

12 Large Apex Potting Sheds

Instruction Manual

8ft wide

8ft to 20ft deep



12 Instruction Manual

Please follow the instructions for safe unpacking of your garden building

Base.

Ensure the base is level and is built on firm ground, to prevent distortion. The base should be slightly smaller than the external measurement of the building to allow water to run away freely, i.e. the cladding should overlap the base. When constructing your base, remember not to build it too close to walls, fences, trees or overhanging bushes as this may cause issues with water ingress over a long period.

Timber Information.

As timber is a natural product it is prone to changes in appearance during different weather conditions, including swelling, warping and splitting. Whilst every effort is made to hand pick timber to avoid splits and knot holes, there may be instances where the timber has shrunk and small knots may have fallen out, or a small split may have appeared.

Unfortunately, we can not take responsibility for the seasoning of the timber, but we can give helpful advice on how to treat the issue. None of the mentioned instances will affect the structural integrity of the product.

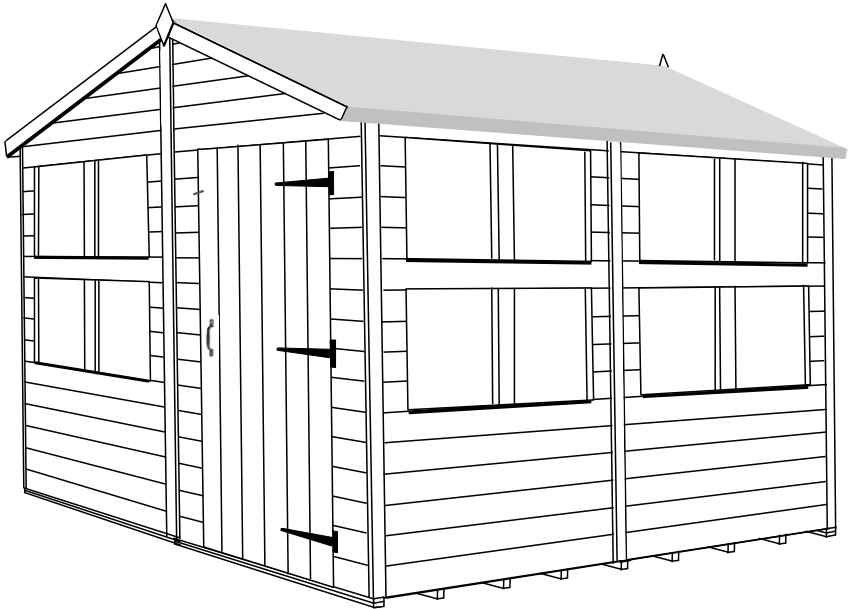
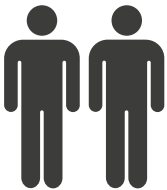


Image for illustration purposes only, your shed may vary



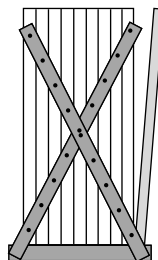
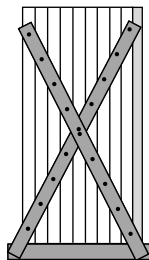
Warning

Please follow the instructions for safe unpacking of your garden building














Two people required

- Please read through the instructions before attempting to build the product.
- Position the pallet on firm level ground
- Cut the plastic banding
- Unpack the pallet by removing the screws from one panel at a time as shown.
- Empire Sheds cannot take responsibility for your safety while handling this product.



12 Parts Checklist

		8×8	10×8	12×8	14×8	16×8	18×8	20×8
4×4 Floor		4	4	6	6	8	8	10
2×4 Floor		0	2	0	2	0	2	0
4ft Plain Panel		3	3	4	4	5	5	6
2ft Plain Panel		0	1	0	1	0	1	0
4ft Window Panel		4	4	5	5	6	6	7
2ft Window Panel		0	1	0	1	0	1	0
Door Panel		1	1	1	1	1	1	1
4ft Roof Panel		4	4	6	6	8	8	10
2ft Roof Panel		0	2	0	2	0	2	0
300mm Floor Joining Batons		4	6	6	8	8	10	10
4ft Double Bearer		4	4	4	4	4	4	4

