

**Distinctive  
DDoors**

**Supafold<sup>®</sup>  
Slide Aside<sup>™</sup>  
System**

**Three Fold Room Divider  
Installation Instructions**



# Distinctive Doors Ltd

## Supafold® Slide Aside™ Internal Folding System

**IMPORTANT:** Before proceeding with the installation, and due to the several installation options you may select, you should read all the instructions to ensure that you have a full understanding of which steps you should follow.

There are 3 methods of installation: -

- A:** Retro Fitting to an existing Flat Floor (Recommended)
- B:** Inlaid Bottom Track (Recommended)
- C:** Fitting Without Bottom Track (**Not Recommended**)

After reading the instructions entirely, decide which method you will be using before starting installation. You will need to refer to the attached Addendum at different stages throughout the installation process if you have selected option **B** or **C**.

# 1. Check pack contents **BEFORE** starting installation

## **This pack contains: -**

- 2 No Frame Jambs
- 1 No Frame Head
- 3 No Stop Laths
- 2 No Bevelled Fillets
- 1 No Head Track
- 1 No Bottom Track
  
- 1 No Top & Bottom Pivot Set BFD 3227
  
- 1 No Intermediate Hanger Set BFD 3228
  
- 1 No Pull Handle Hinge Set BFD 3210
  
- 1 No Roller Catch
- 1 No Shoot Bolt
- 3mm Pilot Wood Drill bit for Hinge Screws
- 1.5mm Pilot Wood Drill for Stop Laths
- 2 No 2mm Plastic Packer

## **Screws Supplied**

- 4 No 5 x 100 frame assembly screws
- 2 No 5 x 70 frame assembly screws
- 50 No 3.5 x 25 hinge screws
- 4 No 3 x 15 roller catch and face plate screws
- 6 No 3 x 12 Shoot Bolt Screws

## **Tools required (not supplied): -**

- Screwdriver
- PZ2 Driver Bit
- 12mm Wood Chisel
- 12mm Wood Boring Bit
- 22mm Wood Boring Bit
- 5 mm Hexagon key
- Spirit Level
- Countersink
- Set square
- Electric drill *N.B. A hammer drill and bit may be required if fixing the frame to masonry*

## **Optional items you may require (not supplied): -**

- Oak Pellets & A Suitable Boring Tool

## **Other items you will require: -**

- 3 suitable doors of your choice
- Door handles or knobs. Smaller items will allow the doors to open more fully
- Suitable screws for fitting frame into to your wall

## **Frame Components**



## **Fittings**



**It is most important that a suitable weight bearing Lintel or hardwood beam is installed over the intended door opening to carry the weight of the door set.**

## 2. Fit the Frame and Track

We highly recommend that the bottom track is fitted. This section covers retrofitting the track onto the top of an existing floor. For inlaying the track into the floor for a more level finish please first see addendum Section **B**. For fitting without a bottom track please see addendum Section **C**.

**2.1** Attach the frame legs to the frame head using the supplied 4no. 5 x100 countersunk wood screws into the frame legs and 2no. 5 x 70 countersunk wood screws into the frame head. Use the set square to ensure they are 90 degree square.

### Assemble Frame



**2.2** Decide which part of the room you want your doors to open into.

**NOTE :-** The doors will open outward at the side where the timber in the frame head is 27mm.

### Orientation

27mm side: doors will open outwards at this side



**2.3** Securely install the frame into your intended opening with suitable fixings (not supplied) ensuring the Legs and Head are perfectly plumb and level.

We recommend 6 screws per frame leg (**Do NOT place any screws 1 metre from the bottom as this is where you will fit the adjustable roller catch later – please check Section 5.1 before proceeding**).

*Tip: You may choose to counter bore the holes and fit wooden pellets to hide the screws.*

Drill and countersink the frame head through the channel cut out and fix to the lintel with suitable fixings (not supplied) so as not to foul the screw holes in the Head Track.

