

# EASY POOL STEP — (NE113)

**FOR USE WITH:**



**EASY POOL STEP** (NE113)  
(1 CARTON)



**EASY POOL STEP  
WITH OUTSIDE LADDER** (NE126)



**EASY POOL STEP  
ENTRY SYSTEM** (NE138)  
(With Gate)  
(4 CARTONS)

Above are the options available with use of the Easy Step. The cartons and instructions necessary will vary depending on which set-up you have purchased. Please find the mode you purchased on the next page and note the information regarding location of the instructions and assembly.

## EASY POOL STEP (NE113)

This carton (**NE113**) contains ALL the necessary pieces and instructions for installation of your new step. Please follow all instructions for proper installation of this step.

## EASY POOL STEP WITH OUTSIDE LADDER (NE126)

This is carton 1 of 2. The step and the necessary instructions for installation are included within this carton. You should have a second carton labeled which contains the outside ladder for this system (**NE126B**). All the necessary instructions for installation of the ladder are located inside the second carton.

## EASY POOL STEP ENTRY SYSTEM (NE138)

There are four cartons necessary to install your new bridge. You should have 2 step cartons (**NE113**) which include the instructions necessary to install the steps only. The third carton contains the crossover (**NE138B**) necessary to connect the two steps. The instructions for the assembly and installation of the crossover are located in the crossover box. Carton 4 is the gate carton (**NE138C**) which includes the necessary components for the gate and instructions for gate installation.

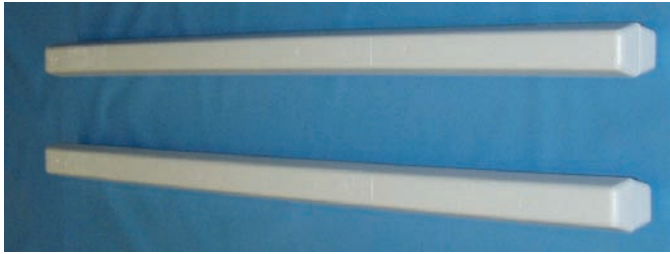


**NOTE** The sequence of the instructions may vary at points depending on the type of step system that you have purchased. If there are different instructions for your system, it **WILL BE** indicated within the step. Please follow these notes to avoid additional steps and wasted time.

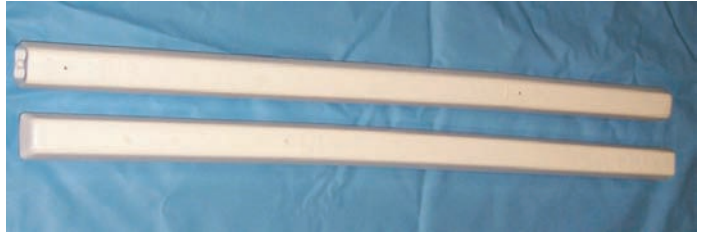
## TOOLS REQUIRED

- Small rubber mallet or hammer w/piece of wood
- Phillips head screwdriver
- Pliers
- Liquid soap or lubricant
- 40 lbs. of sand (sold separately)
- Funnel

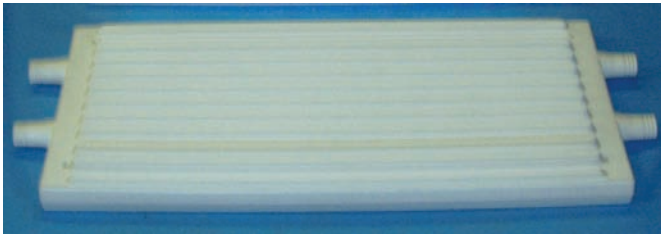
# PARTS & HARDWARE FOR STEP



**A. LONG HANDRAIL POST (2)**  
(AC LONGPOS)



**B. SHORT HANDRAIL POST (2)**  
(AC SHORTPOS)



**C. STEPS (4)**  
(AC STEPS)



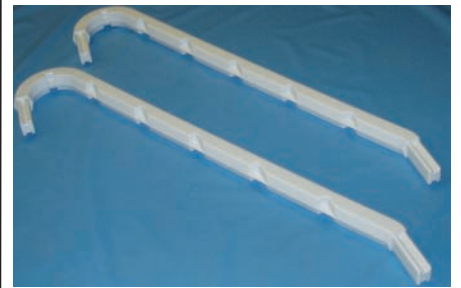
**D. RISERS (4)**  
(AC RISERS)



