



FULHAM
BRASS

Product Maintenance Guide

London's most exciting architectural hardware showroom

GENERAL

The architectural hardware in any building is subject to everyday use and many times outlives the buildings and doors to which it is fitted.



Having said that, it is essential to have a can of WD40 which will probably solve 80% of any problems arising.

Many items today are held together with Hexagonal "Allen" keys which are supplied with the hardware. It is important that these are kept as they will help with any handles or knobs that come loose on the door.

HINGES

Hinges normally do not require any maintenance but if they start to squeak the WD40 should be used being careful to hold a rag under each hinge so that the WD40 doesn't run down the door and on to the floor.

If the door drops, the hinges will have to be re-aligned and this will require a good maintenance man or a joiner will have to be called.



OVERHEAD DOOR CONTROLS

All internal parts are completely immersed in oil within a sealed unit, so maintenance is usually minimal.

If the door starts to behave erratically, check carefully to see that there is no oil leakage. If there is oil leaking, the closer will have to be replaced if there is no possibility of a repair.

Many times it is just the valves that need re-adjustment and this can usually be done with a screwdriver or Allen key.

There can be 3 valves:- **Sweep** – which controls the speed from the open position to just before closing
Latch – which controls the final closing force.
Backcheck – which controls the opening of the door so that it cannot be thrown open to hit a wall. Some closers are also adjustable for the spring force and this can be controlled to make the door lighter or heavier to operate.

FLOOR SPRINGS & TRANSOM DOOR CLOSURES



Floor springs are sunk into the floor and transom closers are concealed overhead generally in aluminium doors. The valves are the same as on an overhead door closer and both can also be repositioned sideways and forward and backwards if they move out of position affecting the operation of the door.

ELECTRO-MAGNETIC DOOR CONTROL HOLD OPEN OR SWING FREE

These units are installed in conjunction with a fire alarm or burglar alarm installation and they normally have a manual Test Button so that they can be seen that they are working order. It is advisable to test these every 30 days to make sure that they are in working order.



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DOOR CONTROLS GENERALLY

If it is not possible to successfully adjust the door closing devices, it is recommended that one of the specialist door maintenance companies are called in to get the door working professionally.



Fulham Brass & Ironmongery Ltd cannot be held responsible for any deterioration of items due to exposure of substances other than those recommended or failing to comply with the advised guidelines.

LOCKS & LATCHES

The malfunctioning of a lock or latch can be affected by movement of the doorframe caused by climatic conditions or wear on hinges. The usual result being the inability of the latch or deadbolts to easily engage the strike plate or keep, requiring an adjustment to their position on the frame. The mortise should also be checked to ensure that no debris has entered the lock-case. It is important that the holes in the frame behind strike plates are deep enough and free from foreign matter to ensure unrestricted movement of the bolt or bolts. If the latches or deadbolts are sticking a squirt of the WD40 often alleviates the situation.



PIN TUMBLER LOCK CYLINDARS

Cylinders should not be lubricated, as this will attract dust that will affect their smooth operation. Instead, should they become gritty a squirt of powdered graphite into the keyway mostly restores the smooth operation.



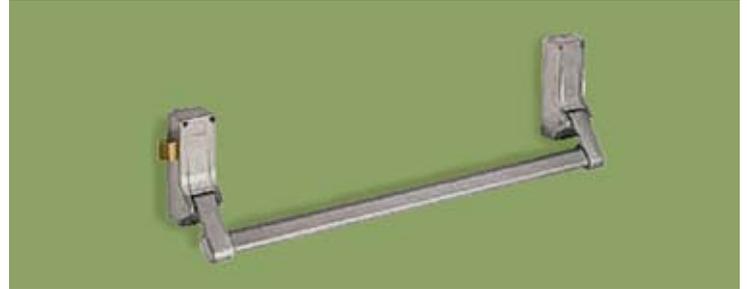
LEVER HANDLES, MORTICE KNOBS AND OTHER DOOR FURNITURE

Back-plates and rose fixings should be periodically checked for tightness and adjusted if found loose. Badly fitted and maintained furniture can prevent the lock from operating correctly. Any spindle grub screw fixings should also be checked and tightened if necessary.



EMERGENCY ESCAPE (PANIC) HARDWARE

Regular inspection and maintenance is necessary in the interests of public safety. Attention must also be given to ease of opening and closing with adjustments as needed to compensate for door or frame movement. WD40 lubricant should be applied periodically to the pivots of the top tripper mechanism of panic bolts, saddles of panic bolts and the bolt head of panic latches.



CARE OF FINISHES INTERNAL DOORS

The golden rule is that on no account any polish or other abrasive is used to maintain the door furniture. All door furniture made from a base of brass is usually lifetime clear lacquered and other metals such as stainless steel can be treated the same. If they are getting grubby just wash with warm soapy water and dry with a soft cloth.



If the door furniture has been specified as Unlacquered Polished Brass it can be treated in the same way. Alternatively if the highly polished finish is wanted to be brought back then a non abrasive polish may be used.

Ironmongery fitted externally will require greater attention due to the increased exposure to atmospheric conditions. In harsh environmental conditions, near the coast or industrial areas, acid or alkaline deposits may build up and attack the surface finish.

Frequent dusting using a soft, dry cloth and occasional washing with warm soapy water, followed by a light application of good quality wax polish will provide a good foundation for preserving the appearance of most finishes.



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