# PN920 N Scale BOOKING HALL



**CHECK LIST**

This kit should contain the following:

1 x SHEET **A.** Printed components.
1 x SHEET **B.** Thicker inner components.
1 x SHEET **L1.** Laser cut canopy parts.
1 x SHEET **L2.** Laser cut canopy roofs.
1 x SHEET **L3.** Laser cut light grey card with canopy jigs etc.
1 x GLAZING sheet.
1 x INSTRUCTION BOOKLET.

**READ THROUGH ALL THE INSTRUCTIONS BEFORE YOU START.**

**This is a complex kit that requires particular attention to detail, so proceed with care!**

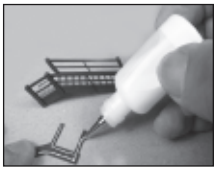
To construct this kit you will need the following:

1. A modellers knife.
2. A pair of sharp scissors.
3. A steel ruler.
4. Glue - *See glues*.
5. Ultra Fine Tip Glue Applicator, *see below*.
6. A cutting surface - a sheet of card or cutting mat will do.
7. Fine point tweezers.
8. Water colour paints and a very fine brush for painting edges and corners.

**METCALFE**
**Ultra Fine Glue Tip Bottles.**

These bottles are essential for gluing the smaller components in this kit.

Tiny strips and spots of glue can be accurately laid down with precision.



## GLUES

**UHU Solvent Free All Purpose Adhesive Glue.**

Works superbly well in our fine glue applicators. Dries quickly, but allows time for positioning of kit parts as described further on in the instructions.

Also Deluxe Materials **'SPEEDBOND'**
A fast drying PVA.
see **www.deluxematerials.com**

## GETTING STARTED

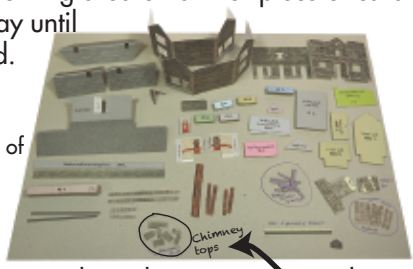
### 1 EXTRACTING COMPONENTS FROM THE BASE SHEETS.

To stop the components from falling off the sheets, they are held secure with score lines. These are cuts that only go about 75% of the way through the card.
To release them run the point of your knife along these score lines and they will come seamlessly away. These score lines are marked with blue arrows: WARNING, Cut with care using a knife that is not too sharp, this will reduce the risk of the blade running off the score and cutting the components.

### 2 MAKE YOUR 'BUILDERS YARD'.

As you extract the components from the base sheets they need to be kept away from your working area on a thick piece of card or a tray until needed.

Example of builders yard.



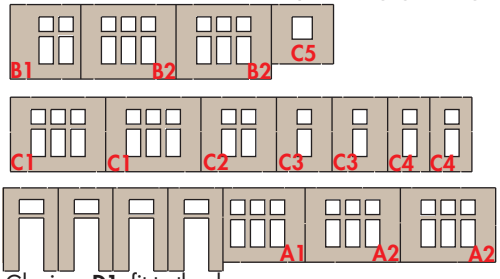

Small item without descriptions printed on them make a note next to them on the yard. or write on the back of them.

**Only extract the components from sheets A & B. Laser cut sheets are dealt with later on.**

## 3 GLAZING, WINDOWS & DOORS

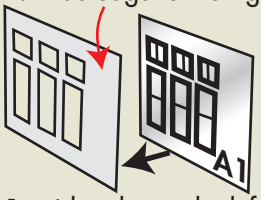
Cut out all the clear glazing components and place on a separate sheet of card so they don't get lost.

From the Laser card **L3.** extract the door frames and window frames.
Now attach to their corresponding glazings

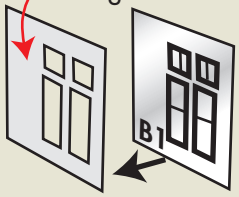



Glazings **D1.** fit to the doors which fit to the frames above.

Be careful when fitting the glazing to windows **A1.** and **B1.** They fit this way.
**A1.** wide edge to the right.




**B1.** wide edge to the left.




Fit with the matt printed side facing the back of the window openings.

The fronts of the window frames are slightly darker from the laser burns

The six large windows **A2, B2, and C1.** are all identical.

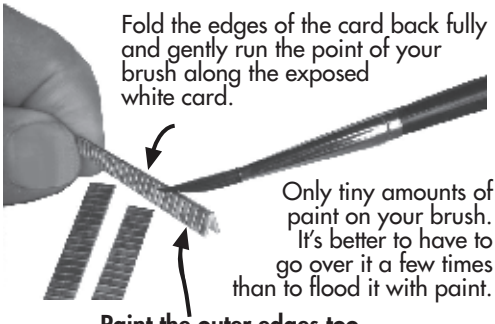
Note also, the single windows **C3.** are slightly wider than **C4.**

Store like this until needed.

## 4 PAINTING CORNERS & EDGES.

The white card that shows on the corners and edges is best painted **before you build the kit.**
All you need is a simple set of water colour paints and a fine brush.

Mix your colour with lots and lots of water, apx. 1 part paint to 5 parts water or more. TEST ON WASTE CARD FIRST UNTIL YOU HAVE THE CORRECT SHADE & COLOUR.



Fold the edges of the card back fully and gently run the point of your brush along the exposed white card.

Only tiny amounts of paint on your brush. It's better to have to go over it a few times than to flood it with paint.

