



The information included in this guideline is presented to help maintain your high quality wood doors. It includes the same basic information published by the Window and Door Manufacturers Association in Industry Standard I.S.-1A, as well as additional instructions specific to maintaining specialty doors.

STORAGE AND HANDLING

1. Store doors flat on a level surface in a dry, well-ventilated building. Doors should be kept at least 4 in. (102 mm) off the floor and should have protective coverings under the bottom door and over the top. Covering should protect doors from dirt, water, and abuse but allow for air circulation under and around the stack.
2. Avoid exposure of interior doors to direct sunlight. Certain species (e.g., cherry, mahogany, walnut, and teak) are more susceptible to discoloration if exposed to sunlight or some forms of artificial light.
3. Do not subject interior doors to extremes of heat and/or humidity. Do not allow doors to come in contact with water. Buildings where humidity and temperature are controlled provide the best storage facilities (recommended conditions 25%-55% RH and 50°F-90°F (10°C to 32°C)).
4. Do not install doors in buildings that have wet plaster or cement. Do not store doors in buildings with excessive moisture content – HVAC systems should be operating and balanced.
5. Doors should always be handled with clean dry hands or while wearing clean dry gloves.
6. Doors should be lifted and carried when being moved, not dragged across one another.

FINISHING

Eggers recommends factory finishing to insure the most durable surface and uniform appearance. Factory finishing will also slow the response to changes in humidity. The following points provide guidance for doors being field finished.

1. Wood is hygroscopic and dimensionally influenced by changes in moisture content caused by changes within its surrounding environment. To assure uniform moisture exposure and dimensional control, all surfaces must be finished equally.
2. Doors should not be considered ready for finishing when initially received. Before finishing, remove all handling marks, raised grain, scuffs, burnishes and other undesirable blemishes by block sanding all surfaces in a horizontal position with 150 or 180-grit sandpaper. Sanding of the overall surface will be required to open the veneer grain to receive a field applied finish evenly. To avoid cross grain scratches, sand with the grain.
3. Certain species of wood, particularly oak, may contain extractives which react unfavorably with foreign materials in the finishing system. Do not use steel wool on bare wood, rusty containers or any other contaminate in the finishing system.

4. A thinned coat of sanding sealer should be applied prior to staining to promote a uniform appearance and avoid sharp contrasts in color or a blotchy appearance. Eggers will not be responsible for the final appearance of field-finished doors. It is expected that the painting contractor will make adjustments as needed to achieve desired results.
5. The top and bottom rails are sealed at the factory. All other exposed, unfinished wood surfaces should be finished. Cutouts for hardware in exterior doors and doors located adjacent to areas where high moisture is expected should be sealed prior to installation of hardware.
6. Dark colored finishes should be avoided on all surfaces if the door is exposed to direct sunlight, in order to reduce the chance of warping or veneer checking.
7. Water-based coatings on unfinished wood may cause veneer splits, highlighted joints and raised wood grain. If used on exterior doors, the coating should be an exterior grade product. When installed in exterior applications, doors must be properly sealed and adequately protected from the elements. Refer to Eggers' warranty for protection requirements.
8. Be sure the door surface being finished is satisfactory in both smoothness and color after each coat. Allow adequate drying time between coats. Desired results are best achieved by following the finish manufacturer's recommendations.
9. Certain wood fire doors have fire retardant salts impregnated into various wood components. Lightly sand treated wood before finishing to remove any surface salt that may be present.

INSTALLATION

1. Eggers recommends factory machining of all doors to insure proper machining tolerances. All labeled doors are required to be machined under licensed inspection service by NFPA 80.
2. The utility or structural strength of the doors must not be impaired when fitting to the opening, in applying hardware, in preparing for lites, louvers, plant-ons or other detailing.
3. The general rule is to use two hinges for solid core doors up to 60 in. (1524 mm) in height, and an additional hinge for every 30 in. (762 mm) or fraction thereof. This matches the requirements for installing fire doors. Refer to Eggers warranty and approvals for special provisions. Consult hinge or pivot hardware manufacturer with regard to weight and size of hinges or pivots required.
4. The maximum clearance between the top, hinge edge and lock edge to the frame and meeting edge of pairs of doors, is 1/8 in. (3.2 mm). NFPA 80 allows a tolerance of +0 and -1/16" to this dimension.
5. All hardware locations, preparations and methods of attachment must be appropriate for the specific door construction.
6. When lite or louver cutouts exist in exterior doors, they must be protected in order to prevent water from entering the door core.
7. Pilot holes must be drilled for all screws that act as hardware attachments. Full threaded screws should be used for fastening hardware to non-rated doors and are required on fire-rated doors. Eggers does not warrant the use of self-tapping or combination (wood/metal) screws for the attachment of hardware.

8. In fitting non-rated doors for height, do not trim top or bottom edge by more than 3/4 in. (20 mm) unless accommodated by additional blocking. Trimming of fire-rated doors must be in accordance with NFPA 80.
9. Doors and door frames should be installed plumb, square and level.

CLEANING AND TOUCHUP

1. Inspect all wood doors prior to hanging them on the job. Repair noticeable marks or defects that may have resulted from improper storage and handling.
2. Field repairs and touchups are the responsibility of the installing contractor upon completion of initial installation. Field touchup shall include the filling of exposed nail or screw holes, re-finishing of raw surfaces resulting from job fitting, repair of job inflicted scratches and mars and final cleaning of finished surfaces.
3. When cleaning door surfaces, use a non-abrasive commercial cleaner designed for cleaning wood door or paneling surfaces, that does not leave a film residue that would build up or affect the surface gloss of the door finish. Refer to Eggers' eiDoor Maintenance information bulletin for vinyl door requirements.

GENERAL ADJUSTMENT AND MAINTENANCE

1. Insure that all doors swing freely and do not bind in their frame. Adjust the finish hardware for proper alignment, smooth operation and proper latching without unnecessary force or excessive clearance.
2. Periodically inspect all doors for wear, damage and natural deterioration.
3. Periodically inspect and adjust all hardware to insure that it continues to function as it was originally intended.
4. Finishes on exterior doors may deteriorate due to exposure to the environment. See Eggers' warranty for refinishing requirements.

SPECIFIC ADJUSTMENT AND MAINTENANCE FOR ACOUSTIC DOORS

1. Fixed seals should be routinely wiped clean and inspected for damage. Components that are damaged or otherwise fail to provide a continuous seal between the door surface and fixed elements of the assembly should be replaced. Seals may be wiped with a silicone coated cloth to help reduce opening and closing friction.
2. Operational seals such as automatic door bottoms should be routinely wiped clean and inspected for damage. Damaged seals should be replaced. These components need to be checked for proper operation to insure they seal when the door is closed and retract when the door is opened to prevent wear or damage. Seals may require periodic adjustment, per the hardware manufacturer's instructions.
3. Extra attention should be given to the hinging, closing and latching hardware. Tighten or shim hinges, adjust closures, and adjust latch strikes as required to insure the door remains squarely in the opening and makes a uniform continuous contact with the acoustic seals.



**Stile and Rail Doors,
Door Frames, Plywood,
Veneered Components**

Two Rivers Division
One Eggers Drive
Two Rivers, WI 54241
Phone: 920.793.1351
Fax: 920.793.2958

**Flush Doors,
eiDoor®**

Neenah Division
164 North Lake Street
Neenah, WI 54956
Phone: 920.722.6444
Fax: 920.722.0357