

PO308 & PO309 00 Scale Corner Shop / Corner Pub.

A dual purpose kit that can be built as either a shop or a pub. Designed to be built in a right handed or left handed style to fit on either end of our PO300 Series terraced houses.



Built in a Left handed style.

or

Built in a Right handed style.

PLEASE READ THESE INSTRUCTIONS BEFORE YOU START TO BUILD.

It is important you familiarise yourself with all the components and building techniques.

PLEASE NOTE

These instructions show the construction of the Stone Style Corner Shop/Pub PO309. The Red Brick version PO308 builds up in exactly the same way.

CHECKLIST.

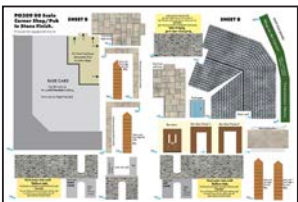
- 1 x SHEET A. Printed components for main building.
- 1 x SHEET B. Printed components for roof & base etc.
- 1 x SHEET C. Printed components for side building etc.
- 1 x SHEET D. Plain Grey Die Cut Card inner components.
- 1 x SHEET E. Extra Signs and printed paving.
- 1 x MO060 Sample sheet of individual paving slabs.
- 2 x GLAZING SHEETS. 1 x Main sheet + 1 x Small dormer window sheet.
- 1 x INSTRUCTION BOOKLET (this one).

Kit components at a glance.

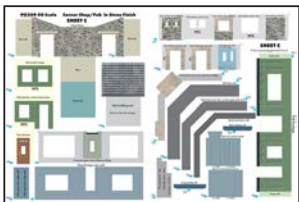
SHEET A.



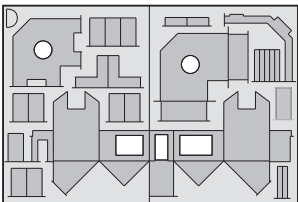
SHEET B.



SHEET C.



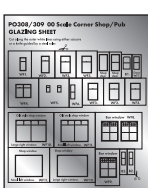
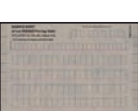
SHEET D.



SHEET E.



MO060.



Paving

This first edition includes a separate sheet with dormer window glazing.



INSTRUCTIONS

1 Tools to build this kit.

To build this kit you will need a few basic tools:

1. A modellers knife. *We find that a Swann Morton knife with 10a blade is the best tool for the job.*
2. A cutting surface - A cutting mat or thick card will do.
3. A sharp pair of scissors
4. A steel ruler.
5. Fine point tweezers.
6. METCALFE Ultra Fine Tip Glue Bottles (see 3).
7. Water colour paints to paint over corners and edges.

2 Glue.

We recommend using a combination of glue:

Speed Bond is slightly slow drying, ideal for where a little positioning is required as you build.

UHU All Purpose solvent free.

This is the **best** glue for fixing the plastic glazing to the window frames.

Rocket Card Glue is an instant and fast drying glue, great for where you need stuff to stay just where you place it.

3 Ultra Fine Tip Glue Applicators.

An absolute 'must' when building this kit. When used with **Speed Bond** or **UHU** perfect amounts of glue can be applied to very precise areas without any mess.

Speed Bond in an applicator was used to build most of this kit.

UHU for fixing the glazing.

A METCALFE product supplied in packs of 3
Product code MT907 Glue not included

All Tools & Glues available at:
www.metcalfe-models.com

Care & Use of glue applicators

Always replace the pin if not using for more than a couple of minutes. The nozzle will block up from time to time, so simply tip the bottle up as shown here and push the pin inside, then vigorously push and pull the pin whilst squeezing the bottle at the same time. This allows the glue to moisten the dry glue in the nozzle.

If this doesn't help, then take the metal nozzle off and rod it out with the pin from the other end.

Speed Bond is a water based glue so running warm water over it as you go helps soften any hard glue in the nozzle.

ALWAYS store the bottles upside down when not in use. This keeps the glue moist around the nozzle end of the bottle. SEE OVER ON PAGE 2.

This simple holder was made using hard foam corner packaging (out of a furniture flat pack). You could also fashion one from styrene foam packing. When using the bottles stick the pin into the foam for safe keeping. They are very easy to lose!

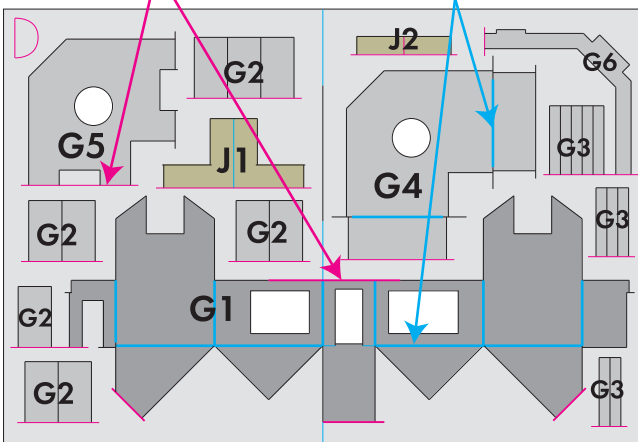


4 Extracting components from base sheets.

To stop the components falling off the base sheets, they are held secure with score lines (marked with blue arrows) that cut 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. **WARNING**, Cut with care to reduce the risk of the blade running out of the score and cutting the component.

5 GREY SHEET D. Components.

RED lines indicate score rules you need to cut to release components from base sheet. **BLUE** lines indicate fold lines - Don't cut.



Key.

- G1.** Main building Inner Shell.
- G2.** Inner chimney spacers x 10.
- G3.** Shop window shelf spacers.
- G4.** Ground floor ceiling.
- G5.** First floor ceiling
- G6.** Pub frontage base floor

J1. & J2. Jig components to make perfect spacers for both chimneys and shop window shelves.

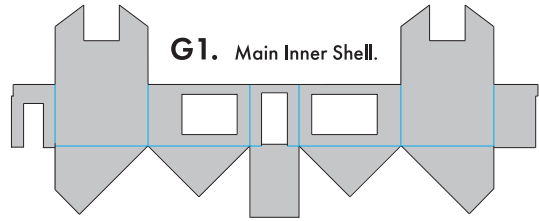
Please note: When joining this kit to another kit like this, a certain amount of customisation work will be needed such as trimming down roof and chimney overhangs etc.



START BUILDING

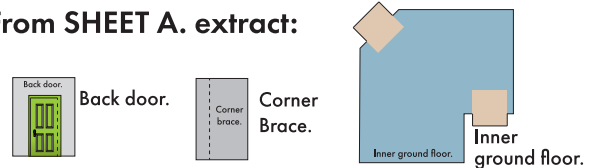
1 Main Building Inner Shell.

From **GREY SHEET D.** extract:



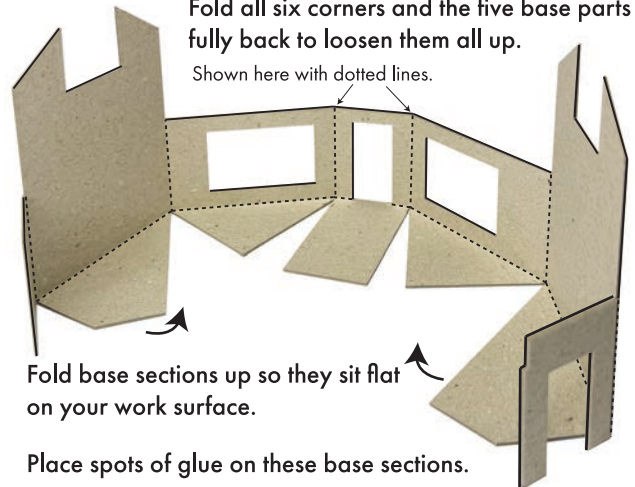
Take great care when removing that it comes out all in one piece like this.

