



# Locker Installation Guide

**Lockers Available From CES Company**

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# Tools and Materials



Drill



Circular Saw



Hand Truck/Dolly



Cleaning Solution



Tape Measure



Wood Glue



Silicone Glue



Hammer



Screwdriver



1" Drywall Screws



Stud Finder



Level



# Tools and Materials Checklist

***The checklist on the right side of this page provides an approximate price estimate for each of the tools and materials needed for locker installation.***

## **Tools Needed:**

<input type="checkbox"/> Circular Saw	\$40
<input type="checkbox"/> Drill	\$40
<input type="checkbox"/> Dolly	\$40
<input type="checkbox"/> Level	\$14
<input type="checkbox"/> Stud Finder	\$13
<input type="checkbox"/> Tape Measure	\$10
<input type="checkbox"/> Hammer	\$10
<input type="checkbox"/> Screwdriver	\$4

**Total Cost (if all tools are needed)      \$171**

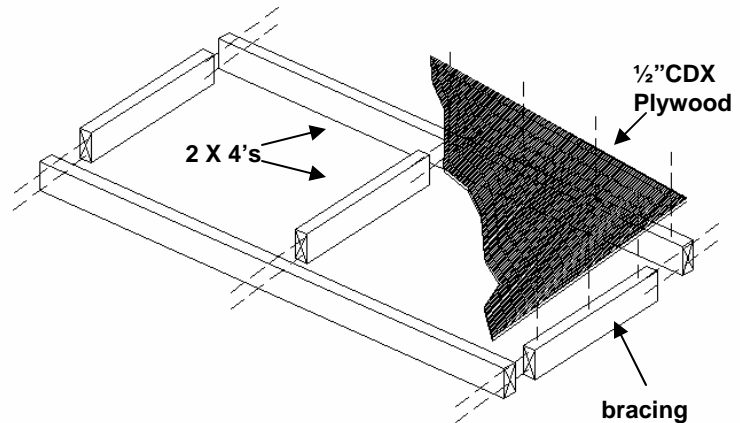
## **Materials Needed:**

<input type="checkbox"/> ½" Plywood per Sheet	\$15
<input type="checkbox"/> 2x4 - 8 foot length per stud	\$1
<input type="checkbox"/> Wood Glue	\$4
<input type="checkbox"/> Silicone Glue	\$3
<input type="checkbox"/> Drywall Screws – 1 lb. box	\$3
<input type="checkbox"/> Cleaning Solution – 16 oz.	\$3

# Step 1 Base Construction

## Materials and Tools Needed:

- ☑ 2x4's
- ☑ ½" Plywood
- ☑ Wood Screws (1-Inch)
- ☑ Tape Measure
- ☑ Circular Saw
- ☑ Drill
- ☑ Stud Finder

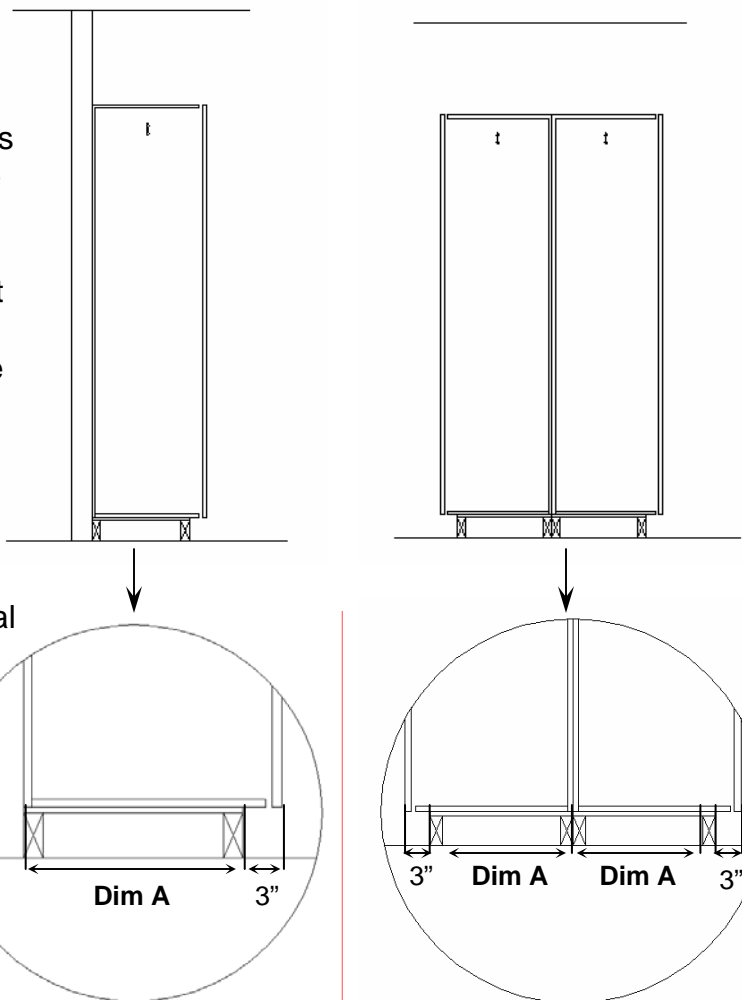


For proper door function, your lockers need to be placed upon a base. The typical base consists of two **2x4's** running parallel with **2x4's bracing** across every 24" and a ½ inch sheet of **plywood** attached to the top to create a 4 inch base. The typical toe kick recess is 3 inches from the locker door. \*A six inch base can be substituted using 2x6's if necessary.

