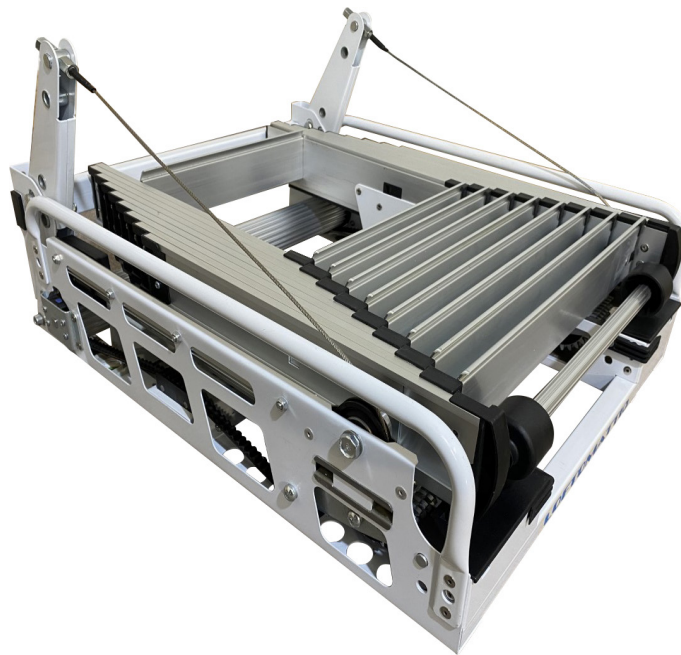


# **User and Instruction Manual**

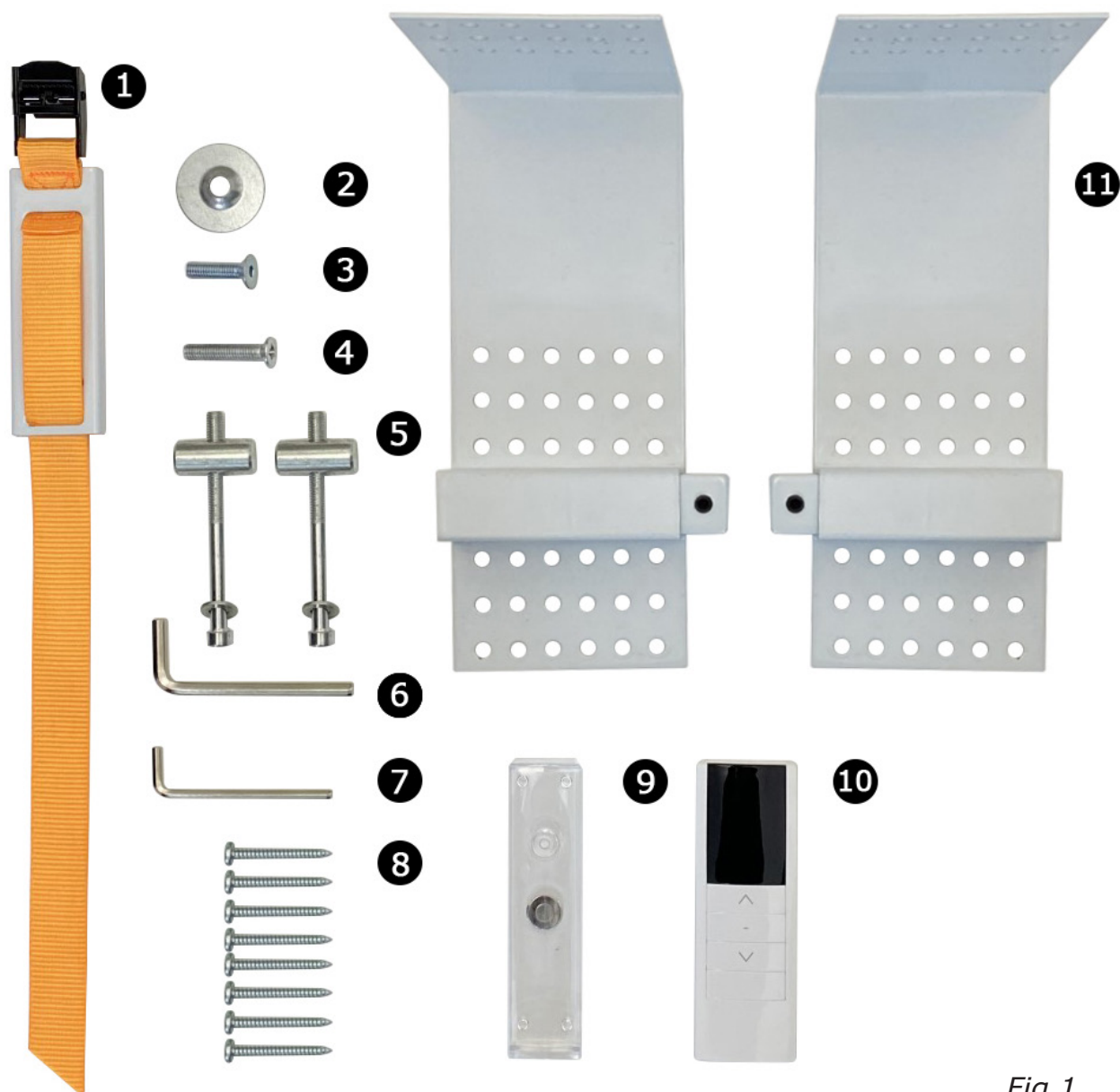
LOFTOMATTIC 3.0



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## Parts guide



*Fig 1*

1. Door plate and strap
2. Door washer
3. Door screw 25mm
4. Door screw 40mm
5. Wire arm adjustment screws and nuts x2

6. Allen key 6mm
7. Allen key 4mm
8. Mounting plate fixing screws x8
9. Remote control wall mount
10. Remote control
11. Mounting plates and locking screws

## Safe electrical connection

### Electrics - Specification - Where and how to fit the electric power supply

- Loftomattic AUTO is a plug in CE certified appliance conforming to Machinery Directive 2006/42/EC
- As an appliance it can be removed for maintenance or replacement
- Do not remove the plug
- Do not wire the Loftomattic directly to a fused spur as this invalidates your warranty and makes quick removal for maintenance or emergency difficult and hazardous
- A fused spur can be used as an isolator in the power supply to feed to the dedicated socket for the Loftomattic
- Power consumption, 230 v ac, 1.2 amp, 250 watts

## Installing power supply

The Loftomattic is an electrical appliance and is supplied with a 50cm cord and moulded 13amp plug with 5amp fuse. This allows safe installation and removal if required.

