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.
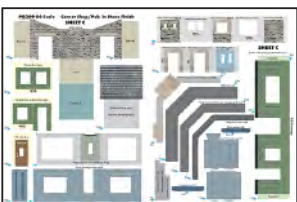1 x INSTRUCTION BOOKLET (this one).
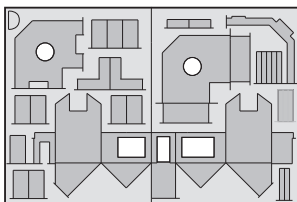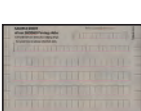
Kit components at a glance.

SHEET A.

SHEET B.
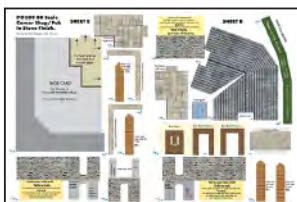
SHEET C.

SHEET D.

SHEET E.   **MO060.**

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

INSTRUCTIONS

❶ 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 ❸).
7. Water colour paints to paint over corners and edges.

❷ 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.

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

❸ 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.metcalfemodels.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!

❹ 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.

❺ 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.
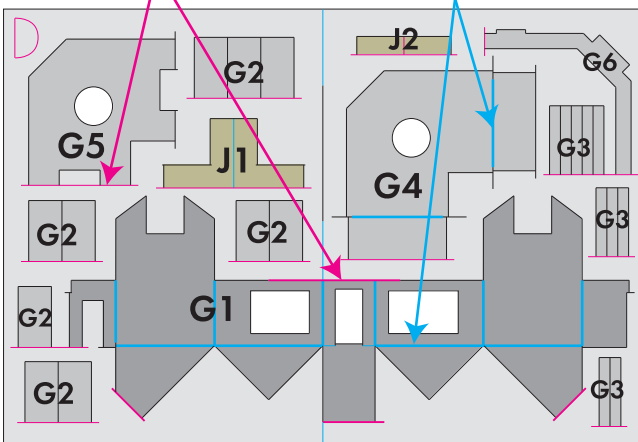
Key.

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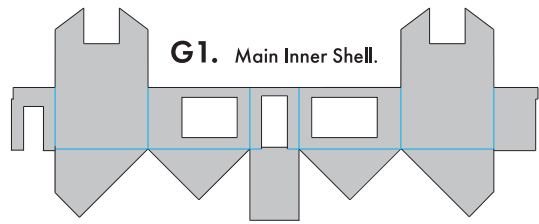
Please note: When joining this kit to another kit like this, a certain amount of customisation work will be needed such as trimming down roof and chimney overhangs etc.
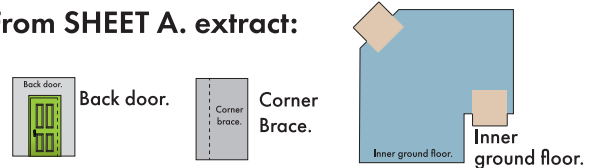

2

START BUILDING
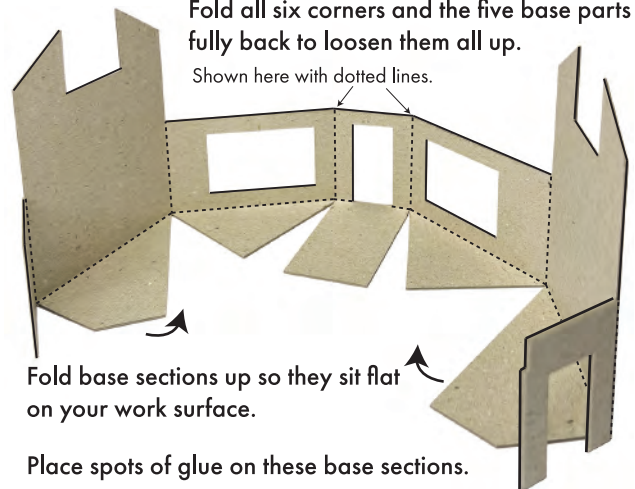## ❶ Main Building Inner Shell.