\*\* **Dim A** is determined by the depth of the locker. You take the total locker depth minus 3" to get your total base width.

(Depth of Locker – 3" = **Dim A**)

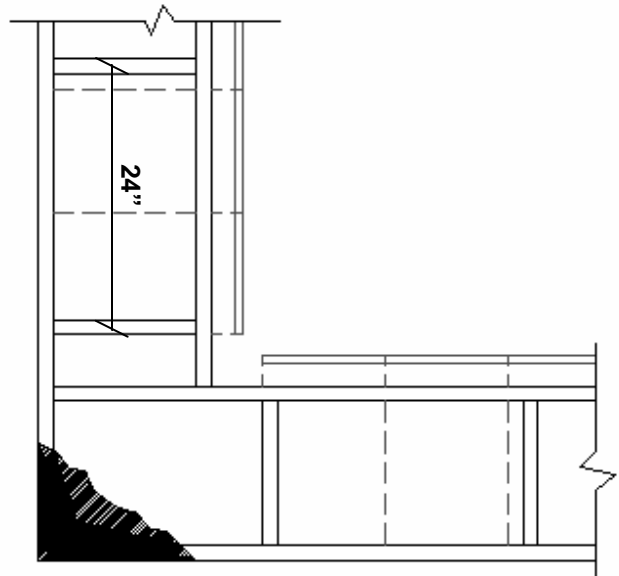
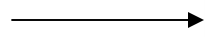
**\*Before putting lockers on the base, use the stud finder to mark stud locations – this will expedite the securing stage of the installation\***



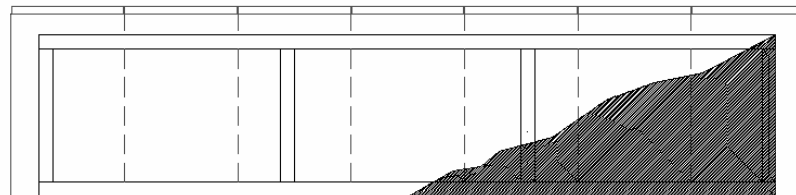


# Step 1 Base Construction Cont.

**Base Corner Detail**



**Island Base Detail**





# Step 2

## Unloading

### Tools needed:

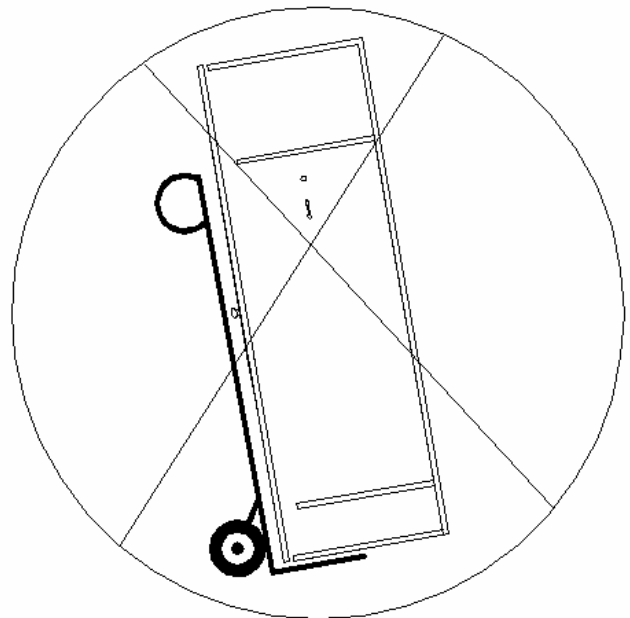
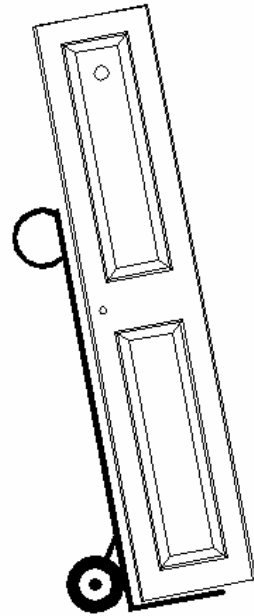
- Hand Truck or Dolly

Unload the locker frames with a hand truck or dolly one at a time with the door properly positioned so that no dings or scratches will occur. Place the locker frames on the base in the desired arrangement.