From **SHEET A.** extract:



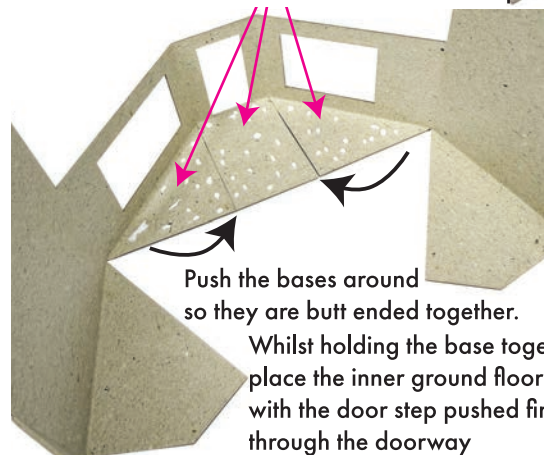
Fold all six corners and the five base parts fully back to loosen them all up.

Shown here with dotted lines.



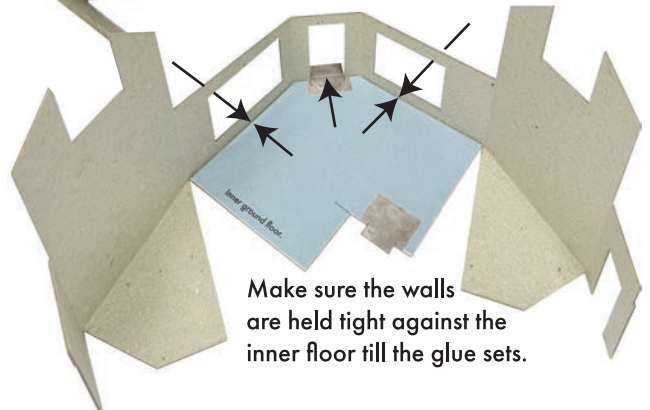
Fold base sections up so they sit flat on your work surface.

Place spots of glue on these base sections.

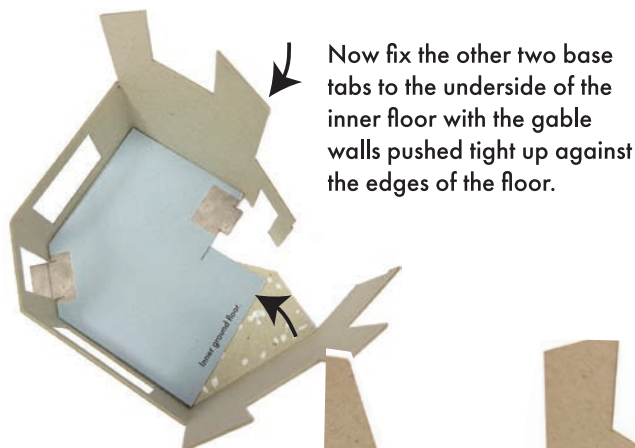


Push the bases around so they are butt ended together.

Whilst holding the base together place the inner ground floor on top with the door step pushed firmly through the doorway



Make sure the walls are held tight against the inner floor till the glue sets.



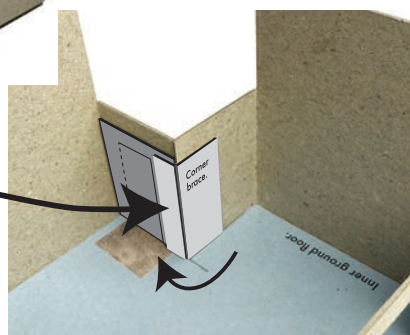
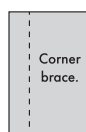
Now fix the other two base tabs to the underside of the inner floor with the gable walls pushed tight up against the edges of the floor.

Fit the back door.



Centre in the door opening as viewed here from the outside.

Fit the corner brace.

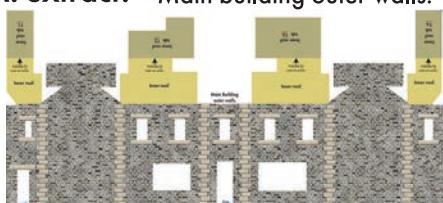


The inner shell is now almost finished, but needs to be put to one side whilst we concentrate on the outer walls.

2 The Outer Walls.

From SHEET A. extract: Main building outer walls.

Take great care extracting the walls section. The inner roofs and roof tabs all need to be taken out in one piece.



WF1.
Window frame x 1.



WF2.
Window frame x 1.



WF3.
Window frames x 5.

From GREY SHEET D. extract:



J1. & J2.
Jig components.



G4
G4. Chimney spacers x 10.

From GLAZING SHEET cut out:



WF1.
Window glazing x 1.

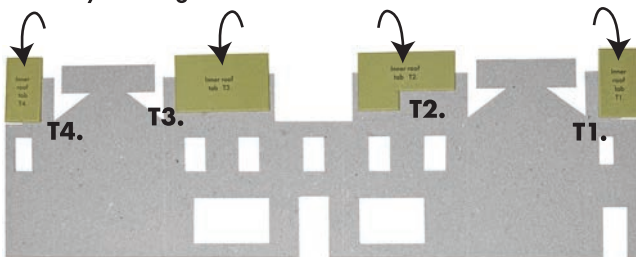


WF2.
Window glazing x 1.



WF3.
Window glazing x 5.

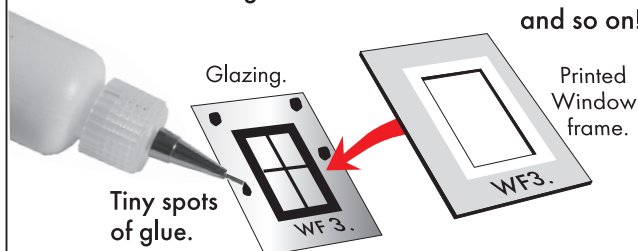
Start by folding over the four inner roof tabs T1. to T4.



Now for the windows

Each glazing has a corresponding window frame:

Fix **WF1**. Glazing to back of **WF1**. Window Frame and so on!



Using a fine tip applicator, place tiny spots of **UHU** glue on the edges of the glazing and then fix the window frame on top.

WARNING: Using other glues to fix glazings risks them popping out later. Test once fixed to frames to make sure they are fast.

CURTAINS: If you are fitting curtains now is the time to do it - see page 12



Once glazing is fast, fix to the back of the window openings.

WF1. fits at the far end left opening with **WF2.** at this end.

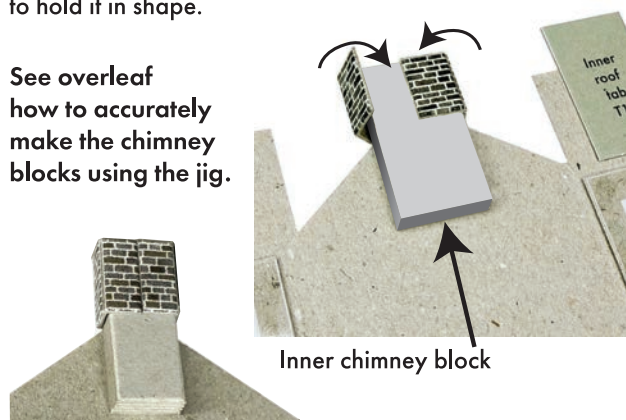
NOTE: There is a dark grey strip that protrudes past the wall edge on **WF2.** You will see why later!

All five **WF3.** windows fit the openings in between.

