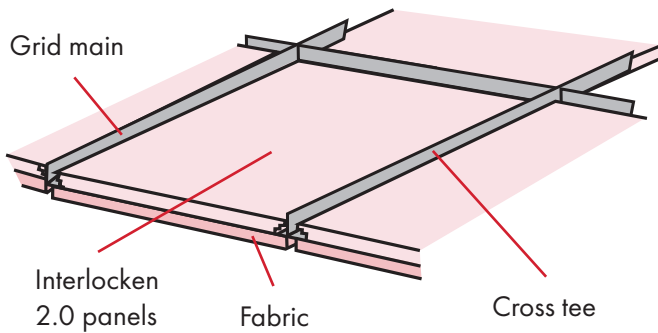


The following are guidelines given in good faith to help avoid common errors. They are not intended to be a step-by-step list of instructions or a checklist, and it is assumed the installer has general construction knowledge. Conwed bears no responsibility for any installation actions taken or not taken, and is not responsible for installer selection.



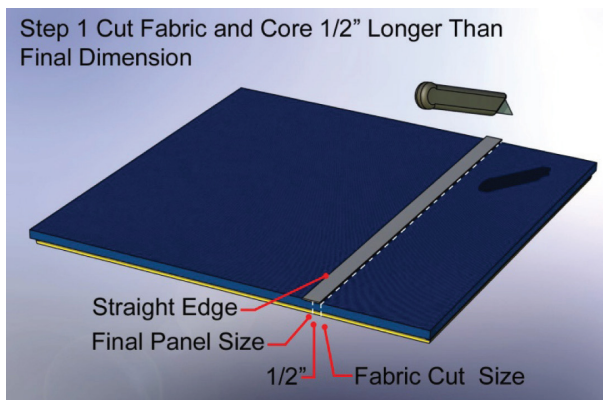
Inspection

Freight Damage: Inspect cartons for obvious damage before accepting and note on delivery ticket.

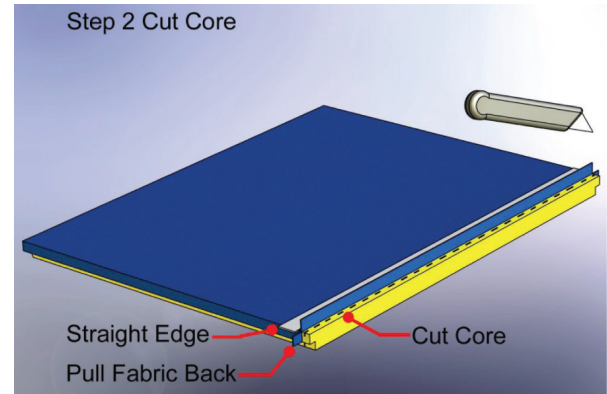
Concealed Damage: Notify Conwed of any concealed damage within 5 business days of receipt. Claims beyond 5 days will be honored at the discretion of Conwed or the freight company.

Recommended practice

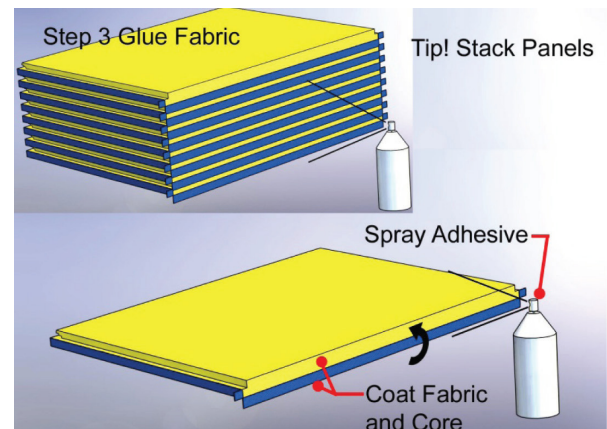
- Square the grid before beginning the installation to avoid later alignment issues. Less than 1/16" variation in diagonal measurements should be targeted.
- Common practice is to install wall angle 1/2" lower than the face of the grid to hide field cut edges. If this cannot be done then follow steps below.