When arranging lockers on the base, especially on a double row base, be sure to place lockers fully and evenly on the constructed base to avoid lockers from tipping over.

**\*Before placing lockers on a double row base you need to mark a chalk line down the middle of the base. This will server as a guide to place the back of the lockers on the edge of that line back to back.**

**\*Please have the installation team ready to unload lockers when the truck arrives\***





# Step 3

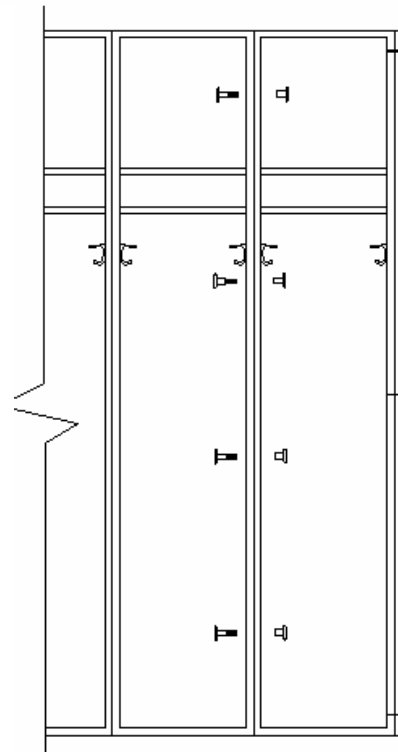
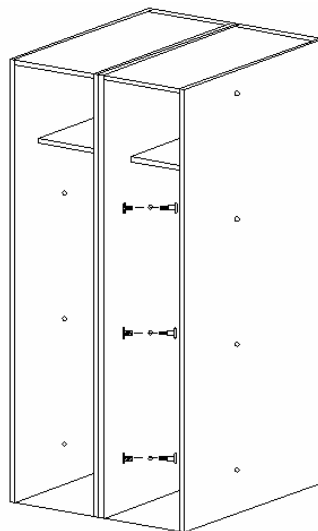
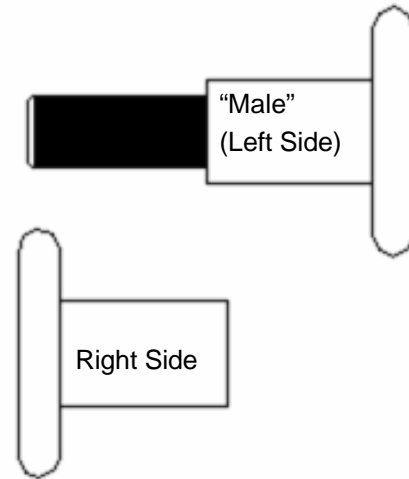
## Connecting Lockers

### Materials and Tools Needed:

- Flathead Screwdriver
- Hammer

Once the lockers are arranged and placed on the base, use the provided connector bolts to attach the locker frames together. Carefully hammer the open end into the right side of the locker frame. When facing the locker, the male side of the connector bolt goes on the left side of the frame toward the locker to the left. Hand tighten the connector bolts and then use a screwdriver for snug connection.

**\*Avoid over-tightening.**







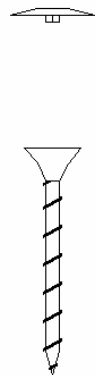
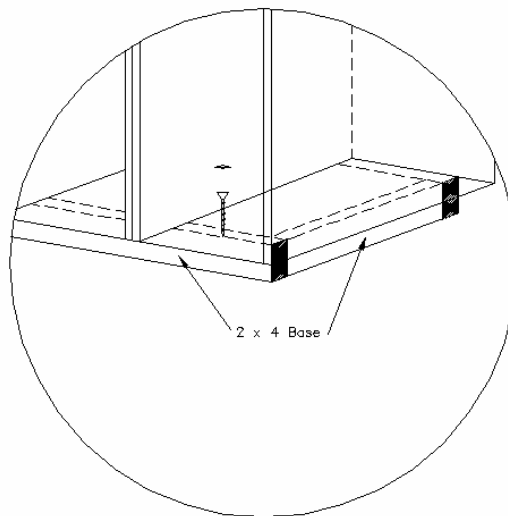
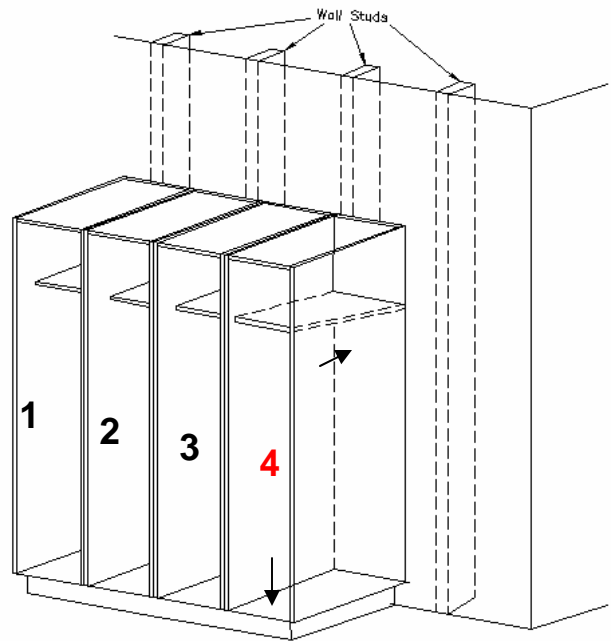
# Step 4

