



**IMPROVING PROFITABILITY THROUGH
FLEXIBLE SPACE SEPARATION**

Manufacturers of the Original Goff Curtain Walls
700 Hickory Street Pewaukee, Wisconsin 53072

Phone: 800-234-0337 Fax: 262-691-3255

Email: sales@goffscw.com Web: www.goffscurtainwalls.com

Goff's Heavy Duty Weld/Privacy Screen Assembly & Installation Instructions

Unpacking and Preparation:

Carefully unpack your weld/privacy screen and frame components. Check the inventory to verify that you have received all of the necessary components:

<u>QTY</u>	<u>Description</u>
2	Frame Cross Member (Marked "CM") Frame
1	Left Vertical Member (Marked "LV") Frame
1	Right Vertical Member (Marked "RV")
1	Frame Left Leg Assembly (Marked "LL")
1	Frame Right Leg (Marked "RL")
6	Frame Corner Gusset
1	Weld/Privacy Screen
~	¼-20 x ½" Phillips Head Fasteners (bundle)
~	¼-20 x ½" Square Nuts (bundle)

Should you encounter any shortages or if there are any problems with these components please contact the factory as soon as possible.

Locate a large flat area to assembly your weld/privacy screen. This would typically be a clean floor area or the top of a large table. Attempting to assemble the frame on an uneven or unstable surface may have detrimental results.

The only tools required to perform the assembly operations will be a #3 phillips screwdriver (not included) and a tape measure. We strongly recommend that you use the correct size (#3) screwdriver for these procedures.

Frame Assembly:

Please review the following diagram (Diagram #1) and familiarize yourself with the component location and orientation for the frame assembly. Note that this diagram represents the frame when viewed from the weld/privacy screen side (the side that the screen material will be attached to). The frame will actually be assembled in a “face-down” orientation, so left and right will be reversed during the assembly operation.