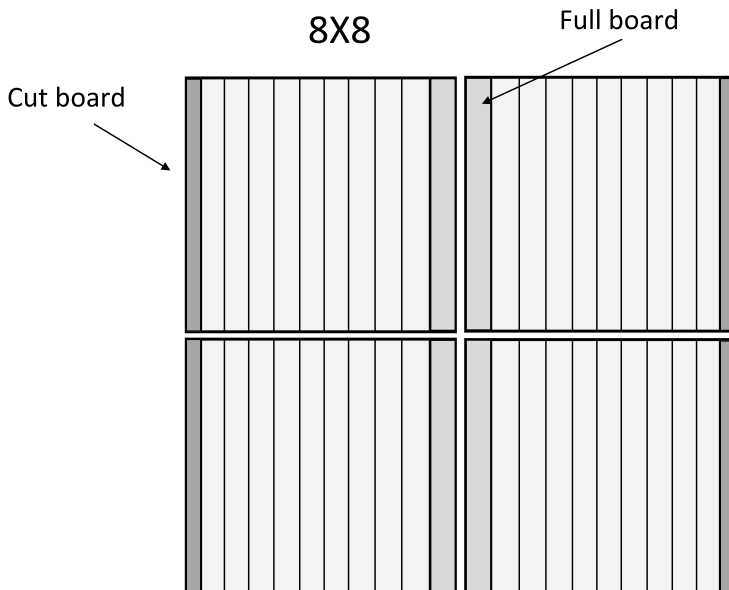
		6×8	8×8	10×8	12×8	14×8	16×8	18×8	20×8
Roof Final		2	2	2	2	2	2	2	2
Cover Strips		9	9	11	11	13	13	15	15
Barge-boards		4	4	4	4	4	4	4	4
Roof Felt		4 pieces	4 pieces	4 pieces	4 pieces	4 pieces	4 pieces	4 pieces	4 pieces
Screw Pack		2	2	2	2	2	2	2	2
Joining Batons		6	14	18	18	22	22	26	26
8ft Apex Roof Gables (Pair)		2	2	2	2	2	2	2	2
8ft Apex Roof Truss (Pair)		1	1	2	2	3	3	4	4
Apex Truss Support Baton		1	1	2	2	3	3	4	4
4×2 Potting Shed Shelf		0	4	2	6	4	8	6	10
6×2 Potting Shed Shelf		2	0	2	0	2	0	2	0
Potting Shed Shelf Upright		2	4	4	6	6	8	8	10

1. Floor Section

The **floor and floor bearers** are supplied separately.
The **roof** is supplied with batons already attached.

Step 1.

Your shed floor will be made up of various 4ft x 4ft boards and for certain sizes 4ft x 2ft boards. These need to be laid out onto your firm level base as detailed in the example images, with the cut boards on the outer edge of the floor.

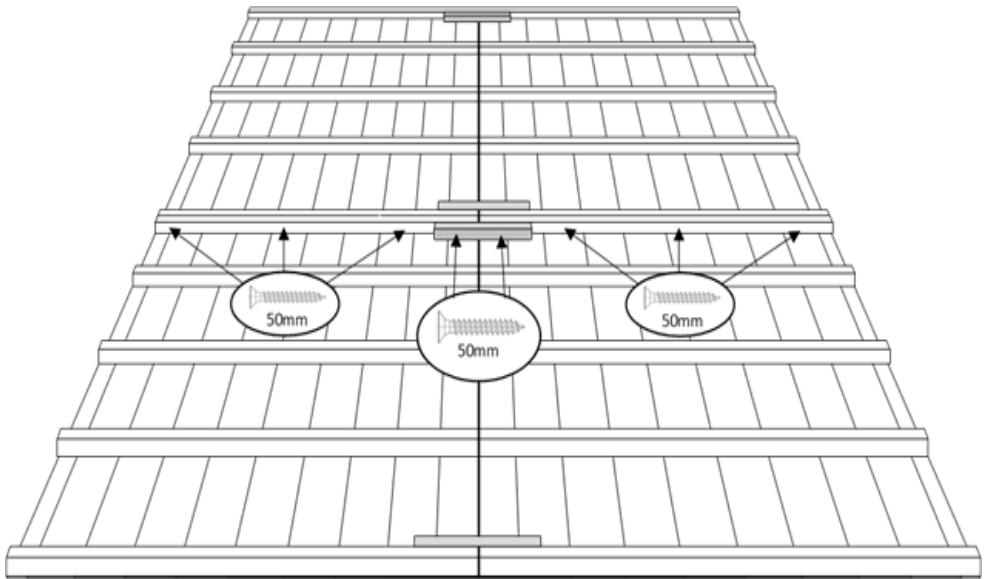


Step 2.

Once you have the floor panels in position, you now need to join them together.

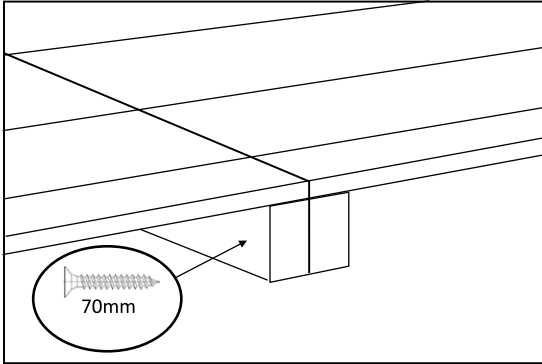
Turn the floor panels over and join them together using 2 joining blocks for each row of panels, as shown below.

Once you have 4 panels joined together turn them over and repeat the process for the remaining panels. (Don't join more than 4 panels together at once, as they will become too difficult to turn over.)



