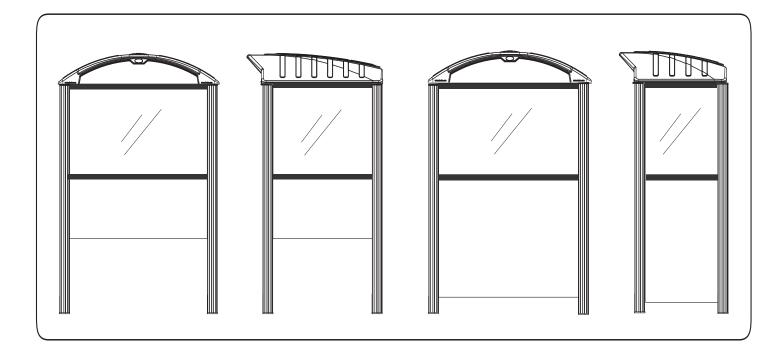
# Glasdon MODUS<sup>™</sup> SHELTER 770 AND 1280 FLAT PACK ASSEMBLY & FIXING INSTRUCTION LEAFLET NOTE: Ensure that all relevant personnel read the points listed below and that a copy is passed on to staff in

**NOTE:** Ensure that all relevant personnel read the points listed below and that a copy is passed on to staff involved with the installation. Please also refer to the 'Manual Handling Operations Regulations 1992' during the handling of the product and materials used for installation.



CONTENTS:	
Tools Required	Page 1
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Standard Shelter Standard Shelter Optional Extras	Page 4-5 Page 6
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Section 2 : ASSEMBLY OF SHELTER - OPTIONAL EXTRAS	Page 10-15
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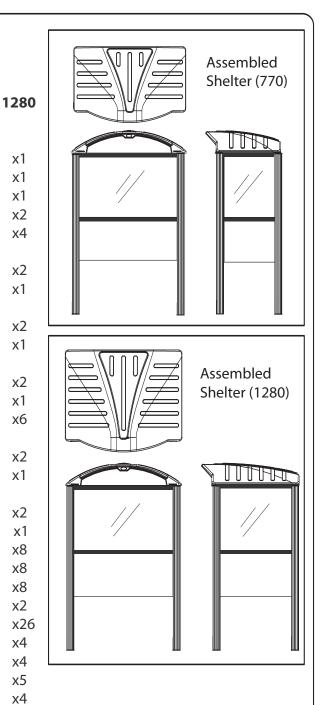
# **TOOLS REQUIRED:**

13mm Spanner Hand Drill with Pozi Drive Drill Bit M6 Pin Torx Screwdriver Bit 19mm x 150mm Masonry Drill Bit Rubber Mallet Hammer Flat Head Screwdriver Pencil and Tape Measure	x1	17mm Spanner / Socket 5mm Allen Key 6mm Allen Key 19mm Spanner / Socket 18mm Masonry Drill Bit Torque Wrench with 19mm Socket Heavy-Duty Electric Drill Scalpel or other sharp blade	x2 x1 x1 x1 x1 x1 x1 x1 x1 x1
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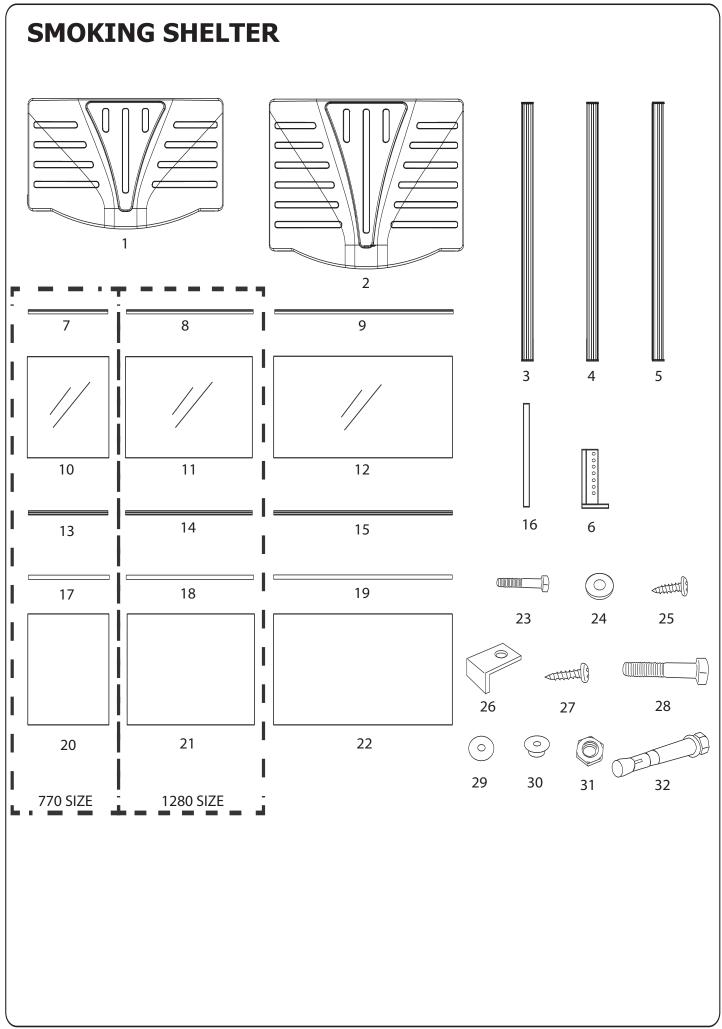
# **SMOKING SHELTER**

ΚΙΤ	CONTENTS:

