



Installation instructions for floor hatches in the Easy Access series.



1 Check:

Check the product for transport damage and check that the hatch is working properly once you have removed it from the packaging.

Please note that the lock must be set correctly before installation. See point 6.

Also, some models require a gasket to be fitted. See point 7.

2 Marking:

Mark the area for cutting on the surface where the hatch is to be installed.

The hole must be 1 mm larger in each direction than the size of the hatch frame.

Take the dimensions of the hatch to be installed and cut the hole to match those dimensions.

There are manufacturing tolerances on all machined products.

IMPORTANT!

It is important to be careful when marking out, as the product's functionality may be affected by inaccurate installation.

Check that there are no electrical cables, pipes or other items that must not be damaged beneath the surface to be cut before you begin marking and cutting.

3 Cutting:

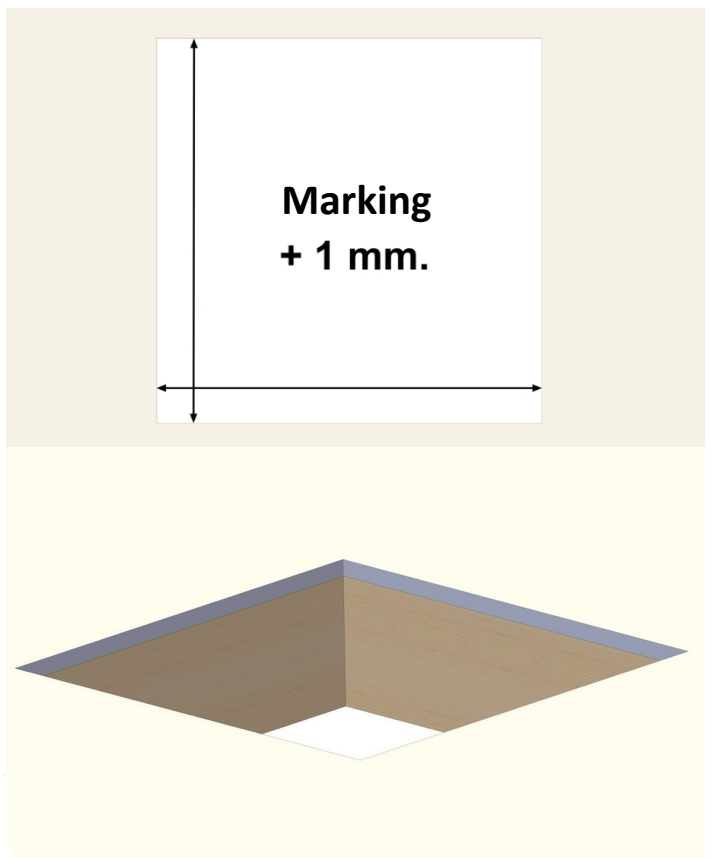
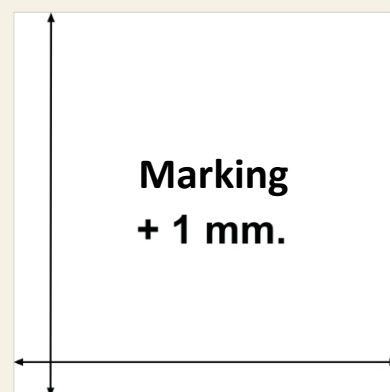
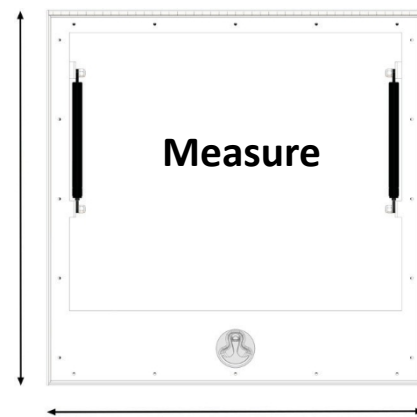
Carefully cut out the hole for the flap so that it is neither too large nor too small.

If you have cut the hole too small.