**Paint the outer edges too.**

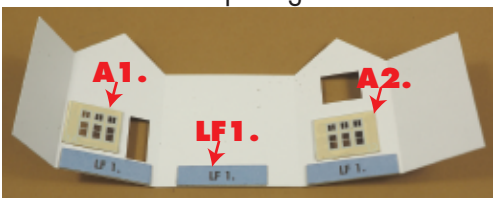
Then wipe away any paint that has run onto the printed surface before it dries.

Remember, you only need to just slightly tint the card with a little colour.
DON'T paint a thick solid line down the edges, you will only make it look worse.

## LETS START TO BUILD!

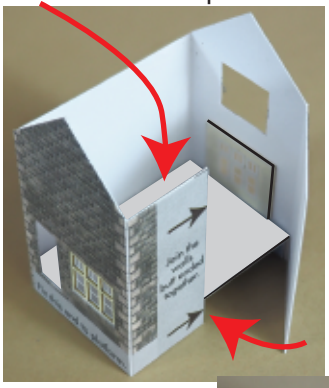
## Fig.1. BUILDING 'A'.

Start by folding all the corners fully back paint the white card showing down the fold. You may also wish to paint the edges of the door and window openings.



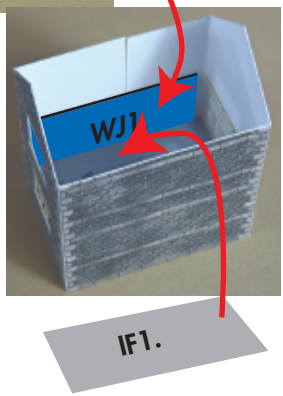

Attach the lower windows **A1.** and **A2.** DON'T FIT THE UPPER WINDOW YET. Then fit the three lower floor supports **LF1.** flush with the bottom edge of the walls.

Fold the walls around and fit the inner floor **IF1.** so it sits on top of the floor supports.



Fold the walls together and fix from inside with the blue wall joiner **WJ1.**

**FIT THE DOOR.**




Then fit another inner floor **IF1.** so it sits on top of the wall joiner and windows.

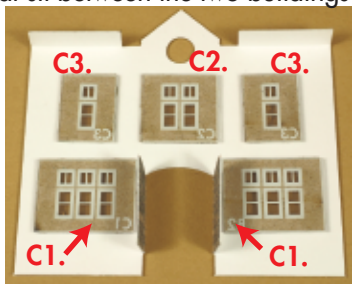
**FINALLY, Fit the upper window A2.**

Put to one side and repeat the process with building **'B'** which goes together in just the same way but using windows B1. & B2.

## Fig.2. CENTRE BUILDING 'C'.

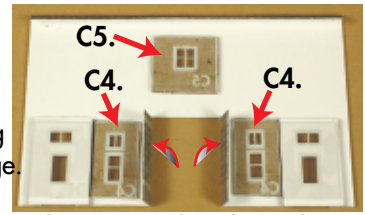
This consists of a street side wall and a rail side wall, that sit between the two buildings A and B.

Start with street side wall. Fit the windows.



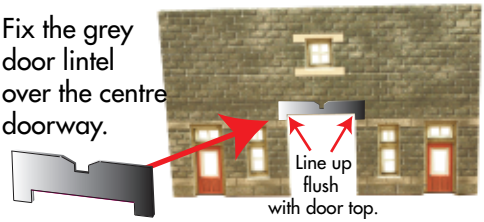

Make sure you fit the wider single windows **C3.** to upper windows on this wall.

Next, the rail side wall, Fit the narrower **C4.** windows to this, along with the doors.




**Note:** Both walls have fold over strips along the top edge. Fold them over to loosen the creases, but don't glue them down just yet. Also the centre doorways need the sides folding back so they stay at right angles.

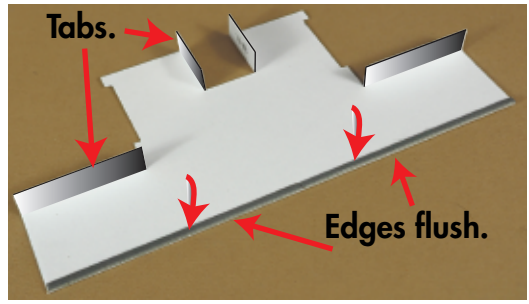
Fix the grey door lintel over the centre doorway.




This is located on laser cut sheet **L3.** and fitted so the bottom edges line up with the inner edges of the doorway.

## Fig.3. THE PLATFORM.

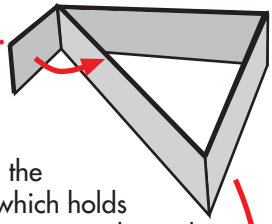
The platform with this kit is just the same width as the station building which will allow other kits such as the PN941 Canopy kit to be fitted directly up against it.



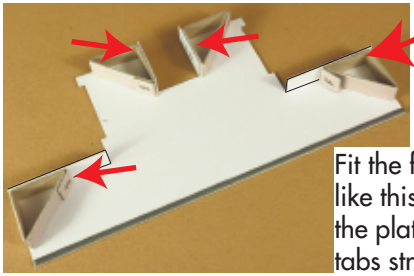

Place the platform face down on your work surface and fold the four tabs fully so they stand at 90° Then attach the two long thin grey spacer strips onto the platform with the edges flush with the platform front edge.

## Fig.3. THE PLATFORM Continued.

The triangular platform supports **PS1**. are ideal for fitting underneath the platform to hold the top rigid and also for fitting against walls to hold them straight.

