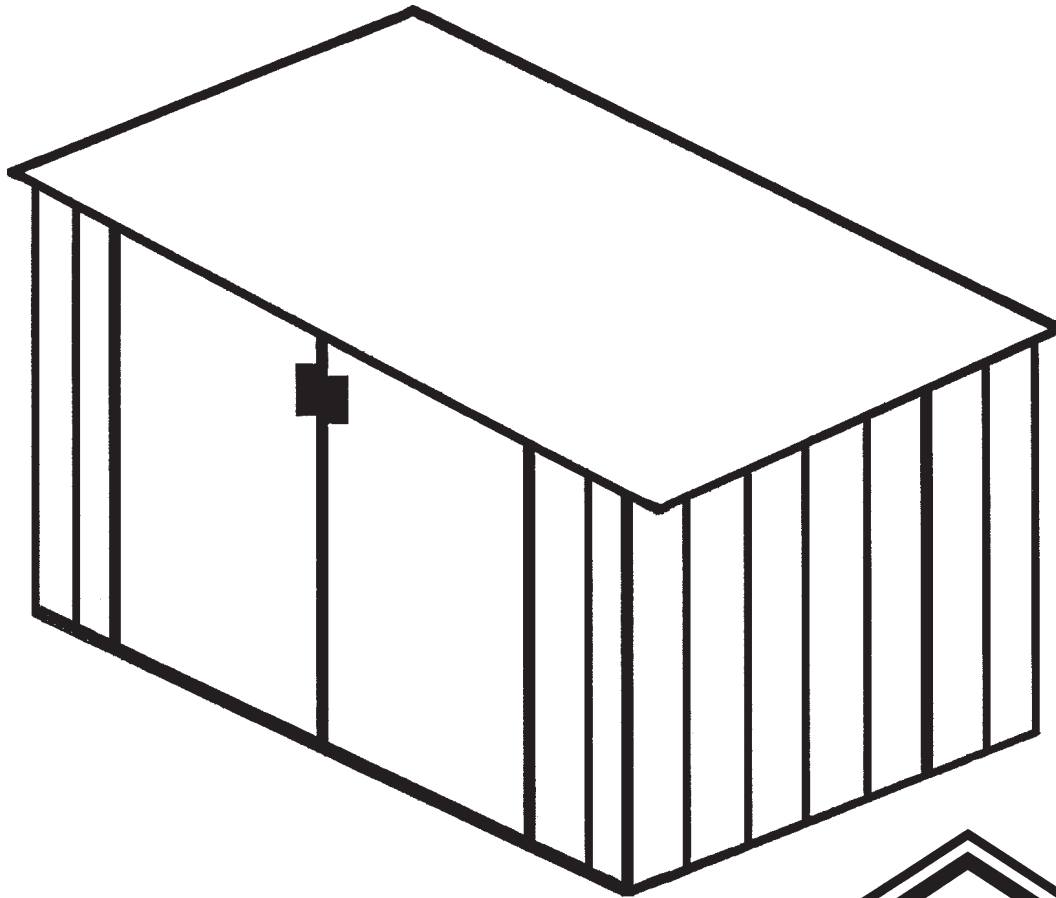


Owner's Manual & Assembly Instructions

BQ01

Model No. **NB63**

NG63



706611207

BUILDING DIMENSIONS * Size rounded off to the nearest foot



CAUTION: SOME PARTS HAVE SHARP EDGES. CARE MUST BE TAKEN WHEN HANDLING THE VARIOUS PIECES TO AVOID A MISHAP. FOR SAFETY SAKE, PLEASE READ SAFETY INFORMATION PROVIDED IN THIS MANUAL BEFORE BEGINNING CONSTRUCTION. WEAR GLOVES WHEN HANDLING METAL PARTS.

*Approx. Size	Foundation Size	Storage Area Sq. Ft. Cu. Ft.		Exterior Dimensions (Roof Edge to Roof Edge)			Interior Dimensions (Wall to Wall)			Door Opening	
				Width	Depth	Height	Width	Depth	Height	Width	Height
6' x 3'	68 1/4" x 35 3/4"	15	44	67"	36 1/4"	36 1/4"	65 1/2"	33"	35"	31 7/8"	32 3/8"
1,7m x 0,8m	173cm x 91cm	1,4m ²	1,2m ³	170cm	92cm	92cm	166cm	84cm	89cm	81cm	82cm

BEFORE YOU BEGIN....

A2

Owner's Manual

Before beginning construction, check local building codes regarding footings, location and other requirements. Study and understand this owner's manual.

Important information and helpful tips will make your construction easier and more enjoyable.

Assembly Instructions: Instructions are supplied in this manual and contain all appropriate information for your building model. Review all instructions before you begin, and during assembly, follow the step sequence carefully for correct results.

Foundation and Anchoring: Your storage building must be anchored to prevent wind damage. A foundation is also necessary as a base in order to construct a square and level building. Anchoring and foundation materials are not included with your building. We recommend the combined use of an **Arrow Floor Frame Kit** and an **Arrow Anchoring Kit** as an effective method of securing your building to the ground (Available by mail order or at your local dealer) or you may construct a foundation and anchoring system of your choice. Your assembly instructions provide information on a few methods commonly used to secure and level a storage building.

Parts and Parts List: Check to be sure that you have all the necessary parts for your building.

- All part numbers can be found on the parts. All of these numbers (before the -) must agree with the numbers on the parts list. The parts list is located on page 12.

- If you find that a part is missing, include the model number of your building and contact:

Arrow Group Industries, Inc. Customer Service Department
Route 50 East Breese, Illinois 62230
1-800-851-1085

- Separate contents of the carton by the part number while reviewing parts list. The first few steps show how to join related parts to make larger sub assemblies which will be used later.

- Familiarize yourself with the hardware and fasteners for easier use during construction. These are packaged within the carton. Note that extra fasteners have been supplied for your convenience.

PLAN AHEAD....

A3

Watch the Weather: Be sure the day you select to install your building is dry and calm. Do not attempt to assemble your building on a windy day. Be careful on wet or muddy ground.

Teamwork: Whenever possible, two or more people should work together to assemble your building. One person can position parts or panels while the other is able to handle the fasteners and the tools.

Tools and Materials: These are some basic tools and materials you will need for the construction of your building. Decide which method of anchoring and the type of foundation you wish to use in order to form a complete list of the materials you will need.

<p>Required</p> <ul style="list-style-type: none"> • Eye Goggles • No. 2 Phillips Screwdriver (With Hardened Magnetic Tip) <p><small>Note: A power screwdriver or variable speed drill with Phillips-tip attachment can speed assembly by as much as 40%.</small></p>	<p>Required</p> <ul style="list-style-type: none"> • Work Gloves • Step Ladder • Utility Knife / Scissors • Pliers • Carpenter's Level • Tape Measure 	<p>Optional Time-Savers</p> <ul style="list-style-type: none"> • Wrench / Nut Driver • Electric / Cordless Drill • Square • String (for squaring frame) 	<p>Foundation Preparation</p> <ul style="list-style-type: none"> • Hammer and Nails • Spade or Shovel • Hand Saw / Power Saw • Lumber and/or Concrete
--	--	--	--

Selecting and Preparing Your Site: Before assembly, you will want to decide on a location for your building. The best location is a level area with good drainage.

- Allow enough working space for ease of moving parts into position during assembly. Be sure there will be enough space at entrance for doors to open fully and enough space around the building to be able to fasten the panel screws from the outside.

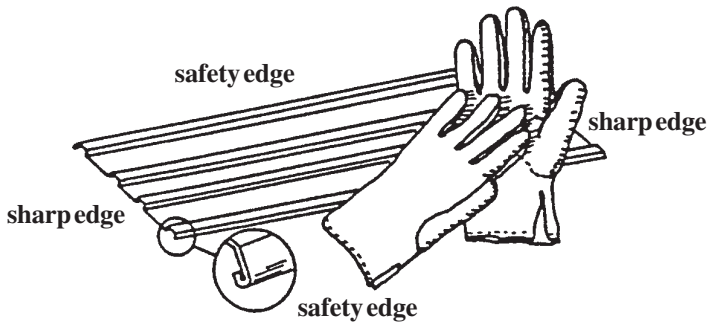
- Before you begin the first steps in assembling your parts, a foundation should be constructed and an anchoring system should be ready to use.

SAFETY FIRST...

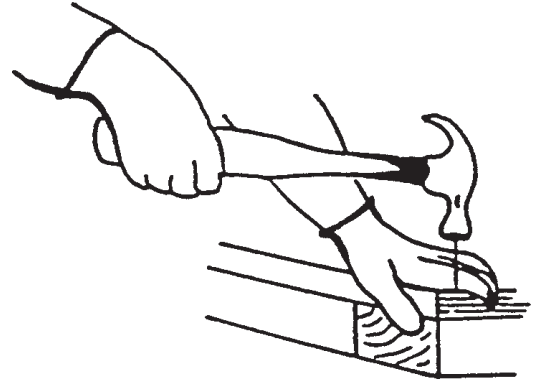
A4

Safety precautions are important to follow throughout the construction of your building.

•Care must be taken when handling various pieces of your building since some contain sharp edges. Please wear work gloves, eye protection and long sleeves when assembling or performing any maintenance on your building.



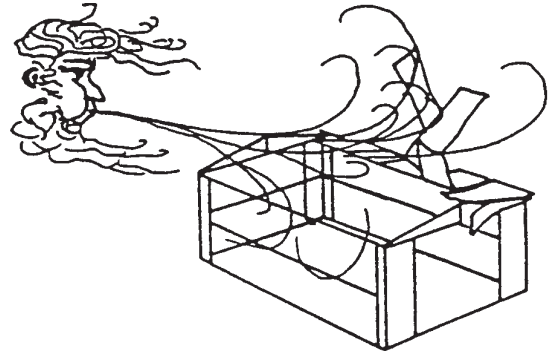
•Practice caution with the tools being used in the assembly of this building. Be familiar with the operation of all power tools.



