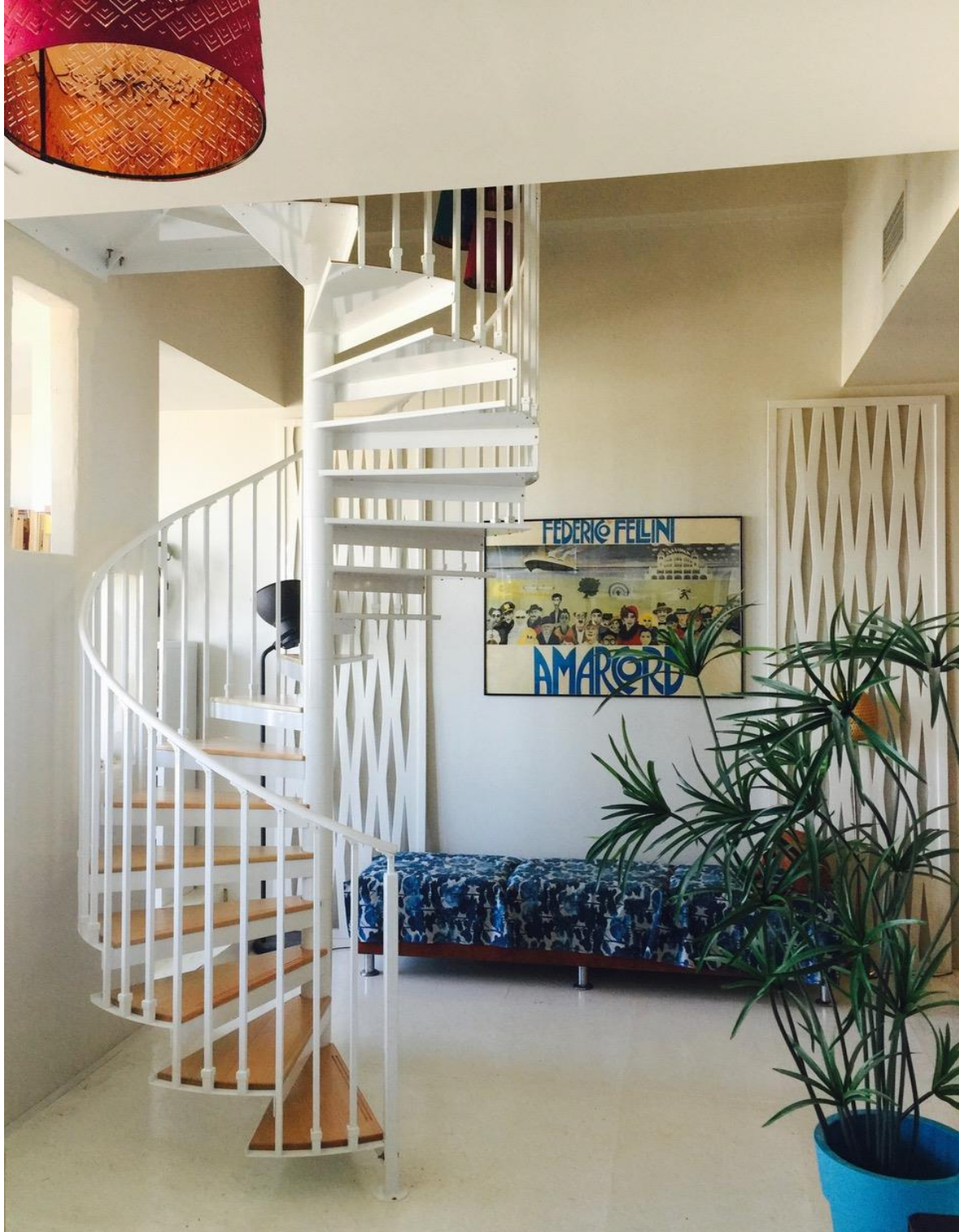




## SPIRAL STAIRCASE - INSTALLATION GUIDE





Hello Wonderful Customer,

Big congratulations on choosing to bring a touch of architectural delight into your space with this beautiful spiral staircase from Spiralworks! We're absolutely thrilled that you've chosen us to be part of your journey, and we want to express our heartfelt thanks.