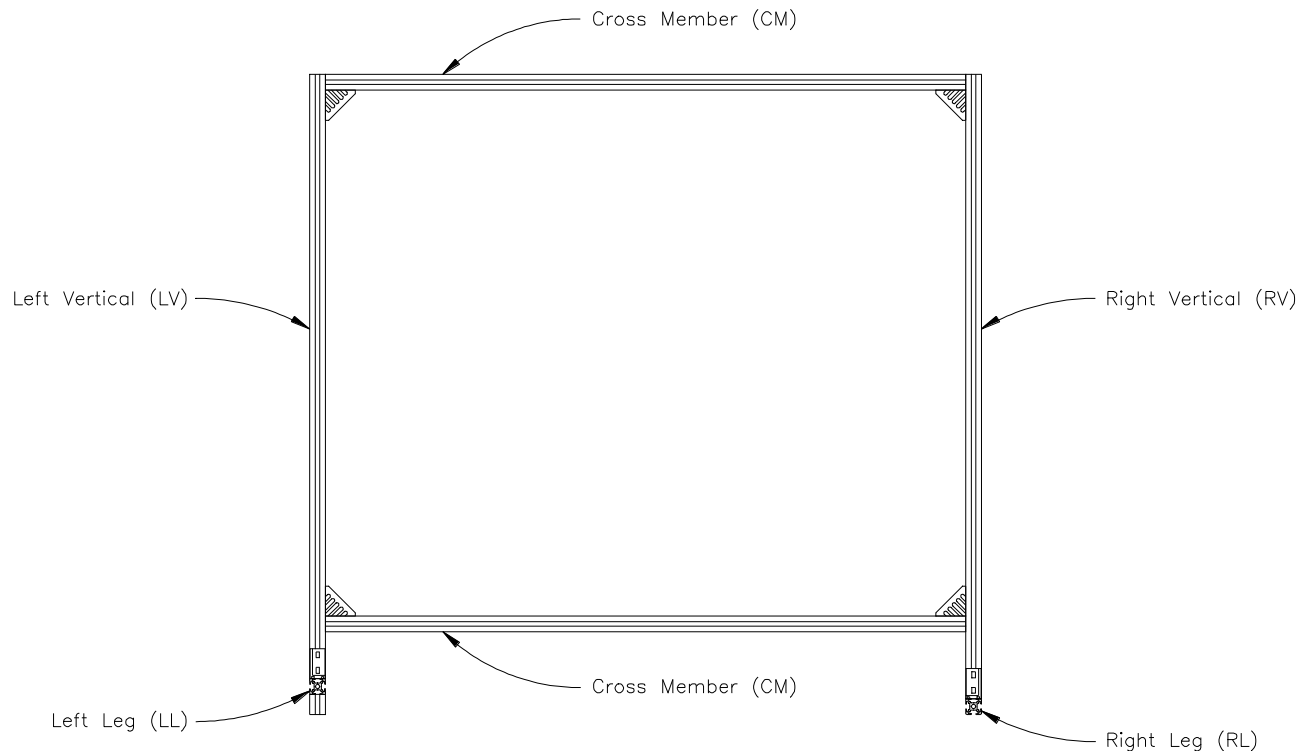


Diagram #1
(Weld/privacy screen frame layout)

The frame rails and legs are assembled via cast corner gussets. Each gusset utilizes four (4) ¼-20 x ½” Phillips head fasteners and four (4) ¼-20 square nuts. These nuts will be captured within the extruded channel sections of the rails and legs, and the gussets will become rigidly affixed to the rails when the Phillips head fasteners are tightened. We have found that it is substantially easier to perform the assembly operation if the gussets have been “preloaded” with the screws and nuts as shown in the following photo (Photo #1). To do this simply insert the four screws through the openings in the gusset and then run each nut (with the “crowned” side of the nut facing away from the gusset) onto the fastener by a few threads. This should allow enough clearance between the nut and the gusset for the nuts to be aligned with the extruded channels on the rails and then slid into position prior to tightening the screws.

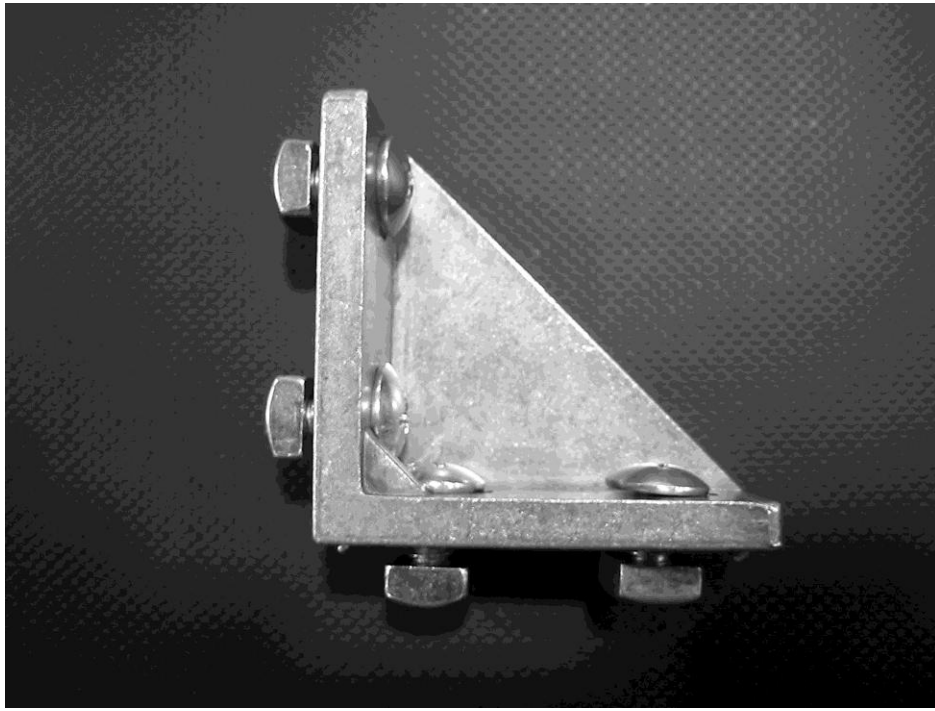


Photo #1
(Preloaded Frame Gusset)

Repeat this operation for all six (6) frame gussets.