### Fix Frame



Required screws:-

- For Timber Beam 5 x 100 Wood Screws
- For Steel Lintel or RSJ 5mm Diameter Tech Screws of suitable length.
- For Concrete Lintel suitable Frame Fixings

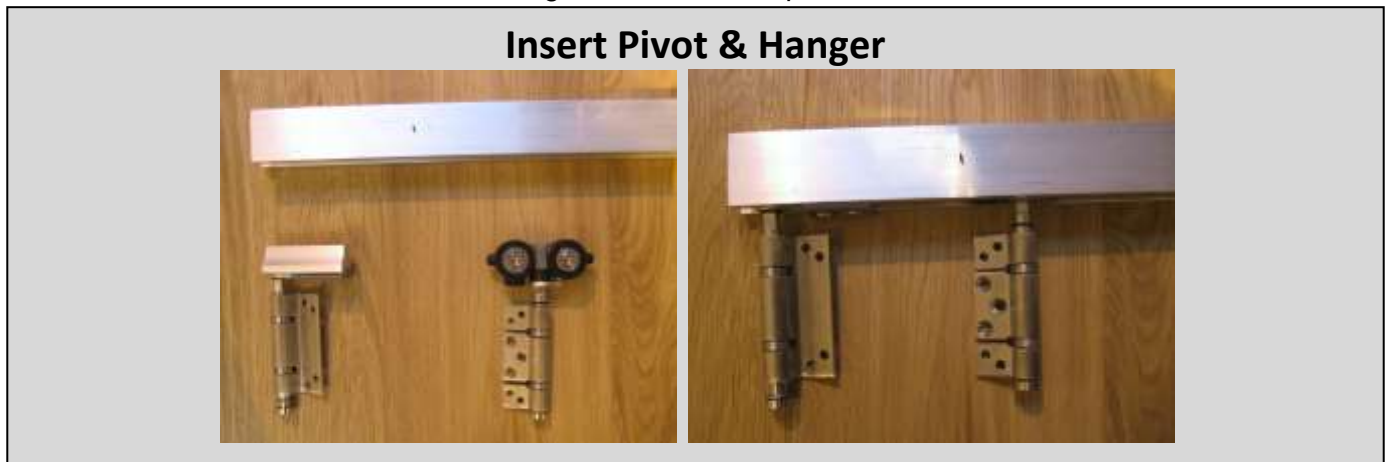
**2.4** Note the position of the screws you have put in the timber head. Drill the Aluminium Top Track in appropriate places taking care to avoid the screws.



**2.5** Decide which direction your Door Set will Slide.

Place the Top Swivel BFD3227 into the open end of the Top Track and slide it along to the hanging side leg.

Insert the wheels of the Intermediate Hanger Set into the Top Track.



**2.6** Fix the Aluminium Top Track using suitable fixings (not supplied)

Required screws:-

- For Timber Beam 5 x 100 Wood Screws
- For Steel Lintel 5mm Tech Screws
- For Concrete Lintel suitable Frame Fixings



**IMPORTANT:** The screws used to fix the track must be at least as long as those used when fixing the frame head and long enough to ensure that the track is supported by the lintel as this will bear the total weight of the doors when fitted. It is important that the frame alone is not relied upon to support the weight of the doors.

**2.7** Place the 2mm Packer behind the Hinge Leaf of the Top Swivel and tighten the securing screws.



**2.8** Remove the Hinge Pin Locking Tab by removing the Cross Head Screw **(KEEP IT SAFE)**

Using an Allen Key Remove the Hinge Pin.

### Remove Locking Tab & Pin



**2.9** Using 3.5 x 25 screws secure the Hinge Leaf to the first door 13mm from the top (with the hinge roll to the outside of the door).

### Fix Hinge Leaf



**2.10** Fix the Bottom Track to the floor with suitable Screws and Plugs if required (not supplied). The track face should be 50mm back from the frame edge on the opening side.

You will need to pilot the Bottom Track in appropriate positions.

