

## Garden Chalet 4X2 Assembly Manual

Thank you for purchasing a 4x2 Garden Chalet. Please take the time to identify all the parts prior to assembly.

Please use Safety Eyewear and Gloves while Assembling. Be sure to read and follow all operating instructions for any tools used during assembly. Remember- **NO SAW CUTTING IS REQUIRED!**

### Safety Points and Other Considerations

Our products are built for use based on proper installation and normal residential use, on level ground.

Please follow the instruction manual when building your Grand Garden Chalet and retain the manual for future maintenance purposes.

Some of the safety and usage measures you may wish to consider include:

-if the product is elevated, any structural and building code requirements are solely the customer's responsibility, and should be abided by.

-in high or gusty wind conditions it is advisable to keep the structure securely grounded.

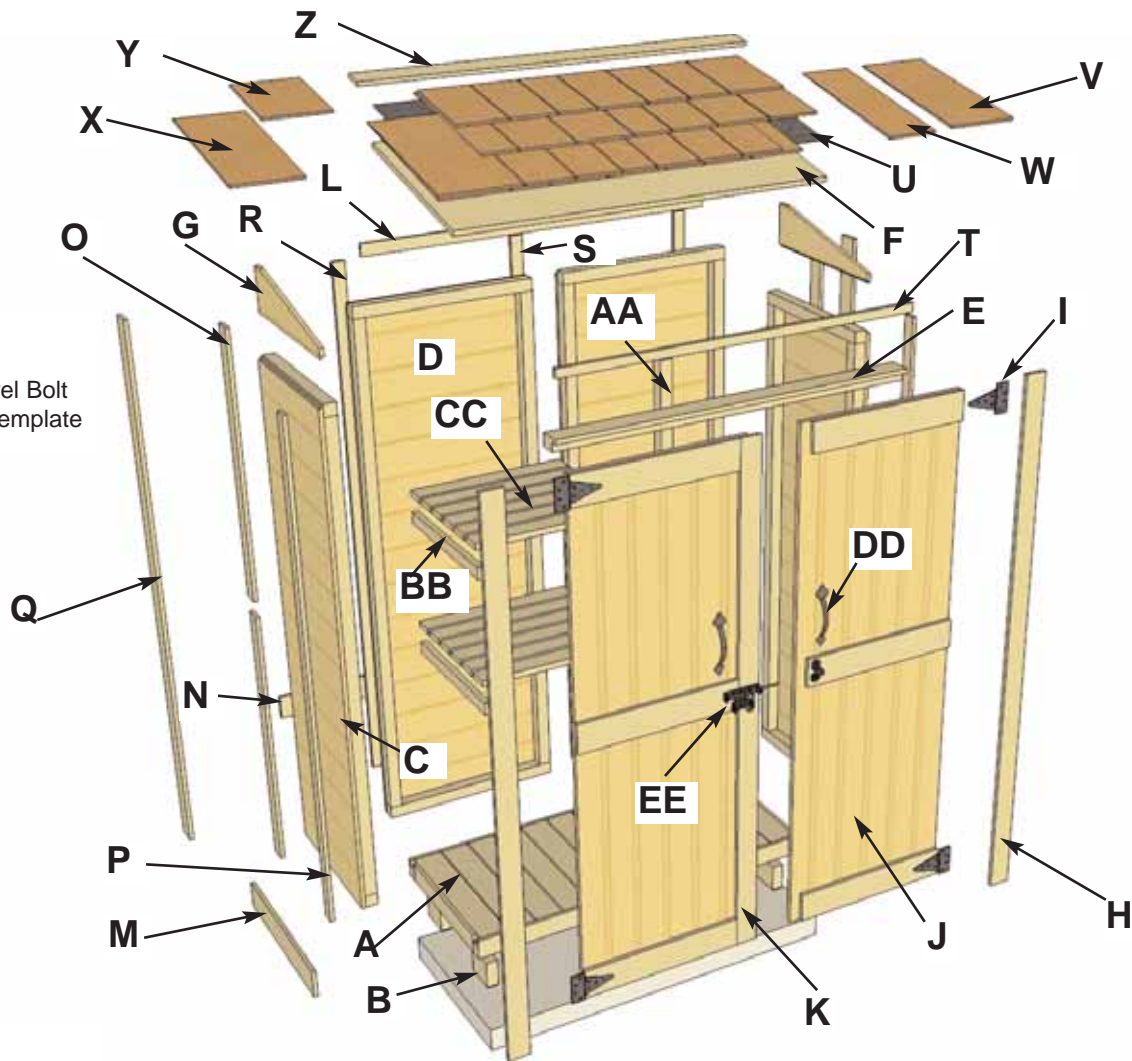
-have a regular maintenance plan to ensure screws, doors, roof and parts are tight.



**4x2 Garden Chalet Dimensions:**  
A: Outside Height (Rear) = 73 3/4"  
B: Outside Height (Front) = 67 1/2"  
C: Outside Width = 49"  
D: Outside Depth = 21 1/2"  
E: Door Width = 40"  
F: Door Height = 61 1/2"  
G: Inside Height (Rear) = 66 1/2"  
H: Inside Height (Front) = 61"  
I: Inside Width = 41"  
J: Inside Depth = 15 3/4"

**In the event of a missing or broken piece, simply call the Outdoor Living Today Customer Support Line @ 1-888-658-1658 within 30 days of the delivery of your purchase. It is our commitment to you to courier replacement parts, free of charge, within 10 business days of this notification. Replacement parts will not be provided free of charge after the 30 day grace period.**

# Exploded View and Parts List for 4'x2' Garden Chalet



## Not Shown:

Interior Door Stop  
Interior Silver Barrel Bolt  
Shingle Spacing Template

## Parts List

### Floor Section

- A 1 - Floor Section - 20 1/2" x 45" x 2 1/2"
- B 4 - Floor Legs - 1 1/2" x 3 1/2" x 4"

### Wall Section

- C 2 - Side Walls - 18 1/2" x 62 1/2"
- D 2 - Rear Walls - 22" x 67"
- E 1 - Door Header - 1 1/2" x 2 1/2" x 41" - Dado Cut
- G 2 - Angle Cut Gable Siding Pieces (left / right) - 1/2" x 18 1/2"
- J 2 - Door Panels - 20 1/4 x 61 3/8"
- K 1 - Door Flange - 1/2" x 2 1/2" x 61 3/8"

### Roof Section

- F 1 - Roof Plywood - 5/8" x 21" x 44"
- U 1 Sheet of Roofing Paper
- V, W, X Approximately 30 - 18" Long Cedar Shingles
- Y Approximately 10 - 10" Long Cedar Shingles
- Z 1 - Roof Ridge Cap - 1/2" x 2 1/2" x 47"

### Trim Section

- H 2 - Front Corner Door Trims - 1/2" x 2 1/2" x 65 1/2"
- L 1 - Upper Rear Horizontal Trim - 1/4" x 1" x 43 3/4"
- M 2 - Side Skirting - 1/2" x 3 1/2" x 21"
- N 1 - Rear Skirting - 1/2" x 3 1/2" x 45"
- O 4 - Filler Trim - 1/2" x 2" x 33"
- P 2 - Side / Front Corner Trim - 1/2" x 1 1/2" x 62"
- Q 2 - Side / Rear Corner Trim - 1/2" x 2 1/4" x 66 3/4"
- R 2 - Rear Corner Trim - 1/2" x 1 1/2" x 67"
- S 1 - Center Rear Trim - 1/2" x 1 1/2" x 67"
- T 1 - Front Door Header Trim - 1/2" x 1" x 41"

### Shelf Section

- AA 1 - Vertical Shelf Support - 1 1/2" x 1 1/2" x 36"
- BB 4 - Shelf Supports - 3/4" x 1 1/2" x 17 3/4"
- CC 2 - Shelves - 17 1/2" x 18 7/8"

### Hardware List

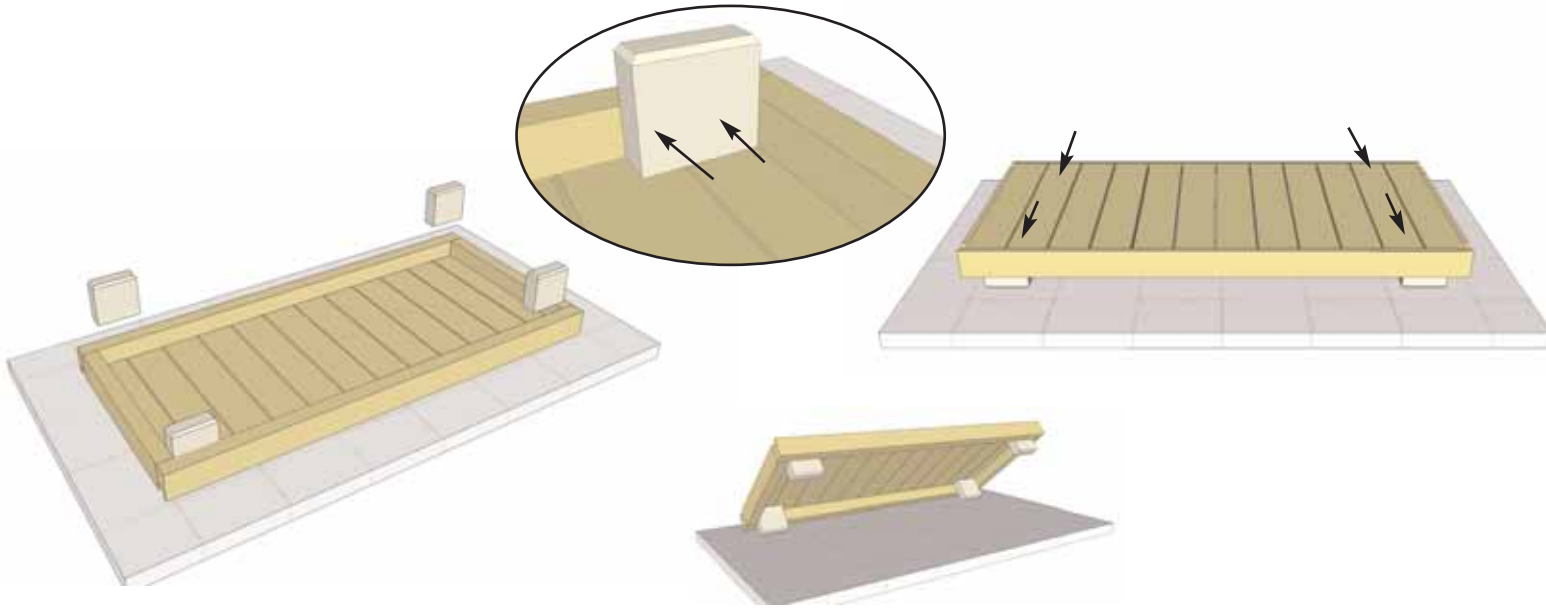
- 1 - Package of Hardware Including:
- 2 1/2" screws, 1 1/4" screws, 1" screws
- 1 1/4" Finishing Nails
- 7/8" Shingle Nails
- 2" Black Hinge Screws for Door Hinge and Door Hinge Trim
- 3/4" Black Hinge/Handle & Barrel Bolt Screws
- 3/4" Silver Screws for Silver Barrel Bolt
- \* Square Drive Screw Bit also included in Hardware Bag.
- I 4 - T-Hinges For Doors
- DD 2 - Pull Handles
- EE 1 - Barrel Bolt

