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# OWNER'S MANUAL

## MODEL SHEET-R

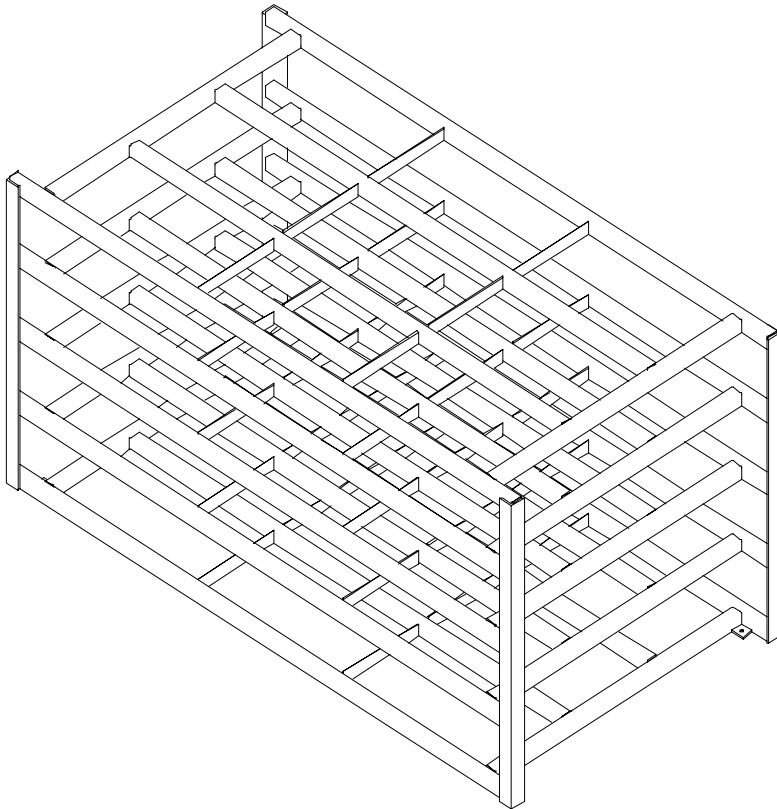
Serial number \_\_\_\_\_

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### IMPORTANT NOTES, WARNINGS AND SAFETY INSTRUCTIONS

Ensure that all employees understand and follow the following.

- ☞ Failure to read and understand this owner's manual before using or servicing the Sheet-R constitutes a misuse of the product. All persons who will use or care for this product must be familiar with this material.
- The load must be removed before any work is performed on the Horizontal Sheet Rack.
- Ensure that all safety and warning labels stay in place and are legible.
- Do not use the Sheet-R if any damage or anything unusual is observed.
- The Horizontal Sheet Rack is intended for use only on compacted, improved surfaces.
- ◆ Do not perform any modifications to the Sheet-R without the manufacturer's approval. Failure to receive authorization for changes to the equipment could void the warranty.
- ◆ Maintenance and repairs are to be done only by personnel qualified to perform the required work. The manufacturer will not give consideration for warranty repair charges without prior written authorization.



### WHEN ORDERING

#### REPLACEMENT PARTS:

We take pride in using quality parts on the equipment we manufacture. We are not responsible for equipment problems resulting from the use of unapproved replacement parts.

To order replacement or spare parts for this equipment, contact the factory.

In any communication with the factory please be prepared to provide the machine's serial number, which is indicated on the machine dataplate.

### RECEIVING INSTRUCTIONS

It is possible that the unit could incur damage during transit.

Inspect the unit closely when it arrives. *If you see evidence of damage or rough handling to either the packaging or to the product when it is being unloaded, immediately make a note of it on the Bill Of Lading!*

It is important that you remove the product's packaging upon its arrival to ensure that there is no concealed damage or to enable a timely claim with the carrier for freight damage.

Also verify that the product and its specifications are as ordered.

## INSTALLATION INSTRUCTIONS – SHEET-R

*Review this entire page before installing the SHEET-R.*

*Consult the factory in the event there are any questions or problems at the time of installation, or for information regarding optional features not covered by the owner's manual.*

*The Sheet-R must be removed from the shipping wood and securely anchored to the floor before use! (See notes below)*

- Modifications or additions to the Horizontal Sheet Rack without prior manufacturer's authorization may void the SHEET-R's warranty. The addition of ancillary equipment to the Horizontal Sheet Rack may necessitate that its load capacity be reduced.
- The installation must be made so that it complies with all the regulations applicable to the product and its location. The end-user must verify that the supplied equipment is installed so it will be suited to the environment in which it will be used.
- Installation must be performed by suitably trained personnel with access to the appropriate equipment.