A 13amp socket must be fitted securely to the left of the mounting plates. The socket must be surface or flush fitted to the adjacent loft floor by a certified electrician. With most installations the socket must be secured in the correct location in the 20cm X 20cm square (see Fig 2, a).

An alternative is to use an approved electrical extension lead. However the socket must be secured in the correct location to the left of the mounting plates.

In wider and deeper loft hatches the socket can be mounted on the side of the hatch (See Fig 2, b).

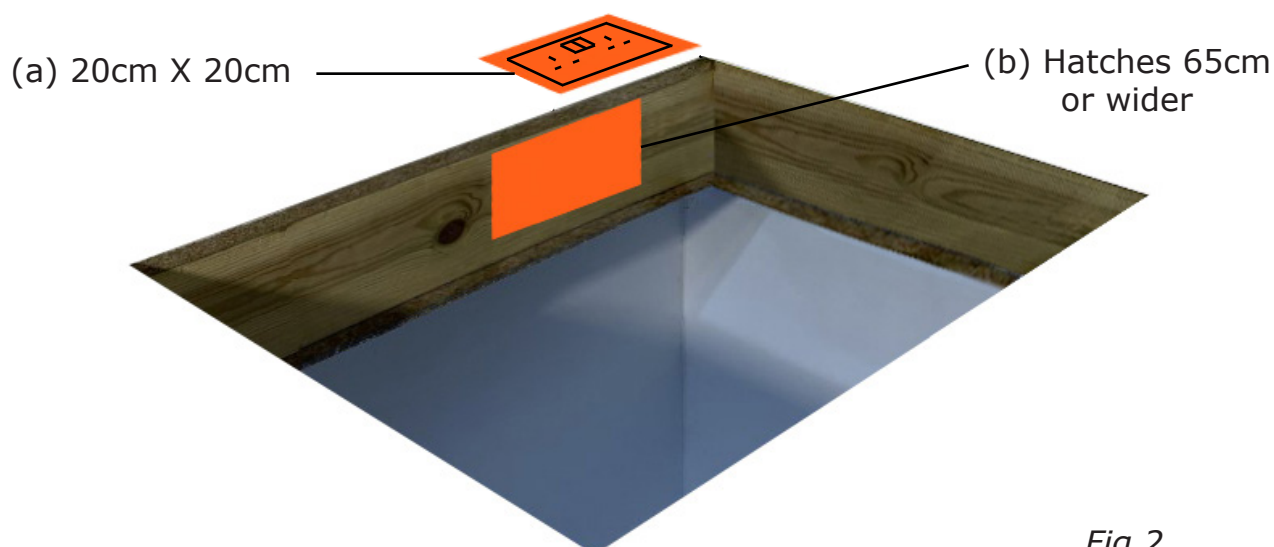


Fig 2

## Preparing the loft hatch

If your loft hatch has a reliable rectangular opening, with parallel and vertical sides, installation of the Loftomattic and fitting of a hatch door will be easier and look better. If fitted remove any existing loft ladder. Remove old door stops, and unwanted linings, then make good all interior surfaces so the hatch is solid and square (see Fig 3).

### Minimum Size Hatch Openings

8 and 9 Step: L 720mm, W 550mm, D 150mm

10 Step: L 750mm, W 550mm, D 150mm

11 Step: L 780mm, W 550mm, D 150mm

The hatch surface on which the Loftomattic will be mounted must be at least 150mm high x 45mm deep to provide adequate base for fixing. For ceiling depths less than 150mm add and secure a structural timber beam across the top of the existing ceiling joists. A timber beam the width of the hatch, 50mm X 150mm or 50mm X 100mm, can be cut and laid flat and screwed into the existing ceiling timbers with short edge is flush with the mounting surface. This will also act as a solid footing when stepping from the ladder into the loft (see Fig 4) If required hatch liners, door stops and seals can be added.

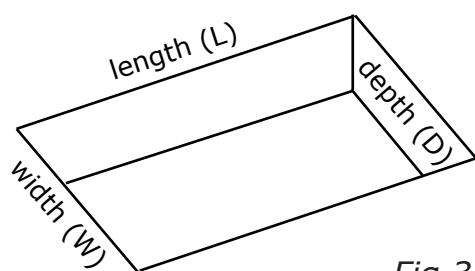


Fig 3

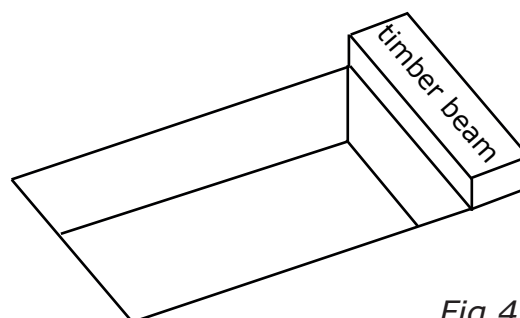


Fig 4

## The loft hatch door

In most installations new rigid lightweight doors are fitted. In some hatches the existing door can be used, if so, catches must be removed and your door must be hinged at the same end as the mounting plates. The maximum door weight is 6kg (5kg for the 11 step Loftomattic). Larger hatch doors must be of lightweight construction.

