

## **ELECTRIC ACCORDION PARTITIONS**

### **WARRANTY**

*Hufcor accordion doors are guaranteed against defects in material and workmanship for a period of two years.*

*The motor system is guaranteed against defects in material and workmanship for one year.*

*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:**

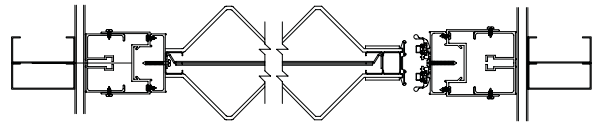
**Description of the Problem:**

**Person to Contact:**

**IMPORTANT:** *Be certain to read through these operating instructions before moving your partition. An overall understanding of how to operate the partition will prevent accidental damage to the partition, and, more important, to people in the area. Make certain everyone who moves the partition has been trained in its proper operation. Your Hufcor Representative will be happy to provide training assistance if needed.*

**CAUTION:**

Your electric partition is a moving piece of machinery and requires appropriate care while it is being extended or retracted. **NEVER ALLOW THE PARTITION TO BE ACTIVATED WITHOUT PROPER SUPERVISION.**

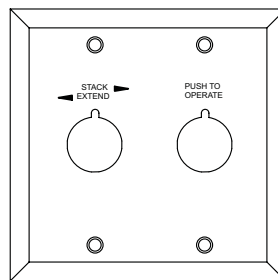


**General Information:**

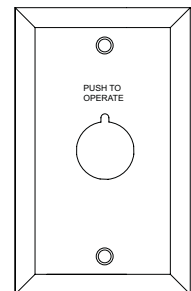
1. Only personnel who have been trained in accordance with these operating instructions should be permitted to operate the partition.
2. Prior to extending the electrically operated partition, make certain there is operating clearance on either side of the partition. Remember that the operator's vision may be obscured by the partition itself as it stacks and extends and that someone should stand on either side of the partition and watch to make sure that no-one crosses the path of the operating partition.
3. Caution people in the vicinity to maintain clearance while the partition is in operation.
4. Report any malfunction to your Hufcor Distributor at once (see cover page).
5. As a safety feature, two people are required to activate the

partition. There is a main switch (Fig. 1) and a second switch (Fig. 2) which is usually placed on the opposite wall. This system requires two people to maintain contact with the switch at all times during partition movement. While this procedure may seem inconvenient, it is meant to prevent harm to people or damage to any items that could be in the path of the partition.

**Fig. 1**



**Fig. 2**



**To Close Partitions** - (Move partition from the stacked to extended position)

If the partition is stacked (or stored) in a pocket with pocket doors, make certain the pocket doors are opened as far as they can go before attempting to operate the partition. Hufcor pocket doors have limit switches that do not allow the partition to be activated unless the pocket doors are completely open.

1. Insert the key into the "extend/stack" receptacle and turn the key to extend (Fig. 1). Press the "Push to Operate" button to move partition. A second operator must simultaneously press the "Push to Operate" button on the second switch.
2. Be certain to watch the partition as it unfolds to insure that there are no obstructions and that the path remains clear.
3. When the partition extends to its full length and contacts the wall jamb, continue to hold the button for approximately five seconds to allow the motor to shut off.

**Note:** If the partition fails to fully extend, turn the key the opposite direction and back the partition up approximately 6' [1829]. Wait 5 seconds, then press the button again and follow Step 3 above. The wait to re-extend the partition is a safety feature to prevent damage to the motor.

4. When the partition is fully extended, both people may stop pressing the buttons. The operator at the main switch may turn the key switch off and remove the key. Removing the key will prevent unauthorized and untrained people from operating the partition.
5. Close pocket doors, if you have them.

**To Open Partition** - (Move partition from the extended to stacked position.)

1. If you have pocket doors enclosing the storage area, be certain to open them as far as they will go in order for the partition to activate.
2. Check the storage area and within 4' along the length of the partition to make certain there are no obstructions or people in the path of the partition.
3. Insert the key into the "extend/stack" receptacle and turn the key switch (fig. 1). Press the "Push to Operate" button to move partition. A second operator must simultaneously press the "Push to Operate" button on the second switch.
4. Be certain to watch the partition as it stacks to insure there no obstructions and that the path remains clear.
5. Both operators may release the button when the partition is fully stacked in the storage area. The operator at the main switch can turn the key off and remove the key. Close pocket doors if you have them.

## **IN THE EVENT OF POWER FAILURE**

If the partition fails to operate and power IS NOT available to the partition, it can still be operated manually by using the following methods:

### Single Motor (Extended)

1. Locate handle in the back of the stack.
2. Pull handle downward to release the partition and allow it to be moved.  
Note: handle must remain pulled otherwise the partition will re-engage and stop moving.
3. The lead panel carrier design allows it to be disengaged from the chain by loosening the two 1/2" [13] bolts and removing the plate that engages the carrier to the chain.

## CARE AND MAINTENANCE

Visit our website for specific cleaning/maintenance instructions, [www.hufcor.com/Products/Care & Cleaning](http://www.hufcor.com/Products/Care%20&%20Cleaning).

### 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:** Gently remove dirt with soft brush. For stubborn stains, commercial carpet cleaners may be used to clean carpeted surfaces. Follow the manufacturer's listed instructions.

### ALUMINUM SURFACES

The aluminum trim on your partition is anodized for long life and freedom from discoloration. Mild soap and water is recommended for cleaning, followed by a light waxing, if necessary.

**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 use genuine Hufcor parts.

## RECOMMENDED PREVENTIVE MAINTENANCE

As with all fine machinery, regular maintenance and adjustments are required to keep your Hufcor partition 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 track alignment at all joints
4. Check motor unit and chains - adjust as needed
5. Check and make sure all sound seals are functioning properly.
6. Check for torn or damaged face material.
7. Check partition's stack and extend mode - adjust as needed.

**Hufcor, Inc.**

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