### Miscellaneous (Not Shown on Illustration above)

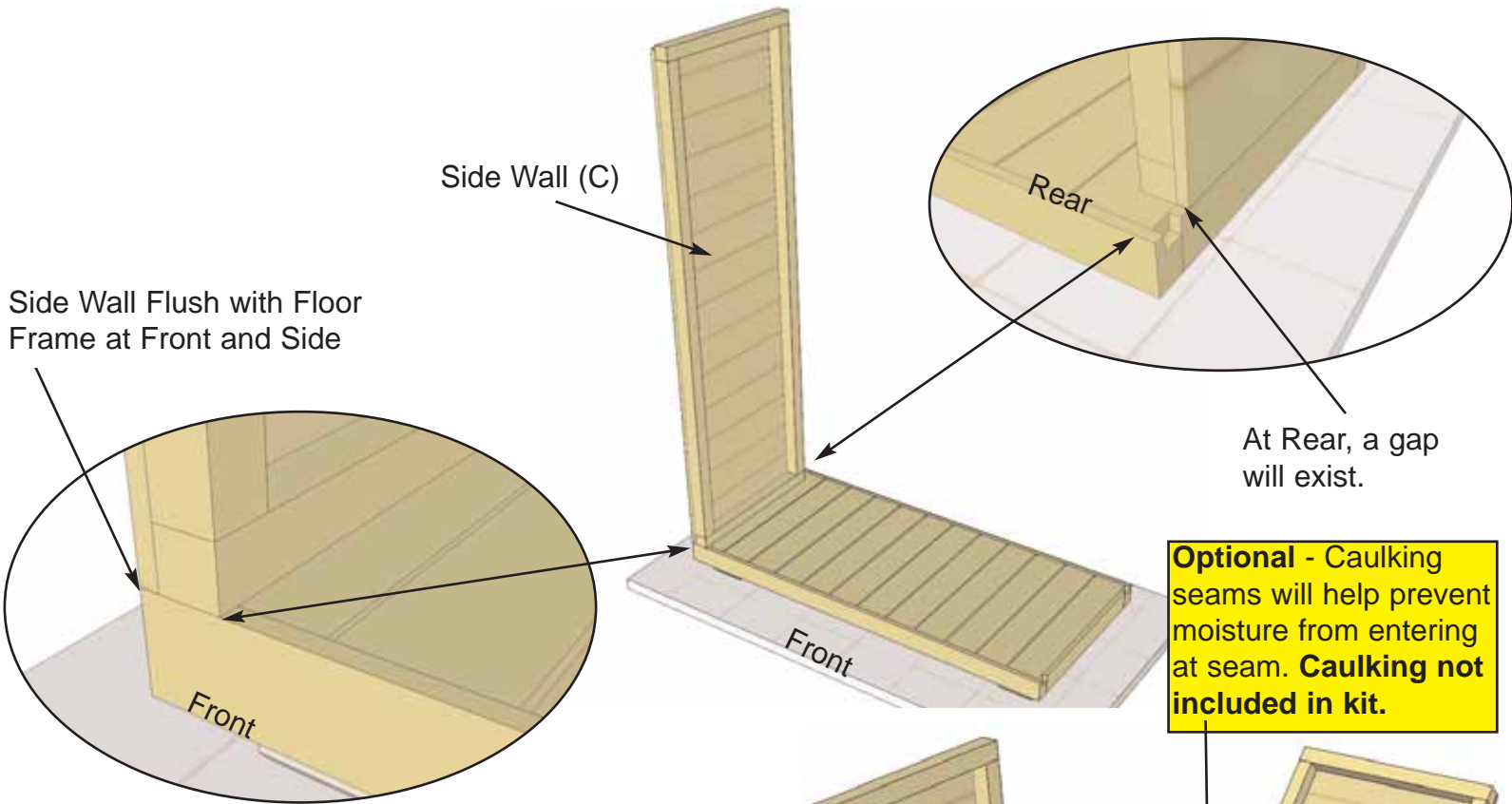
- 1 Interior Door Stop - 3/4" x 1 1/2" x 8"
- 1 Interior Silver Barrel Bolt
- 1 Shingle Spacing Template - 1/8" x 7" x 40"

### You Will Need:

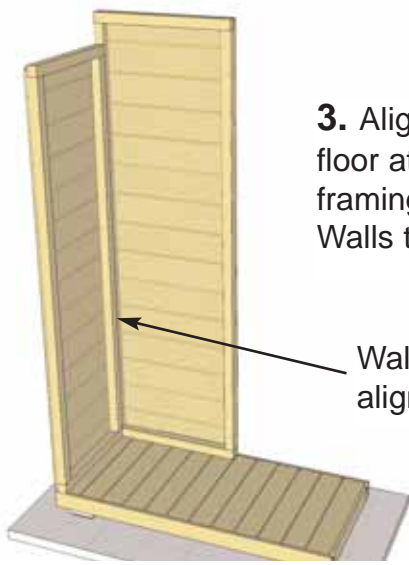
Screw Gun, Drill Bits: 1/8" , 3/8"  
Tape Measure, Level, Hammer Work Gloves, Safety Glasses,  
Utility Knife, Step Ladder. **Note:** We recommend you drill a 1/8"  
pilot hole for each screw, to avoid splitting wood. The hole depth  
should be equal to 3/4 the length of screw.



**1. Flip Floor (A) over on a level surface. Locate Legs (B) and position in each corner tight to floor and framing and attach with 2- 2 1/2" screws. Complete all Leg attachments. Flip Floor over and complete Leg attachments by screwing 1 - 2 1/2" screws through Floor Boards into each Leg. Level Floor before proceeding to Step 2. You can find the Square Drive Bit for the screws in with the Hardware Kit Bag.**

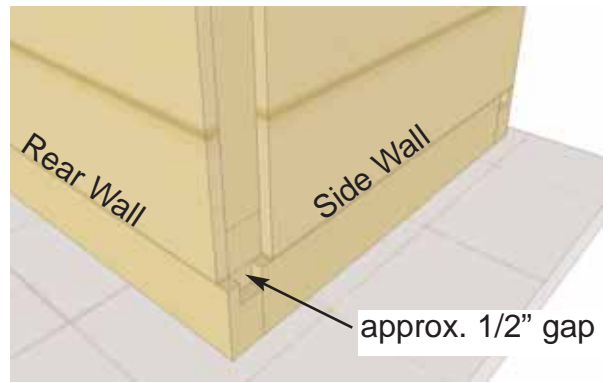


**2. Locate Side Walls (C) and Rear Walls (D). Make sure walls are in correct orientation (Siding cut flush with Wall Framing at bottom). Position Side Wall on Floor so it sits flush with front and side. Have helper hold Side Wall while Rear Wall is positioned on Floor.**  
**Optional - Caulking wall seams will help prevent moisture from entering at seam. Caulking not Included in Kit.**



**3.** Align Rear Wall flush to floor at the back and wall framing of Side and Rear Walls together.

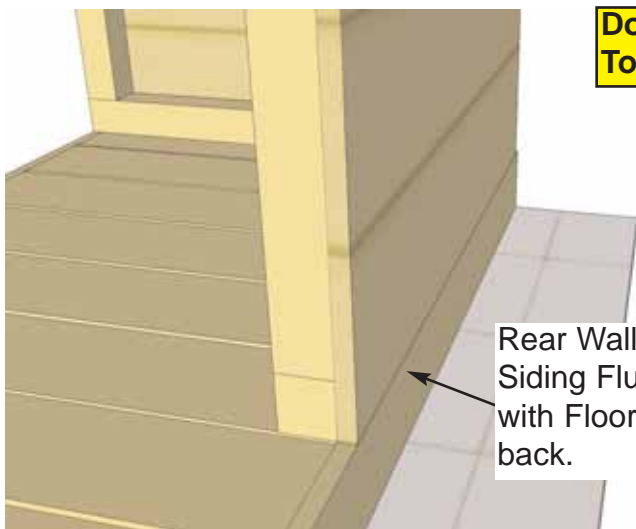
Wall Framing aligned together.



Rear Wall

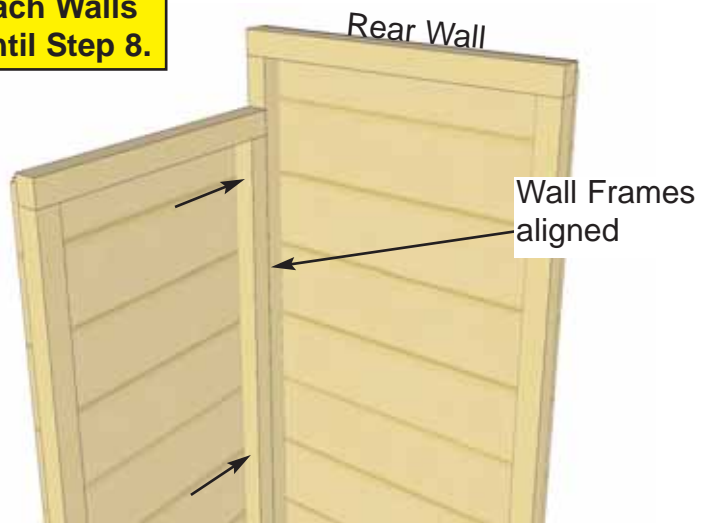
Side Wall

approx. 1/2" gap



Rear Wall Siding Flush with Floor at back.

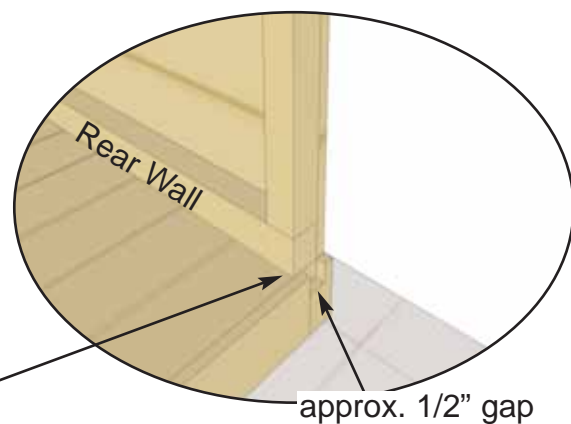
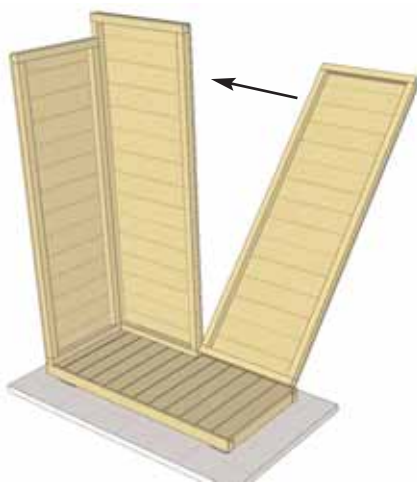
**Do Not Attach Walls To Floor until Step 8.**



Rear Wall

Wall Frames aligned

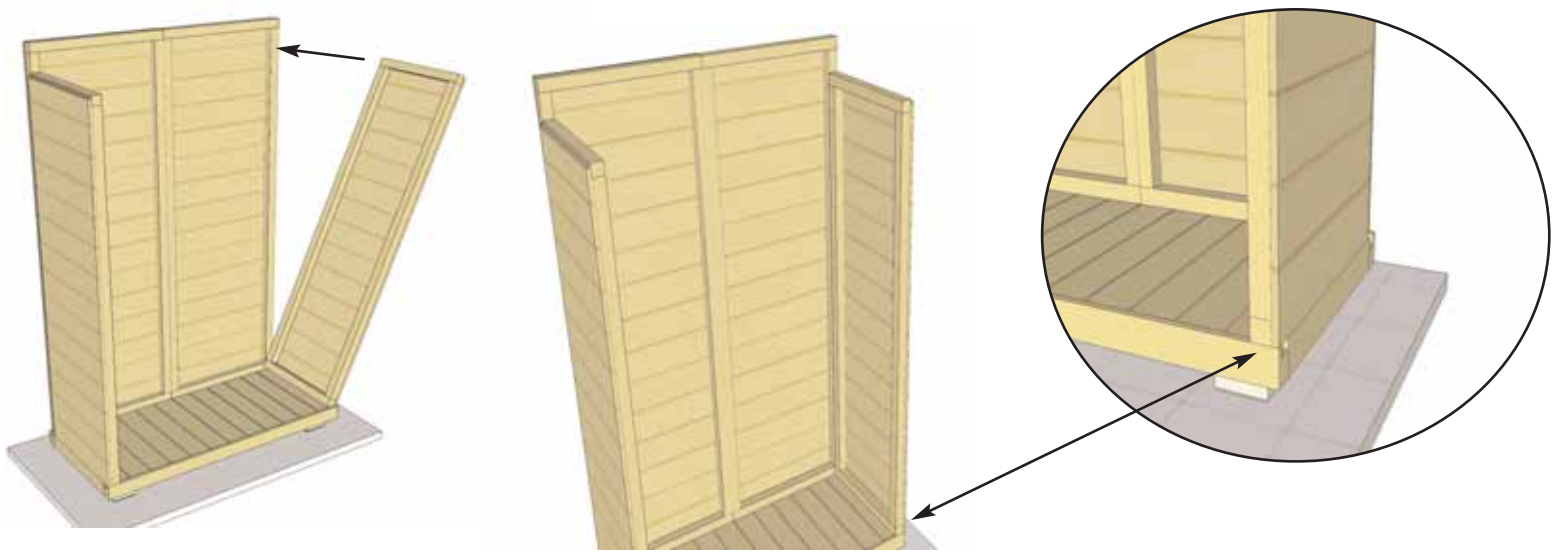
**4.** With Side and Rear Wall correctly positioned, attach together at top, middle and bottom of vertical wall frames with 3 - 2 1/2" screws.