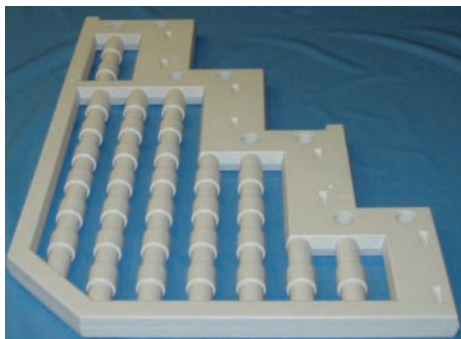
**E. BASES (2)**  
(AC BASE)



**F. MOUNTING BRACKETS (2)**  
(AC MTBRACK)



**G. HANDRAILS (2)**  
(AC STEPRAIL)



**H. SIDE PANELS (2)**  
(AC PANELS)



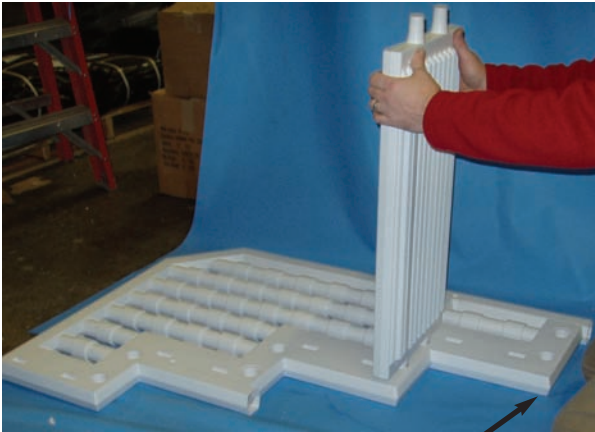
**I. LOCK CAPS (16)**  
(AC LOCKCAP)

**J. HARDWARE**  
(AC HDW30163)  
• 14 - 1-1/4" screws



**K. DANGER STICKERS**  
(AC DNGRSTIK)

## STEP 1

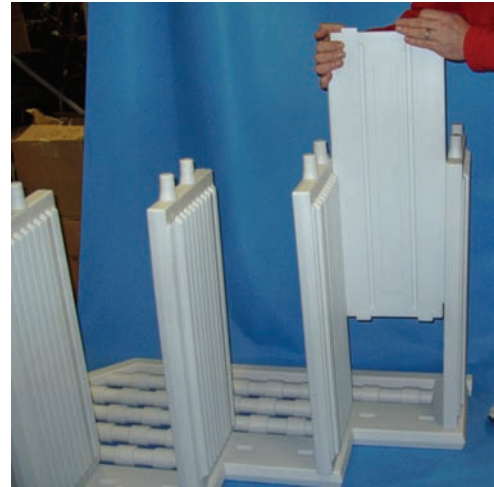


TOP OF PANEL

- Lay one of the side panels (**H**) down on a flat surface.
- Each step (**C**) has a groove where the riser will slide in which is located on the bottom of each step.
- Line up a step (**C**) by positioning the connected dowels on the step with two of the round holes on the side panel (**H**). **NOTE:** Make sure that the treads on the step are facing towards the TOP of the side panel (the skinnier part of panel) and that the riser groove on the step is towards the back of the step.
- Push the step until it clicks in place. Repeat for each of the three remaining steps (**C**). If necessary, you may use the rubber mallet or hammer with wood on top to tap into place.