Small doors can be made from MDF/Plywood with a thickness from 12mm to 18mm. Lightweight doors with a thickness 25mm to 30mm are made from a wooden frame with 3mm to 4mm MDF facings. The cavities can be filled with insulating foam.

The door is fitted into the loft hatch opening independently of the Loftomattic, which is fixed 2cm to 3cm above the hatch door. The **door plate and strap** connects the door to the Loftomattic frame such that the door is opened and closed as the Loftomattic opens and closes. The **door plate or strap** can be removed for emergency access to remove the Loftomattic, such as when there are power cuts.

## Step 1 Preparing your Loftomattic

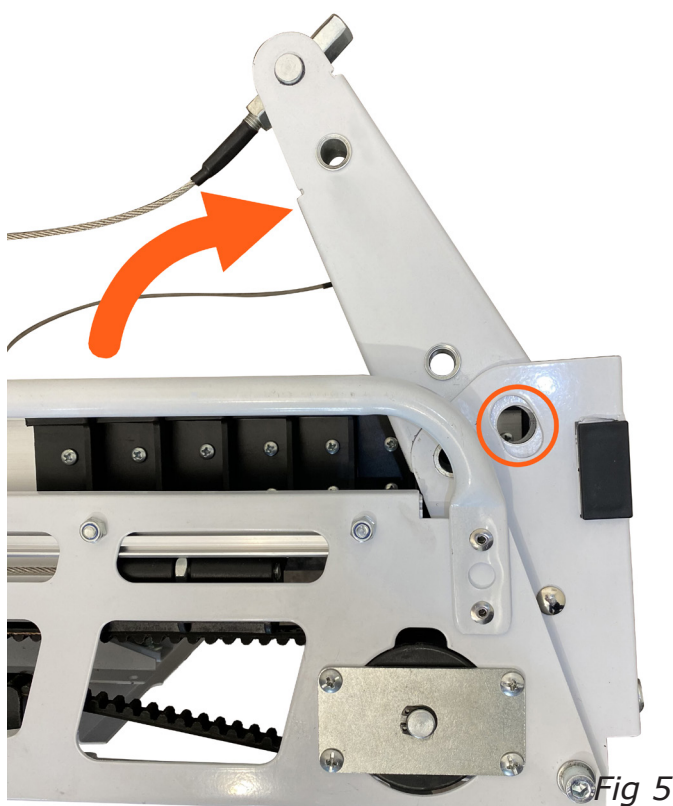
Remove all contents from the box and any foam inserts. Please ensure all parts are present (see Fig1).

### Fitting the wire arm adjustment screws and nuts

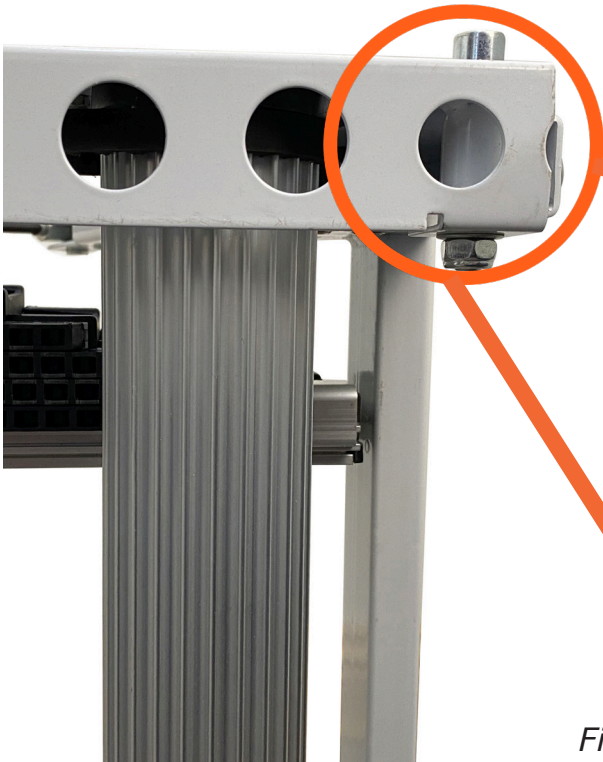
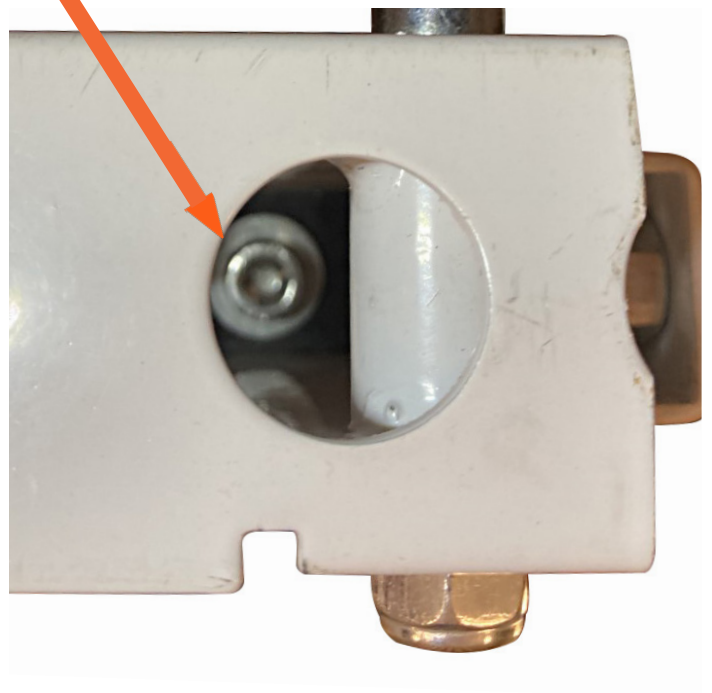
Lift the wire adjustment arms and pivot into correct position (see Figs 5,6)  
In turn take each of the **wire arm adjustment screws** and insert into the black guide located from underneath the Loftomattic (see Figs 7,8,10).