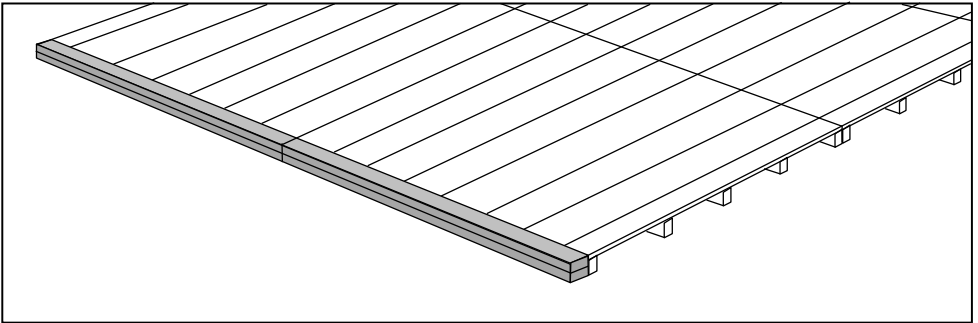
Step 3.

Once the panels are all turned back over, you will need to screw the larger sections together using 70mm screws.



Step 4.

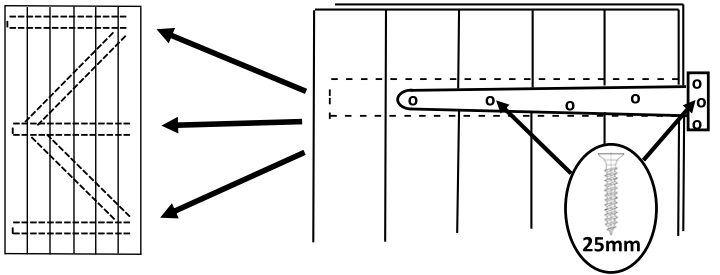
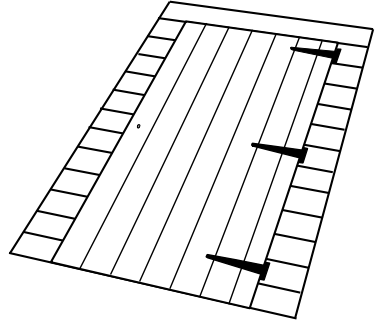
Once the floor panels are all screwed together it is time to attach the heavy duty floor bearers (2 pieces of framing screwed together) to each 8ft end, where the triangular gable tops will fit. The bearers will be 2×4ft lengths for each end. Use 3× 70mm screws for each bearer.



2. Door

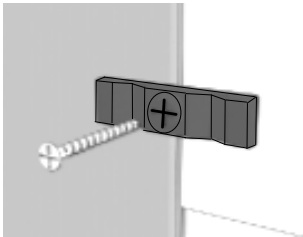
Step 1.

Lie the door or doors into the door frame on a flat surface with the cladding facing upwards. Take one T hinge and position on the door as shown below, making sure that the T hinge is directly above the brace on the underside of the door. Fix the T hinge into place with the 25mm screws. Repeat for the remaining T hinges. With the T hinges secured, position the door squarely in the door frame. Fix the top hinge first with 1 screw and the bottom hinge second with the 25mm screws. Make sure that the door can open and close freely and then fix the remaining screws into the hinges



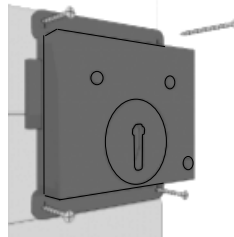
Step 3.

Fix the turn button in place close to the top of the door. Don't screw in too tightly or it won't turn.



Step 4.

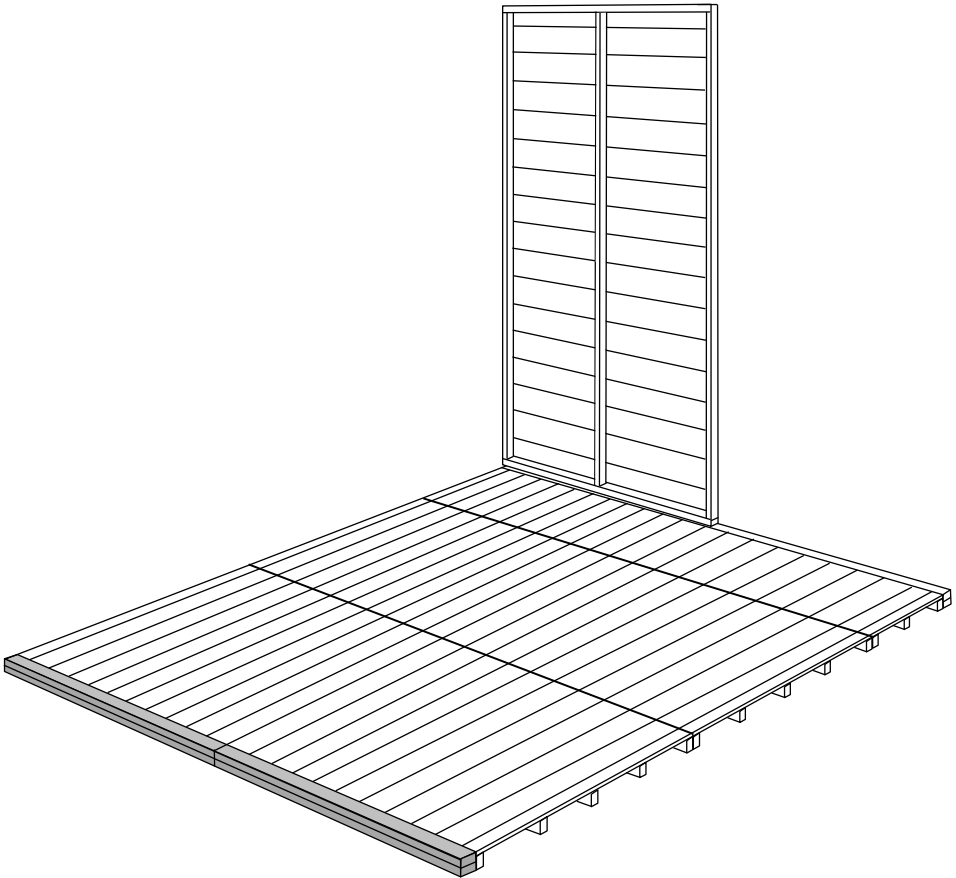
On the inside of the door, line up the lock with the pre-drilled hole in the door and fix in place with the screws.