## STEP 2

- Insert a riser (**D**) between each of the steps. Locate the hole in the center of the riser. This hole should face towards the back of the side panel.
- The riser should slide right into the grooves on the steps and the square notches should fit right into the recessed openings on the panel.
- Repeat for each of the three remaining risers.



## STEP 3



- Once all risers are in place, line up second side panel with the connected dowels on installed steps.
- Push down on side panel to lock in place, if necessary use rubber mallet or (hammer with piece of wood) to fully seat side panel.

## STEP 4



- Leave the side panel facing upward and position one of the lock caps **(I)** centered over any hole on the side panel.
- Using a small rubber mallet or a (block of wood and a small hammer), tap on the locking cap until it is secured over the pin sticking through the side of the step and is flush with the side panel.
- Repeat this procedure for each of the additional seven openings on this side of the step.
- Flip step so that other side panel is facing upwards and repeat above for the eight holes on this side.

## STEP 5

- Leave the side panel facing upward and position one of the bases **(E)** under the side panel with the channel against the step.



- Secure the base to the side panel with two zip ties. There is a molded groove in the base for placement of the zip tie. Tighten zip tie securely.
- Repeat for opposite side.



**NOTE** Zip tie should catch and lock when pulled tight, if it does not then turn the zip tie over and reattach.



**NOTE** To prevent damage to liner, make sure that the locking tab on zip tie is positioned so that it will **NOT** come in contact with liner.

## STEP 6



- Stand step upright and locate two short handrail posts (**B**).
- The short handrail posts should be installed into the holes located on the second step with closed end inside the hole and the open end facing up.
- Screw handrail posts into place using (2) screws from hardware bag (**J**).



**NOTE** Do NOT install long handrail posts at this time, they must be installed after completing Step 7.

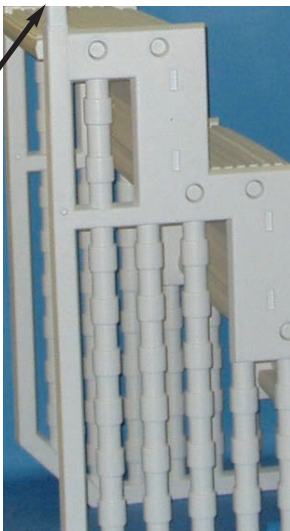
## STEP 7

- Place assembled step INSIDE the pool where you would like to enter the pool. Filter should be switched off to stop water circulation.
  - a. If you have a deck, position step in area where it can be attached to your deck.
  - b. If you have the Easy Step without ladder or Easy Pool Step Entry System position step where you would like to enter the pool.



**NOTE** When installing a step inside of your pool it is recommended to install a step mat underneath to protect your liner. This item is sold separately.

Place funnel up here and pour sand through these posts



- Once step is placed in pool, tip the step forward and move it left and right to ensure that air escapes and water enters the steps and risers. This will help keep the step stationary in the pool.
- In order for step to sit properly, it must be weighted in place using approximately 40 lbs of sand. To weight step, place funnel in opening of side panel on top step that is now inside pool. Pour 20 lbs of sand into EACH side of the step.



**NOTE** You may need to rock the step back and forth a little to distribute the sand so the 20 lbs will fit in each side of the step.

## STEP 8

- The two long handrail posts (**A**) should be installed into the holes located at the back of the step.
- When installing these posts, make sure that the closed end goes into the opening and that the open end is facing up.
- Once in place, secure using (2) screws from hardware bag (**J**).

**NOTE** If you are having a problem getting the handrail posts in due to the sand, rock the step left and right to distribute sand.