### Fix Bottom Track



**2.11** Cut the Bevelled Edge Fillets to length and fix them to the floor at either side. **(Save the offcuts, you'll need them later)**

*Tip: You may choose to counter bore the holes and fit wooden pellets to hide the screws.*

Vacuum any debris from the Aluminium Bottom Track and install the Plastic Insert.

### Fix Fillets and Insert



**2.12** Take Bottom Pivot from box BFD3227 and select the correct handed fitting for the direction you have chosen for your Door Set to open. *N.B. :- The Pin will be directly beneath that of the Top Swivel. You can change the handing if required by disassembling as shown in step 2.14 below.*

### Bottom Pivot



**2.13** Insert the Bottom Pivot Fixing Block into the Plastic Channel and placing the 2mm Packer Behind the Hinge Leaf hold the hinge flush to the Frame Leg and make a pencil mark on the track where the Fixing Block will be.

### Mark Fixing Block



**2.14** Remove the Swivel Pin from the Bottom Swivel Hinge and secure the Fixing Block through the Track into the floor with suitable length screws. Re-fix the Swivel Pin into position with the 2 Allen Screws.

### Remove Swivel Pin, Secure Fixing Block and Re-Fix Swivel Pin



**2.15** Remove the Hinge Leaf from the Swivel Assembly and position 22mm from the Bottom of Door 1 with the Hinge Roll to the Outside as before. Pilot Drill for the Hinge Screws and using 3.5 x 25 screws fix the Bottom Hinge Leaf.

### Remove Hinge Leaf and Fix to Door



**2.16** Remove the Top Swivel Pin from the Hinge Leaf on Door 1

### Remove Top Swivel Pin



**2.17** Lift the Door into Position onto the Bottom Swivel Pin then re-insert the Top Swivel Pin into place. Screw in the Top Pivot Pin until it supports the full weight of the door and you can easily slide the 2mm Packer between the bottom of the door and the Bottom Swivel.

### Lift Door Into Position and Screw In Top Swivel



## 3. Fitting the Handle Hinge Set

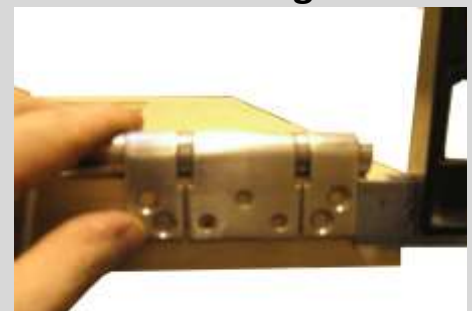
**3.1** Take one normal hinge from set BFD3210, placing it with the Hinge Roll on the INSIDE of Door 1 (which you hung in step 2.17) 20mm from the top of the Door. With a sharp pencil carefully mark the position of The Top & Bottom Flags. Pilot the Screw Holes with the Drill Bit provided. Do not fix the hinge to the door at this stage.

### Pilot Hinge



**3.2** Place one normal hinge from set BFD3210 with the Hinge Roll on the INSIDE 20mm from the top of Door 2 and carefully mark the position of the Centre Flag. Pilot the Screw Holes with the Drill Bit provided. Do not fix the hinge to the door at this stage.

### Pilot Hinge



**3.3** Repeat 3.1 & 3.2 on the Bottom of Doors 1 & 2.

**3.4** Measure down 950mm from the top of each door and mark out the flags for the Pull Handle Hinge below this mark. Again make sure that the Hinge Roll is on the INSIDE. Pilot the Screw Holes with the Drill Bit provided, Top & Bottom flags on Door 1, Centre Flag on Door 2.