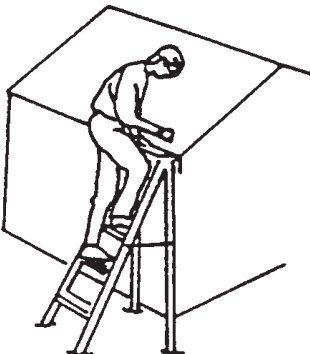
•Keep children and pets away from worksite to avoid distractions and any accidents which may occur.



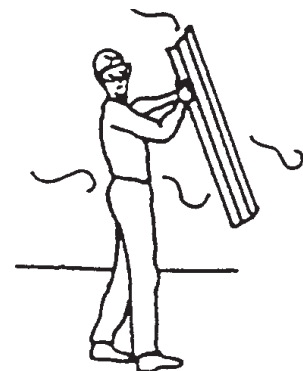
•Do not attempt to assemble the building if parts are missing because any building left partially assembled may be seriously damaged by light winds. Call 1-800-851-1085



•Never concentrate your total weight on the roof of the building. When using a step ladder make sure that it is fully open and on even ground before climbing on it.



•Do not attempt to assemble the building on a windy day, because the large panels acting as a "sail", can be whipped about by the wind making construction difficult and unsafe.



CARE & MAINTENANCE....

A5 Web

Finish: For long lasting finish, periodically clean and wax the exterior surface. Touch-up scratches as soon as you notice them on your unit. Immediately clean the area with a wire brush; wash it and apply touch-up paint per manufacturer's recommendation.

Roof: Keep roof clear of leaves and snow with long handled, soft-bristled broom. Heavy amounts of snow on roof can damage building making it unsafe to enter. In snow country, Roof Strengthening Kits are available for most Arrow Buildings for added protection against heavy snow accumulation.

Doors: Always keep the door tracks clear of dirt and other debris that prevent them from sliding easily. Lubricate door track annually with furniture polish or silicone spray. Keep doors closed and locked to prevent wind damage.

Fasteners: Use all washers supplied to protect against weather infiltration and to protect the metal from being scratched by screws. Regularly check your building for loose screws, bolts, nuts, etc. and retighten them as necessary.

Moisture: A plastic sheet (vapor barrier) placed under the entire floor area with good ventilation will reduce condensation.

Other Tips....

- Wash off inked part numbers on coated panels with soap and water.
- Silicone caulking may be used for watertight seals throughout the building.

Do not store swimming pool chemicals in your building. Combustibles and corrosives must be stored in air tight approved containers.

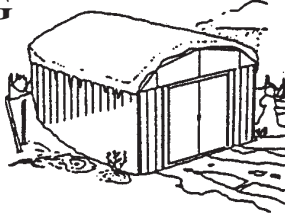
Keep this Owner's Manual and Assembly Instructions for future reference.

ACCESSORIES...

A6 WEB

ROOF STRENGTHENING (heavy snow load) KITS

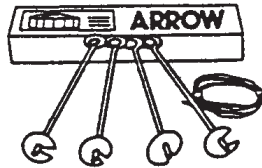
Extra roof beams and gable braces designed for added protection against heavy snow accumulation. Increases the strength of your roof by 50%.



ANCHOR KITS

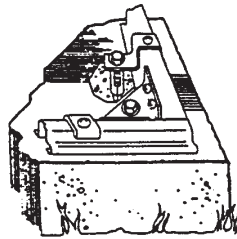
Model No. AK4

Anchor Kit contains heavy-duty steel augers, 60' (18m) of steel cable and 4 cable clamps. No digging or concrete pouring, just insert cable under roof, over roof beams, into augers and twist augers into the ground. For buildings larger than 10'x9', use 2 kits.



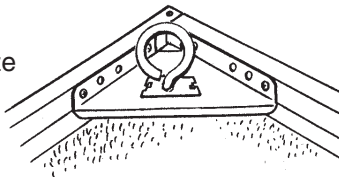
Model No. AK100

New concrete anchor system permits anchoring any size Arrow building directly to a concrete slab. Each kit contains heavy-duty, hot-dipped galvanized steel corner gussets and perimeter clips which fit over the floor frame and lag bolt into a concrete slab. Full assembly instructions and a 1/4" masonry drill bit are included.



Model No. AK600

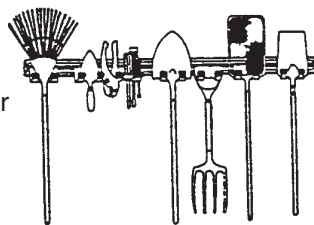
Earth Anchor Kit anchors any size Arrow building to the ground. Each kit contains heavy duty, hot-dipped galvanized steel corner gussets and 4 earth anchors.



TOOL HANGING RACK

Model No. TH100

The perfect tool organizer. Twin 25 1/2" (65cm) steel channels plus five heavy-duty snap-in hangers and a small tool holder for screwdrivers, pliers, etc. Holders slide along channel for fully adjustable spacing. Great for garage, basement, or the back of any door. Fits all Arrow storage buildings.



FLOOR FRAME KITS



MODELS FB47410, FB5465, FB106-A
FB109-A and FB1014-A

A simple new floor frame system made of heavy-duty, hot-dipped galvanized steel. Use as foundation for plywood, sand or stone.

ATTIC KIT / WORKBENCH KIT

Heavy-duty galvanized steel bars that fit all 10' wide Arrow buildings. They install quickly and easily to help organize space and create more useable space as an attic or workbench. Will hold up to 250 lbs. (113kg) evenly distributed.

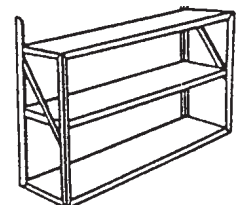
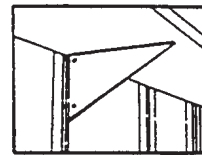
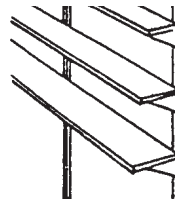


Model No.	Fits	Shipping Weight
AT101	10' Long, 250 lb. (113kg) load+ Fits all Arrow 10' wide buildings.	16 lbs. (7kg)

Must be drilled for use as workbench in Estator.
+ Even weight distribution.

SHELF UNITS

Heavy-duty, galvanized steel shelf units help organize storage space. They easily mount on the wall or sit on the floor. Fits all Arrow buildings.*



Model No. SS404

- Makes 8" to 12" (20-30cm) wide shelves in any length.
- Brackets, braces, hardware included. Lumber is not included.

Model No. SS900-A

- Grey color
- 3 shelves
- Holds up to 85 lbs. (38kg) (even weight distribution)

* Some drilling required to fit buildings without mid-wall bracing.

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Foundation

BQ09

The Foundation For Your Building

OPTION 1: Wood Platform

If you decide to build your own foundation, be sure to select the appropriate materials.

These are the recommended materials for your foundation:

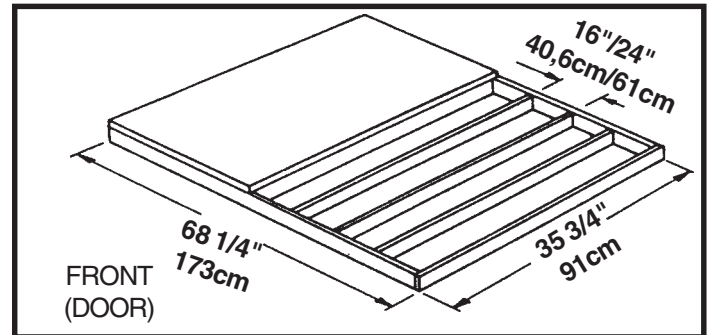
- 2 x 4's (5cm x 10cm) Pressure Treated Lumber
- 5/8" (1,5cm) 4 x 8 (122cm x 244cm) Plywood-exterior grade
- 10 & 4 penny Galvanized Nails
- Concrete Blocks (optional)

The platform should be level and flat (free of bumps, ridges etc.) to provide good support for the building. The necessary materials may be obtained from your local lumber yard.

To construct the foundation follow instructions and diagram.

Construct frame (using 10 penny galvanized nails)
Measure 16"/24" (40,6cm/61cm) sections to construct inside frame (see diagram)

Secure plywood to frame (using 4 penny galvanized nails)



Allow 2 - 3 hours for construction.

OPTION 2: Concrete Slab

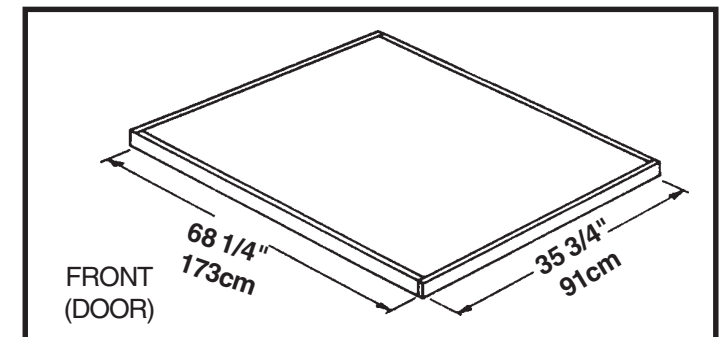
The slab should be at least 3" to 4" (8-10cm) thick. It must be level and flat to provide good support for the frame.

The following are the recommended materials for your foundation.

- 1 x 4's (2,5cm x 10cm) (will be removed once the concrete cures)
- Concrete
- Sheet of 6 mil plastic
- We recommend for a proper strength concrete to use a mix of:
1 part cement ● 3 parts pea sized gravel ● 2 1/2 parts clean sand

Prepare the Site/Construct a Foundation

1. Dig a square, 6" (15cm) deep into the ground (remove grass).
2. Fill up to 4" (10cm) in the square with gravel and tamp firm.
3. Cover gravel with a sheet of 6 mil plastic.
4. Construct a wood frame using four planks of 1x4 (2,5cm x 10cm) lumber.
5. Pour in concrete to fill in the hole and the frame giving a total of 4" (8-10cm) thick concrete. Be sure surface is level.



Note: Finished Slab dimensions, with lumber removed.

Allow 3 - 5 hours for construction and a week for concrete curing time.

