

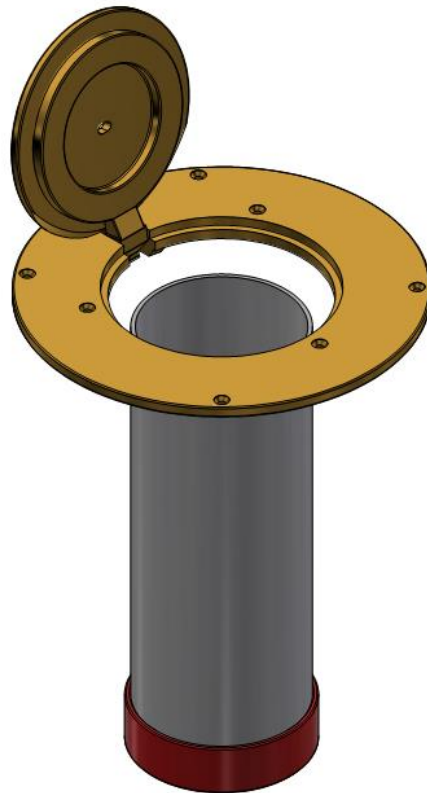


**3.5" I.D. FLOOR SLEEVE**

**Model: 6400**

**8-5/8" O.D. COVER PLATE**

**Model: 6432 (Brass) or 6433 (Chrome)**



**Installation and Maintenance Instructions**

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**Please read all instructions before attempting installation of these units**  
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**SAVE THESE INSTRUCTIONS FOR FUTURE USE**

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### ***Introduction***

Thank you for your purchase of a Gared Performance Sports Systems Volleyball Floor Sleeve and Cover Plate. To ensure that our equipment will provide years of use to you, we are including this installation and maintenance guide. This guide will provide information on the proper assembly, installation methods, and preventative maintenance of your new product.

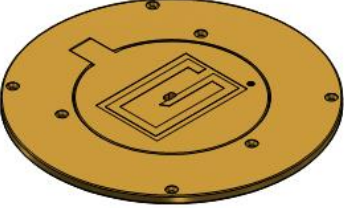




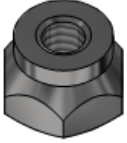
Please note that a Bill of Materials is being included with this guide. Please check that all parts called out on the Bill of Materials are present prior to beginning assembly and setup. Please do not substitute for factory parts. Please contact the GPSS customer service department and allow them to determine if substitute parts are acceptable.

It is recommended that an individual who has been properly trained perform assembly and set up of the product. No one under the age of 18 should attempt assembly or set up of the unit, unless properly supervised.

To prevent normal wear and tear from shortening the life of the unit, preventative maintenance inspections and repairs should be performed at least once per year. If the units are subject to high or unusual usage, inspections should be scheduled to occur more frequently. If items are found to be nonconforming, replacements can be ordered from GPSS or one of our authorized dealers. When contacting GPSS, please have information regarding the dealer/installer who sold the unit, the name of the project, and any applicable warranty information.

## Parts Checklist

Verify all parts listed on packing list are present prior to installation.

Item	Image	Description	Qty
1		Cover Plate PN: 6432 (Brass) PN: 6433 (Chrome)	2
2		Floor Sleeve PN: 6400	2
3		Cover Plate Key PN: 6430-KEY	2
4		#8 x 1" Wood Screw Included in PN: 6430-HW	8
5		#8-32 x 1-1/4" Flat Head Machine Screw Included in PN: 6430-HW	6
6		#8-32 Nylon Lock Hex Nut Included in PN: 6430-HW	6

Contact Gared Customer Service at 800-325-2682 for assistance with replacement of any parts missing or damaged.

**INSTALLATION INSTRUCTIONS**

Tools Required:

- 7" Hole Saw
- Router
- 7" Core Drill (or Rotary Hammer)
- Non-Shrink Grout (approximately three 50 lbs. containers)
- P95 Respirator Mask
- Tape Measure
- Tape
- Level
- 11/32 Wrench
- Phillips Screwdriver

