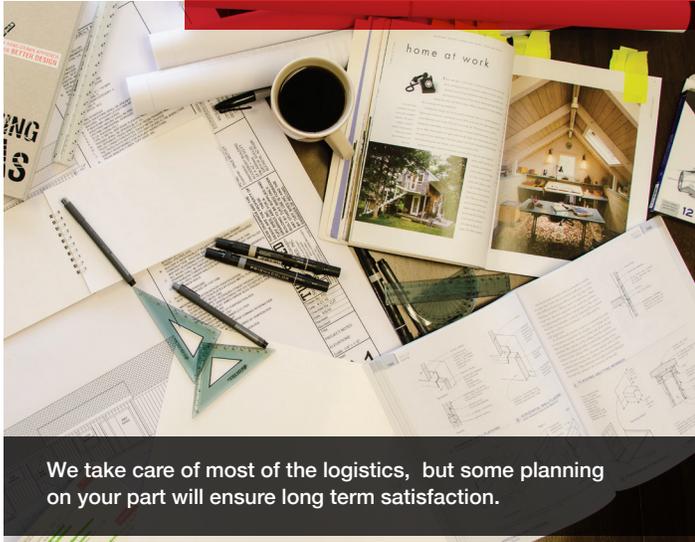


# WHAT TO EXPECT

## THE PLANNING PROCESS



We take care of most of the logistics, but some planning on your part will ensure long term satisfaction.

You've decided on the building style, size and design. Important planning remains for you and for us, including:

- **Vents** - We strongly recommend adding vents to your building. Along with paint and roofing, there may be no other feature that can help protect your building better.
- **Insulation** - If you are planning to insulate or finish the inside of your building, we need to know so that we can design the building to perform as an insulated structure.
- **Building Permit(s)/HOA Requirements** – Customers need to confirm with their HOA and/or municipality for appropriate building permit and setbacks requirements. Contact us immediately if you need help.

## PREPARATION

Your building will be here before you know it. Now it's time to prepare the site and yourself for the upcoming installation:

- **Prepare the Job Site** – Clean the site of all debris (i.e. old tree stumps, trash, dog waste, etc) and a pathway to and from where the delivery vehicle parks.
- **Leveling the Site** – To attain the maximum performance for your Tuff Shed building, the structure needs to be level. If the site is more than 4" out of level, a charge will apply. **Please see details on leveling your shed on the next page.**
- **Scheduling** – We will contact you to schedule installation date and time range.
- **Pre-fabrication** – We will begin pre-fabricating your building several days in advance of the installation. At this time, we will begin placing the rough openings for items like doors, windows and vents.
- **Restocking/Rescheduling Fee** – If changes or cancellation occurs within 5 days of installation, a restocking/rescheduling or cancellation fee may apply. At this point, building materials have already been ordered, inventoried and have potentially been pre-fabricated, specific to your design.



Building components pre-fabricated and ready for delivery

## LEVELING YOUR SHED



Figure 2 - Close-up of leveling with blocks & shims

It's important that buildings are constructed on a level site. Providing a clean and level site is the customer's responsibility. However, for a reasonable fee, Tuff Shed can help create a level building foundation by adding concrete blocks and wood shims beneath the structure. **Tuff Shed does NOT dig into the ground to level a building.**

If a small amount of leveling is necessary (up to 4"), it will be provided by Tuff Shed at no charge. If more substantial leveling is required, the customer must choose between paying Tuff Shed an additional fee for leveling using the concrete block and wood shim method, or having the ground leveled by someone other than Tuff Shed. Tuff Shed charges for leveling vary by severity of site condition and building size. See Figure 1.

Inches Out of Level	up to 200 s.f.		>200 s.f.
	5" - 8" Out	\$150	Bid Only
9" - 12" Out	\$200	Bid Only	
>12" Out	Bid Only	Bid Only	

Figure 1 - Leveling Fees

Blocking up or "shimming" a building is not always the best solution from an appearance standpoint. Please consider the appearance and your long term satisfaction in the building when making the leveling decision.

See examples (Figures 2 & 3) of sheds that have been leveled using concrete blocks and wood shims on a variety of surfaces and in a range of leveling severity.