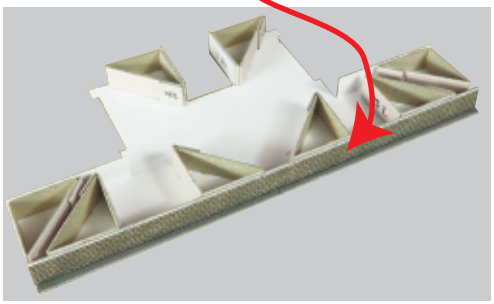



Fold into a triangular shape and then fix the small tab around the OUTSIDE edge, which holds the opposite corner at a right angle.



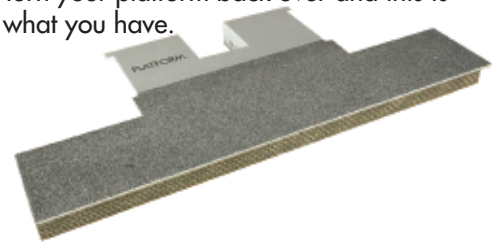
Fit the first four like this holding the platform tabs straight.

Now the front (rail side) platform wall. Attach to the wall strengthener PS1.(the grey one that doesn't fold to a triangle)

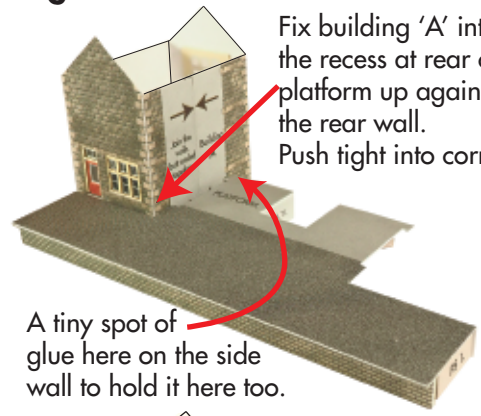



Fit the wall up against the front spacer strip and then fix the other four triangular supports up against it to hold it rigid.

Turn your platform back over and this is what you have.

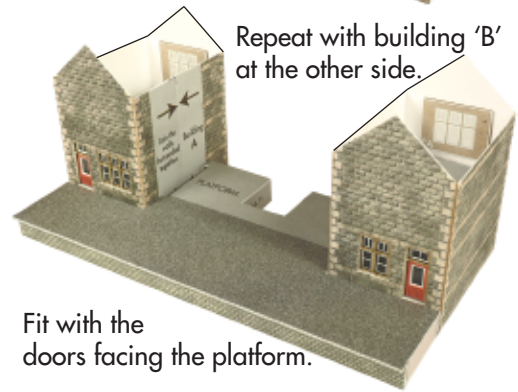



## Fig.4. FIX BUILDINGS TO PLATFORM.



Fix building 'A' into the recess at rear of platform up against the rear wall. Push tight into corner.

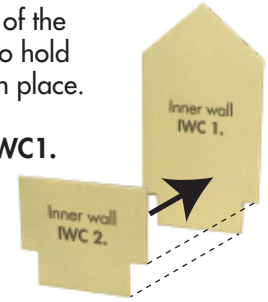
A tiny spot of glue here on the side wall to hold it here too.



Repeat with building 'B' at the other side.

Fit with the doors facing the platform.

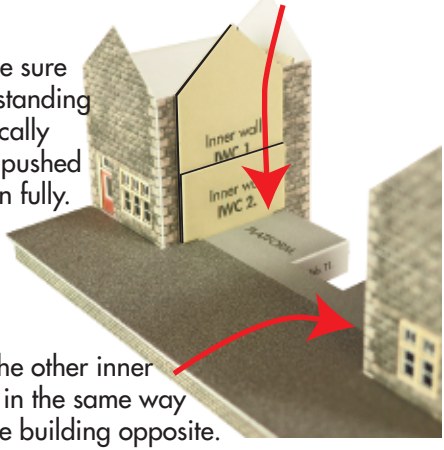
Before you can fit the centre bit (building C) which fits between the two buildings, there are two inner wall sections that need to be fitted to the sides of the buildings A & B to hold the centre walls in place.




Fix **IWC2.** onto **IWC1.** Keep bottom and side edges flush.

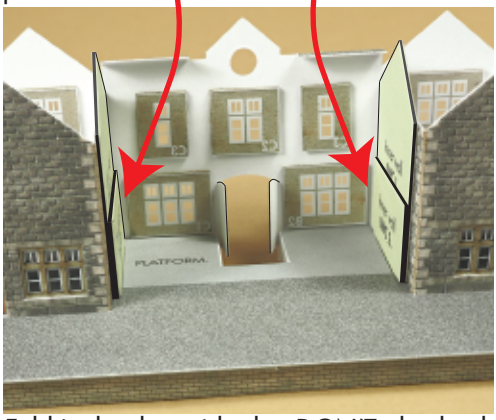
With your building standing on a flat surface fix the inner wall down into the slot at the side of the building and push it down fully until it stands on the flat surface.

Make sure it is standing vertically and pushed down fully.




Fix the other inner wall in the same way to the building opposite.

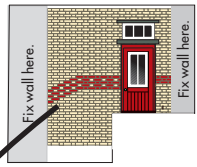
Fix the building 'C' street side wall up against the inner walls and rear edge of platform.




Fold in the door sides but DON'T glue back.

Viewed from street side.

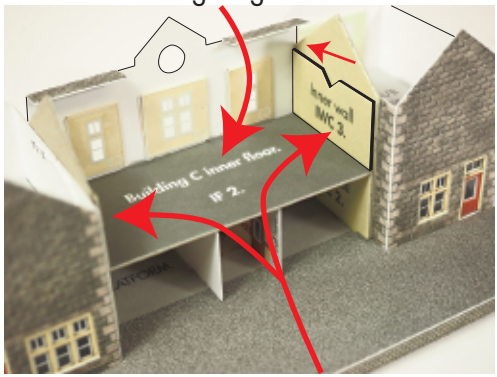
Fit the two corridor walls. Sit down into the stairwell and fix to the platform tab then fold the door side around and fix that to the corridor wall.