3. Wall Panels

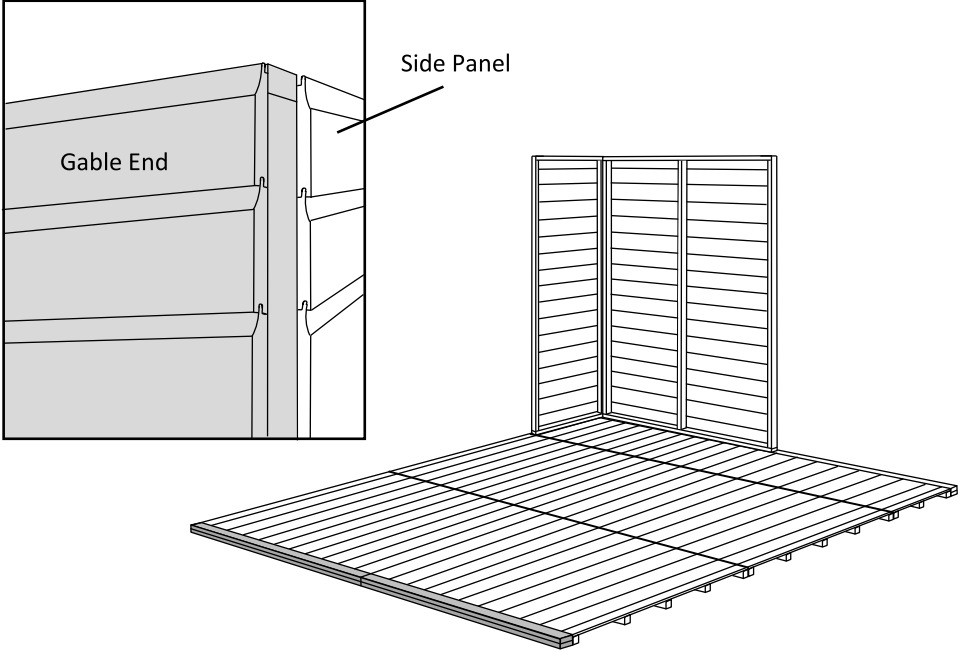
Step 1.

Remove any transport blocks from the bottom of the panels which may be present. Next, lay the wall panels around the shed in the desired positions before assembling. Starting with one gable end of the shed, position one of the 4ft panels on top of the double bearer and ensure that it is flush with the side of the shed.



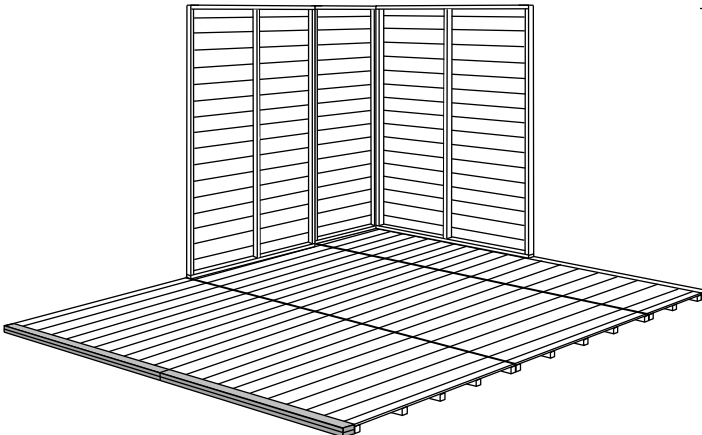
Step 2.

Position another panel to make up the corner. Butt the panel up to the first one and make sure that the tops of the panel are level before securing using 3 × 50mm screws along the join. The ends of the cladding on the side that is being attached, must be proud of the gable end panel, to allow fitting of the corner cover strips later, as shown below.



