



# Apex Summer House Assembly Manual

Pressure Treated Tanalised Timber for Longer Lasting Life!

## Ready To Build - 4ft Range

Total Sheds  
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West Bromwich, B21 8LE  
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Version 1.4

### Thank you for purchasing your Total Shed.

All of our sheds are made from only the finest selected timber which are (Tanalised), specially pressure treated for a longer and lasting durable life span to the elements.

Each shed is carefully packed and delivered on a pallet ready to be assembled.

**FEATURES NEW FLEXIBLE,  
INTER-CHANGEABLE DESIGN  
FOR YOUR INDIVIDUAL STYLE.**

### 2 Persons Recommended for Assembling Shed

Tools Required:



DRILL DRIVER



HAMMER



HAND SAW



STANLEY KNIFE

PLEASE NOTE: Use extreme caution when using any tools. Always wear safety gear where necessary. It is advisable that at least 2 or more persons assemble the shed for health and safety purposes. We are not responsible for any injuries caused whilst assembling this shed.

*Ready to Build Shed*



**DELIVERED FLAT PACKED IN  
EASY TO INSTALL SECTIONS**

**Featured Build of the Apex Summer House 12ft x 4ft**  
*Includes 4x4ft to 20x4ft Instructions*

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# PRE-ASSEMBLY

## Unpacking your Parts

Unpack all of the components and check that you have all the parts required. Please use the checklist on previous page.

**Carefully dispose of the delivery pallet and any excess timber.**

Advisable: The underside of the floor must be treated with a quality wood preserver.

## SET THE SHED FOUNDATION

*This Manuals Diagrams are based on the*

### 12ft x 4ft Apex Summer House (Full Height Windows)



# STEP • 1

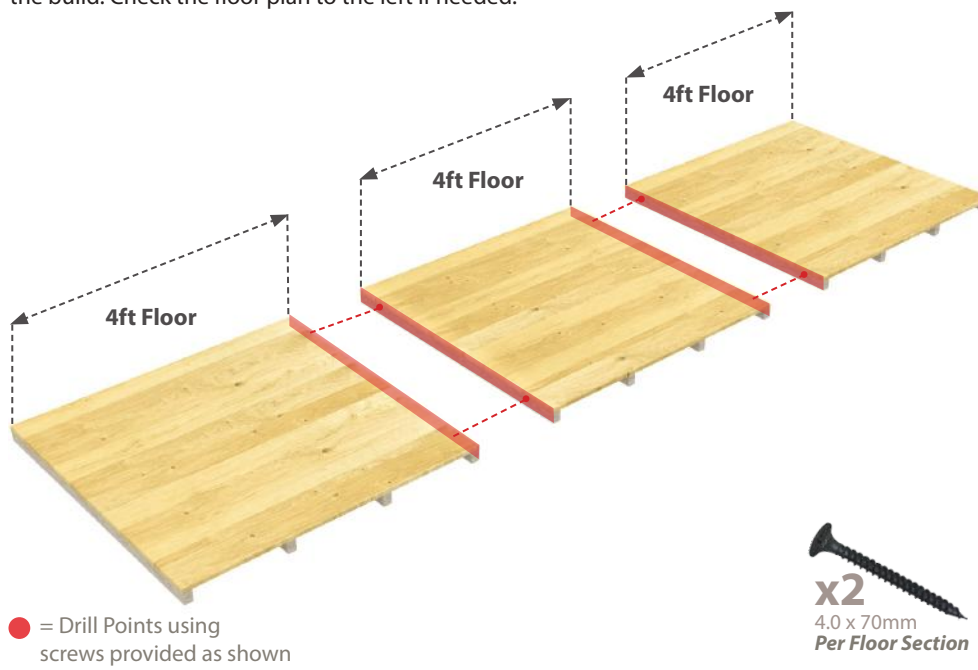
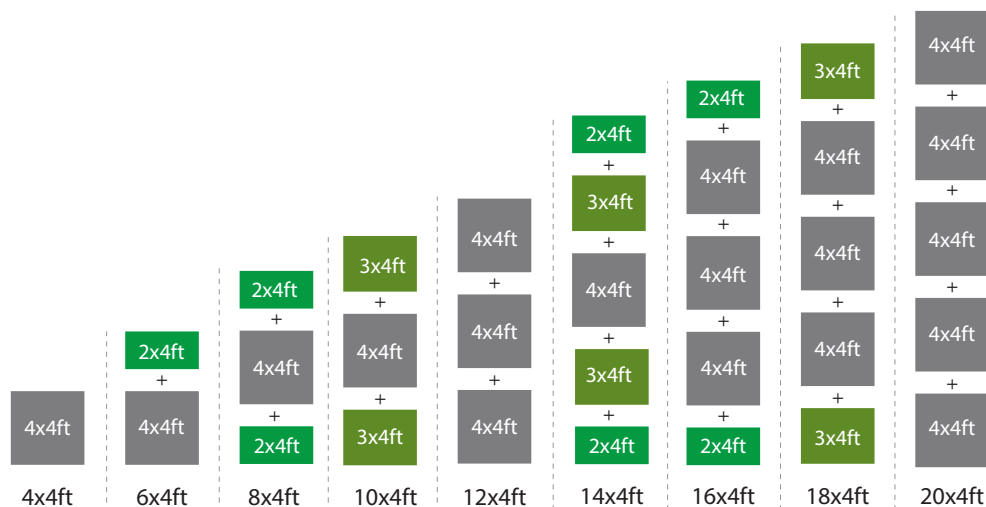
**Recommended:** Paint shed in an oil based treatment to prevent water ingress into the timber. Also silicon your windows (*Must silicon inside & outside*) to prevent rain water seeping through the gaps between glass and the timber.