3 The Chimneys.

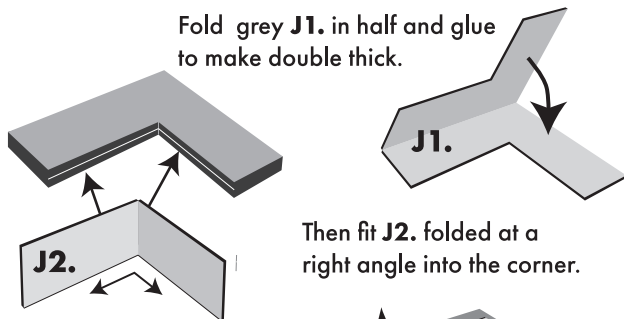
Each chimney stack is made by wrapping it around a card block made with five of the chimney **G4.** spacers to hold it in shape.

See overleaf how to accurately make the chimney blocks using the jig.



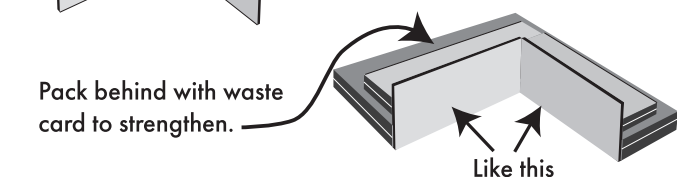
THE JIG and chimney spacers.

Fold grey J1. in half and glue to make double thick.



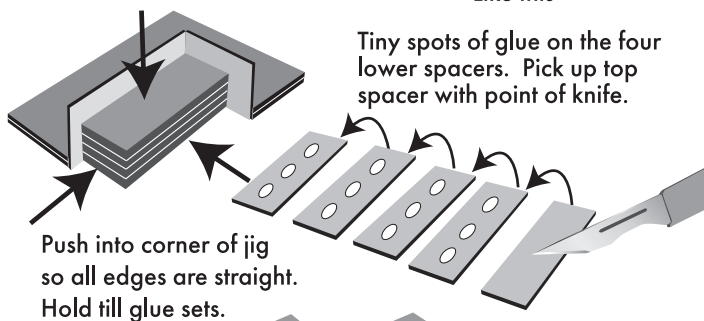
Then fit J2. folded at a right angle into the corner.

Pack behind with waste card to strengthen.



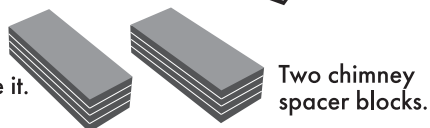
Like this

Tiny spots of glue on the four lower spacers. Pick up top spacer with point of knife.



Push into corner of jig so all edges are straight. Hold till glue sets.

And there you have it.



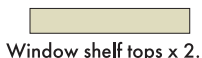
Two chimney spacer blocks.

4 Back to the Inner Shell.

NOW IT'S DECISION TIME!

If you are making your kit into a shop, now is the time to drop your window displays and interiors into place. If you are making a pub, then skip straight to 5 leaving the interior empty.

From SHEET A extract:



Window shelf tops x 2.

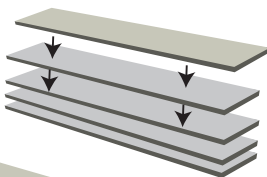
From GREY SHEET D extract:



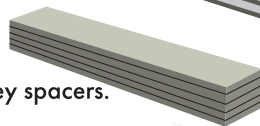
G3.

Window shelf spacers x 8.

Each window displays stands on top of a shelf block which is made up of 4 grey G3. card strips topped off with a window shelf top.



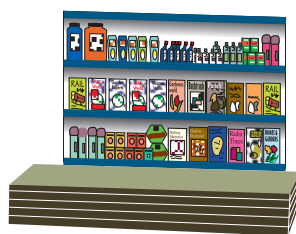
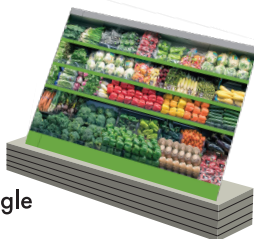
Like this made in the same way as the chimney spacers.



Tab.

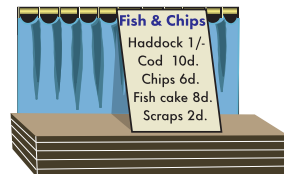
Score.

Score along base of display and fold the tab back to desired angle before fixing to top of shelf block.



Straight backed attached to back of block.

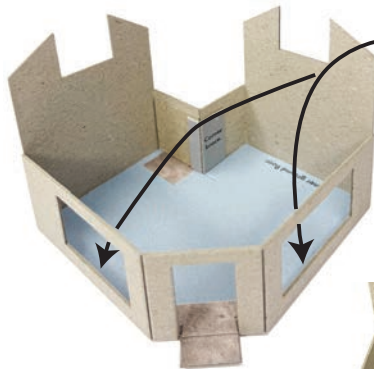
Chose your window display and play around with different styles to suit.



Straight backed curtain with sign leaned in front.

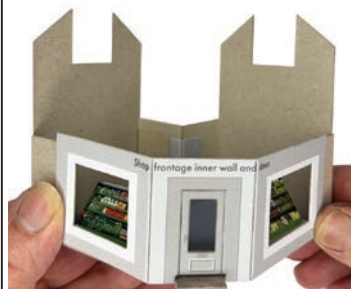


A certain amount of experimental cutting and angling is required to get the desired effect and fit.



Fit inside behind the window openings.

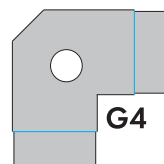
NOTE: The window openings in the inner shell are wider than the actual shop windows.



To guide you, extract the shop front inner wall from SHEET C. and wrap it around the walls like this to give you an idea for positioning. DON'T GLUE IT ON and DON'T LOOSE IT.

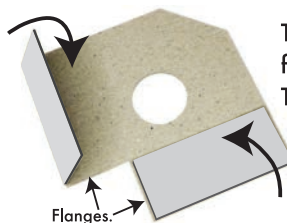
5 PUT A LID ON IT!

From GREY SHEET D extract:



G4

Ground floor ceiling G4.



Turn over, then fold over the two flaps on each end and glue down. There should be flanges down each side of the flaps.

Turn back over and fit the ceiling on top of the shop walls.

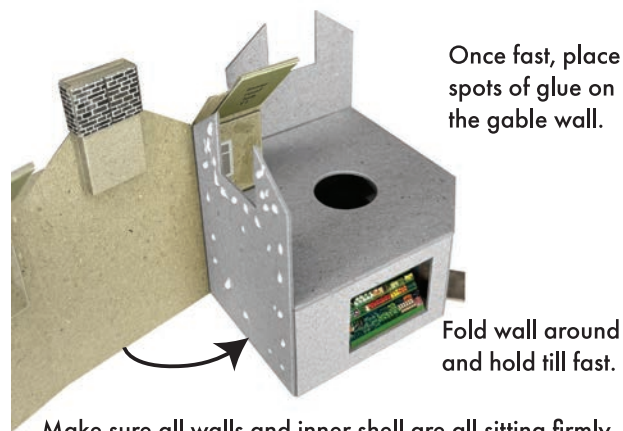
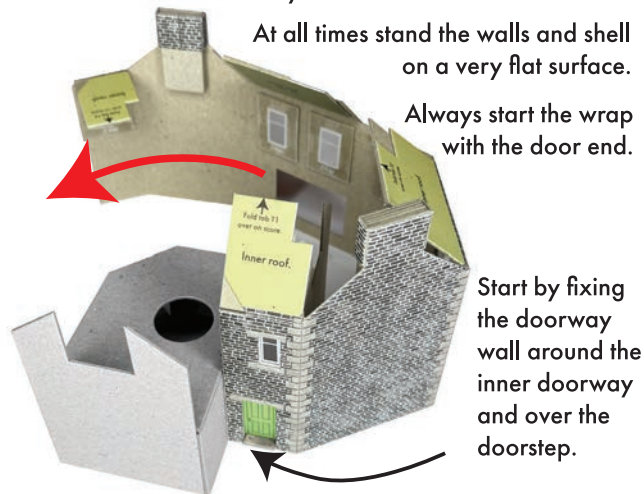
The flanges sit down inside the wall tops to hold them rigid.

