

Thank you for choosing a **Scotty Door** from our standard **Roller Shutter and Roller Grille Range**.

PLEASE READ THESE INSTRUCTIONS FULLY.

Please induct each and every person who is likely to operate this roller door on the safe and correct procedures – failure to do so will void warranties or could cause serious injury.

Any questions or assistance, please call **09 479 4779** or **0800 760 687**

or email **office@scottydoors.com**

When contacting Scotty Doors for assistance, please locate the sticker on the back of your door with the job number to help identify your door in our system. Please have that number available when contacting us.

It is common for a separate Security Consultant or Electrician to connect and or supply the push button, key switch and accessories to this system. Please look for their sticker to assist you further with any possible electrical issues or concerns. If there is no sticker, please call us for assistance.

WARNING!

The door spring unit is under tension at all times and should never be adjusted, except by approved, trained commercial roller door technician.

No operator or other person should ever stand directly in the path of the roller door in its downward travel or walk through the doorway while the roller door is moving.

MANUAL OPERATION

- Control the operation of the door with the pole provided – the pole has a special hook at one end for retrieving and guiding the door down safely from above and for carefully raising the door to the open position. When opening, lift the door to a height to enable the door hook to be correctly inserted into the bottom rail hole and use the door hook to guide up through a full open cycle. **DO NOT LIFT AND THROW THE DOOR OPEN AT ANYTIME.**
- Remove the key from the lock before raising the door as you will snap the key off if it hits the lintel and or ceiling cavity.
- Ensure no obstructions are in the doorway when lowering the door. For example - raised mats, display stands, signs, tables, extension leads. If the bottom of the door does not sit flat to the floor/countertop it will not lock.
- Do not force the key to lock. Check the door is down correctly or that the lock holes inside the door channels are not obstructed. Check you have the correct key.
- Newly cut keys should be checked against an original key and checked in the lock before distribution.
- Do not climb up the door screen – it is not a ladder.
- If this door is fitted with a “snib” lock for fire egress simply turn dial on inside of lock 90 degrees to unlock. A key will only be required for locking/unlocking from the outside.

REMOVABLE MULLIONS

- A mullion is a removable door track.
- Fitting the removable mullion is simple.
- If it is your first time, identify which side of the mullion is the inside – it will have a socket bolt on the bottom inside face for securing the mullion at the floor/countertop.
- Then, check the mitred block at the top of the mullion to identify which side the mullion swings into position – the highest point of the mitre should be towards you. This may not necessarily be on the inside in the case of ramps/obstructions etc.
- To operate, feed the mitred block at the top of the mullion into the corresponding aluminium section fixed to the lintel above. Slowly swing the mullion into the upright position, lifting as you go, to avoid the top of the mullion from falling back out. Once the mullion is in the vertical position, rest onto the floor and fasten the socket bolt into the location hole in the floor/countertop.
- **DO NOT** force the mullion – be careful to not damage surrounding ceiling and fixtures.
- **DO NOT** attempt to twist the mullion sideways or fit back to front.
- **DO NOT** slam the mullion into the top as it will dislocate mullion head or damage the ceiling.
- **DO NOT** lower door without mullion fitted first.
- If there is more than one mullion to this opening – **DO NOT MIX THEM UP** – we recommend that you label the mullion to identify each mullion for ease of use and placement.

MOTORISED OPERATION

A. SD1 MOTORISED:

- This motorised set up is for normal day to day use (not High Cycle) and is a single-phase powered unit. Typically found on wider shop front motorised doors.
- **Before Opening:** Check the door is unlocked. (If lock is fitted). Operating the door while locked **VOIDS** the warranty.
- **Before Lowering:** Check for obstructions, including personnel, ensure the guides are clear and no displays or furniture have been left in the doorway. Check any mullions are fitted correctly.
- **To Operate:** You will either have a push button controller or a key switch.
- Push the button on the controller or twist the key in the key switch to activate the door to move up or down
- Please hold the push button or key for the entire duration of the door travel.
- ALWAYS retain eye contact with the door whilst in motion.
- **ATTENTION:** If the roller grille or shutter is not operating correctly in any way - **STOP** using the door immediately and call Scotty Doors to attend and repair.
- **NEVER** attempt to manually lift the screen of a motorised door. Contact Scotty Doors immediately.
- Use of the hand chain attached to the motor is for emergency use only.
- The accessories available include UPS Battery Back Up for uninterrupted power supply, key switch and remote controls.

B. HC MOTORISED:

- This motorising set up is primarily for carpark use and is designed for high cycle use. It is either single or three phase powered.
- We recommend that these roller doors are set up as “Automatic” operation through a Logic Controller.
- The roller door will open and stay open for a predetermined time then automatically close.
- A safety beam must be fitted to prevent the door from lowering onto vehicles or pedestrians as it will only operate once the opening is clear.
- **DO NOT** attempt to drive through until the door is fully open – hitting the bottom of the door with the roof of your car will cause damage to both.
- **DO NOT** tailgate – 1 car at a time
- **DO NOT** attempt to manually lift the screen of a motorised door.
- **ATTENTION:** If the roller grille or shutter is not operating correctly in any way - stop using the door immediately and call Scotty Doors to attend and repair.
- There is a very real risk of injury if the door is attempted to be opened manually, while the door controller is set to automatic.

CARE & MAINTENANCE OF YOUR SCOTTY DOOR

Like anything, with a little care and attention and investment in maintenance, your Scotty Door/s will continue to function properly and provide you with safe and reliable access for years to come. We recommend that it is serviced by Scotty Doors or any reputable commercial roller door company **every 6 months**, to make sure it is operating correctly.

- Regular service & maintenance helps avoid potentially dangerous situations.
- During service & maintenance visits, a trained service technician can detect any abnormal wear and tear or damage to your roller grille or shutter.
- Early detection of potential problems helps you avoid emergency repairs.
- Regular service & maintenance helps avoid the sudden loss of income or costly repairs when a malfunctioning security grille or shutter restricts access to your premises.
- Regular professional service & maintenance extends the durability of your security roller grilles & shutters.

Please call Scotty Doors to schedule regular service and maintenance.

GENERAL CARE & MAINTENANCE

- Do not use solvents to clean your door. We recommend using a dry chamois-style cloth to wipe down your door to remove dust. For dirt or more heavy-duty cleaning, please wash your door with warm soapy water and the use of the chamois-style cloth.
- Do not apply any grease or petroleum-based lubricant to door guides, the nylon end locks are designed to make the door run smoothly. Grease will only collect dust and grit etc.
- **KEYS** – Please note that all replacement / copies of keys must be cut by a reputable locksmith (i.e., Armstrong). We do not recommend a mall kiosk key cutting service (i.e., Mister Minit).
- Failure to follow operational, care & maintenance instructions will void your warranty.

WARRANTY

- Scotty Doors roller grilles and shutters are covered by a one (1) year unlimited cycle warranty on the complete system against faulty workmanship and materials.
- One (1) year warranty on powder coating (excluding general wear and tear from use).
- Any concerns or issues, please call our office immediately.

Upon expiration of your warranty period, you must contact Scotty Doors or any reputable commercial roller door company for an assessment to confirm your ongoing service and maintenance schedule.

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