## SHED FLOOR: Setting Shed Base

**1a.** Secure the floor sections together by screwing the floor bearers at each end where they meet as shown in diagram 1a.

**1b.** Unlike this example, some shed starts off with a smaller floor panel. With some other sizes, you will begin with a 4ft Floor Panel in the middle, and the smaller Floor Panel (2ft or 3ft) will be at the very left or right of the build. Check the floor plan to the left if needed.



## IMPORTANT

**All Sheds With 4 or More Floor Pannels have the smallest Floor Panel on the Ends.**

*As shown on this diagram.*

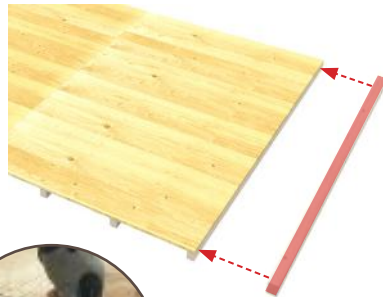


### FLOOR & BLOCK ENDS

Add the Floor Block Ends (Heavy Duty Posts)

**2a.** In your kit you should find 2x 4ft blocks.

**2b.** Fix together by screwing the Floor Blocks at each end as shown. Use the screws provided and make sure the ends are fixed securely. 3 screws on each Floor Block will suffice. **(Repeat for other side)**



● = Drill Points using screws provided as shown



**x3**  
4.0 x 70mm  
Per Floor Block

## 4ft RIGHT PANEL

Place first panel againts far right of shed floor as shown.