And there you have it! The Inner Shell.

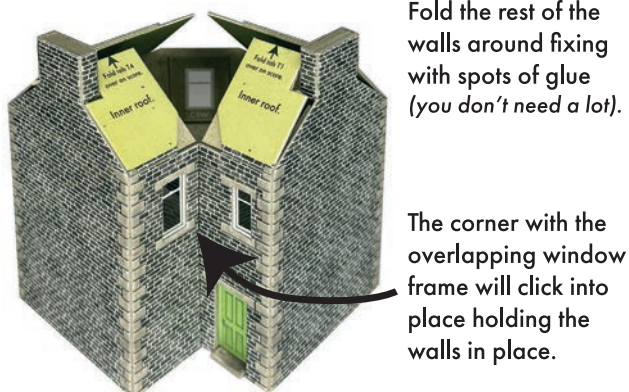
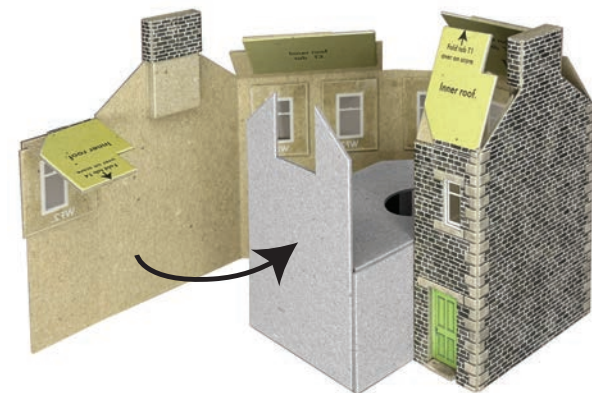


6 Fit the Outer Walls & Roof.

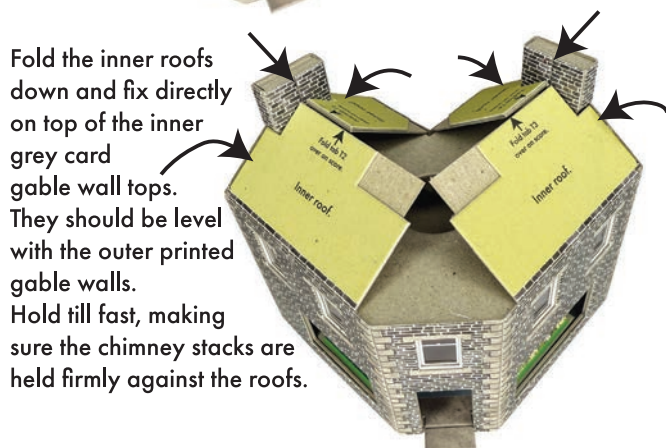
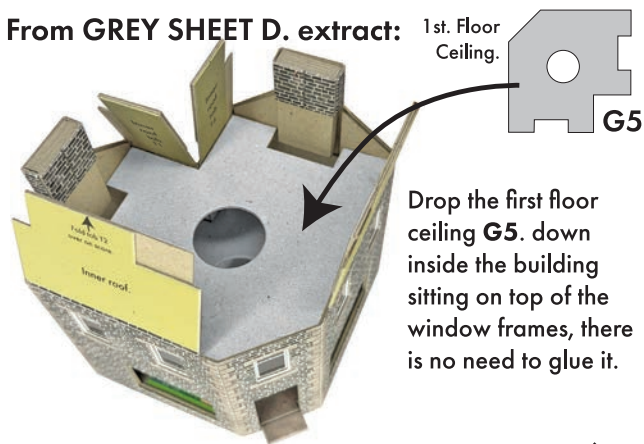
Wrap the outer walls all the way around the inner shell **WITHOUT GLUE FIRST** so you can see how it fits.



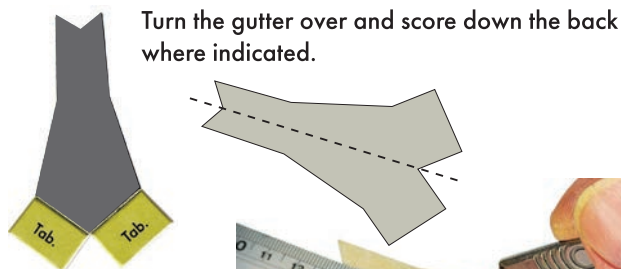
Make sure all walls and inner shell are all sitting firmly down on your flat work surface. This is very important making sure the building stays squared up.



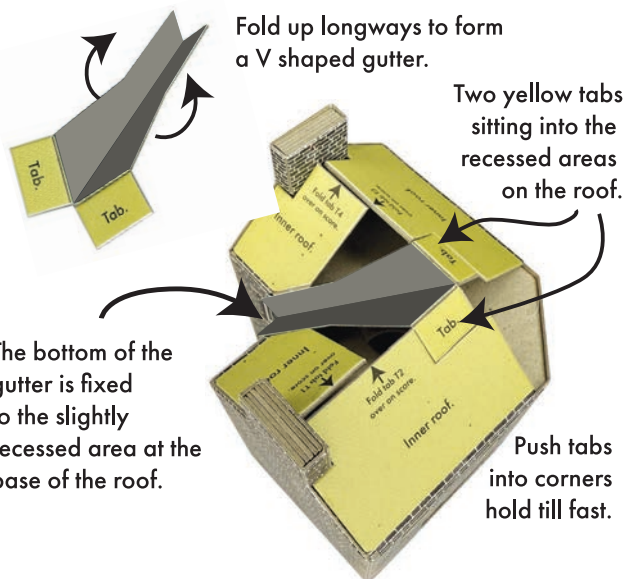
From GREY SHEET D. extract: 1st. Floor Ceiling. **G5**



VALLEY GUTTER.

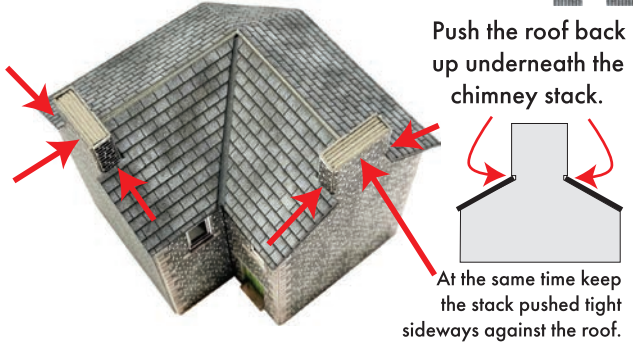


Turn back over



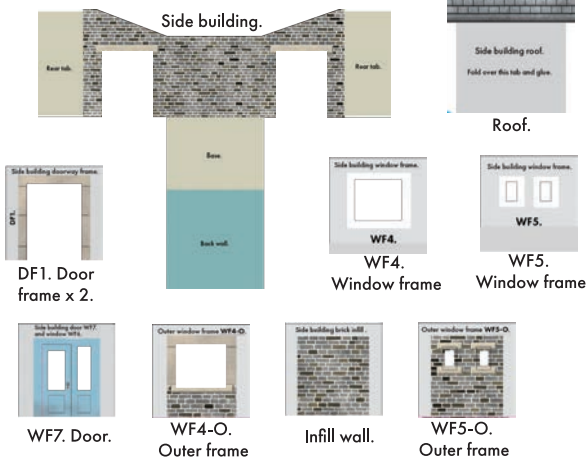
From SHEET B. extract: The roof.

