’6”</td>
<td>2261 x 1981</td>
</tr>
<tr>
<td>7’5” x 7’0”</td>
<td>7’5” x 7’0”</td>
<td>2261 x 2134</td>
</tr>
</tbody>
</table>
All the dimensions stated in the illustrated section are in mm.

**Door open for on-site infill**

**CAUTION!**
- Without the weight of the infill, the door swings upwards extremely quickly.
- Maximum infill weight 7kg/m² for doors with integral wicket door.

<table>
<thead>
<tr>
<th>BR-Ordering width</th>
<th>BR-Ordering height</th>
<th>Maximum permissible infill weight for an on-site infill:</th>
</tr>
</thead>
<tbody>
<tr>
<td>2000</td>
<td>1875</td>
<td></td>
</tr>
<tr>
<td>2125</td>
<td>2000</td>
<td></td>
</tr>
<tr>
<td>2250</td>
<td>2125</td>
<td></td>
</tr>
<tr>
<td>2375</td>
<td>2250</td>
<td></td>
</tr>
<tr>
<td>2500</td>
<td>2375</td>
<td></td>
</tr>
<tr>
<td>2625</td>
<td>2500</td>
<td></td>
</tr>
<tr>
<td>2750</td>
<td>2625</td>
<td></td>
</tr>
<tr>
<td>2875</td>
<td>2750</td>
<td></td>
</tr>
<tr>
<td>3000</td>
<td>2875</td>
<td></td>
</tr>
</tbody>
</table>

2.2.1 Doors with centre profile/horizontal rib

The spacer bush with square hole is only used on doors with a centre profile or horizontal rib.
2.2.2 Fitting the handle

**NOTE!**
- Select the pin setting (a, b or c) with the largest possible guide for the internal handle.
- If measurement A is below 36 mm, shorten the pin of part 〇.

2.2.3 Fitting to ceiling

**CAUTION!**
When fitting to the ceiling, make sure that you have sufficient headroom. If necessary, shorten the universal anchor flush with the bottom edge of the track.

2.2.4 Checking the door action and door stop

**NOTE!**
Check the door action and door stop. To ensure a smooth-running door, the diagonal dimensions a and b must be equal and in the end-of-travel position the rubber buffers on both sides must contact the rear spacer.

To install the door simply and safely, carefully carry out the work stages according to figures 1 to 9.3 (10 to 18.3)!

2.3 Initial operation

2.3.1 Checking the tension of the springs (fig. 6.4/16.5)

Half open the door. The door should hold this position.

**CAUTION!**
- The door’s tension springs must be adjusted by a specialist only with the door open and secured, as shown in figure 6.4/16.5 (1-4)!
- After setting the tension of the springs, secure the spring holders with the spring plugs.

If the door drops down significantly, increase the tension of the springs.
If the door pulls upwards significantly, decrease the tension of the springs.

Make a test run and check the door in accordance with section 4 "Checks and Maintenance".

When the garage door is properly fitted and checked, it runs smoothly, functions safely and is easy to operate.
3 OPERATION

3.1 Safety advice

CAUTION!
Always allow sufficient clearance for the swing-out action of the door! When operating the door, always make sure that there are no objects or persons, especially children, within the door’s range of movement!

Maintain a safety distance of 1350 mm in front of the door.

3.2 Opening and closing

CAUTION!
- Manual opening only using the external or internal handle, on no account using the lifting arm or the pull cord with knob!
- Manual closing only using the external or internal handle, or the pull cord with knob to start. On no account using the lifting arm!

- When opening the door, always push it back to the end-of-travel position and wait for it to come to a complete standstill!
- When closing the door, always make sure that the rotary latches has engaged.

3.3 Opening the door with the handle

When the garage door is closed with the handle, it is not locked. To lock the door, use the key or looking snib.

Opening from the outside
Rotate the handle a quarter turn clockwise.

Opening from the inside
Rotate the handle a quarter turn anti-clockwise.

3.4 Locking and unlocking the door

From the outside using the key and from the inside using the looking snib.

Unlocking from the outside
Rotate the key a full turn clockwise and then withdraw it.

Locking from the outside
Rotate the key a full turn anti-clockwise and then withdraw it.
Locking from the outside - self-latching
Rotate the key a half turn clockwise, slightly open the door, turn the key back to the starting position and then withdraw it. Once the door has closed, the lock is engaged again.