Hold the screws in position and place the round **wire arm adjustment nut** in the hole in the pivoting arm (see Figs 5,6). Locate the screw end in the nut and tighten turning clockwise, using your **Allen key 6mm**, until the **wire arm adjustment nut** is in the middle of the oval slot (see Fig 9). Repeat process on both sides.

Check with tension on the wires that both pivoting arms are aligned. Adjust accordingly. You will need to locate the **wire arm adjustment screws** again later on in the installation.





*Fig 7**Fig 8**Fig 9**Fig 10*

## Step 2 Fitting the mounting plates

The plates must be fitted so that when Loftomattic and door are closed there is 2cm to 3cm space between the top surface of the door and the bottom of the Loftomattic frame.

Measure up from the bottom of the hatch your door thickness plus 4cm to 5cm in three places along the width of the hatch. Now mark a horizontal line across the width of the hatch.

Install your **mounting plates** above and adjacent to the line in the hatch and fasten with **mounting plate fixing screws x8** in the positions shown (*See Fig 11*). For maximum strength and rigidity two screws must be fixed either side of each mounting hook and another two into both sides of the loft hatch (*See Fig 11*).

Additional screws can be inserted to strengthen the hatch and keep the plates flat against the hatch surfaces.

After fixing both **mounting plates** check the two **locking screws** are not protruding into the inside of the U-brackets to enable the Loftomattic to easily slot into the U-brackets (*see Fig 13*).

Using a spirit level, check **mounting plates** are level,

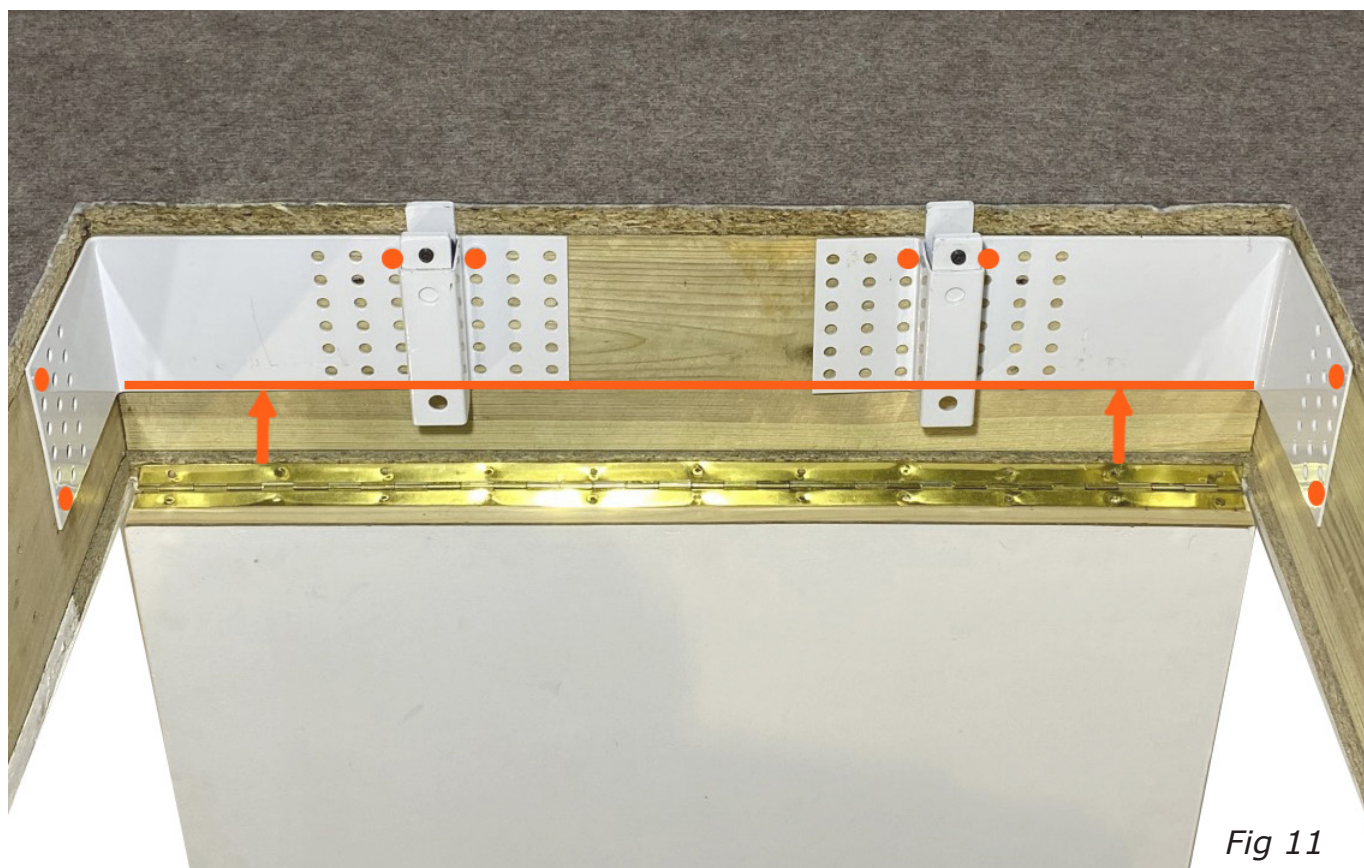


Fig 11



## Step 3 Hook up and secure your Loftomattic to the mounting plates

From below or above the hatch lift the Loftomattic onto the two U-brackets on the mounting plates. The Loftomattic weighs 33kg - 35kg, get assistance if you need.