### Mark Pull Handle Hinge





**3.5** Fix all three Hinges to Door 2 using the 3.5 x 25 Screws provided.

**3.6** Fix Door 2 to Door 1 with the 3.5 x 25 Screws provided.

### Fix All 3 Hinges



## 4. Fitting the Intermediate Hanger Set

**4.1** Remove the Locking Tab from the Intermediate Hanger which you installed into the top track kit in step 2.5. **(KEEP IT SAFE)**

### Remove Locking Tab



**4.2** Mark out the position of the Hinge of the Top Hanger of Intermediate Hinge Set BFD3228 20mm from the top of the Doors 2 & 3. Pilot the Screw Holes with the Drill Bit provided. Fix the Hinge to Door 2 on the 20mm mark using the 3.5 x 25 screws provided.

### Mark Out Intermediate Carrier Hinge. Fix To Door 2



## 5. Fitting the Roller Catch

5.1 Mark Out the Edge of the Latching Door and Install the Roller Catch. This should be approx 1,000 mm from the bottom of the door.

**IMPORTANT:** Do not position the latch on any crossrail joint if your door has them.

Mark the centre line of the door and then make 2 marks 75mm Apart. This is the overall length of the Latch. Use a 22mm Boring Bit to form the Radius Cuts to a depth of 5mm. Chisel out the remainder as needed.

### Mark, Cut Out And Fit The Adjustable Roller Catch



## 6. Fitting the Bottom Guide

6.1 Place the Bottom Guide from BMD3228 on the bottom of Door 3 with the 2mm Packer on the. Make sure the roll of the hinge is on the OUTSIDE.

### Position Bottom Guide



6.2 Check that the Countersinks match the Intermediate Carrier which you fitted in step 4.2. I.E Top and Bottom Flags or Centre Flag. Reverse the Hinge Flags if required.

### Reverse Bottom Guide If Required



6.3 Pilot the Screw Holes with the Drill Bit provided.

**6.4** Place the Bottom Guide Rollers into the Base Channel with the 2mm Packer between the Door and the Steel Casting. Mark the Hinge on Door 2. Pilot the Screw Holes with the Drill Bit provided and fix the bottom Hinge to Door 2 using the 3.5 x 25 screws provided.

### Fix Bottom Guide



**6.5** Use a Hinge to measure down 20mm from the top of Door 3. **Check that the Countersinks Match the Intermediate Carrier You fitted on the top I.E Top and Bottom Flags or Centre Flag.** Pilot the Screw Holes in the correct Hinge Flag using the Drill Bit provided.

### Pilot Door 3 Top Hinge



**6.6** Holding up Door 3 screw the Hinges to both Doors using the 3.5 x 25 screws provided.

**6.7** Measure down 950mm from the top of the Doors. **Check that the Countersinks Match the Intermediate Carrier You fitted on the top I.E Top and Bottom Flags or Centre Flag.** Mark and Pilot the Screw Holes using Drill Bit provided. Fix the Centre Hinge in place using the 3.5 x 25 screws provided.

### Fix The Centre Hinge



## 7. Aligning the Doors

### 7.1 Vertical Clearance Adjustment

Carefully close the doors and check the Vertical Clearances.