At Spiralworks, we're all about crafting things with love and precision. Your new spiral staircase is more than just a functional addition; it's a piece of art that will blend seamlessly within your space. Our talented team put their hearts into creating a staircase that not only meets but exceeds your expectations.

As you ascend and descend your new staircase, we hope it becomes a natural focal point, adding a touch of elegance and charm to your surroundings.

If you have any questions or need a friendly chat about your new addition, our customer service team is here for you.

Congratulations once again on bringing the beauty of Spiralworks into your space. May your staircase be a source of joy, connection and elegance in your home.

Warmest regards,

A handwritten signature in a cursive script that reads "Cindy Keys".

Cindy Keys

Director

Spiralworks Pty Ltd

*This installation guide refers to the following staircases:*

*1300 series, 1500 series, 1800 series, 1900 series – aluminium and mild steel fact sheets.*

## **BOLTS LIST**

### **Package A**

Bolt landing to opening - **Hex batten screws 75mm/100mm x 6 of each**

Bolt top riser to landing - **M8x30 4 x washers, 4 x nuts, 4 x bolts**

Bolt base plate to floor - **M10x75/100 anchor screws (Spare 6 x landing fixings to be used if timber)**

Bolt bottom newel post to floor - **2 x Inserts 10x50 with #14x14G 50mm stainless steel**

Balustrade panel – **M8x30 x 4 bolts, 2 x washers, 2 x nuts**

Spares – **5 x tek screws, 5 x widget screws, 5 x grub screws**

### **Package B**

Top newel post to tread & landing - **2 x M6 buttons (holes pre-drilled)**

Baluster post to tread - **Stainless steel M6x20mm button head cap screws**

Baluster block to tread - Main Baluster will be connected - **Stainless steel M6x20mm button head cap screws**

Bottom newel to tread – **1 x Stainless steel M6x20mm button head cap screws**

### **Package C**

Riser nuts & washers to bolt down treads (riser count) - **M20 gal nut and washer**

### **Package D**

All-thread joiners – **M20x60 joiners supplied**

Locking up joiners - **M20 nuts - 1 per joiner**

Double lock starting bottom tread only, refer to image - **M20 nuts x 2 (refer to step 4)**

### **Package E**

Bolt stair handrail to baluster widget - **2 screws per widget 8Gx25 screw PH CSK**

### **Package F**

Timber tread fixings - **8Gx16 pan head screws**

### **For Aluminum Stairs only:**

Treads are numbered for correct placement of the central column.

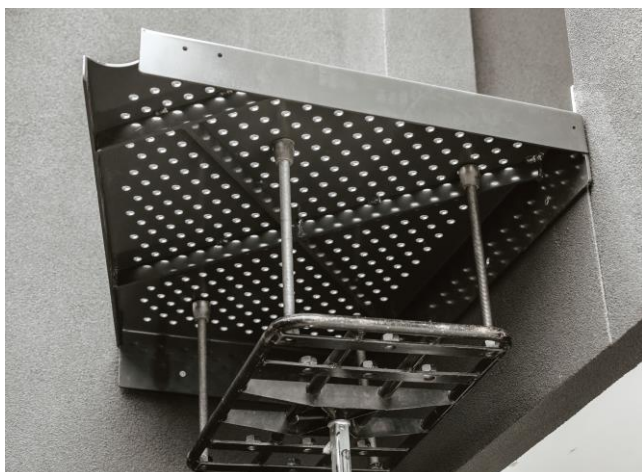
## **TOOLS REQUIRED**

- 12" shifter for 30mm nuts
- Tape Measure
- Spirit Level
- Poly Cutter or razor blade to cut polymer handrail
- Grinder with cutting disc
- Cordless Drill
- Props or timber supports to hold stair whilst assembling
- Lifter (Optional) - available from Hire Companies i.e., Kennards Hire

## **TOOLS SUPPLIED**

- Allen keys – 4mm & 5mm
- Riser spanner

### Step 1:



### Before you begin:

Please check the measurement of the floor-to-floor height against the staircase drawing provided to ensure they match.