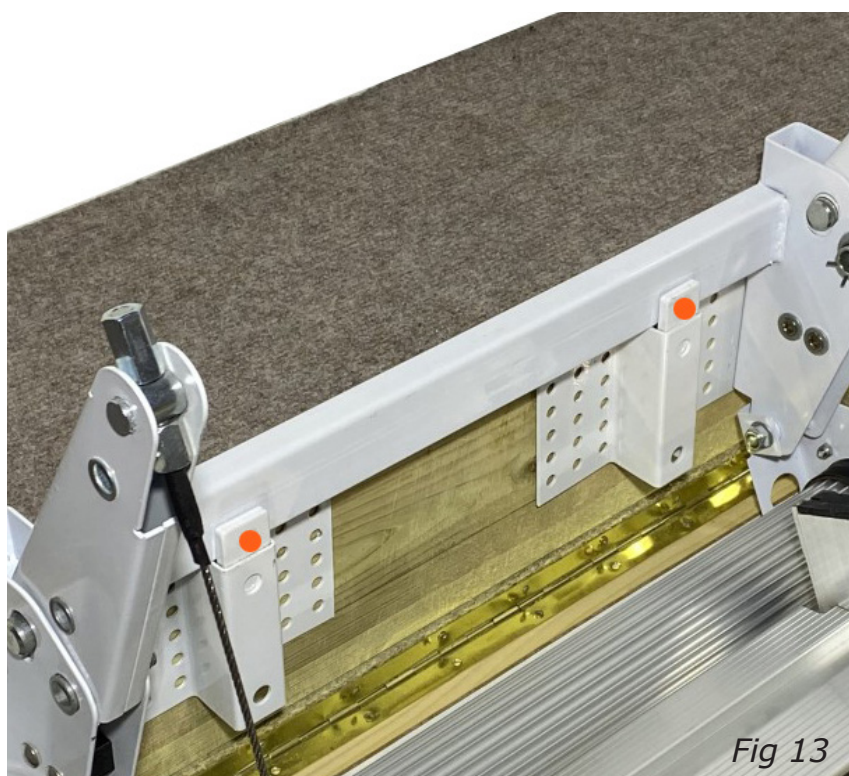
Centre the Loftomattic frame on the mounting surface in the loft hatch.

**Please note:** with some hatch locations the ladder in the central position may open into a wall, stair balustrade, handrail, shelves, or furniture and cannot be fully opened so the Loftomattic may need to be offset to one side of the hatch. Use page 11 for further instructions.

Plug in the Loftomattic checking the electric supply cable is free, allowing opening and closing of the Loftomattic ladder and door. Check the cable is not trapped or snags. Cable clips can be used to secure the cable in the best working position.

Using the **remote control** open the ladder using the down arrow into position shown (see Fig 12). This gives you access to tighten and secure the two **locking screws** in the U brackets in the **mounting plates**. To tighten, turn clockwise using the **Allen key 4mm**. (see Fig 13).

Using the remote control press and hold the up arrow to close the ladder, then check the hinged frame is level with/parallel to the ceiling surface and loft hatch (see Fig 16).



## Step 4 Level in the hatch

If not level when first secured use the **Allen key 6mm** and the **wire arm adjustment screws** (page 7 for reference) to raise or lower the wire adjustment arms until the bottom of the frame is parallel to the ceiling, ensuring the wires are evenly tensioned. (See Figs 14,15,16)