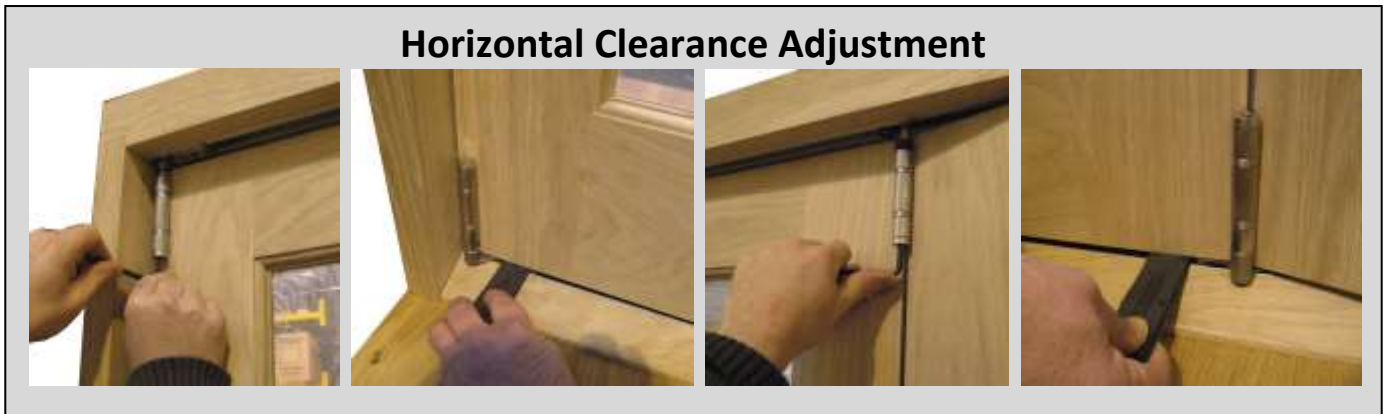
If necessary make adjustment to the Bottom Pivot BFD3227 by first loosening the 2 outer Socket Head Securing Screws slightly, then rotating the Centre Adjusting Screw. Afterwards be sure to re-tighten the Securing Screws.

### Vertical Clearance



## 7.2 Horizontal Clearance Adjustment.

Use the Hinge Pins on the Top Swivel and Intermediate Hanger to adjust the doors Up or Down as need be to obtain a free running clearance above and below.

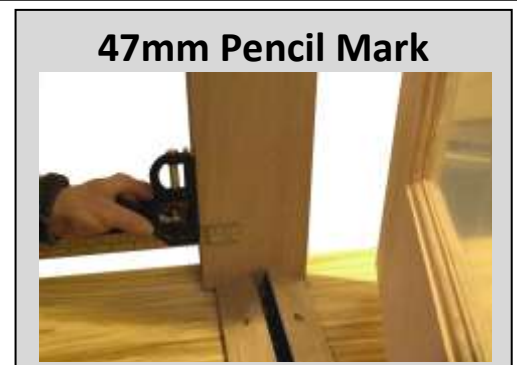


**7.3** Re-fit the Securing Tabs back onto the Hinge Pins on the Top Pivot and the Intermediate Carrier. Tighten the screw to secure in place.



## 8. Fitting the Stop Laths

**8.1** Put a pencil mark along the length of the Latching Door (Door 3) Frame Leg at 47mm.



**8.2** Using one of the Fillet offcuts you saved in step 2.11, make a mark on the bottom of the Stop Lath and cut this at an angle of approx. 24 Degrees.



**8.3** Position the Stop Lath on the pencil mark made in step 8.1 and mark the top of the Stop Lath. Cut a 45 degree mitre.

**TIP:-** Cut it long the first time and test for length. You can always trim more off as required.

### Mark Top & Cut Mitre



**8.4** Fix the Stop Lath in position along the mark made in step 8.1 using pins (not provided). We have provided a 1.5mm Pilot Drill for your convenience.

**8.5** Cut a 45 degree mitre on 1 end of the Head Stop Lath. Mark the Head Stop Lath to length and cut a 45 degree mitre at the other end.

**8.6** Holding the doors closed in line with the Bottom Aluminium Track, fix the Head Stop Lath starting at the end closest to the Stop Lath you fixed in step 8.4 and working along no further than Door 1.

**IMPORTANT:-** Do not fix the Head Stop Lath along the position of Door 1 at this stage.

## 9. Fitting the Shoot Bolt

**9.1** Gather the items for fitting the Shoot Bolt.

### Shoot Bolt Items



**9.2** Position the Shoot Bolt in the centre of Leg 3 on Door 2, with 2 Packers between the Bolt and Head Stop Lath. Mark the screw holes and then Pilot using the Drill Bit provided.

### Mark Out Shoot Bolt



**9.3** Mark out the Shoot Bolt Angled Keep and drill a 12mm hole in the Stop Lath to accept the Bolt mechanism. Pilot for the screws using the bit provided and fix the Keep to the Stop Lath in line with the bolt hole. Close the Door Set and engage the Shoot Bolt on Door 2.