Locate one of the frame cross members (marked "CM") and lay it horizontally on the work surface. Take one of the preloaded frame gussets, align the flats of the nuts on one leg with the extruded channel of the cross member and slide the gusset into the position shown in the following photo (Photo 2):

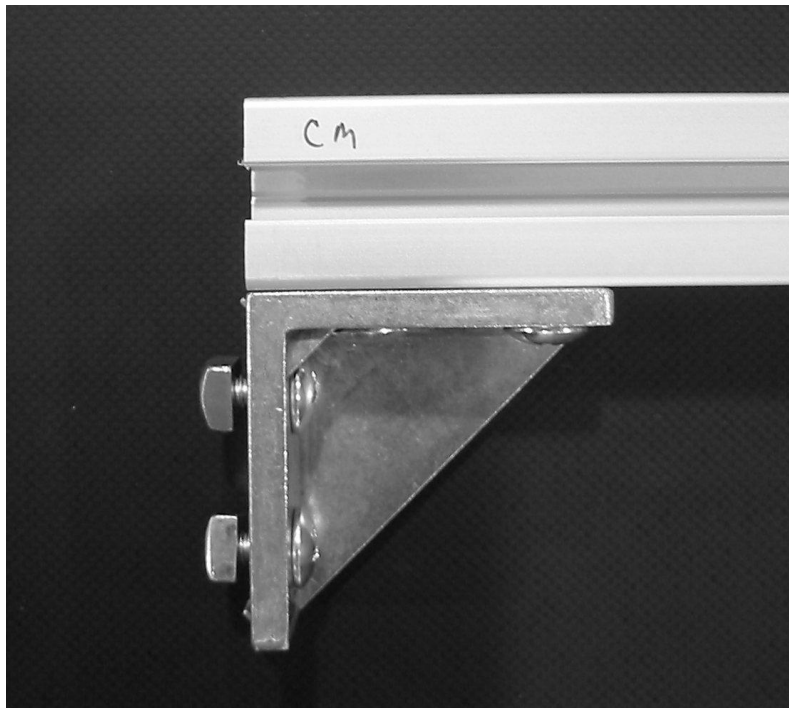


Photo #2
(Gusset to cross member)

Ensure that the left edge of the cross member is in alignment with the left edge of the gusset (as shown) and firmly tighten the two fasteners.

Repeat this operation on the right end of the cross member using a second corner gusset. At this point you should have an assembly that looks similar to the following diagram.

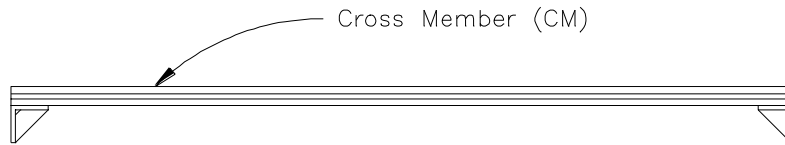


Diagram #2
(Cross Member Sub-Assembly)

Repeat this procedure for the other remaining cross member.

Roll the cross members over so the weld/privacy screen mounting surface is pointing “up”. Refer to the following chart and “preload” the appropriate number of ¼-20 square nuts into the extruded channel. This is done by simply sliding the nuts, one after another, into the groove.

<u>Screen Width (ft)</u>	<u># of Nuts</u>
4	3
5	4
6	5
7	6
8	7

When you are done, your cross member should resemble the unit depicted in the following photo (Photo 3):

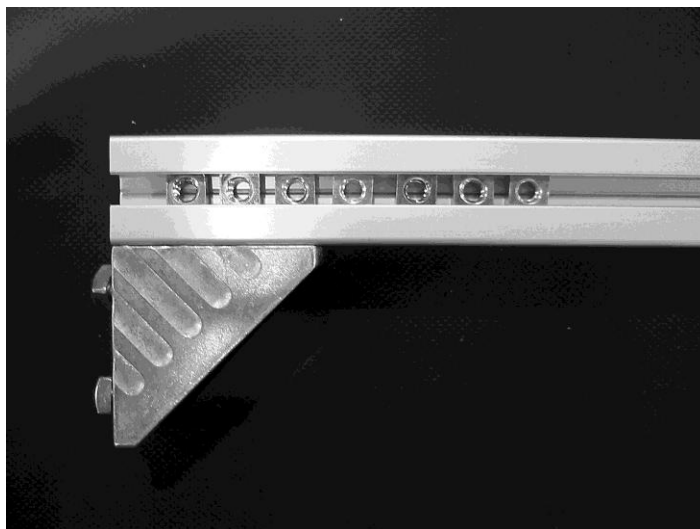


Photo #3
(Preloaded Cross Member)

Perform this operation on both cross members. Carefully roll the cross members back over so that the weld/privacy screen mounting surface is facing “down”. Do not dislodge any of the preloaded ¼-20 nuts. If any of the nuts should become dislodged from the frame they can be reinserted later in the assembly operation.

