

# **IMPORTANT INFORMATION**

### 1. Proper Installation and Use

Our products are designed for use based on proper installation on level ground and normal residential use. To ensure optimal performance and longevity, please follow the instruction manual provided during the assembly process. Be sure to retain the manual for future maintenance purposes.

### 2. Site Preparation Responsibility

Customers are responsible for ensuring a solid, level, and well-draining site for construction. A stable foundation is essential for the structural integrity of the product.

### 3. Compliance with Local Regulations

Before ordering this product, please check with your local municipal or county authorities to confirm that it complies with building codes and regulations.

### 4. Snow Load Considerations

- Snow load ratings vary by geographical location. If heavy or wet snowfall occurs, it is advisable to promptly sweep snow off the roof to prevent excessive weight.
- For elevated structures, any structural and building code requirements are solely the customer's responsibility and should be strictly followed.

### 5. Wind Conditions and Secure Installation

- In areas with high or gusty wind conditions, it is crucial to install the structure securely to the ground.
- Regular maintenance is essential to ensure that screws, doors, windows, and other parts remain tightly affixed.

### 6. Liability and Customer Support

- Customers agree to hold Outdoor Living Today and any Authorized Dealers free of any liability for improper installation, maintenance, and repair.
- In the event of a missing or broken piece, contact the Outdoor Living Today Customer Support Line at 1-888-658-1658 within 30 days of delivery. Replacement parts will be couriered free of charge within 10 business days.
- All structures purchased from Outdoor Living Today are covered for one year against defects in manufacturing and workmanship. Costs incurred for customer installations are not included.

### 7. Warranty Considerations

- Failure to use the supplied parts included in this kit could result in poor product performance and may void your warranty.
- If you plan to deviate from our written instructions, please contact Outdoor Living Today's Customer Toll-Free Line for guidance.

# WHAT TO DO BEFORE YOUR SHED ARRIVES



Become familiar with this assembly manual and determine if you can complete the project yourself or will require a professional contractor.



One helper is recommended to assist in constructing your shed. It generally takes two people two days to assemble a shed. If you're hiring a contractor, their rate should be in line with that duration of work.



Clear the construction area and ensure a clear pathway for delivery when the freight company arrives. Remove all debris: roots, grass, rocks, etc.



Excavate the site. Contact your local utilities company to ensure there are no gas or electric lines buried in the area before digging.



Decide on the type of foundation you will be using:

- Concrete slab, or
- 4-6 inches of crushed gravel with paver stones or 4x4 stringers.

You can find the footprint for your shed on Page 3 of your Assembly Manual.



If doing the assembly yourself, have all the necessary tools ready to go and in working condition. A list of required tools can be found after the parts list.

### Thank you for purchasing our 8'x8' Greenhouse Please take the time to identify all the parts prior to assembly.

### **ANGLED & PROFILED PARTS**

PART DRAWING	CROSS SECTION	QUANTITY	LENGTH	PART NAME & DIMENSIONS
	8	4	87.25	Center Posts 3 1/2" 31/2" x 87 1/4"
		10	76	Side Posts 3 1/2" x 3 1/2" x 76"
	Ē	4	76	L/R Corner Posts 3 1/2" x 3 1/2" x 76"
	8	10	54.375	Side Rafters 3 1/2" x 3 1/2" x 54 3/8"
	£	4	54.375	L/R Corner Rafters 3 1/2" x 3 1/2" x 54 3/8"
	8	4	38.5	Door Header 3 1/2" x 3 1/2" x 38 1/2"
		2	4.625	King Stud 3 1/2" x 3 1/2" x 4 5/8"
		2	9.625	Ridge Detail Plate 1/2" x 3 1/2" x 9 5/8"
		4	6.125	Side Detail Plate 1/2" x 4" x 6 1/8"
	П	12	19.5	Side Wall Trim 1 1/2" x 1 1/2" x 19 1/2"
	Д	4	28.5	Corner Wall Trim 1 1/2" x 1 1/2" x 28 1/2"
	р	1	31.5	Rear Center Wall Trim 1 1/2" x 1 1/2" x 31 1/2"
	0	2	70.75	Ridge Board A 1" x 4 1/2" x 70 3/4"
	0	2	52.75	Ridge Board B 1" x 4 1/2" x 52 3/4"
	B	1	36	Ridge Board C 1" x 4 1/2" x 36"
		6	47.75	Side Facia 3/4" x 4 1/2" x 47 3/4"

**Note**: you may find the detailed drawings at the end of the manual.

# PANELIZED PARTS

PART DRAWING	QUANTITY	PART NAME	DIMENSIONS
	1	Rear Center Wall Panel	31 1/2″ x 35″
	4	Corner Wall Panel	28 1/2″ x 35″
	10	Side Wall Panel	19 1/2″ x 35″
	2	Side Wall Panel With Vent	19 1/2″ x 35″

# PANELIZED PARTS

PART DRAWING	QUANTITY	PART NAME	DIMENSIONS
	1	Vent Window Panel	26 1/2" x 31"
	4	Potting Shelf	16" x 44 3/4"
	2	Potting Shelf	16" x 46"

### PARTS CONTINUED

QUANTITY	PART NAME	DIMENSIONS
10	Foundation Posts	3 1/2" 3 1/2" x 47 3/4"
14	Potting Shelf Legs	1 1/2" x 1 1/2" x 22 1/2"
1	Vent Window Cleat	3/4" x 2 1/2" x 26 1/2"
2	Vertical Door Framing	1 1/2" x 3 1/2" x 83 1/2"
2	Horizontal Door Framing	1 1/2" x 3 1/2" x 30 3/4"
1	Center Door Framing	1 1/2" x 3 1/2" x 27 3/4"
3	Metal Ridge Caps	60"

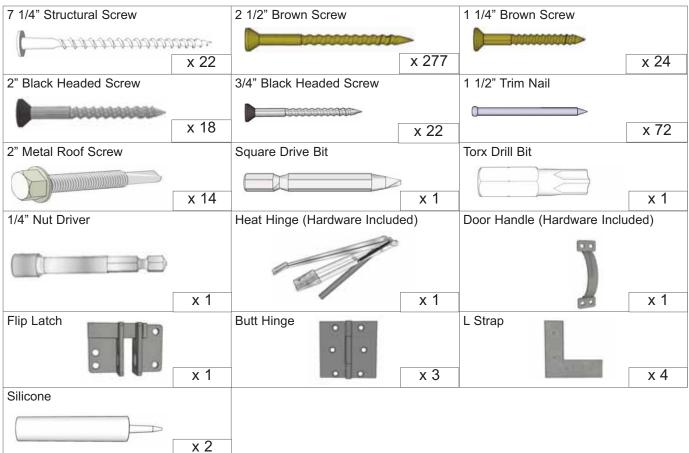
### WINDOW PACKED PARTS

PART DRAWING	QUANTITY	PART NAME	DIMENSIONS
	1	Rear Center Poly	32" x 52 3/4"
	4	Corner Poly	29″ x 53 1/4″
	12	Side Wall Poly	20″ x 39 3/4″
	4	Gable Triangle Poly	12 13/16" x 5 3/16"

### WINDOW PACKED PARTS

PART DRAWI	NG	QUANTITY	PART NAME	DIMENSIONS
		11	Roof Poly	20" x 54 1/2"
		1	Roof Short Poly	20″ x 26 3/4″
		1	Door Top Poly	28 3/4″ 49 7/8″
		1	Door Bottom Poly	28 3/4" x 34 1/8"

### HARDWARE KIT (PROVIDED)



### TOOLS REQUIRED (NOT PROVIDED)

Hammer	Screw Gun/Drill	Tape Measure	127
Wood Clamp	Utility Knife	Level	
Pliers	Ladder	1/8" Drill Bit	

## SAFETY EQUIPMENT REQUIRED (NOT PROVIDED)

Safety Glasses



Work Gloves

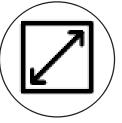


# **HELPFUL TIPS FOR ASSEMBLY**









Follow Symbols

Have Helper

Build on Level Foundation

Check Measurements are Square

### SYMBOLS

Throughout this assembly manual, symbols are provided at the top right-hand corner of the assembly step:



#### Use Help

Use help where this is shown. Two or more people are required to safely complete this step. To avoid injury or damage to the assembly, make sure to get some help.