### Fix Angled Keep



**IMPORTANT:-** When opening the doors always make sure the projecting part of the bolt is turned flat so that it lays across the face of the door. Failure to do this may damage the bolt and door.

## 10. Finish Fitting the Stop Laths

**10.1** Place the 2mm Packer between the top of the door and the Head Stop Lath to create a clearance at Door 1. Fix the Stop Lath in this position.

### Fix Head Stop Lath



**10.2** Prepare the remaining Stop Lath as you did in steps 8.2 & 8.3.

**10.3** Place the remaining Stop Lath on the frame and insert the 2mm packer between the lath and the Swivel Door (Door 1) to create a clearance at the Top. Fix the Stop Lath in this position and repeat all the way down.

### Fix Remaining Stop Lath



## 11. Fitting the Catch Plate

**11.1** Mark out the Door Frame Leg where the Roller Catch Plate will be.

**11.2** Make a cut out to accommodate the roller docking indentation and slightly chamfer the front edge where the Latch Plate projects past the front edge of the frame.

**11.3** Fix the Latch Plate accordingly using the 3.5 x 25 screws provided.

**11.4** If required the projection and tension of the Adjustable Roller Catch may be adjusted. Do this by removing the Latch Body from the door and turning the Adjuster Screw and/or Nut as required.

### Mark and Cut Out Plate



### Adjusting Catch



## 12. Handles

**12.1** Handles are Not Included as this will depend on individual choice of design and finish.

**TIP:-** You may wish to consider choosing a Low Profile Handle or small Door Knobs so as to maximize the opening space when the doors are fully opened.

# Addendum

## Method B. Inlaid Bottom Track

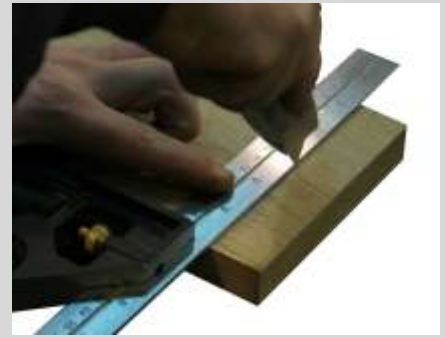
**B.1** 25mm must be removed from the Bottom of the Frame Legs. First mark 25mm squarely across the leg with a sharp pencil.

**Mark 25mm**



**B.2** Holding a Joiners Square and a sharp Craft Knife score across the Veneer from the Face Side.

**Score Veneer**



**B.3** Cut the 25mm off with a Wood Saw and closely work to the scribed line for a clean cut.

**Cut off 25mm**



**B.4** Prepare a Groove in your Floor to accept the Bottom Track. This needs to be big enough to accommodate the Bottom Track which is 25 mm deep and 23mm wide.

Note :- As with the Retro Fitting Instructions Step 2.10 the face of the Bottom Track needs to be 50mm from the face of the Frame Leg.

**Groove Floor**





**B.5** The Bottom Track should be supported by suitable Timber Packings on top of the floor joists. The thickness of the Packings will depend on your floor.



**B.6** Install the Bottom Track then revert to the Retro Fitting Instructions **Step 2.1** and continue.

**Note :- The Bevelled Oak Fillets will NOT be used for this application**

## Method C. Installing Without Bottom Track

**IMPORTANT:** We do not recommend this method of installation. If you do install this way you will notice that there is more free movement in the doors and they will operate with a twisting motion. This in effect places more strain on the joints of the doors and the fittings. You will find that the fittings wear more quickly than if you installed the Bottom Track. We accept no liability if the kit is installed in this manner.

**C.1** When installing without the Bottom Track you will need to purchase the Trackless Accessory Kit code **BFDTLK**. This kit contains the following items: -

- 1 No Jamb Swivel Fitting
- 1 No Standard Hinge

This kit will be used instead of the Bottom Pivot Supplied with the original Kit.