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Bolts and Fixings are provided for both concrete and timber options.

Temporarily install the Landing Platform into position with minimal fixings (for safety). These fixings will need to be loosened later to allow connection to the Top Riser (refer Step 8).

**Note:** For safety, if the Landing Platform is not bolted securely, remove it and place on floor carefully until later.

### Step 2:



Drop the Plum Line down from the centre of the Top Riser. Once centre has been pinpointed, bolt to the floor using fixings supplied.

**Note:** To connect Top Riser to Platform, if you don't have a plum bob, a (laser) level can be used.

### Step 3:



Bolt the Centre Base Plate to the ground floor with the bolts provided.

Place the Cover Plate over the Base Plate.

#### Step 4:



Bolt All-Thread to the bottom Tread (which has three grub screws inserted). Place 2 x M20 Nuts, under Tread and 1 x M20 Nut & Washer above Plate inside Riser.

#### Step 5:



Place Tread Assembly over the Base Plate and pack underneath with some timber or a jack to keep it level – tighten grub screws.

#### Step 6:



**Note: FOR ALUMINIUM STAIRS ONLY**  
Treads are numbered from 1B (Bottom Tread) ascending towards Top Riser.

Slide next Tread down the All-Thread.  
Bolt the main Baluster Post to the Treads.  
Align by 'eye' with Centre Column for plumb/level.  
Lock the Tread into position by tightening M20 washer and nut.  
**Note:** Only tighten Risers after main Balusters are tight.

## Step 7:



Fig 1



Fig 2

Repeat step 6 until you are approaching the end of the first piece of All-Thread.

After you have tightened the last Riser nut, apply an M20 nut and an M20 Thread Joiner to the end of the All-Thread, locking them together (Fig. 1).

This allows for another piece of All-Thread to be joined, then tighten the new piece (Fig. 2).

**Note:** All-Thread may need to be trimmed to allow space to make the joiner assembly sit within the Riser cavity.

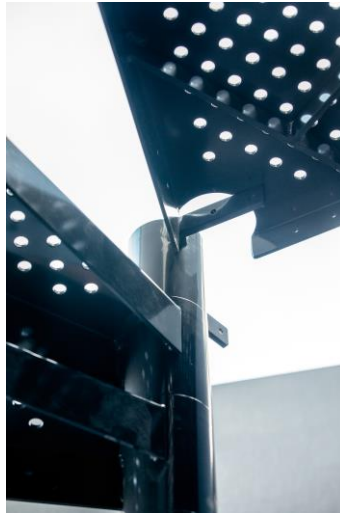
### **\*IMPORTANT:**

Support Central Column (Treads) to stop staircase toppling over. This can be done by using pieces of timber cut to size, alternatively use telescopic clamps which are available at tool shops (refer below).





### Step 8:



Continue the previous steps until you reach the Top Riser/ Landing Connection.

Connect Landing to Top Riser.

To make connection, Landing Platform will need to be tilted up to allow space for the Top Riser to swivel underneath - align connection holes, bolt in place using 4 x M8x30 bolts with nuts and washers.

### Step 9:



Attach top Newel Post to top Tread. Then bolt Newel Post to the Landing Platform.

**Note:** Stair may need to be rotated to achieve this.

### Step 10:



All posts need to be level (from top to bottom) including top Newel Post. This ensures your stair is rotated and aligned correctly.

## Step 11:



Ensure Newel Post is plumb, mark holes on ground, fix into place using plugs and/or bugle screws.

## Step 12:

### INSTALLING POLYMER HANDRAIL:

Unroll the Polymer Handrail, working from top down, screw Handrail to the main Balusters (Fig 3) using the 8Gx25 screws supplied. Ensure posts remain plumb while fixing Widget.

Widgets are adjustable, once fixed to the handrail, tighten the (pre-installed) Widget screw to lock in position (Fig 4).

**Note:** *If installing an Aluminium Handrail, please refer to separate instructions.*



Fig 3



Fig 4

### Step 13:



Fit Blocks to Treads loosely using M6 bolts. Face the grub screws to the rear of the Treads.

