

## Steel Spiral Kit Assembly Instructions

1. Empty box of parts.
2. Cut away sides of box with utility knife. This will enable easy access and use the bottom of the shipping box as a temporary assembly site.
3. Attach base plate column to wood base on pallet.
4. Screw all-thread rod into base plate (**Figure 1**).
5. Your stair was ordered as a left hand or right hand up, and can *only* be assembled one way.
6. IF YOUR KIT STATES “BUILT IN” ON THE RISER CHART, SKIP THIS STEP. “Built in” means that your stair columns have the riser height built in, and do not need the spacer rings. Position a riser spacer(s) onto base column according to the riser chart provided. **IF REQUIRED, BE SURE TO PLACE RISER SPACER(S) ONTO TREAD COLUMN BEFORE EACH TREAD IS POSITIONED (Figure 2).**
7. Position a tread onto column with sleeve insert at top.
8. Repeat steps 3 and 4 until 4 risers are in place(base column = 1 rise). Be sure to line up front of each tread with the back of the tread below it.
9. Install clamping plate (**Figure 3**) with lock washer and nut until snug (**Figure 4**). **DO NOT OVER TIGHTEN.** Treads should be loose enough to rotate by hand.
10. Install main balusters with carriage bolt and locknut until snug. **DO NOT OVER TIGHTEN.**
11. Align first tread to second tread by clamping 2 alignment bars into position (**Figure 7**). **BE SURE TO USE THESE ALIGNMENT BARS. IF THEY ARE NOT USED, THE STAIR HANDRAIL WILL BE TOO SHORT.**
12. Tighten all bolts and nuts holding main balusters to treads. Drill a 7/32” diameter hole into the main baluster using the hole in the back of the tread riser as a guide (**Figure 8**). Then screw through back of riser into main baluster using a #14 screw.
13. Tighten clamping plate to hold treads in position. **CHECK THAT ALIGNMENT BAR IS MAINTAINING THE CORRECT BALUSTER SPACING.**
14. Install nut on the rod 1-1/2” from top (**Figure 9**). Install coupling onto threaded rod. Be sure to position coupling so that threaded rod is only halfway in the coupling. Tighten nut to bottom of coupling to lock in place, while maintaining position of coupling (**Figure 10**).
15. Screw nut onto end of next all thread rod leaving 1-1/2” from end. Screw all-thread into coupling until it stops against the first rod. **BE SURE 1-1/8” OF ROD IS IN COUPLING (Figure 11). Tighten top nut against coupling to lock all-thread into place.**
16. Repeat steps 6-13 until all treads are used.
17. If you have a stack set, (one stair on top of another), position ¼ spacer ring on top of column-tread w/mounting plate assembly. Otherwise, go to step 19.
18. Position base column without plate on top of ¼” spacer. Go to step 6.
19. Install top column (36” long) with locknut and coupling (**Figure 16**).

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20. Install top cap with rubber mallet (**Figure 17**).
21. Position rail assembly onto main balusters so that the small pre-drilled hole, located approximately 1 ½” from the capped end, lines up with the hole in the baluster clip at the top of the is approximately first baluster. Rotate handrail so that it best lays flat on all of the main balusters.
22. Clamp in 2 places (one at each end).
23. Connect handrail section #1 and #2 by inserting connector and aligning lines etched on tubes (**Figure 14**). Tighten connector (**Figure 13**). Assemble hand rail until all sections are attached together.
24. **BE SURE THAT HANDRAIL IS LONG ENOUGH AT TOP OF STAIR TO ATTACH TO TOP BALUSTER AND TO INSTALL END CAP. IF HANDRAIL IS SHORT, IT IS BECAUSE STAIR IS ASSEMBLED INCORRECTLY. GO BACK TO STEP 11.** Alignment bars ensure that stair treads are proper degree rotation, which ensures handrail length.
25. Drill hole in handrail by using hole in main baluster for a guide. Use a 7/32” diameter drill with a pilot point (if pilot point is not available, a center punch may be used).
26. Screw baluster into handrail
27. Repeat until all handrails are fastened into position. Cut excess handrail at top, and install endcap.
28. If there are no intermediate balusters, proceed to step 30. If intermediate balusters are specified, attach as follows:
29. Insert plastic anchor in hole from bottom of tread (**Figure 18**). Tap anchor all the way into the hole.
30. Place bottom opening of baluster over anchor.
31. Screw into bottom of baluster to hold in place. Lubricating the screws helps installation.
32. Drill hole in handrail by using baluster as a guide. **Be sure to push top of baluster against bottom of handrail while drilling.** Use a 7/32” diameter drill with a pilot point. Screw baluster into handrail (**Figure 19**).
33. Repeat steps 25-27 until all balusters are fastened.
34. Attach platform to mounting bar using 3/8” x 1-1/4” Hex Hd bolt..
35. Remove stair assembly from pallet and position on floor opening or floor edge.
36. Position platform to opening or floor edge.
37. Ensure stair is straight using a level.
38. Level newel post bracket by unscrewing until flush against floor(**Figure 20**). Bolt base plate and newel post bracket into floor.
39. Bolt platform into floor edge with 3/8 x 3” lag bolts.

# Steel Spiral Kit Assembly Instructions



Figure 1



Figure 2 (if required)



Figure 3



Figure 4



Figure 5



Figure 6

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Figure 7



Figure 8



Figure 9

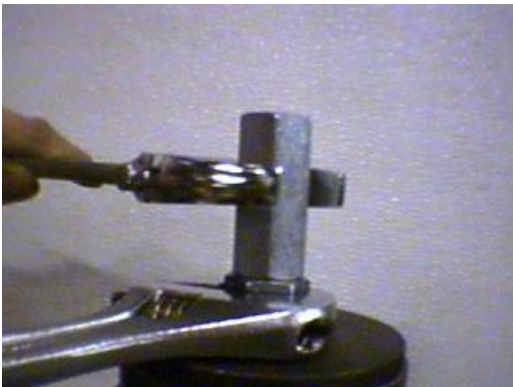


Figure 10



Figure 11



Figure 12

# Steel Spiral Kit Assembly Instructions



Figure 13



Figure 14



Figure 15



Figure 16



Figure 17



Figure 18

# Steel Spiral Kit Assembly Instructions



Figure 19



Figure 20