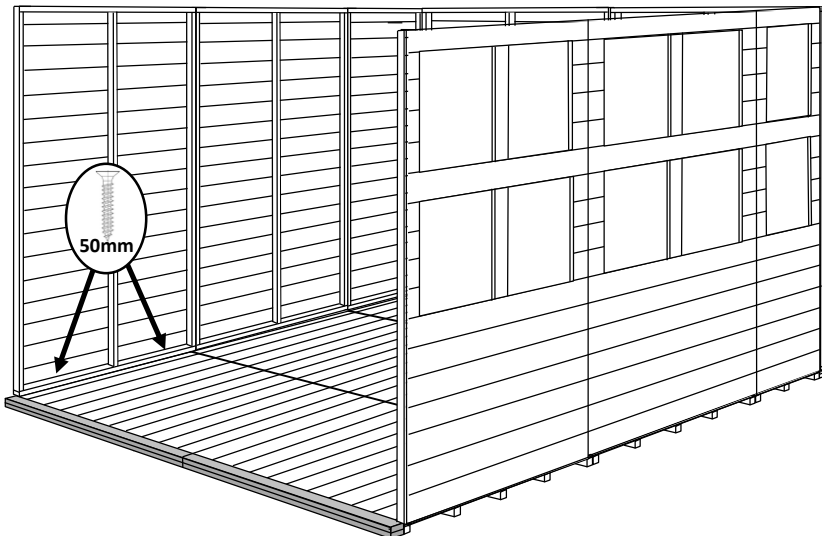
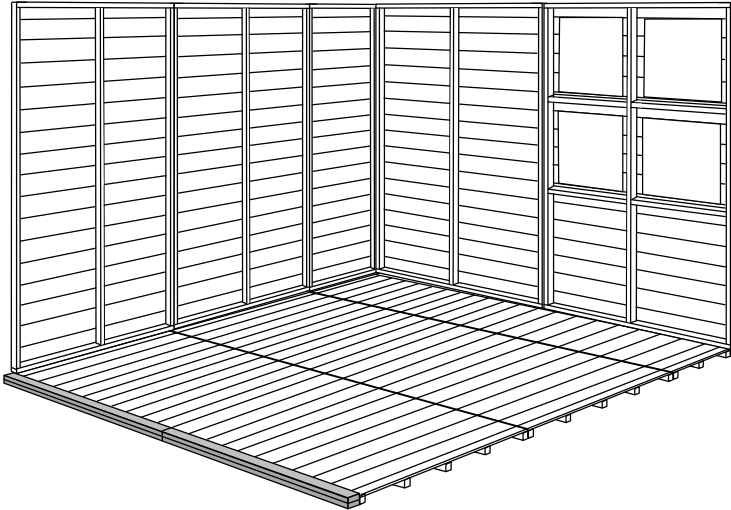
Step 3.

Continue adding panels to the shed in the same way until all of the wall panels are in place.



Step 4.

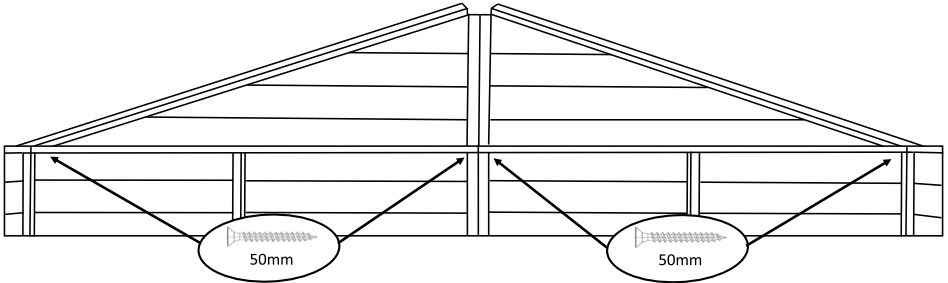
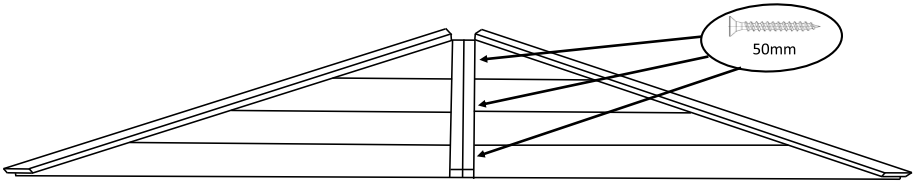
After you have attached all of the wall panels together, you must fasten them to the floor with the accompanying 70mm screws. Screw 2 x screws into the floor for each wall panel (internally), making that the screws go through the framing at the bottom of the side/gable walls, the floor boards, and into the floor joists.

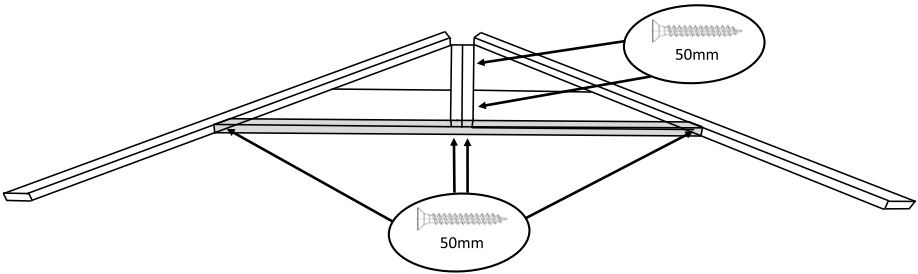
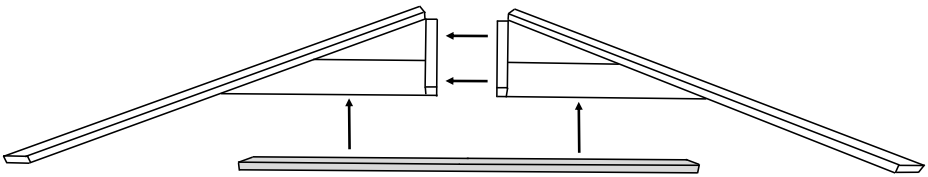