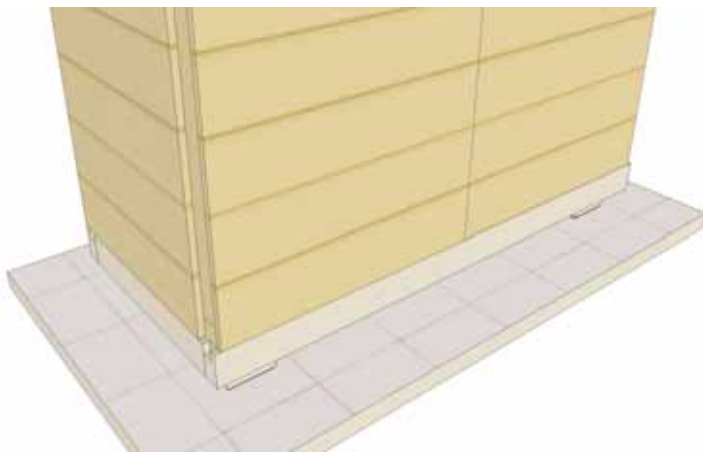
Rear Wall

approx. 1/2" gap

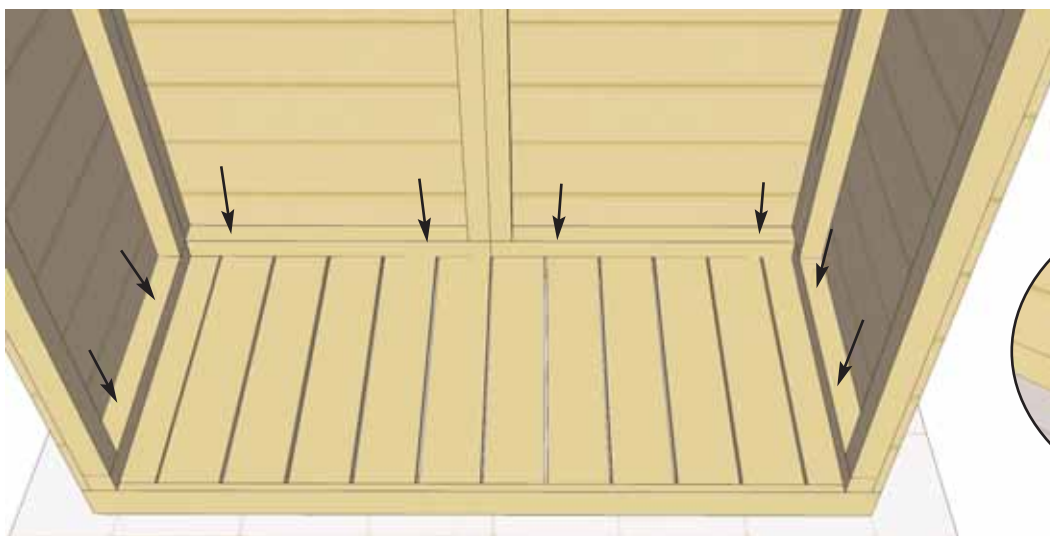
**5.** Position 2nd Rear Wall Panel on Floor as per **Step 3 & 4**. Attach wall frames together at top, middle and bottom with 3 - 2 1/2" screws.



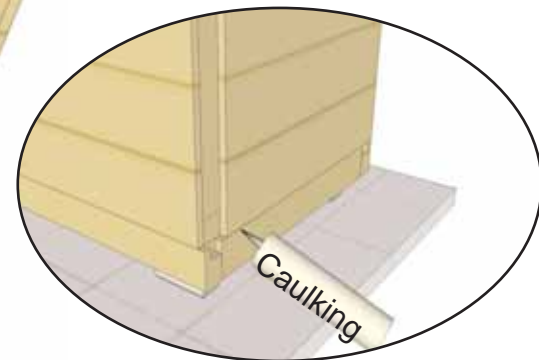
**6.** Position right Side Wall Panel on Floor as per **Step 2-4.**



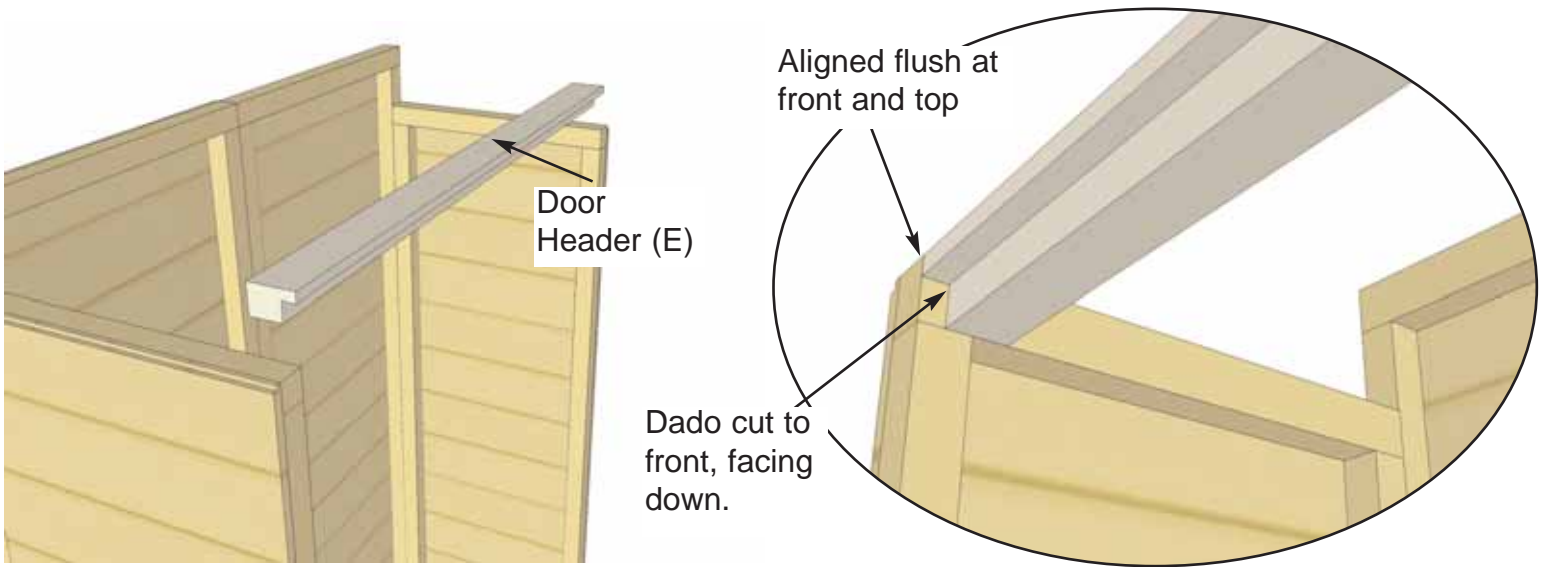
**7.** With Side Wall Panel correctly aligned, attach Rear and Side Wall together at top, middle and bottom of vertical wall frames with 3 - 2 1/2" screws.



**Optional - Caulking** seams will help prevent moisture from entering at seam. **Caulking not included in kit.**

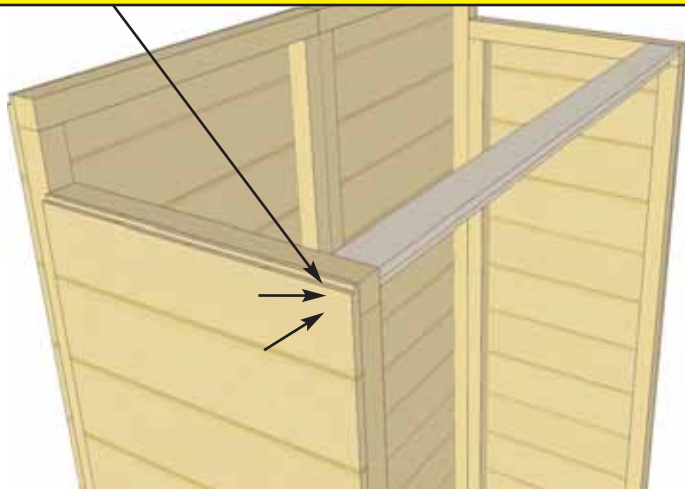


**8.** When all walls are attached together, check alignment with the floor. When positioned correctly, fasten bottom wall framing to floor using 2 - 2 1/2" screws per wall panel.

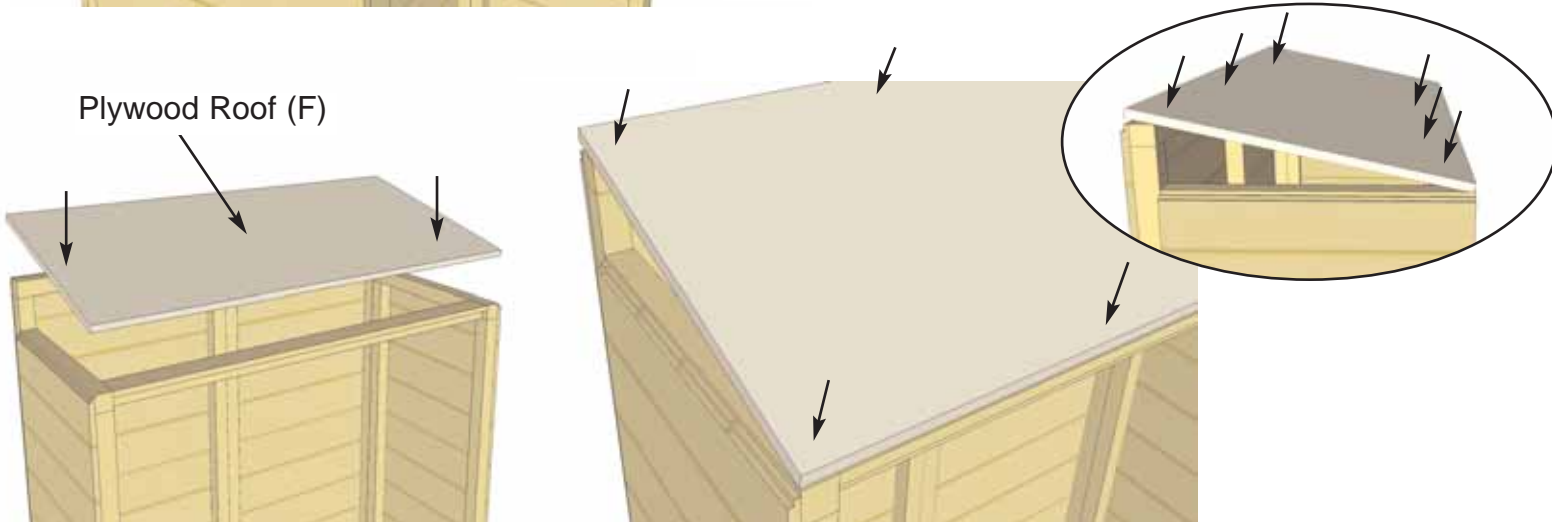


**9.** Locate **Door Header (E)** and place between Side Wall framing with dado cut facing down and to the front.

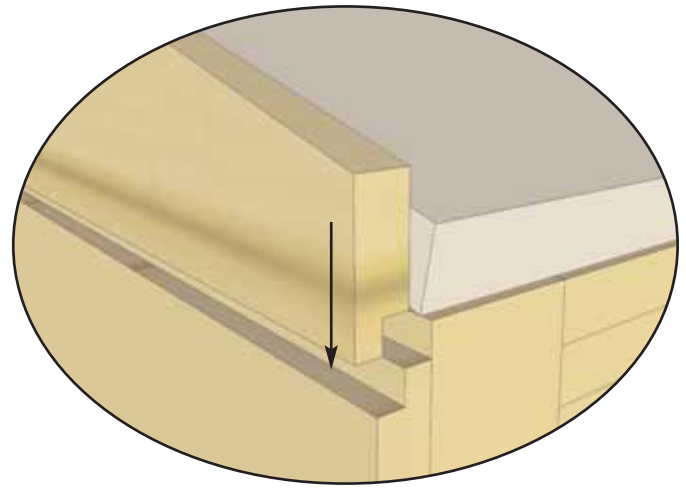
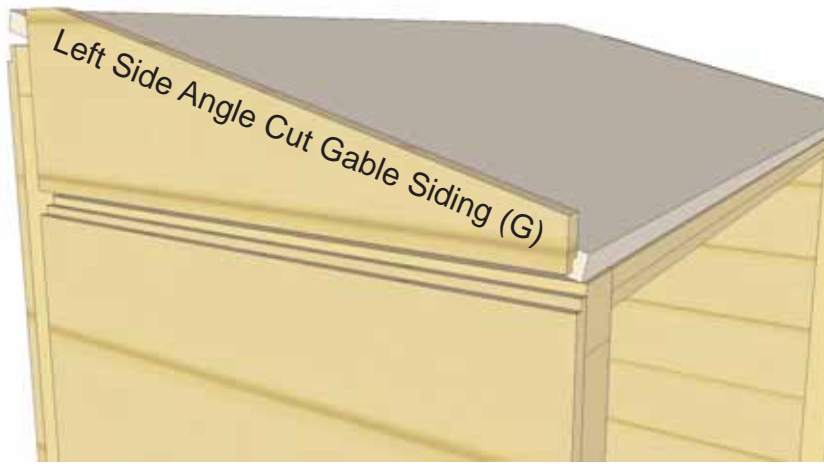
You will want **Front Corner Trim (P)** to cover screws in **Step 24**. Use Trim to confirm screw location.



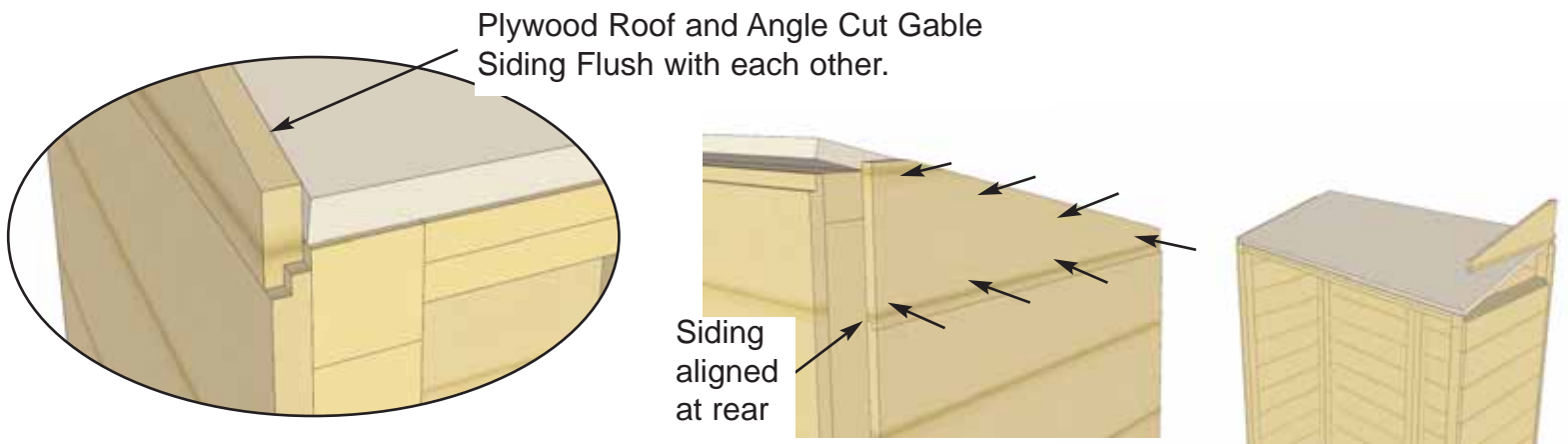
**10.** Prior to attaching Door Header, drill 2 pilot holes with 1/8" drill bit through Side Walls and into the end of Header. Have your helper hold Header and Wall steady. Secure with 2 - 2 1/2" screws per side.