Fit the roof over the chimney stacks and glue down onto the inner roofs and valley.



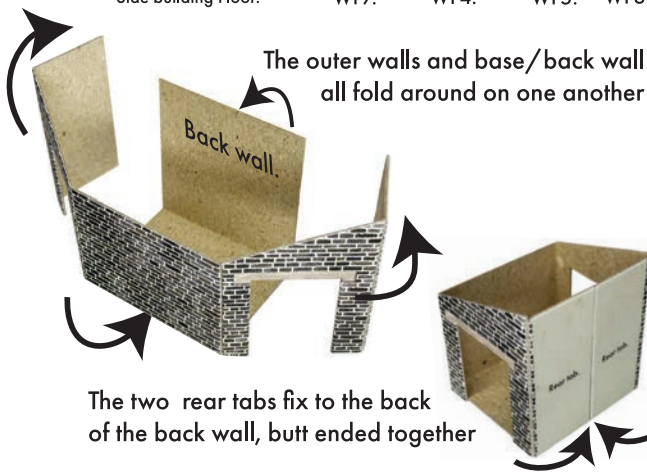
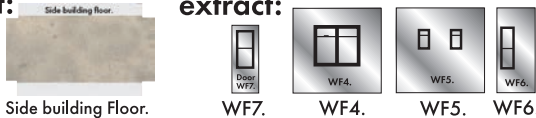
7 The Side Building.

From SHEET C. extract:

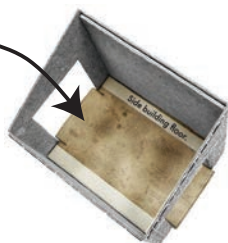


From SHEET B. extract:

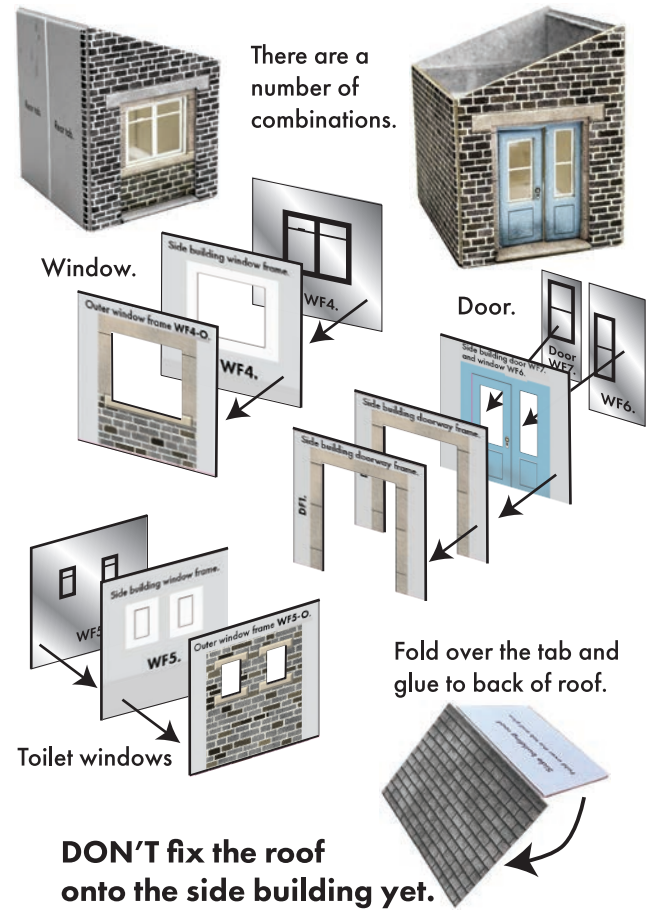
From Glazing Sheet. extract:



The floor sits inside with the two doorsteps sticking through the door openings.



The side building has two openings, one each side. There are a number of options you can choose to infill them. There is a door, windows and frames plus an infill wall. Play around with them until you find what you like.



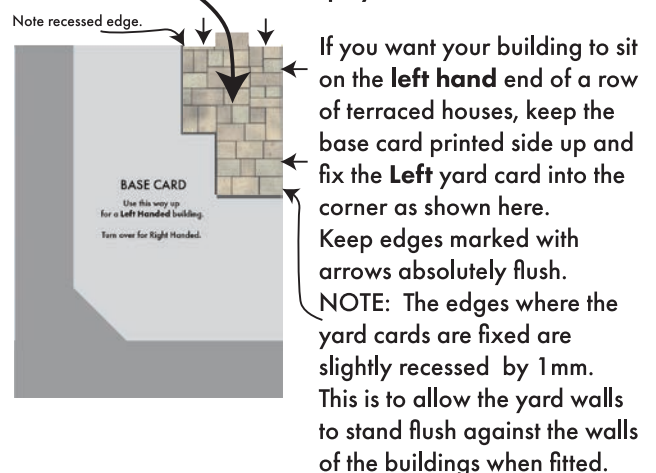
8 The Base Card.

From SHEET B. extract:

Base card.



Now this is where it can get confusing, so pay attention.





So to recap:

This is how your base card will look if you are standing your finished building on the **left hand** end of a terrace.

For a **right handed** building turn the base card over and fix the right hand Yard Card in exactly the same way.



We will proceed with a **LEFT HANDED BUILDING**.

So from **SHEET B**, extract:

Yard Outer Side Wall.



Fold the two inner tabs over and glue to back of the wall.



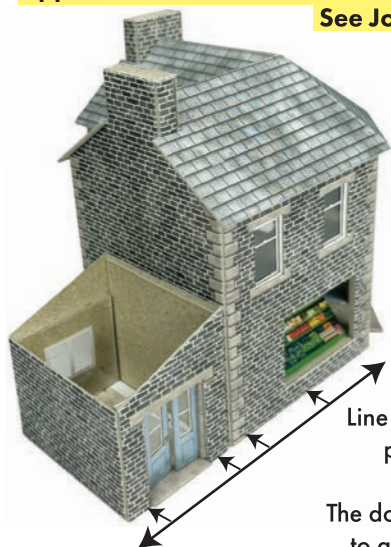
Fix wall to base card.



The inner walls are shorter so that when fitted, the outer walls sit stepped down over the edge of your base card.

IGNORE the instructions about cutting the yellow tab off. This only applies to the inner wall on this kit.

See **Joining Notes**.

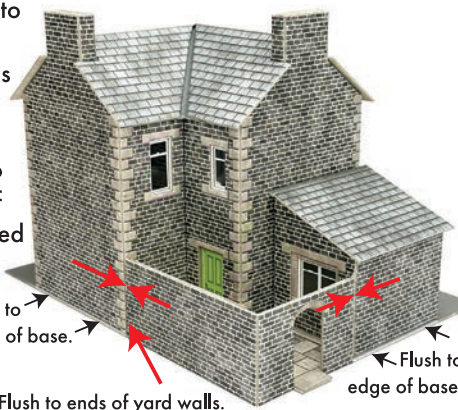


Fix the side building to the gable wall.

These edges must be absolutely flush along this side of the building. Line up using a piece of card pushed against the edge.

The door step is raised enough to get the card underneath it

Fix the building to your base card. Push up to edges of yard card.



It is important to get the edges of the buildings lined up as indicated.

Flush to edge of base. Flush to ends of yard walls. Flush to edge of base.