Locate the right vertical frame member (marked “RV”) and place it at the LEFT (remember: the frame is “face down” and left-to-right is reversed) end of one of the cross members. Align the nuts and engage the frame rails and gusset as shown in the following photo (Photo 4):

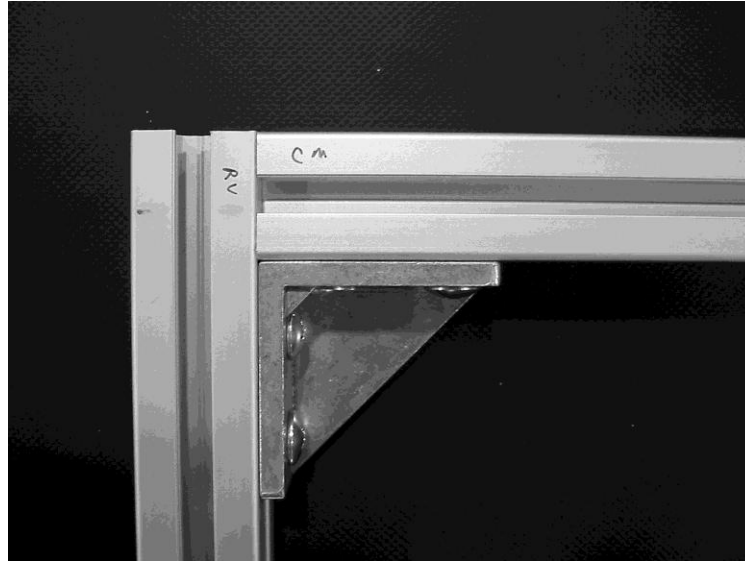


Photo #4

(Right Vertical to Cross Member)

Note that the top of the right vertical rail is flush with the top edge of the cross member. Firmly tighten the two remaining fasteners.

Repeat this procedure on the right end of the same cross member with the left vertical frame member (marked “LV”). When you have completed this step you will have an assembly that resembles the following diagram (Diagram 3):

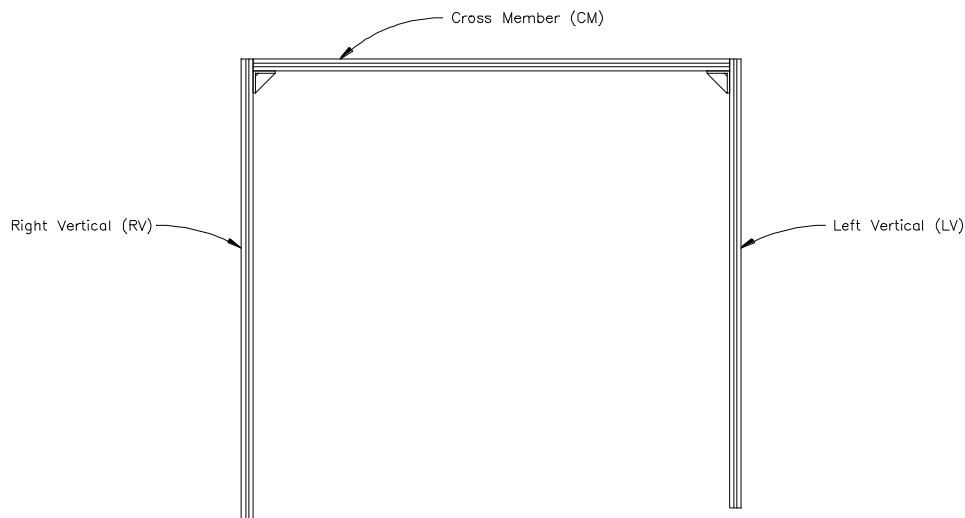


Diagram #3

(Cross Member and Verticals Sub-Assembly)

Orient the remaining cross member so that it is at the “bottom” of the frame sub-assembly with the weld/privacy screen mounting surface still facing “down” and the gussets pointing toward the other (top) cross member. Align the nuts and engage the left gusset with the bottom of the right vertical frame member. Slide the gusset up the right vertical frame member about an inch and then engage the right gusset with the bottom of the left vertical frame member. “Shimmy” both gussets up their respective vertical frame members until the bottom of the cross member is five (5) inches from the bottom of the right vertical frame member as shown in the following photo (Photo 5):