### Pre-Drill

Pre-drill a pilot hole before fastening screw or lag to prevent splitting of wood.



### Use a Measuring Tape

Use a measuring tape to assure proper location.



### Use a Clamp

Use a clamp to help fasten parts together.

# Foundation

### 1. Site Selection:

- Begin by choosing an appropriate location for your greenhouse.
- Ensure the site is level and well-prepared.

### 2. Excavation and Base Preparation:

- Excavate an area measuring 9'x12' to a depth of 2-3 inches.
- Level the dirt base thoroughly.
- Lay approximately 2 inches of sand on the base, compacting it evenly.

### 3. Cedar Foundation Framing:

- Position the foundation framing on the level sand base.
- Securely attach the foundation posts together. Refer to Step 1 of manual for assembly.
- Verify that the footprint is square by measuring diagonally from corner to corner.

### 4. Optional Reinforcement:

- Optionally, secure the foundation posts to the ground using tie-down kits or by drilling and hammering 12-inch-long rebar pieces through the posts into the ground.

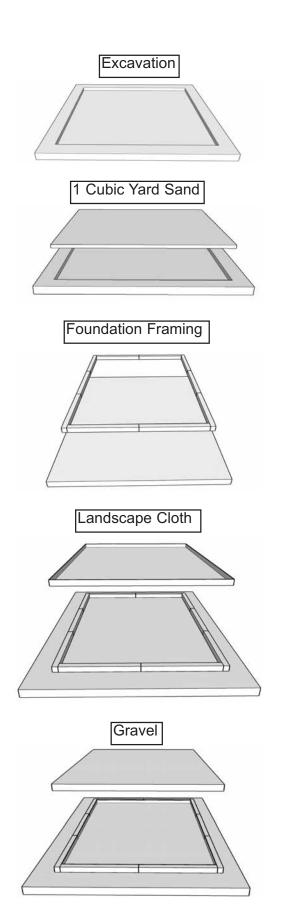
### 5. Landscape Cloth Installation:

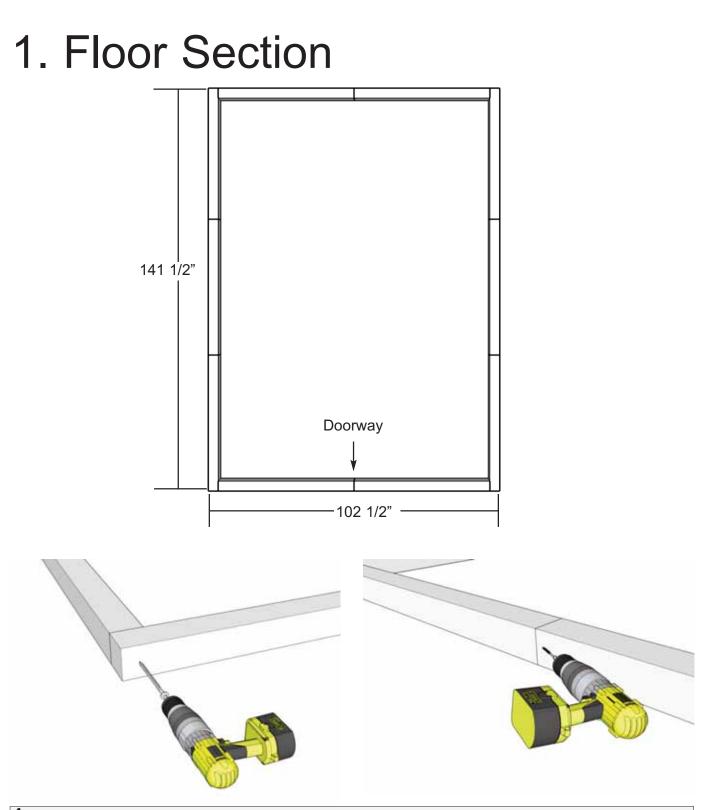
- Lay landscape cloth over the entire area, cutting off any excess fabric around the edges.
- Ensure that the ground cover (weed barrier) used is specifically designed for landscaping, allowing water drainage while preventing weed growth.

### 6. Gravel Placement:

- Pack approximately 4 inches of small gravel on top of the landscape cloth to complete the foundation and floor.

Remember to follow these steps diligently to create a stable and cost-effective foundation for your greenhouse. Happy building!



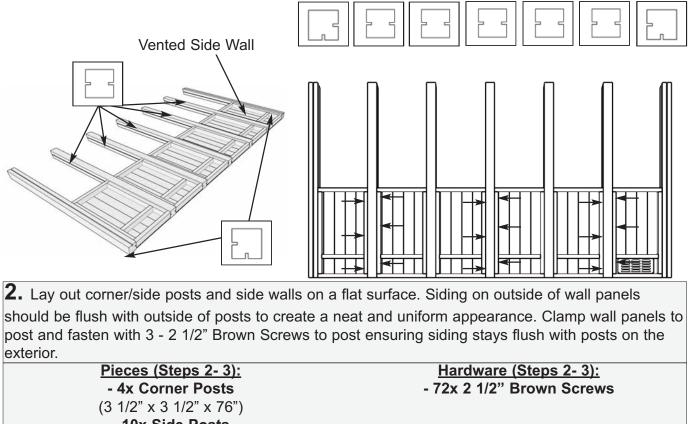


**1.** Lay out foundation posts on level ground. While ensuring foundation posts are square, screw posts together with 1 - 7 1/4" Structural Screw per corner and 1 - 2 1/2" Brown Screw at an angle where posts connect at the middle.

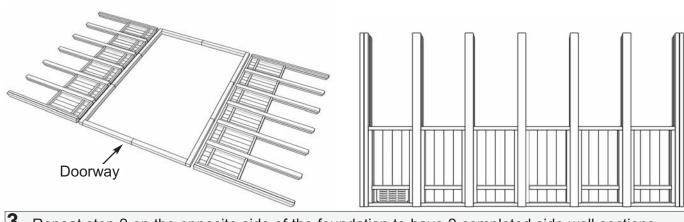
Pieces:		
- 10x Foundation Posts		
(3 1/2" x 3 1/2" x 47 3/4")		