4. 8ft APEX gables and trusses

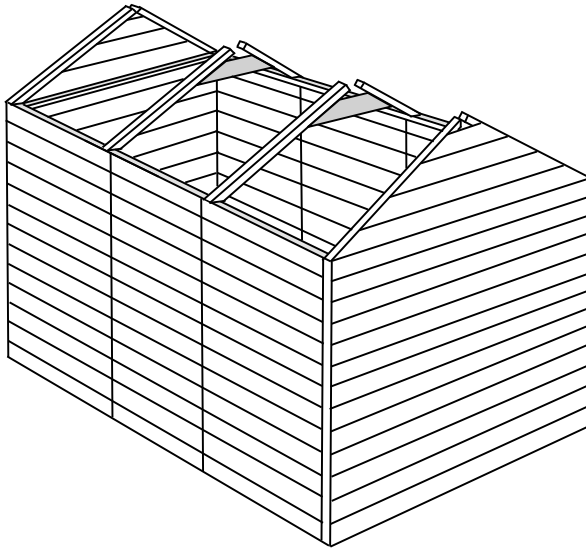
Step 1.

Construct the 8ft gable ends and roof trusses as shown in the diagrams before fitting to the shed as per the instructions.



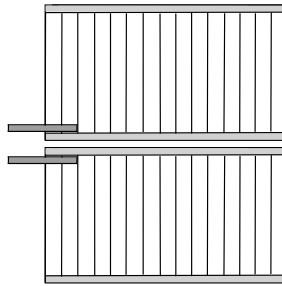


5. Apex Supports

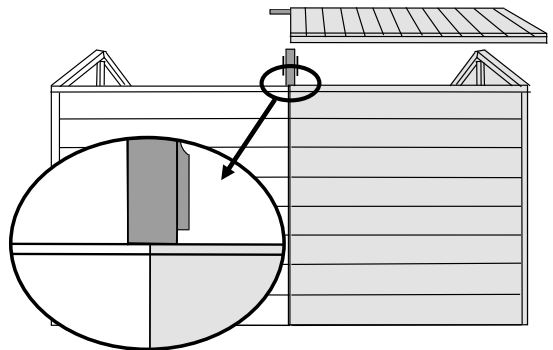


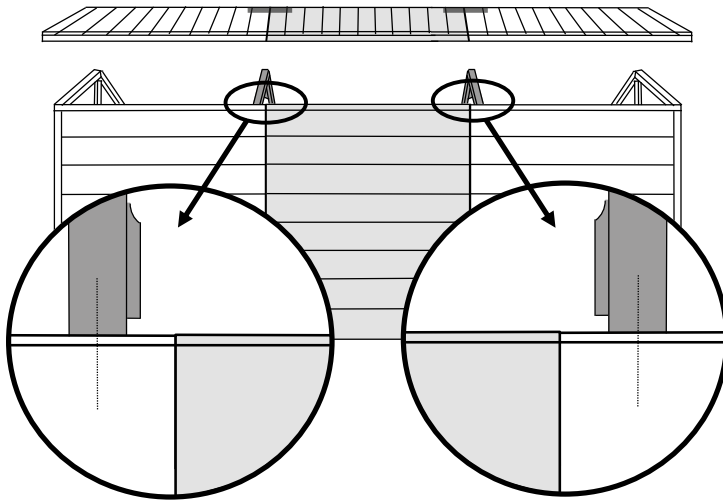
Multiple roof boards.

For sheds with multiple roof boards, attach the roof connector batons to the underside of the roof panels as shown using 50mm screws. For larger roofs 10ft and above the batons will need to be attached to both ends.



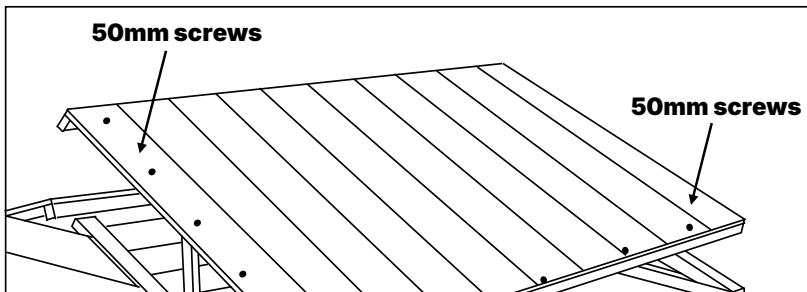
Lay the roof boards on top of the shed as shown, ensuring that the panels sit halfway across the apex roof supports, so that the next panel has space to fit onto the same support.





Multiple roof panels.