(4ft wide blank panel)

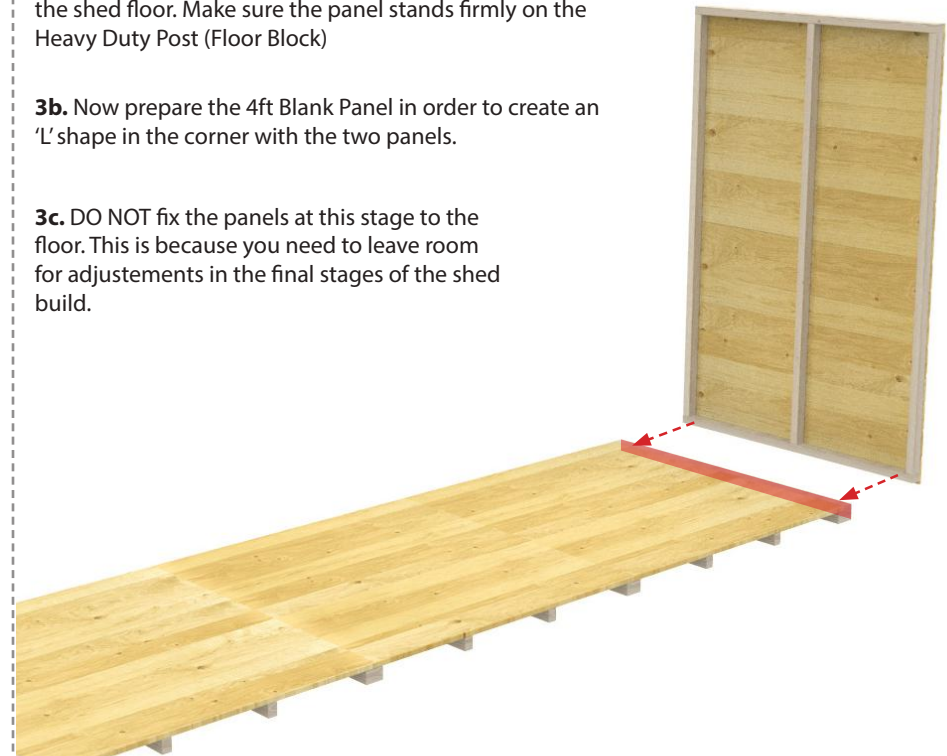


### 4FT RIGHT PANEL

**3a.** Place the 4ft Blank Panel against the far right side of the shed floor. Make sure the panel stands firmly on the Heavy Duty Post (Floor Block)

**3b.** Now prepare the 4ft Blank Panel in order to create an 'L' shape in the corner with the two panels.

**3c.** DO NOT fix the panels at this stage to the floor. This is because you need to leave room for adjustments in the final stages of the shed build.



● = Drill Points using screws provided as shown

## STEP • 4

### BACK PANELS

Fix 4ft Wide Blank Sections. Create a Corner for Balance.



### SIDE PANELS

**4a.** Place a 4ft Blank Panel side as shown below. Repeat this step for all larger sheds. Please use reference on left for additional sections required according to your shed size.

**4b.** Screw the panels alongside the framework as shown in Diagram 4b.

#### INFORMATION

*Not all Sheds will have the same panel arrangement. Please Ensure that the 4ft Panels are central for all builds.*