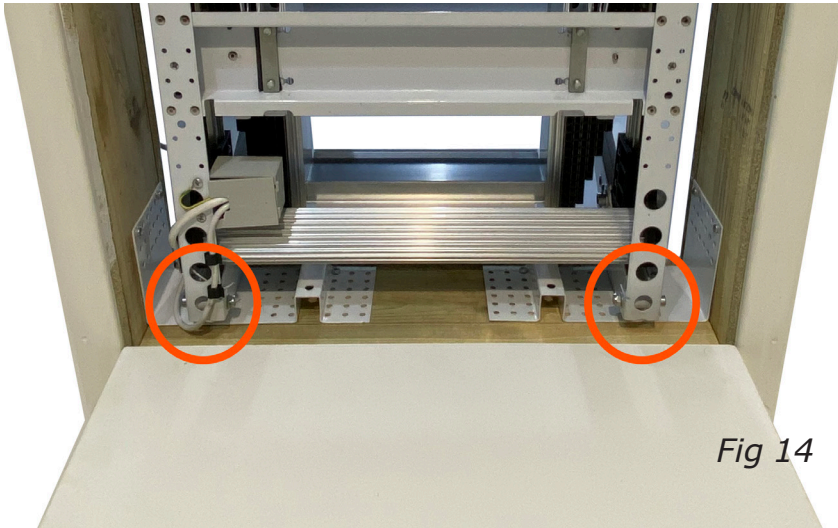


Fig 14

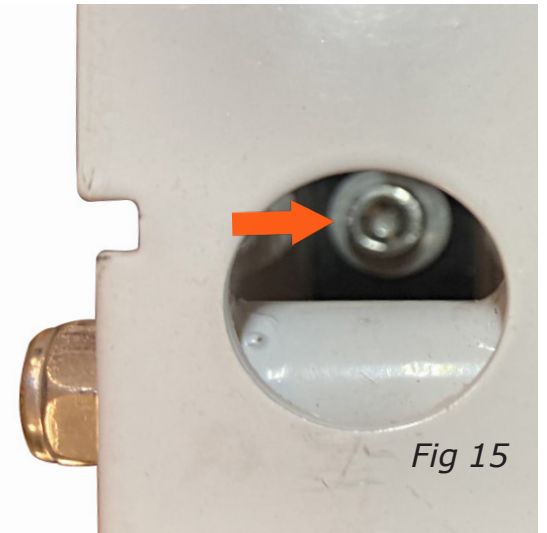


Fig 15

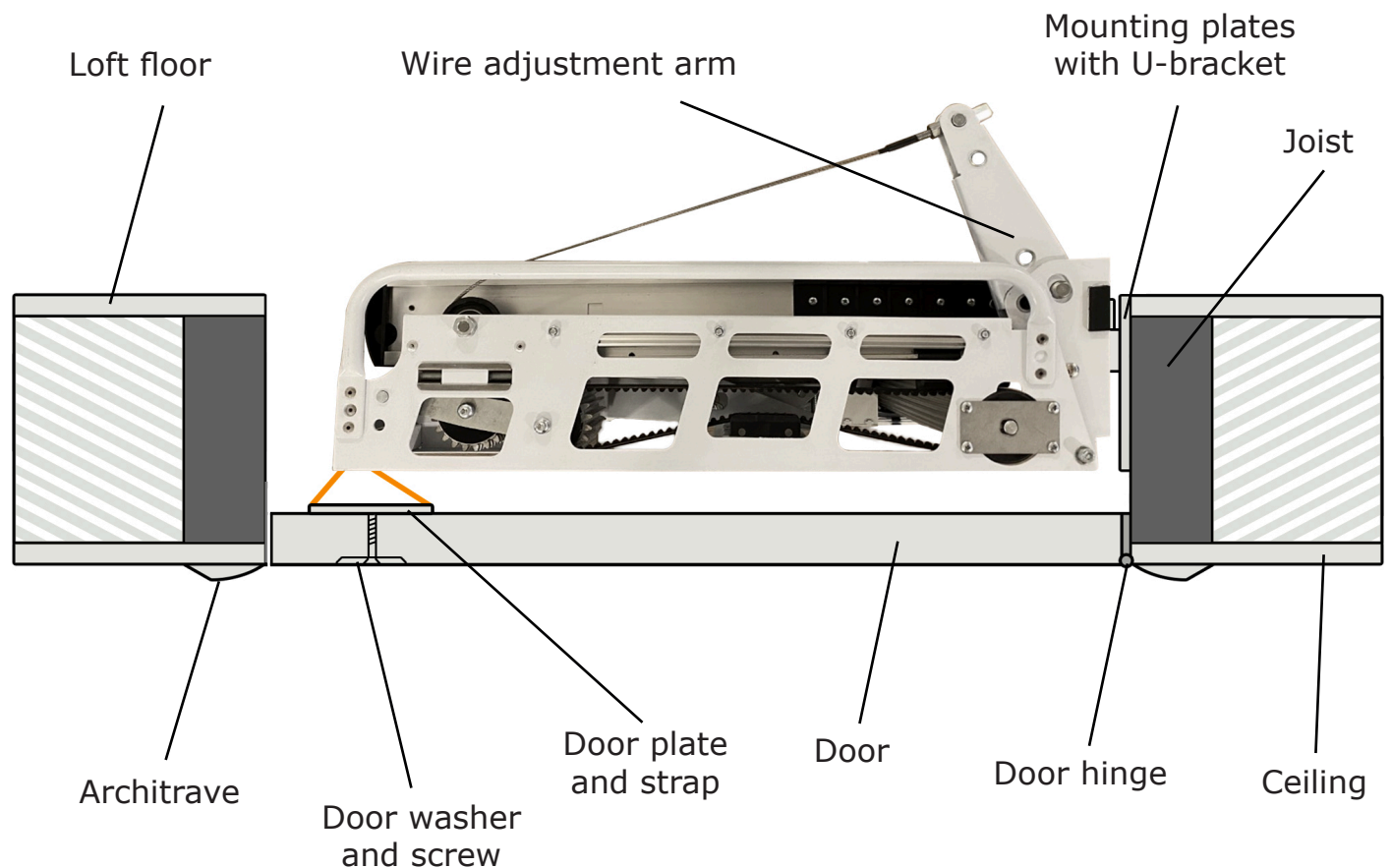


Fig 16

## Step 5 Set Loftomattic to the floor

The ladder is programmed to a fixed length and when opening the Loftomattic fully for the first time the ladder should stop before reaching the floor. This is a factory setting and the start point for final ladder adjustment. **Please note:** for installations where opening of the Loftomattic is restricted e.g. by a wall, stair balustrades or furniture, you will need to open your Loftomattic and adjust the angle in smaller incremental stages to avoid contact with any of the above.

The ladder now needs to be manually lowered until the two rollers contact the floor. Using a flat bladed screwdriver, unscrew (anti-clockwise) the two long screws located either side of the frame just below the wire pulleys (see Fig 17).

Unscrew both sides evenly until the rollers just contact the floor (see Figs 18,19). Ideally the ladder when fully open should contact the floor and move 0cm to 3cm along the floor before stopping. If any longer then turn the adjustment screws back (clockwise) to reduce the floor travel. The Loftomattic is now in the correct position.



Fig 17

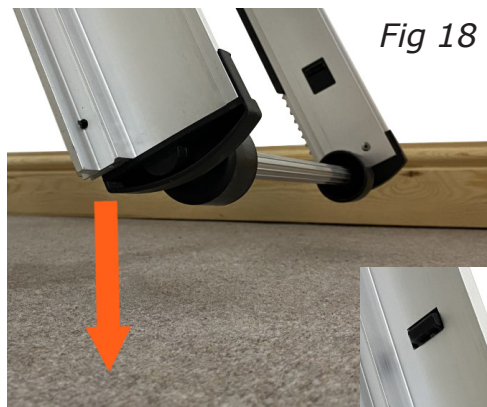


Fig 18



Fig 19

In some homes the horizontal floor length to open the ladder is insufficient to fully open the ladder for this initial one-off adjustment.

Partially open the ladder and stop before hitting any obstruction, then undo both screws to allow the ladder to open further. Repeat opening the ladder and adjusting the screws until the rollers just touch the floor. This is a one-off adjustment and the Loftomattic is now in the correct position to use.

Check the fitting of the power supply cable. With the ladder now operational and in the correct position, open and shut checking the cable is free of any snagging or over stretching. Adjust if necessary.



## Step 6 Fitting the door, plate and strap

**Please note:** Loftomattic is designed to be used with door thicknesses 12mm to 30mm if thicker than this please contact us to confirm correct installation.

The door is independently fitted and should hinge freely below the Loftomattic. The maximum door weight is 6kg for 8, 9 and 10 step Loftomattics and 5kg for the 11 step Loftomattic.