**\*\*IF YOU ARE INSTALLING THE EASY POOL STEP WITH OUTSIDE LADDER, PLEASE REFER TO NE126B OUTSIDE LADDER INSTRUCTIONS AT THIS TIME.**

**\*\*IF YOU ARE INSTALLING THE EASY POOL STEP ENTRY SYSTEM, PLEASE REFER TO NB138B CROSSOVER INSTRUCTIONS AT THIS TIME.**

## STEP 9



- If you are reading this step, then you will be attaching this staircase to an existing deck at the pool site. If you are NOT installing this step to a deck, please refer to the above notes for your next step.
  - Locate mounting brackets (**F**) and slide one over each of the long handrail posts. These will be used to secure your step to your decking.
  - Adjust mounting brackets height-wise so that they are even with your deck. Once these are even, make sure step is where you would like it in pool. Make sure the upright posts are as close as possible to pool top rails.
- Attach mounting brackets by screwing into deck through two of the three holes on each mounting bracket (choose the openings that best fits your deck). The screws necessary for attachment are NOT included as there are several types of deck materials and the necessary screws will vary.

**NOTE** Step **MUST** be secured to deck to prevent rocking or tipping. If the mounting brackets do not reach the deck, you will need to extend that part of the deck surface so that the brackets can be screwed in place.

## STEP 10



- Lubricate inside of long and short handrail posts with liquid soap or lubricant.
- Attach handrails (**D**) to handrail posts by pushing into posts. The more curved part of the handrail is meant to be installed in the long handrail post.
- Using (4) screws from hardware bag (**J**), secure handrails in place.
- Stick one danger sticker (**K**) on each handrail so that one faces inside the pool and the other faces the outside.

## SAFETY INFORMATION

- When lifting heavy or awkward loads, it is suggested that two people lift to avoid injury.
- **DO NOT** use the pool steps for any purpose other than that for which it is intended.
- Maximum weight on steps should **NOT** exceed 350 lbs.

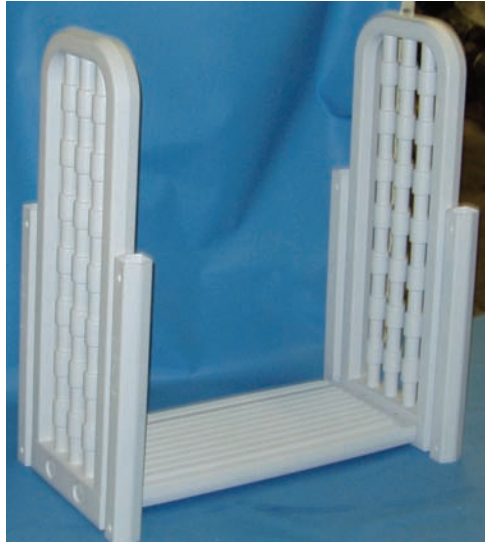


**WARNING** Exceeding the recommended weight limit may cause the step to fail and may result in injury.

## MAINTENANCE

- Step/ladder/bridges must be removed for winter, failure to do so can cause the step to crack.
- When removing step/ladder/bridges for winter, it is recommended that you spray down step with hose water to rinse off any chemical residual prior to storing.
- When storing step/ladder/bridges for winter, it should be protected from the elements and stored either in a shed or garage, or covered with a tarp.

## CROSSOVER INSTRUCTIONS (NB138B)



**CROSSOVER FOR USE WITH:**



**EASY  
POOL STEP  
ENTRY SYSTEM  
(NE138)**

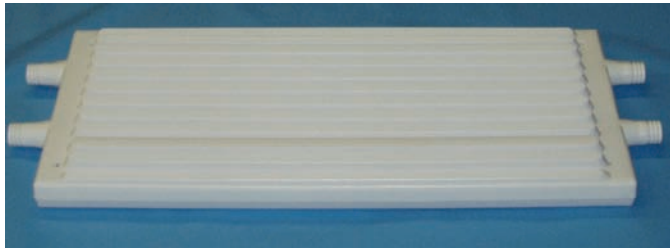
## TOOLS REQUIRED

- Hammer and a wood block or rubber mallet
- Phillips head screwdriver
- Drill with 1/8" drill bit
- Pliers • Liquid soap or lubricant

This crossover is intended for use with the **Easy Pool Entry System**. Please start by assembling BOTH steps using instructions provided in the **Easy Pool Step (NE113)** box. Refer to these directions once you have assembled both steps.