Anchoring

BQ10

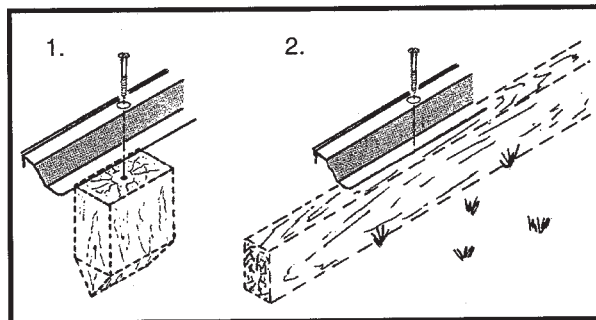
Anchoring Down The Building

It is important that the entire floor frame be anchored after the building is erected.

Below are recommended ways of anchoring.

Anchoring into Wood/Post:

Use 1/4" Wood Screws. There are 1/4" (0,63cm) dia. holes provided in the frames for proper anchoring.



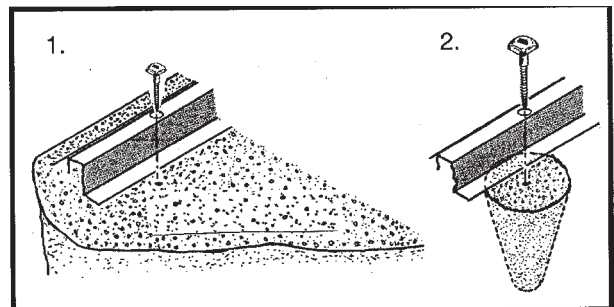
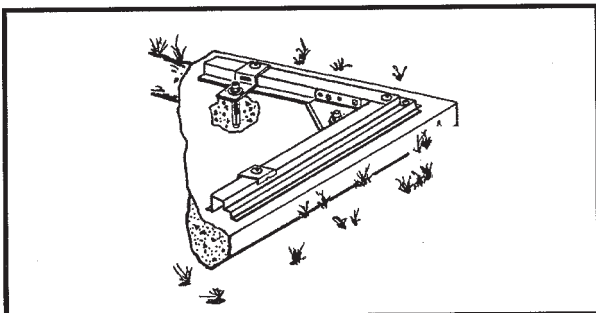
Arrow Anchoring Kit: (Model No. AK100 or 68383)

Recommended for use with the **concrete** foundation.

Contains: Corner gussets, perimeter clips, hardware, 1/4" masonry drill bit and installation instruction.

Anchoring into Concrete:

1. For poured concrete slab or footing or patio blocks: Use 1/4" x 2" Lag Screws.
2. For Anchor Post of Concrete poured after building is erected: Use 1/4" x 6" Lag Screws.



Hardware

BQ11

Remove from bag of screws
and save for the last step



65103
#8-32 Hex Nut (70)



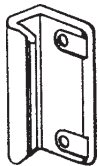
65900A
#10Bx1/2" Black Screw (8)
(Packed with Screws)



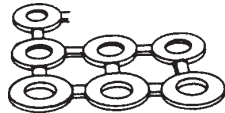
65923
#8-32x3/8" Bolt (68)



65004
#8Ax5/16" Screw (68)



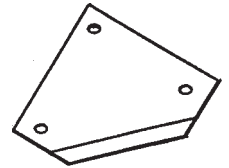
66045
Handle (2)



66646
Washer (120)
(3 sheets of 40)



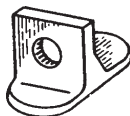
65109
#8-32 Acorn Nut (2)
(Packed with Screws)



6481
Gusset (2)



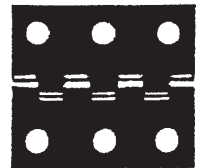
66769
Door Slide (4)



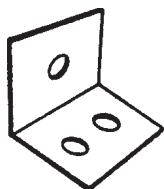
66382
Lower Door Guide (4)



65958
#8-32x7/8" Bolt (1)
(Packed with Screws)



66609
Hinge (3)



7022
Eave Bracket (1)

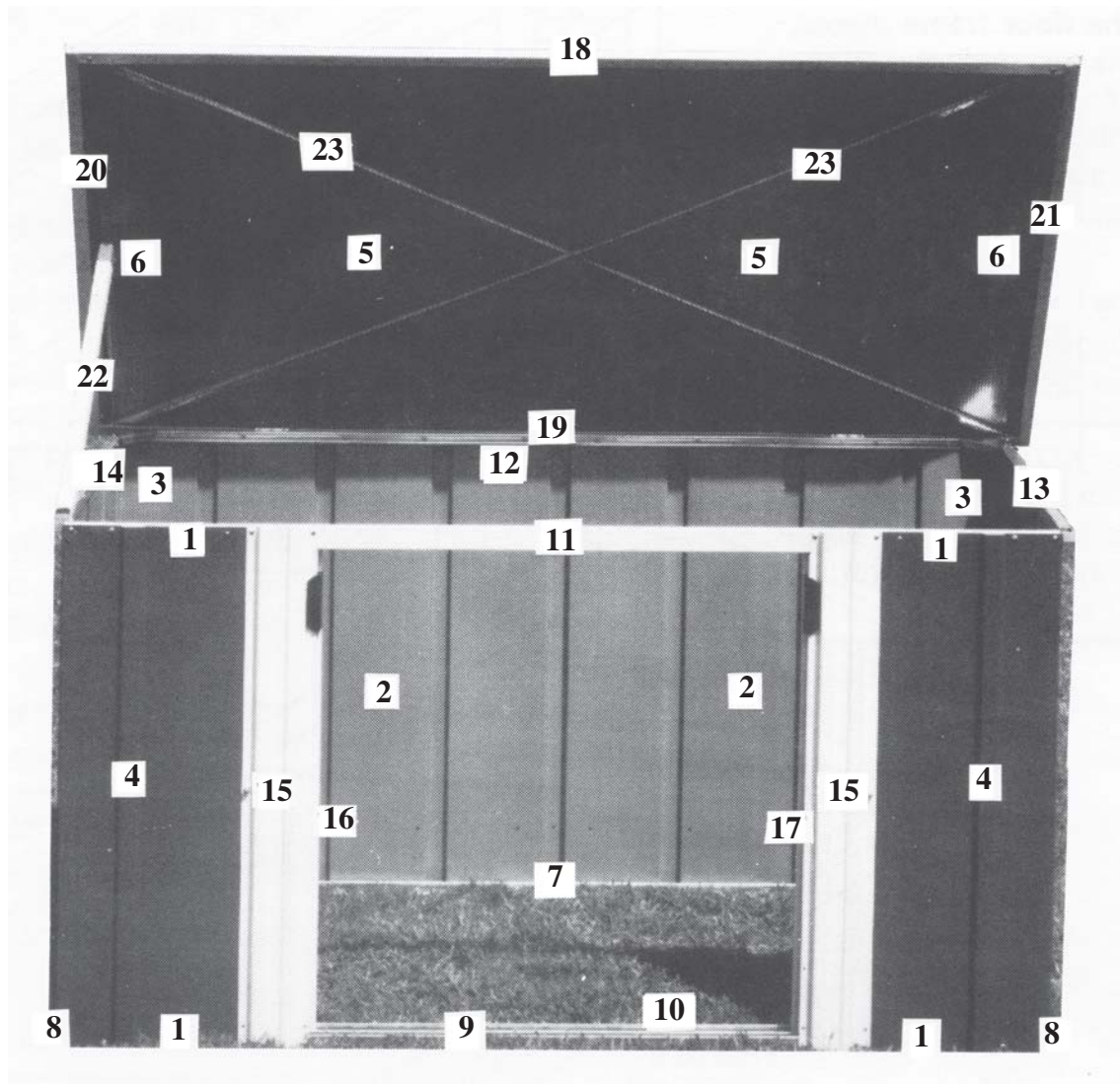
Parts List

BQ12

Assembly Key No.	Part Number	Part Description	Quantity in Carton	Check List
1	10499	Horizontal Door Brace	4	
2	9747	Rear Wall Panel	2	
3	9748	Rear Corner Panel	2	
4	9749	Front Corner Panel	2	
5	9750	Lid Panel	2	
6	9751	Lid End Panel	2	
7	9752	Rear Floor Frame	1	
8	9753	Side Floor Frame	2	
9	9754	Front Floor Frame	1	
10	9755	Door Track Angle	1	
11	9756	Door Track	1	
12	9757	Rear Wall Angle	1	
13	9758	Side Wall Channel	1	
14	9759	Side Wall Channel	1	
15	9760	Door Jamb	2	
16	10491	Left Door	1	
17	10492	Right Door	1	
18	9763	Lid Front Channel	1	
19	9764	Lid Rear Channel	1	
20	9765	Lid Left Channel	1	
21	9766	Lid Right Channel	1	
22	9767	Lid Support Arm	1	
23	9768	Lid Diagonal Brace	2	

Assembly by Key No.