<u>Hardware:</u> - 4x 7 1/4" Structural Screws - 6x 2 1/2" Brown Screws

# 2. Wall Section

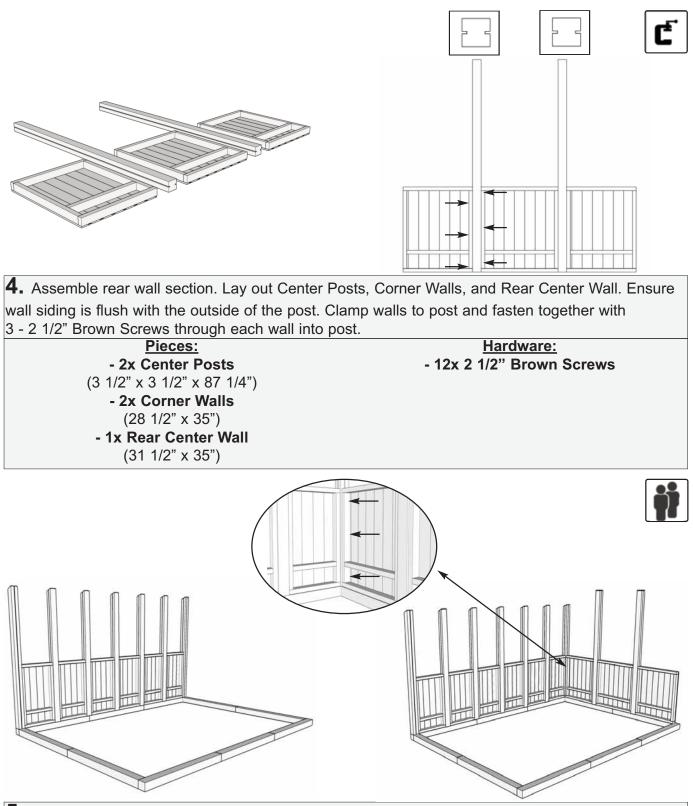


- 4x Corner Posts (3 1/2" x 3 1/2" x 76") - 10x Side Posts (3 1/2" x 3 1/2" x 76") - 10x Side Walls (19 1/2" x 35") - 2x Vented Side Walls (19 1/2" x 35")



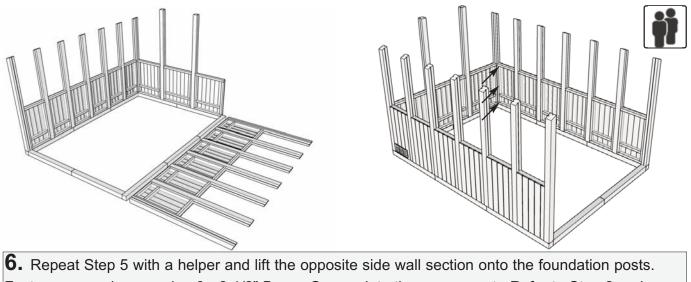
**3.** Repeat step 2 on the opposite side of the foundation to have 2 completed side wall sections.

Ć



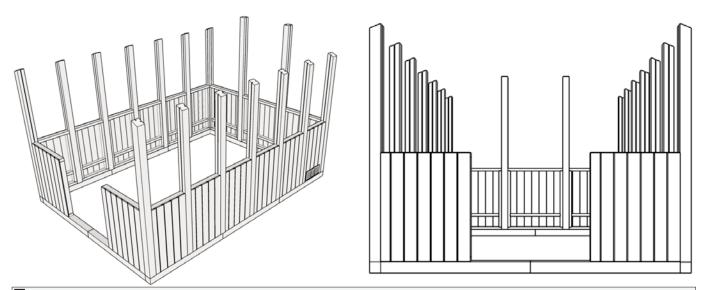
**5.** With a helper, carefully lift one of the side wall sections onto foundation posts. Lift and position rear wall section onto foundation posts as well and screw through Corner Wall into Corner post with 3 - 2 1/2" Brown Screws.

#### Hardware: - 3x 2 1/2" Brown Screws



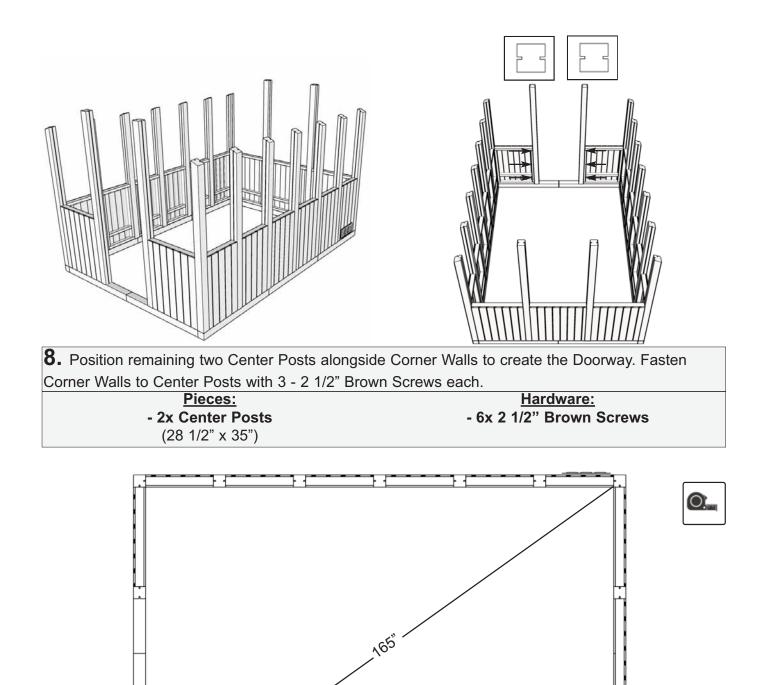
Fasten corners by screwing 3 - 2 1/2" Brown Screws into the corner post. Refer to Step 2 and make sure Corner Posts are orientated correctly.

#### Hardware: - 3x 2 1/2" Brown Screws

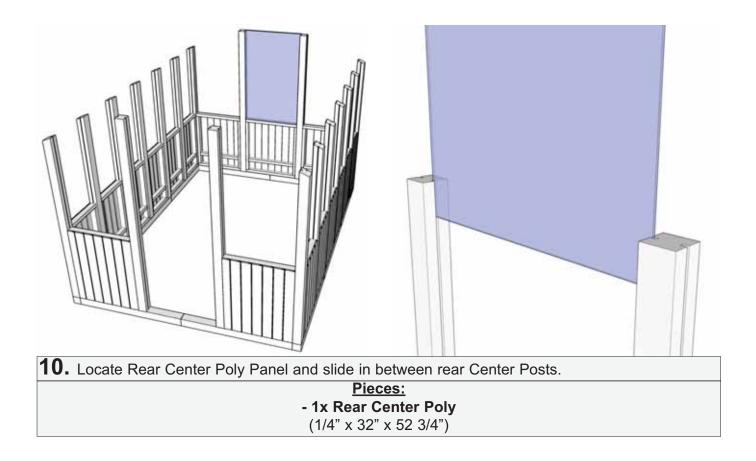


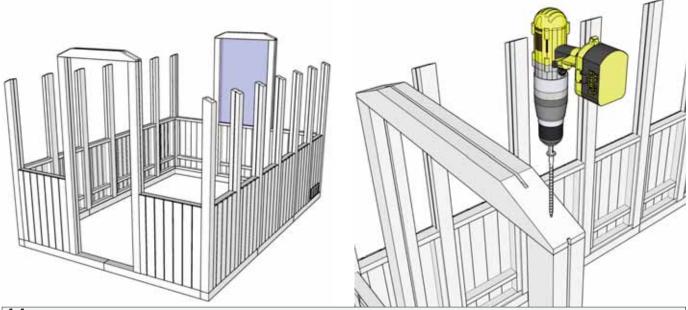
**7.** Locate two Corner Walls and position alongside corner posts. Fasten Corner Walls to Corner Posts with 3 - 2 1/2" Brown Screws per Corner Wall. Ensure siding on Corner Wall is flush with outside of Corner Post.