Trim the sides of the hole by sanding or using a chisel or similar tool.

If you have cut the hole too large.

Glue in a spacer made of a suitable material.



If you wish to use the cut-out piece to fit into the hatch opening, to achieve a uniform surface on the finished floor, it is important that the pattern in the floor covering or the grain in the wood 'continues' from the floor through the hatch.

When cutting into the floor surface with a saw blade, you can pre-drill an elongated hole into which the blade can be inserted to start with. You should only use a thin drill bit. Otherwise, you risk parts of the hole made by the drill bit being visible in the final result.

Drill a series of holes in a straight line, and finish by using the drill to create an elongated hole that the saw blade fits into.

You can temporarily attach two pieces of metal plate with masking tape, leaving a gap corresponding to the drill bit, to act as a template and to protect the floor surface, so that the drill does not slip sideways and ruin what will later be visible in the finished result.

IMPORTANT!

It is very important to take great care when cutting, as the product's functionality may be affected by imprecise installation.

Check that the hole is square. Check by taking diagonal measurements.

It is important to reinforce the floor's load-bearing structure correctly if, for example, joists are cut through.

4 Fabrication of support for the hatch: The hatch must be supported across the entire lower surface of the frame for the structure to bear the load. Use, for example, battens placed on edge. The battens must be screwed in place using the same number of 5 x 70 mm countersunk-head screws as there are holes in the sides of the hatch.

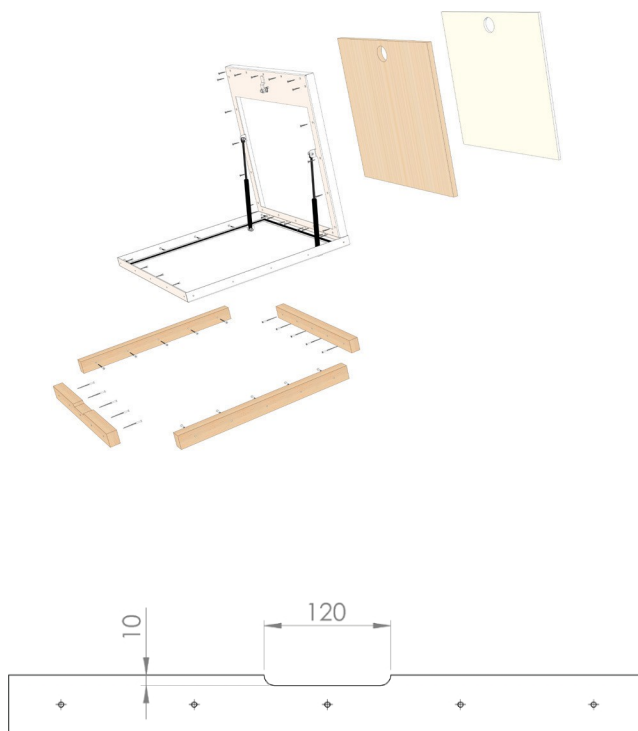
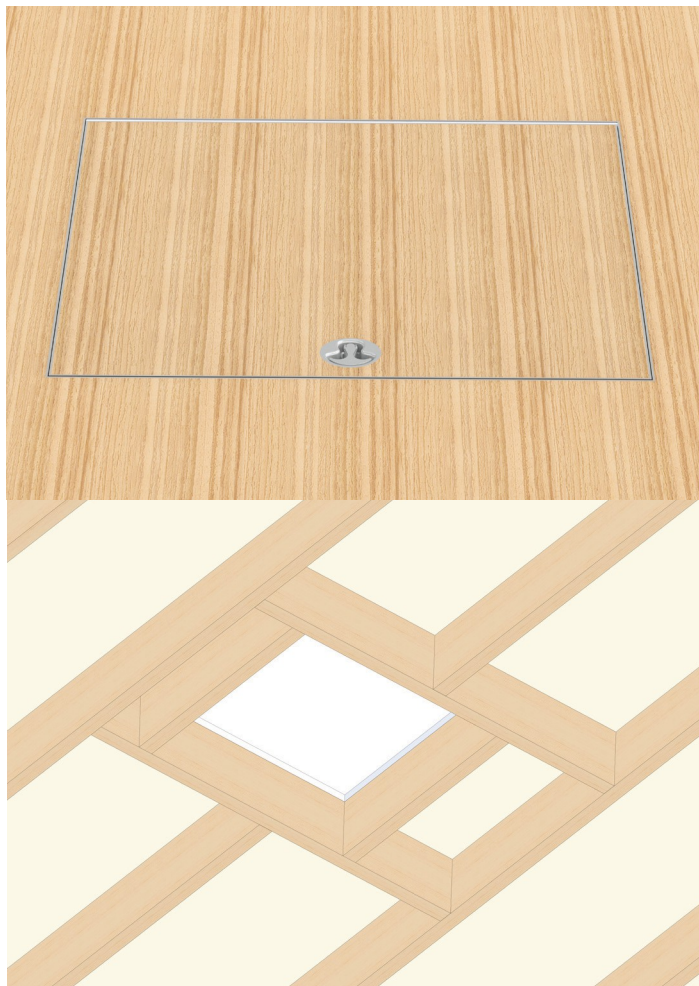
Start by screwing the battens into place and checking that they are positioned correctly and support the entire hatch.