BQ13



Step 1

BQ14

● Parts Needed For ● Floor Frame Assembly

- 9755 Door Track Angle (1)
- 9754 Front Floor Frame (1)
- 9753 Side Floor Frame (2)
- 9752 Rear Floor Frame (1)

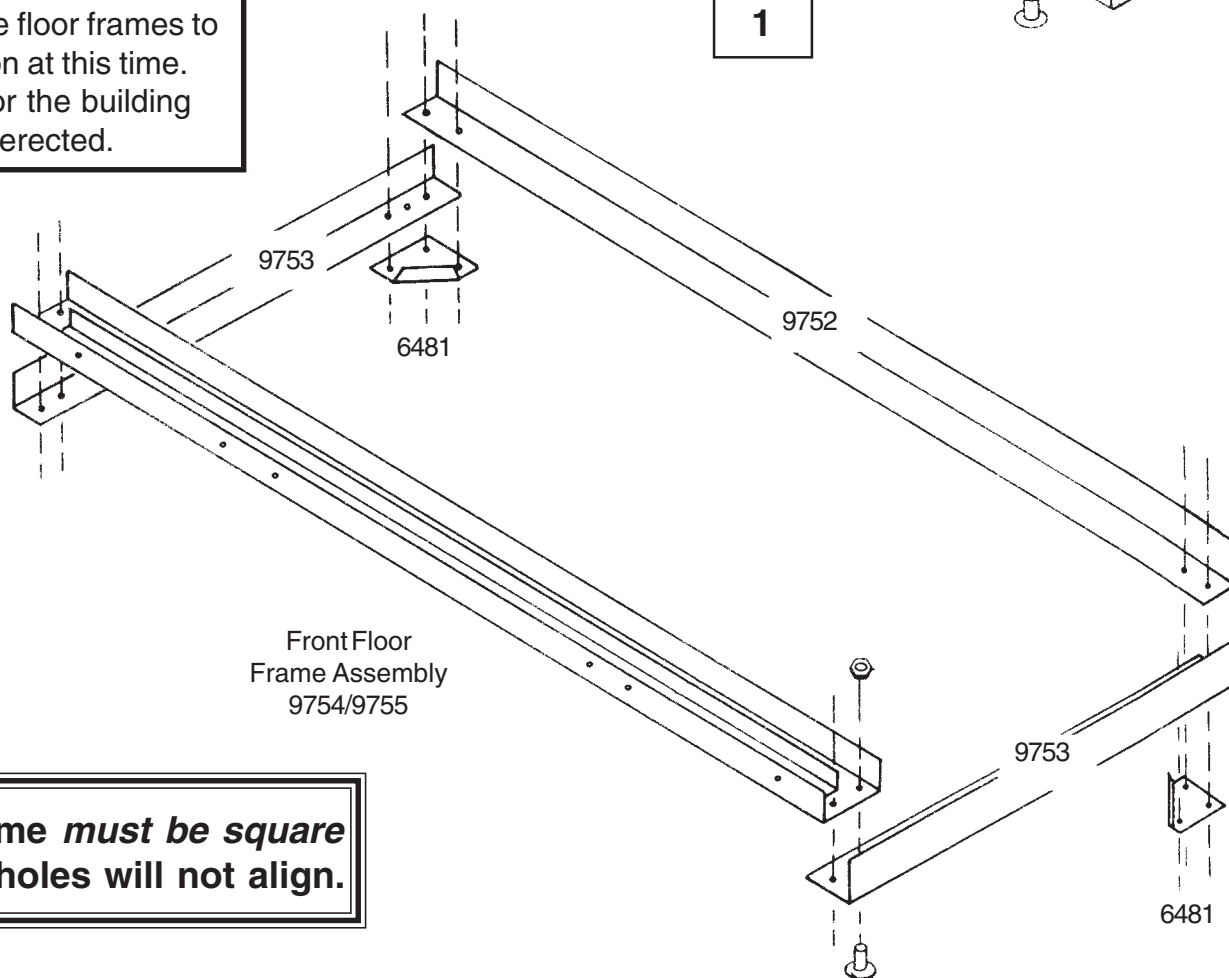
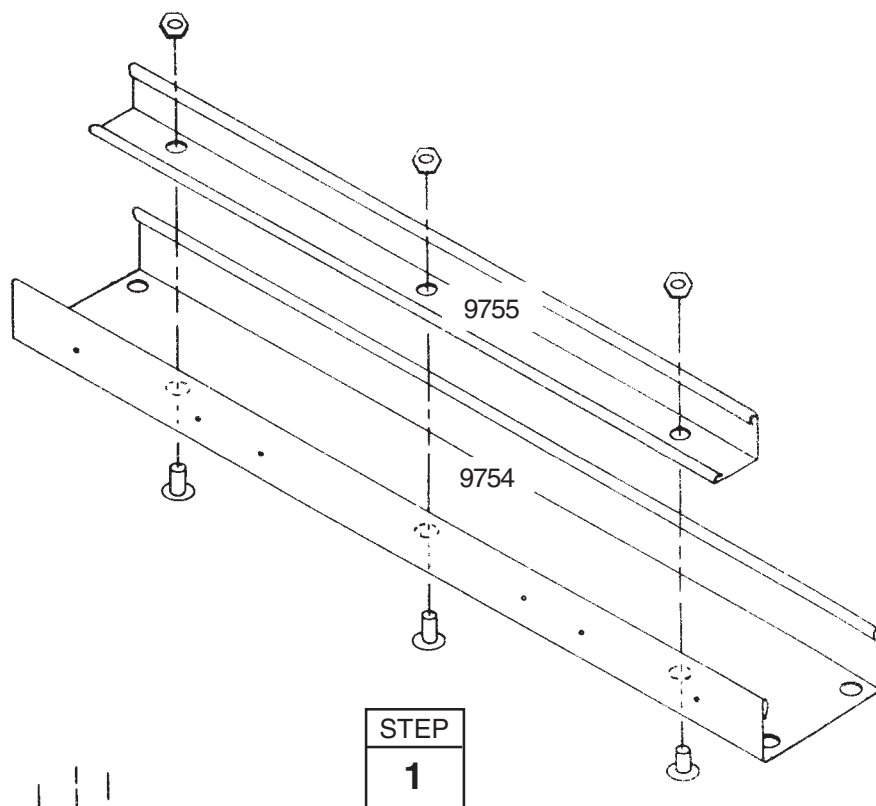
The front floor frame is made up of two pieces. Proceed as follows:

1 Position **door track angle** inside channel of **front floor frame** in the direction shown and fasten with three bolts from the bottom with nuts on top. Place the **floor frame** pieces, along with the two **gussets**, on the foundation. Assemble the four corners of the floor frame using bolts through from the bottom with nuts on top, as shown in the illustration.

2 Measure the floor frame diagonally. When the diagonal measurements are equal, the floor frame is square.

NOTE

Do not fasten the floor frames to your foundation at this time. You will anchor the building after it is erected.



The floor frame *must be square and level* or holes will not align.

Step 2

BQ15

● Parts Needed For ● Corners/Wall Panels

- 9747 Rear Wall Panel (2)
- 9748 Rear Corner Panel (2)
- 9749 Front Corner Panel (2)

NOTE

The remainder of the building assembly requires several hours. Do not continue beyond this point if you do not have enough time to complete the assembly today. A partially assembled building can be severely damaged by light winds.

Each screw and bolt in the wall requires a washer.

1 Position a **rear corner panel** at the rear corner of the floor frame as shown. The widest part of each rear corner panel must be placed along the side of the building. Fasten the rear corner panel to the floor frame with four screws.

Support the corner panel with a step ladder until a wall panel is attached.

2 Attach the **front corner panels** to the front corners. Fasten the overlapping rib using two bolts and nuts.

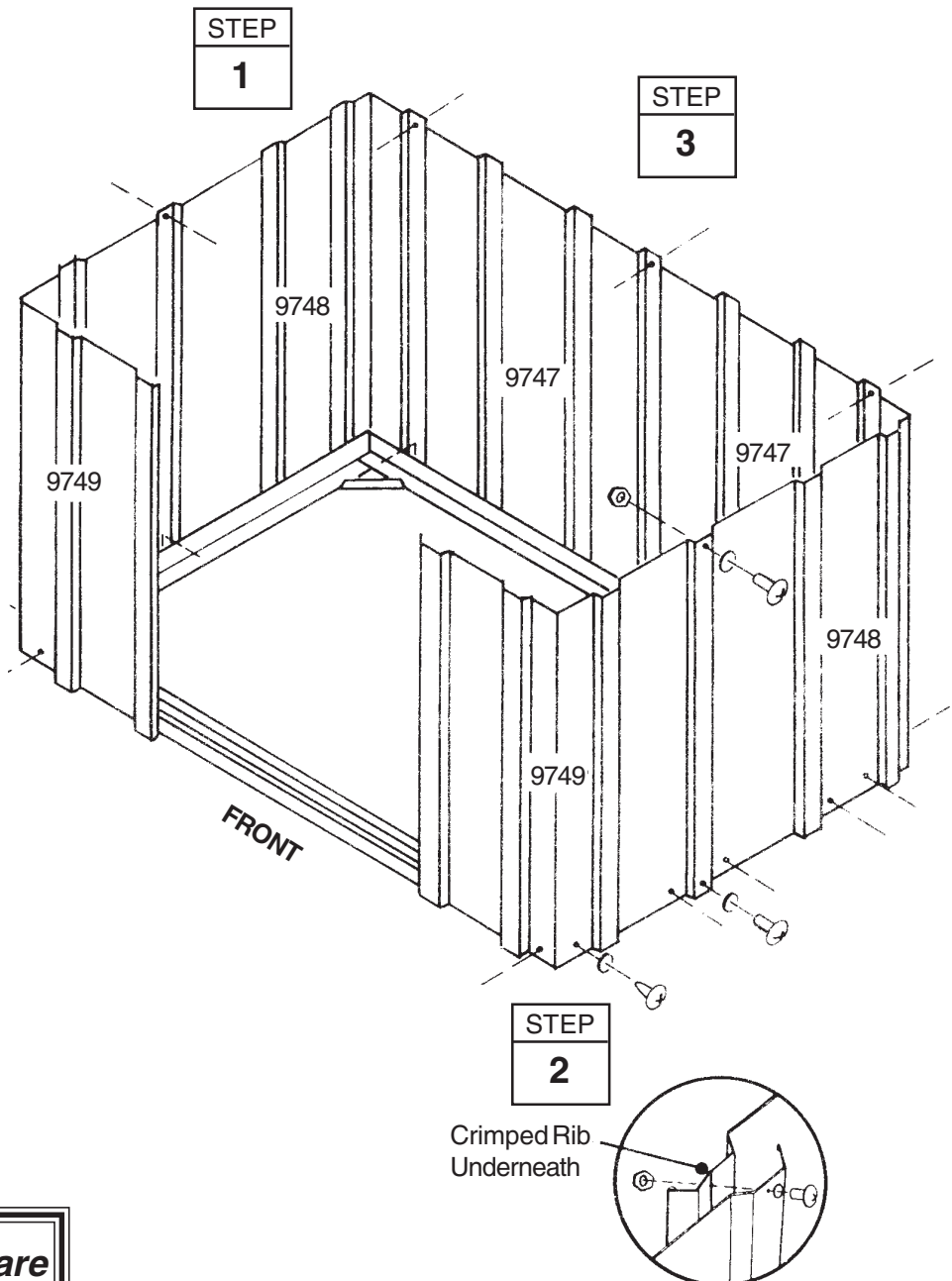
3 Attach the **rear wall panels** to the rear corner panels, as shown.