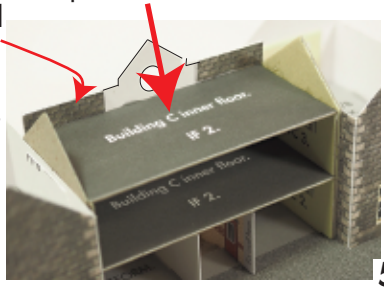


Fix the wall to the floor from behind with tiny spots of glue to hold it in place when the rail side wall is fixed to it.
The opposite corridor wall fits the same way.

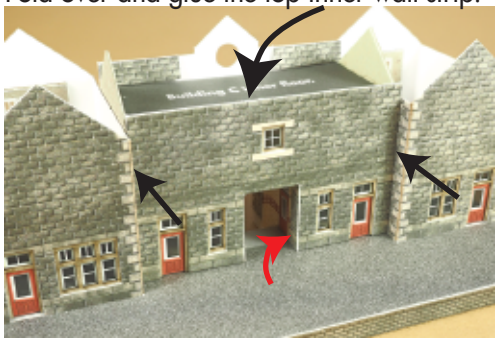
Sit inner floor **IF2.** down onto the lower inner walls and fitted tight against the front wall.



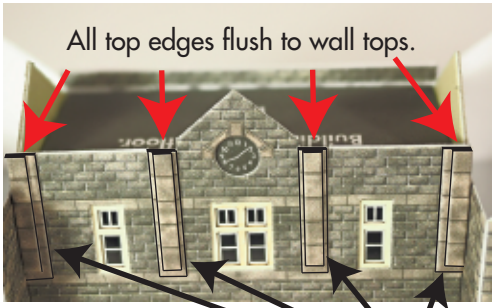

Then fix the two inner walls **IWC3.** into the corners above the floor. Next fit the second inner floor on top of the walls and then fold down and glue the two inner wall strips along the top



Fix the rail side wall into place, push tight up against the inner walls and floors.
Fold the door side walls in and fix to the corridor walls.
Fold over and glue the top inner wall strip.



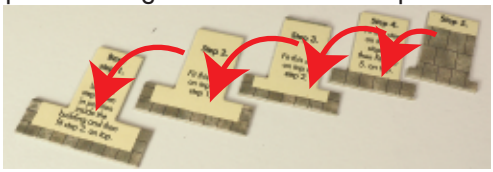
## Fig.5. FASCIA DETAILING & CLOCK.




The four short fascia stone strips fix on top of the long strips then fit to the front of the building.
Two pushed up against the side buildings and two centred between the windows aligned with the edges of the clock tower.
Then fit the clock behind the round opening.

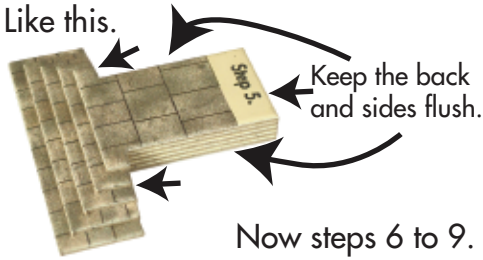
## Fig.6. THE STEPS.

There are two flights of steps to get up to the platform height. The first set are steps 1 to 5.

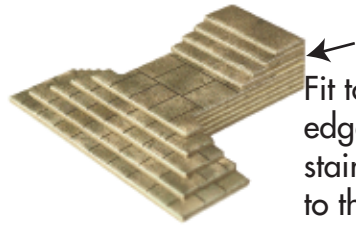


These fix one on top of the other

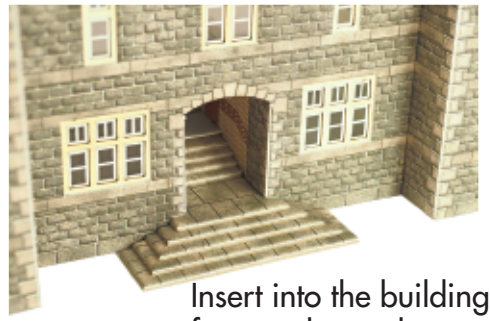
Like this.




Now steps 6 to 9.

Fit to the back edge of the stairs then fix to the building.

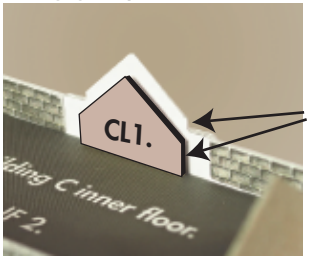


Insert into the building from underneath.

## Fig.7. THE ROOF.

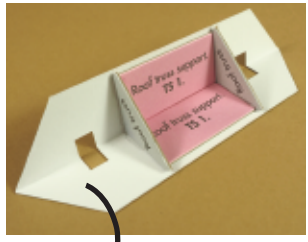
Starting with the two end roofs, fit them with the recessed sections carefully fitting around the centre building.

Clock roof support **CL1.** fits behind the clock sitting gently down on the inner roof.