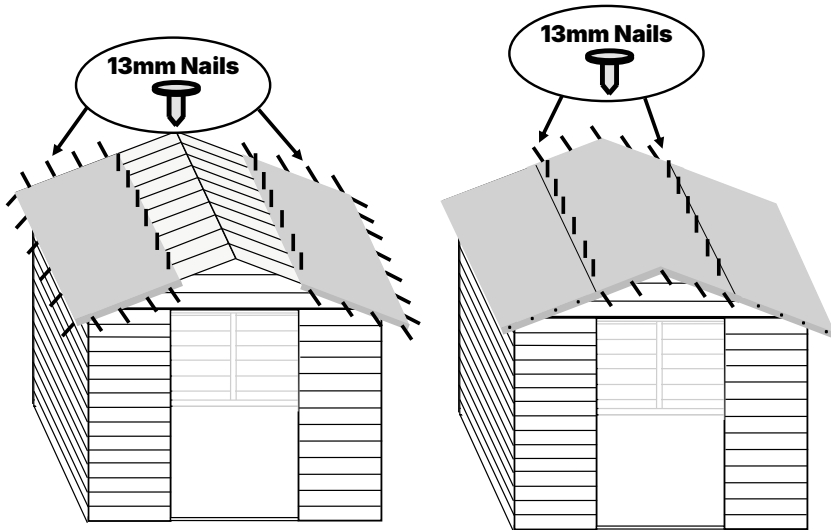
For sheds with more than 2 roof panels in length, position the apex supports so that the roof panels sit halfway across each support, fix with 50mm screws. Ensure that the finished roof will overhang the gable ends equally.



Once all of the roof boards have been placed onto the shed, screw the centre of the underside of the roof together.

Then fix the gables, roof supports and the bottom edge of the shed using the 50mm screws.

6. Roof felt



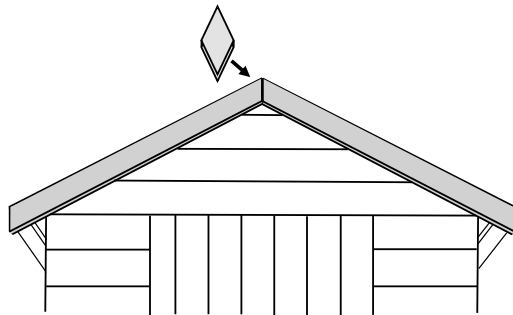
Step 1.

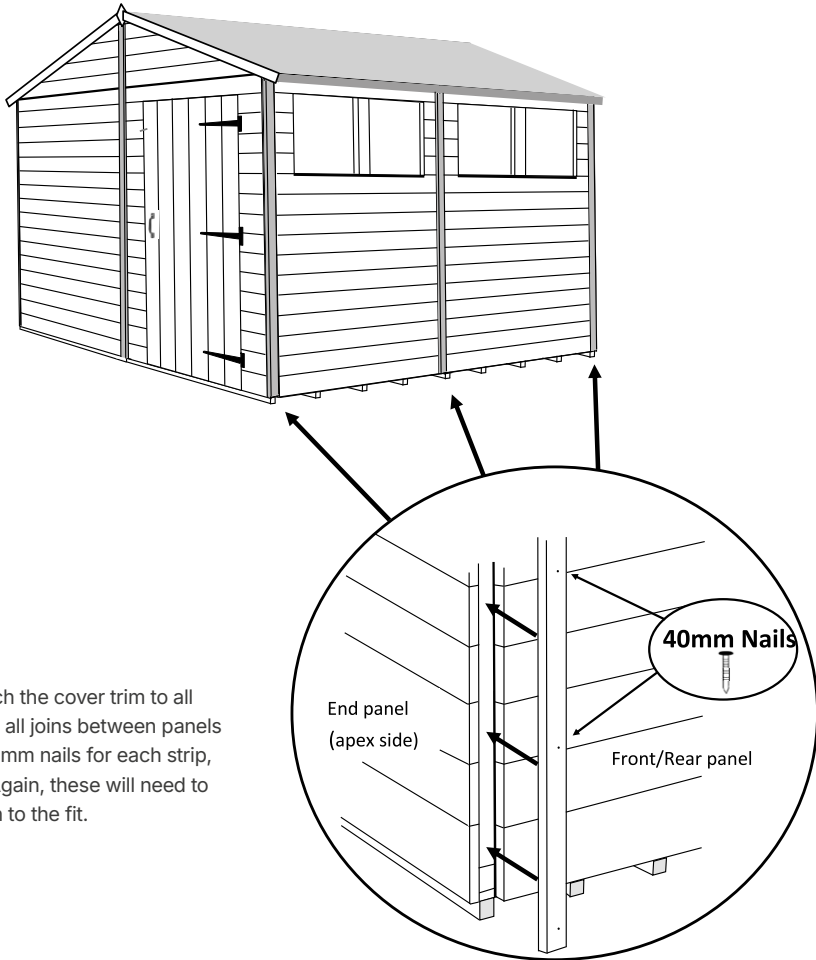
Starting with the lower part of the roof, attach the felt using the 13mm clout nails ensuring that there is a 30mm overhang around the edge. Next roll out and attach the centre piece of felt as shown above.

Use step Ladders when nailing the felt on to the roof, do not climb on top of the roof as it is not designed to hold the weight of a person.

