



GUIDE TO FILLING OUT VT INDUSTRIES FLUSH DOOR MACHINING SHEETS

This guide is intended to aid VT customers in filling out our machining sheets. All applicable boxes should be filled out to ensure the doors get prepped properly. If you have any questions please consult your Order Process Guide or your VT customer service center representative.

1. The date the sheets were prepared by the customer.
2. Name of the person VT should contact with questions.
3. Name of job.
4. VT job number.
5. Current page number/total number of pages (example: 1/6 read as page 1 of 6).
6. Core type of VT door type (example: 404, 8P08, 5502, 5P11, etc.).
7. Fire rating (example: 20-, 45-, 60-, 90-minute). Also specify if frames are to be positive pressure.
8. High pressure decorative laminate color and number or wood veneer species, cut, and match. (example: 858-58 Formica pumice or plain slice white maple book and running).
9. Check the box of how you want the stiles finished.
10. Enter frame opening width X height (example: 3'0" X 7'0").
11. Enter prefit door width X height X thickness, allowing for stile clearance, top clearance (typically 1/8"), and undercut from concrete floor. (example: 2'11-3/4" X 6'11-1/4" X 1-3/4").
Note: VT's standard is to undersize the width of a single door 1/4", and to undersize the width of single egress pairs 3/16" per leaf. Double egress pairs should be downsized according to the frame manufacturer's standards. Prefit width should reflect downsizing for continuous hinges, surface edge guards, etc.
12. For the inactive leaf of pairs, enter the flushbolt manufacturer, manufacturer's model number, and size if applicable (example: DCI 945 or Trimco 3917-12").
13. Check if you have a top, bottom, or set of flushbolts.
14. Check if blocking is required. VT's standard is 5" if blocking is requested or specify the dimension needed.
15. Check if blocking is needed for a lock, deadlock, exit device, etc., and quantity of blocks.
16. List mortised holders/stops with degree of opening and template number (example: GJ104 - 90 degrees temp. #INST100 Glynn Johnson).
17. Use this box for any miscellaneous hardware or notes (List locations if needed).
18. List door numbers. Several doors can be listed per line by using a comma (,) between door



numbers. Door numbers can only be eight characters long. Single egress pairs should have the active leaf end in -AA with the inactive leaf ending in -II. Double egress pairs should end in -D1 and -D2. Bifolds end in -B1, -B2, etc.

19. List a swing for every door (RH, LH, RHR, & LHR) on the line behind the door number(s).
20. Enter the deadlock location from top of door to centerline of lock. (You can use the top of frame location by subtracting 1/8").
21. Enter the lock location from top of door to centerline of lock.
22. As a visual check for yourself and VTI, please enter the centerline of strike location from the floor. This could save remaking doors due to misinterpretation or mathematical errors.
23. List the name of the lock/exit device manufacturer.
24. List the model number of the lock/exit device.
25. List trim by number and/or name.
26. List template number(s).
27. List lock or exit device backset / strike size (example: 2-3/4", 4-7/8", etc.).
28. Using the door elevation sheet, list elevation type.
29. Specify the type of lite or louver stop (example: VT7, VT1F, #110, 800-A).
30. List glass size and thickness (example: 1/4" tempered, 5/16" firelite, etc) if applicable.
31. List bevel required on hinge and lock stile. Standard bevel is 1/8" in 2 on swinging doors, square edges on bifolds. Radius edges also available.
32. List name of deadlock manufacturer.
33. List the model number of deadlock.
34. List template number(s).
35. List deadlock backset.
36. List strike or keeper size.
- 37-40. List the top of door to top of hinge locations (Typically subtract 1/8" from the top of frame to top of hinge location).
41. List frame manufacturer (example: Steelcraft, Curries, Ceco, etc.). This will aid you and VT in possibly catching misinterpretation of locations and mathematical errors.
42. List hinge gauge (example: .134, .190, .085, etc).
43. List hinge size (hinge height).



44. List hinge backset on door (typically 1/16" less than the frame backset).
45. List template number of hinge.
46. List the quantity of doors on the page.
47. If VT is to supply the wood frame(s) for the door opening(s) check the box for Wood Frame By VT.
48. If the check box for Wood Frame By VT is checked, enter the Wood Frame Elevation sheet number or sheet name that has the frame information.