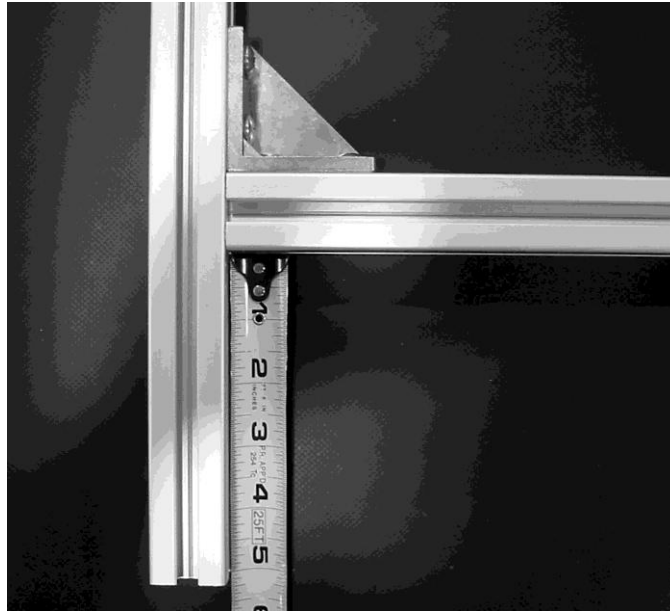


Photo #5
(Right Vertical to Bottom Cross Member)

Firmly tighten the two fasteners. Move the right end of the bottom cross member until its bottom edge is three and a half (3.5) inches from the bottom of the left vertical frame member as shown in the following photo (Photo 6):



Photo #6
(Left Vertical to Bottom Cross Member)

Firmly tighten the two fasteners. When you have completed this step you will have an assembly that resembles the following diagram (Diagram 4):

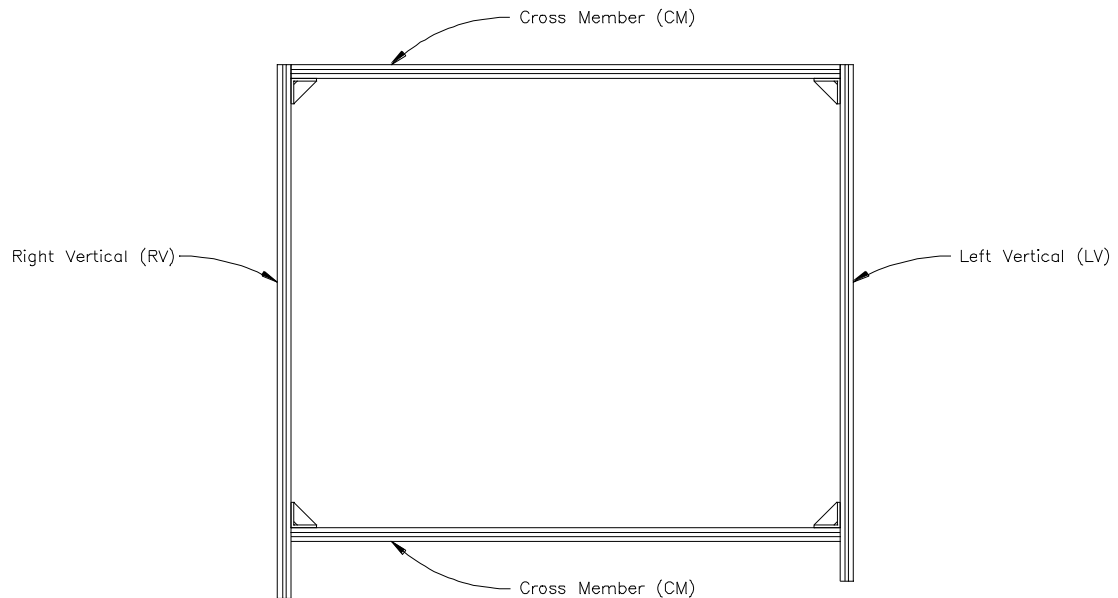


Diagram #4
(Cross Members and Verticals Sub-Assembly)

Weld/Privacy Screen Installation:

It is often easier to install the weld/privacy screen before the legs have been attached and the final frame assembly has been completed.

Carefully flip the entire frame sub-assembly over so that the weld/privacy screen mounting surface is facing “up”. Be careful not to dislodge or lose any of the pre-loaded nuts in the cross members.

Locate the weld/privacy screen and orient it for installation. The material should be oriented so that the Goff logo patch is in the lower right hand corner. Rotate the weld/privacy screen so that the edges are in approximate alignment with the frame members (the weld/privacy screen will be slightly smaller than the frame).