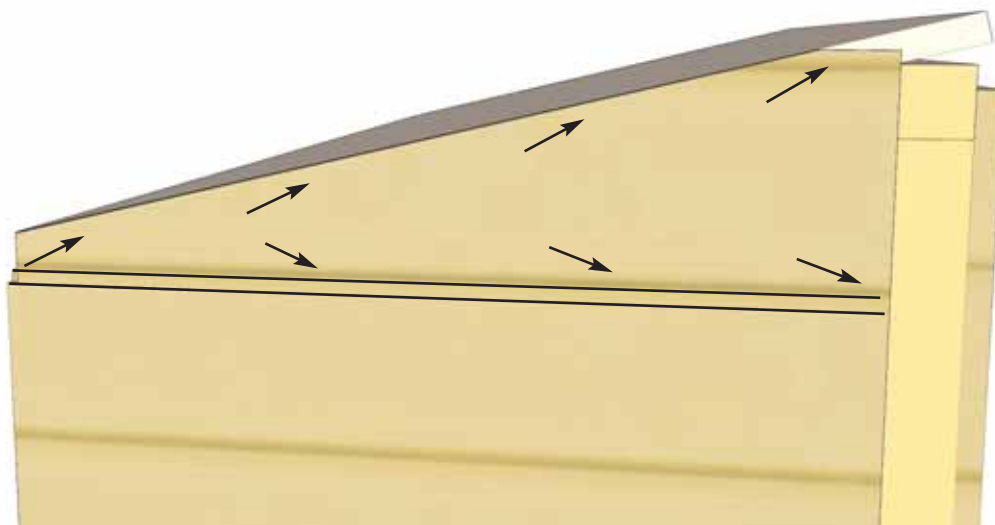
**11.** Place **Plywood Roof (F)** on Wall Framing and Door Header. Align evenly from side to side. At the front, recess Roof slightly. See Step 12 for close up of front Roof alignment. When correctly positioned, screw to framing with 6 - 2" screws. **Note:** Be sure screws do not come through Door Header.



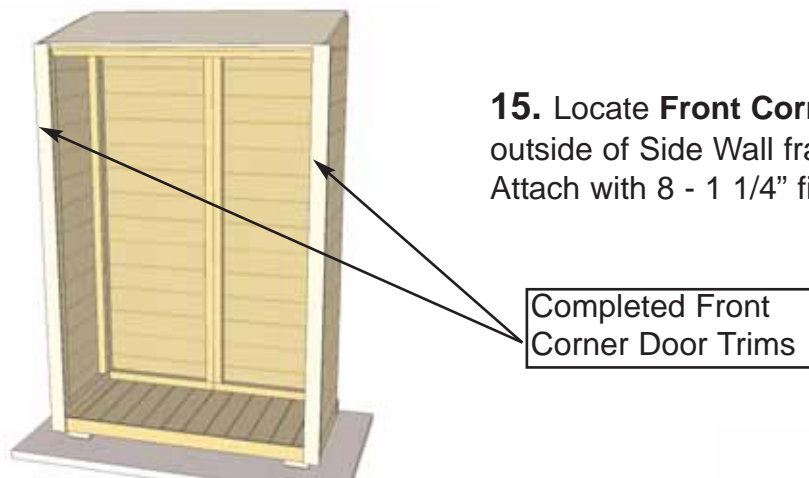
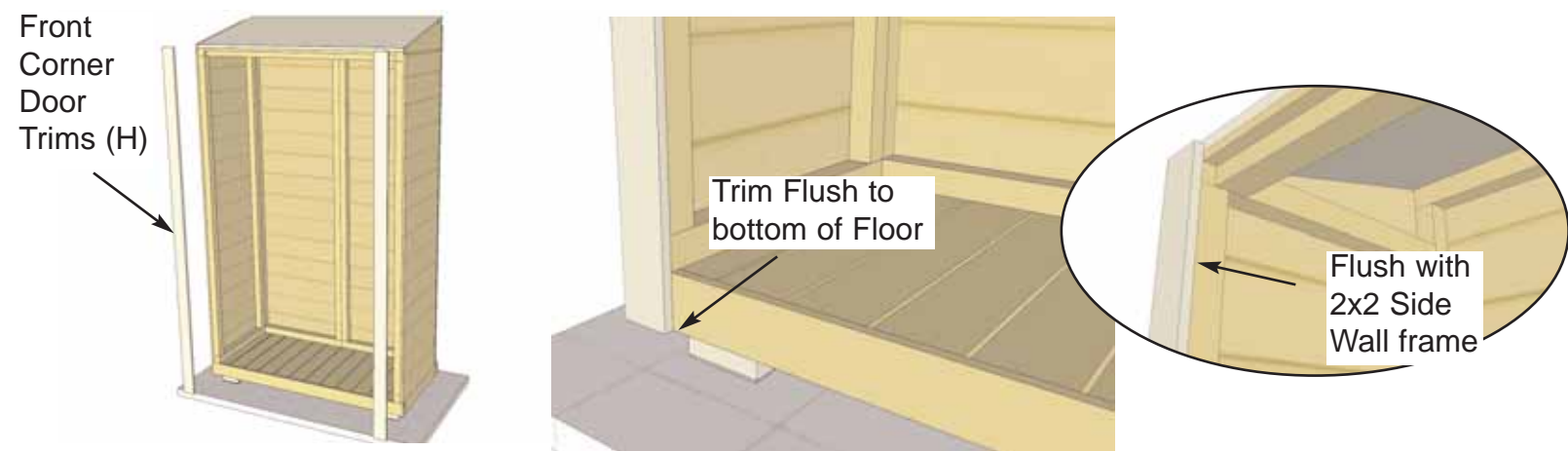
**12.** Locate both **Angle Cut Gable Siding Pieces (G)**. There are left and right side pieces. Starting with the left side, place above Side Wall so lap sidings fit together.



**13.** Align Gable Siding flush at rear with Wall Siding and flush with top of Plywood Roof. Secure with 7 - 1 1/4" finishing nails. Make sure to nail into edge of Plywood Roof at top and into wall framing at bottom. Hammer at slight angle to contact wall framing. Align right side Angle Cut Gable Siding Piece.

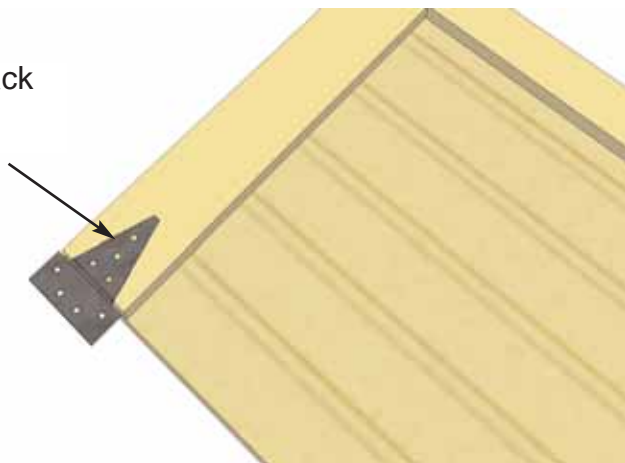


**14.** Complete right side Angle Cut Gable Siding Piece as per **Step 12-13**.

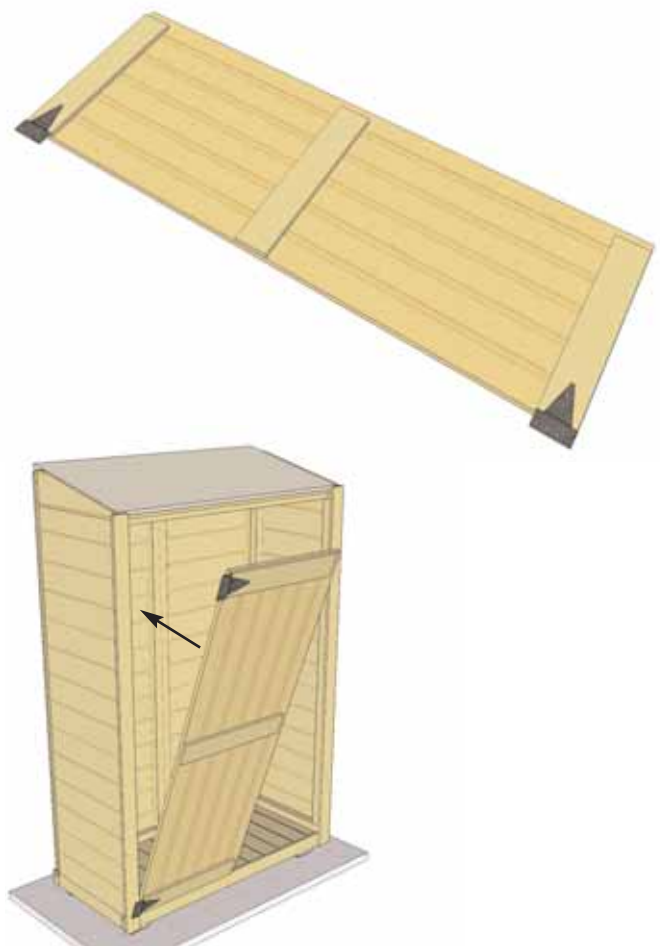


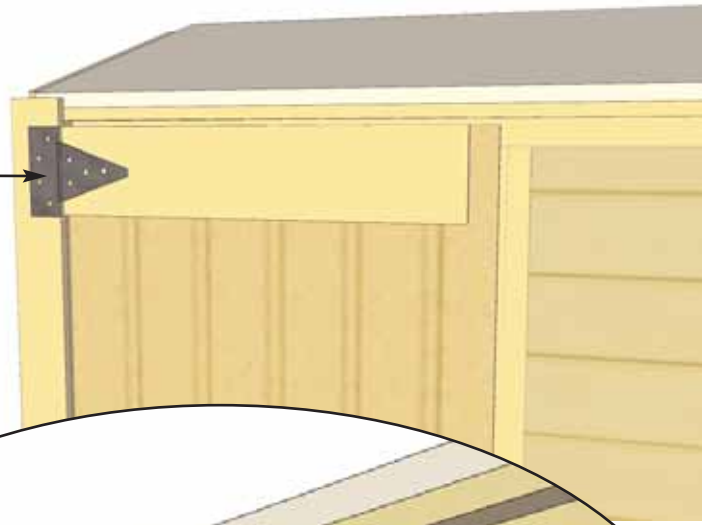
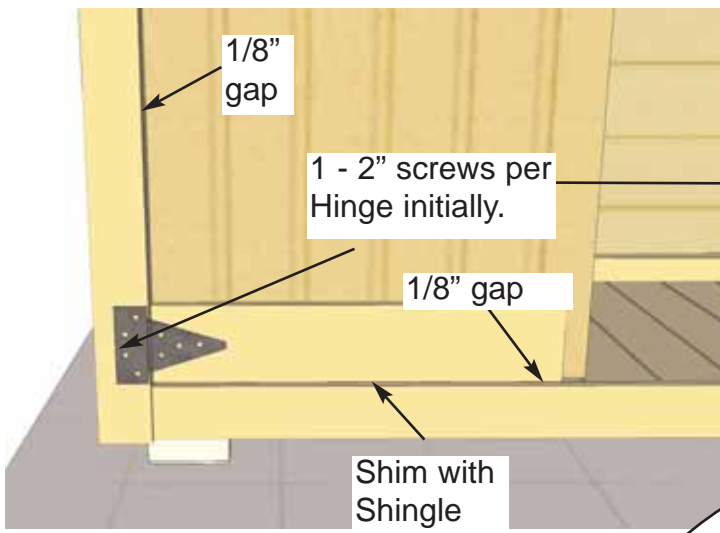
**15.** Locate **Front Corner Door Trims (H)**. Position flush with outside of Side Wall frame 2x2 and flush with bottom of Floor. Attach with 8 - 1 1/4" finishing nails. Complete both sides.