If you are installing the **Easy Pool Step Entry System**, please check the carton labeled "GATE CARTON" (**NE138C**) for instructions on gate assembly and attachment, upon completion of installation of crossover.

# PARTS & HARDWARE FOR CROSSOVER



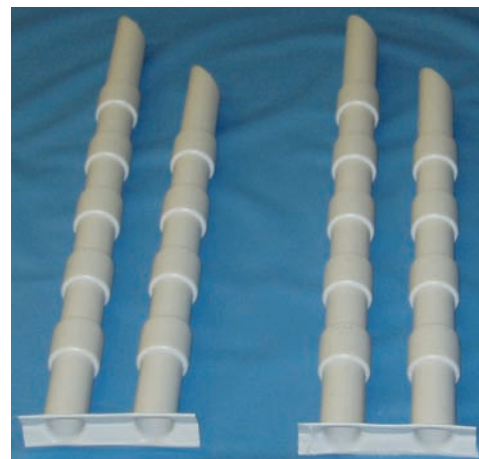
**A. CONNECTING STEP**  
(AC CONSTEP)



**B. CONNECTING RAILS (2)**  
(AC CONRAIL)



**C. SINGLE PICKETS (2)**  
(AC PICKETS1)



**D. DOUBLE PICKETS (5)**  
(AC PICKETS2)



**E. TRIPLE PICKETS (2)**  
(AC PICKETS3)



**F. LOCK CAPS (5)**  
(AC LOCKCAP)

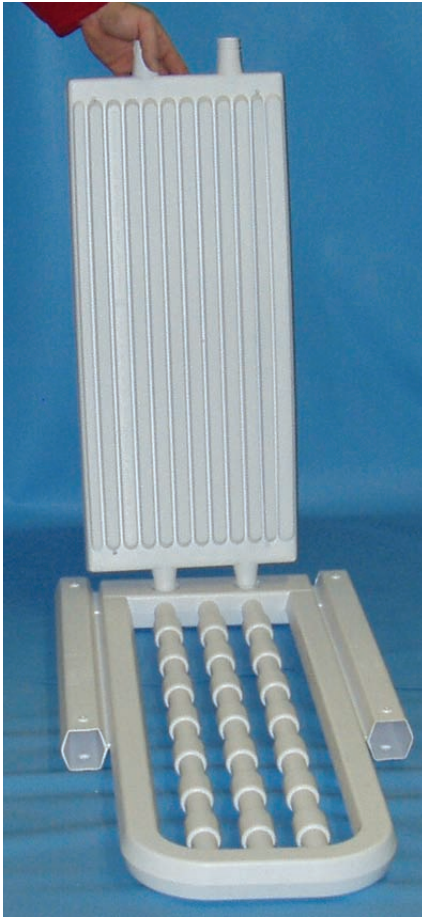
## HARDWARE

(AC HDW30937)

**G.** (40) #10 x 1-1/4" Screw

**H.** (12) #10 x 3/4" Screw

## STEP 1



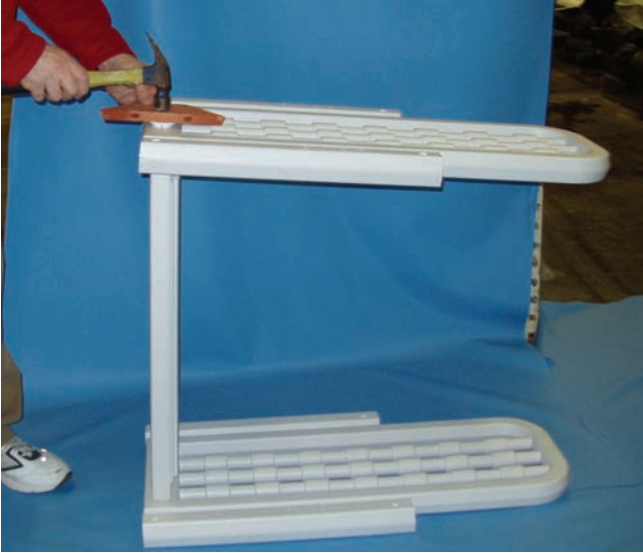
Lay one of the connecting rails **(B)** down on a clean, flat surface. Make sure the tread surface of the connecting step **(A)** is facing up towards the rails. Push the end of the connecting step into the openings of the connecting rail until fully seated.