Pieces: - 2x Corner Walls (28 1/2" x 35") <u>Hardware:</u> - 6x 2 1/2" Brown Screws



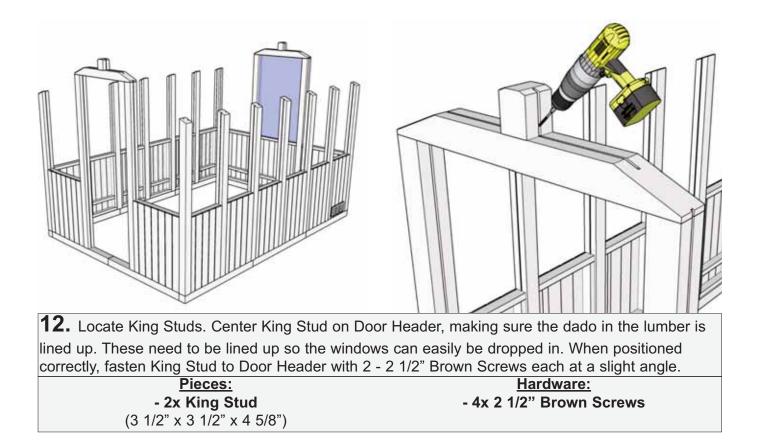
**9.** Take a moment and check if the structure is square. Measure from Corner Post to Corner Post on the diagonal. Both measurements should be within 1/4" of each other. If measurements don't match, adjust walls until square. Diagonal measurement should be approximately 165". While continuing to build, periodically check that your walls are staying square.

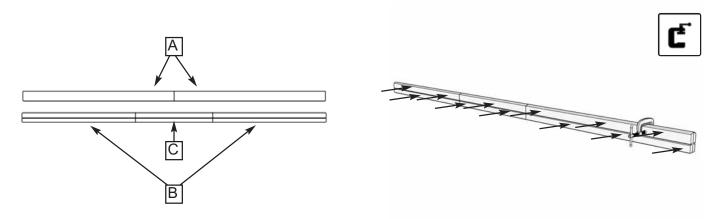




**11.** Position Door Header on both the Front and Rear Center Posts. Using 1 - 7 1/4" Structural Screw per end, fasten Door Header to Center Posts. Ensure Rear Center Poly Panel is installed before fastening Door Headers.

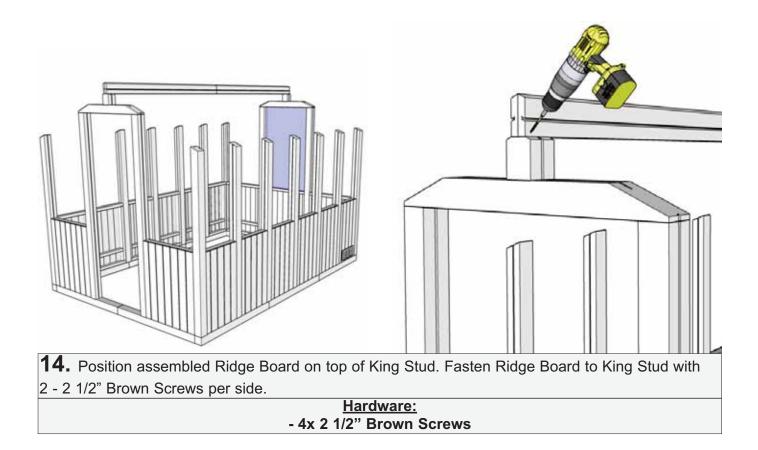
<u>Pieces:</u> - 2x Door Header (3 1/2" x 3 1/2" x 38 1/2") Hardware: - 4x 7 1/4" Structural Screws

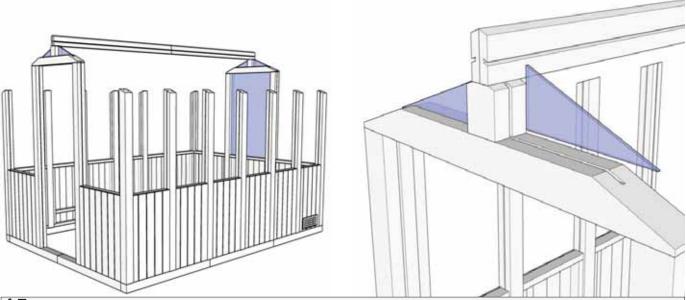




**13.** Lay out Ridge Board pieces on a flat and level surface. If you have a clamp available, use to hold the Ridge Boards tight together. Fasten both halves of Ridge Board together with 12 - 1 1/4" Brown Screws per side.

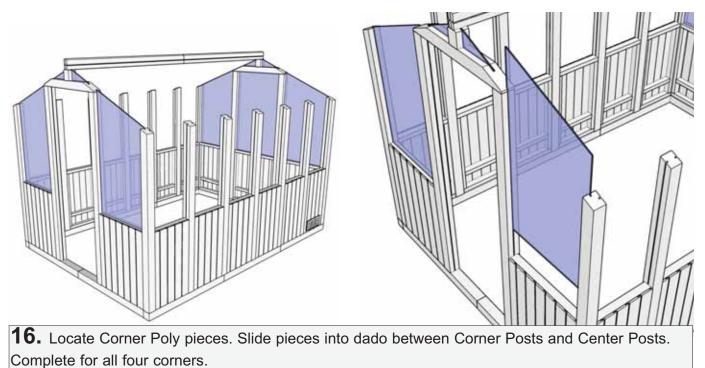
Pieces: - 2x Ridge Board A (1" x 4 1/2" x 70 3/4") - 2x Ridge Board B (1" x 4 1/2" x 52 3/4") - 1x Ridge Board C (1" x 4 1/2" x 36") <u>Hardware:</u> - 24x 1 1/4" Brown Screws



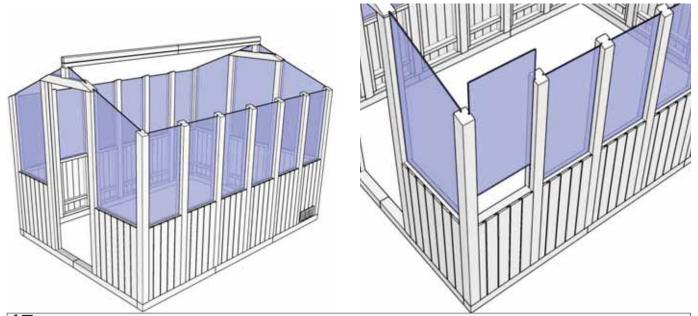


**15.** Locate Gable Triangle Poly pieces. Slide Poly pieces into the dado of the King Stud and Door Header. Complete for both sides.