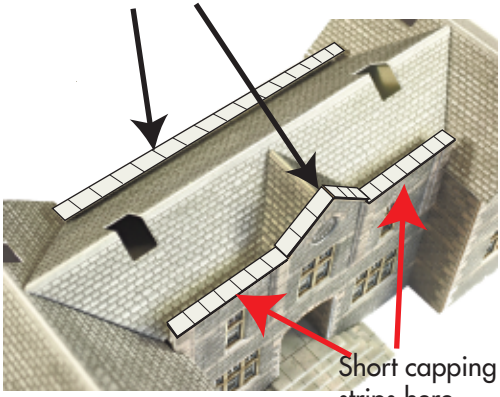



Align the sides with the clock front wall.

Before fitting the centre roof, brace it underneath with the two roof trusses held straight with the two pink supports. This will hold the roof at the correct angle. Turn over and fit in place.



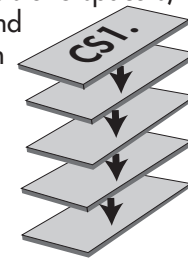
Fit the clock roof on top of support CL1. Then the wall top capping stone strips.

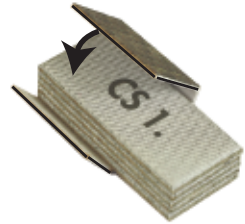


Short capping strips here.

## Fig.8. THE CHIMNEYS.

Starting with the chimney stack inner spacers **CS1.** to **CS4.** (4 sets of 5 spacers) Take a set of **5** spacers and glue them together to form a solid block keeping all edges square and flush.



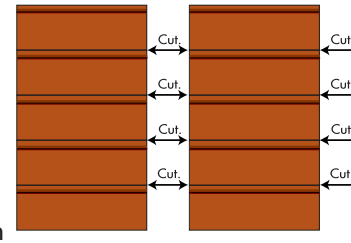




Wrap the chimney stack around the block.

Like this with all top edges flush.

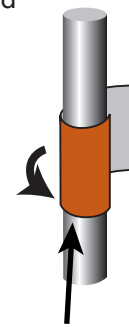
## CHIMNEY POTS.

Fiddly but well worth the effort. The chimney pots make a world of difference to your finished model, with results much nicer than anything made from plastic.




Cut the terracotta coloured strips here into pieces and then carefully make each pot as described below.

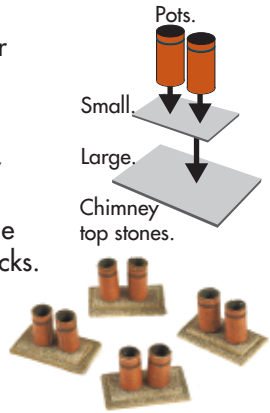
Roll the strips of paper around a metal rod or nail.
A drill bit is best used:
for N scale 2mm. diameter.



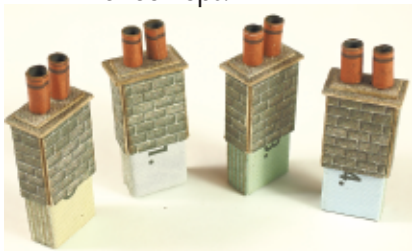
Roll up tight and keep rolling until the paper is fully curled around.
Then unroll the end back out just enough to smear with a little glue, then roll back up and hold tight until the glue sets.

Make all the pots. You need eight for a proper job.

Mount the pots on to the chimney capping stones before fixing to the main chimney stacks.




Ready to slot into the holes in the roof tops.



Extra chimney pots can be downloaded from our web site www.metcalfemodels.com

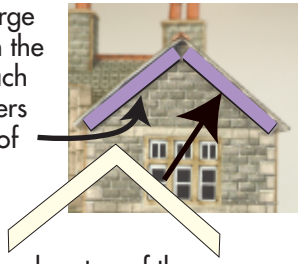
## Fig.9. THE RIDGE TILES.

Another fiddly job that makes a world of difference to the finished look of your kit. Use the longer ridge tile strips for this job. Take each strip and carefully run the point of your knife along the centre scoreline to loosen it up. Then fold each strip in half along the score and paint the white card along the fold with watered down browny red paint. Also paint the edges.

Cut and patch each piece of ridge tile strip to fit along the top ridge of each roof.

## Fig.10. THE BARGE BOARDS.

To space the barge boards out from the gables, first attach the purple spacers up under the roof overhang.



Fit the barge board on top of the spacers pushed up under the roof.
The barge boards are located on laser cut sheet L 1.

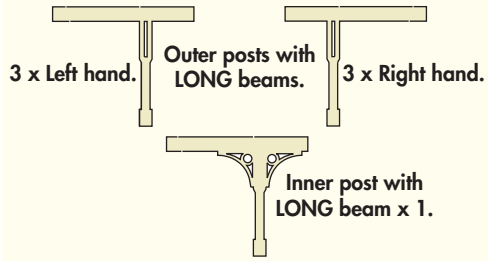
## THE CANOPIES.

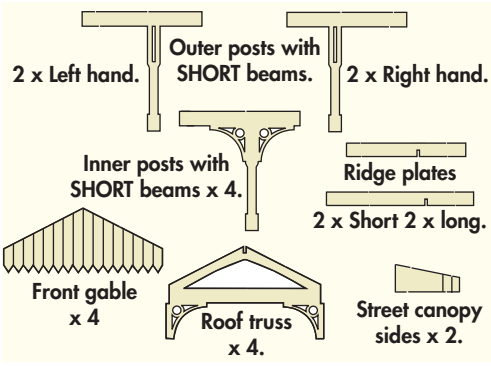
It is important that you pay close attention to the following descriptions of the laser cut components.