## Securing Lockers

### Materials and Tools Needed:

- ☑ Drill
- ☑ Screws
- ☑ Cover Caps (provided)

Once the lockers are connected, we recommend attaching every fourth locker to the base and to the wall to prevent tipping. Having already marked stud locations on the wall, pre-drill a hole thru the locker back and attach the locker to the stud with a screw. To attach to the base, pre-drill a hole thru the locker bottom and attach the locker to the base with a screw. Use the provided cover caps to conceal the screws on the interior of the locker.



# Step 5 Filler Panels

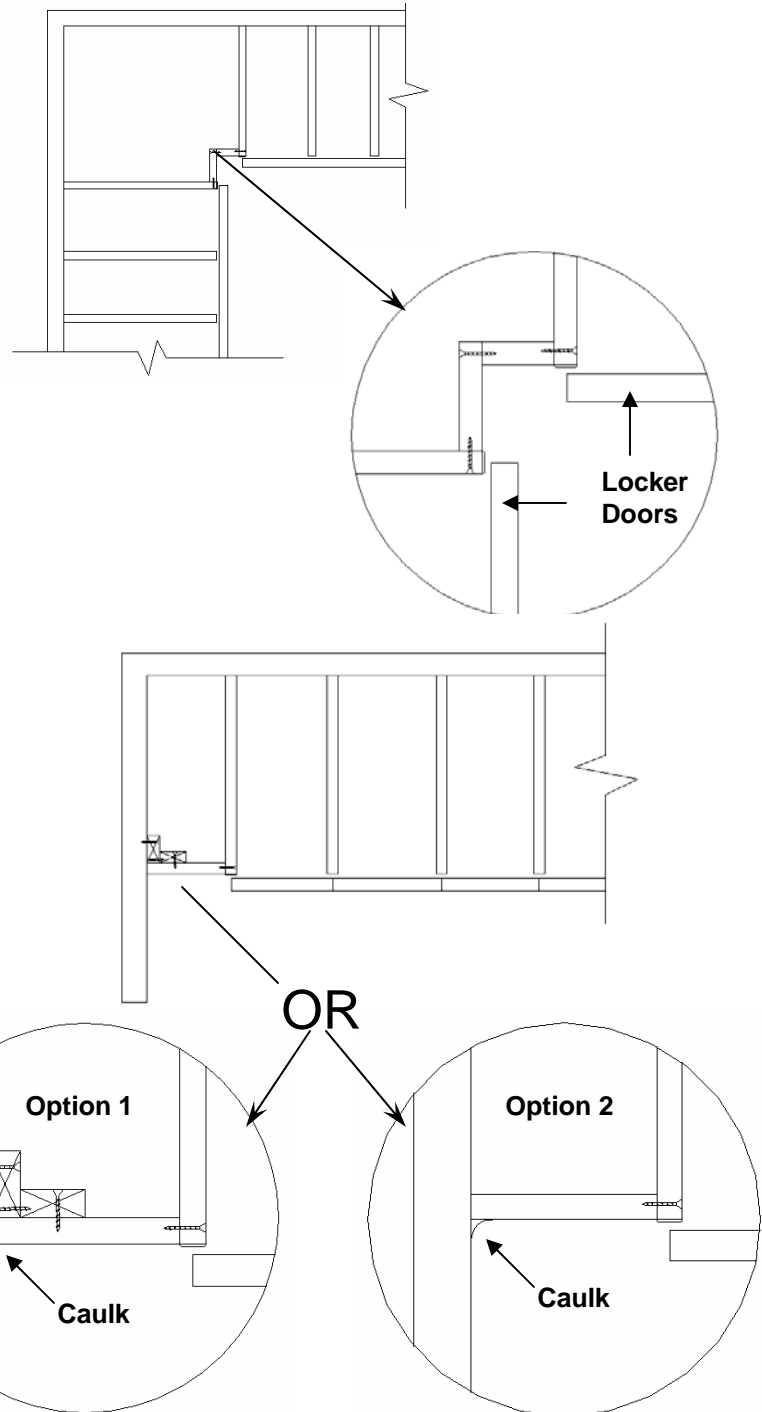
## Materials and Tools Needed:

- ☑ Drill
- ☑ Circular Saw
- ☑ Tape Measure
- ☑ Wood Screws

After you have bolted the locker frames together, use the provided filler panel to conceal dead space. Cut any leftover plywood from the base construction to fit corner detail. Attach 4 small blocks below sightline and then attach plywood to blocks to prevent items falling into corner space.