From GREY SHEET D. extract:

G1. Main Inner Shell.

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

From SHEET A. extract:

Back door.   Back door.

Corner brace.   Corner Brace.

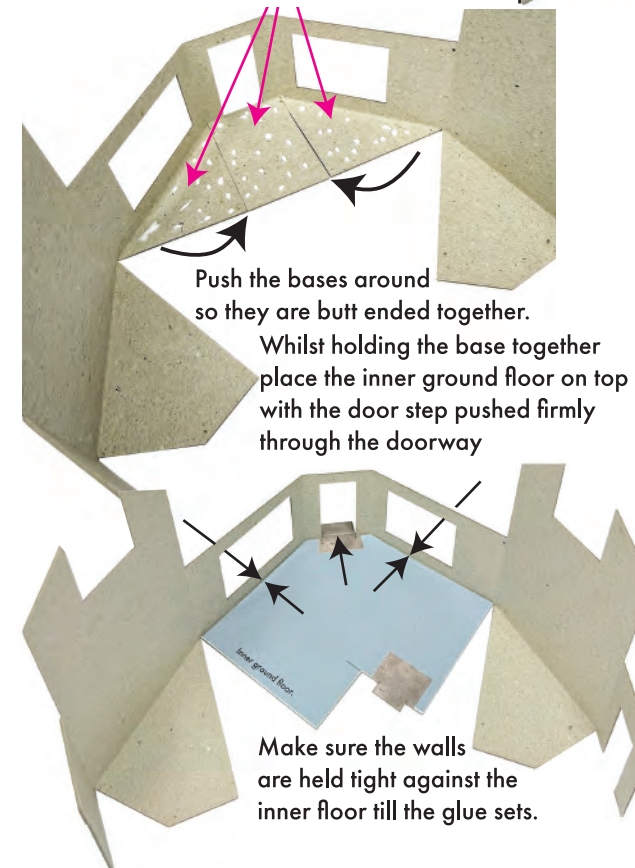Inner ground floor.   Inner ground floor.

Fold all six corners and the five base parts fully back to loosen them all up.
Shown here with dotted lines.
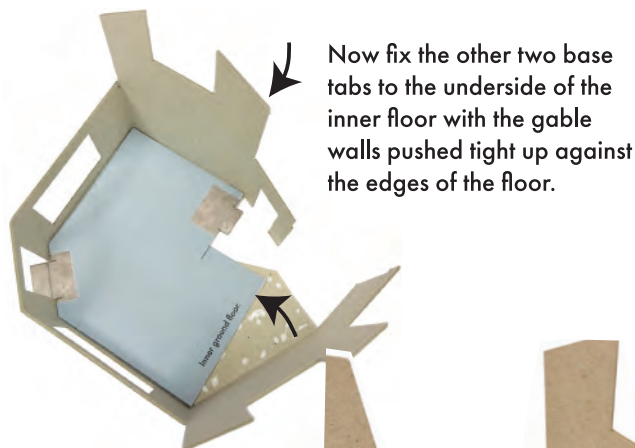
Fold base sections up so they sit flat on your work surface.

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.
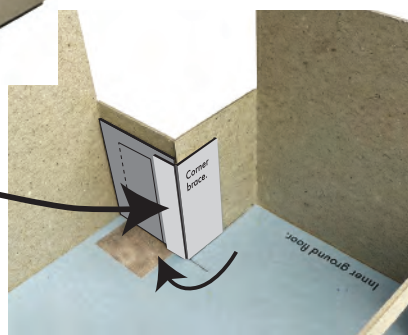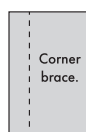
Fit the back door.

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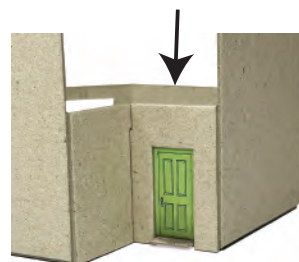
Centre in the door opening as viewed here from the outside.

Fit the corner brace.

