GUIDE TO FILLING OUT VT INDUSTRIES FLUSH DUTCH 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. Current page number/total number of pages (example: 1/6 read as page 1 of 6).

4. Select if doors are to be Heritage Collection to be manufactured in Holstein, or Artistry Collection to be manufactured in New Albany.

5. Name of job.

6. VT job number.

7. Core type of VT door type (example: 404, 8P08, 5502, 5P11, etc.).

8. Fire rating (example: 20-, 45-, 60-, 90-minute). Also specify if frames are to be positive pressure.

9. 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).

10. Check the box of how you want the stiles finished.

11. Enter frame opening width X height (example: 3'0" X 7'0").

12. 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.

13. Check if you have a top, bottom, or set of flushbolts.

14. Enter the flushbolt manufacturer, manufacturer's model number, and size if applicable (example: DCI 945 or Trimco 3917-12"). (Also for the inactive leaf of pairs if applicable)

15. Check if blocking is required. VT's standard is 5" if blocking is requested or specify the dimension needed.

16. Check if blocking is needed for a lock, deadlock, exit device, etc., and quantity of blocks.

17. Use this box for any miscellaneous hardware or notes (List locations if needed).

18. Enter the width of the Dutch Shelf if applicable. VT's Standard is to downsize 3" from each edge of the door. (example: 3' opening shelf width would be 30")

19. Enter the depth of the shelf. This would include the thickness of the door. If shelf is on both sides of the door enter the total width.

20. Check which application applies for shelf orientation on the door.

21. 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.

22. List a swing for every door (RH, LH, RHR, & LHR) on the line behind the door number(s).

23. List the quantity of doors on the page.

24. Enter the top leaf lock location from top of door to centerline of lock.

25. Enter the bottom leaf lock location from top of door to centerline of lock.

26. As a visual check for yourself and VTI, please enter the centerline of strike location of the top leaf lock from the floor. This could save remaking doors due to misinterpretation or mathematical errors.

27. As a visual check for yourself and VTI, please enter the centerline of strike location of the bottom leaf lock from the floor. This could save remaking doors due to misinterpretation or mathematical errors.

28. List the name of the bottom leaf lock/exit device manufacturer/model.

29. List the model number of the bottom leaf lock/exit device.

30. List the bottom leaf trim by number and/or name.

31. List the bottom leaf template number(s).

32. List the bottom leaf lock or exit device backset / strike size (example: 2-3/4", 4-7/8", etc.).

33. Enter the top leaf height. This would be from top of door to Dutch cut.

34. Using the door elevation sheet, list elevation type. (If applicable)

35. List the name of the top leaf lock manufacturer/model.

36. List the model number of the top leaf lock.

37. List the top leaf template number.

38. List the top leaf lock backset.

39. List strike size (example: 2-3/4", 4-7/8", etc).

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VT INDUSTRIES INC.   1000 INDUSTRIAL PARK
ARCHITECTURAL WOOD DOORS   P.O. BOX 490
800.827.1615   HOLSTEIN, IA 51025
WWW.VTINDUSTRIES.COM/DOORS

40-43. List the top of door to top of hinge locations (Typically subtract 1/8" from the top of frame to top of hinge location).

44. List frame manufacturer (example: Steelcraft, Curries, Ceco, etc.). This will aid you and VT in possibly catching misinterpretation of locations and mathematical errors.

45. If VT is to supply the wood frame(s) for the door opening(s) check the box for Wood Frame by VT.

46. 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

47. List hinge gauge (example: .134, .190, .085, etc).

48. List hinge size (hinge height).

49. List hinge backset on door (typically 1/16" less than the frame backset).

50. List the template number of the hinge.

FLUSH DUTCH DOOR MACHINING SHEET

VT INDUSTRIES INC.
ARCHITECTURAL WOOD DOORS
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Date:	Prepared by:	Page:
1	**2**	**3** /

☐ Heritage ☐ Artistry **4**

Job Name:	Job #:
5	**6**

Core:	Rating:	Face Material:
7	**8**	**9**

Stile Finish: ☐ -1 Unfinished ☐ -2 Finished ☐ -3 HPDL ☐ -4 Painted ☐ -9 Primed **10**

Frame Opening Size: **11** x

Prefit Door Size: **12** x x

Flushbolt(s) Number & Template:
☐ Top ☐ Bottom ☐ Set **13**   **14**

Inner Rails:
Top: ☐ 5" -or- _____
Bottom: ☐ 5" -or- _____ **15**

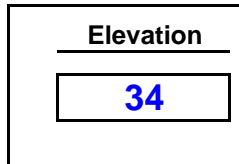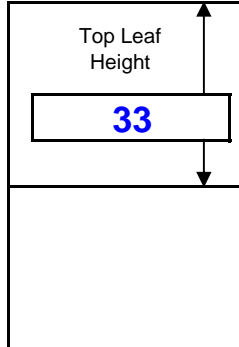**Lockblock(s):**
☐ Yes Qty: _____ **16**

Other Hardware/Remarks: **17**

Standard Shelf Width is Frame Opening minus 6", advise if different.

3" Min **18** 3" Min

SHELF WIDTH
SHELF DEPTH
R4
19
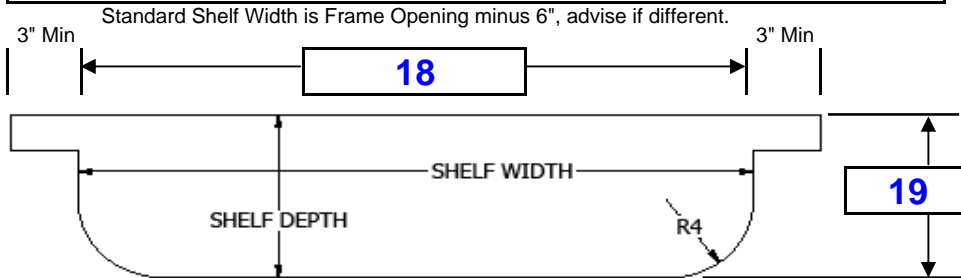
20 No Shelf ☐ Shelf Stop Face ☐ Shelf Hinge Face ☐ Shelf Centered Both Faces

Door #'s	Swing
21	**22**
Quantity of doors on this page: **23**	

Top of Door to C/L of Lock

Top Leaf Lock
24

Bottom Leaf Lock
25

Bottom of Frame to C̶L̶ of Strike
Top Leaf
26
Bottom Leaf
27

Bottom Leaf Lock
Manufacturer/Model
28
Model #
29
Trim
30
Template
31
BS/Strike
32

DUTCH DOOR

Top Leaf Height
33

Elevation
34

Top Leaf Lock
Manufacturer/Model
35
Model #
36
Template
37
Backset
38
Strike
39

Top of Door to Top of Hinge

40

41

42

43
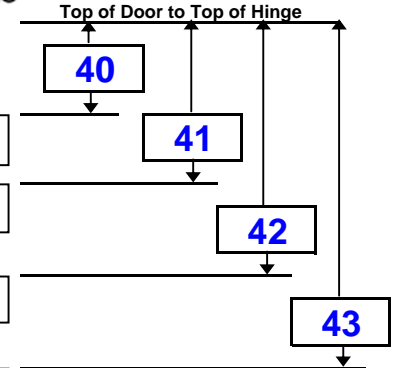
Frame Manufacturer
44

45
☐ Wood Frame by VT
Wood Frame Elevation
46

Hinge
Gauge
47
Size
48
Backset on Door
49
Template
50