## STEP 2

Lay the second connecting rail **(B)** down and push the opposite end of the connecting step **(A)** into the openings until fully seated.



## STEP 3



- Center one of the lock caps (**F**) over any hole on the side of the connecting rail.
- Using a small rubber mallet or (a block of wood and a small hammer), tap on the locking cap until it is secured over the pin sticking through the side of the connecting rail.
- Repeat this procedure for each of the additional openings. You will only need to use a total of (4) lock caps.

## STEP 4

- One step (**NE113**) should already be inside the pool and weighted in place.
- Place second assembled step (**NE113**) on outside of the pool, lined up with the step placed inside the pool during step installation. Make sure step is on level ground.
- Slide the assembled crossover down over the upper handrail posts of the steps until it is resting on the pool top rail. It may be necessary to lubricate posts prior to installing crossover.



**CAUTION** DO NOT attempt to stand on crossover until bridge is fully assembled.

## STEP 5



- The crossover must be screwed into the handrail posts using (16) #10 x 1-1/4" screws (**G**). Each of the locations where a screw must be drilled into handrail posts is pre-marked. There are eight per side.

## STEP 6



**NOTE** If you are installing EASY POOL STEP ENTRY SYSTEM you should install handrails on INSIDE step only at this time. Please refer to gate (NE138C) instructions for further details.



- Lubricate the end of the handrails (packed with the **Easy Pool Step NE113**) with liquid soap or lubricant and slip the ends of the handrails into the open ends of the posts on the inside and outside steps.
- Push handrails down until they are fully seated on posts.
- Secure in place using (1) #10 x 1-1/4" screw (**G**) per post (2 on each side).

## STEP 7



- Align one of the triple pickets (**E**) with the notches at the top of the handrail of the OUTSIDE step. The triple picket will line up with the openings in the handrail on the top step.
- The double picket (**D**) will fit on the second step down (shown).
- The single picket (**C**) will be attached to the handrail on the third step down.
- Fasten the pickets in place one at a time at the top and bottom using the #10 x 3/4" screws (**H**).

## STEP 8

Crossover installation is completed at this time. If you are installing the **EASY POOL STEP ENTRY SYSTEM** please refer to gate carton (**NE138C**) for gate assembly instructions and completing installation of your bridge system.

## SAFETY INFORMATION

- When lifting heavy or awkward loads, it is suggested that two people lift to avoid injury.
- **DO NOT** use the pool entry system for any purpose other than that for which it is intended.
- Maximum weight on steps should **NOT** exceed 350 lbs.



**WARNING** Exceeding the recommended weight limit may cause the step to fail and may result in injury.

## MAINTENANCE

- Step/ladder/bridges must be removed for winter, failure to do so can cause the step to crack.
- When removing step/ladder/bridges for winter, it is recommended that you spray down step with hose water to rinse off any chemical residual prior to storing.
- When storing step/ladder/bridges for winter, it should be protected from the elements and stored either in a shed or garage, or covered with a tarp.