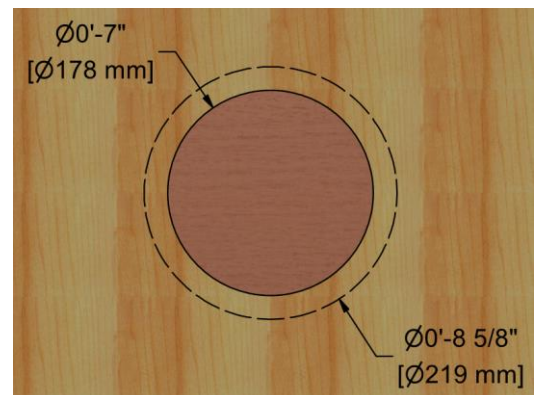
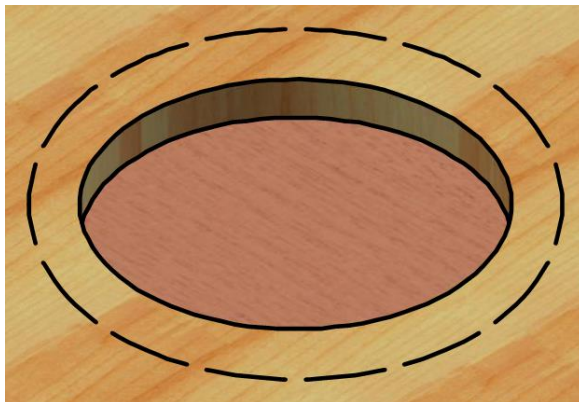
**IMPORTANT NOTE:**

**Important notes are to be in RED BOLD type.**

**Regular Note:**

**Regular notes are to be in Blue type.**

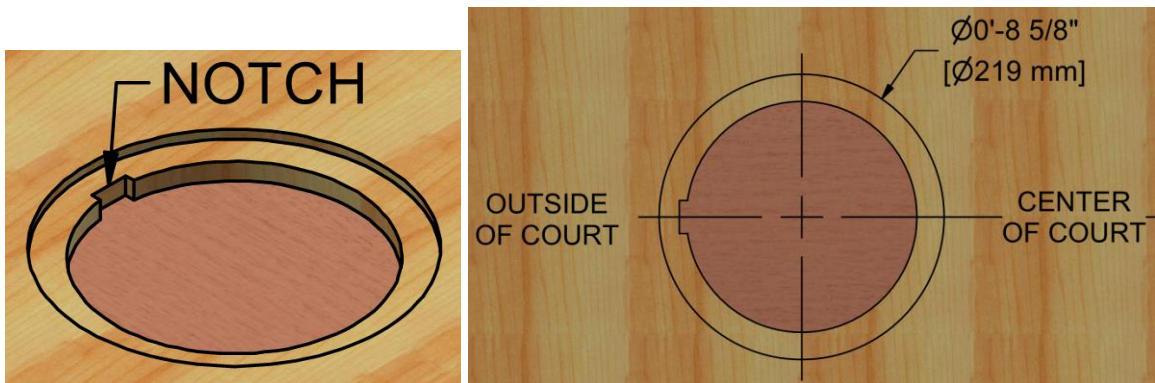
1. Mark (2) spots on the floor exactly 36 feet apart (refer to most recent set of architectural prints for exact locations within the gym). These represent the **CENTERS** of each Floor Sleeve and Cover Plate installation. If sleeves are to be more or less than 36 feet apart, contact a Gared representative for information regarding this alteration.
2. Turn the Cover Plate (ITEM 1) upside down and center it over the mark made in step one. Holding it firmly in place, outline it on the floor. The diameter should be 8-5/8".
3. Centered inside these circles, carefully cut (2) round holes through the playing surface using a Hole Saw. The diameter should be 7".



4. Using a Router, counter bore a hole 8-5/8" diameter to a depth of 1/4" to receive the Cover Plate. Use of a template is recommended.
  - A template can be made from a piece of Masonite or thick plastic. Make a hole in the template material so that when the Router is used with it, (allowance is made for router base plate) the counter bored diameter is 8-5/8". Use a scrap board for practice and to check the outcome of the hole first.
  - Center the template over the 7" diameter hole. To prevent slipping of the template during the routing, tape the template to the floor or apply continuous pressure to the template. Do not set the depth of the Router at 1/4" immediately. Gradually work down to the depth at which the Cover Plate is flush with surface floor.