#### Pieces: - 4x Gable Triangle Poly (1/4" x 12 13/16" x 5 3/16")



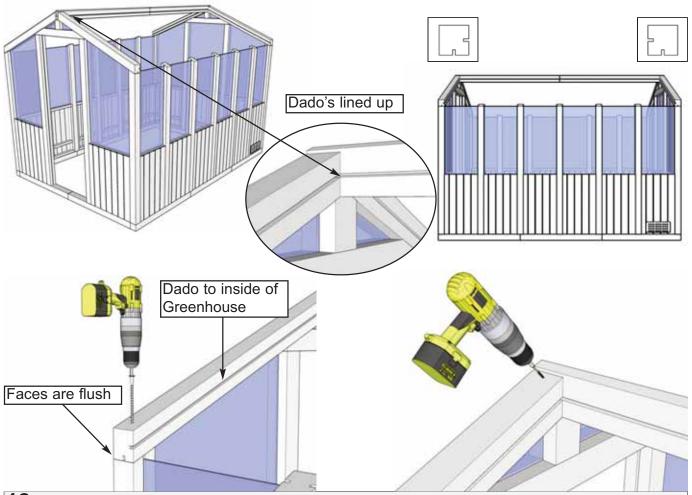
Pieces:		
- 4x Corner Poly		
(1/4" x 29" x 53 1/4")		



**17.** Locate Side Poly pieces. Slide pieces into dado between Corner Posts and Side Posts. Complete each side.

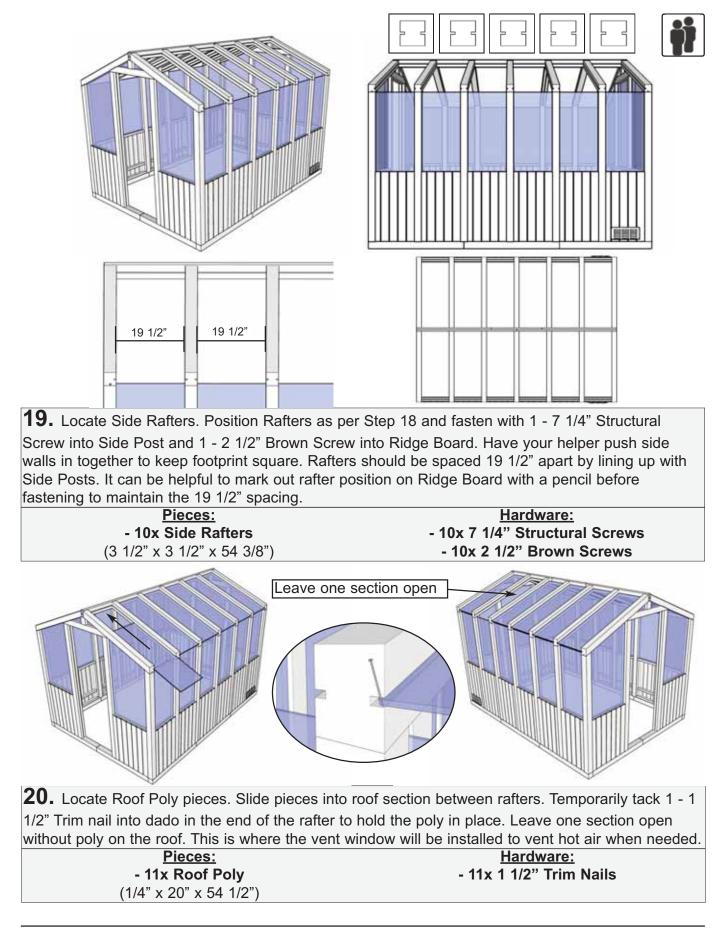
#### <u>Pieces:</u> - 12x Side Poly (1/4" x 20" x 39 3/4")

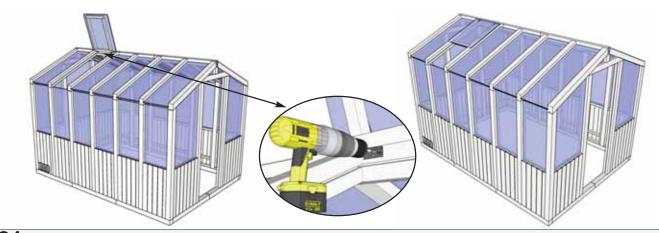




**18.** Locate Corner Rafters. With a helper, position Corner Rafter on top of Corner Post on one end, and flush with Ridge Board on opposite end. Ensure Dado's are facing towards the inside of the greenhouse. Dado on bottom of Rafter will fit over Corner Poly. At the peak, dado on Rafter should line up with Dado on Ridge Board. First fasten Rafter to Corner post while your helper holds it up with 1 - 7 1/4" Structural Screw. Switch positions and have your helper fasten the Rafter to the Ridge Board with 1 - 2 1/2" Brown Screw into the Ridge Board. Complete each corner of the Greenhouse.

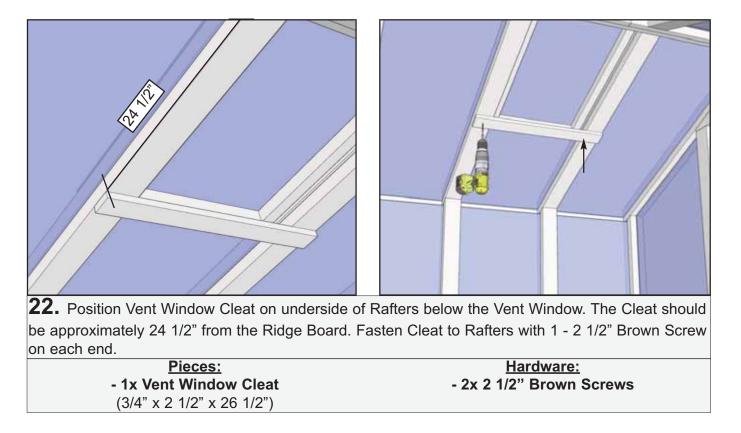
Pieces: - 4x Corner Rafters (3 1/2" x 3 1/2" x 54 3/8") <u>Hardware:</u> - 4x 7 1/4" Structural Screws - 4x 2 1/2" Brown Screws

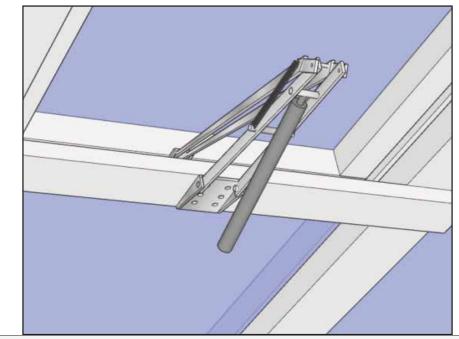




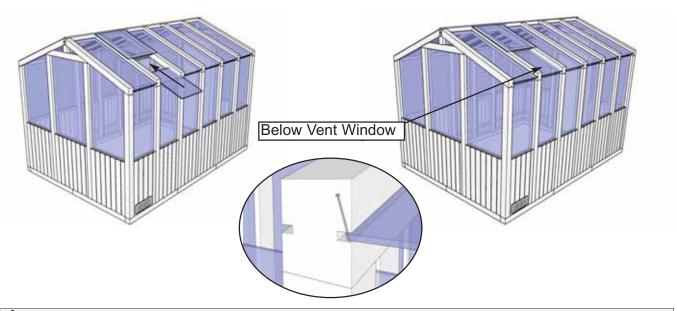
**21.** Locate Vent Window. Vent Window has pre installed hinges. Position window over open rafter section left in the previous step. Poly on window will overhang the rafters. Leave 1/4" on either side of window framing. Have one person hold the window open while the second screws the hinges into the Ridge Board.