NOTE

Be careful to install the correct panel in each position as shown.

4 Double-check the part numbers of the wall panels, before proceeding.

The floor frame *must be square and level* or holes will not align.



Step 3

BQ16

● Parts Needed For ● Door Track/Jambs

- 9756 Door Track (1)
- 9760 Door Jamb (2)

The door track assembly supports the sliding doors and reinforces the front wall. The door jambs reinforce the door opening and provide an attractive trim. Follow these steps for both door jambs.

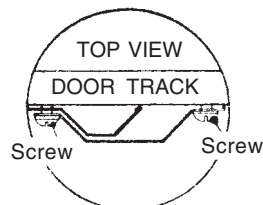
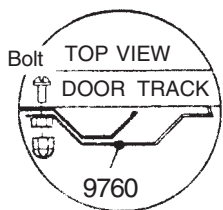
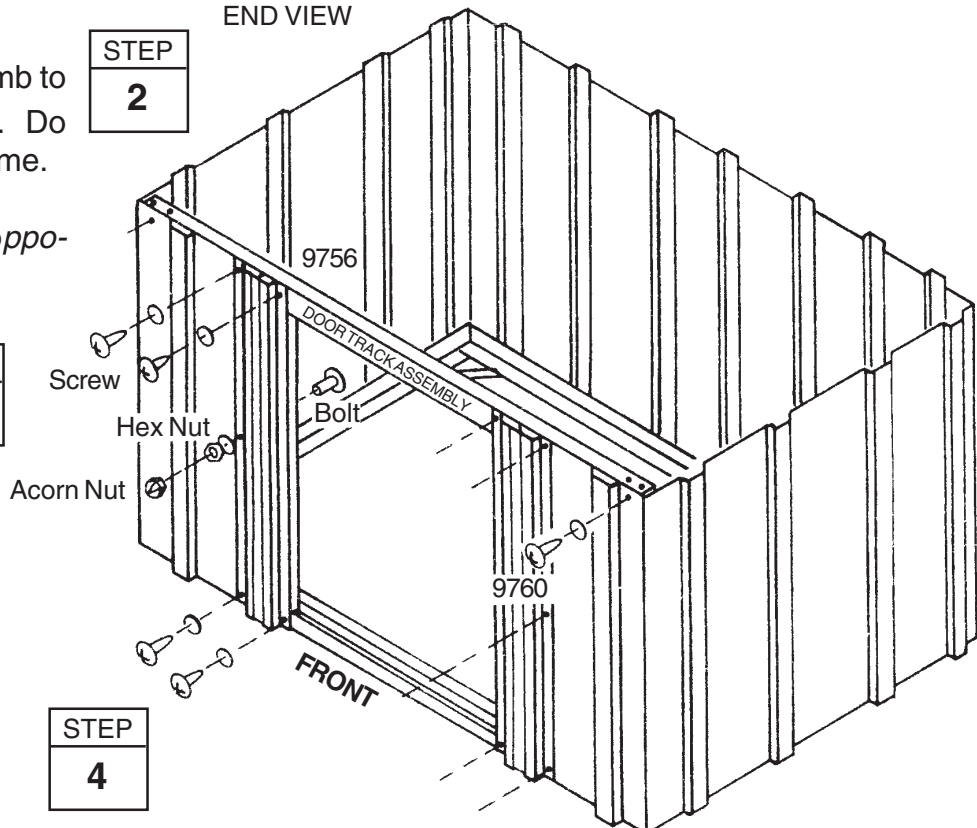
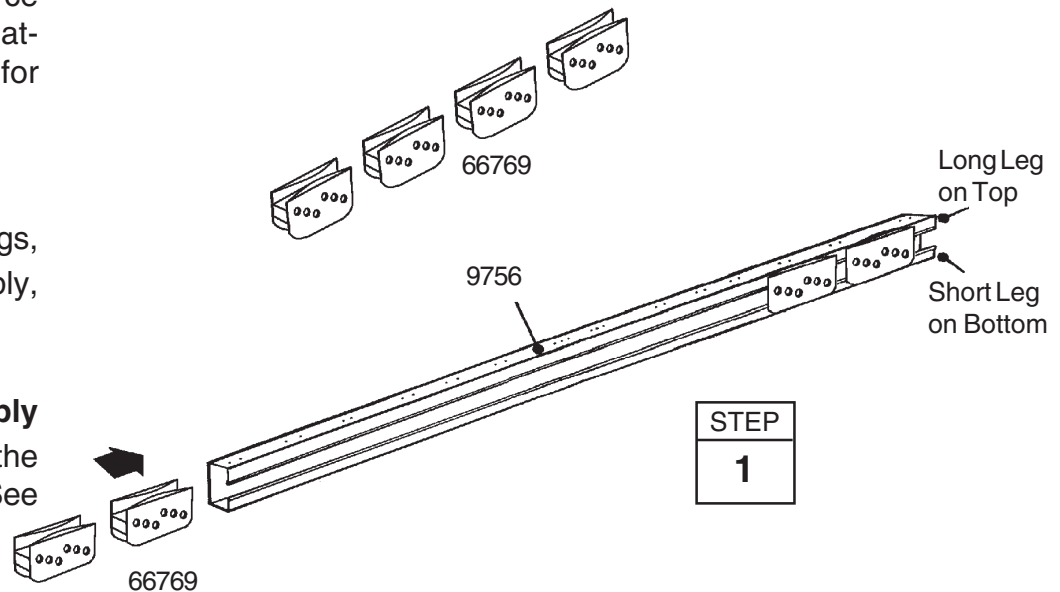
1 Position door slides onto the legs, from the end of door track assembly, as shown in the end view.

2 Fasten the **door track assembly** (holes on top) across the top of the front corner panels using screws. See the figure.

3 Fasten a **door jamb** to the front corner panel with a bolt, nut and acorn nut, as shown.

4 Fasten the top of the door jamb to the door track with two screws. Do the same for the bottom into frame.

Repeat Steps 4 and 5 for the *opposite* door jamb.



Step 4

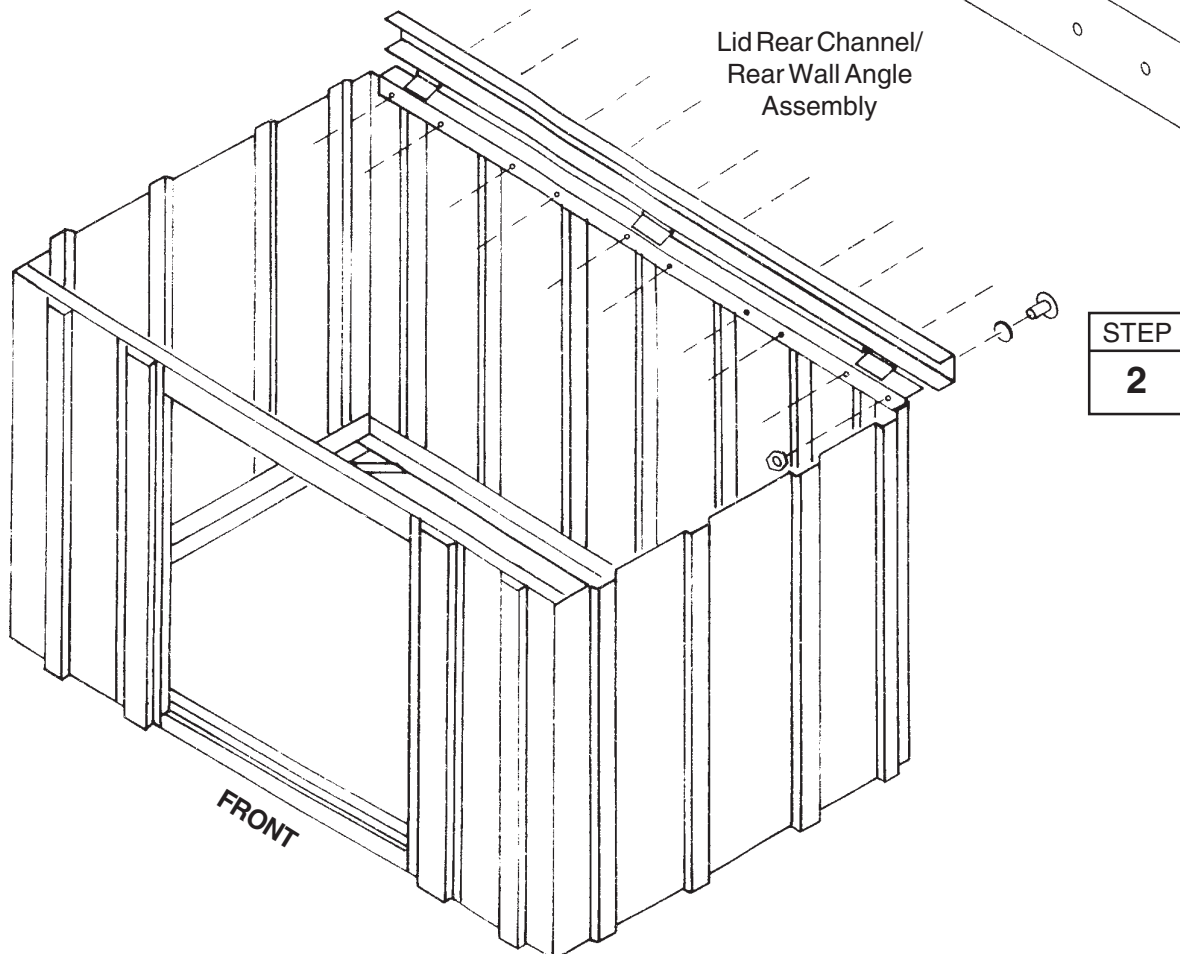
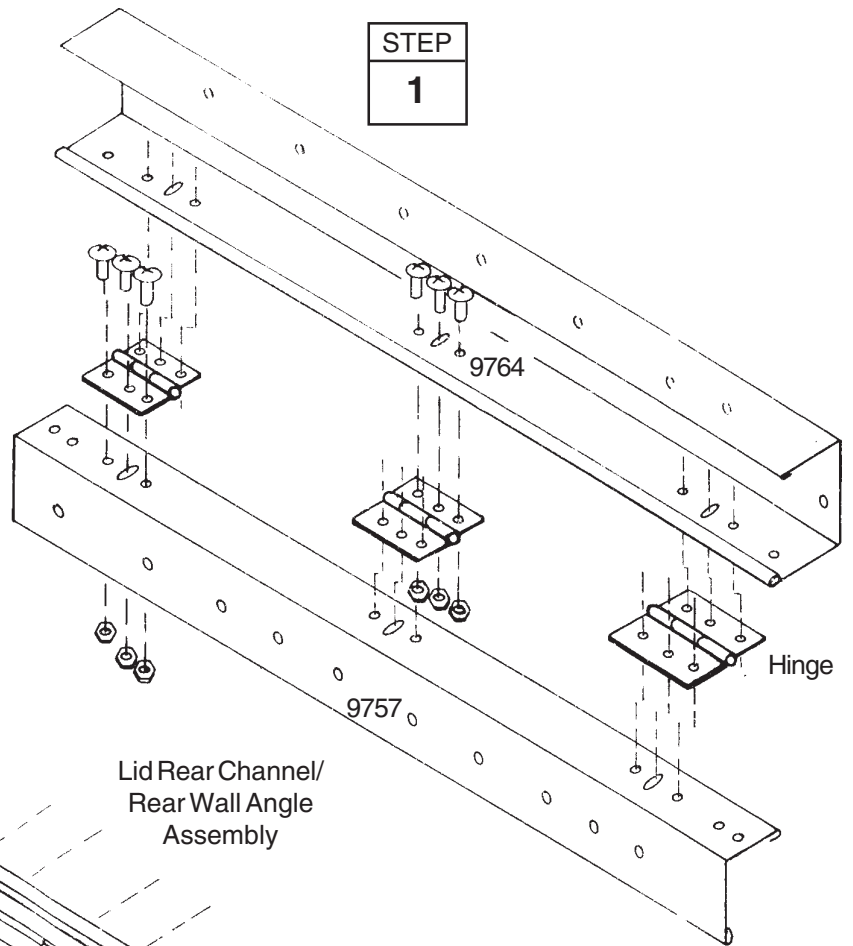
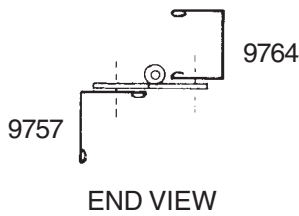
BQ17