● = Drill Points using screws provided as shown



**x3**  
4.0 x 70mm  
Per Panel Edge

## STEP • 5

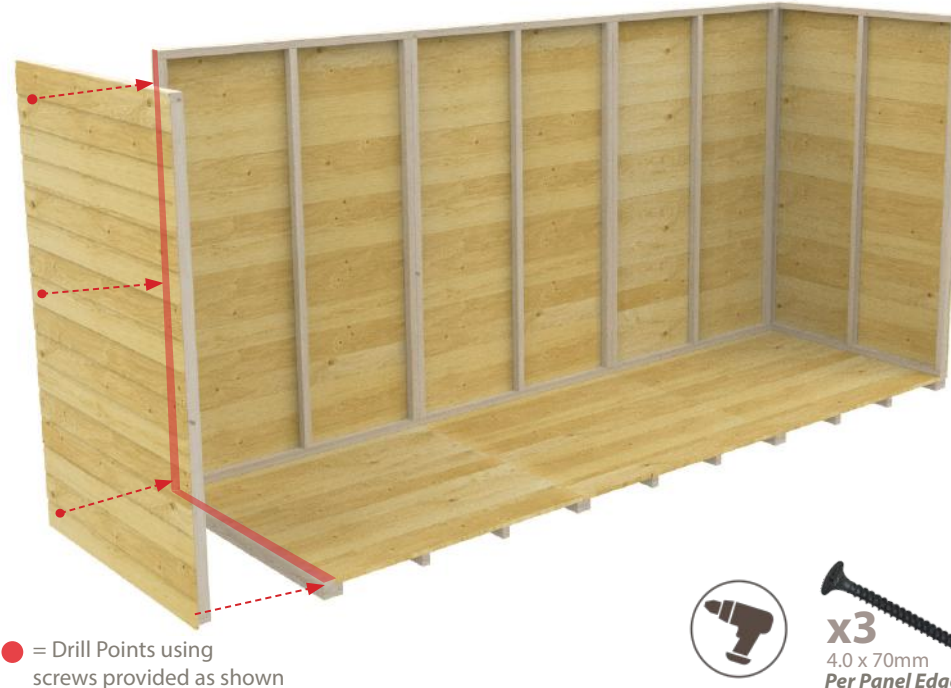
### 4ft LEFT PANEL

Fix 4ft Wide Left Blank Section to Back Panel 4ft Section



### 4ft LEFT PANEL

**5a.** Now place a 4ft Blank Panel as shown. Please reference Image 7a. To recap on how to secure a corner section.



● = Drill Points using screws provided as shown



**x3**  
4.0 x 70mm  
Per Panel Edge

## 4ft FRONT WINDOW PANEL

Fix the First 4ft Window Panel



### 4FT WINDOW PANEL

**6a.** Place 4ft Window Panel as shown and fix in place at the meeting points with screws. Fix the panel sides with 3 screws.

**DID YOU KNOW?**  
*Window and Door panels can be substituted for a side panel of the same size.*



● = Drill Points using screws provided as shown



**x3**  
4.0 x 70mm  
Per Panel Edge

## DOOR PANEL

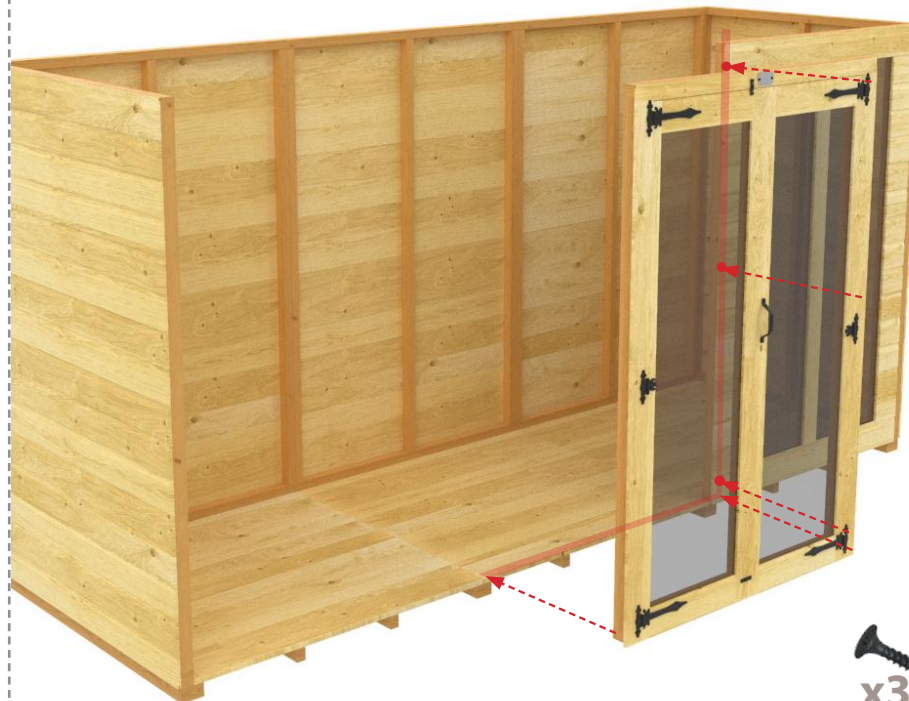
Attach Door Panel Next to the 4ft Window Panel



### 4ft DOOR PANEL

**7a.** Use the RED areas below as reference to the joining points of the Door panel. Note the 4ft section should fit perfectly to continue the front section.