	Modu	ıs 770	,
ITEM 1	770 Roof	x1	
ITEM 2	1280 Roof		
ITEM 3	Front Left Corner Extrusion	x1	
ITEM 4	Front Right Corner Extrusion	x1	
ITEM 5	Rear Corner Extrusion	x2	
ITEM 6	Spigot Leg	x4	
ITEM 7	Top Glazing Support Side 770	x2	
ITEM 8	Top Glazing Support Side 1280		
ITEM 9	Top Glazing Support Rear	x1	
ITEM 10	PETG Glazing Side 770	x2	
ITEM 11	PETG Glazing Side 1280		
ITEM 12	PETG Glazing Rear	x1	
ITEM 13	Middle Support Extrusion Side 770		
ITEM 14	Middle Support Extrusion Side 128	0	
ITEM 15	Middle Support Extrusion Rear	x1	
ITEM 16	PETG Panel Clamp Extrusion	хб	
ITEM 17	PETG Glazing Filler Strip Side 770	x2	
ITEM 18	PETG Glazing Filler Strip Side 1280		
ITEM 19	PETG Glazing Filler Strip Rear	x1	
ITEM 20	Ecoboard Panel Side 770	x2	
ITEM 21	Ecoboard Panel Side 1280		
ITEM 22	Ecoboard Rear Panel	x1	
ITEM 23	Bolt M8 x 20mm	x8	
ITEM 24	Washer M8	x8	
ITEM 25	Security Screw M6 x 16mm	x8	
ITEM 26	Roof Corner Bracket	x2	
ITEM 27	Security Screw 20mm	x24	
ITEM 28	Bolt M10 x 50mm	x4	
ITEM 29	Nylon Spacer 20mm OD	x4	
ITEM 30	Nylon Plug	x5	
ITEM 31	M10 Nut	x4	
ITEM 32	M12 Ground Fixing Anchor Bolt	x4	



x4



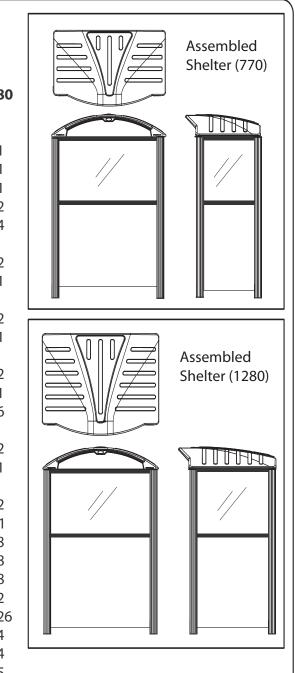
# **SMOKING SHELTER** OPTIONAL EXTRAS: (please refer to your order)

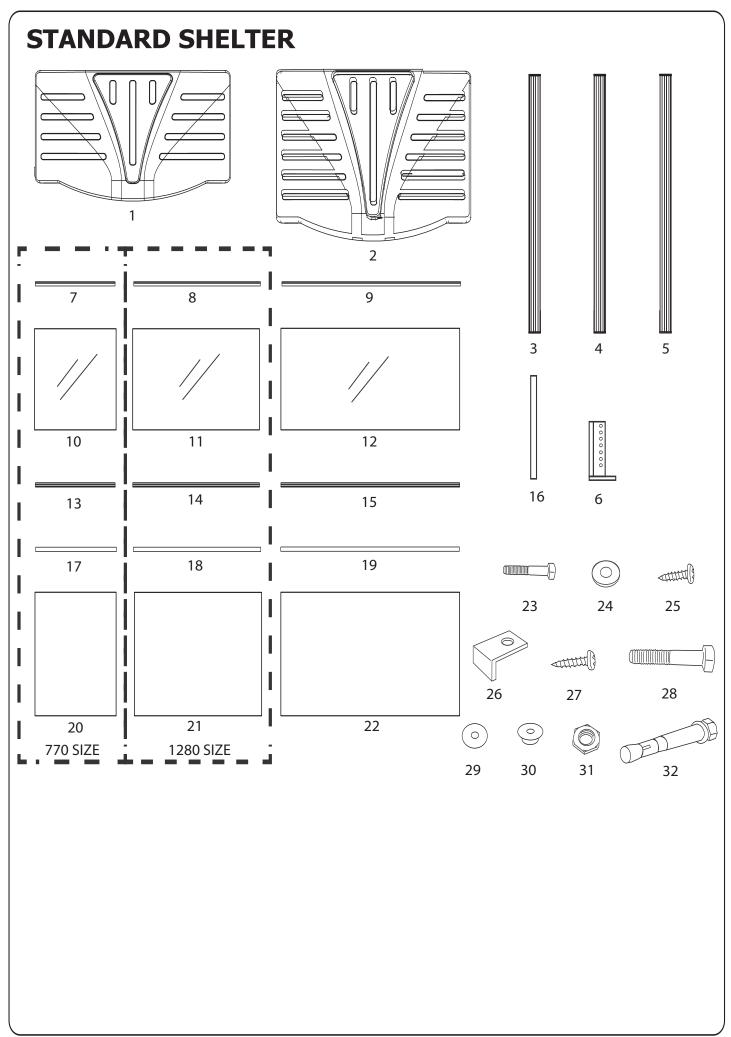
<ul> <li>33 34</li> <li>33 34</li> <li>35</li> </ul>	ITEM 33 ITEM 34 ITEM 35	coboard Panel Kit Pozi Pan Screw 60mm Washer M5 x 25mm OD Ecoboard Panel Rear Top he above additions, the following Top Glazing Support Rear PETG Glazing Rear PETG Panel Clamp Extrusion PETG Glazing Filler Strip Rear	Remov Remov x4	1280 x2 x2 x1 re affected: red from kit red from kit x4 red from kit
	Please see	page 10 for fitting instructions		
$ \begin{array}{c}                                     $	Ashmount ITEM 36 ITEM 37 ITEM 38 ITEM 39 Please see	Ashmount SG No. 10 (Ø4.8 x 32mm) Pozi Scr Washer Nylon Spacer (Lift-off mounti page 12-13 for fitting instructions	x4 ing) x4	
ABBAR SARAN	Ashmount	(various sizes)		
	ITEM 40 ITEM 37	Ashmount No. 10 (Ø4.8 x 32mm) Pozi Scr	x1 rew x4	
<u>م</u> 40	Please see page 13 for fitting instructions			$ \longrightarrow $
37				