● Parts Needed For ● Lid Rear Channel/Angle

- 9764 Lid Rear Channel (1)
- 9757 Rear Wall Angle (1)

1 Attach three **hinges** between the **lid rear channel** and **rear wall angle** using six bolts and nuts on each hinge.

2 Fasten the **lid rear channel/rear wall angle assembly** across the top of the rear wall using bolts and nuts.



Step 5

BQ18

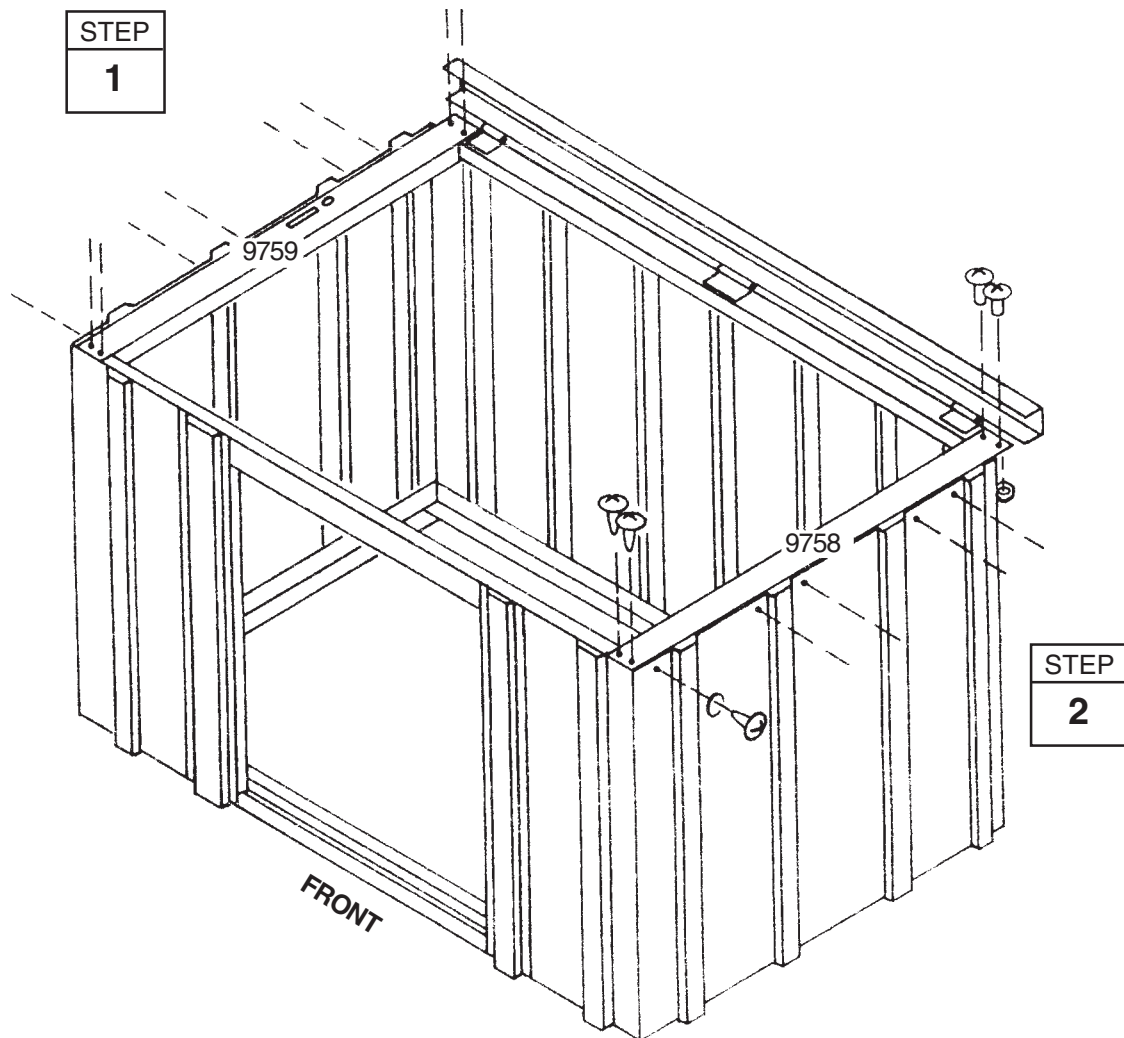
● Parts Needed For ● Side Wall Channels

- 9759 Left Side Wall Channel (1)
- 9758 Right Side Wall Channel (1)

The main frame pieces give rigidity to the front and rear walls.

1 Fasten the **left side wall channel** across the top of the side corner panels using five screws. Side wall channels must overlap rear wall angle and door track in corners. Fasten overlap in rear corner with two bolts and nuts, and front corner with two screws.

2 Repeat this procedure with the **right side wall channel**, as shown.



Step 6

BQ19

● Parts Needed For ● Lid Assembly

- 9751 Lid End Panel (2)
- 9750 Lid Panel (2)
- 9763 Lid Front Channel (1)

Each screw in the lid requires a washer.

NOTE

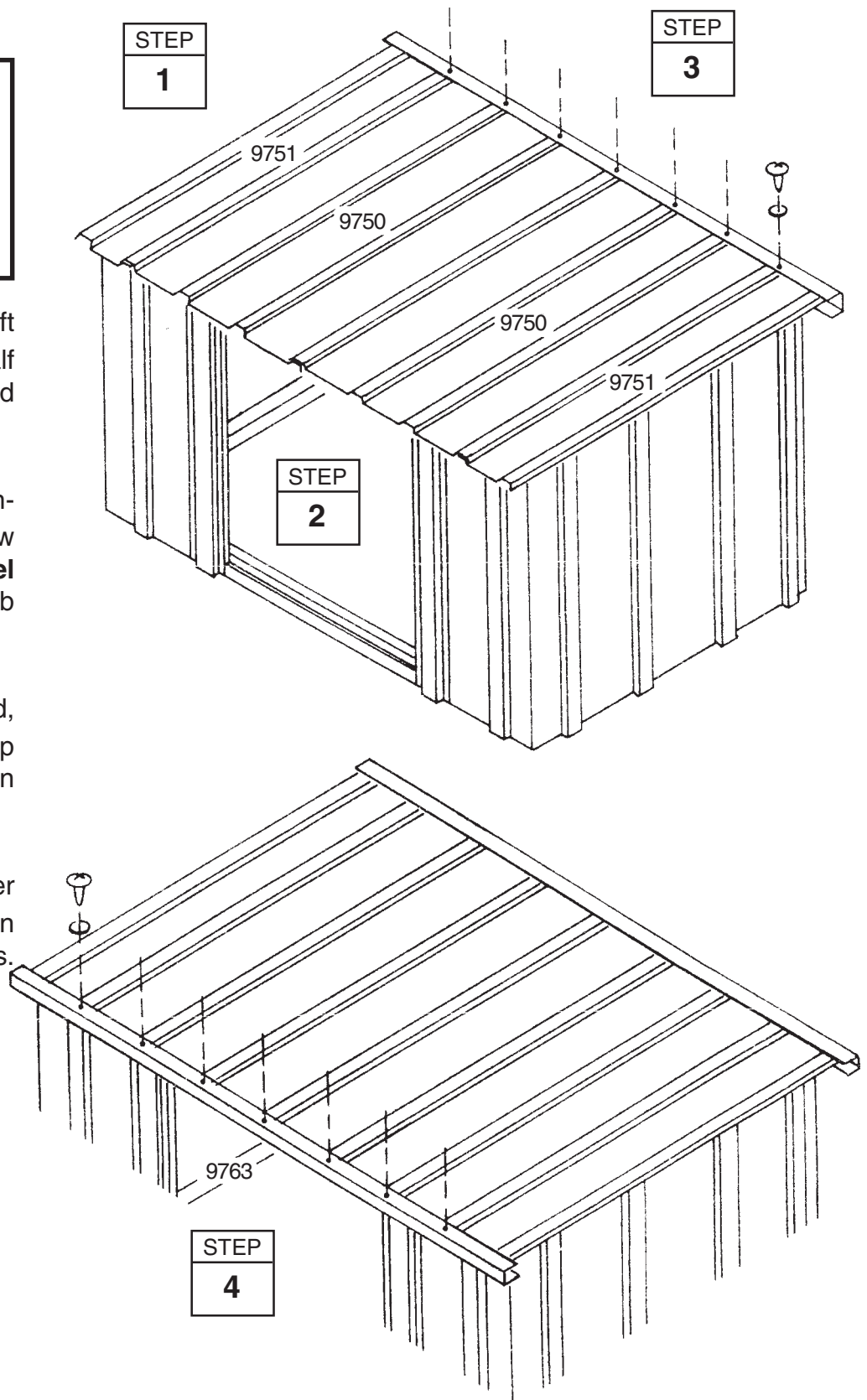
Measure the building diagonally again and make adjustments to make sure the building is square. This will make the lid panels fit better, and holes will align.

