



Replacing Attic Stairway Sections Instructions

In order to replace your stair sections you will need the following: pliers, 3/8" wrench, 2 - 1/2" wrenches, 10mm wrench, Phillips head screwdriver, Flat head screwdriver and a step ladder. You will also likely need a second person to help you once you are ready to remove the springs. This is due to the fact someone must hold the door in place while you remove the hinge bolts. This will prevent the door from swinging open too far and damaging the piano hinge.

Removing the Stairway section:

1. BEFORE ANY ADJUSTMENT OR REPAIR WORK IS DONE TO THE STAIRWAY YOU MUST REMOVE THE SPRINGS. The springs of the stair are under significant tension, if removal of a spring should become necessary do to some unusual circumstance, perform this removal and re-attachment with **extreme caution** and do so only when the stair is in a **closed and less tense position**.
2. To remove the springs, pull down your stairway to its extended position
3. Using your step ladder, enter the attic and have the individual at floor level close the unit. With the unit in the closed position secure both sides of the top ladder section (15, 16). Preventing the unit from opening. This is important due to the fact that once the springs are detached there will be nothing to prevent the unit from opening, possibly causing injury to you or the individual at floor level and also damaging the piano hinge (1).
4. Detach each of the springs (3) (and discard) from the j-bolt and power arm assemblies (5,6). At this point there will be no tension holding the door in the up position other than your previous securing at each side of the ladder.
5. At the bottom end of the left power arm assembly, remove the nut and bolt assembly at the portion of the L-bracket attached to both the power arm and ladder stile. REMOVE ONE SIDE AT A TIME.
6. With the power arms detached you will need to re-open the stairway. The individual at the floor level should be ready to hold the weight of the unit to prevent it from opening quickly. With the person in position, remove your bracing holding the stairway closed and let the individual at floor level slowly open the unit. Once the unit is open, using your step ladder exit the attic area.
7. Now you will need to remove the ladder section from the door. Detach the ladder section by removing the bolt assembly at the L-bracket location (13). Then remove the bolt assemblies at each frame bracket location (18) (Discard these brackets). Now remove the ladder section.



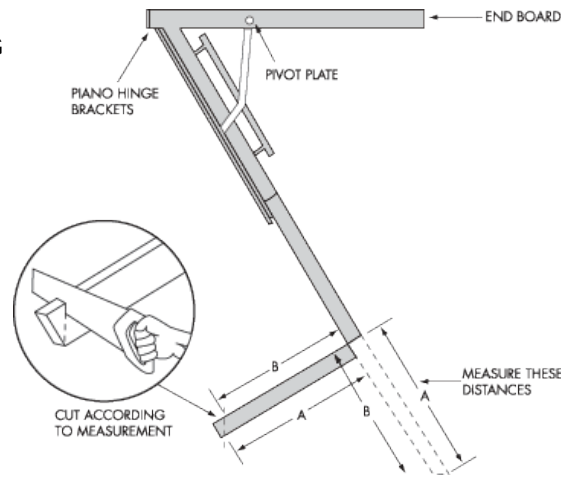
Attaching the new stairway section:

1. Reattach the ladder section to the new door panel by using the 4 supplied door frame bracket, supplied bolts and nuts, and tighten. Attach the left and right side L-brackets to the appropriate left and right door runners.
2. To reattach the power arm to the ladder stiles, align the hole at the bottom end of each power arm with the hole in the L-bracket and tighten the supplied bolt assemblies.
3. At this point, the top section should be complete, except for reattaching the springs to the power arms. **CHECK ALL ASSEMBLIES TO ENSURE THAT THEY ARE TIGHT AND THAT EACH ATTACHMENT HAS BEEN MADE PROPERLY.**
4. Using your step ladder reenter the attic area and have the individual at floor level close the unit. With the door closed secure the top section to prevent the unit from opening.
5. Reattach each spring to the appropriate j-bolt and power arm assembly. Once the springs have been reattached, the unit will now be held in place by the tension of the springs. Remove your bracing, enabling the unit to be opened.
6. Before the unit is re-opened you should move away from the door and opening. The individual at floor level should now slowly open the unit to its fully open position, holding the door in this position while you exit the attic area.
7. Check to make sure the unit opens and closes properly. Adjust the extensions to make sure that the ladder properly meets the floor.
8. Fold the ladder up and again check to see that the ladder properly closes and opens.