**DID YOU KNOW?**  
*Door panels can be placed anywhere a 4ft panel is. The 4ft Door must be placed opposite the 4ft back panel and on top of a 4ft floor.*



● = Drill Points using screws provided as shown

**x3**  
4.0 x 70mm  
Per Window Panel

## STEP • 8

### 4ft WINDOW PANEL

Attach The Next 4ft Window Panel



#### 4ft WINDOW PANEL

**8a.** This is the last remaining panel. So, fix this panel to the other sections using 6 screws total (3 screws per side).

**8b.** This is the last remaining panel. So, this panel will need screwing down on both sides (As Shown). **Once completed, check that the shed is square and screw to the base.**



● = Drill Points using screws provided as shown



**x3**  
4.0 x 70mm  
Per Panel Edge

## STEP • 9

### APEX ROOF GABLE ENDS

(Set Frame for roof sections)

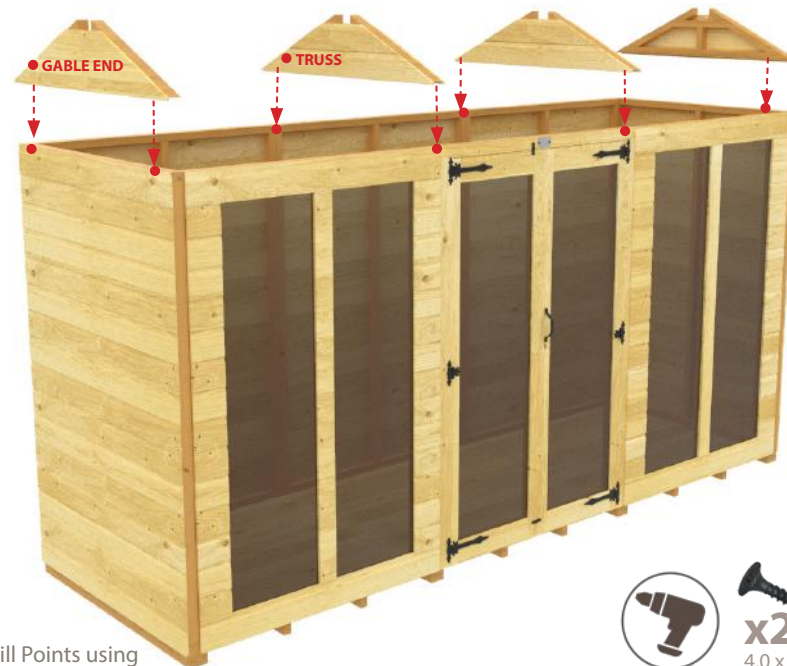
Now attach all the 4ft Apex Gable Ends and the 4ft Apex Truss



#### 4ft APEX ROOF GABLE ENDS

**9a.** Place the the **Roof Gable Ends** as shown below. The 2 outer sections will be fully framed as below and any centre trusses will fit in between all panel meeting points.

**9b.** **Truss** must sit in between panel sections where two panels meet. Ensure the Gable Ends slot neatly in to the current Tongue & Groove over lower section, then screw down using the framework behind.



● = Drill Points using screws provided as shown



**x2**  
4.0 x 70mm  
Per TOP Panel

## STEP • 10

### SIDE & CORNER STRIPS

Hide the panel edges.  
Cover the framework & seams.



#### CORNER STRIPS

**10a.** Use all the Side/Corner Strips to finish off the shed, by covering any exposed framework and the panel joining seams.