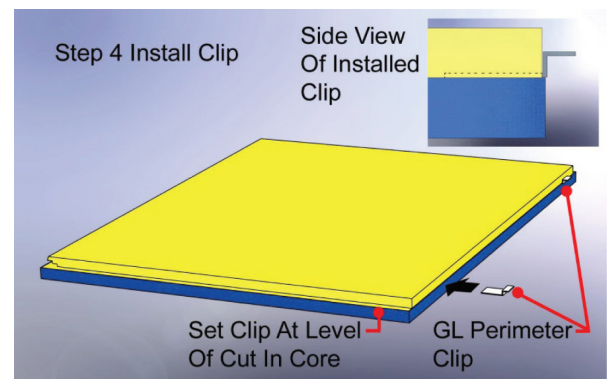
Step 1 Review the materials list supplied by Conwed (Plant Order) and any drawings. Carefully determine the starting position of the first baffle.



Step 2 Suspend baffles vertically to either eyehooks or D-Rings as supplied. Standard placement is 6" from each edge, and approximately every 24" in the field with a maximum spacing of 30" on 72" wide panels (3 eyehooks or D-Rings).



Step 3 Ganging baffles together is usually done using continuous Velcro strips (supplied by Conwed on vertical edges; this also seals out light penetration between baffles).



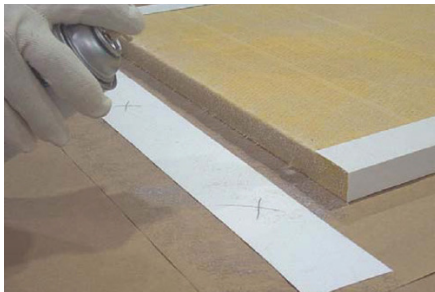
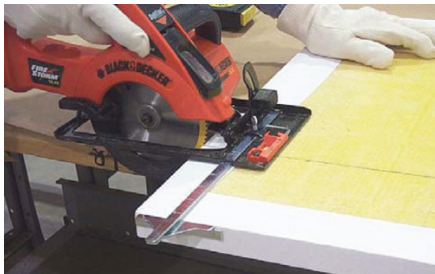
Step 4 In a similar manner, Velcro attached to the bottom of the baffle can be used for attachment to office dividers or similar situations.

Painted panel guidelines

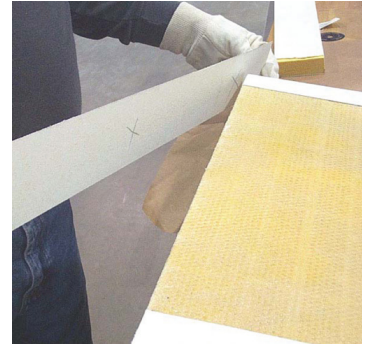
Also applies to Scrim-Faced (non-painted) Panels

In many cases, field cut edges can be hidden with a "T" or "L" channel. Often lights, sprinkler heads and similar items have escutcheon plates that will cover the exposed core. However if the field-cut edge is exposed, please follow the example below.

- 1** Required materials:
 - A.** Pre-painted fiberglass mat from the factory.
- 2** Recommended tools:
 - A.** Clean gloves for handling the panels
 - B.** Small circular saw with rip fence
 - C.** Shop knife
 - D.** Contact spray adhesive
 - E.** Straight Edge (T square)
 - F.** Pencil
 - G.** 120 grit sandpaper
- 3** Determine new dimensions for the panel.
- 4** Lay the panel face down on a clean surface.
- 5** Verify panel's original dimensions.
- 6** Mark the back of the panel to the new dimensions. Painted panels are non-directional, so for Interlocken 2.0 panels, cut off a non-supporting edge.
- 7** Cut through the thickness of the panel on the mark for the new panel dimensions. Use a rip fence if available.
- 8** Cut a strip of the pre-painted mat to cover the cut edge of the panel. The strip of pre-painted mat should be cut oversize. Mark the back of the pre-painted mat for easy identification.



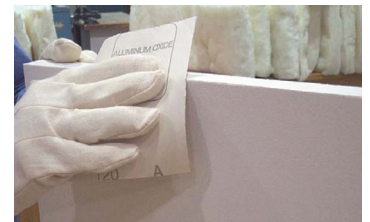
- 10** Apply the pre-painted mat to the edge of the panel. Make sure that all panel edges have good contact with the mat.



- 11** Immediately trim using knife as shown. Cut against a hard surface. Note that cutting short ends first helps prevent tearing the mat.



- 12** Only if necessary, touch up the edges with LIGHT sanding (120 grit).



- 13** Only if necessary, touchup the corners with touchup paint provided.