Pieces: - 1x Vent Window (1/4" x 26 1/2" x 31") Hardware: - 6x 3/4" Black Headed Screws



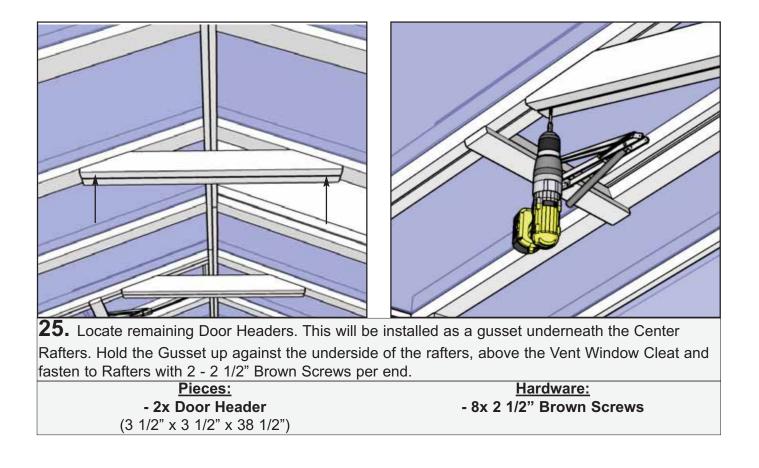


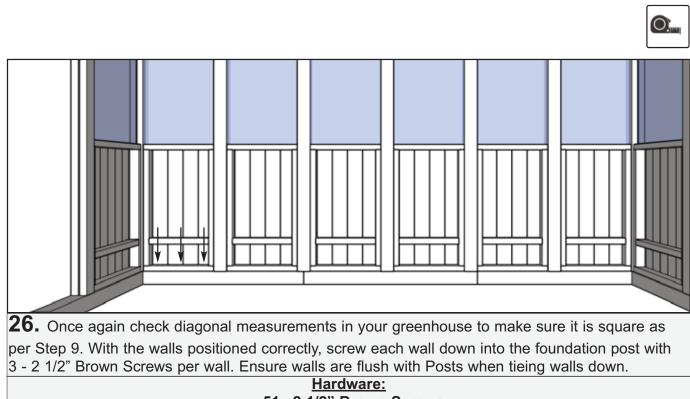
23. Locate and open the included Heat Hinge. Follow the instructions inside the Heat Hinge Box to fasten Hinge to the Vent Window Cleat and the Framing on the bottom of the window.
<u>Pieces:</u>
- 1x Heat Hinge
- Included in Heat Hinge Box

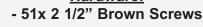


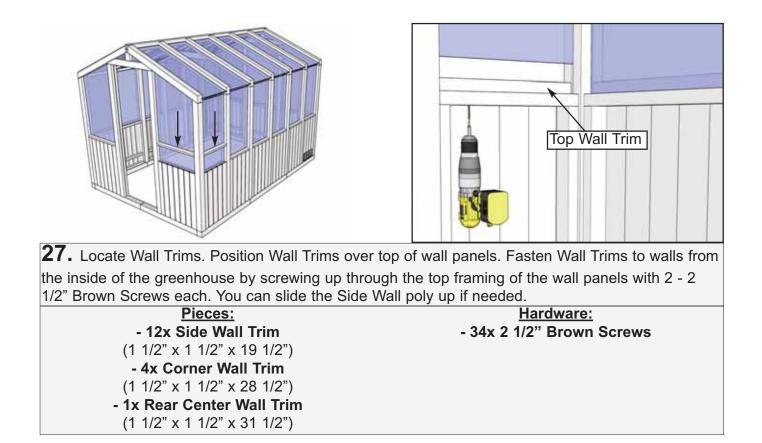
**24.** Locate Roof Short Poly. Slide Roof Short Poly up into roof section between rafters and below Vent Window. Temporarily tack 1 - 1 1/2" Trim nail into dado in the end of the rafter to hold the poly in place as per Step 20.

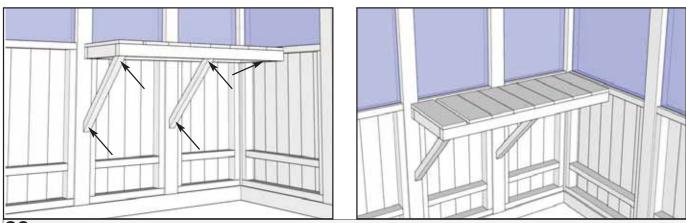
<u>Pieces:</u> - 1x Roof Short Poly (1/4" x 20" x 26 3/4") <u>Hardware:</u> - 1x 1 1/2" Trim Nails





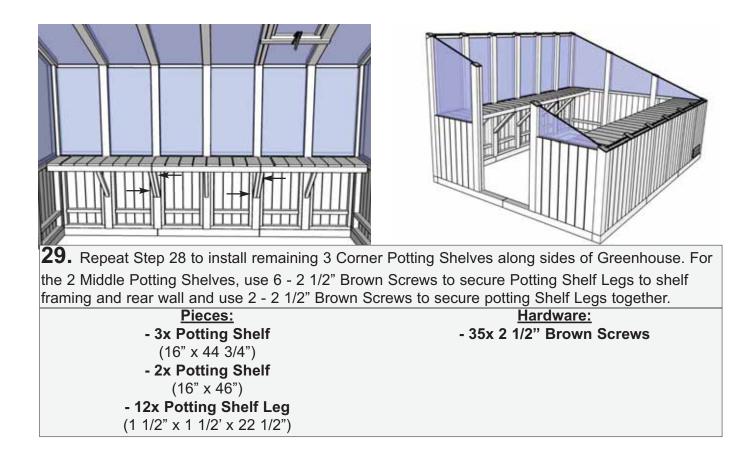


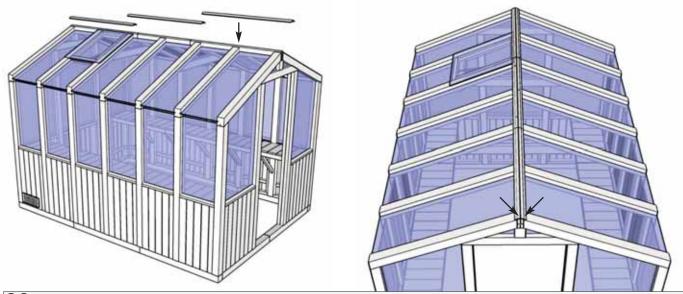




**28.** Locate Potting Shelves & Potting Shelf Legs. Position Shelf tight to rear corner of greenhouse. Top of shelves should be positioned along side top of walls but may be positioned lower if you wish. Place the Shelf Legs underneath the shelf so the bottom is flush with the 2x3 shelf framing and the 4x4 posts. Fasten at the top and bottom of the Shelf Leg with 1 - 2 1/2" Brown Screw per end. Fasten shelf to rear wall through framing with 1 - 2 1/2" Brown Screw.