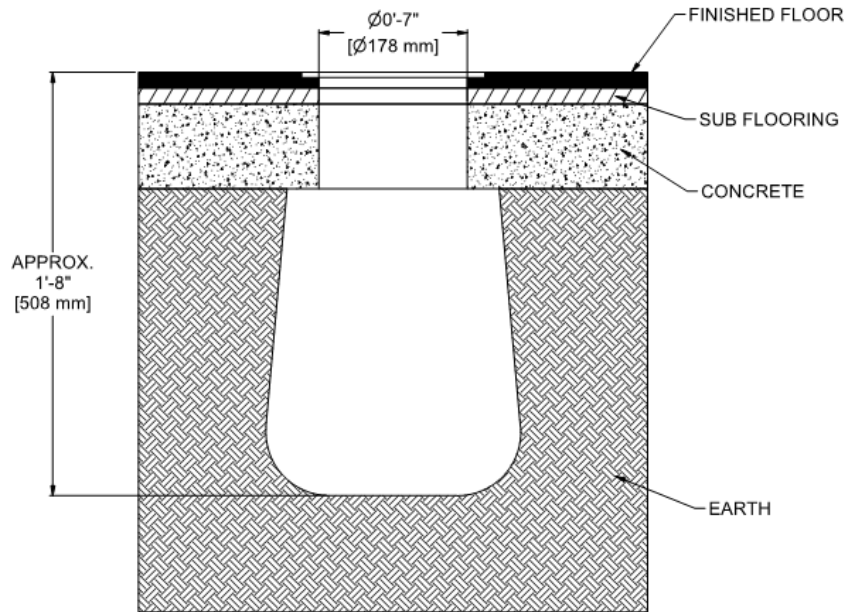
**NOTE: When installed, the Cover Plate must be perfectly flush with the top surface of the floor.**

5. Place the Cover Plate in the routed-out hole and attempt to open the cover plate door with the Cover Plate Key (ITEM 3). If necessary, route out a notch in the floor to allow the door to open with no obstructions. Cover Plate should be oriented as shown below. Once the door is able to fully open, remove the Cover Plate from the hole and set it aside for now.



6. Protect the playing surface before continuing the installation. Masonite or construction paper is recommended.
7. Using a Core Drill, cut a hole in the concrete slab below. The diameter of this hole should be 7". The hole must be large enough to accommodate the Floor Sleeve (ITEM 2). The hole will need to penetrate the entire concrete slab. Alternatively, a Rotary Hammer can also be used to make this hole.

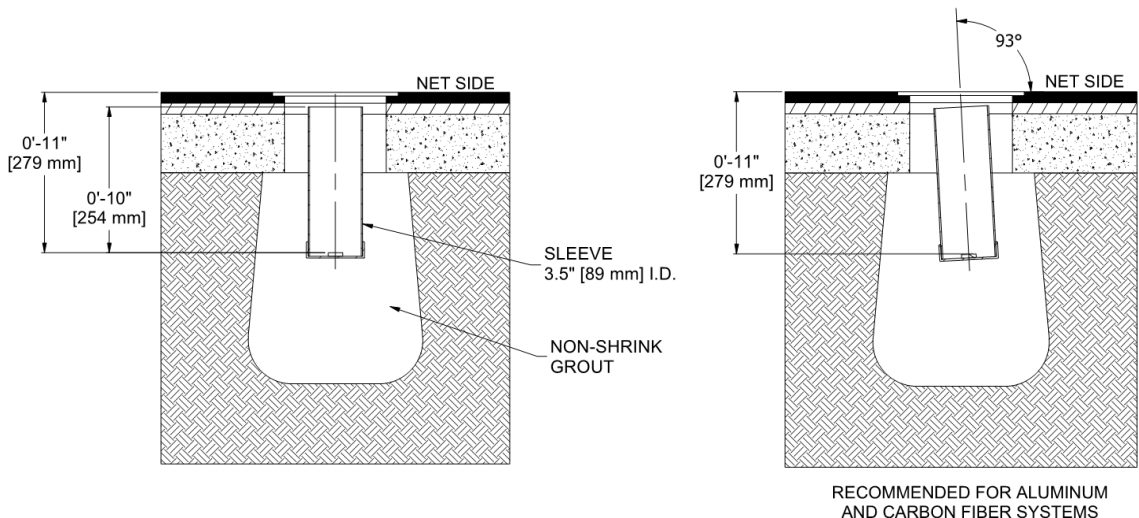
- Under the slab, hollow out (by hand) an area 16-20 inches from the playing surface. The hole should be about 5 to 9 inches deeper than the bottom of the sleeve once it is inserted.