Step 2.

Attach the roof trim to the front and rear of the sheds using the 40mm nails. These need to be cut down to length.





Step 3.

Finally, attach the cover trim to all corners and all joins between panels using 4× 40mm nails for each strip, as shown. Again, these will need to be cut down to the fit.

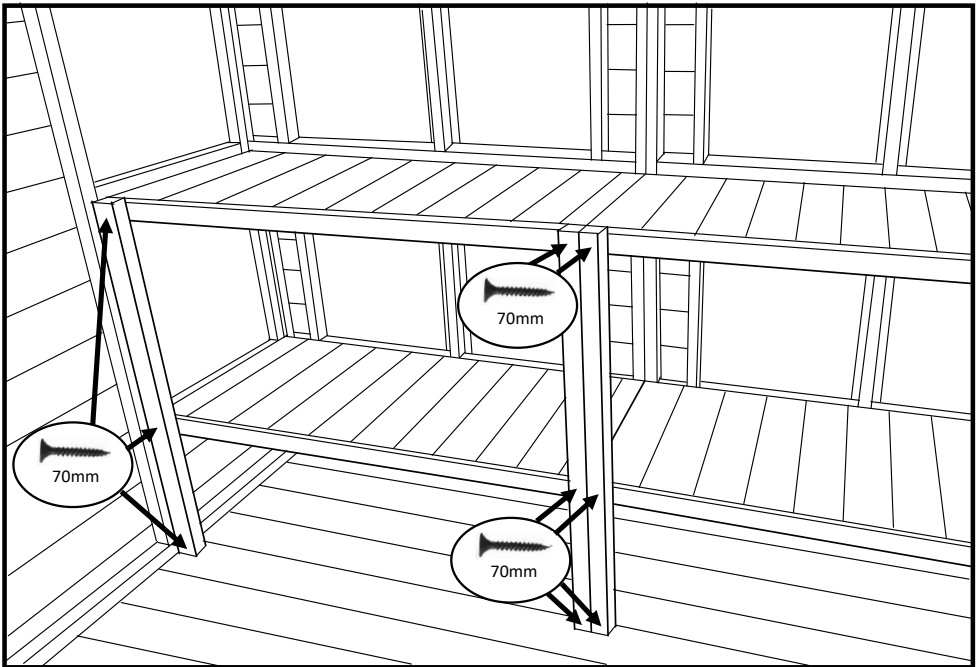
7. Windows

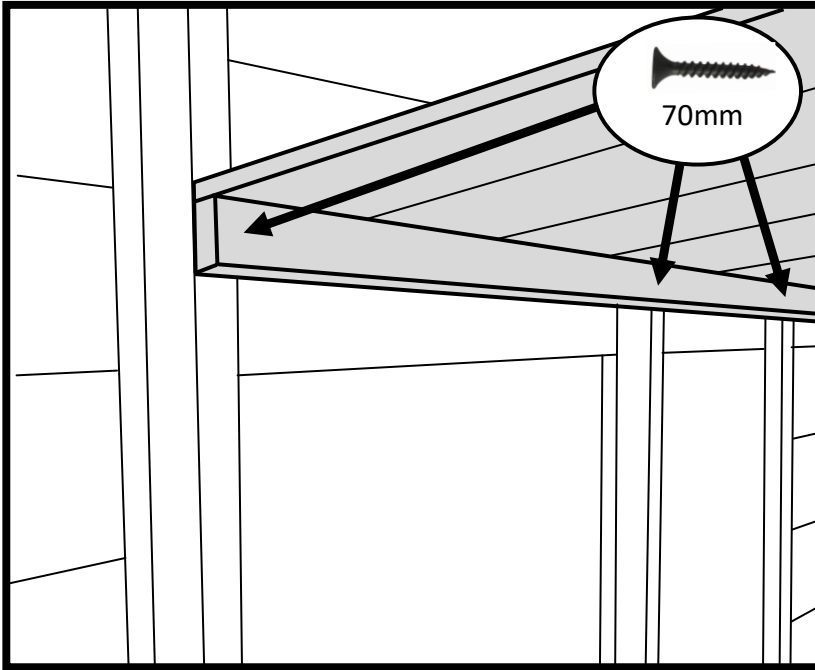
The glazing for the windows is already fitted , but we recommend applying a bead of waterproof sealant (not supplied) around the outside edge of the window to help prevent water ingress.

8. Assembling the staging unit

Please note:

- The staging units may need to be cut down to size depending on where you decide to position them. Make sure that they are correctly sized before erecting them.
- From the fixing pack use the 70mm screws provided to join the shelves to the framing.
- Ensure that when attaching the shelves to the shed side panels you only screw into the framing of the shed.





Step 1

Make sure that the shelves are level using a spirit level before screwing them together. It is best to drill a pilot hole to avoid the timber splitting.

Step 2

Once you have all of the shelves in place, screw the legs to the floor of the shed with the 70mm screws.



If you have any questions or queries during the assembly of your building please contact us:



Helpline: 01384 897257

Opening hours: Monday – Friday 9am – 4.30pm



Scan the QR code above or visit

www.empiresheds.co.uk