Corner brace.

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

❷ 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.

Window frame. WF1.	**WF1.** Window frame x 1.
Window frame WF2.	**WF2.** Window frame x 1.
Window frame. WF3.	**WF3.** Window frames x 5.

From GREY SHEET D. extract:

J1. & J2.
Jig components.
J1.   J2.

G4   **G4.** Chimney spacers x 10.

From GLAZING SHEET cut out:

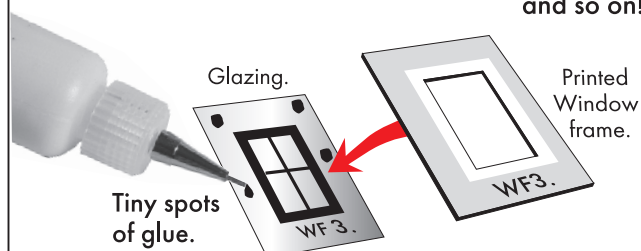|	
WF1.	**WF1.** Window glazing x 1.
WF2.	**WF2.** Window glazing x 1.
WF3.	**WF3.** Window glazing x 5.

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

T4.   T3.   T2.   T1.
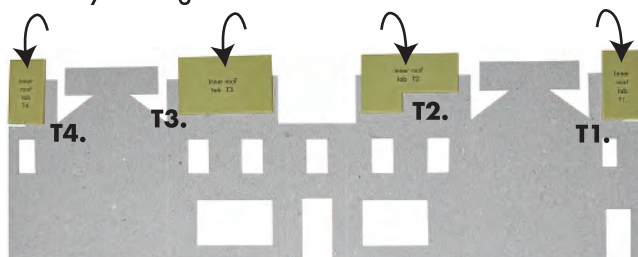
Now for the windows
Each glazing has a corresponding window frame: Fix **WF1.** Glazing to back of **WF1**. Window Frame and so on!

Glazing.

Printed Window frame.

WF3.

Tiny spots of glue.

WF 3.

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.

Fold tab T4 over on score.

Inner roof.

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.

## ❸ 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.

Inner roof tab T1

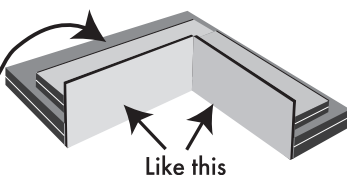See overleaf how to accurately make the chimney blocks using the jig.

Inner chimney block
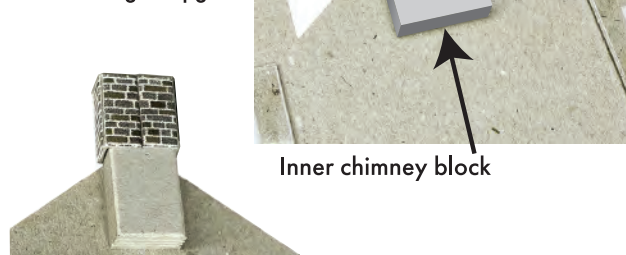
THE JIG and chimney spacers.

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

J1.

J2.

Then fit **J2.** folded at a right angle into the corner.
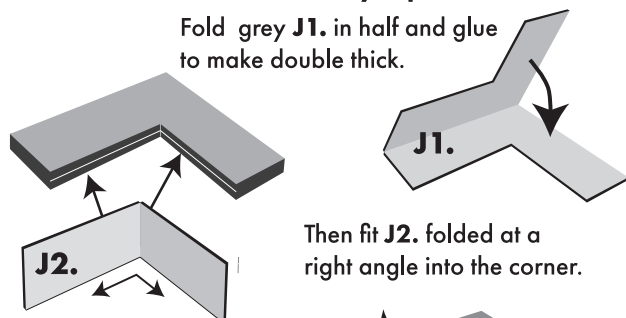
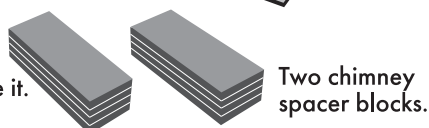Pack behind with waste card to strengthen.