**\*Carefully measure the amount of filler panel needed for each intersection prior to cutting the filler panel.**

**\*Option 2: Recommended only when filler space is less than 2”.**





# Step 6 End Panels

## Materials and Tools Needed:

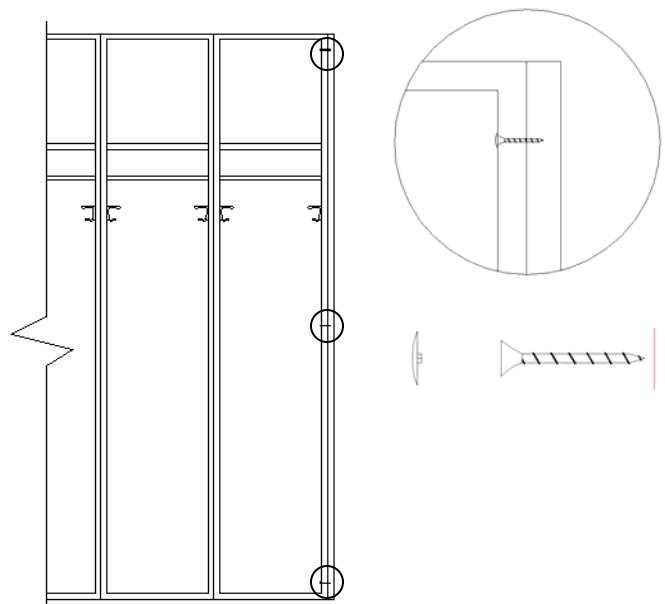
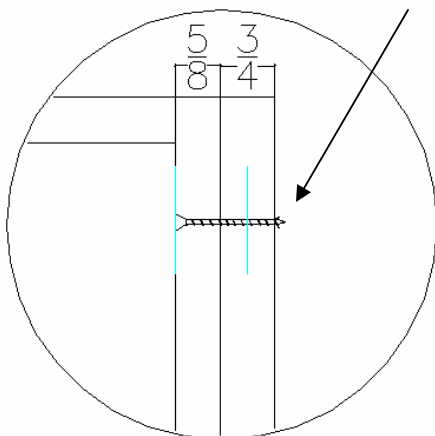
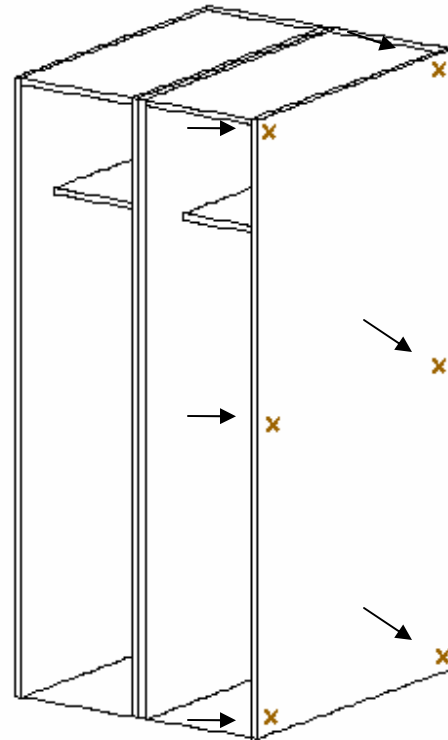
- ☑ Drill
- ☑ Wood Screws
- ☑ Wood Glue

Attach end panels at the end of each run of lockers to conceal the exposed end. Before attaching the end panel, apply wood glue to the backside of the end panel for additional holding power. See the illustration on the right which indicates where to pre-drill the locker frame and attach the end panel. **\*DO NOT USE THE PRE-DRILLED CONNECTOR HOLES FOR RAISED PANEL END PANEL ATTACHMENT\*** Install screws from the inside as shown.

**\*The screw must go into the door stile and NOT THE CENTER PANEL for proper end panel attachment.\***

Once the end panel is secure – apply matching interior cover caps (provided) to the exposed screw heads.