The door is fitted into the loft hatch opening independently of the Loftomattic, which is fixed 2-3cm above the hatch door. An adjustable flexible strap connects the door to the Loftomattic frame such that the independent door is opened and closed as the Loftomattic opens and closes.

### Fit the door plate and strap

When both the Loftomattic and the door are in the closed position, the door plate should be protruding 1cm from the Loftomattic frame (see Fig 20).

Mark the position of the edges of plate on the door. In the centre of your marking drill a 15mm to 20mm hole in the door.

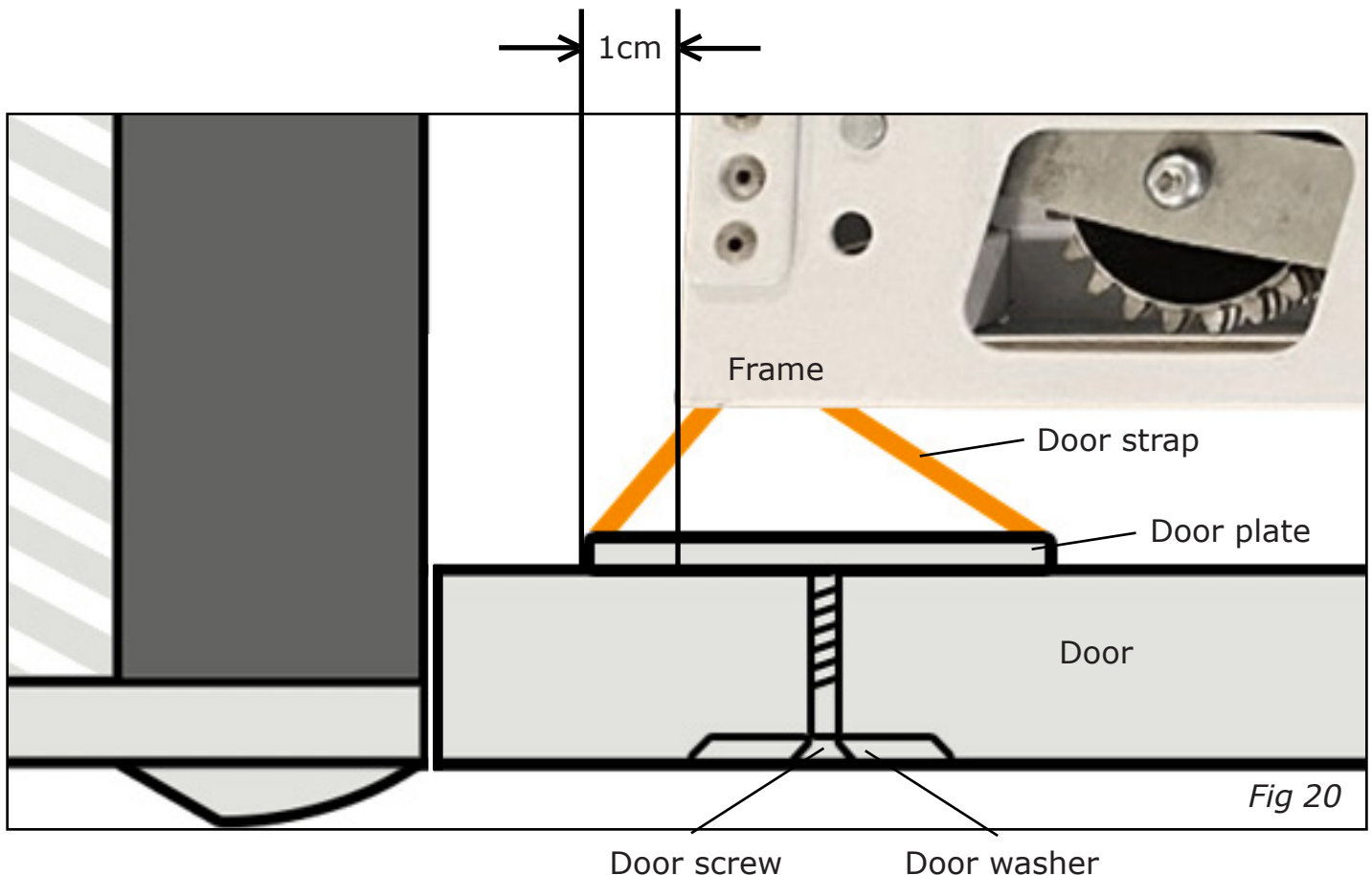




Fig 21

Fit the **door plate and strap** to the door using either **door screw 25mm** or **door screw 40mm** (depending on the thickness of your door) **and door washer**. Check the plate is parallel to the sides of the door and fasten tight (*see Figs 16,20*).

### **Attaching the door to the Loftomattic frame**

Open the Loftomattic ladder and lift the door upwards towards the frame. Hold the end of the flexible strap and place it over the square tube at the base to the frame. Open the buckle and insert the strap leaving some slack in the strap (*see Fig 21*).

Close the Loftomattic and the door will be raised. The door may not have fully closed. Lower the Loftomattic again, tighten then strap and the close the Loftomattic. Repeat until the door shuts in the correct position in the loft hatch opening.