1 Position a **lid end panel** on the left hand side of the roof. Overlap the half rib with the wide rib of a **lid panel** and slide into the lid rear channel.

2 Continue this process with another **lid panel**, wide rib over narrow rib. Position remaining **lid end panel** to right hand side of roof, half rib overlapped with adjacent rib.

3 Once all the holes are aligned, fasten overlapped ribs through top leg of the lid rear channel using seven screws.

4 Slide the **lid front channel** over the front end of the lid panels, align holes, and fasten using seven screws.



Step 7

BQ20

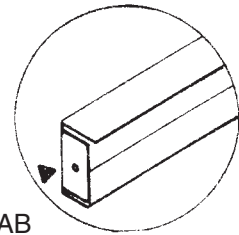
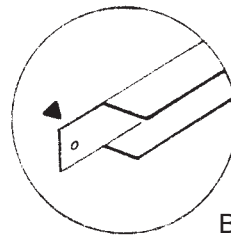
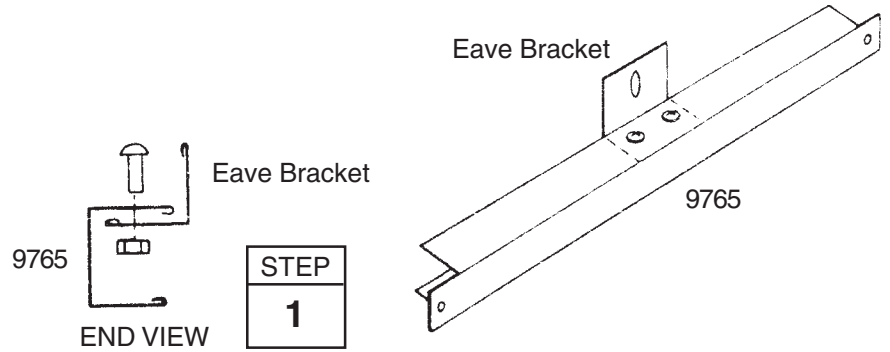
● Parts Needed For ● Lid Channels

- 9765 Lid Left Channel (1)
- 9766 Lid Right Channel (1)

1 Attach the **eave bracket** to the lid **left channel** using two bolts and nuts.

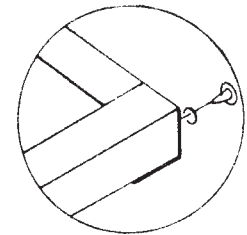
2 Bend the tabs on the ends of the lid **left and right channels** inward.

3 Position the lid left and right channels over the left and right side of the lid end panels, bent tabs under the lid front and rear channels. Fasten the four corners using screws.

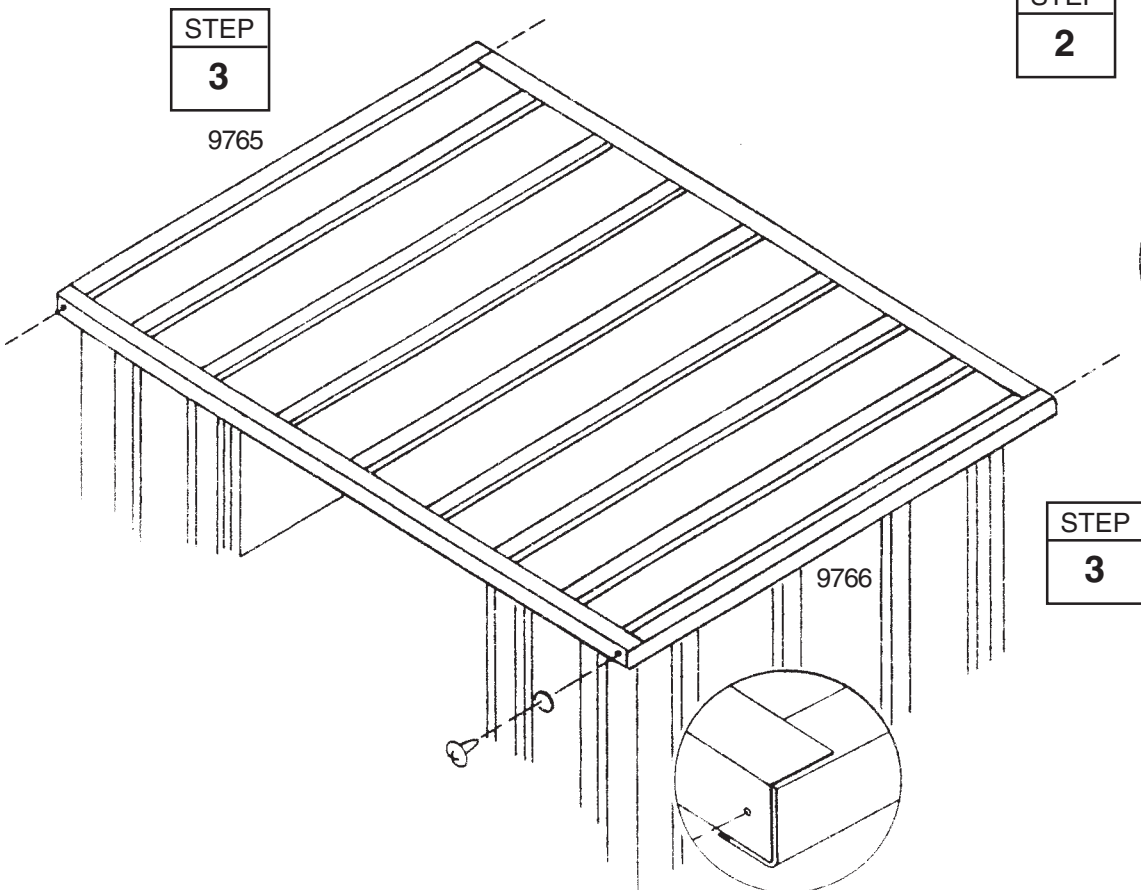


BEND TAB
INWARD

STEP
2



STEP
3



Step 8

BQ21

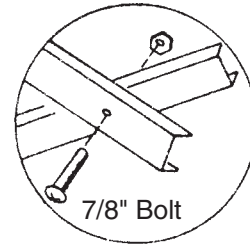
● Parts Needed For ● Lid Brace/Support Arm

- 9768 Lid Diagonal Brace (2)
- 9767 Lid Support Arm (1)

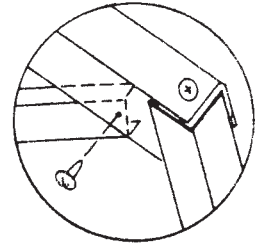
1 Gently lift lid. Position the **lid diagonal braces**, small legs facing inward, to the inside of the lid.

2 Fasten the ends of the lid diagonal braces in the four corners to the lid front and rear channels, using screws. Fasten the overlap at the center of the lid using a 7/8" bolt and nut.

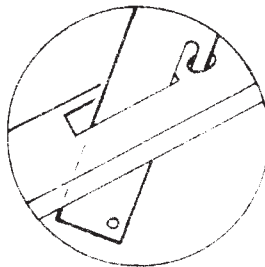
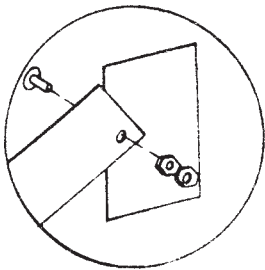
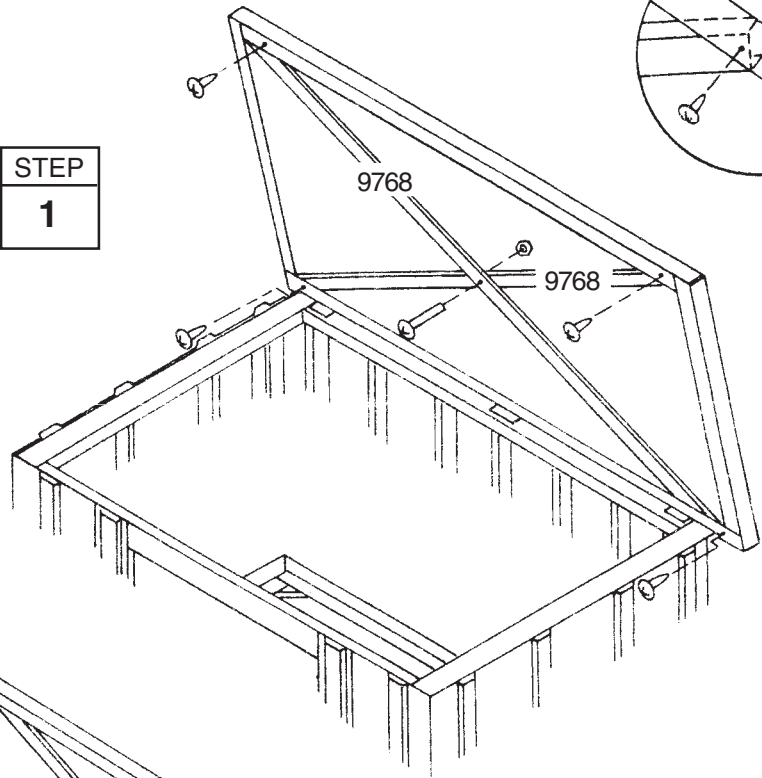
3 Position the **lid support arm** through the slot and hole in the left side wall channel and attach with a bolt/nut combo through arm and fastened with a nut. Fasten opposite end to the inside of the eave bracket using a bolt with two nuts.