# **STANDARD SHELTER**

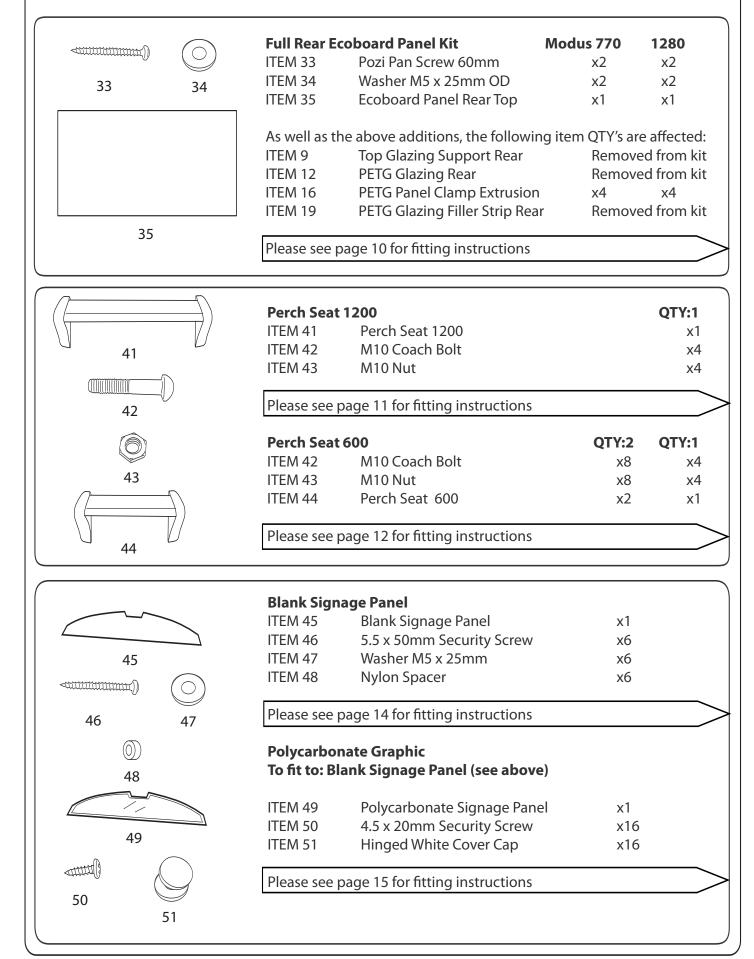
# **KIT CONTENTS:**

Мос	lus 770	128
770 Roof	x1	
1280 Roof		x1
Front Left Corner Extrusion	x1	x1
Front Right Corner Extrusion	x1	x1
Rear Corner Extrusion	x2	x2
Spigot Leg	x4	x4
Top Glazing Support Side 770	x2	
Top Glazing Support Side 1280		x2
Top Glazing Support Rear	x1	x1
PETG Glazing Side 770	x2	
PETG Glazing Side 1280		x2
PETG Glazing Rear	x1	x1
Middle Support Extrusion Side 77	0 x2	
Middle Support Extrusion Side 12	80	x2
Middle Support Extrusion Rear	x1	x1
PETG Panel Clamp Extrusion	хб	хб
PETG Glazing Filler Strip Side 770	x2	
	)	x2
PETG Glazing Filler Strip Rear	x1	x1
Ecoboard Panel Side 770	x2	
Ecoboard Panel Side 1280		x2
Ecoboard Rear Panel	x1	x1
Bolt M8 x 20mm	x8	x8
Washer M8	x8	x8
Security Screw M6 x 16mm	x8	x8
Roof Corner Bracket	x2	x2
Security Screw 20mm	x24	x20
Bolt M10 x 50mm	x4	x4
Nylon Spacer 20mm OD	x4	x4
Nylon Plug	x5	x5
M10 Nut	x4	x4
M12 Ground Fixing Anchor Bolt	x4	x4
	770 Roof 1280 Roof Front Left Corner Extrusion Front Right Corner Extrusion Rear Corner Extrusion Spigot Leg Top Glazing Support Side 770 Top Glazing Support Side 1280 Top Glazing Support Rear PETG Glazing Side 770 PETG Glazing Side 1280 PETG Glazing Rear Middle Support Extrusion Side 77 Middle Support Extrusion Side 12 Middle Support Extrusion Rear PETG Glazing Filler Strip Side 770 PETG Glazing Filler Strip Side 1280 PETG Glazing Filler Strip Side 1280 PETG Glazing Filler Strip Side 1280 PETG Glazing Filler Strip Rear Ecoboard Panel Side 770 Ecoboard Panel Side 1280 Ecoboard Rear Panel Bolt M8 x 20mm Washer M8 Security Screw M6 x 16mm Roof Corner Bracket Security Screw 20mm Bolt M10 x 50mm Nylon Spacer 20mm OD Nylon Plug M10 Nut	1280 RoofFront Left Corner Extrusionx1Front Right Corner Extrusionx1Rear Corner Extrusionx2Spigot Legx4Top Glazing Support Side 770x2Top Glazing Support Side 1280x2PETG Glazing Side 770x2PETG Glazing Side 1280x2PETG Glazing Side 1280x2PETG Glazing Rearx1Middle Support Extrusion Side 770x2Middle Support Extrusion Side 1280x2Middle Support Extrusion Side 1280x2PETG Glazing Filler Strip Side 770x2Middle Support Extrusion Rearx1PETG Glazing Filler Strip Side 770x2PETG Glazing Filler Strip Side 1280x2PETG Glazing Filler Strip Side 1280x2PETG Glazing Filler Strip Side 1280x2Ecoboard Panel Side 770x2Ecoboard Panel Side 1280x2Ecoboard Rear Panelx1Bolt M8 x 20mmx8Washer M8x8Security Screw M6 x 16mmx8Roof Corner Bracketx2Security Screw 20mm ODx4Nylon Spacer 20mm ODx4Nylon Plugx5M10 Nutx4