Insert remaining Balusters into Blocks and screw Balusters to Handrail using a Level to keep plumb. *We suggest installing smaller posts before medium posts.*

**Do not tighten blocks or grub screws at this stage.**

### Step 14:

Using a 4mm Allen Key, tighten all the Blocks from underneath the Treads. *Also ensure main Baluster Post bolts are still tight, as they may have loosened during the process.*

Next tighten the grub screws in the blocks.

**Note:** Be sure to tighten M6 screws **prior** to the grub screws to ensure Handrail remains level.



## Step 15:

### INSTALL BALUSTRADE PANELS



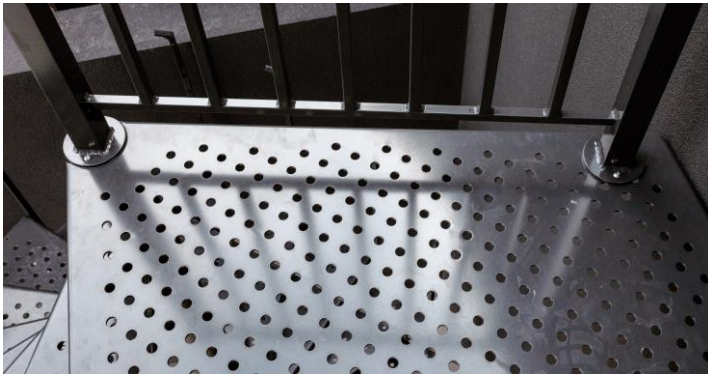
Install Balustrade Panels using M8 bolts and nuts.

Place the Top Cover Plate (Round Disc - provided) with the 'threaded' holes inside the Top Riser and lock up with an M20 nut.

**Note:** no washer is required.

Align Balustrade Panel Plate to the 'threaded' holes, then tighten bolts.

**Note:** if there is left over All-Thread it will work as extra support for the Balustrade Post.



We suggest wrapping the end of the All-Thread with insulation tape, so it doesn't rattle inside the post.

We recommend a maximum of 500mm into the upright.

Should you not require Balustrade Panels, you may have a Center Cap to screw on top of the Centre Column with the long M8 bolts provided.

## Step 16:



Cut Handrail Coil to desired length and install End Caps at both ends.

## OPTIONAL ACCESSORIES:

### NON-SLIP TREAD MATS:

Apply Tread Mats if they are part of the kit, leaving a border at the front of the Tread of approximately **10mm** - keeping the Mat as central as possible.



### TIMBER TREADS

Fit Timber Treads to staircase Treads. Use a plastic G clamp (so as not to damage Timber Tread) to hold in position while screwing Treads from underneath using screws provided.



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**CONGRATULATIONS - YOUR STAIR IS COMPLETE!**

Thank you for purchasing your staircase from Spiralworks. We hope you have many years of enjoyment from your new staircase and would like to recommend the following maintenance suggestions.

## MAINTENANCE

### *Looking after the finished product*

Maintain both the aesthetic and functional properties of your powder coated finish by regularly cleaning the coated surfaces every six months. This will keep your powder coating looking good for many years to come.

### *Cleaning is simple*

1. Remove coarse or loose dirt with a soft wet sponge or cloth and dry off.
2. Wash the powder coated finish with a warm, mild detergent solution using a soft cloth, sponge, or brush.

Be careful not to damage the coating surface by using harsh materials and cleaners such as steel wool, scouring pads, scrapers, abrasive liquids or powders. If solvents must be used, mild solvents such as Isopropanol is recommended. Always test a small, unseen area of the coating prior to cleaning with solvents.



## WARRANTY

We offer an Industry standard 7-year structural warranty. This covers metal components only. Other components up to 3 years, will be assessed on a case-by-case basis. The warranty does not cover accidental or deliberate damage to the staircase. For further details visit our website.

## TESTIMONIALS

As a small family business, your support is genuinely appreciated. In order to continuously improve and be an industry leader, we would love to hear about your experience with our team.

Upload your testimonial via our **website** or find us on **Facebook** and **Instagram** under *Spiralworks Australia*





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