Check that the hatch is at the correct height by placing it against the support.

Align the support with the sash. Check that it is square and flush with the floor surface.

If the sash is forced out of alignment or out of angle, there is a risk that it will jam.

Make a cut-out for the lock in the front support.



IMPORTANT!

Seek advice from a professional on how to reinforce the floor structure if load-bearing joists are cut through.

The hatch must be supported along the entire frame.

Align the support with the hatch after the hatch's base plate has been fitted into it.

5 Installation and checking the hatch's function.

The materials you wish to use for the hatch surface are fixed with adhesive or grout to a base plate made of floor plywood.

The plywood base plate is screwed in place using 4 x 20 mm countersunk-head screws from the underside of the inner hatch.

It is important that you use screws that fit the countersinks in the hatch's holes, so that the screw heads do not protrude.

It is also important not to use a warped wooden board. We recommend using good-quality, multiply plywood as the base plate for the hatch.

Fit the panel into the opening and adjust the support to fit the panel and frame.

The support is screwed into the joists and then the hatch frame is screwed to the sides using 4 x 30 mm countersunk-head screws. Make sure to close the hatch regularly to check that it closes tightly and has not warped, and that the hatch and the sides of the metal frame are parallel.

Take care to tighten the screws evenly and avoid overtightening them.

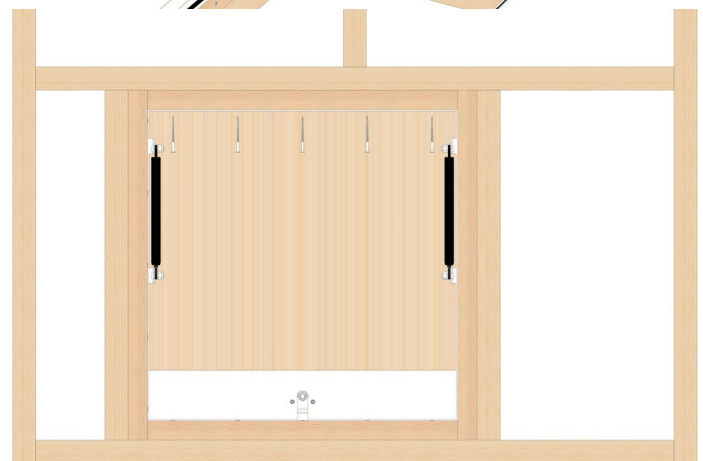
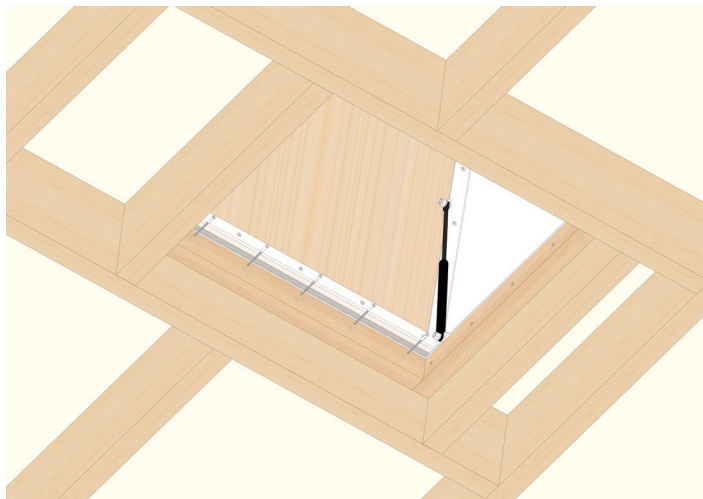
Once everything fits, you can remove the support, apply glue to the joint, and reattach the wooden support.