Getting the building fixed nice and squared to the base card makes laying the paving a lot easier.

INNER YARD WALLS.

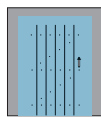
The side and rear walls all fold in half and glue to make double thickness. See 'Joining Notes' before gluing down the yellow tabs on adjoining side walls.

JOINING NOTES

Before you go on to the next step, if you are fixing kits together side by side you will need to make the adjoining yard walls a bit thinner.

So cut the **YELLOW** tab off *inner* wall. This will help make the two walls thinner enabling the top stone strip to fit correctly

From **SHEET B**, extract:



Yard gate.



Inner side wall.



Inner end wall.



Fold the inner walls in half and glue to make double thick.

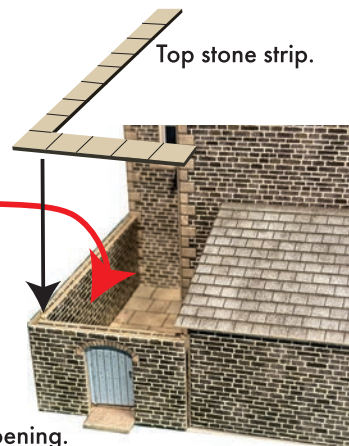
Fix gate into recess facing out on this tab side.

NOTE: The back of the gate is plain card. Cut out the gate on page 12. and stick to the back.

Inner wall



Top stone strip.



Fit the end wall with gate facing out through the opening.

9 Laying the Paving Slabs.

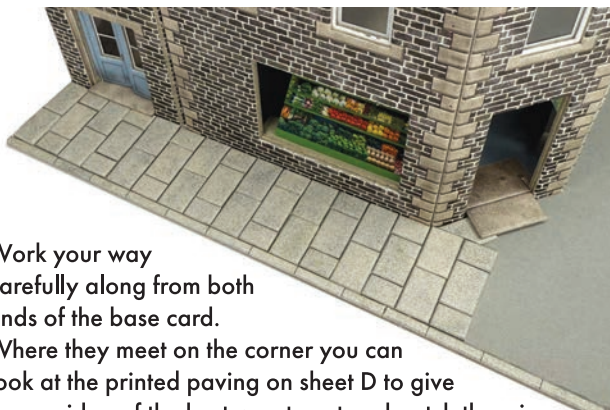


The easy way is to simply cut out the paving on SHEET D. and stick it down.

The hard way is to stick down our individually cut M0060 Paving Slabs. This will give a more rustic and realistic appearance. Be warned it will test your modelling skills to the limit, but it can be very pleasing to do and hopefully get you hooked, it can be very addictive!



Start by lying two full sized flags at each end pushed tight against the building. Then fix a strip of edging flush up to base edge.

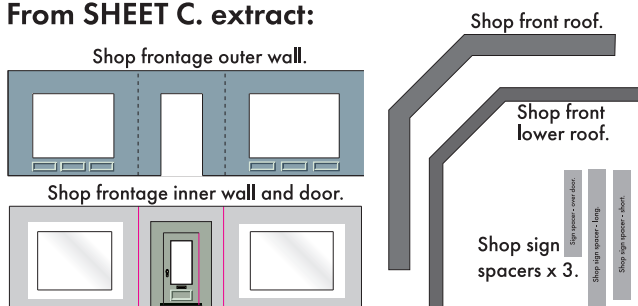


Work your way carefully along from both ends of the base card. Where they meet on the corner you can look at the printed paving on sheet D to give you an idea of the best way to cut and patch them in. The overhanging door steps are raised enough to get the paving slabs underneath.

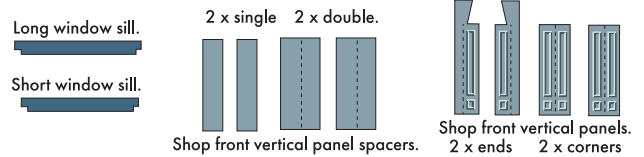
10 Shop Frontage.

If you have decided you want the building to be a corner shop, you will have already got the window display in place. The next section 11 deals with making it into a pub.

From SHEET C. extract:



Also From SHEET C. extract:

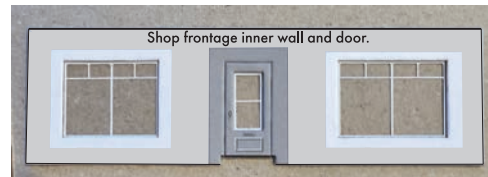
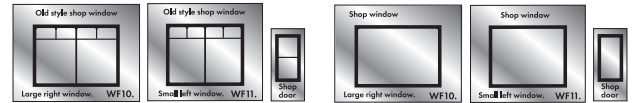


From SHEET B.

extract:

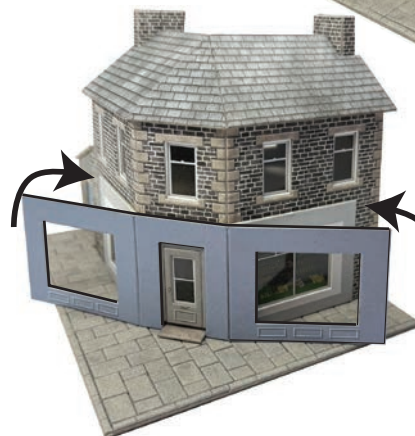


Glazing: You have a choice of old style or a plainer modern style.



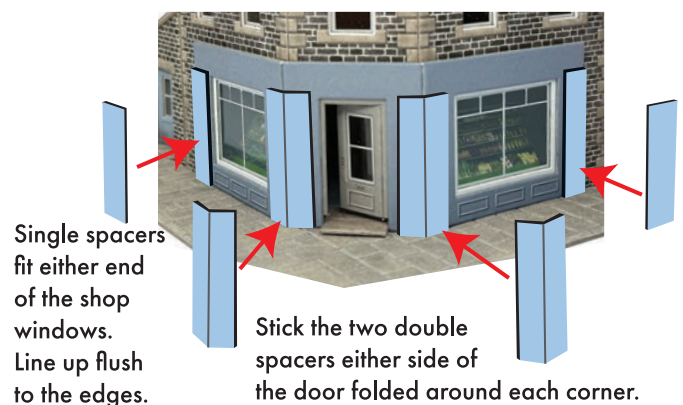
Fix glazings to the back of the inner wall and door.

The inner wall is now wrapped around the front of the building. Sit over the door step and press the whole card down onto the pavement.



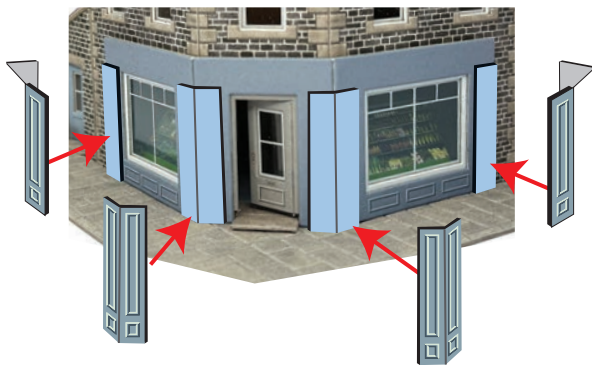
Now wrap the outer wall around directly on top of the inner wall.

Shop front vertical panel spacers.



Make sure all spacers are sitting firmly down on the pavement.

Shop front vertical panels.

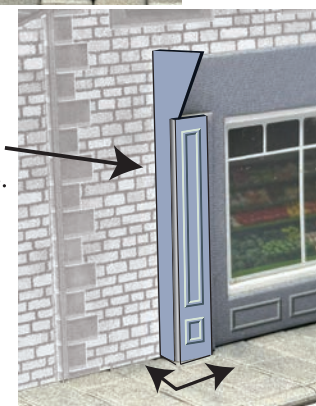


The vertical panels fit on top of the spacers.



