

**READ CAREFULLY BEFORE UNLOADING**

# STRUCTURAL WOOD SYSTEMS

DIVISION OF HARRISON INDUSTRIES, INC.

P. O. BOX 250 - PHONE 334-382-6534  
GREENVILLE, ALABAMA 36037

## **IMPORTANT**

### **Suggested Practice for Unloading, Handling and Care of Glued Laminated Timber Arches, Beams, Frames and ACCOMPANYING MATERIALS**

#### UNLOADING

1. Inspection of contents should be made immediately upon receiving car or truck. If any damage is apparent or load shifting noticeable which may indicate damage, if delivery is by rail, the delivering carrier must be notified and no unloading permitted until the carrier has made an inspection. Your claims to the carrier for damages will not be acceptable unless accompanied by their inspection report. If delivery is by truck, damage is to be noted on the driver's shipping documents.
2. In unloading glued laminated material, care must be exercised to prevent damage to finished surfaces. Slings may be used only after the necessary blocking has been provided as corner and surface protection. "Glulam" material should always be lifted or removed from the car on rollers; it must not be dropped or dragged. The piece underneath must have equal care as the piece on top.
3. A tally of items received should be made against material lists during unloading to detect any possible shortage. Check carefully to be certain that all hardware and fabricated steel connections intended for your job are unloaded. When the car or truck contains material for more than one customer, each customer's material is shown on the loading diagram attached to the material lists. These items will be identified with your job number. If any shortage develops during unloading of either lumber or hardware items, the delivering carrier should be notified and a shortage report obtained.
4. Deck may often be included with Glulam. A special Deck Care Card will be found with this material. Deck is "show" material and must be handled like any other dry finished lumber - it must be kept clean, dry and unmarred. It should not be walked on, nor handled with dirty hands or gloves.
5. When there is a job left in the car or truck for another customer, the remaining material with its shoring and protective covering should be left intact and undisturbed and the car released to the railroad for shipment or to trucker for continued hauling. If the shoring of the remaining material is damaged it should be repaired.

#### HAULING & STORAGE

1. GLUED LAMINATED TIMBER MEMBERS are manufactured of selected dry lumber and every care must be taken to keep them dry. They are in fact large heavy pieces of finish lumber which must be kept dry, clean and unmarred. Factory applied wrapping, when furnished, is intended for transit protection only. The packages are not necessarily watertight nor abrasion proof. If upon receipt, or at any time thereafter, there is moisture inside a package it should be immediately released.

Time of removal of factory wrap is optional, but it must be repeated that the factory applied wrapping is intended for transit protection only. Should utilization of the wrap be desired toward further protection, the members should first be inspected and additional care provided as necessary. This is a customer responsibility. For inspection purposes a package can be opened

(continued on reverse side)

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- by slitting along a low edge, but care must be taken not to damage the surface appearance.
2. When Glulam material is stored it should be blocked up well above the ground, sloped for drainage, and protected on the top, sides, and ends. Preferably it should be stored on edge. Curved work should be with the concave face (usually the soffit) downwards. Air spaces of at least 2" nominal should be left between their faces. When vertical storage is impractical and flat stacking is required, use 2" or thicker stickers between each layer. Take care to keep the members in line, with not twist, warp or bend. Stickers also provide room for insertion of lifting slings.
  3. Overall protection such as suitable tarpaulins or plastic covering with adequate ventilation allowed is recommended.
  4. Care should be taken at all times so that free air can circulate under any protection to prevent collection of moisture that might occur due to condensation or other reasons.
  5. These recommended items of further protection contained herein and the removal of factory applied wrapping are the responsibility of the customer.

#### ASSEMBLY & ERECTION

1. Before proceeding with assembly or erection all fabricated members should be checked against the anchorages, spans, elevations and controlling dimensions and clearances.
2. The same general care as for unloading is required. Glulam material should not be handled with anything that will mar the surface. When using slings care must be taken to see that they are clean and do not cut into the wood; use of corner protectors under the sling is recommended.
3. MATCH MARKING. In most instances sections of same pattern and fabrication for a given job are interchangeable. However, some of the more complicated members will have been preassembled at the factory and match marked. These match marks must be observed and the proper pieces used in their respective position or an improper fit may result.
4. If the members will not be immediately roofed over, some means of protection should be considered to avoid weather staining, absorption of moisture or dirtying from any source, such as wet plaster, rain, etc., or other damage.
5. TEMPORARY BRACING and/or guys adequate to stabilize the structure for all weather conditions to be encountered should always be used as erection proceeds and should remain in place until permanent bracing is accomplished.
6. Rapid heating of the building or blowers directed against the materials may cause rapid dissipation of surface moisture that may have been picked up during transit, storage, or erection, and subsequent checking may result. Such conditions should be prevented.

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These suggestions are offered by Structural Wood Systems, gratuitously as a possible assistance to its customer. The suggestions may not all be applicable to a specific case, and the customer is advised to consult his construction supervisor with respect to all details.