IMPORTANT!

If you overtighten the screws, there is a risk that they will not hold as firmly as is necessary for the final assembly to be strong and durable, or that the frame may become warped.

Make sure to use screws that do not protrude above the countersunk holes.

Apply glue right at the end, once everything is adjusted



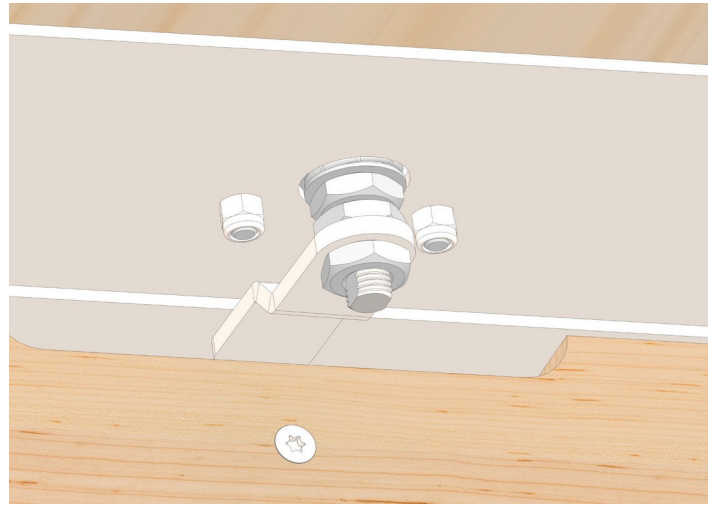
6 Adjusting the lock.

The lock must be set so that it pulls the flap shut without being difficult to close.

You can adjust the lock's tension by loosening the lower nut and adjusting the one above it up or down.

Do not overtighten the thread.

Use a 2 mm Allen key to loosen and tighten the nuts.



IMPORTANT!

If you set the lock too tight, you may reduce its service life.

7 Fitting the gasket.

In some models, the gasket is not fitted at the factory but is included in the pack.

It is important that the gasket is fitted before the hatch is adjusted and fitted.

Degrease the surface where it is to be fitted with alcohol and fit it with a gap of approx. 2 mm from the frame hole.

Use a bit extension to ensure you do not damage the gasket by the screwdriver's chuck coming into contact with it when you screw the frame into place.



IMPORTANT!

Before fitting the gasket, the surface to which it is to be glued must be degreased with alcohol.

Use a bit extension to ensure you do not damage the gasket with the screwdriver's chuck during installation.

Operation and maintenance.

Service life with weekly use approx. 10 years

The seal should be replaced if it becomes damaged, or every 5 years. Use an EPDM/Neoprene seal of the same dimensions and colour.

Gas springs should be replaced every 5 years, depending on use.

Hinges and locks can be lubricated with a small amount of acid-free grease or oil.

If the hatch needs wiping, a well-wrung cloth may be used. The cleaning agent used must not be corrosive (neither acidic nor alkaline) and must be free from abrasives. The cloth used should be lint-free and not made of felt.

You can read much more about hatches for various applications at <https://www.loftlys.dk/>