## GATE (NE138C)



**FOR USE WITH:  
EASY  
POOL STEP  
ENTRY SYSTEM  
(NE138)**



## TOOLS REQUIRED

- Phillips head screwdriver
- Drill with 1/16" drill bit

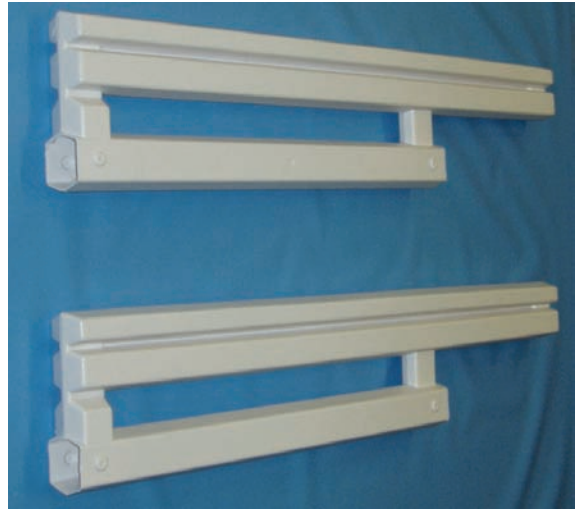
This gate is the final component of the Paradise Isle Bridge System. Prior to installing gate, please follow instructions in the step boxes (**NE113**) to assemble both steps and assemble the crossover (**NE138B**) using provided instructions.

**NOTE** If you are adding this component to the Tahitian Bridge System after completing full assembly, you will need to remove outside handrails to install gate.

## PARTS & HARDWARE FOR GATE



**A. GATE**  
(AC GATE)



**B. HINGE MOUNTING POST (2)**  
(AC HINGEMT)



**C. HINGE POST**  
(AC HINGEPT)



**D. LATCH MOUNTING POST**  
(AC LATCHPT)

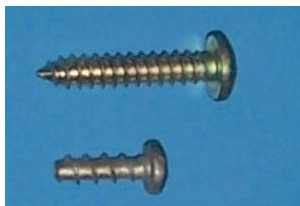


**E. GATE LATCH ASSEMBLY**  
(AC GATELATH)



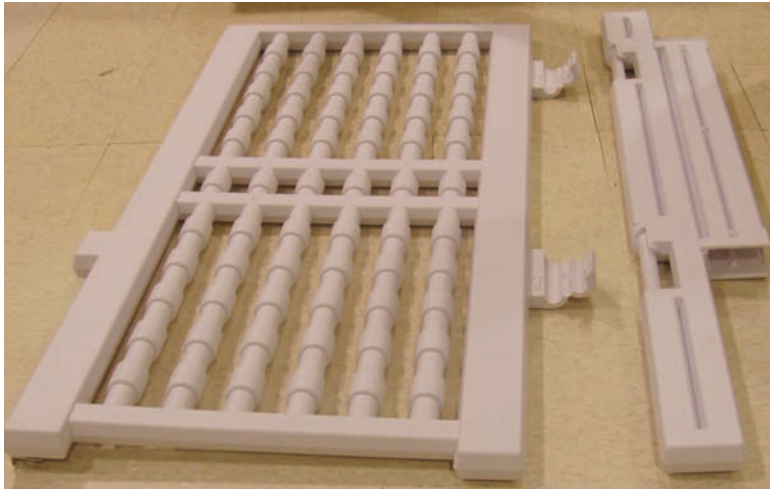
**F. PADLOCK**  
(AC PADLOCK)