3/4" Black Screws

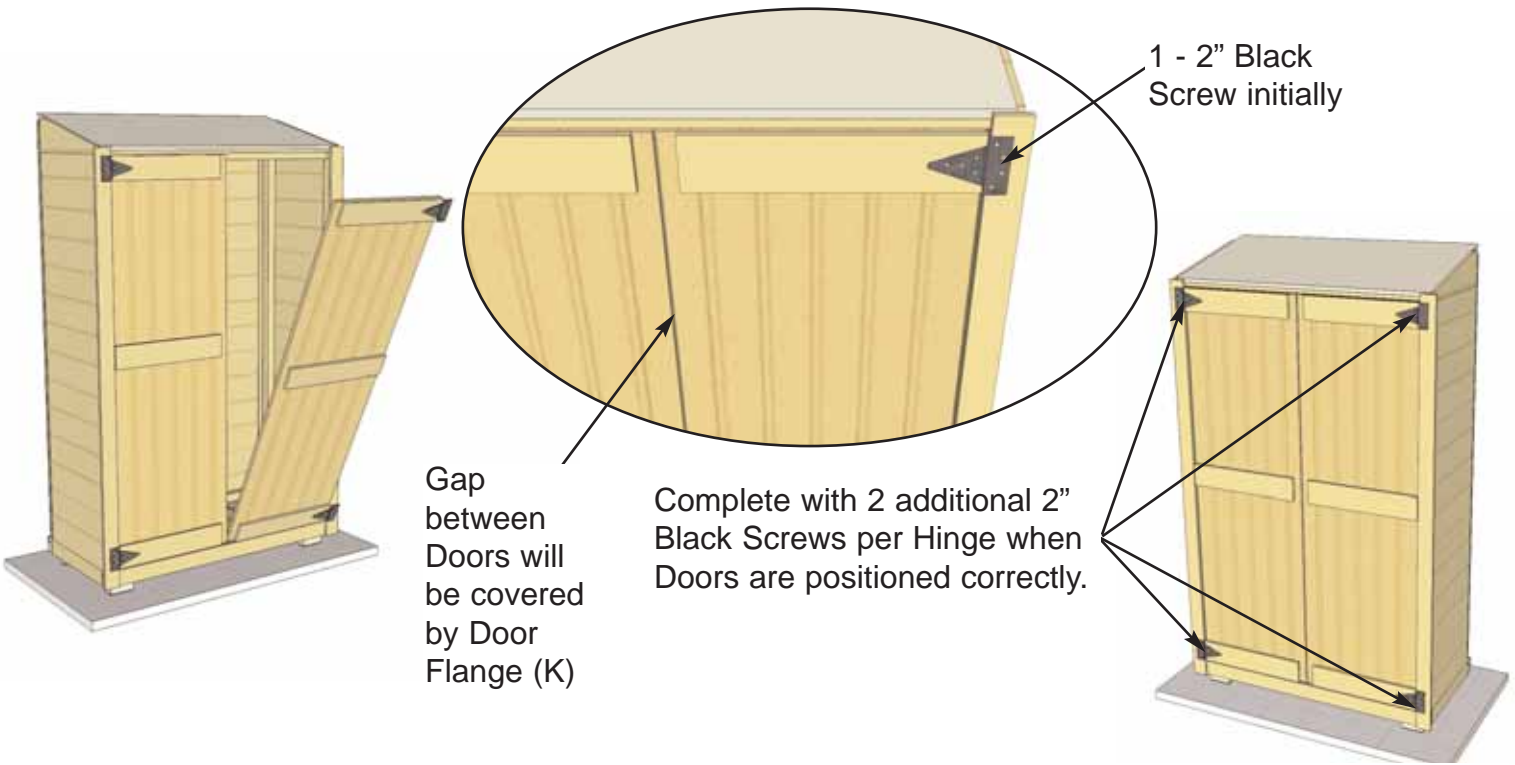
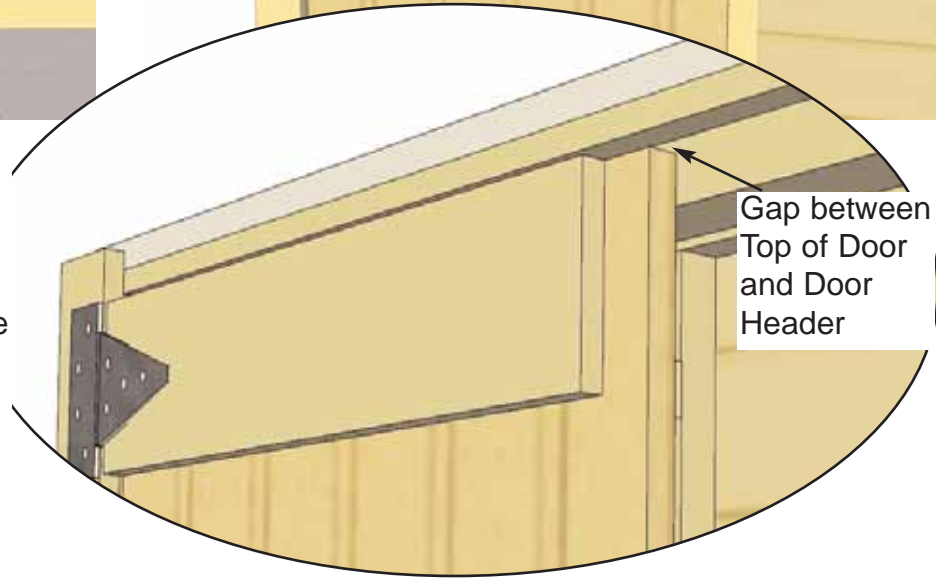


**16.** Locate **Black T- Hinges (I)**. Attach Hinges to Door Trim of **Door (J)** with 3/4" Black Screws provided in the hardware kit. Drill pilot holes in Door Trim to prevent wood from splitting. Complete both Hinge / Door attachments. Starting with left side Door, lift until Hinges contact Door Trims.

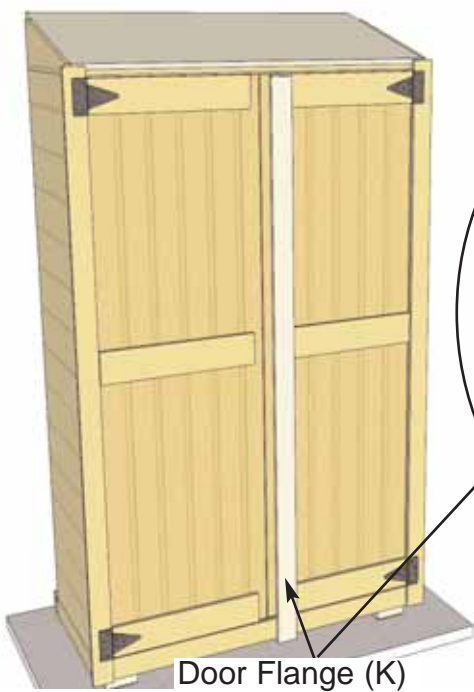




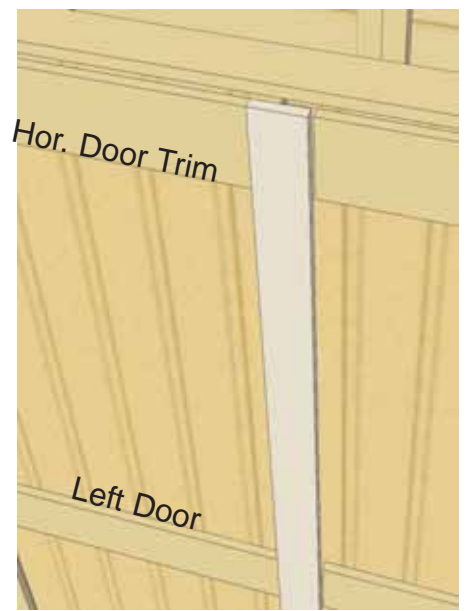
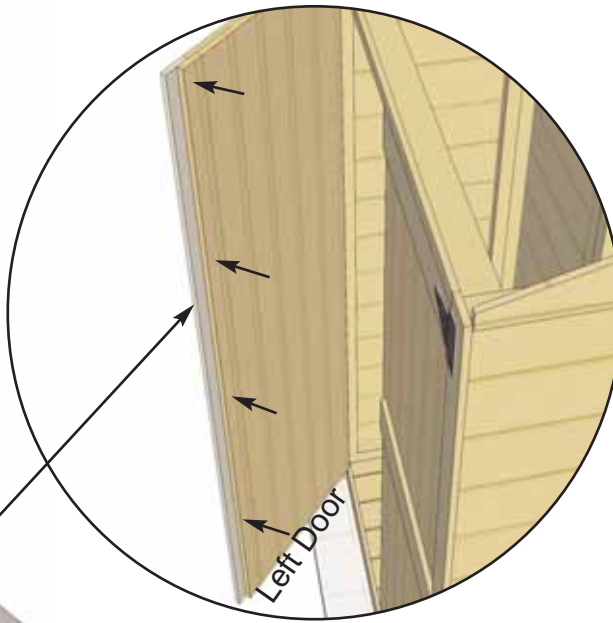
**17.** Leave a gap on left side and bottom of Door approximately 1/8". Use a shingle to shim the door at bottom to help position door evenly. When door is aligned correctly, screw Hinge into Vertical Door Frame Trim with 2" Black Screws. Use only 1 screw initially per hinge until both door alignments are confirmed. Drill pilot holes to prevent wood from splitting.



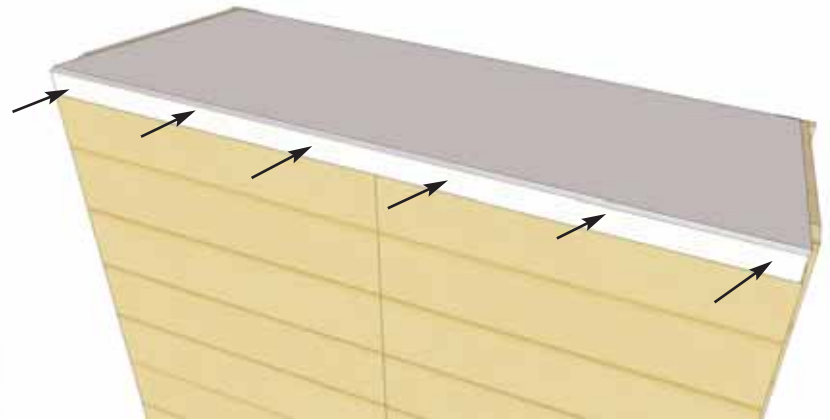
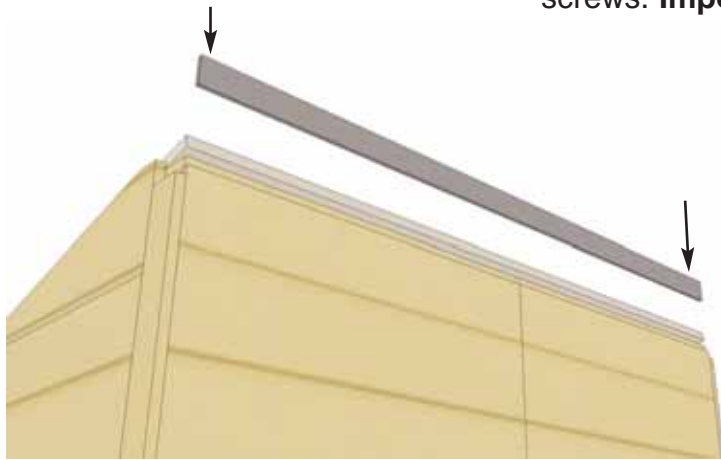
**19.** Position Right Side Door as per **Steps 16-17**. Once again, use only 1 screw per hinge initially to secure Door to Vertical Door Frame Trim. Open and close both Doors to confirm proper Door closing. Re-adjust Door Screws if necessary. When satisfied, complete Hinge attachments with 2 additional 2" Black Screws per Hinge.



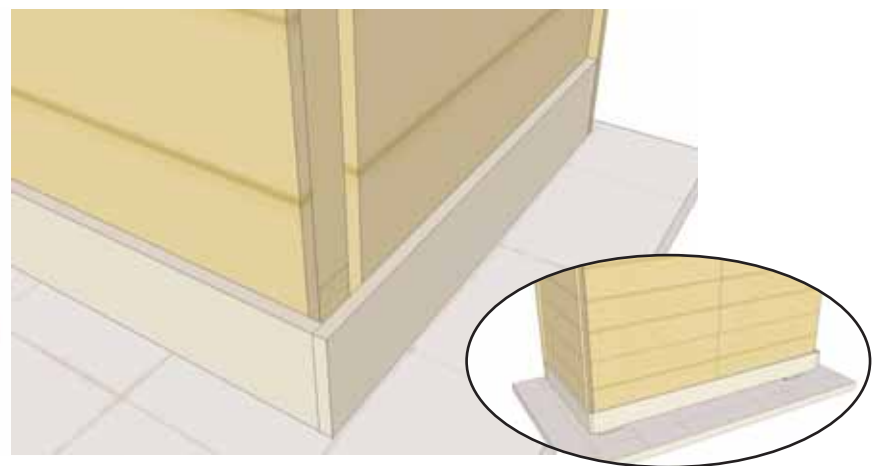
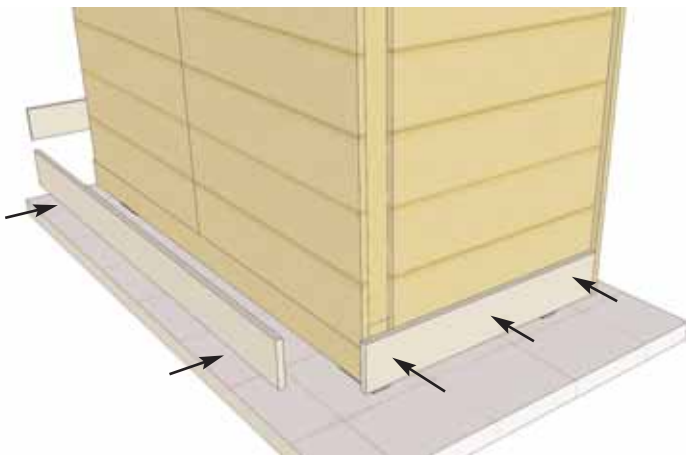
Door Flange (K) to be positioned on Left Door.