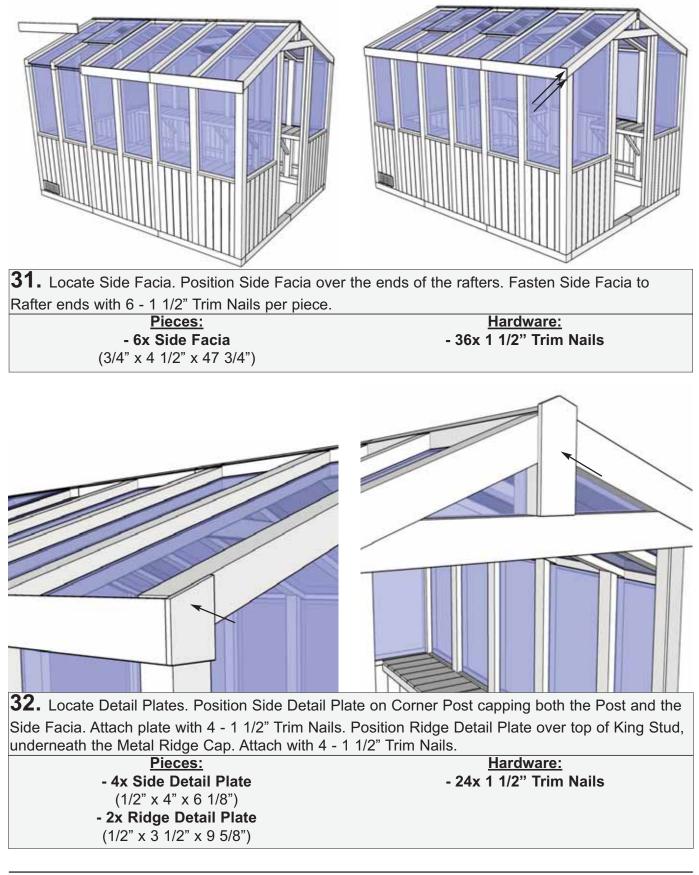
Pieces: - 1x Potting Shelf (16" x 44 3/4") - 2x Potting Shelf Leg (1 1/2" x 1 1/2' x 22 1/2") <u>Hardware:</u> - 5x 2 1/2" Brown Screws

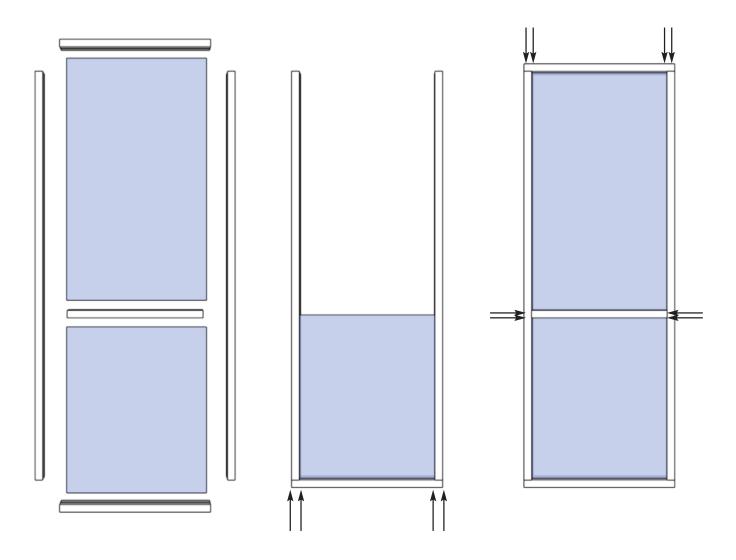




**30.** Locate Metal Ridge Caps. Place Metal Ridge Caps on top of Greenhouse Ridge Board. Ridge Caps will over lap. Fasten Ridge Cap to Rafters with 1 - 2" Metal Roof Screw per Rafter. Do not overtighten.

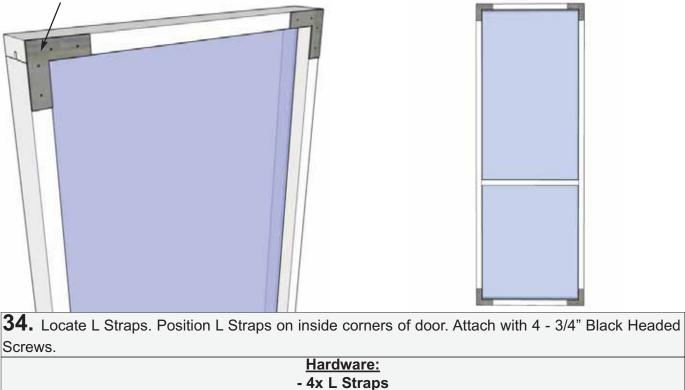
Pieces: - 3x Metal Ridge Cap (60" long) <u>Hardware:</u> - 14x 2" Metal Roof Screws - 1x 1/4" Nut Driver



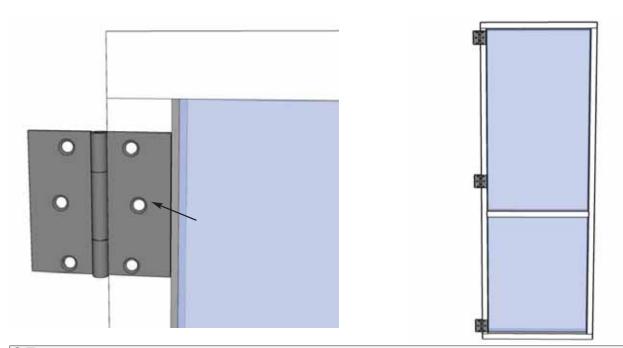


**33.** Locate Door Framing pieces and Door Poly. Fasten two vertical framing pieces to one Horizontal piece. Slide Door Poly Bottom down into the dado in the door framing. Position Center Door Framing above the Bottom Poly piece so it fits over the poly. Screw through Vertical Framing into Center Framing with 2 - 2 1/2" Brown Screws per end. Slide Door Top Poly into the dado on top of Center Framing. Cap off door with remaining Horizontal Framing and screw into Vertical Framing.

Pieces:	<u>Hardware:</u>
- 2x Vertical Door Framing	- 12x 2 1/2" Brown Screws
(1 1/2" x 3 1/2" x 83 1/2")	
- 2x Horizontal Door Framing	
(1 1/2" x 3 1/2" x 30 3/4")	
- 1x Center Door Framing	
(1 1/2" x 3 1/2" x 27 3/4")	
- 1x Door Top Poly	
(28 3/4" x 49 7/8")	
- 1x Door Bottom Poly	
(28 3/4" x 34 1/8")	

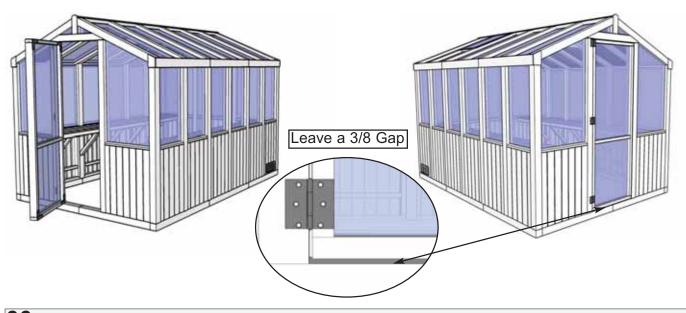


### -16x 3/4" Black Headed Screws



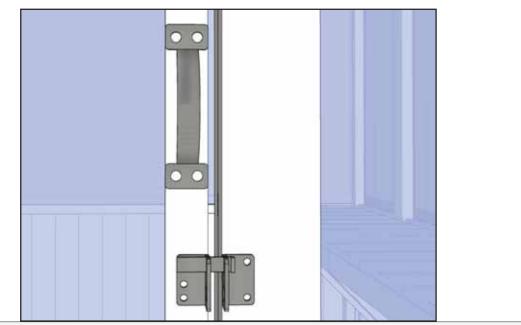
**35.** Locate Butt Hinges. On ground, position Butt Hinges on door frame as shown above. Attach Butt Hinges with 3 - 2" Black Headed Screws.