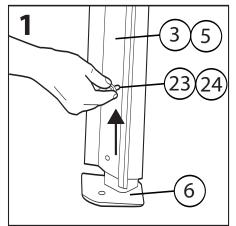




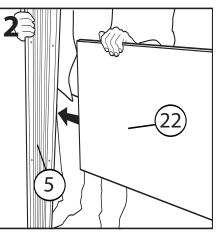
# STANDARD SHELTER OPTIONAL EXTRAS: Please refer to your order



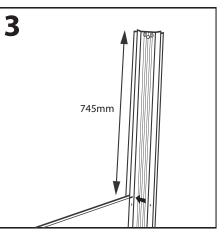
### Section 1: Assembly of Shelter



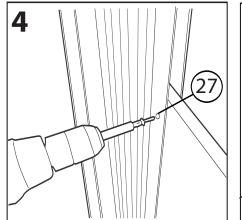
Slide all 4 Spigot Legs (ITEM 6's) into the bottom of each of the Corner Extrusions (3-5). The holes in the Spigot Legs will align with the diagonally spaced holes in the Extrusions. Secure the Spigot Legs in place using the M8 fixings (23-24) with the 13mm spanner.



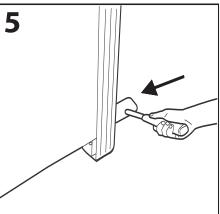
Take the Rear Panel (22) and slide it into the right hand slot in one of the Rear Corner Extrusions (5) as above. For the Smoking Shelter, ensure the 'cut' edge of the panel faces upwards.



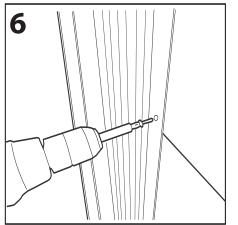
Measure from the top of the Extrusion and mark in pencil a distance of 745mm. Align the top of the Ecoboard Panel with this mark and ensure the Panel is located inside the channel in the Extrusion so that it sits flush with the back of the channel.



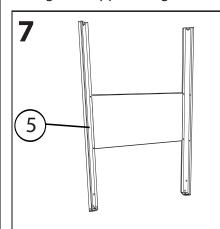
Using the hand drill and security bit, fix the Panel into the Extrusion using a Security Screw (27) through the upper fixing hole.



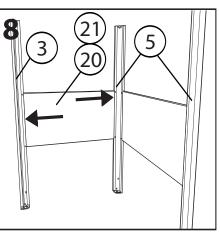
Using rubber mallet, tap the side at the bottom of the Extrusion to ensure that the Panel is pushed fully into the Extrusion.



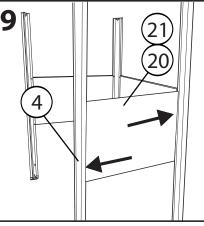
Using the hand drill and security bit, fix the Panel into the Extrusion using another Screw (27) through the lower fixing hole (see above).



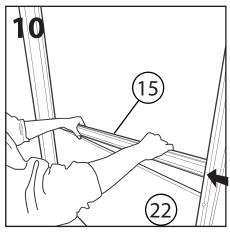
Repeat STEPS 2-6 to fix the remaining Rear Corner Extrusion (5) to the other end of the Panel.



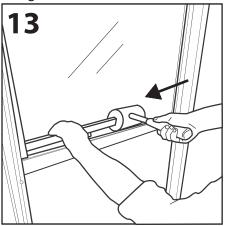
Repeat the process to fix a Side Panel Fix the remaining Side Panel (20 or 21) (20 or 21) to the Corner Extrusion (5). to the vacant slot in the Rear Corner Attach a Front Left Corner Extrusion (3) to the opposite end of the Panel.



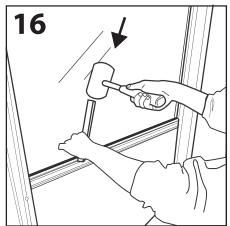
Extrusion (5). Attach the Front Right Corner Extrusion (4) to the Panel.



Push the Middle Support Exrusion (15) onto the top edge of the Panel (22). Ensure the side with the two notches meets with the Panel. Repeat this for the Side Panels using the Extrusions (13 or 14.)



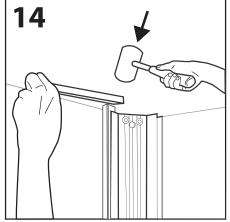
Push it in by hand, aligning the top of the Clamp with the Extrusion. Using the rubber mallet Corner Extrusion. Once aligned, and a piece of timber\* (not supplied) gently tap the Panel Clamp into the channel part way. \*30-50cm softwood baton.



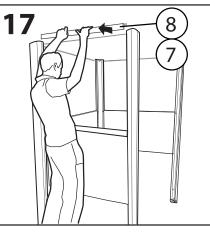
Use the rubber mallet and timber to Slide the Top Glazing Supports (9



Slide the 3 x PETG Panels (12 and 10 or 11) into the slots in the Corner Extrusions from the top. Ensure the sides of the PETG with the printed protective sheets on face outwards.