Move the pre-loaded nuts within the cross members so that they are at approximately one foot (12 inch) centers as shown in the following photo (Photo 7):



Photo #7
(Spread-Out Pre-loaded Nuts)

Refer to the following chart and “preload” the appropriate number of ¼-20 square nuts into the extruded channel of each vertical frame member. This is done by simply sliding the nuts, one after another, into the groove.

<u>Screen Height (ft)</u>	<u># of Nuts</u>
4	5
5	6
6	7
7	8
8	9

Any nuts that became dislodged from the frame should now be replaced with the “pop-in” method. To do this, place a nut so that one edge is laying in the channel groove. Place a tool such as an Allen wrench or Phillips screwdriver into the threaded hole in the nut and “pop” the nut the rest of the way into the channel. Be careful not to damage the threads.

Spread these nuts out so they are also on approximate 1-foot (12 inch) centers starting at the top of the vertical frame rails. Locate the top nut on the left vertical frame member so that it is in alignment with the extruded channel of the cross member as shown in the following photo (Photo 8):

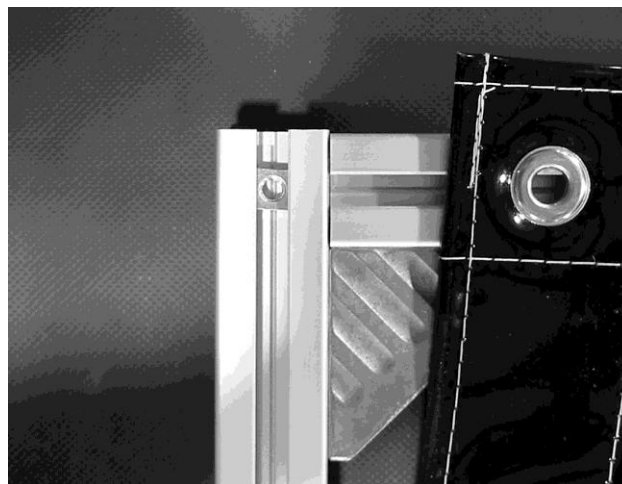


Photo #8
(Corner Nut Alignment)

Pull the weld/privacy screen over the frame until the corner grommet hole is in alignment with this corner nut. Secure the weld/privacy screen to the frame using a 1/4-20 x 1/2" Phillips fastener as shown in the following photo (Photo 9). Do not over-tighten the fastener.

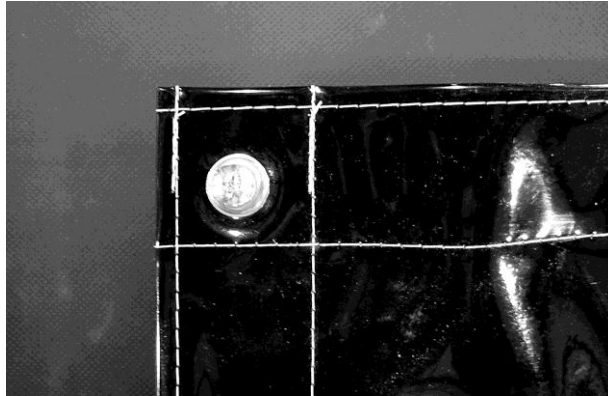


Photo #9
(Corner Screw Installation)

Make sure that the nut at the top of the right vertical frame member is in alignment with the extruded channel of the top cross member. Carefully stretch the weld/privacy screen and pull the top right corner until the corresponding grommet is in alignment with this nut. Secure the weld/privacy screen to the frame using a 1/4-20 x 1/2" Phillips fastener.

Repeat this procedure for the remaining two corner grommet locations at the bottom of the weld/privacy screen. It may be helpful to have another person assist with the weld/privacy screen stretching when trying to install the final corner fastener. **Note: If aligning the bottom of the weld/privacy screen with the bottom of the lower cross member results in too much material stretch, or if the material has insufficient tension, adjust the location of the lower cross member. This is accomplished by loosening the fasteners that secure the lower cross member gussets to the vertical frame members and sliding the gussets up or down an equal amount on both sides. It should not be necessary to move the lower cross member by more than one (1) inch.**

Carefully lift all four edges of the weld/privacy screen and slide the nuts into alignment with their corresponding grommet locations as shown in the following photo (Photo 10):



Photo #10
(Grommet to Nut Alignment)