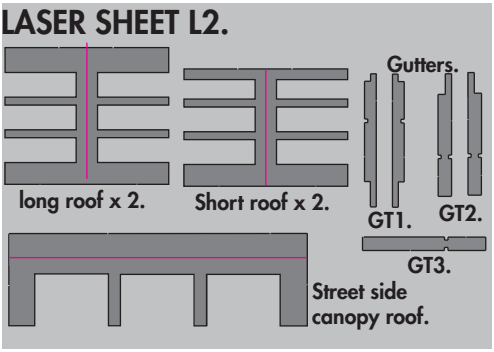
Start by extracting all the remaining components from laser cut sheets

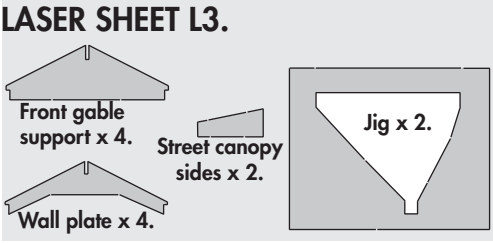
Sort them into groups as follows:

**LASER SHEET L1.**



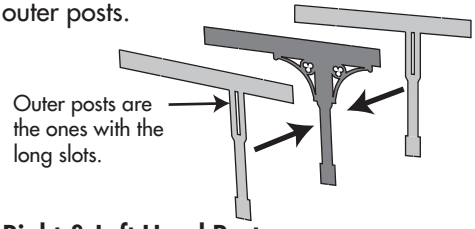



## Fig.11. THE POST & BEAM UNITS

Each of the five Post & Beam units assemble in the same manner with an inner post with fancy brackets sandwiched between the two outer posts.

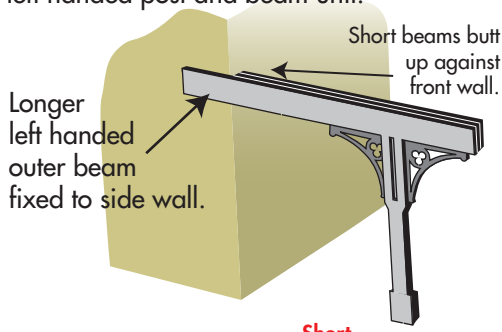


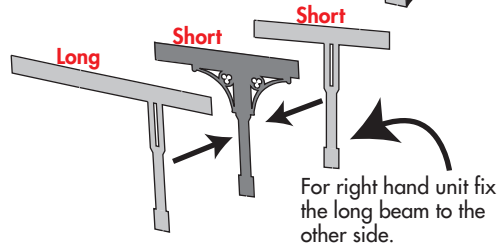

**Right & Left Hand Posts**

There is no real difference between right & left, just that the laser burns on the facing side give the components a weathered look.

**NOW PAY ATTENTION!**

This is where it gets complicate.
You will notice that the beams vary in length in order to fix the finished **Post and Beam Units** to the buildings, as shown here with a left handed post and beam unit.



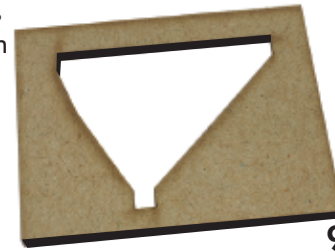




There are 5 post & beam units in total
2 x LEFT HAND and 2 RIGHT HAND.
PLUS 1 x CENTRE unit which is made with **all long beams**.
Carefully sort and understand the components before you go any further.

## Fig.12. THE ASSEMBLY JIG.

To assist assembling the post and beam units this jig will hold the components in place as you glue them together.

Take the two identical pieces of the jig and glue them together to make double thickness. Keep all edges absolutely flush with no glue oozing out on the inside edges.

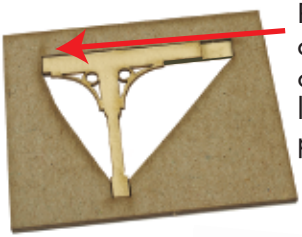


**We will start with a left hand unit.**
Note which way the jig has been placed on the work surface.

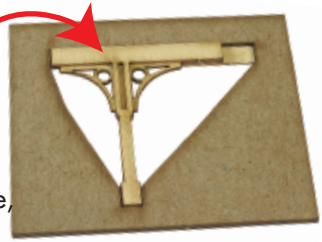
Place an outer post with a long beam into the jig like this. Push firmly down inside. Place tiny spots of glue where shown.

Leave 5mm. unglued at the end.

Now fit a SHORT centre post on top.

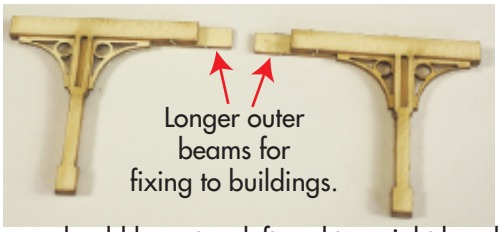


Push the top over into the corner so that it lines up with the post below.



Then place a **SHORT right hand outer post** on top. If you lift the jig up off your work surface, you can push everything down inside a little enabling you to align the top outer post with the others.

Repeat this with the other post & beam unit, then TURN THE JIG OVER and make the right hand units in just the same way.

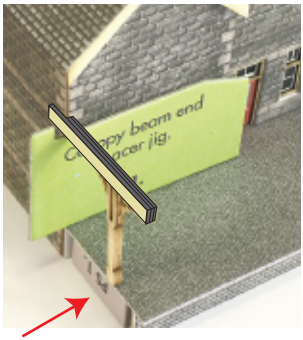



you should have two left and two right hand units like these.
You will now be left with two long outer posts and one long inner. These fit together in the same way as the others, except all the beams on this unit are the same length.