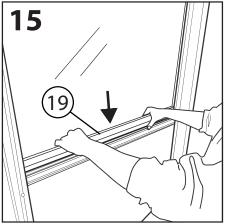
Use the timber to tap the Panel Clamp level with the top of the hammer the Panel Clamp fully into the channel using the timber until it locks into place. Repeat for the Middle Support Extrusions (13 or 14). the channel into the Extrusion (15).



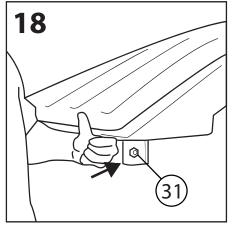
secure the Glazing Strip fully within and 7 or 8) over the top of the PETG the channel along its entire length. Panels. Ensure the deeper face of the the Nuts (31) into each of the four Repeat for Side Filler Strips (17 or 18). Top Glazing Support faces outwards. hexagonal shaped recesses.

12 16

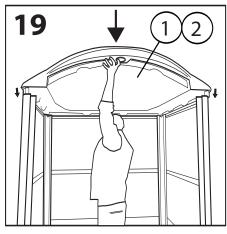
Peel back (but do not remove) this outer sheet from all the edges. Insert the Panel Clamp (16) into the channel of the Extrusion from the inside of the shelter with the teeth touching the PETG sheet.



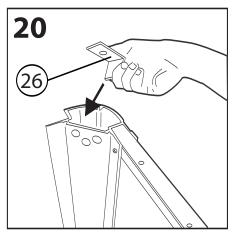
Using a sharp blade, run the knife down the edge of the Panel Clamps to carefully cut the clear protective films on the inside of the PETG sheets and remove. Insert the Rear Glazing Filler Strip (19) in



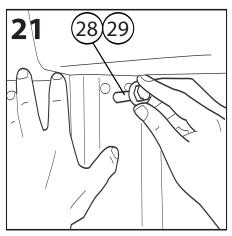
Check there is a Nut in each of the moulded legs. If not, place one of



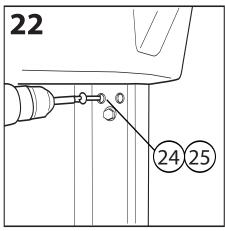
Lift the Roof (1 or 2) above the shelter and drop the Roof legs into the Extrusions (3-5) in the four corners of the Frame. This may require two people.



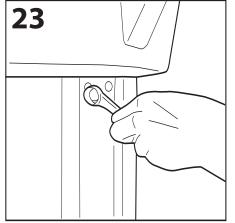
Slide the Roof Corner Brackets (26) into the largest cavity in the Front Corner Extrusions with the part of the Extrusion through the central hole, Bracket with the hole pointing in towards the entrance to the shelter.



Use the M10 Fixings (28-29) to secure the Roof to the Corner tighten using your fingers. Repeat this for the other three Extrusions.



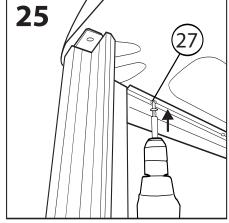
Using the drill fix the M6 Security Screws (24-25) into the two remaining holes in each of the four Corner Extrusions (3-5).



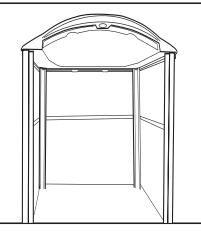
Using a 17mm spanner, carefully tighten the M10 Fixings from STEP 21 until you feel resistance. DO NOT OVERTIGHTEN.

24

Using the drill and security drill bit secure the 2x Brackets (26) to the underside of the Roof (1 or 2) using Security Screws (27).



Using the drill fix the top glazing supports into the roof using the remaining Securit Screws (27). Fix through all four holes in each Top Glazing Support Extrusion.



Finally, remove all the protective film from the outside of the Glazing Panels.

The shelter is now assembled and ready for installation.

# Section 2: Assembly of Shelter - OPTIONAL EXTRAS

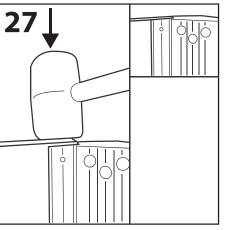
Move straight onto SECTION 3 if your shelter does not include any of these features:

- **1. FULL REAR BACK PANEL**
- **2. PERCH SEAT 1200**
- 3. PERCH SEAT(S) 600
- 4. ASHMOUNT SG
- 5. ASHMOUNT
- 6. BLANK SIGNAGE PANEL
- 7. POLYCARBONATE SIGNAGE

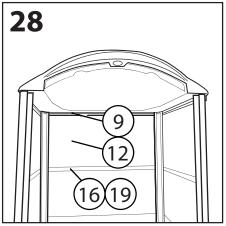
# **1. FULL REAR BACK PANEL**



Follow STEPS 1-10. At STEP 11, rather than fitting Glazing (12) in the rear of the shelter, instead substitute with an Ecoboard Rear Top Panel (35). Slot the Panel down the channel from the top.



A rubber mallet may be required to push the Panel down the channel as the fit is quite tight. Tap the top of the Panel until it is level with the top of the Extrusions as shown.



SEE STEPS 26-29

SEE STEPS 30-37

SEE STEPS 38-39

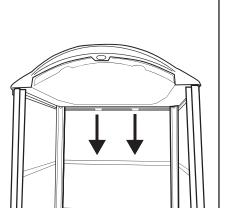
SEE STEPS 40-45

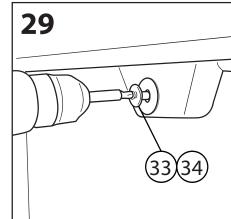
SEE STEPS 46-48

SEE STEPS 49-53

SEE STEPS 54-58

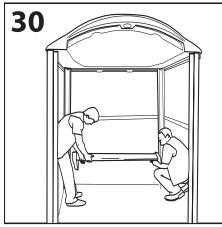
Follow STEPS 12-24, with the exception of fitting the Glazing fixing components to the rear of the shelter (i.e. do not fit 9,12, 16 and 19).