Go to the approximate center of the top cross member and secure the closest grommet to its corresponding nut using a 1/4-20 x 1/2" Phillips fastener as shown in the following photo (Photo 11):

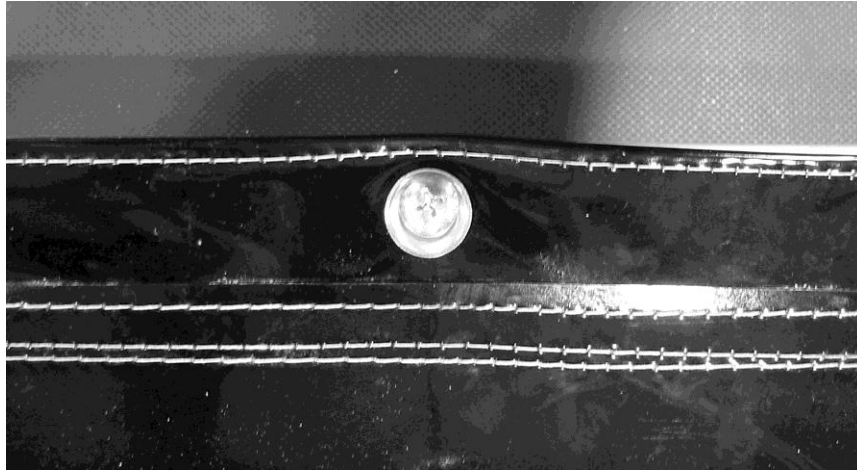


Photo #11
(Center Fastener Installation)

Repeat this procedure for the approximate center grommet location on the remaining three edges. After this has been completed, install all of the remaining 1/4-20 x 1/2" Phillip fasteners through the open grommet locations into their corresponding nuts. The weld/privacy screen installation phase of the assembly operation is now complete.

Leg Installation:

Install corner gussets at the bottom edges of both vertical frame members as shown in the following photo (Photo 12). Note that the gussets mount to the "front" surface of the frame members and that the bottom edge of the gusset(s) is in alignment with the bottom of the vertical frame member(s):

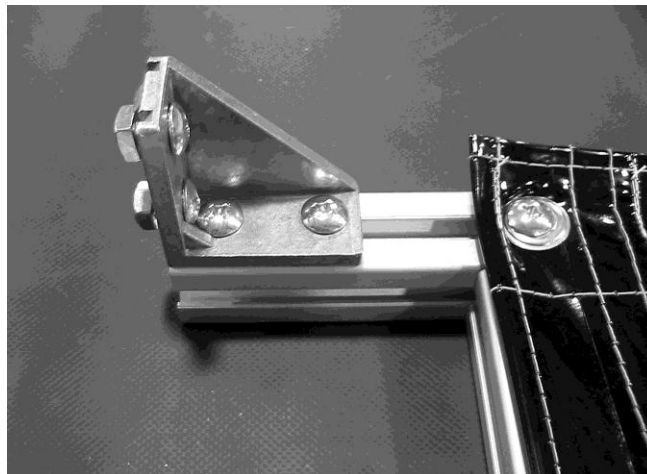


Photo #12
(Leg Gusset Installation)

Locate the left leg assembly. This unit is the longer of the two legs and comes pre-assembled with two short standoff extensions. Measure along the length of the leg and make a small mark at the midpoint. For reference: this mark should be thirteen (13) inches from the end. Align the nuts on the gusset mounted to the left vertical frame member and slide the left leg assembly onto the gusset. The leg assembly should be oriented so that the standoff extension will be in contact with the floor when the frame is righted. Position the leg assembly so that the center mark is in alignment with the extruded channel of the left vertical frame member as shown in the following photo (Photo #13):



Photo #13
(Leg Alignment)

Firmly tighten the two fasteners. Locate the right leg. Measure along the length of the leg and make a small mark at the midpoint. For reference: this mark should be eleven and a half (11.5) inches from the end. Align the nuts on the gusset mounted to the right vertical frame member and slide the right leg onto the gusset. Position the leg so that the center mark is in alignment with the extruded channel of the left vertical frame member. Firmly tighten the two fasteners.

Your weld/privacy screen is now complete and ready to use. Should you have any problems with the assembly of these units or if you encounter any other problems please do not hesitate to contact the factory for assistance. We sincerely appreciate your business and are confident that your Goff's weld/privacy screen will give you many years of trouble-free and reliable service.