If you have any questions, please feel free to call us at 501-897-5253 from 8 am – 4:30 pm CST and we will be glad to discuss the situation with you.



FIGURE 7 - ADJUSTMENT TO CEILING HEIGHTS AND NAIL POSITIONS



ADJUSTING STAIRWAY TO CEILING HEIGHT

Pull stairway down, applying pressure so that hardware arms are fully extended. Open the stair sections, folding bottom section under the middle section. The top and middle sections should form a straight line. Aligning your ruler on the same plane as the two upper sections, measure the distance from the bottom of the middle section to the floor on the front and back (see FIGURE 7). Mark the distances obtained on the front and back sides of the ends of the bottom section, and trim bottom sections at the proper length and angles by cutting across them. With the bottom section cut to the proper length and angle, joints will be tight at each section with weight on the stairs. NOTE: For aluminum stairways, please refer to the bottom of this page (see FIGURE 10).

FIGURE 8 - CORRECT SETUP

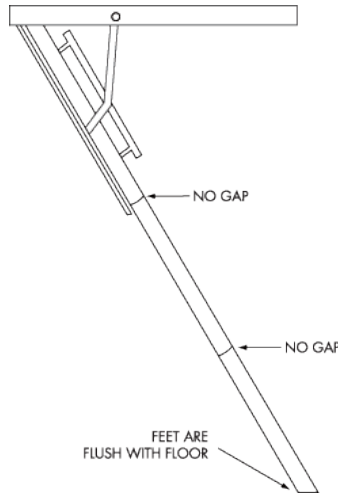
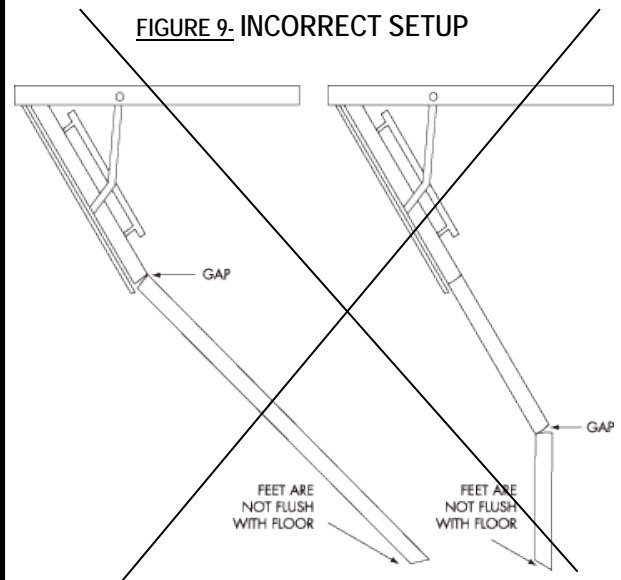


FIGURE 9 - INCORRECT SETUP



WARNING: The bottom section must fit flush with the floor. Failure to cut properly could result in undue stress on the component parts of the stairway, resulting in serious injury (see FIGURES 8 and 9).

ALUMINUM STAIRWAYS

Aluminum stairways come preassembled with adjustable feet. Height adjustments may be made by removing the nuts and bolts on the bottom section and repositioning the feet to the correct height. **NOT ALL CEILING HEIGHTS CAN BE ADJUSTED IN THIS MANNER.** If your stairway cannot be properly adjusted using the predrilled hole locations, please refer to the INSTRUCTIONS FOR ADJUSTING THE HEIGHT OF ALUMINUM ATTIC STAIRWAYS.

| Model # | Rough Opening | Ceiling Height Range | Landing Space (1) | Projection (2) |
|---------|---------------|----------------------|-------------------|----------------|
| SAT-89 | 22-1/2" x 54" | 96"-105" | 68" | 70" |
| SAT-100 | 22-1/2" x 54" | 112"-120" | 73" | 78" |
| SA-89 | 25-1/2" x 54" | 96"-105" | 68" | 70" |
| SA-100 | 25-1/2" x 54" | 112"-120" | 73" | 78" |
| SA-120 | 25-1/2" x 64" | 137"-144" | 84" | 87" |