Like this

Tiny spots of glue on the four lower spacers. Pick up top spacer with point of knife.
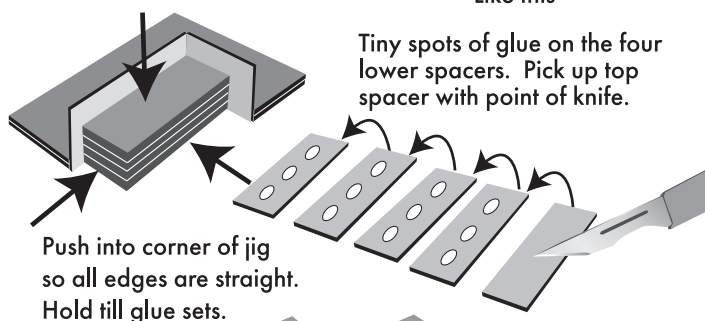
Push into corner of jig so all edges are straight. Hold till glue sets.
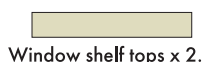
And there you have it.

Two chimney spacer blocks.

❹ 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 ❺ leaving the interior empty.
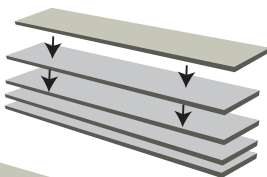
From SHEET A extract:

Window shelf tops x 2.

From GREY SHEET D extract:

G2.

Window shelf spacers x 8.

Each window displays stands on top of a shelf block which is made up of 4 grey G2. card strips topped off with a window shelf top.

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

Score.

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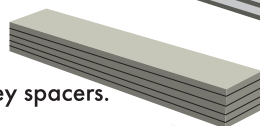
Score along base of display and fold the tab back to desired angle before fixing to top of shelf block.

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

Fish & Chips
Haddock 1/-
Cod 10d.
Chips 6d.
Fish cake 8d.
Scraps 2d.
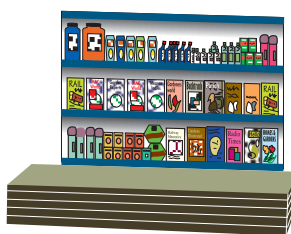
Straight backed attached to back of block.
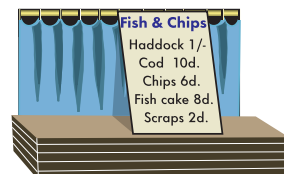
Straight backed curtain with sign leaned in front.

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

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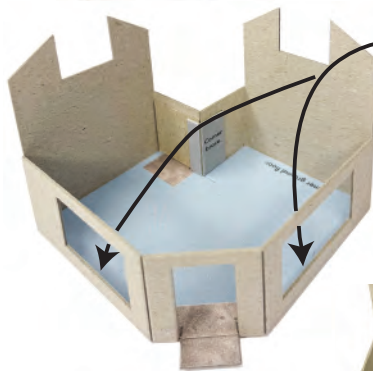
NOTE: The window openings in the inner shell are wider than the actual shop windows.

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.

❺ PUT A LID ON IT!

From GREY SHEET D extract:
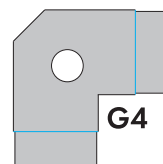
Ground floor ceiling G4.

G4
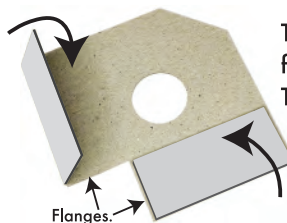
Turn over, then fold over the two flaps on each end and glue down. There should be flanges down each side of the flaps.

Flanges.

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.

❻ 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.

At all times stand the walls and shell on a very flat surface.

Always start the wrap with the door end.

Start by fixing the doorway wall around the inner doorway and over the doorstep.

Once fast, place spots of glue on the gable wall.

