**Tools you will need**

- String or Chalk Line
- Drill with Philips Tip
- Tape Measure
- Tin Snips
- Quantity of 1st Drywall Screws

**Room Planning**

**ESTABLISHING ALIGNMENT**

To ensure professional looking results, the room layout should be balanced with equal size border panels used on opposite sides of the room, as shown below.

<table>
<thead>
<tr>
<th>Formula</th>
<th>Example</th>
<th>Your Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Measure room in one direction</td>
<td>17'6&quot;</td>
<td>17'6&quot;</td>
</tr>
<tr>
<td>Round down to closest even number of feet</td>
<td>16'</td>
<td>16'</td>
</tr>
<tr>
<td>Subtract those numbers</td>
<td>1'6&quot; or 1'8&quot;</td>
<td>1'6&quot; or 1'8&quot;</td>
</tr>
<tr>
<td>Add 24&quot;</td>
<td>42&quot;</td>
<td>42&quot;</td>
</tr>
<tr>
<td>Divide by 2 to get border tile size</td>
<td>21&quot;</td>
<td>21&quot;</td>
</tr>
</tbody>
</table>

**Step 1 ATTLCHING THE WALL BRACKET**

The Wall Bracket is 8' long and is installed around the perimeter of the room.

**Step 2 FASTENING TOP HANGERS**

The Top Hanger is 8' long and is fastened to joists or existing ceiling. Top Hangers will be installed either perpendicular to exposed joists or across the longest dimension. Using a string or chalk line, establish the drylines as determined above. The first row of Top Hangers & Cross Tees will be centered over these drylines.

**Step 3 INSTALLING TOP HANGERS & CROSS TEES**

The Cross Tee is 23" and is installed perpendicular to the Top Hanger to create grid support.

**Step 4 CUTTING & PLACING BORDER CEILING TILES**

Beginning where the first Top Hanger was installed, cut ceiling tiles to fit each location and slide into the Wall Bracket, Rock the Cross Tee slightly as you insert the tile. When the end ceiling tile is correctly cut to size and in place, install the final Cross Tee.

**Step 5 LOCKING IN THE RUNNER**

The Runner is 8' long and snaps into the Top Hanger, locking the grid system and ceiling tiles. Install full ceiling tiles in the remaining rows by rocking the Cross Tee and placing each tile in the grid system. As each row of ceiling tiles is put into place, finish the installation by mapping the Runners into the Top Hangers as shown below. Cut the last row of Runners as required.

**INSTALLATION TIPS**

**TIP 1:** Before you begin, box in any ducts, piping or window openings as shown at right.

**TIP 2:** Light fixtures can be installed or adjusted to align with the CeilingMAX grid system. Make sure to leave adequate space (1/4") between the outer dimensions of the fixture and the ceiling tile. This is especially important when lighting is recessed incandescent. NOTE: If you plan to use lighting designed for use with suspended ceiling systems, be certain the fixture is supported by the joists, not the CeilingMAX grid system.

**TIP 3:** If starting a room with a full sized tile instead of border tile, order 25" cross tees from the manufacturer. The special order cross tees would be for the border only. See the ROOM PLANNING section above to determine if you need border tiles or should start with full tiles.

**TIP 4:** To accommodate 1/2" conduit or pipes, notch the vertical portion of the Cross Tee or Runner.

**TIP 5:** If using 2" x 4" tile, round the 4" tile side of room measurement down to nearest number divisible by 4. Add 48" to remainder and divide by 2 to determine border tile size.

**TIP 6:** If your existing ceiling is not level you may need to furl the ceiling or place shims behind the Top Hangers to level. If the adjustment is minimal, you can back out the screws in the Top Hangers.

For Additional Tips and information visit our FAQ page on ceilingmax.com