Double panels.

The single panels fold on the score and fit around the end of the window unit at a right angle.



Sit the sign spacers on top of the panel spacers. Flat against the headboard.



Fit the shop front **lower roof FIRST.**
Then the larger roof next.



Fix the sign board around the window tops sitting directly on top of the front panels. If you are using one of the alternative shop signs, cut out from sheet D. and stick over the top of the fitted sign board.

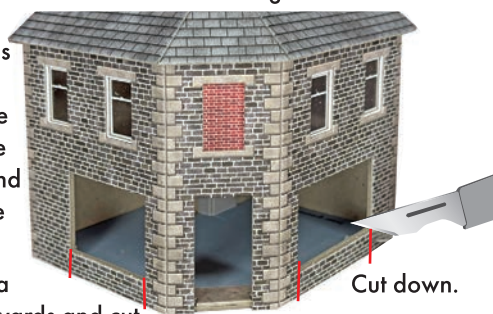


Fit the window sills.

11 Pub Frontage.

If you are making the pub, you may want to make a few alterations to the front of the main building.

The wall bottoms of the window openings can be cut off if you are inserting any kind of interior inside



Cut down with a knife, bend forwards and cut.

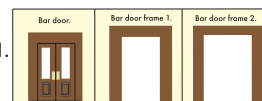
Cut down.

The doorstep does need taking off though.

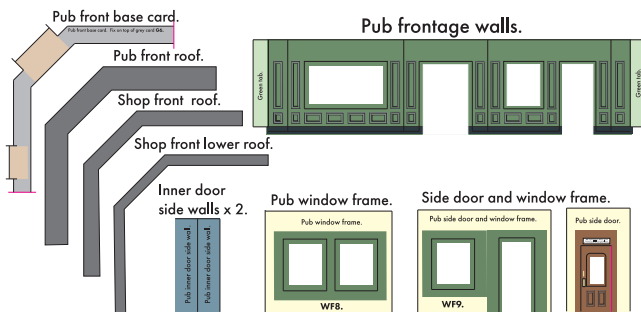
This is not essential, you can cover the walls over with the curtains if you want. See further on.

From SHEET B. extract:

Bar door. Bar door frame 1. & Bar door frame 2.



From SHEET C. extract:

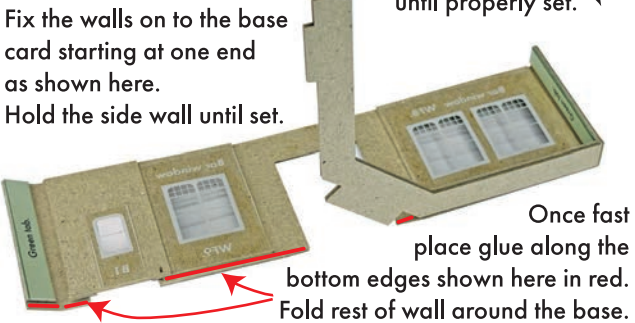
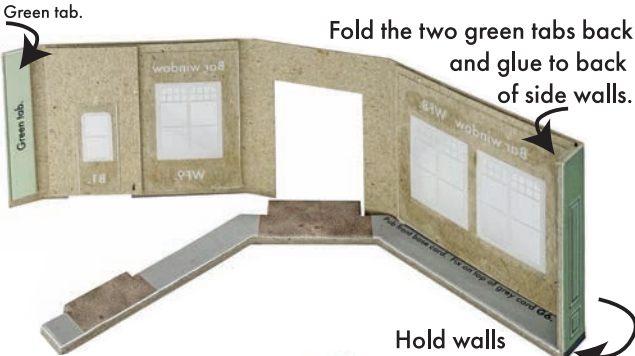
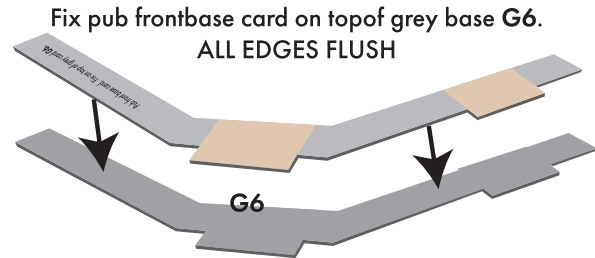
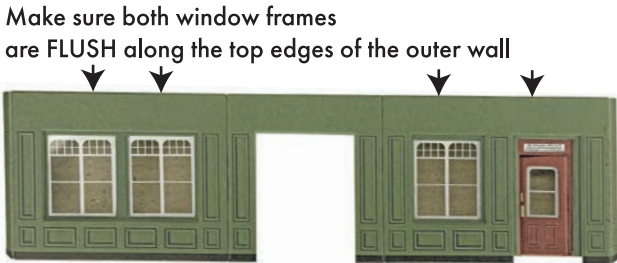
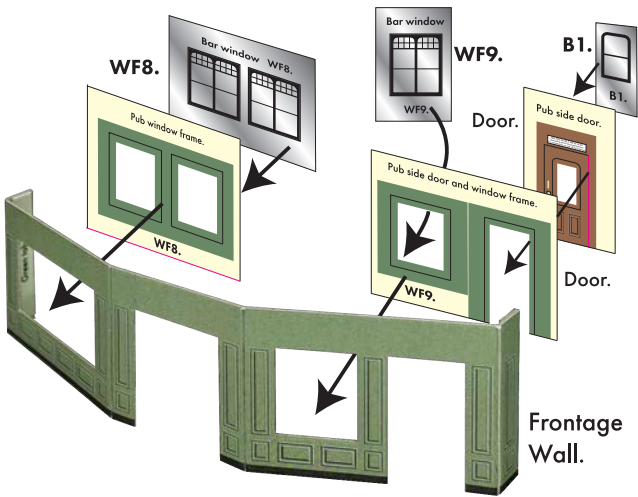


From GREY SHEET D. extract:

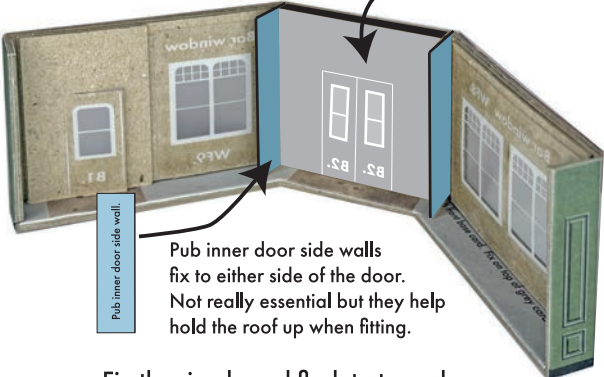
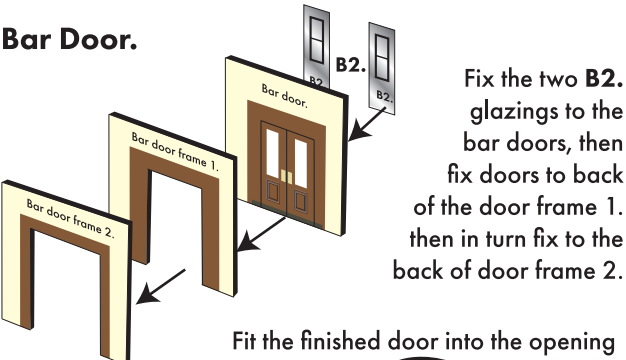
From GLAZING SHEET:



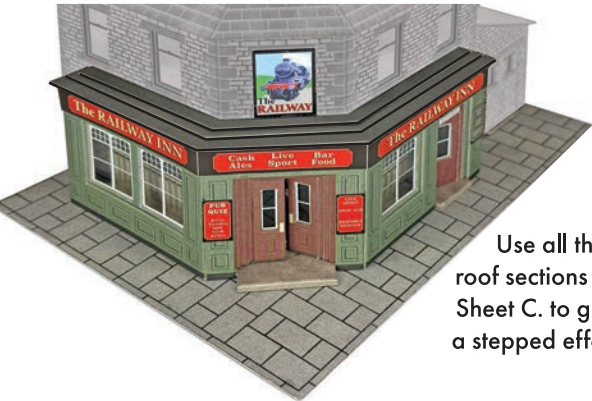
Fix glazings WF8. & WF9. to the back of the window frames and B1. door glazing to the single bar door. Fix the door to the back of the WF9. window frame then fix both window frames to their openings in the frontage wall.