**\*WARNING\* THE SCREWS USED FOR END PANEL ATTACHMENT SHOULD NOT EXCEED (1) ONE INCH. ANYTHING LONGER MAY PENETRATE THE END PANEL.**





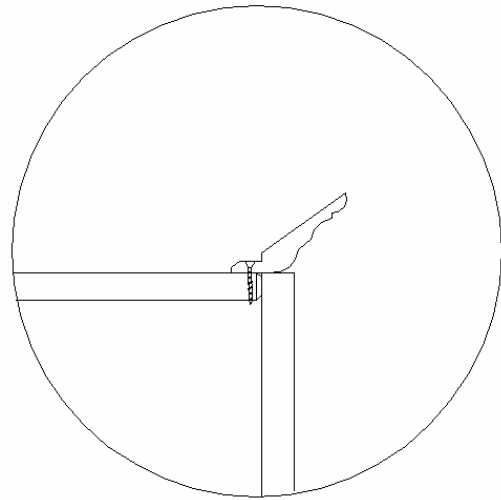
# Step 7

## Crown Molding

### Materials and Tools Needed:

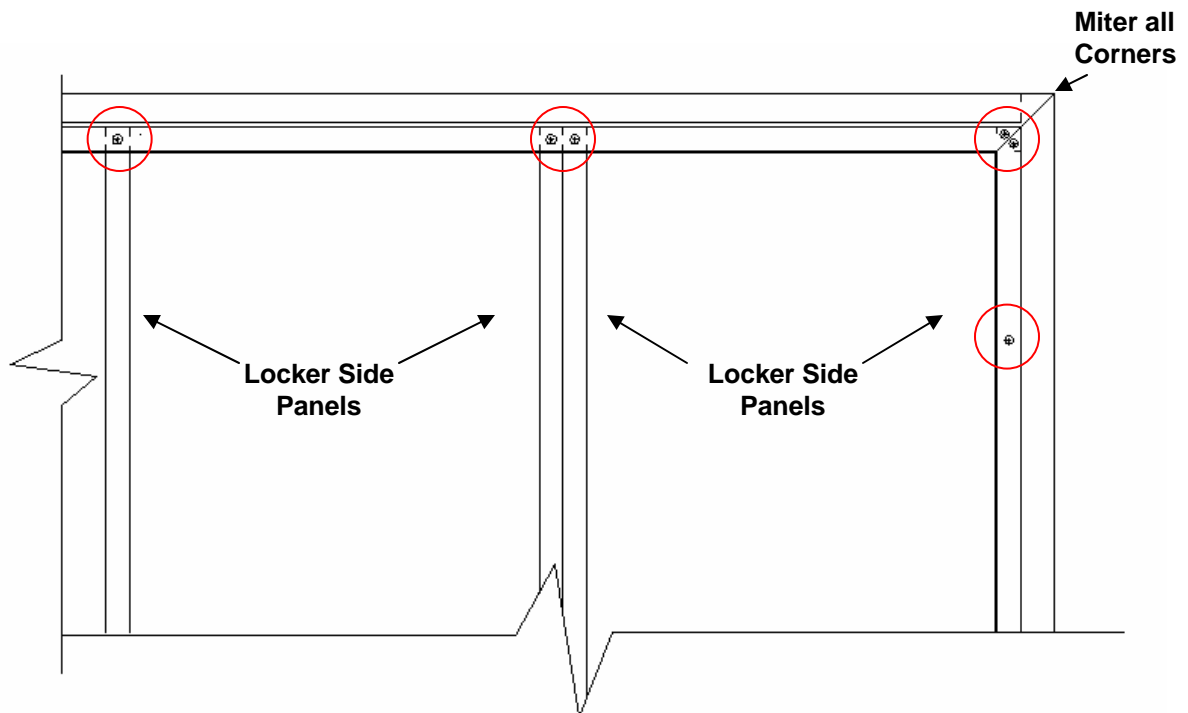
- ☑ Drill
- ☑ Wood Screws

Attach the crown around the top perimeter of the lockers by screwing them in from the top. A small  $\frac{1}{2}$ " flange on the back of the crown is where you will pre-drill a hole in the top edges of the locker, then permanently attach with 1" screws.



•Be sure to pre-drill and screw only in the designated places on the locker which is displayed below.

•Using 1" screws, only attach the crown down through a side panel on the locker. Otherwise the screw may come through the top of the locker.



# Step 7

## Crown Molding

### cont.

Measure the top of the Locker run. In the example to the right, we have a measurement of 72".