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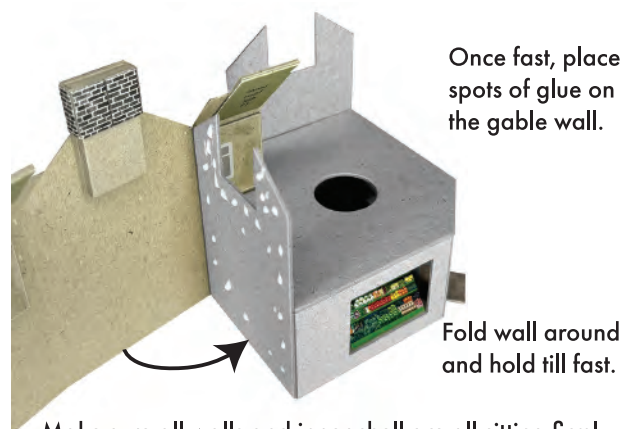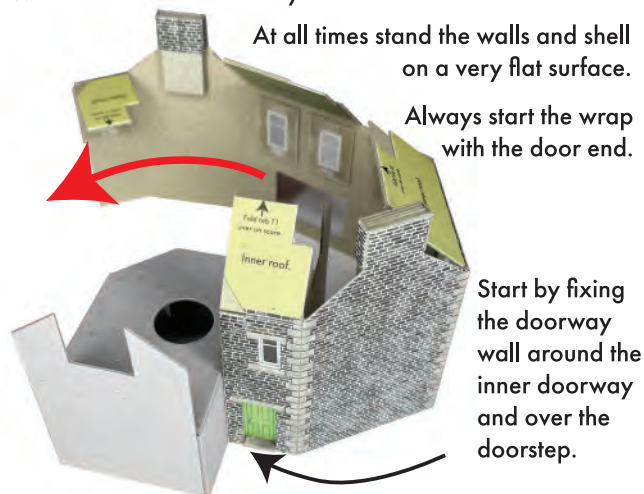
Make sure all walls and inner shell are all sitting firmly down on your flat work surface. This is very important making sure the building stays squared up.

Fold the rest of the walls around fixing with spots of glue *(you don't need a lot).*

The corner with the overlapping window frame will click into place holding the walls in place.
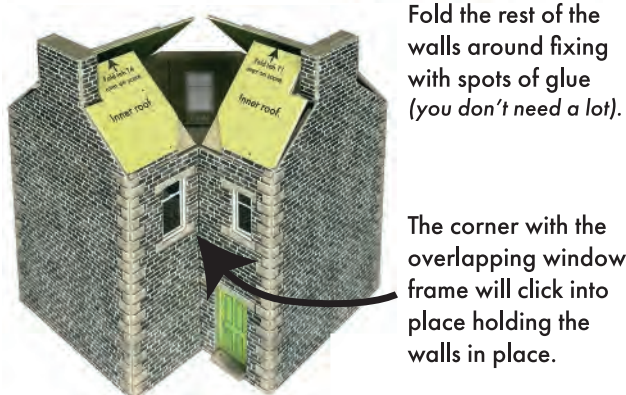
From GREY SHEET D. extract:

1st. Floor Ceiling.

