

## Material Storage Guidelines to Preserve Building Materials (Base Materials)

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1. Stack at least 3" off the ground.
2. Stack in neat even piles no more than 5 boards high before placing a cross piler, (minimum of  $\frac{3}{4}$  inch thick) for stability and air flow.
3. Do not stack more than 30" high without banding building material.
  - a. Banding means at least 2 metal or plastic bands placed around the stack width wise to maintain integrity of the stack.
  - b. Place at least (2) 1  $\frac{1}{2}$ " stacker boards completely across the width of the stacked material before starting a new stack of material. Repeat steps 2 & 3. Do not exceed 5' of stacked material.
4. If stored outside cover stacked material with a waterproof tarp to protect it from the elements. Attach the tarp so that it is secure and will not be blown off by winds.
5. If stored in a garage, barn, or under a covered roof a tarp is recommended but not required.

## Material Storage Guidelines to Preserve Doors

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Doors should be stored in a manner that will keep them dry and warp free. The following steps should be followed to maintain the integrity of the door so it can be reused.

Doors still in the door jamb:

1. Fasten a cross member to the side jamb on the hinge side of the door near the bottom of the door. This will prevent the door jamb from opening and allowing the door to fall through breaking the jamb or warping the door.
2. Stack the doors level on pilers at least 3 inches off the ground to stop them from absorbing moisture from the ground. The doors should be stacked hinge side up so the doors are resting on their door stops. This will prevent them from warping.
3. Do not stack more than 5 doors or 30 inches high. At least 2 cross supports should be placed between each door in the stack. Cross supports should be no thinner than ½ inch thick and should be placed perpendicular to the side jambs to carry the weight of the door above, and to ventilate and stabilize the stack.
4. Cover the stacked doors with a water proof covering so that the wind cannot blow the cover off. This will protect them from the elements and prevent warping, mold, and mildew from occurring.

Doors without the jambs:

1. Stack the doors level on pilers at least 3 inches off the ground to stop them from absorbing moisture from the ground.
2. If hinges and door knobs are left on the door, they should be stacked on pilers so the hinges and door knobs do not touch another door. This will prevent the doors from warping and make them reusable. The stacked doors should not exceed 30 inches in height.
3. If hinges and knobs are removed they can be stacked on each other with a piler every third door for ventilation. The stacked doors should not exceed 30 inches in height.
4. Cover the stacked doors with a water proof covering so that the wind cannot blow the cover off. This will protect them from the elements and prevent warping, mold, and mildew from occurring.

If stored in a garage, barn, or under a covered roof a tarp is recommended but not required.

## Material Storage Guidelines to Preserve Windows

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Windows should be stored in a manner that will keep them dry and warp free. The following steps should be followed to maintain the integrity of the window so it can be reused.

1. Windows should be stacked level on pilers at least 3 inches off of the ground to prevent them from absorbing moisture from the ground. If in the window frame, they should be stacked so that the window sashes are resting against the window stop. This will stop them from falling through the window jambs breaking or warping the window sash.
2. Do not stack more than 5 windows or 30 inches high. At least 2 cross supports should be placed between each window in the stack. Cross supports should be no thinner than  $\frac{3}{4}$  inch thick and should be placed perpendicular to the side jambs to carry the weight of the window above, and to ventilate and stabilize the stack.
3. Windows not in the jambs may be stacked on top of each other not to exceed 3 high without placing at least two  $\frac{1}{2}$  inch cross pilers for stability and ventilation.
4. Cover the stacked doors with a water proof covering so that the wind cannot blow the cover off. This will protect them from the elements and prevent warping, mold, and mildew from occurring.

If stored in a garage, barn, or under a covered roof a tarp is recommended but not required.