#### <u>Hardware:</u> - 3x Butt Hinges - 9x 2" Black Headed Screws



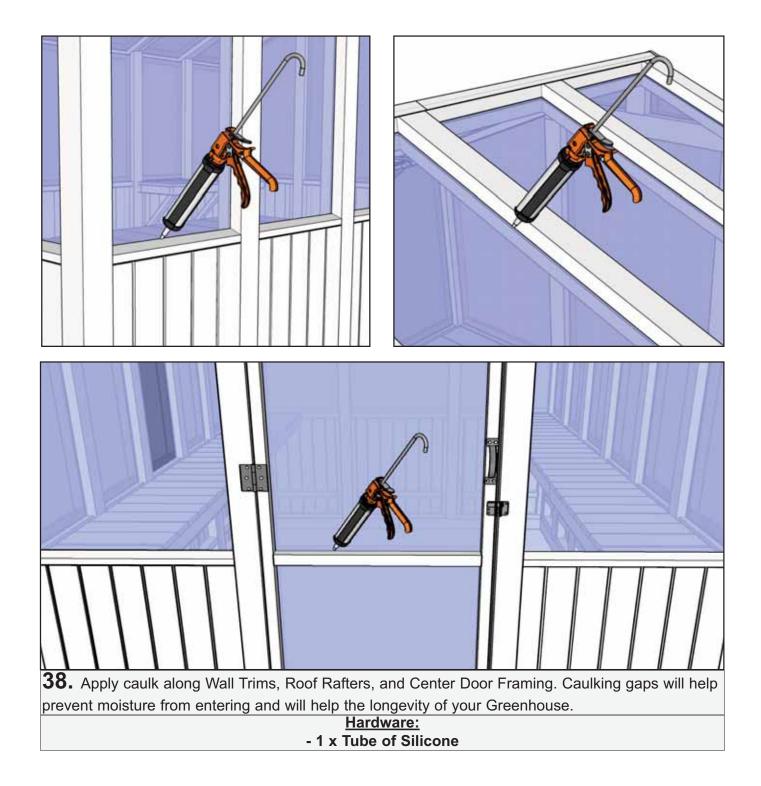
**36.** Lift and position Door in opening. Leave a 3/8" gap at the bottom. Use a Cedar Shingle Shim to shim the Door at the bottom to help position Door evenly. When Door is aligned correctly, screw Hinge into Vertical Door Frame Trim with 1 - 2" Black Headed Screws. Use only 1 screw initially per Hinge. Confirm Door swings correctly before attaching remaining screws.

Hardware: - 9x 2" Black Headed Screws

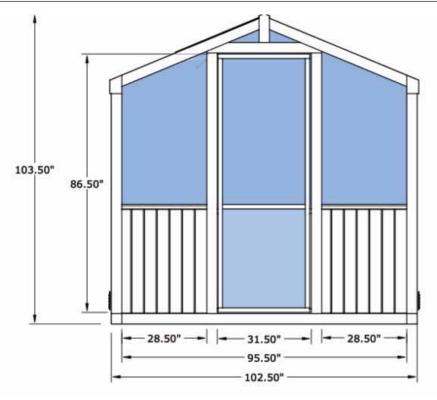


**37.** Position both Door Handle & Drop Latch onto Door Frame and fasten with bundled Hardware. Pre Drill holes with 1/8" Bit before attaching.

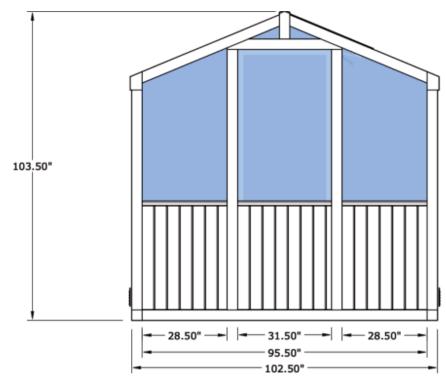
### Hardware: - 1x Door Handle - 1x Flip Latch



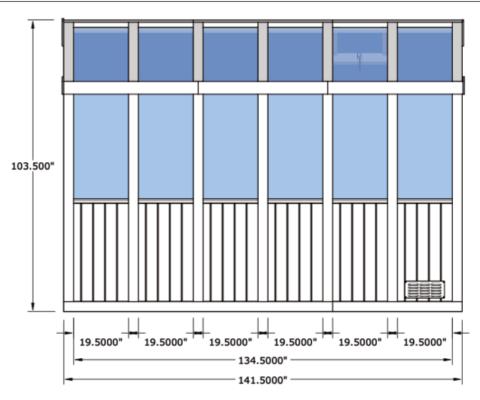
# **Front Profile**



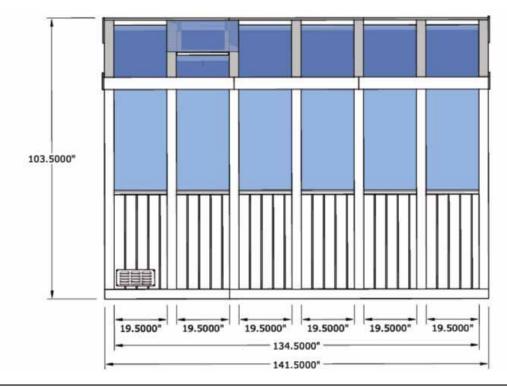
# Rear Profile

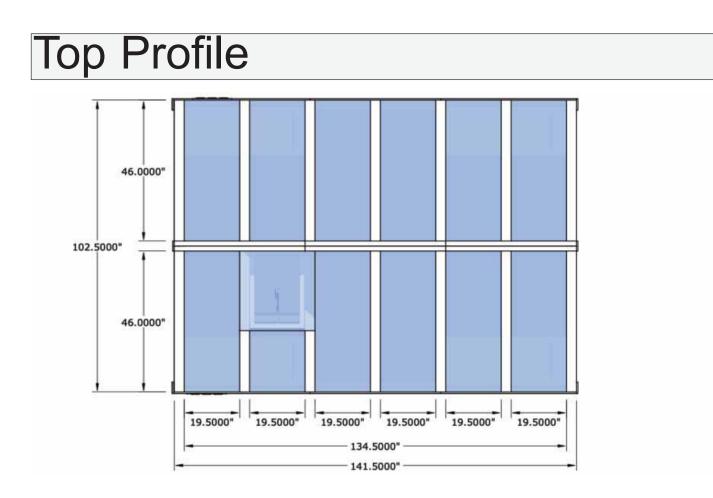


# **Right Side Profile**



# Left Side Profile





# OLT A

**Note:** Our Sheds are shipped as an unfinished product. If exposed to the elements, the lumber will weather to a silvery-gray color. If you prefer to keep the lumber looking closer to the original color, we suggest that you treat the wood with a good oil base wood stain. You may also wish to paint your new shed rather than stain it. In both cases we recommend that you consult with a paint and stain dealer in your area for their recommendations.

### Congratulations on assembling your 8x12 Greenhouse!



We hope your experience constructing our **8x12 Greenhouse** has been both positive and rewarding. We value your feedback and would like to hear back from you on how well we are doing in the following areas:

- 1. Customer Service
- 2. On Time Shipping
- 3. Motor Freight Delivery
- 4. Quality of Materials
- 5. Assembly Manual
- 6. Overall Satisfaction



The materials contained in this Assembly Manual may be downloaded or copied provided that ALL copies retain the copyright and any other proprietary notices contained on the materials. No material may be modified, edited or taken out of context such that its use creates a false or misleading statement or impression as to the positions, statements or actions.

Please call, write or email us at:

Canadian Address 9393 287th Street Maple Ridge, British Columbia Canada V2W 1L1 United States Address P.O. Box 96 Sumas, Washington USA 98295

Toll Line: 1.888.658.1658

Fax: 1.604.462.5333

sales@outdoorlivingtoday.com