

Cubicle Tracking Installation Instruction: Drop Ceiling Grid Installation

The tools and materials that are required to install cubicle track will vary depending upon the ceiling type. MSEC does not provide the fasteners or the tools that are required to install cubicle track. MSEC does not assume liability on any installation methods. The techniques listed here are merely industry recommendations.

- 1) Place the privacy track on the floor. Lay out the configuration to ensure that the track is positioned exactly where it is desired.
- 2) Mark the holes on the track at 24" -30" intervals beginning on one end of the track.
- 3) If required, decide which end of the track will receive the end stop with pull-out.
- 4) Pre-drill the track as marked. Anchor track via a #8 self-tapping metal screw hex head or pan head, recommended. Track will be anchored directly to the drop ceiling grid
- 5) If the track is spliced, check to ensure that there are no obstructions at the splice. Then place the track splice over on end of the track and secure via the steps listed above. Slide the other side of the track into the splice and secure with a fastener. This will ensure that the carriers will not bind at this location.
- 6) Make sure that both ends of the tracks and the end stops are secured to the ceiling.

