

ACCORDION PARTITIONS

WARRANTY

Hufcor accordion doors are guaranteed against defects in material and workmanship for a period of two years and the pantographs and tracks are guaranteed for 10 years, excluding abuse.

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. 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.

General:

1. Only personnel who have been trained in accordance with these operating instructions should be permitted to operate the partition.
2. Report any malfunction to your Hufcor Distributor at once (see cover page).

To Close Partition (Move partition from the stacked to extended position.)

Fig. 1

1. Partitions to 10' wide -

Stand close to the partition facing the direction you wish to move the partition. Grasp the handle and walk towards opposite jamb, pulling partition with you. (Fig. 1). As you near jamb, accelerate pull until lead post is 3"-4" from the jamb. Stop the lead post of the partition to permit "slack" in the partition to move to the lead end. Guide latch into strike on jamb.

2. Partitions over 10' wide -

Use two people, one on either side of the lead post and close the partition as in Step- 1 above, or with one person, stand facing lead post with back to opening. Grasp both handles and begin to back across the opening, picking up speed as you move. (Fig. 2) As you near the jamb, swing around to one side of the partition and push on one handle, continuing to accelerate partition movement until lead post is 3"-4" from the jamb. Stop the lead post of the partition to permit "slack" in the partition to move to the lead end. Guide latch into the strike on the jamb.

Fig. 2

3. Tall partitions with pendant pulls

Stand facing the lead post with back towards opening. Unsnap the pendant pulls and start backing across the opening, accelerating as you move (Fig. 3). As you near the jamb, release one pull and step around to the same position illustrated in Fig. 1, pushing on the pendant pull or handle and continuing to accelerate until the lead post is 3"-4" from the jamb. Stop the lead post of the partition to permit "slack" in the partition to move to the lead end. Guide the latch into the strike on the jamb.

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

Fig. 4

1. Check the lock. If the knob is in position "A" (with the lines horizontal), turn 90 degrees so lines will be vertical as shown in "B". (Fig. 4)
2. Small partitions with single handle
Grasp the handle with thumb at bottom rear and fingers on face of the handle. Push with fingers while applying counter pressure with thumb. Fig. 5
The handle will pivot back and release the latch, allowing the door to move away from the jamb. (Fig. 5)
3. Large partition with double handle
Grasp the handle with the thumb near the top of the face of the smaller handle and fingers behind the larger handle. "Pinch" hand allowing thumb to pivot front handle back and release latch, allowing the door to move away from the jamb. (Fig. 6)
4. Move the partition away from the jamb far enough to allow you to move between the jamb and the lead edge of the partition. Facing the stack area, stand on either side of the partition and grasp the lead post at handle height; "walk" partition into the stack position. (Fig. 7)
5. Attach the "tie-back" belt to hold the partition securely in the stack position. (Fig. 8).

/Fig. 8

Fig. 7

CARE AND MAINTENANCE

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

VINYL FABRIC SURFACE

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 and make sure all sound seals are functioning properly.
5. Check for torn or damaged face material.
6. Check partition's stack and extend mode - adjust as needed.

Hufcor, Inc.

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