



OWNERS MANUAL

SERIES 600 PAIRED PANELS PARTITIONS

WARRANTY

Hufcor Partitions are guaranteed against defects in material and workmanship for a period of two years. Refer to your Hufcor Limited Warranty Certificate for additional details.

The Hufcor Partitions for this installation have been custom made to the architect's and owner's specifications. Each partition has been carefully fabricated and installed to provide many years of trouble-free service.

The key to the life of the product is proper operation and care. The correct operation and recommended care are outlined in this Owners Manual for your guidance.

If any malfunction of these partitions occurs, please phone your local Hufcor Distributor for service. This must be done immediately since Hufcor cannot be responsible for damages which result from delays or failure to advise Hufcor or Hufcor's local Distributor.

This partition was sold and installed by:

When calling either your Hufcor Distributor or Hufcor, please have the following information:

Job Name:

Hufcor Order #:

Installation Date:

Description of the Problem:

Person to Contact:

IMPORTANT: *Be certain to read through these operating instructions before moving your panels. An overall understanding of how to activate the seals will prevent accidental damage to the mechanism. Make certain everyone who moves the panels has been trained in their proper operation. Your Hufcor Representative will be happy to provide training assistance if needed.*

Paired Panels consist of panel groups hinged together and supported by one carrier on each panel. Most panels have retractable top and/or bottom seals. Optional models may have top or bottom sweep or automatic bottom seals in lieu of retractable seals. **BE CERTAIN TO RETRACT TOP AND BOTTOM SEALS BEFORE MOVING PANELS OR DAMAGE MAY OCCUR.**

CAUTION: DO NOT MOVE ALL PANELS TOGETHER IN THE MIDDLE OF THE TRACK. YOUR OVERHEAD SUPPORT SYSTEM MAY NOT BE STRONG ENOUGH TO WITHSTAND THE WEIGHT. IF YOU NEED TO MOVE THEM FROM THEIR STORAGE AREA, OPEN THEM OR SPREAD THEM OUT ALONG THE TRACK.

General Information:

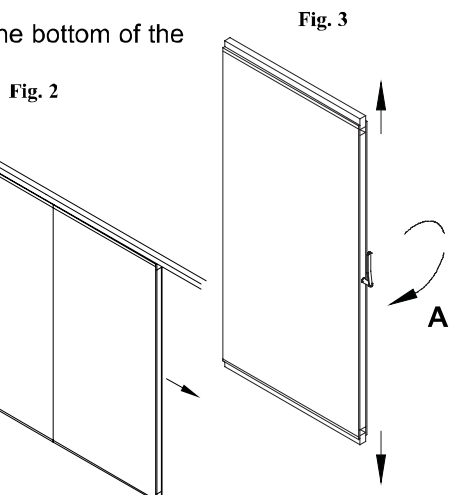
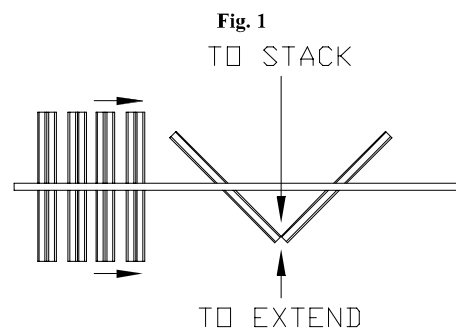
Conduct all operations SLOWLY. Safe operation requires moving panels into place one pair at a time.

For the best acoustical seal and proper alignment, it is important to maintain constant pressure against the edge of the panel while setting seals.

If you notice that a pair of panels is not hanging plumb, stop and go back and reset the panel. If you fail to do this, panels will not make full contact and provide a poor acoustic seal.

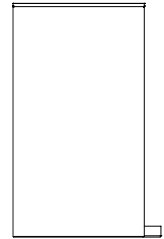
Setting Up A Partition-

1. Stand in the center of the partition and face the panels. Using both hands grasp the edges of the first pair of panels.
2. Gently pull the panel group along the track in its folded position far enough to permit unfolding the panel group. Put slight pressure near the hinge joint as the panel group flattens in order to engage the panel interlocks. (Fig. 1)
3. Move the panel group down the track towards the opposite wall or previously positioned panel group. (Fig. 2). Slow the momentum to a stop as you position the panel with the wall or previously positioned panel. You may place your foot against the bottom of the panel to hold it in place while you extend the acoustical seals.