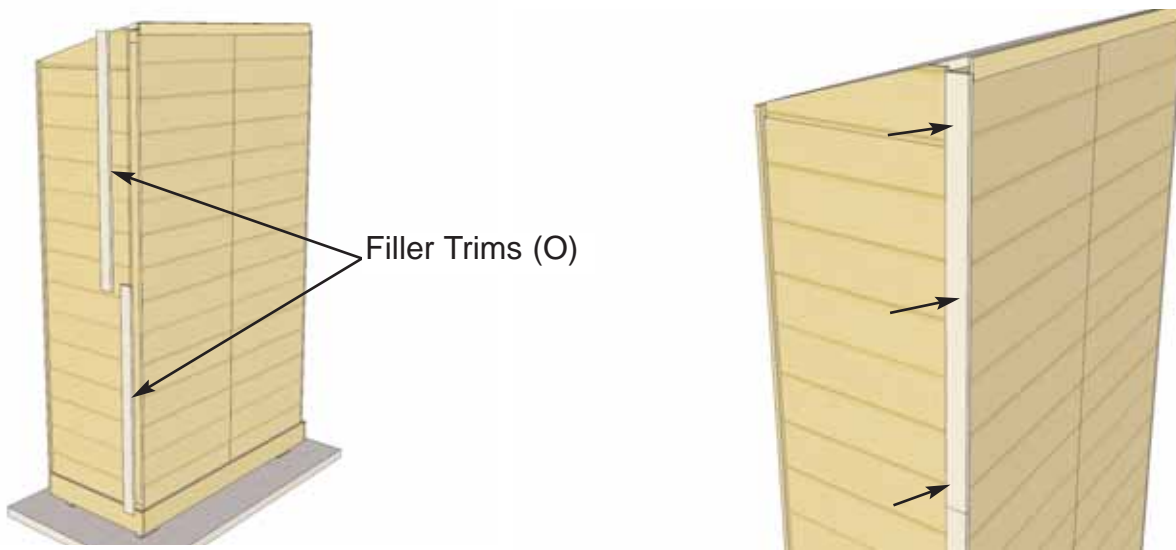
**20.** Open Left Door and position **Door Flange (K)** flush against Horizontal Door Trim making sure also to align evenly at top and bottom of Door Trim. From the inside screw Flange to door with 4 - 1" screws. **Important** - Drill Pilot Holes first to prevent splitting of wood.



**21.** Position **Upper Rear Horizontal Trim (L)** on top lap of Rear Wall Panels evenly from side to side. Nail Trim into Wall Framing and Roof edge with 6 - 1 1/4" finishing nails

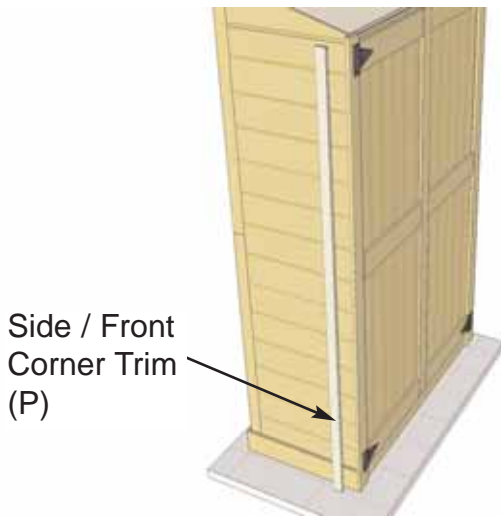


**22.** Locate **Side and Rear Skirting (M & N)** pieces. Starting with the side, position tight to Corner Door Trim and flush with bottom of Floor. Secure with 3 - 1 1/4" Nails per piece. Complete other side. Position Rear Skirting Piece between Side Skirting and secure with 6 - 1 1/4" nails.

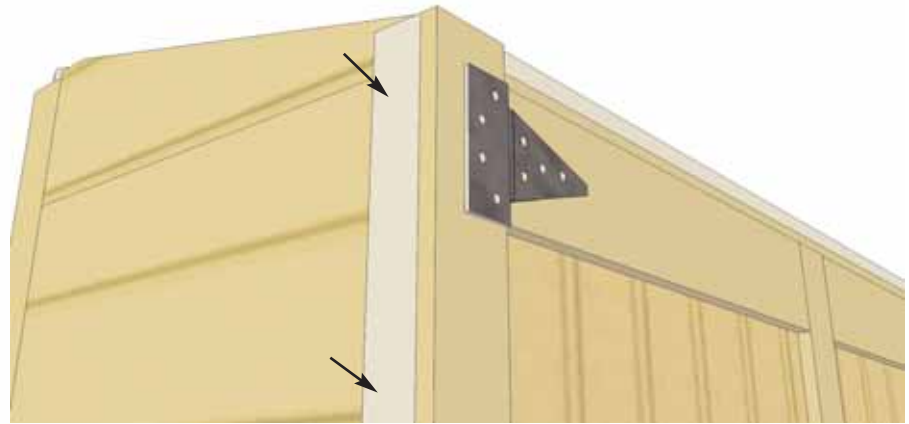


Filler Trims (O)

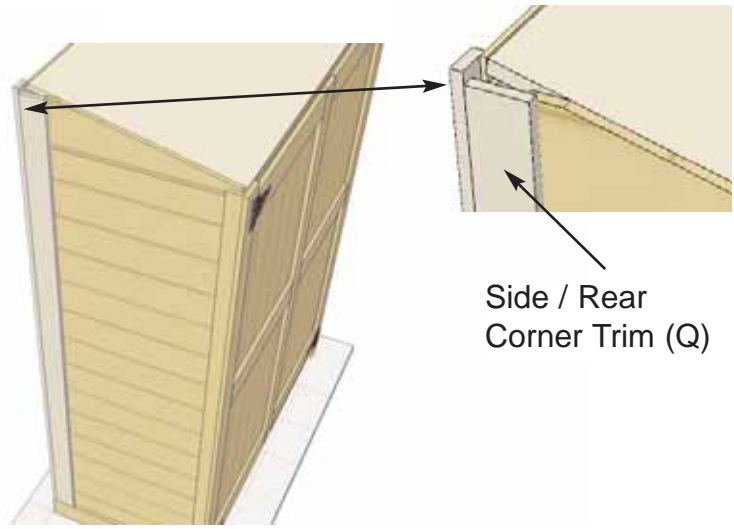
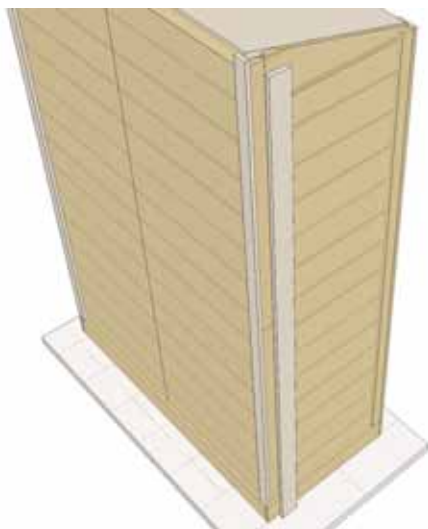
**23. Filler Trims (O)** or nailing strips are positioned in rear side corners. There are 2 Fillers per rear corner. Starting with Lower Trim, position flush to bottom of Side Skirting and nail with 3 - 1 1/4" nails. Place 2nd Filler Trim directly above and secure with 3 - 1 1/4" nails. Complete both sides.



Side / Front  
Corner Trim  
(P)

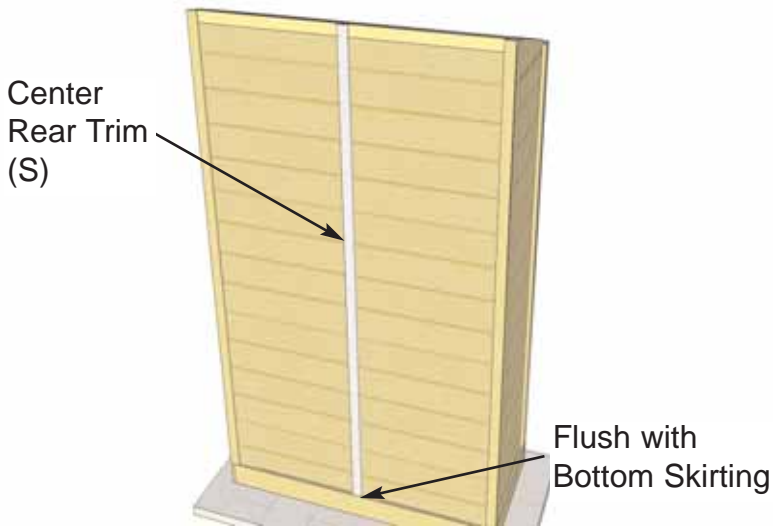


**24. Place Side / Front Corner Trim (P)** tight to Corner Door Trim and flush to top of Skirting at bottom. Nail secure with 6 - 1 1/4" nails. Complete both sides.

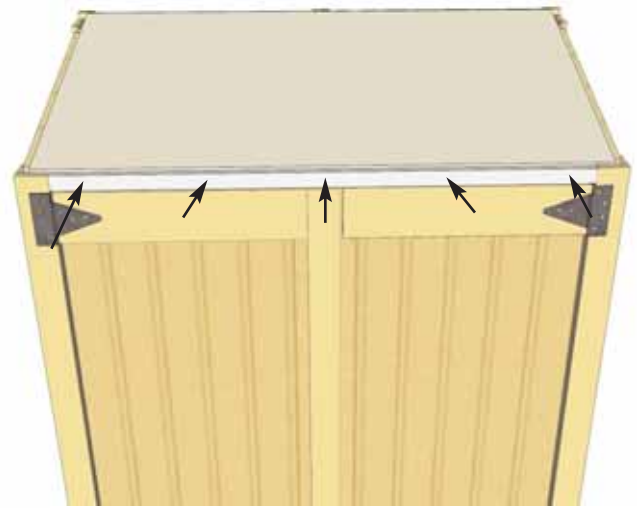
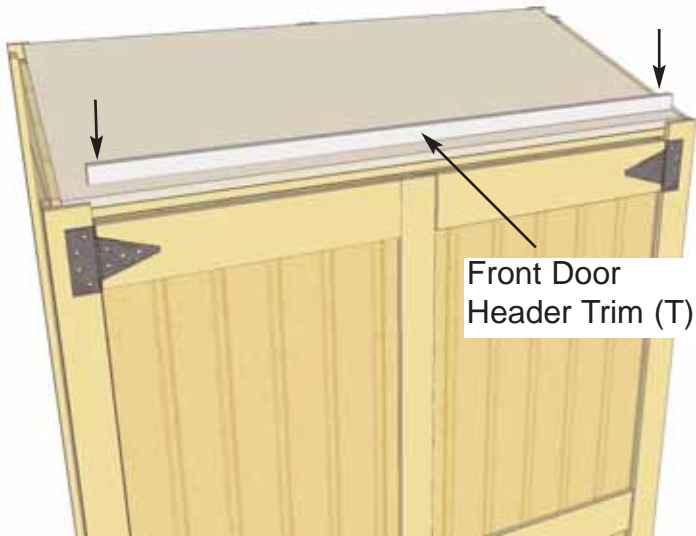


Side / Rear  
Corner Trim (Q)

**25. Locate Side / Rear Corner Trims (Q) and Rear Corner Trims (R).** Position 1 each in rear corner as illustrated above. At bottom, Trims should sit flush with Side and Rear Skirting. When correctly aligned, secure each piece with 8 - 1 1/4" nails.