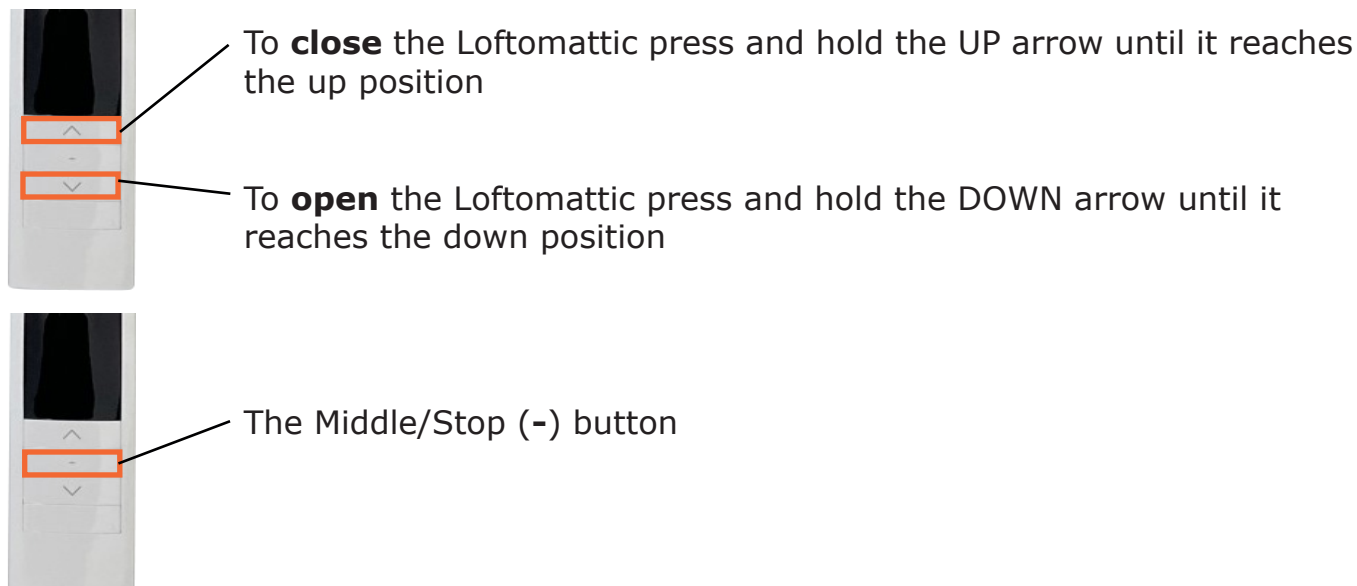
**This now completes your installation**



# How to use your remote control

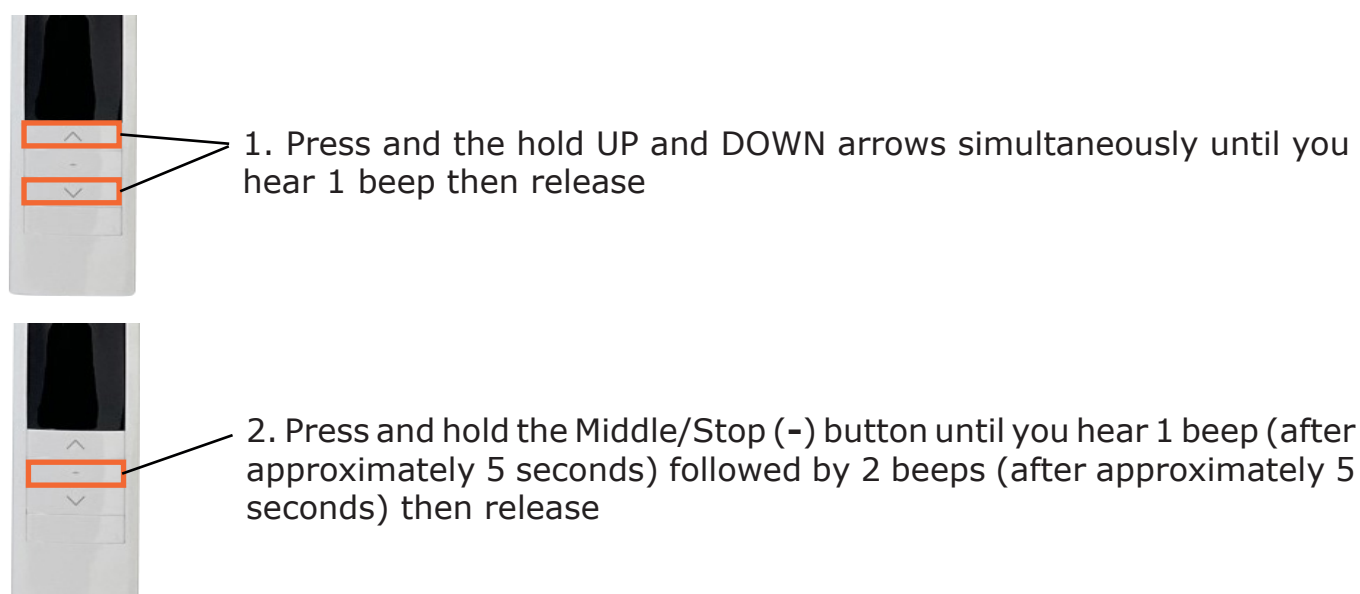
## User controls

The remote control is preset to open and close the ladder to the factory set positions.



If for any reason the remote control loses the factory set positions and needs re-programming, follow these instructions carefully. **Please note:** when re-programming you must program in the correct sequence.

## Re-programming the Open position followed by the Closed position





3. Press and release the UP arrow you will hear 6 beeps

**You are now in program mode**

Continue with next steps quickly



4. Press and hold the DOWN arrow to open the ladder until it just makes contact with the floor (do not roll out more than 0cm to 3cm along the floor)



Optional. You can fine adjust the ladder by pressing and holding the DOWN arrow and MIDDLE/STOP (-) buttons simultaneously, inching the ladder slowly toward the floor. Stop the ladder when it makes contact with the floor using the MIDDLE/STOP (-) button. **Please note:** this can also be done when closing the ladder, instead press the UP arrow and MIDDLE/STOP (-) buttons simultaneously. Stop the ladder when it is parallel with the ceiling using the MIDDLE/STOP (-) button.



5. Set the open position by pressing and holding the Middle/Stop (-) button until you hear 1 beep then release



6. Press and hold the UP arrow until the ladder closes into the hatch and is parallel with the ceiling



7. When in closed position press and hold the Middle/Stop (-) button until you hear 6 beeps

**Your Loftomatic is now re-programmed**