4. **Seal Operation for Retractable Seals:** Once the panels are in position, insert the operating key over the exposed shaft in the panel's vertical edge (Fig. 3, A). While keeping the panels plumb, turn the operating key clockwise approximately 190 degrees. This will set all the seals in the group. Remove the operating handle and repeat with remaining basic panels.
- a. **For Optional Automatic Bottom Seal Operation** (no operating key is required to operate the basic panel seals-bottom seal extends out from

Fig. 4A



the edge of the panel. See Fig. 4A): Press the pair of panels against the opposite wall or adjacent panel until the automatic seal extends and seals the panels in place. Take care that the panels are hanging plumb in the opening. Repeat with all panels, making certain each panel aligns with the panels already in the opening before setting seals or you could damage the panel edges.

If you do not have a pair of panels with a pass door, repeat the previous steps until all panel groups are setup, with the exception of the last group which require the final closure. See Setting the Final Closure Seal. If you have a pair of panels with a pass door, see the following instructions.

Optional Pass Door: If your partition has one or more pass doors, set up per the following instructions. If there are no pass doors, go to final closure instructions.

Optional Pass Door Panel-Setup

U-Shaped (single style), Fig. 8: The pass door has two seals. One located in the same place as the basic panels (A) and the other located inside the door jamb (B). Set the (A) seal first by inserting the operating key over the seal mechanism as shown in Fig. 8, A. Turn the operating key until the floor seal is extended. This may take more than one turn. Next open the door and turn the seal mechanism located in the jamb (B) in the same way as you did for seal (A).

The pass door has a retractable bottom seal. To extend the door seal, locate the built-in handle in the door frame (C) shown in Fig. 8. Release the door seal by lifting on the bottom of the handle and then pulling it towards you. Next, pull the handle down towards the floor to the desired location. Pivot the handle back into the door jamb to lock the seal into position. Push the bottom of the handle back into the jamb. Be certain to return the handle to its correct stored position or it may interfere with, or damage, the door frame.

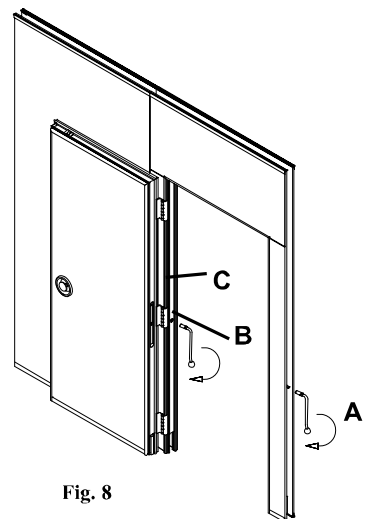


Fig. 8

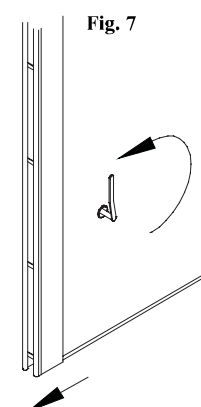
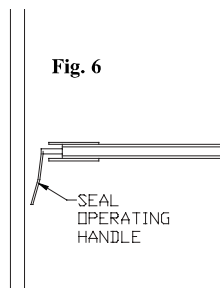
Setting the Final Closure Seals.

Final closure will be by either Lever Closure panel (with expanding jamb) or Pivot Closure Panel which is permanently installed in the opening.

a. Lever Closure Panel

Move the last panel(s) into place. If you have retractable seals, you will need to extend two seals on the last panel in the opening. The first seal is located in the trail edge of the panel (Fig. 6). Insert the operating key over the exposed shaft in the vertical edge and turn key 190 degrees clockwise to set the seal(s). (The shaft may be hidden from view by the expanding post). To extend the second seal, insert the operating key over the shaft located on the face of the panel (Fig. 7). Turn the key clockwise until you feel resistance against the wall. This action extends the closure and completes the acoustical seal. Note: Make certain you apply sufficient pressure to compress the vinyl seal against the wall.