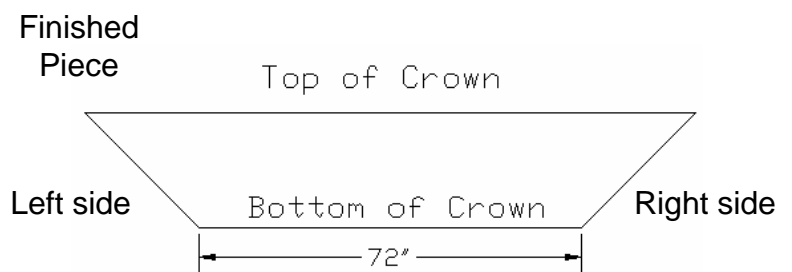
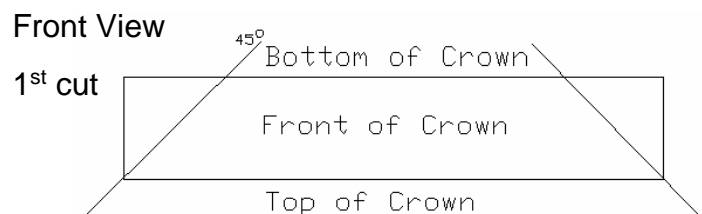
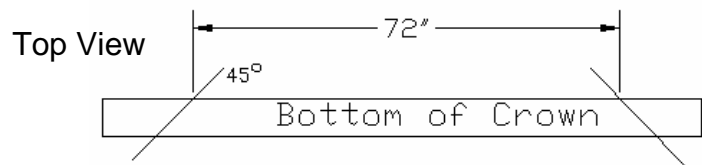
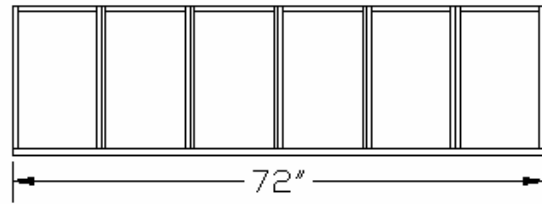
Take your crown and on the bottom of the crown mark off 72", these will be your cut lines.

Using a miter saw or miter box, turn the crown upside down, with the finished side of the crown facing you. Place the crown in the saw, turn your miter saw at a 45 degree angle and make your cut. This will be your left side miter cut.

To make your 2<sup>nd</sup> cut, rotate the crown 180 degrees, with the bottom of the crown still facing up, and now the back unfinished side facing you, then cut at a 45 degree angle at your mark. This will be your right side miter cut.

The bottom of your crown should measure the distance of the run, and in this example, 72".

Do the same for the side pieces, except you will make a straight 90 degree cut at one end to butt up flush against the wall.





# Step 8

## Slope Top

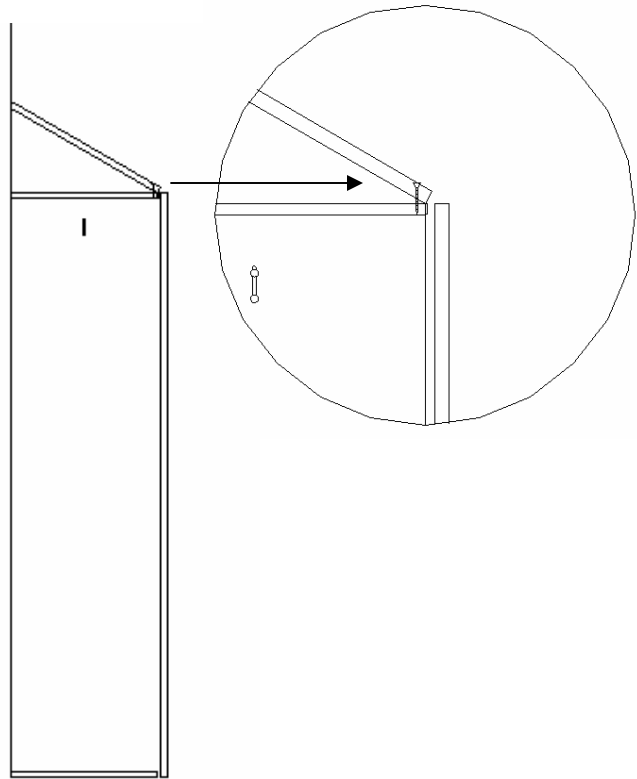
### Materials and Tools Needed:

- ☑ Drill
- ☑ Wood Screws
- ☑ Circular Saw

Determine the angle you wish the slope top to be, then measure from the front edge of the locker to the desired angle mark on the wall. Cut your slope top to the desired width and length.

Attach the slope top by pre-drilling and placing a 1" screw down the front edge of the slope top into the front of the locker.

**\*You can also place a nailer board on the wall to attach the slope top to the wall in addition to the front edge attachment.**





# Step 9

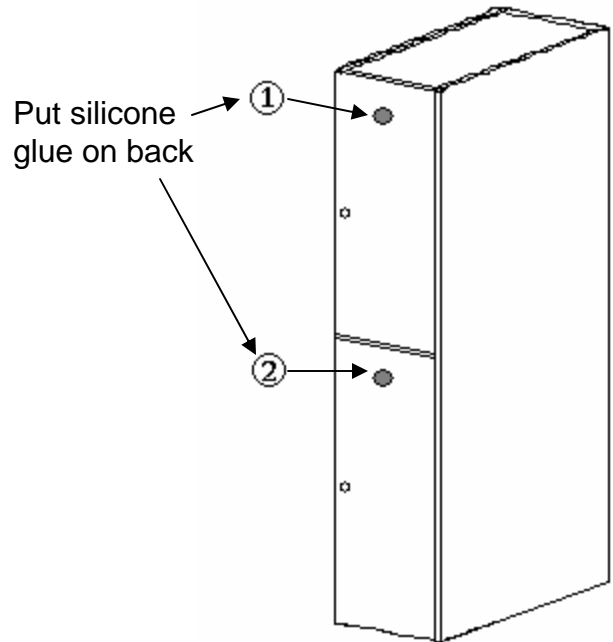
## Number Discs

### Materials and Tools Needed:

- Silicone Glue

Each door is routed for a number disc. Place a very small amount of silicone glue in the middle of the disc, attach the number disc to the locker door making sure the disc is square before the glue sets.