**10b.** Use a 3mm Drill bit to prevent the wood from splitting. Use the 70mm Screws to secure these Strips to place. it will take 3x screws to properly six the Strips to the Shed.



**INFORMATION**  
The Corner Strips cover all panel edges. Remember to attach these to the exterior back panels too.

● = Drill Points using screws provided as shown

x3  
4.0 x 38mm

## STEP • 11

### APEX ROOF PANELS

Place 4ft Roof section.  
Repeat for all Roof Panels

**Repeat** this for all roof panels, making sure each panel is sitting on its corresponding sized front/back panel.

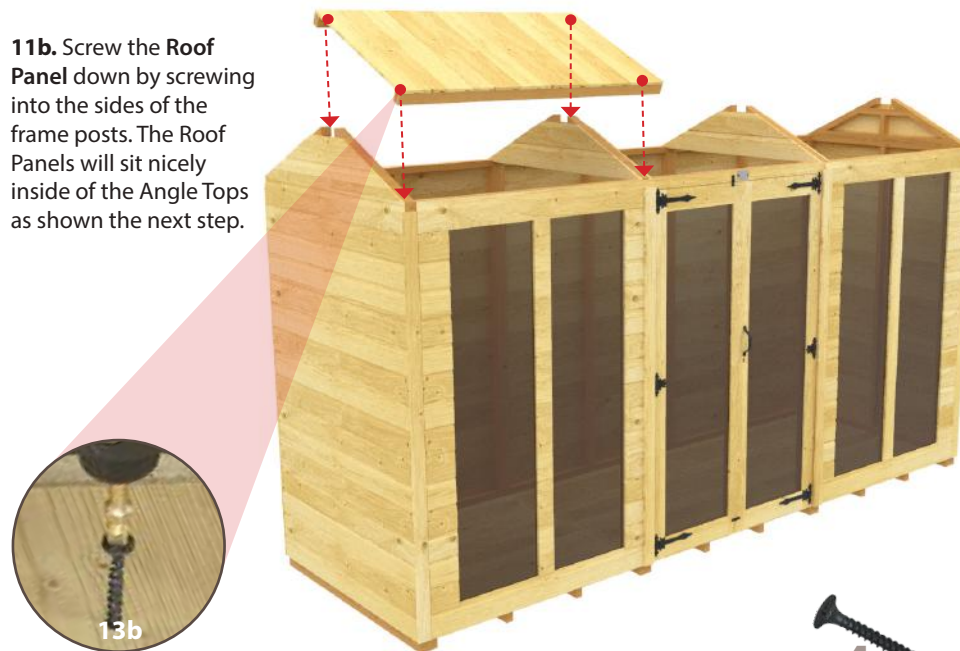


#### APEX ROOF PANELS

**11a.** Place the Roof Section in place. Repeat this stage for models as shown below. Repeat placing the roof panels corresponding to the panel size for the Floor Front an Rear

**INFORMATION**  
The Roof Panels are placed ontop of the appropriate front Panel, making sure that the sizes correspond correctly.

**11b.** Screw the Roof Panel down by screwing into the sides of the frame posts. The Roof Panels will sit nicely inside of the Angle Tops as shown the next step.



● = Drill Points using screws provided as shown

x4  
4.0 x 70mm  
Per Roof Panel

## CUTTING THE ROOF FELT

Use the felt table to cut your felt to the correct size



### CUTTING THE ROOF FELT

**12a.** Use the Stanley knife to cut your felt into the correct size. Using the table below, find the Build size that you have and cut your felt down to achieve the size that you will need.

**Example:**

Apex Summer House 12ft x 4ft

The 12 by 4 Shed needs 3 sheets of felt. All at 13ft each.