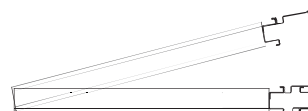
If the modular width is less than 33" the top seal on the Lever Closure Panel is set separately from the bottom seal on all models with top retractable seals. The operating mechanism is located approximately 18" higher than the lower mechanism.



b. Optional Pivot Closure Panel

The pivot panel is a full height panel that is permanently attached in the opening and functions similar to a building door. It may be used in lieu of the Lever Closure Panel above. When all the panels are in the opening and the seals have been extended, close the pivot panel.

Optional Pivot Closure Panel



Stacking/Storing The Partitions

1. If the partition has a pass door, open the door and retract the seals by reversing the previous setup instructions. Close the door and make certain that it is latched.
2. Retract the Lever Closure Expanding Panel by inserting the operating key over the shaft in the face of the panel and turn counter-clockwise to retract the closure. Retract top and/or bottom seals on this panel by placing the key over the shaft in the trail edge and rotate counter-clockwise.

For Optional Pivot Panel: Open pivot panel as far as it will go.

3. **Panels with Retractable Seals:** Insert operating key onto the shaft of each pair of panels and fully rotate key counter-clockwise, retracting the top and bottom seals. Before moving the panels, make certain that the seals have retracted. **DO NOT MOVE PANELS IF THE SEALS ARE NOT RETRACTED - PERMANENT DAMAGE COULD RESULT.** Separate each group of panels, fold, and move to storage area. Repeat until all panels are stacked. Note: Floor pins may be present when two partitions form a "T". They must also be retracted before moving panel(s).

Panels with Optional Automatic Bottom Seals: Follow above instructions to release seals on pass door and Lever Closure Panel (or Pivot Closure Panel). To stack remaining panels, grip panel vertical edge and pull until bottom seal releases. Disengage panel from adjoining panel, fold, and move down the track into the stack area (Fig. 1).

CARE AND MAINTENANCE

Visit our website for specific cleaning/maintenance instructions,
www.hufcor.com/Products/Care & Cleaning.

VINYL FABRIC SURFACE AND EXPOSED TRIM AND SEALS

The vinyl surface of your Hufcor partition may be cleaned with warm water and mild soap. Sponge the surface clean and wipe dry with a soft cloth. A soft brush may be used if dirt is difficult to remove. Carbon tetrachloride may be used for removal of grease and oil.

CAUTION: Do not use lacquer thinner or other strong chemicals except those listed above. Many floor cleaning materials contain chemicals harmful to vinyl. Care should be taken when using such compounds near the partition.

CARPET/FABRIC SURFACE: Commercial carpet cleaners may be used to clean carpeted surfaces. Follow the manufacturer's listed instructions.

MARKER BOARDS: Clean regularly with mild soap and water. To prevent soap buildup, rinse well with clean water.

DAMAGE: Your Hufcor partition is of a unique construction that permits replacement of individual parts. Report all damage promptly to your local Hufcor Distributor. Repairs may only be made by an authorized Hufcor representative who will only use genuine Hufcor parts.

RECOMMENDED PREVENTIVE MAINTENANCE

As with all fine machinery, regular maintenance and adjustments are required to keep your Hufcor partitions performing properly for many years. Contact your local Hufcor representative to perform an annual inspection (six months if your partitions are used frequently). Regular care will keep your partitions in good working condition and prevent emergency service calls or costly repairs. An annual inspection includes:

1. Clean and lightly lubricate all track running surfaces.
2. Check trolleys for any signs of abnormal wear or breakage.
3. Check out-of-plumb panels (indicating loose trolley bolts).
4. Check any exposed bolts in panel vertical edges.
5. Check track alignment at all joints and intersections.
6. Check lever closure (or pivot closure) and adjust as needed.
7. Check and make sure all top and bottom seals are functioning properly.
8. Operate pass door and adjust as needed.
9. Check for torn or malfunctioning sound seals.

Hufcor, Inc.

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