**G. HARDWARE**  
(AC HDW30988)



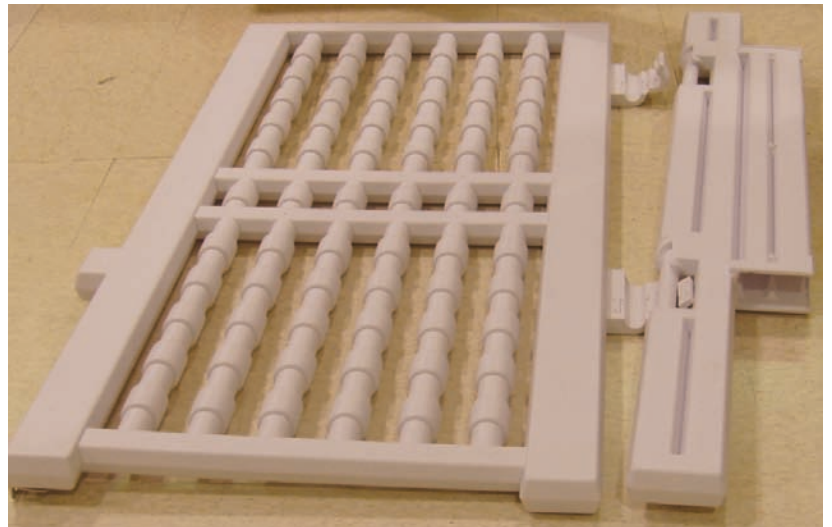
- 14 - #10 x 1-1/4" self tapping screw
- 12 - #7 x 1/2" self tapping screw

## STEP 1



- Lay gate **(A)** flat on a clean, level area and open plastic hinges as shown.

- Locate hinge post **(C)** and lay next to gate with openings lined up to plastic hinges of gate.
- Stick plastic hinges of gate through openings of hinge post. The wider part of the hinge post is the bottom and should be lined up with the bottom of the gate (flat part indicates bottom).



- Wrap plastic hinges around hinge post and secure in place using (8) of the #7 x 1/2" screws from hardware **(G)**.

## STEP 2



- The hinge mounting posts **(B)** should be installed onto the short handrail posts on the second step of the outside staircase.
- Attach one hinge mounting post to each of the short handrail posts with the long skinny side facing down towards the step.
- Secure in place using (4) of the # 10 x 1-1/4" screws from hardware **(G)** through pre-marked openings.

## STEP 3



- Slide hinge post with attached gate OVER hinge mounting post (**B**) on right side of step. Make sure that post is pushed on completely and that post touches bottom step of staircase. Note: *It may be necessary to spread the back of the hinge post open to install.*
- Fasten hinge post to mounting post using (6) of the #10 x 1-1/4" screws found in hardware bag (**G**) through pre-marked openings on inside and outside of post.

## STEP 4



- Slide latch mounting post (**D**) onto hinge mounting post (**B**) on left side of step. *NOTE: It may be necessary to spread the back of the latch mounting post open to install.*

**NOTE** Picture here shows view from **BEHIND** step, the latch mounting post should face the same way as the hinge post.

- The door stop (squared piece sticking out on gate) should sit perfectly in recessed area of latch mounting post (**D**). If it is **NOT** sitting correctly, adjust the height of the latch mounting post until it sits flush. Once in place, secure post to mounting post using (6) of the #10 x 1-1/4" screws through pre-marked openings.



**NOTE** Do not install gate latch assembly until the gate is seated properly otherwise the latch will not catch.

## STEP 5



- To complete installation, you will need the gate latch assembly **(E)**.
- There is a raised area of the latch mounting post where you will secure the latch itself using the (4) short screws supplied with the latch.
- Secure bar (shown with latch in **E**) to either of the far openings on the plate. Make sure bar lines up with latch so it will close properly.
- Using two remaining short screws, secure plate to the corner of the gate through two holes closest to the latch.

## SAFETY INFORMATION

- When lifting heavy or awkward loads, it is suggested that two people lift to avoid injury.
- **DO NOT** use the pool entry system for any purpose other than that for which it is intended.
- Maximum weight on steps should **NOT** exceed 350 lbs.



**WARNING** Exceeding the recommended weight limit may cause the step to fail and may result in injury.

## MAINTENANCE

- Step/ladder/bridges must be removed for winter, failure to do so can cause the step to crack.
- When removing step/ladder/bridges for winter, it is recommended that you spray down step with hose water to rinse off any chemical residual prior to storing.
- When storing step/ladder/bridges for winter, it should be protected from the elements and stored either in a shed or garage, or covered with a tarp.