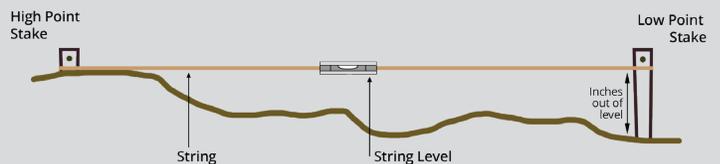
Figure 3 - Various Leveling Examples

## HOW TO DETERMINE IF YOUR SITE IS LEVEL

To accomplish this, you will need wood stakes and a string bubble level and long piece of string, OR a carpenter's level and a long, straight 2x4. The string or 2x4 must be longer than the distance from the high point corner to the other three corners.

Determine where the building will be placed, then drive a stake into each of the four corners and determine which of the corners appear to be the highest and the lowest points. At the high point stake place the string or 2x4 (short-edge down) on the ground and loosely fasten it (i.e. tie or clamp) to the high point stake.

Then position the opposite end of the string or 2x4 at the low point stake. Using the string or 2x4 and the level, raise or lower the string or 2x4 at the



low point stake until the level bubble floats exactly centered between the two vertical lines in the center glass vial. Now measure the distance from the ground to the bottom edge of the string or 2x4. This is the distance this first dimension is out of level. Repeat this process for the other two corners, measuring again from the high point corner, writing down your measurements.

Now you can determine the distance your build site is out of level and select a method to level the site.

## INSTALLATION DAY

Your Tuff Shed building is about to become a reality. Important details for installation day:

- Our installers will arrive on the site, unload materials and components, and begin to assemble your building.
- Please have someone over the age of 18 at home.
- An out of level site will force our installers to stop work and collect an additional leveling fee prior to resuming.
- Our installers will need a power source so they can plug in the compressors that power their tools.
- Inspect the building before the installers leave for the day.
- It may surprise you – but like most home builders, the weather seldom interferes with installation. **Rain, snow, and sleet will most likely not prevent installation and will not damage the structure during installation.** Ask for details.



Building components being carried into place for on-site installation

## PROPER CARE & MAINTENANCE

Your Tuff Shed building will need routine care & maintenance to ensure the building withstands things like weather and wear & tear over time:

- **Keep your Building on the Level** – When normal ground settling occurs, it can affect your Tuff Shed building, making it difficult to open, close or latch the door. This is not a warranty issue, but in most cases, the building can be easily re-leveled by the customer or for a reasonable fee by Tuff Shed.
- **Protect your Floor** – Do not add rubber mats or vinyl flooring inside as they can create a serious moisture and rot issue.
- **Re-paint Regularly** – Painting is one of the easiest ways to protect the exterior wood surfaces of a Tuff Shed building. Your building's warranty coverage requires that the building be re-painted every five years. We recommend using high quality materials like PPG Paints.



Routine painting is essential to a shed's overall protection

- **Redirect Water** – Water is the enemy of most structures. Take care to redirect water from your building whenever possible. Rain water runoff from other structures and misdirected irrigation systems can damage your Tuff Shed building, and is not covered by warranty.

## APPEARANCE OF MATERIALS



Roofing nails piercing roof decking



Steel Vent Holes & "Chalking"



Waning Lumber



Installers paint your shed's siding & trim to your order

Wondering about the appearance of a certain feature of your Tuff Shed building? This information can help you better understand why some components look the way they do.

### ROOFING NAILS

- It's not a mistake that nails are poking through the roof on the inside of your building. This is necessary due to building codes requiring shingle nails to "pierce the roof decking material" and does not affect the performance of the roof.

### GALVANIZED STEEL FLOOR JOISTS

- Most of our sheds include 16-gauge, hot-dipped galvanized steel floor joists, which are designed to be placed directly on any firm, level surface.
- Exposed Steel – These joists are designed to withstand the elements and are exposed after installation. Some customers prefer to cover the steel with "skirting" made from siding. While we can add a skirting, we don't recommend it, since wood siding material contacting the ground can wick up moisture into the building.
- White "Chalking" on the Steel – This appearance is normal and does not affect the performance of the steel or the 40-year industry-rating on the material.
- Small Rectangular Holes in the Steel – During production, small vent holes are punched into the steel. These holes allow for airflow beneath the building.

### LUMBER

- We use dimensional lumber for wall and roof framing that has been dried, then stored in a controlled environment (our factories) prior to installation. It is unlikely that this wood will have a uniform appearance, and may have blemishes or "waning". This is normal and will not affect the structural integrity of the building.

### WEATHERTIGHT or AIRTIGHT

- We strive to make the building weathertight. But they are not airtight. Air and mice can infiltrate your building as they can your home.

### PAINT

- On many displays, we paint some interior surfaces for appearance purposes only. On customer buildings, the paint option only includes painting exterior surfaces (siding and trim).