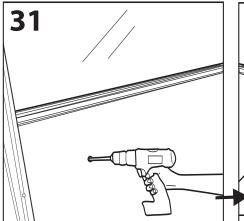


Secure the hood to the panels using the drill to fix the Screw and Washer (33 and 34) though the Roof Tabs and through into the Panelling. In order to minimise any gaps between the Roof and Panels you may require somebody to apply force to the Roof from the outside whilst the Fixings are installed from the inside.

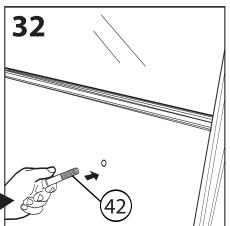
## 2. PERCH SEAT 1200



Hold the Seat (41) where you want it to be positioned on the Rear Panel (ensure the top of the Seat is at a height of 750mm). Mark the position of the four fixing keyhole slots onto the Rear Panel.



From inside the shelter, drill the upper left fixing keyhole through the Panel using a 12mm drill bit and hand drill.



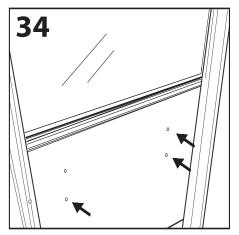
From outside the shelter fit one of

the Coach Bolts (42) through the

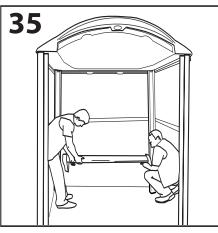
drilled hole.

33 Vito the real Parlet.

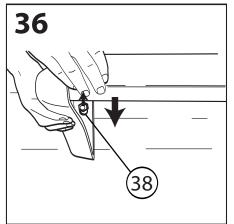
Slot the upper left fixing keyhole of the Seat over the Bolt from inside the shelter. Hand tighten a Nut (43) onto the thread. Pivot the Seat up at the opposite end, ensuring it is level by using a spirit level. Mark the hole positions.



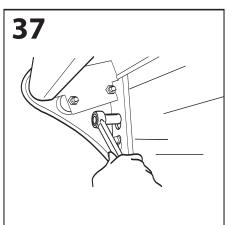
Check the marks align with the keyslots in the seat. If not, remark their positions. Remove the Nut and then whole Seat and set aside. Follow STEPS 31-32 for the remaining fixing points.



Lift the Seat up so that the key holes line up with the protruding Bolts that are now sticking through the Panel on the inside of the shelter.



Slot the key holes over the Bolts and push down to locate them. Screw on the Nuts (38) until finger tight.

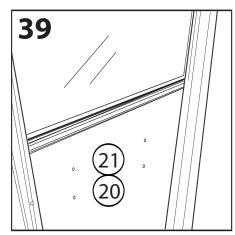


Using the 17mm socket or spanner, tighten the fixings until the head of the Coach Bolt compresses against the outside face of the Ecoboard Panel with the fixing no longer turning. Take care that the head of the Coach Bolt does not pull against the Ecoboard such that the Panel is dented or dished. This indicates that the fixing is overtightened. Repeat until all four fixings are secured.

#### 3. PERCH SEAT 600



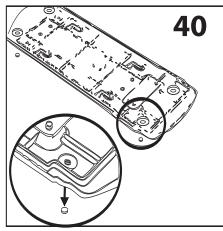
For the Perch Seat 600 these are fitted on the interior Side Panels (see above). The installation is very similar to the Perch Seat 1200 so follow the same procedures as STEPS 30 to 37.



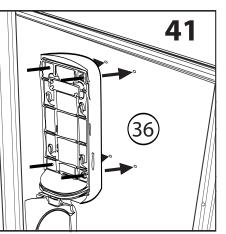
The seat can be placed centrally or to either side of the the Side Panels. However, please ensure the top of the seat is installed at a height of 750mm.

#### 4. ASHMOUNT SG PERMANENT MOUNTING

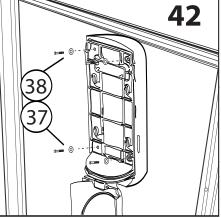
ADDITIONAL TOOLS REQUIRED: 3mm Drill Bit x1



Open the Ashmount SG (36) and remove the liner. Pop out the four holes as illustrated above (we recommend a screwdriver for this).

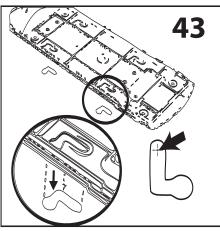


Place the unit in the desired position on the Ecoboard Panel and mark through the four hole positions using a scribe or pen . Remove the unit and drill four pilot holes using a 3mm drill bit. Drill to a depth of 10mm. Use a piece of masking tape wrapped onto the drillbit as a guide. (CAUTION - DO NOT DRILL ALL THE WAY THROUGH THE PANEL!)

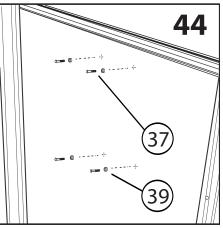


Attach the unit to the panel using Screws and Washers provided (37 and 38) and tighten using the hand drill.

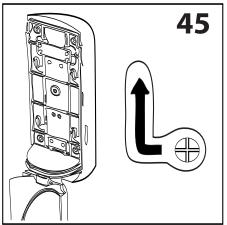
### 4. ASHMOUNT SG LIFT OFF MOUNTING



Open the Ashmount SG and remove the liner. Pop out the four 'L' shapes as illustrated above. Place the unit in the desired position on the Ecoboard Panel. Mark the four hole centres (see above) using a scribe or pen onto the Panel.