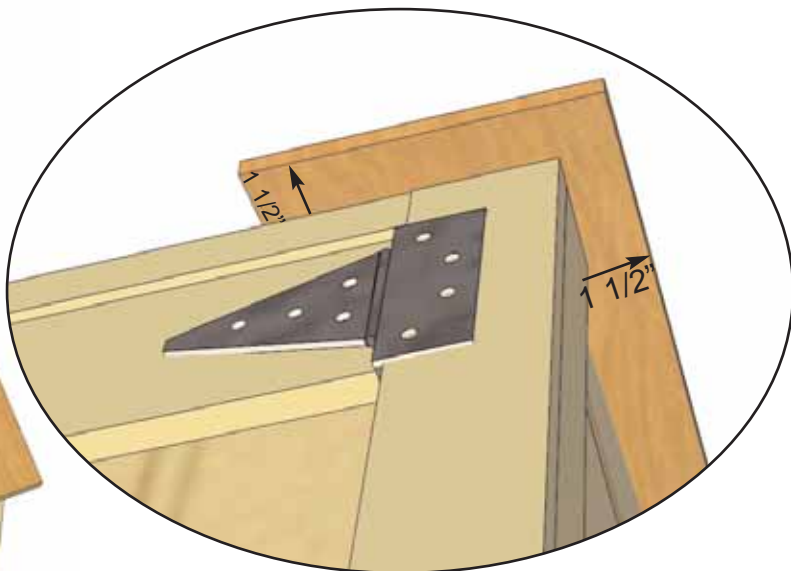
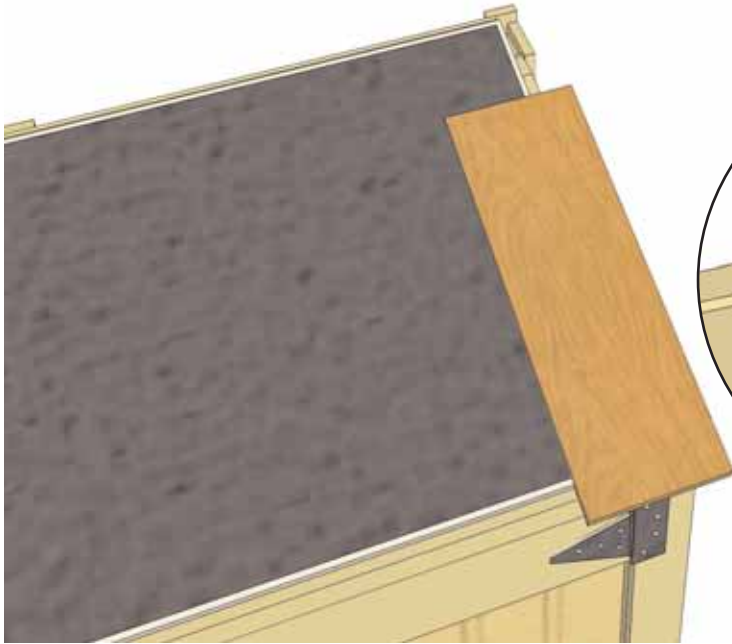
**26.** Place **Center Rear Trim (S)** over Rear Wall Seam. Trim should sit flush at bottom with Skirting. When correctly aligned, secure with 8 - 1 1/4" nails.



**27.** Locate **Front Door Header Trim (T)** and place between Corner Door Trim flush against Door Header and Plywood Roof. Make sure Door Header Trim is positioned so it does not impede the opening and closing of Doors. When correctly positioned, secure with 5 - 1 1/4 nails.



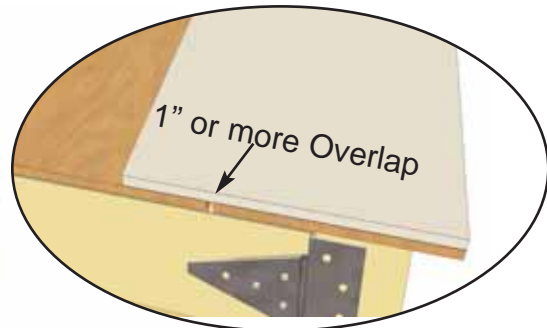
**28.** Unfold Sheet of **Roofing Paper (U)**. Place on Plywood Roof evenly and nail down with 4 - 7/8" nails. Position nails to penetrate through Plywood Roof into wall framing.



**29.** Locate all **18" Long Shingles (V, W & X)**. Sort through Shingles and pick out approximately 10 Undercourse Shingles (lower grade). Align first Undercourse Shingle on front corner to overhang the Front Door Header Trim and Front / Side Corner Trim by 1 1/2".



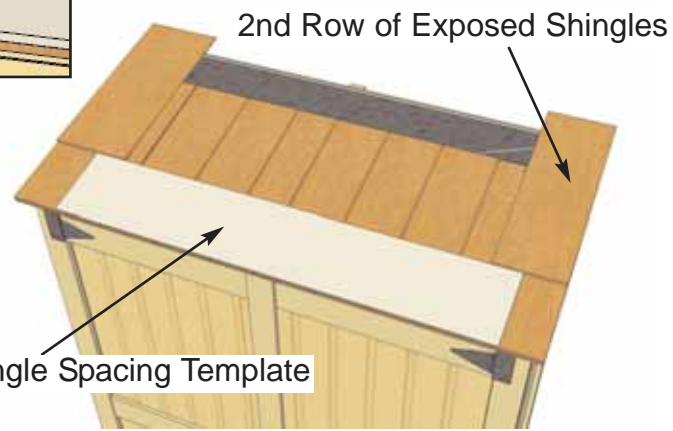
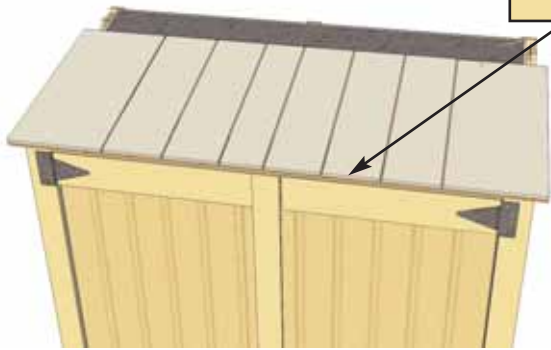
**30.** When first Undercourse Shingle is correctly aligned, nail down to Plywood Roof with 2 - 7/8" shingle nails 2 1/2" from front edge. Position and secure other corner Undercourse Shingle. Space remaining Undercourse Shingles out leaving an 1/8" to 3/8" gap between each Shingle.



**31.** With Undercourse Shingles spaced correctly from side to side and overhanging the Front Door Header Trim by 1 1/2", secure each Shingle with 2 - 7/8" nails. Place 1st exposed row of outside Shingles directly on top of Undercourse Shingles. Choose shingles that overlap the gap between Undercourse by 1" or more. Secure each Shingle with 2 - 7/8" Shingle Nails 8" from bottom.



Choose Shingles that Overlap

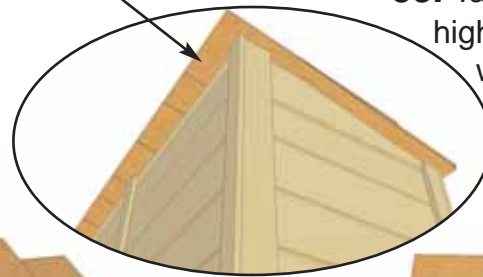


2nd Row of Exposed Shingles

Shingle Spacing Template

**32.** Choose remaining 1st exposed Shingles and place on top of Undercourse Shingles. Position and secure as per **Step 31**.

Overhanging at Rear



**33.** Tack **Shingle Spacing Template** (7" high) with 2 - 7/8" shingle nails flush with front of shingles. Position and attach 2nd exposed row of outside Shingles as per **Step 31**. Butt Shingles to Spacer.



Shingle Spacing Template

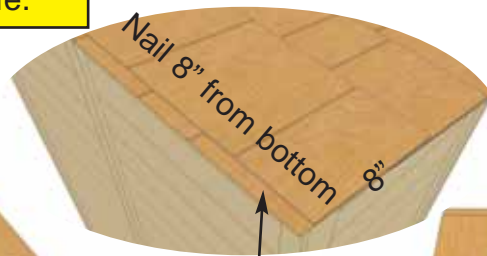
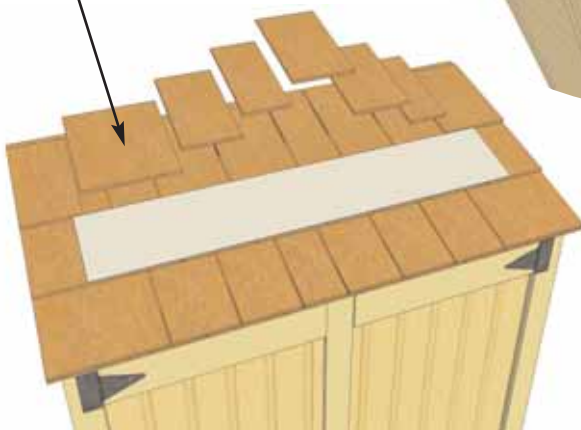


Nail 8" from bottom of shingles

**Note;** on last row of shingles, it may be necessary to score a shingle lengthwise to fit with Utility Knife.

**34.** Position and secure remaining 2nd row of exposed shingles as per **Steps 31-32**.

10" Long Shingles (Y)



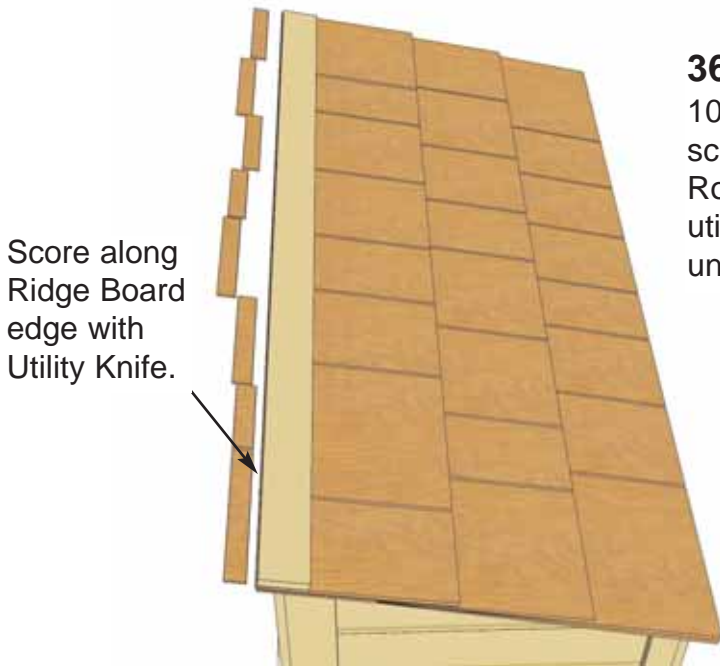
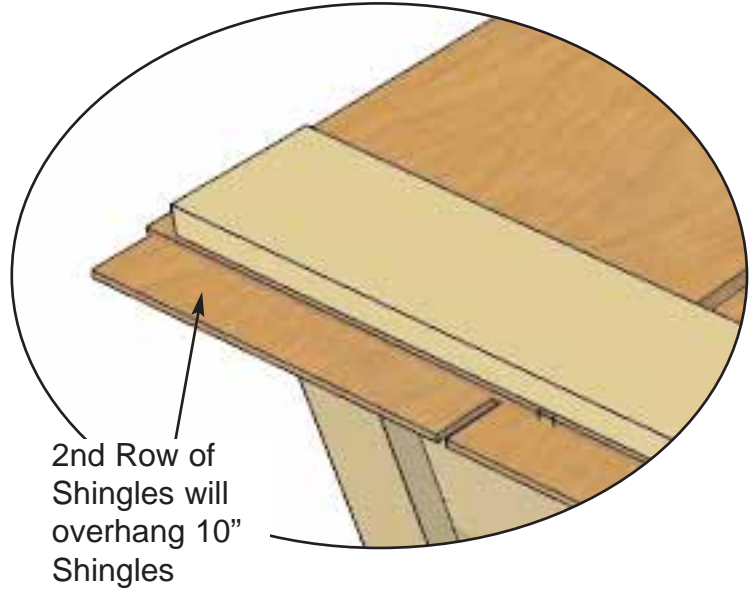
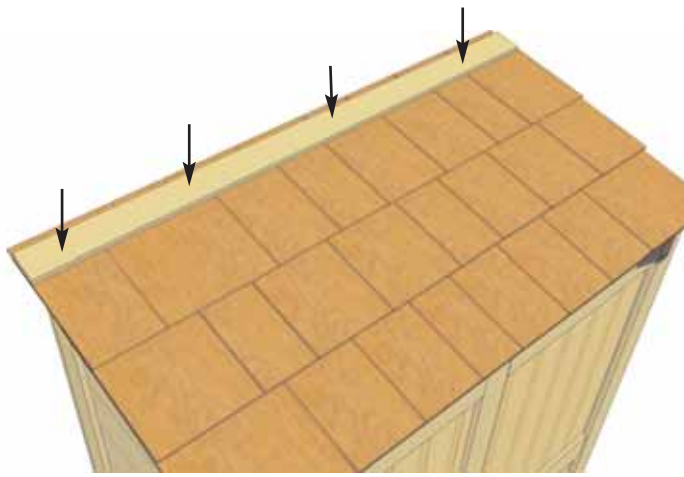
Nail 8" from bottom 8"