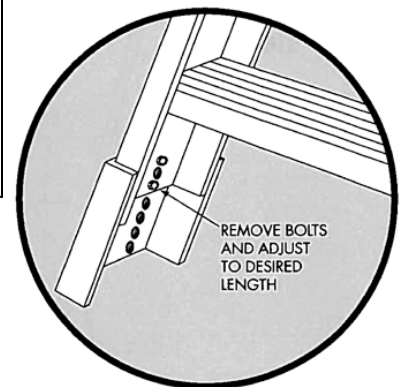
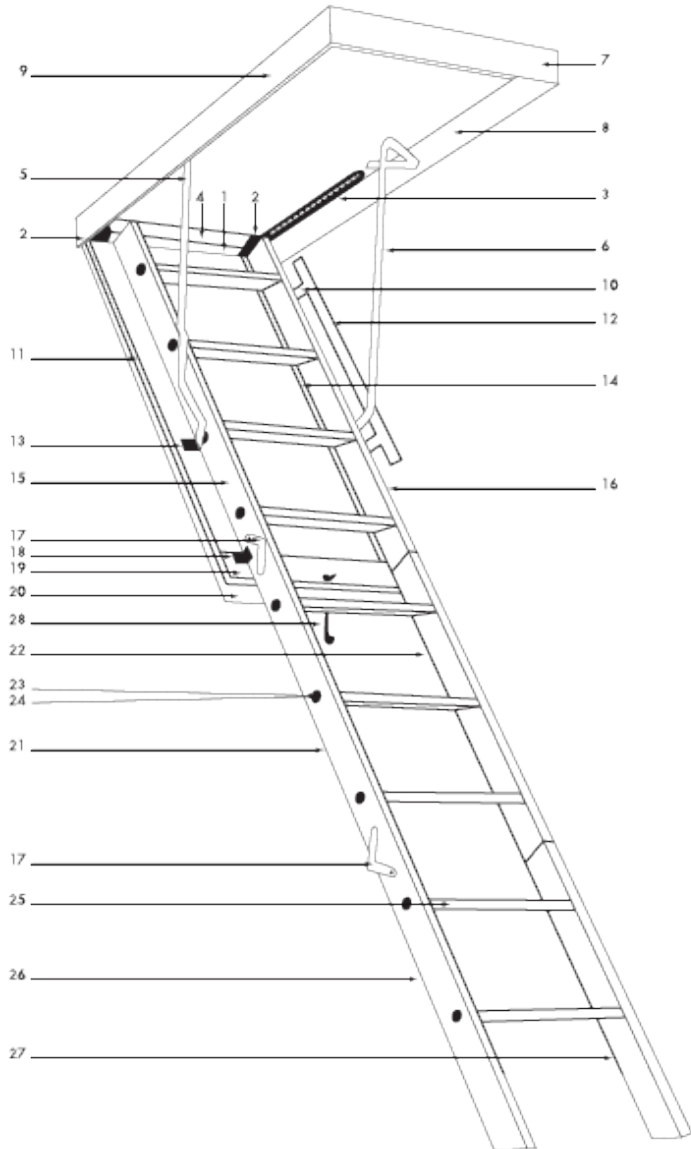


FIGURE 10

ATTIC STAIRWAY COMPONENT LISTING



- 1 – Full-width piano hinge
- 2 – Piano hinge bracket
- 3 – Spring (2)
- 4 – Header board
- 5 – Left power arm
- 6 – Right power arm
- 7 – Box end
- 8 – Right box side
- 9 – Left box side
- 10 – Hand rail bracket (2)
- 11 – Left door runner
- 12 – Hand rail
- 13 – Power arm mounting bracket (2)
- 14 – Right door runner
- 15 – Left top stile
- 16 – Right top stile
- 17 – Side hinge (4)
- 18 – Frame bracket
- 19 – Door frame end
- 20 – Door panel
- 21 – Left center stile
- 22 – Right center stile
- 23 – Ladder rods
- 24 – Ladder rod washers
- 25 – Steps
- 26 – Left lower stile
- 27 – Right lower stile
- 28 – Pull cord and tassel