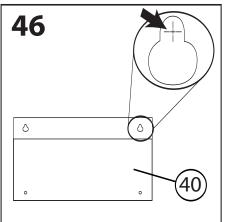


Drill four pilot holes using a 3mm drill bit (CAUTION - DO NOT DRILL ALL THE WAY THROUGH THE PANEL!) - see STEP 41. Fix the Screw and Washer (37 and 39) into the Panel so that the screw heads stick out enough to allow the unit to be fitted (approx. 5-10mm). If the unit does not fit then adjust the depth of the Screws until it does so.

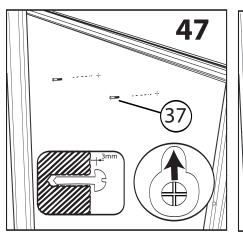


Open the unit and line up the bulbous ends of the 'L' shaped slots with the screw heads sticking out from the Panel. Slot the unit over the screw heads and slide the Ashmount SG to the right and downwards to engage the Fixing in the top of the 'L' shaped slot. The unit can be removed when required.

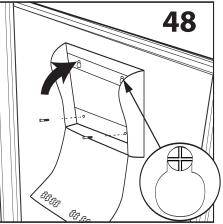
# 5. ASHMOUNT



Remove the Liner from inside the Ashmount (40). Hold the Ashmount in position on the Panel where you want it to be sited. Mark the hole centres through the keyhole slot in the unit (see above) using a pen or scribe. Ensure the unit is level with the top of the Panel either by measuring the same distances from the top of the Panel to the hole centres or by using a spirit level.



Drill a small pilot hole using the 3mm drill bit from inside the shelter into the positions just marked using the hand drill (CAUTION - DO NOT DRILL ALL THE WAY THROUGH THE PANEL!). Fix the Screws (37) into the Panel. Leave the screw heads proud of the Panel by approx. 3mm to allow the screw head to slot into the keyhole slot in the rear of the unit.



Attach the unit to the Panel. The depth of the Screws may need to be adjusted to ensure the keyhole slots in the unit are securely engaged with the screw heads. With the unit in this position fix the Screws (37) into the two smaller holes to complete the installation.

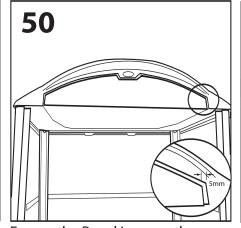
NOTE: Follow these same steps for all sizes of Ashmount (1.5L, 3L or 12L). The number of fixings for the 12L Ashmount increase to six, however the procedures are the same.

# 6. BLANK SIGNAGE PANEL

#### **ADDITIONAL TOOLS REQUIRED:** 3mm Drill Bit

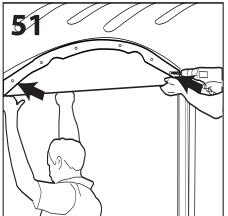


Position the Signage Panel (45) in the sign recess in the Roof at the front of the shelter. The Panel is dual-sided so it does not matter which way it faces. You will need to ask someone to hold the sign in the Roof and the Sign itself. place from the outside whilst the Sign is secured inside the shelter.

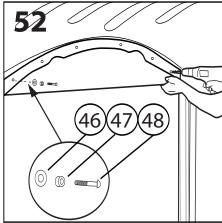


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Ensure the Panel is correctly positioned. Looking from the outside, check there is an even gap all around the sign of approx. 5mm between the sign recess in



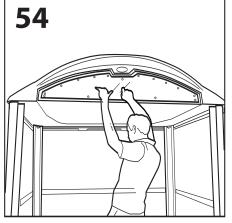
From inside the shelter, drill the Signage Panel through the two outermost holes in the Roof panel recess using a 3mm drill bit. Be careful not to drill right through the Panel. Use a collar on the drill bit or mark the bit with tape to a depth of 40mm. Once the tape is reached, stop drilling. (CAUTION -DO NOT DRILL ALL THE WAY THROUGH THE PANEL!)



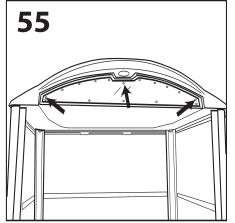


Drill the remaining four holes and fix the Panel into place using the remaining Fixings as shown in STEP 52.

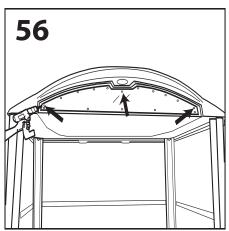
# **7. POLYCARBONATE SIGNAGE**



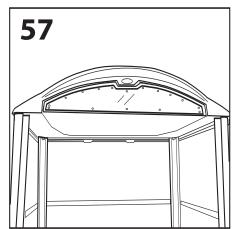
Position the Polycarbonate Signage Panel (49) in to the desired position on the Blank Signage Panel (45). Leave an equal careful not to drill all the way gap of approx. 10mm around the edge so the Sign is fitted equally.



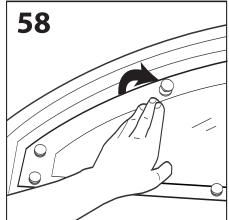
Using a 3mm drill bit drill three small pilot holes through the three holes shown above. Be through the Blank Signage Panel.



Fix the Panel through the three fixing holes drilled with the hand drill using the Fixings (50 and 51).

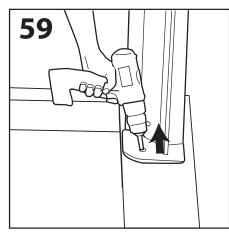


Once the three initial Fixings are in place the remaining thirteen holes can be drilled in the same manner as STEP 55. Then fix the Panel in place using the remaining Fixings in the same way as STEP 56.