Bar Door.



Fix to the corner of the main building and fit the roofs.



Use all three roof sections on Sheet C. to give a stepped effect.

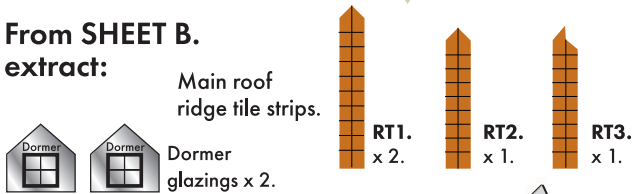
12 Dormer Windows & Ridge Tiles.

When fitting the dormer windows to the roof, a little bit of work will be needed to get everything to fit in with the ridge tile strips.

From SHEET A.
extract:

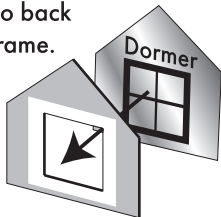


From SHEET B.
extract:

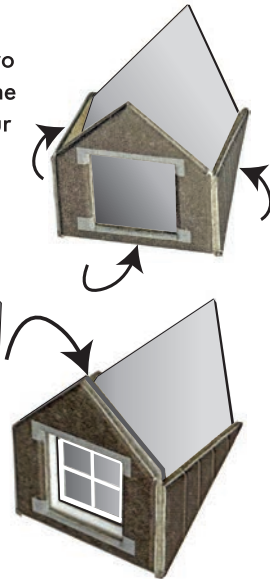


Fold the tab back and then the two pointed sides around and fix to the sides of the tab. Lay it flat on your work surface as you do this and hold until the glue has set.

Fix glazing to back of window frame.

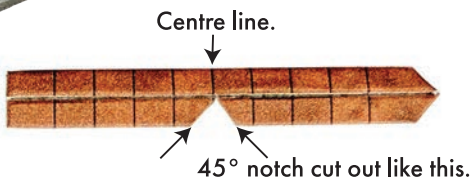


Then fix inside the dormer.



Whilst still laid flat in your worktop fix the roof and ridge tile strip.

Before fitting to the roof you will need to cut a small notch out of the RT1. roof strip.

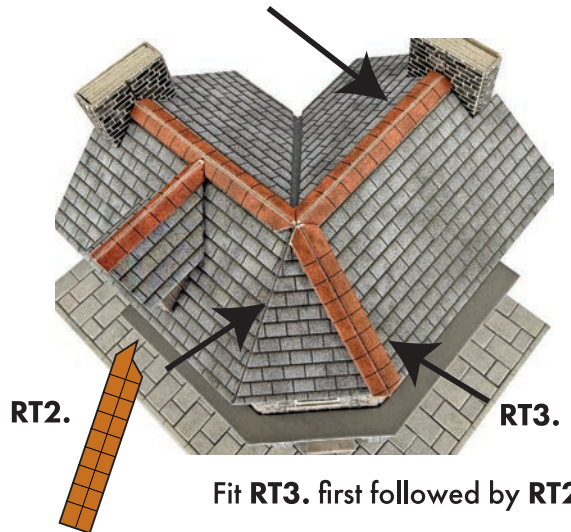


Before any cutting etc. check for position without glue first.

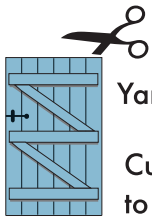


Fit the other top ridge tile strip RT1.

It may need a tiny bit cutting off the flat end to get it fitting snugly.



Both strips are longer than the roof and will need trimming down. This is best done before fitting.



Yard gate inner.

Cut out and fix to back of gate.



13 Chimney Pots.

This job can seem a little tedious but well worth the effort. It's a job best done whilst watching TV, listening to the radio or even a podcast!

Cut out the terracotta coloured strips (below) roll each one tightly around a metal rod to form a cylindrical shape.

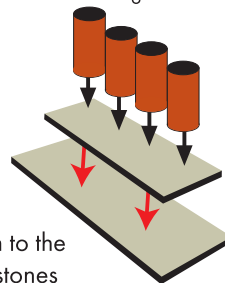
Drill bits, nails or even small screw drivers (like this one right) which is 3.6 mm diameter are just right for the job.

They need to be between 3 to 4mm. diameter for OO scale.

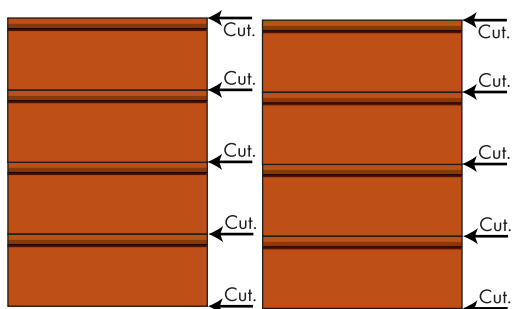


Keep edges straight.

Paint tops black to hide white card edges.



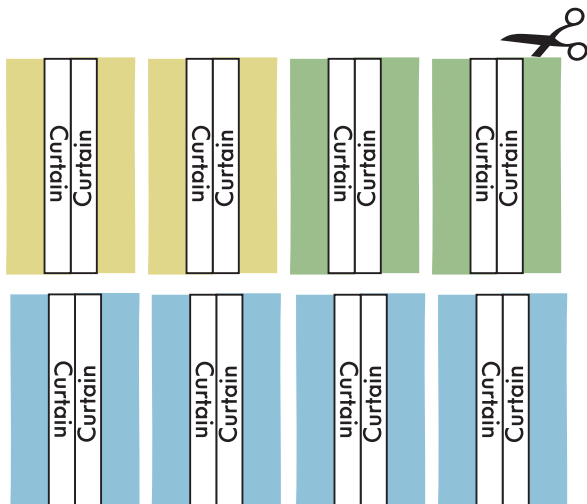
Mount the pots on to the chimney capping stones **YOU WILL FIND THEM ON SHEET A.** before fixing to the main chimney stack.



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 has set.

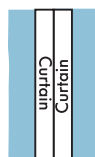
Extra curtains and chimney pots can also be downloaded from our web site www.metcalfe-models.com



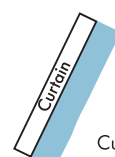
Curtains.

After you have fitted the glazings, if you require curtains now is the time to fit them.

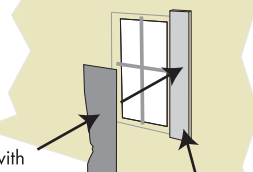
To fit curtains fix a small strip of waste card down each side of the window and attach the curtains either side so that a little strip shows through the window, the waste card will space the curtain back from the glazing.



Cut each curtain to shape.



Curtain with coloured portion facing through the window opening.



Waste card cut to thin strip.