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For a typical installation of a standard SHEET-R you will need the following:

1. A fork truck or hoisting means to unload the Sheet-R from the freight truck and set it into place.
2. A smooth, level, and adequately strong concrete surface on which to mount the Horizontal Sheet Rack.
3. Concrete anchors, a masonry drill, a masonry bit, hand tools, and steel shims. Consult the building's architect or facility engineer to determine the best size and type of hardware with which to anchor the machine to the floor.

To install a standard Horizontal Sheet Rack:

1. Move the Horizontal Sheet Rack into place with straps or forks using appropriate techniques.
2. Anchor the frame to the floor through the holes located at the bottom four corners of the rack.
3. Verify that all of the safety and warning labels are in good condition.

Note: See Installing Masonry Anchors section for installation Guidelines.

## LOADING INSTRUCTIONS – SHEET-R

- o *Ensure that all employees involved in the operation of this Horizontal Sheet Rack understand and follow these instructions!*

The standard model Sheet-R is suitable for use in most industrial and commercial locations. It is intended to be used as an indoor storage unit for horizontally stored sheet materials that are no longer than the SHEET-R's shelves.

**Loading:**

The load rating, in pounds, is shown on the dataplate located on the bottom corner of the Sheet-R. It indicates the net capacity of the Sheet-R with an evenly distributed load.

*Note:* The addition of any ancillary equipment to the Horizontal Sheet Rack by third parties must be taken into account when determining the maximum load to be placed on the Sheet-R.

*Warning:* Do not exceed the Sheet-R's load ratings. Injury to personnel or permanent damage to the Sheet-R could result from exceeding the listed capacity.

Ensure that all safety and warning labels stay in place and are legible. Refer to the labels page in this manual.

## ROUTINE MAINTENANCE & SAFETY CHECKS – SHEET-R

- o *Warning: Care should be taken to identify all potential hazards and comply with applicable safety procedures before beginning work.*

(A) Inspect daily for:

- 1.) Damage or structural deformation to the structural members, anchoring points, etc.

(B) Inspect monthly for:

- 1.) The integrity of the frame anchor bolts, and for cracks in the concrete around them.
- 2.) All the information, safety, and warning labels being in place and in good condition.

## INSTALLING MASONRY ANCHORS

The most important factor in choosing the proper anchor is the type of load it will carry. Shear loads are caused when the weight of the fixture exerts force parallel to, or along, the surface of the concrete. Tensile loads are caused when the fixture exerts force perpendicular to, or away from, the concrete surface.

Because precise knowledge of the condition of concrete at a given location is typically lacking, the standard recommendation is that the anchor you choose should be rated for about four times the load's weight it will carry if it will bear a static load, and eight times the load's weight if it will carry a dynamic or impact load. Static loads are loads that merely sit or hang without ever experiencing a change in load conditions. Impact, or dynamic, loads have forces that vary in some way, such as when a load is driven across an edge-of-dock dock leveler or a speed bump.

The holding power of any anchor depends on: the quality of the concrete -- if the concrete is old and crumbly, the holding power of the fastener will be reduced, and; its position -- if the anchor is placed near the edge of the concrete, or if two anchors are placed too close together, the force generated by the anchor might break the concrete.

☞ An anchor should be placed no closer to the edge of the concrete than the distance equal to five times the anchor's width. Therefore, a ½" diameter anchor should be no closer than 2½" (½" times five) from the edge of the concrete. Also, two anchors should never be placed closer than ten times the anchor's width from each other. In other words, two ½" anchors should be at least 5" (½" x ten) apart.

◆ Two types of one-piece, mechanical expansion anchors are popular.

Sleeve anchors have a steel sleeve on the shank, split at the bottom so it can expand. The bolt has a cone-shaped plug at the base, and a nut on the top. When you place the anchor in the hole and tighten the nut, it draws the bolt upward, pulling the plug into the sleeve and expanding it against the hole. Once installed, sleeve anchors cannot be removed. They are available in a variety of head styles, however -- a removable hex head, an acorn nut, or either round- or flat-head screws.

The shank of a wedge anchor is similar to a sleeve anchor -- a solid shank, threaded at the top and with a cone-shaped plug at the bottom. But the shank of a wedge anchor is grooved on opposite sides. In each groove is a rectangular shank with a spade-shaped wedge on the end. As the nut on top is tightened, the washer pushes the rectangular shanks down, which spreads the wedges over the plug. A wedge anchor cannot be removed once it is installed. Wedge anchors always have a hex head screw with a washer so the material can be removed and reinstalled.