Unlocking from the inside
Push the looking snib to the left.
After unlocking the door in this way, you can then open it without a key.

Locking from the inside
Push the looking snib to the right.

- For doors fitted with an operator, follow the manufacturer’s operating instructions.
- For steel doors with ventilation slots the latching is horizontal, with non-resilient rods and the looking snib is concealed for security reasons.

4 CHECKS AND MAINTENANCE

4.1 Safety advice

CAUTION!
- Have the door inspected and maintained at least once a year by a specialist in accordance with these instructions!

4.2 Checking the condition of the door
- Make a visual check of the general condition of the door, all the structural components and safety devices to ensure that these are still complete, effective and in good working order.
- Check that all the fixing points are firmly seated, and if necessary, tighten the screws!
- Lubricate all the pivots with a commercially available penetrating/lubricating oil, do not apply grease, see fig. 8.1/17.1.

4.3 Checking the tension of the springs
See section 2 “FITTING AND INITIAL OPERATION“.

4.4 Replacing the door's tension springs
After approx. 25,000 door cycles have the tension springs replaced by a specialist.
This is necessary as follows:
up to 5 door cycles per day: every 15 years
up to 6 -10 door cycles per day: every 8 years
up to 11 - 20 door cycles per day: every 4 years
up to 21 - 40 door cycles per day: every 2 years
more than 40 door cycles per day: once a year

4.5 Checking the tracks and track rollers
• Clean the tracks but do not apply grease.
• Check the track rollers for wear. If these appear to be worn, have them replaced by a specialist.

4.6 Checking the lock and rotary latches

**NOTE!**
• Only use specialised maintenance products for the profile cylinder. Do not use oil or graphite!
• Lubricate the rotary latches with a commercially available penetrating/lubricating oil, do not apply grease!

Check the rotary latches in accordance with fig. 1.2/14.1 and if necessary, adjust.

4.6.1 Adjusting the latch assembly (fig. 9.1/18.1)
The latch assembly is already set for the standard case. If there are inaccuracies in the building structure, loosen the nuts, push the latch assembly in the direction of the arrow and then retighten the nuts.

4.7 Accessories
• In order to ensure the high performance standard of quality, safety, reliability and durability, only ever use genuine spare parts specifically designed for the garage door.
• Only use an operator approved for the garage door in accordance with the European Standard EN 13241-1. In doing so, observe the separate fitting and operating instructions provided by the manufacturer of the operator. Immobilize both rotary latches.
• Should you wish to retain the function of the rotary latches even when using an electric operator, use the de-latching set for up-and-over garage doors.

5 SURFACE PROTECTION

5.1 Door with steel infill
The door leaf is made of galvanized steel and has been finished with a polyester powder-coating. Scratches or minor damage do not constitute grounds for complaint. If you chose to paint the door then:
1. Slightly sand down the door surface with fine emery paper (at least 180-size grain)
2. Clean the door surface with water and dry.
3. Treat the door surface with a solvent-based 2-component epoxy adhesive primer and a commercially available resin paint for outdoor applications. Both coats must be compatible. In the process, follow the manufacturer's directions for use. Renew the final coat as and when necessary, depending on the local climatic conditions.

5.2 Door with timber or GRP infill
See separate instruction label on inside face of door panel.

6 CLEANING AND CARE

6.1 Steel door surfaces
Clean the door surfaces with clear water and a soft sponge or with commercially available paint cleaners.

6.2 Synthetic panes

**NOTE!**
Do not use any abrasive cleaning agents, sharp tools or glass cleaners containing alcohol! They can cause stress cracking and damage the panes.

Clean synthetic panes with clear water and a soft cloth or sponge. In the case of heavier soiling, use a mild, acrylic-compatible plastics cleaner. Please also follow the manufacturer's directions for use.

6.3 Type plate
Clean the type plate - it should be clearly legible at all times.

7 TROUBLESHOOTING

In the event of a sluggish door action or other malfunctions, check all the functional components. For further instructions, refer to section 4 "CHECKS AND MAINTENANCE".
If any points are unclear, consult a specialist.

8 DISMANTLING

Have the door dismantled and properly disposed of by a specialist.

Protected by copyright! No part of these instructions may be reproduced without our permission. Subject to changes.
2.1

2.2

1

2

3

06.2008 / Art.-Nr.: 1 818 024
www.garagedooronline.co.uk  01926 463888  www.garagedooronline.co.uk