**\*We recommend placing the number discs in the desired sequence prior to permanently attaching to prevent errors while determining number sequence.**





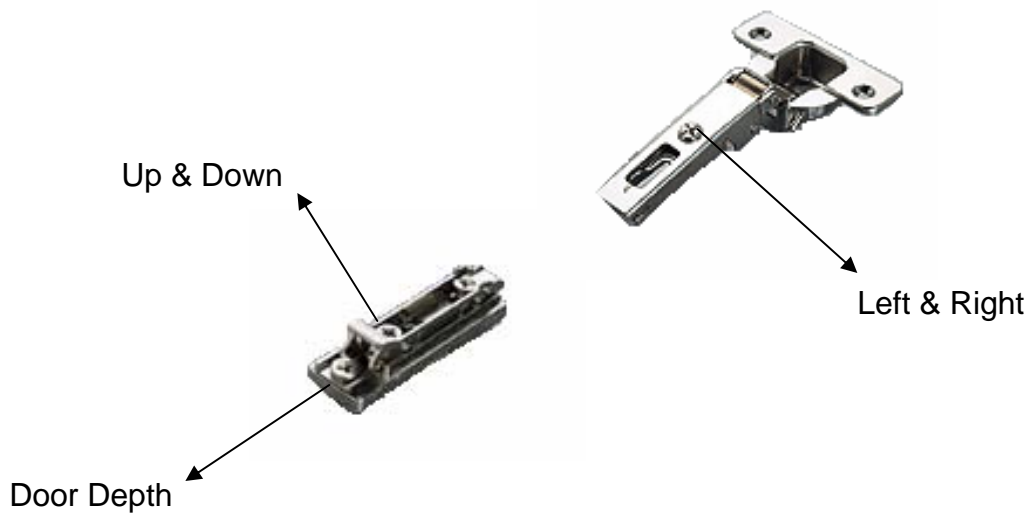
# Step 10

## Hinge Adjustment

### Materials and Tools Needed:

- Screwdriver

Since the lockers are fabricated individually, you will need to adjust the doors for proper alignment once they have been installed. There are three adjustments to level the doors. See below:







# Step 11

## Base Trim/Carpet Application

### Carpet Application

#### Materials and Tools Needed:

- Staple Gun
- Staples



To finish the base with carpet, simply run the carpet up underneath the locker and staple as high up on the base as possible.

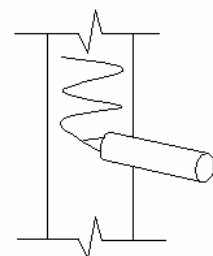
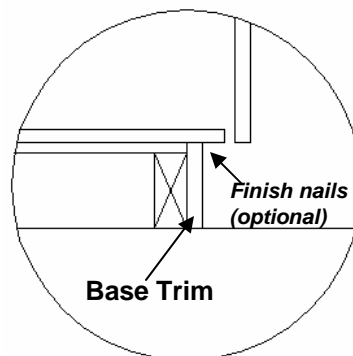
### Base Trim Application

#### Materials and Tools Needed:

- Wood Glue
- Hammer (optional)
- Finish Nails (optional)
- Small Finish Nail Punch (optional)



To finish the base with matching base trim, simply cut the base trim to the appropriate length, generously apply glue to the back of the base trim and attach to the base. Briefly hold the base trim in place until the glue sets.



**\*Use silicone glue for attachment of plastic trim\***



# Step 12

## Care and Cleaning

### Materials and Tools Needed:

- Cleaning Solution**
- Cleaning Cloth**

As with fine furniture, there are certain “do’s” and “don’ts” that you should follow in order to maintain the fine finish of your doors.

### DO’S

- Dry off any dampness or any liquids immediately with a clean dry towel.
- Clean off any heavy or sticky residues with a warm, mild solution of Murphy’s Oil Soap or equivalent.
- Occasionally apply Lemon Oil, Cabinet Magic or a quality furniture polish.
- Touch up scratched with Old English Scratch Cover or a paste wax shoe polish.
- Clean laminate or foil doors with a mild liquid soap, like Simple Green, and warm water. Dry with soft clean cloth immediately.

### DON'TS

- DON'T use abrasives, strong detergents, chemical agents or rags/sponges used for other cleaning purposes to clean your lockers.
- DON'T use a wax. Over time it will cause a film which attracts dirt.
- DON'T use a silicone-based polish.
- DON'T drape wet towels over the locker doors.