Once all the fixings have been tightened fold over the tops of the Cover Caps (51) to shield the Fixings from view.

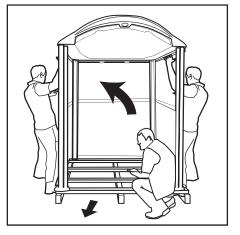
# Section 3: Unpacking the Shelter (when supplied pre-assembled)



Position the shelter close to the intended site using a pallet truck or forklift. Unfasten the screws holding the shelter to the pallet using the hand drill with pozi drill bit attached.

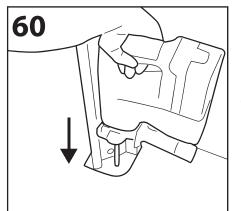
PLEASE NOTE: A pre-laid concrete foundation should be prepared prior to installation. Please refer to Section 4 for guidelines on dimensions.

# CAUTION:

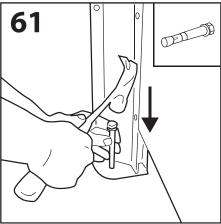


To remove the shelter from the transportation pallet requires a minimum of three people. Once the fixings are removed the shelter should be carefully lifted so that the rear legs of the shelter are clear of the pallet. The rear legs should be lowered to the ground so that the shelter is tilted back at an angle with the front legs raised off the pallet. At this point, with the weight borne by the rear legs, the pallet can be pulled out from the front of the shelter by a third person. The shelter should then be tipped back level so that all four legs are back on the ground.

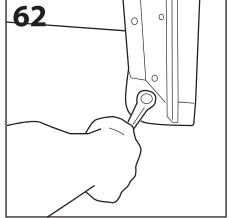
# Section 4: Installation of Shelter



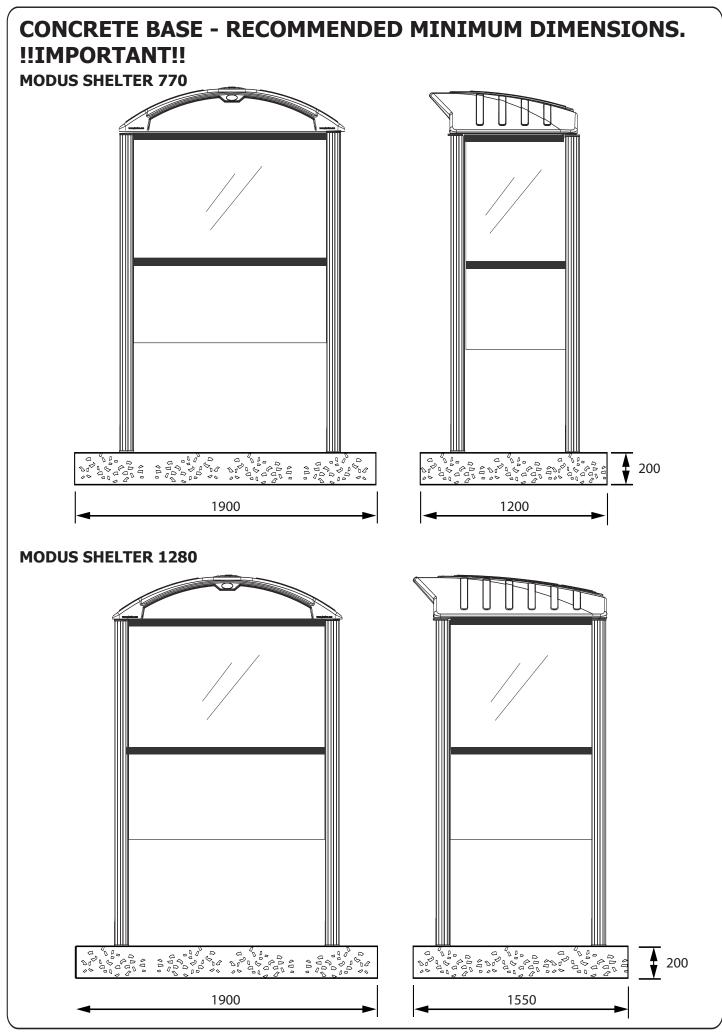
Using a 18mm masonry drill bit, drill through the hole in the Spigot Leg down into the concrete approximately 105mm deep.



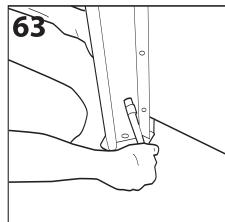
Place the M12 Ground Fixing (32) through the Spigot Leg and down into the drilled hole. Using a hammer, tap the Fixing Bolt until it hits the top of the Spigot Leg Plate.



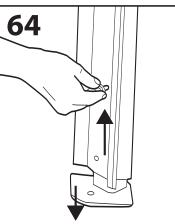
Tighten the Bolts using a 19mm spanner. A torque setting of 80Nm is recommended.



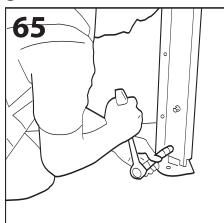
# Section 5: Adjustment of Spigot Legs when sited on uneven ground



Using a 13mm spanner/socket unscrew the two Bolts (23) with Washers on the inside at the bottom of the Extrusions and remove.



Lift the Extrusion upwards and pull the Spigot Leg down to a more appropriate height ensuring that the shelter is now level.



Replace the Bolts and Washers into the new holes within the Spigot Leg and tighten with a spanner or socket. Repeat STEPS 53-55 on the other Legs that need adjusting.

Should you require any further assistance please contact us on tel: 01253 600410, fax: 01253 792558 or email: sales@glasdon-uk.co.uk



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