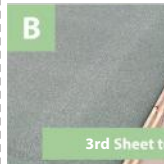
		Build Depth				
		4ft (x3)	5ft (x3)	6ft (x5)	7ft (x5)	8ft (x5)
Build Length	4 ft	5ft	5ft	5ft	5ft	5ft
	5 ft	6ft	6ft	6ft	6ft	6ft
	6 ft	7ft	7ft	7ft	7ft	7ft
	7 ft	8ft	8ft	8ft	8ft	8ft
	8 ft	9ft	9ft	9ft	9ft	9ft
	9 ft	10ft	10ft	10ft	10ft	10ft
	10 ft	11ft	11ft	11ft	11ft	11ft
	11 ft	12ft	12ft	12ft	12ft	12ft
	12 ft	13ft	13ft	13ft	13ft	13ft
	13 ft	14ft	14ft	14ft	14ft	14ft
	14 ft	15ft	15ft	15ft	15ft	15ft
	15 ft	16ft	16ft	16ft	16ft	16ft
16 ft	17ft	17ft	17ft	17ft	17ft	
17 ft	18ft	18ft	18ft	18ft	18ft	
18 ft	19ft	19ft	19ft	19ft	19ft	
19 ft	20ft	20ft	20ft	20ft	20ft	
20 ft	21ft	21ft	21ft	21ft	21ft	

## ATTACH THE ROOF FELT

Use the felt lengths provided.

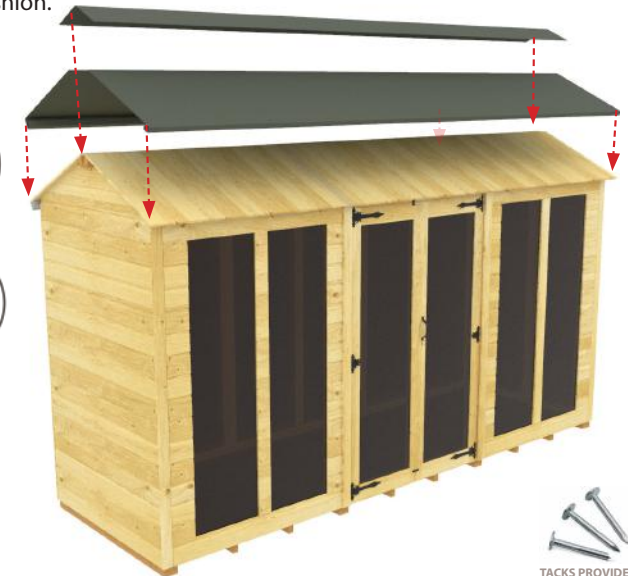


### ROOF FELT



**13a.** Apply the roof felt as shown. Apply lower levels first to create correct rain run off positions.

**13b.** Using a hammer, tack down the felt with the tacks provided in a neat fashion.



**13c.** Trim down excess felt with a stanley knife. Remember to overlay the 1st felt to avoid rain leaks.

**13d.** Tuck and fold edges neatly and tack in place to hide any loose edges. Check that all areas are covered and there are no holes to avoid any rain water getting through your felt roof.





## STEP • 14

### ATTACH FELT STRIPS

Create the Final Roof Edges.  
Final steps finishing off the roof.



#### FELT STRIPS

**14a.** Using the **Felt Strips** provided cover the edges of the roof front and back apex.

**14b.** Drill in the felt strips as shown on front and back of the shed to finish the roof off. Use the framework of the roof blocks to screw the felt strips into.



● = Drill Points using screws provided as shown

**NOTE:**  
**Location of the Felt Strips**



**14c.** Felt Strips must be same height as roofing felt to allow rain water to run off. See Diagram on the right.



## STEP • 15

### DIAMOND CAPS

Add the Finishing Touch. (Optional)



#### DIAMOND CAPS



Timber is a naturally grown product and may shrink and warp when dried out, timber is a porous material which can absorb water. Although all of our buildings come pressure treated we strongly advise the building is re-treated with an oil/spirit based treatment inside and out to make the timber water repellent and to preserve the quality and life of the product.