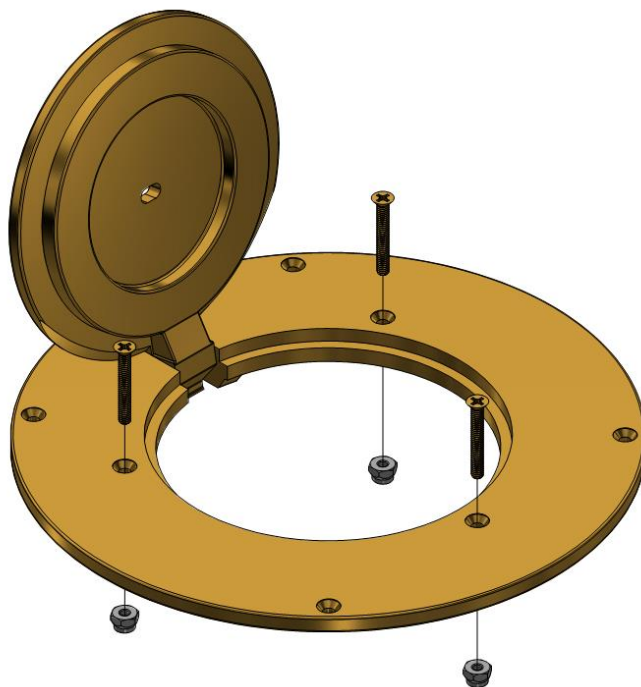
- It is recommended that a “Non-Shrink” Grout be used to anchor the Floor Sleeve. Pour the grout mixture into the hole until it is just below the **BOTTOM** of the concrete hole. Cover the Floor Sleeve with Tape during installation to prevent debris from falling into it or grout from entering the bottom of the sleeve.
- Insert the 3.5” I.D. Floor Sleeve and work it down into the grout until the inside bottom of the sleeve is 11” below the **TOP** surface of the floor. Using a Level, adjust the sleeve until plumb.

**NOTE: Incorrect sleeve depth will result in a net height error.**

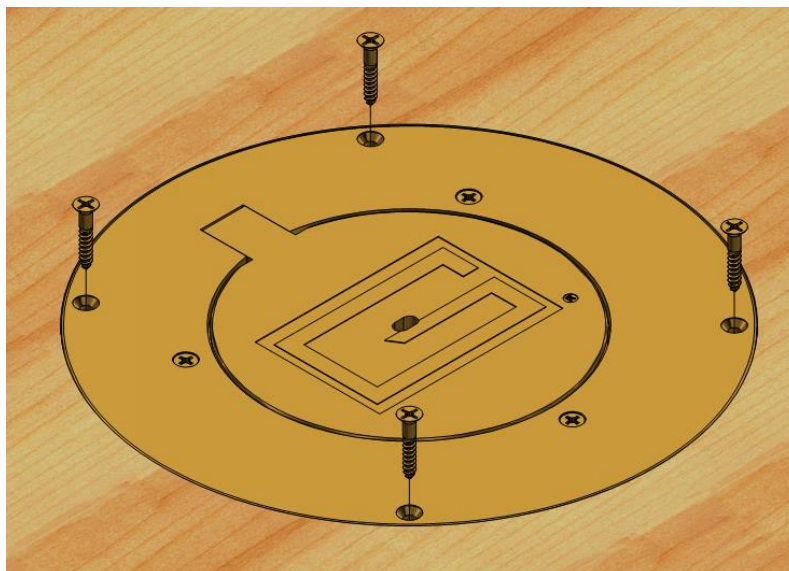
Note: For Aluminum and Carbon Fiber Systems, it is recommended that the sleeve is installed at 93° to the floor, keeping in line with the net and angled away from the court.



11. Insert the three #8-32 x 1-1/4" Flat Head Machine Screws (ITEM 5) into the Cover Plate's inner three holes and fasten them down with the three #8-32 Nylon Lock Hex Nuts (ITEM 6). Tighten the Hex Nuts securely with the 11/32 Wrench.



12. Place the Cover Plate in the routed-out portion of the hole with the door opening away from the court. Secure the Cover Plate in place using the four #8 – 1" Wood Screws (ITEM 4).



13. Wait a minimum of (7) days to allow the grout to completely cure before setting up the posts.

### MAINTENANCE

To prevent normal wear and tear from shortening the life of the unit, preventative maintenance inspections and repairs should be performed at least once per year. If the units are subject to high or unusual usage, inspections should be scheduled to occur more frequently.

1. General inspection of equipment should be performed to ensure no failures have occurred.
2. Parts should be inspected for wear or loosening.
3. Any loose hardware should be tightened.
4. All moving parts should be inspected.

If items are found to be nonconforming, replacements can be ordered from GPSS or one of our authorized dealers. When contacting GPSS, please have information regarding the dealer/installer who sold the unit, the name of the project, and any applicable warranty information.





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