2nd Row of Shingles will overhang 10" Shingles

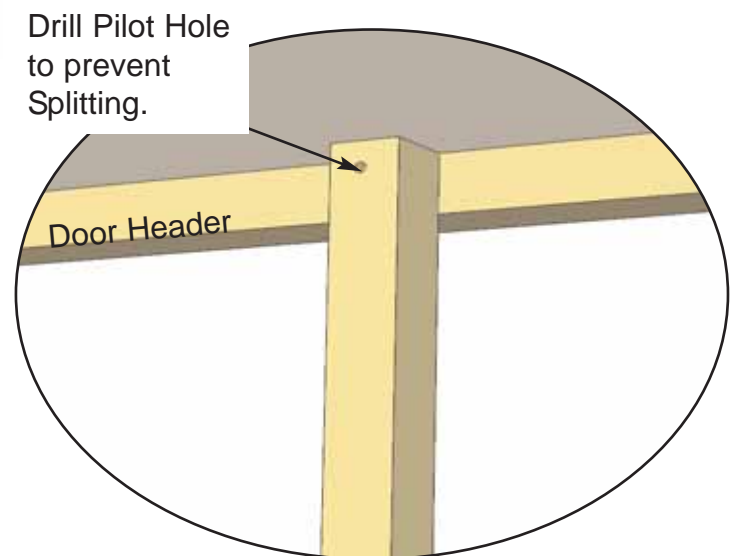
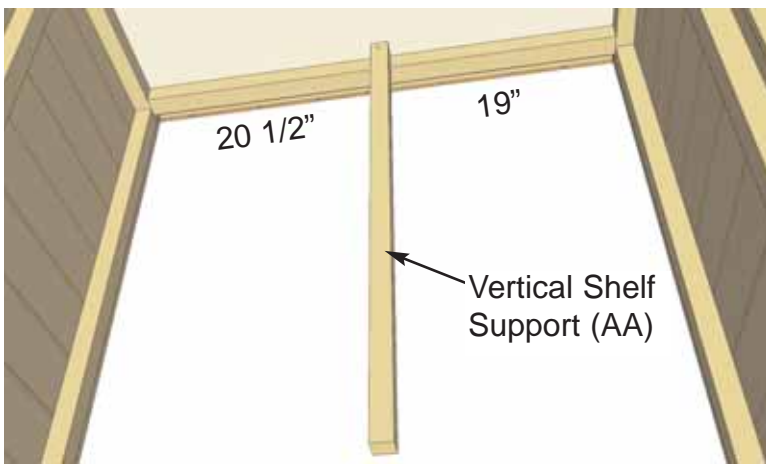


Nail 8" from bottom

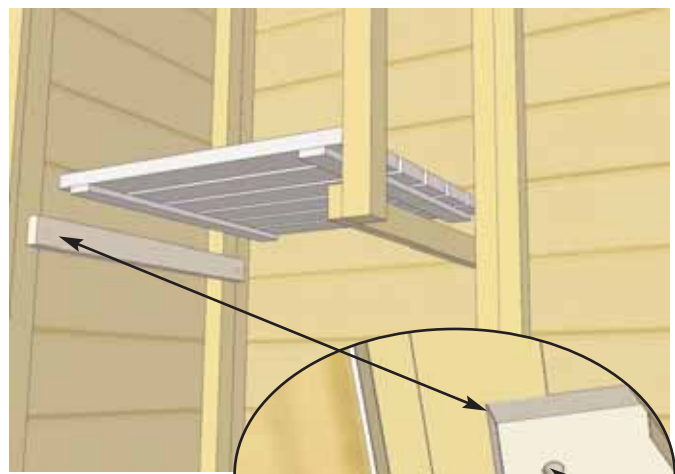
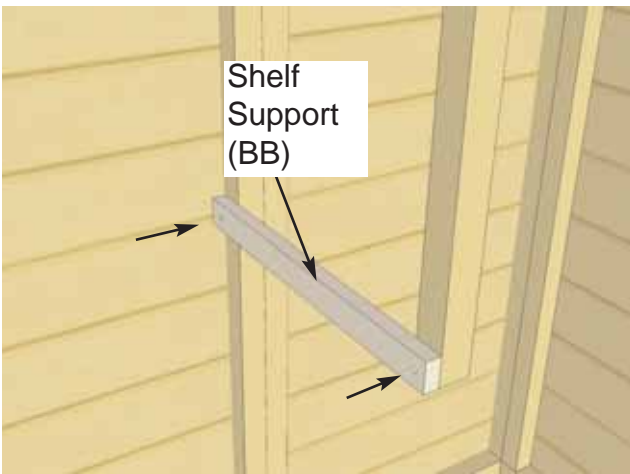
**35.** Re-position Shingle Spacing Template as per **Step 33**. Locate **10" Long Cedar Shingles (Y)** and position and attach as per **Steps 31-34**.



**36.** Position **Roof Ridge Cap (Y)** flush with end of the 10" Shingles. Secure with 4 - 2 1/2" screws. Be sure to screw into Rear Wall framing. Overhanging tips of 2nd Row Shingles will need to be cut or "scored" off. Use a utility knife and score along the edge of the Ridge Cap until Shingles tips break off.

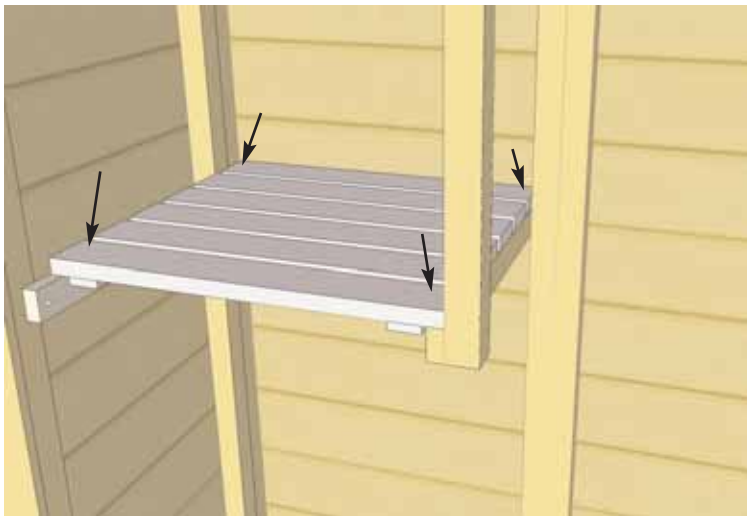


**37.** Shelving may be mounted on Left or Right Side of Chalet. This Assembly Manual illustrates the Shelving being mounted on the Left Side. First, locate the **Vertical Shelf Support (AA)**. Measure 19" from Left Side Wall Framing from the inside. Mark position on Door Header. Drill Pilot Hole near end of Shelf Support to prevent splitting and attach to Door Header with 1 - 2 1/2" screw.

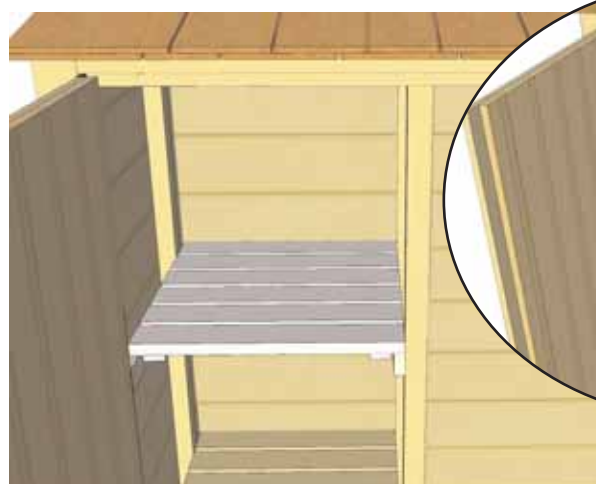


**38.** Locate 1 **Shelf Support (BB)** and position on Vertical Shelf Support and Rear Wall framing. Drill pilot hole in Shelf Support to prevent splitting and attach with 1 - 1 1/4" screw on each end.  
**Note** - Make sure Shelf Support is level prior to attaching. Attach 2nd Shelf Support to Side Wall framing as described above. Place **Shelf (CC)** on top of Shelf Supports.

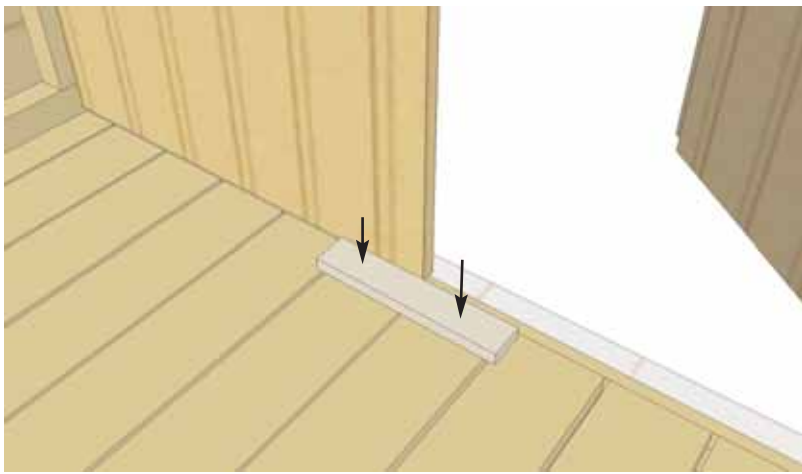
Positioned 3/4" on Side Wall framing. Drill pilot hole on angle before screwing.



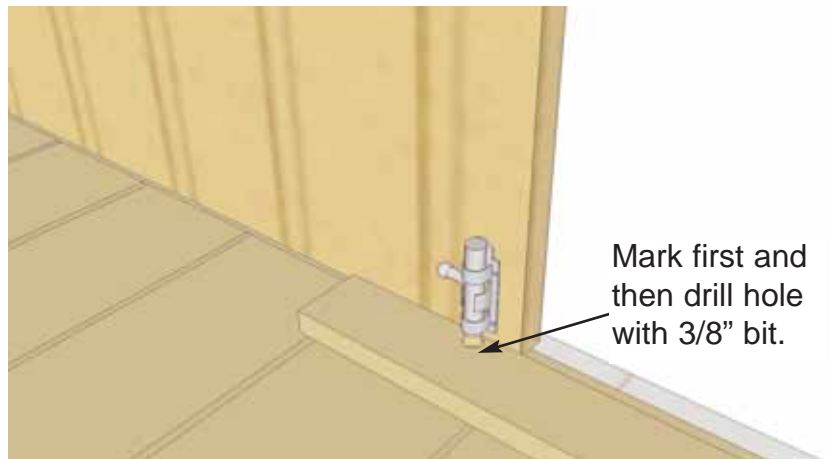
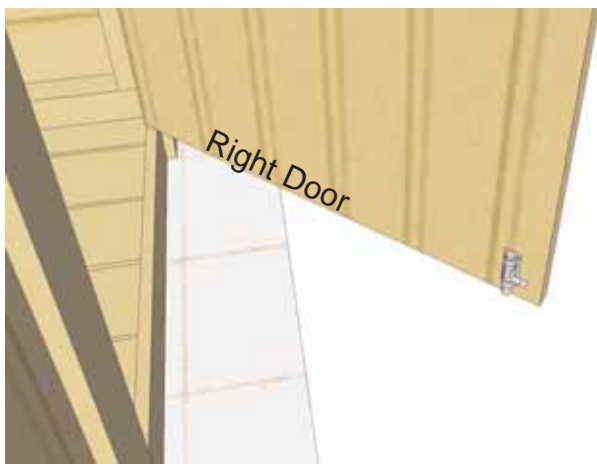
**39.** Secure Shelf to Shelf Supports with 4 - 1 1/4" screws. Drill pilot holes to prevent wood from splitting.



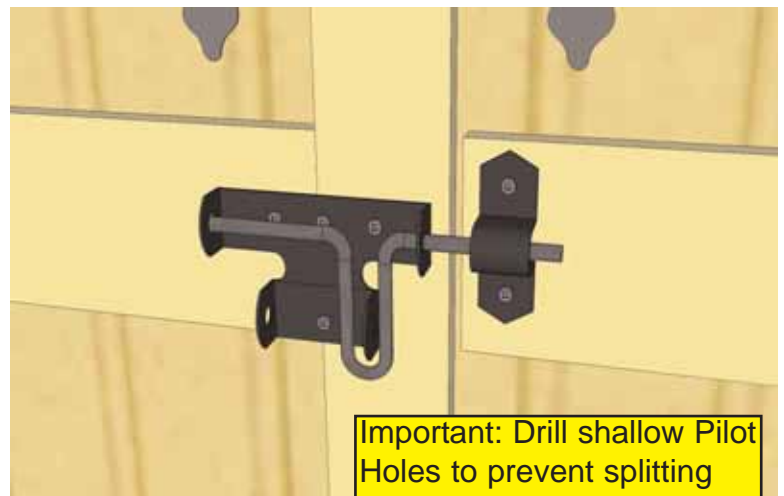
**40.** Complete positioning and attachment of 2nd Shelf as per **Step 38-39.**



**41.** Attach **Interior Door Stop** to Floor with 2 - 1 1/4" screws. To align correctly, close Doors in best close Door position. Mark and attach. Drill pilot holes to prevent splitting.



**42.** Install the smaller **Interior Silver Barrel Bolt** on right Door. Use 3/4" Silver screws supplied in Hardware Package. Tap barrel on Interior Door Stop to mark location. Open Door and Drill with a 3/8" bit.



**43.** Attach **Door Handles (DD)**. Handles are positioned on top section of each door and mounted with 3/4" Black Screws. Attach **Black Barrel Bolt (EE)** as illustrated above with 3/4" Black Screws. Note how female part of Barrel Bolt is positioned higher than male. Do a dry run first to position Barrel Bolt correctly. **Important** - Drill pilot holes with 1/8" drill bit prior to securing with screws to prevent wood splitting.



**Congratulations on building  
your 4x2 Garden Chalet!**

We hope your experience constructing our 4x2 **Garden Chalet** 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:

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- 2. On Time Shipping**
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- 4. Quality of Materials**
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