G5
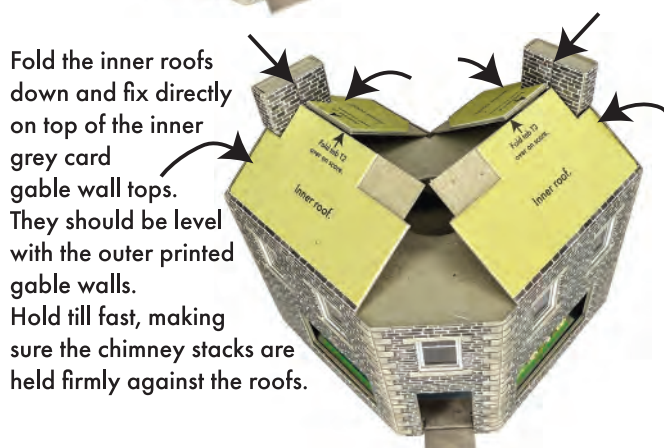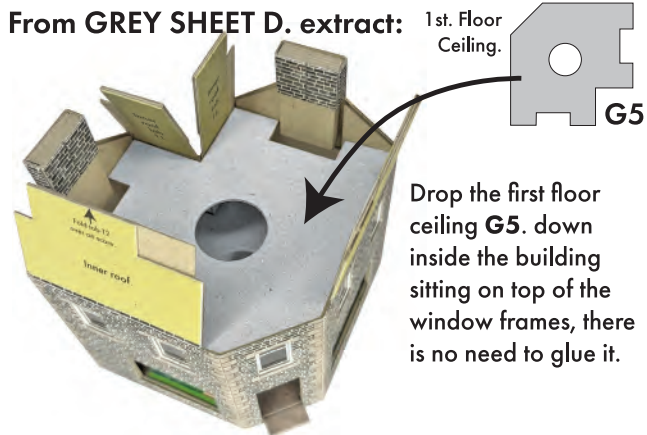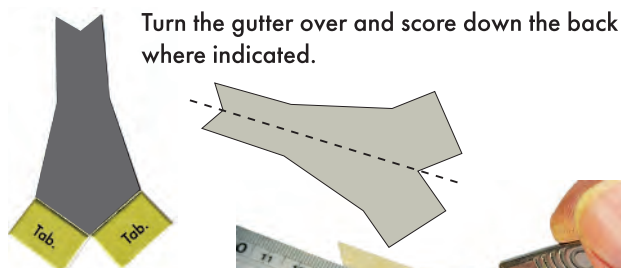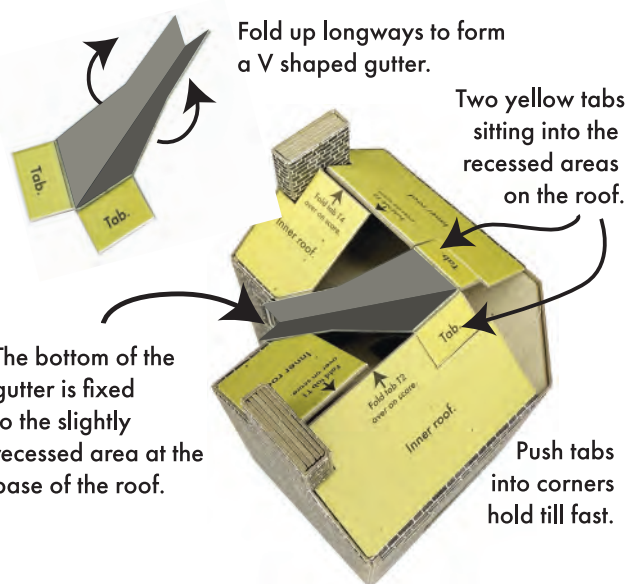
Drop the first floor ceiling **G5**. down inside the building sitting on top of the window frames, there is no need to glue it.

Fold the inner roofs down and fix directly on top of the inner grey card gable wall tops. They should be level with the outer printed gable walls.
Hold till fast, making sure the chimney stacks are held firmly against the roofs.

VALLEY GUTTER.

Turn the gutter over and score down the back where indicated.

Tab. Tab.

Turn back over

Fold up longways to form a V shaped gutter.

Two yellow tabs sitting into the recessed areas on the roof.

Tab. Tab.

The bottom of the gutter is fixed to the slightly recessed area at the base of the roof.

Push tabs into corners hold till fast.

5

From SHEET B. extract: The roof.

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

Push the roof back up underneath the chimney stack.

At the same time keep the stack pushed tight sideways against the roof.

7 The Side Building.

From SHEET C. extract:

Side building.

Roof.

Side building roof.
Fold over this tab and glue.

DF1. Door frame x 2.

WF4. Window frame

WF5. Window frame

WF7. Door.

WF4-O. Outer frame

Infill wall.

WF5-O. Outer frame

From SHEET B. extract:

Side building Floor.

From Glazing Sheet. extract:

WF7.   WF4.   WF5.   WF6.

The outer walls and base/back wall all fold around on one another

Back wall.

The two rear tabs fix to the back of the back wall, butt ended together

Side building floor.