☞ As a rule, use sleeve anchors when working with soft concrete or installing them in the mortar joints between block and brick. Also use sleeve anchors when you suspect that the concrete may have voids in it. Sleeve anchors have a larger bearing surface than wedge anchors. Use wedge anchors for maximum holding power in hard concrete.

◆ Once the proper type of anchor is determined, select the size of fastener that is closest to the size of the anchoring hole in the product. Anchoring products' specifications vary from one manufacturer to the next -- if the manufacturer's installation instructions differ from the information in this document, always follow the manufacturer's instructions. When drilling a hole for a masonry screw, it is a good idea to utilize the special bit sold by the screw manufacturer. Proper hole sizing is critical for optimal holding power. Never use a dull bit, because it tends to produce a larger hole than the same size of sharp bit. When drilling large holes in masonry, it is much easier and more accurate to start with a smaller bit and step up gradually to the required bit diameter. Eye protection and a dust mask should be worn when drilling and cleaning the holes.

• To install wedge or sleeve anchors, first position the material you want to anchor. Mark the locations of the product's anchor holes on the concrete. The product can be left in place if there is adequate clearance to allow for drilling the holes. Use a hammer drill to drill the holes in the concrete at the product's bolthole location. Make sure the holes are the specified diameter for the anchor that you plan to use, and at least ¼" deeper than the length of the anchor. Blow the dust out of the drilled holes with compressed air or a blowout bulb. Place the product over the anchor holes and insert the anchors into the holes. Use an appropriately sized washer between the bolt head and the product if necessary to prevent the product's hole from eventually pulling over the bolt head. Tighten a sleeve anchor two to three turns to expand it. Tighten a wedge anchor three to five turns. The anchor manufacturer's instructions might specify that the anchor be to be tightened with a torque wrench to a certain number of foot-pounds.

• Installing a two-step mechanical anchor: For a two-step anchor, tap the anchor into the whole, then position the item being mounted and install the fastener. Again, use washers if necessary if there is a possibility that the product could eventually pull off of the bolt head. Tighten the fastener until its head is fully seated against the mounted item and secure in the hole. Do not over tighten it, or you might break the fastener or ruin the anchor's bond with the concrete.

*Note: To determine the proper type of concrete fastener to use for a specific application, consultation with the building's architect or facility engineer is recommended.*

## **SAFETY LABEL IDENTIFICATION**

\* Product safety signs or labels should be periodically inspected and cleaned by the product users as necessary to maintain good legibility for safe viewing distance -- ANSI 535.4 (10.21). Contact the manufacturer for replacement labels.



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## **PRODUCTS' WARRANTY**

### 90 DAY LIMITED WARRANTY

The manufacturer warrants for the original purchaser against defects in materials and workmanship under normal use for 90 days after date of shipment (not to exceed six months after date of manufacture). Any part that is determined by the manufacturer to be defective in material or workmanship and returned to the factory, shipping costs prepaid, will be, as the exclusive remedy, repaired or replaced at our option. Labor costs for warranty repairs and/or modifications are not covered unless pre-approved by the manufacturer or done at the manufacturer's facilities. Any modifications performed without prior written approval of the manufacturer may void warranty. This limited warranty gives purchaser specific legal rights, which vary from state to state.

All specifications are subject to change without notice.

### LIMITATION OF LIABILITY

To the extent allowable under applicable law, the manufacturer's liability for consequential and incidental damages is expressly disclaimed. The manufacturer's liability in any event is limited to, and shall not exceed, the purchase price paid. Misuse or modification may void warranty.

Warranty does not cover labor or consequential damages including, but not limited to, business interruption costs, lost profits, or lost business opportunities.

### WARRANTY DISCLAIMER

The manufacturer has made a diligent effort to accurately illustrate and describe their products. However, such illustrations and descriptions are for the sole purpose of identification, and do not express or imply a warranty that the products are merchantable or fit for a particular purpose, or that the products will necessarily conform to the illustrations or descriptions.

The provisions of the warranty shall be construed and enforced in accordance with the Uniform Commercial Code and laws as enacted in the State of Indiana.

### DISPOSITION

Our company will make a good faith effort for prompt correction or other adjustment with respect to any product that proves to be defective within the Limited Warranty Period. Warranty claims must be made in writing within said year.