**C.2** 25mm must be removed from the Bottom of the Frame Legs. First mark 25mm squarely across the leg with a sharp pencil.

### Mark 25mm



**C.3** Holding a Joiners Square and a sharp Craft Knife score across the Veneer from the Face Side.

### Score Veneer



**C.4** Cut the 25mm off with a Wood Saw and closely work to the scribed line for a clean cut.

### Cut off 25mm

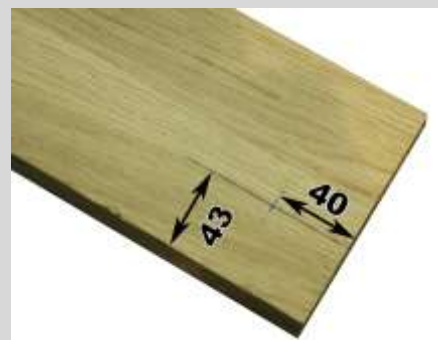


Now revert back to the Retro Fitting Instructions **Step 2.1** and proceed to install the Frame, Top Track, Top Swivel and Intermediate Carrier. Ignore sections concerning installation of the Bottom Track.

**IMPORTANT:** When you come the sections relating to installation of the Bottom Pivot return to this page and follow the instructions below.

**C.5** Make a mark 43mm in from the Face of the Frame Leg and 40mm up from the bottom at the intended Pivot Side (The side the Doors Will Open)

### Mark The Frame



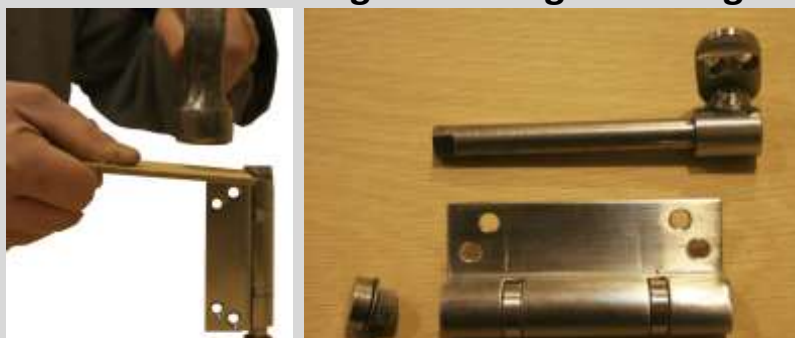
**C.6** Bore a 12mm diameter hole using the mark as centre. Bore 25mm deep.

### Bore 12mm Hole



*Note:- Should the Swivel Hinge Leaf need reversing, simply place a small piece of wood on top of the hinge leaf and carefully drive it down with a hammer to remove the Top Cap. Once removed place the Top Cap in the opposite end of the Hinge Leaf and carefully tap it down to re-seat.*

### Unassemble Hinge To Change Handing



**C.7** With the help of an assistant, mount Door 1 as per the usual instructions **Steps 2.16** and **2.16**. Make sure at all times that the door is supported.

**C.8** Insert the Boss of the Jamb Swivel into the Frame Leg. Place a 12mm Spacer (*bit of wood*) to lift the Hinge Leaf up from the Boss as shown. Mark the position of the hinge on the Door and Pilot the Screw Holes. Fix the Hinge to Door 1 with the Hinge Roll at the correct side.



**C.9** Place a 2mm Packer between the Hinge Leaf and the Door Frame Leg and rotate the Adjusting Boss Accordingly. When the clearance is set correctly, fix the Boss in Position.



**C.10** Proceed as directed in the Retro Fitting Instructions until you come to **Step 6: Fitting The Bottom Guide**. Substitute this by simply fitting the Extra Hinge supplied in the Accessory Kit at the same height as your Jamb Pivot so they look Inline, and the same for the hinge at the bottom of Door 2 and Door 3

Continue following the Retro Fit Installation Instructions until complete.