## Fig.13. ASSEMBLING THE CANOPY

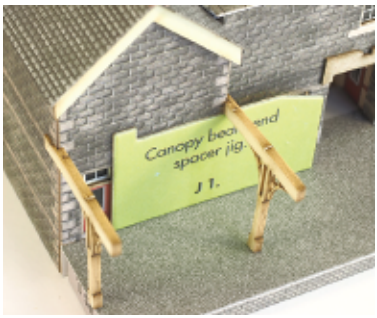
This is a very delicate job, and a good deal of time and patience is certainly required.

Fix a left hand post and beam unit to the corner of the building. To fit it at the correct height use the green spacer jig **J1.** stood against the wall with the beam resting on top. Only glue the beam to the wall. Don't fix the post to the platform. Also note that the post slightly overhangs the platform edge

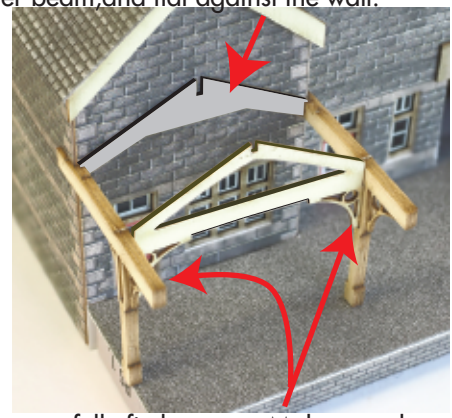


At each stage in this process always leave the jig in place for a good few minutes to allow the glue to fully set.

Now fit a right hand post unit to the opposite wall.

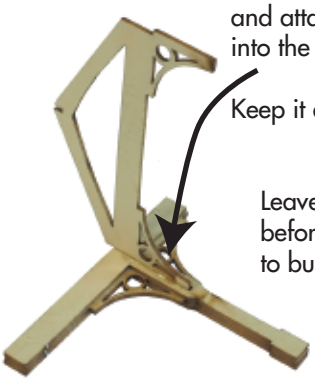


Only when the beams are fully fixed, attach the grey wall plate. Push down so it sits on either beam,and flat against the wall.



Then carefully fit the truss. Make sure the two lugs on either end have slotted fully into the long slots on the posts.

Now take the centre post and beam unit (the one with all three beams the same length)

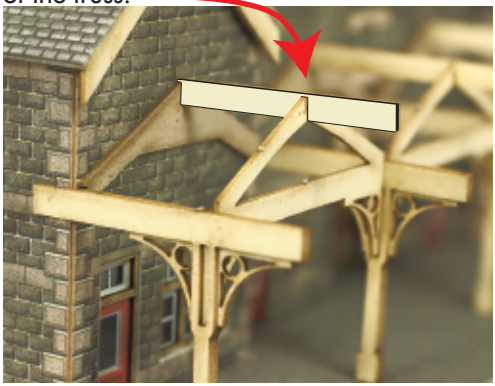



Now fit into the small slot in the lintel above the centre door and carefully slot the truss end into the post opposite.

Now that you are getting into the swing of things, carry on fitting the rest of the units to the building plus the wall plates and trusses.

## Fig.14. THE RIDGE PLATES.

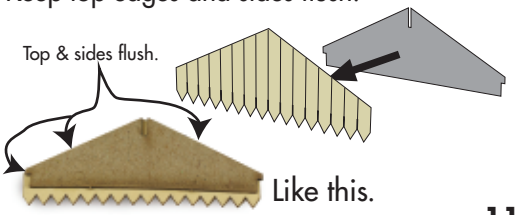
The ridge plates fit into the slot in the wall plate at one end and then slot over the top of the truss.



Make sure they push down fully into the slots. The two short plates fit either end of the canopy and the longer ones fit on to the two centre canopies.

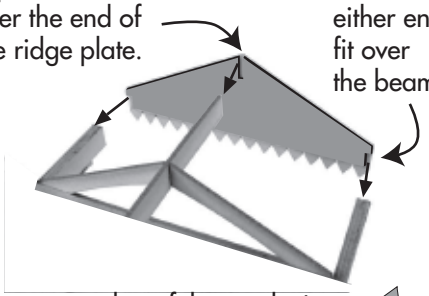
## Fig.15. THE FRONT GABLES.

Each gable end is made of two parts.
The outer cream coloured section has a grey support fixed to the back.
Keep top edges and sides flush.

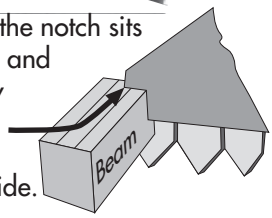


Top notch fits over the end of the ridge plate.

The notches either end fit over the beams.

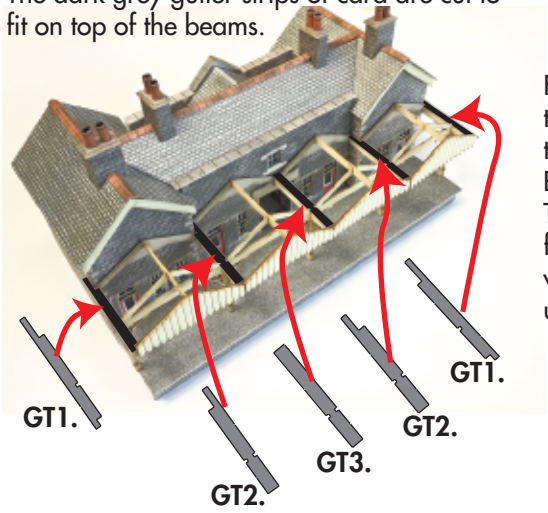


The upper edge of the notch sits on top of the beam and extends to half way across allowing room for the next gable to fit along side.