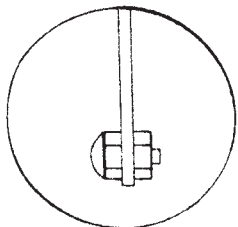
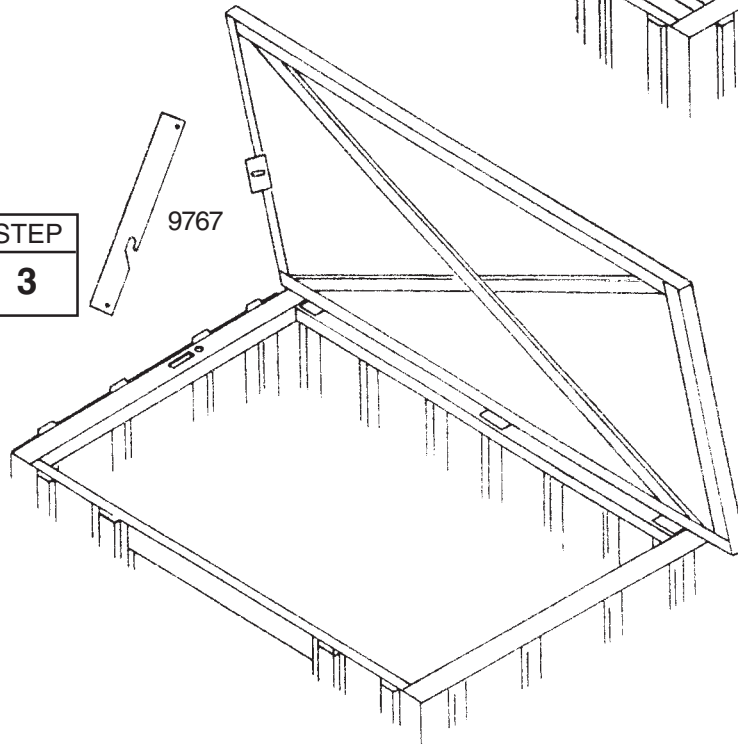
STEP
2



STEP
1



STEP
3



Step 9

BQ22

● Parts Needed For ● Door Assembly

- 10491 Left Door (1)
- 10492 Right Door (1)
- 10499 Horizontal Door Brace (4)

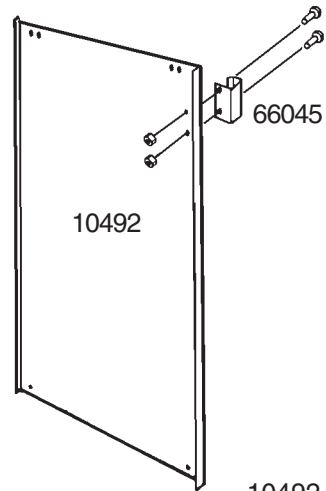
The steps on this page tell how to assemble the right door. You will perform exactly the same procedures for the left door. Proceed as follows:

1 Attach the **handle** to the **door** with two bolts and nuts.

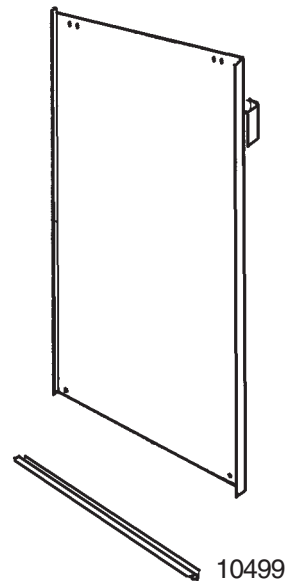
2 Put a **horizontal door brace** onto the bottom edge and fasten with **lower door guides**, bolts and nuts, as shown. Put a horizontal door brace onto the top edge, but do not fasten until the next step.

3 Repeat Steps 1 and 2 for **left door**.

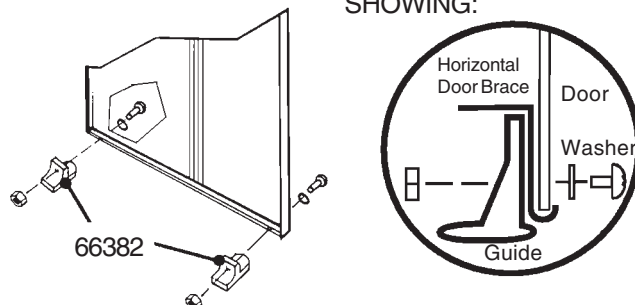
STEP
1



STEP
2



END VIEW
SHOWING:



Step 10

BQ23

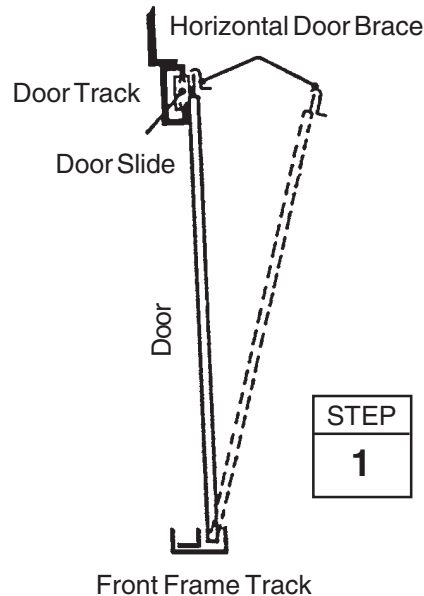
● Parts Needed For ● Door Installation & Adjustment

- Right Door Assembly (1)
- Left Door Assembly (1)

1 From inside the building, put the bottom of the right door assembly (on your left when you are inside the building) behind door jamb into the front frame track.

2 Position the top of the door so that the holes in the door line up with the holes in the door slides.

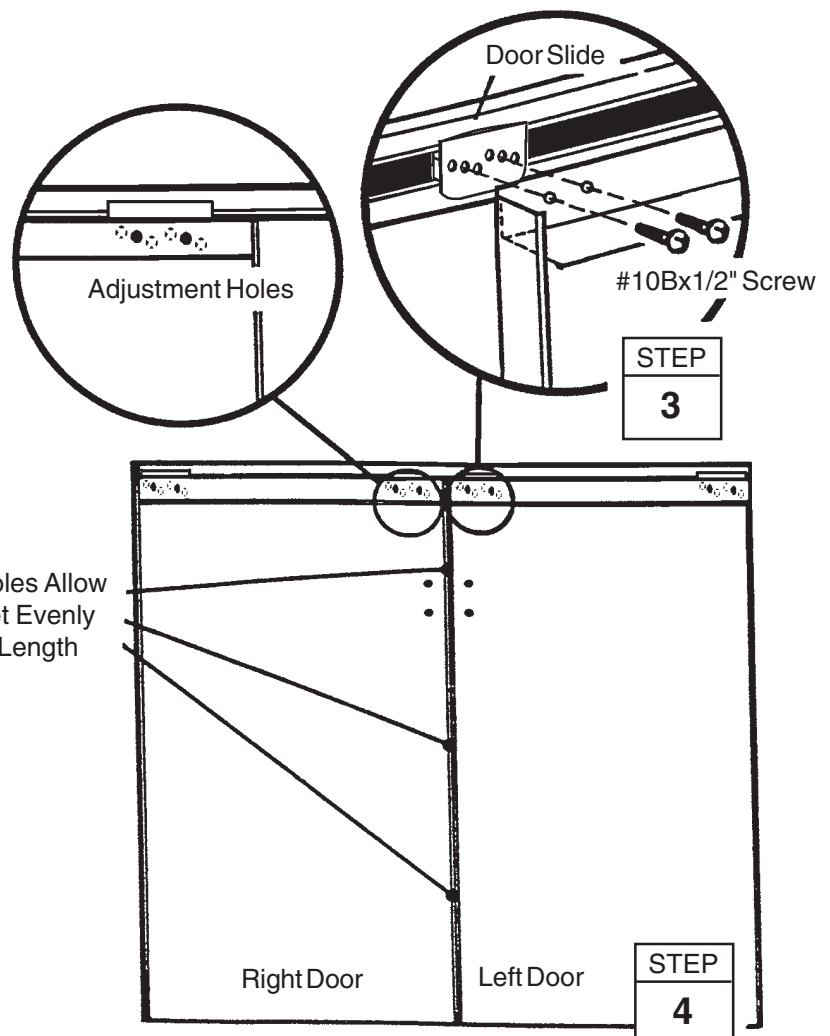
3 Fasten the door to the door slides using two #10Bx1/2" screws per door slide.



NOTE

The holes in the door slides allow you to adjust the doors. Place the door in the middle holes.

4 Repeat steps 1 through 3 for the left door.



Keep this Owner's Manual and Assembly Instructions for future reference.

SOME FACTS ABOUT RUST

Rusting is a natural oxidizing process that occurs when bare metal is exposed to moisture. Problem areas include screw holes, unfinished edges, or where scrapes and nicks occur in the protective coating through normal assembly, handling and use. Identifying these natural rusting problem areas and taking some simple rust protection precautions can help to stop rust from developing, or stop it quickly as soon as it appears.

1. Avoid nicking or scraping the coating surface, inside and out.
2. Use all the washers supplied. In addition to protecting against weather infiltration, the washers protect the metal from being scraped by the screws.
3. Keep roof, base perimeter and door tracks free of debris and leaves which may accumulate and retain moisture. These can do double damage since they give off acid as they decay.
4. Touch up scrapes or nicks and any area of visible rust as soon as possible. Make sure the surface is free of moisture, oils, dirt or grime and then apply an even film of high quality touch-up paint.