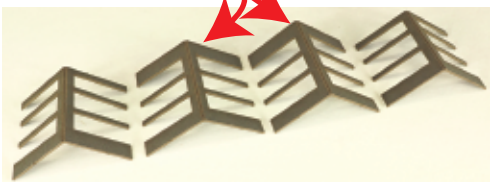

## Fig.16. THE GUTTERS.

The dark grey gutter strips of card are cut to fit on top of the beams.

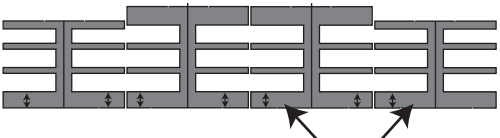



## Fig.17. THE CANOPY ROOF.

There are four roof sections, two long and two short.
The long roofs are slightly deeper along the back edge here.



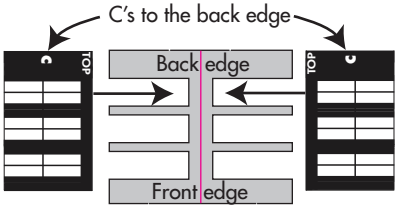
The front edges are all the same depth.



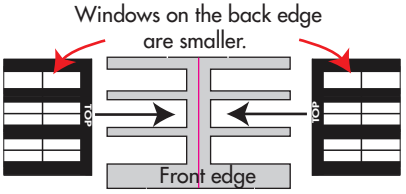
Lay them all out flat and the thickness of the front edge is the same for all.

Fitting the glazing requires particular attention to detail. Each glazing is slightly different and only fits in one place.

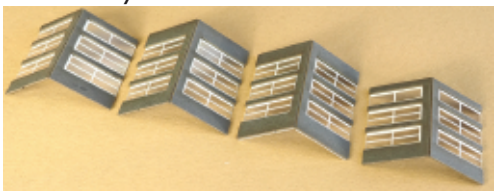
Start with the long roofs.



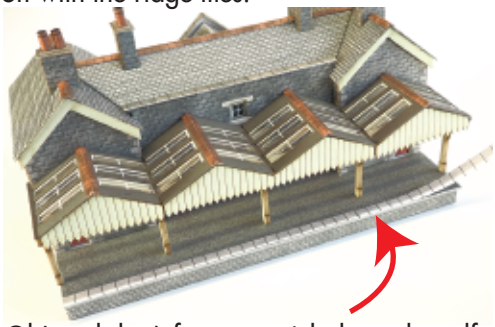

Fix glazings marked with **'C'** underneath the roof so the white frames are centred in the window openings.
Bottom edge flush with card.
The back edge is slightly thicker than the front, so if you fit the glazing the wrong way around, it will stick out from underneath the front edge.



And there you have it!



Fit the roof sections to the canopy and top off with the ridge tiles.

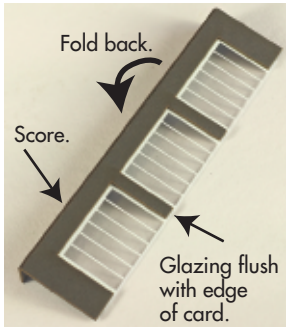


Oh! and don't forget to stick down the self adhesive platform edging strip.

## Fig.18. ENTRANCE CANOPY.

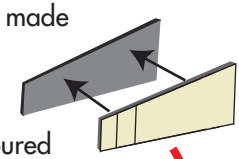
This overhangs the main entrance fitting neatly in the recessed front wall.

Start by attaching the glazing to the underside of the grey roof.

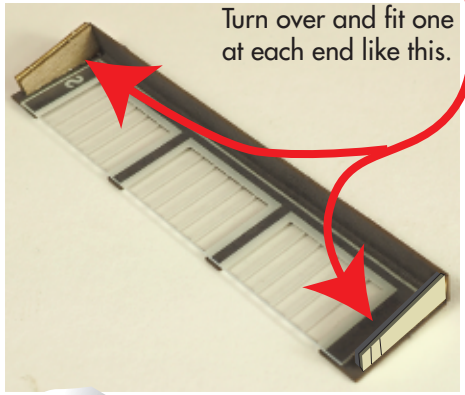


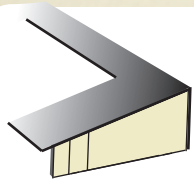

Also bend along the long score line and fold the section of card back.

The canopy sides are made with the tiny laser cut side sections.



There is a cream coloured card and a matching grey card for each end of the canopy. Fit together to make double thick.



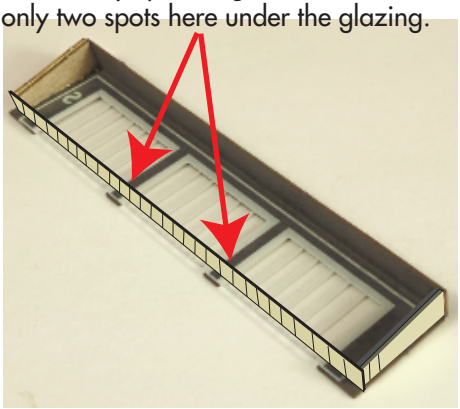



Get the angle right. The sloping edge is the one that fits under the roof.

Canopy front panel has a long scoreline down the centre. Fold in half and glue. You may need to loosen up the scoreline by running the point of your knife along it.

Paint the edges black as it can be seen through the glazing.

Fit with tiny spots of glue at each end and only two spots here under the glazing.



Now fit the canopy to the building as shown so it sits up under the fascia strips.