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.

There are a number of combinations.

Window.

WF4.

Side building window frame.

Outer window frame WF4-O.

WF4.

Door.

Door WF7

WF6.

Side building doorway frame.

Toilet windows

WF5.

Fold over the tab and glue to back of roof.

DON'T fix the roof onto the side building yet.

8 The Base Card.

From SHEET B. extract:

Yard cards

Right hand and left hand.
You will only need one of these

Left

Right

Base card.

BASE CARD

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

Note recessed edge.

BASE CARD
Use this way up for a Left Handed building.
Turn over for Right Handed.

If you want your building to sit on the **left hand** end of a row of terraced houses, keep the base card printed side up and fix the **Left** yard card into the corner as shown here.
Keep edges marked with arrows absolutely flush.
NOTE: The edges where the yard cards are fixed are slightly recessed by 1mm. This is to allow the yard walls to stand flush against the walls of the buildings when fitted.

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.

BASE CARD
Use this way up for a Left Handed building.

Turn over for Right Handed.

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.

LEFT HAND

Yard outer side wall
Yellow tab.
Fold back and glue to back of brick wall.
UNLESS
You are fixing houses and yards side by side In which case cut this yellow tab off.
SEE INSTRUCTIONS FIRST.

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.
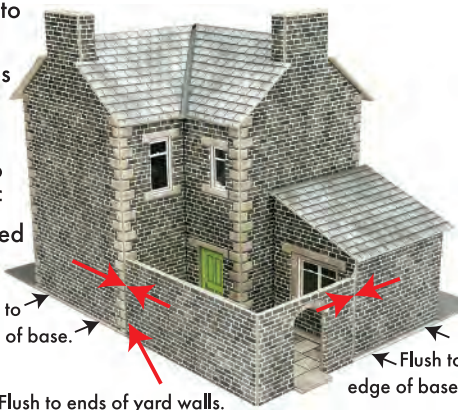**See Joining Notes.**

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.

From SHEET B. extract:

Yard gate.

Yard inner side wall
Yellow tab.
Fold back and glue to back of brick wall.
UNLESS
You are fixing houses and yards side by side In which case cut this yellow tab off.
SEE INSTRUCTIONS FIRST.
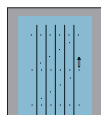
Inner side wall.

Inner end wall.

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

Tab.

Fold back tab and glue.

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.

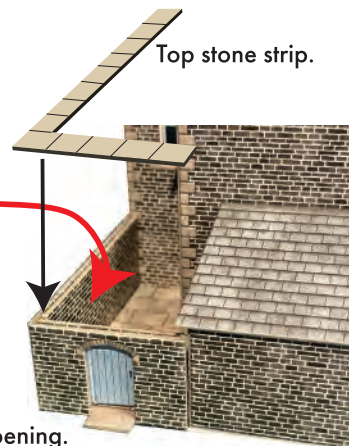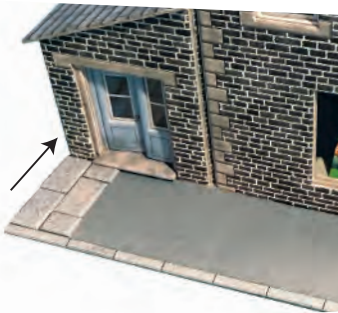## ⑨ Laying the Paving Slabs.

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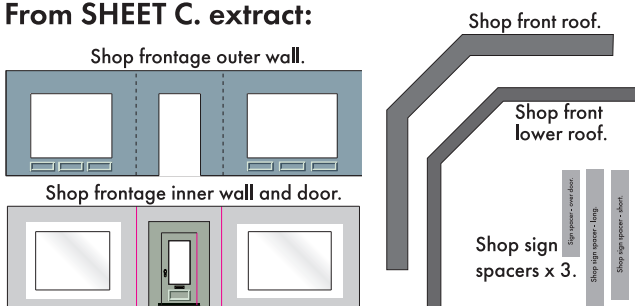building.   Then fix a strip of edging flush up to base edge.
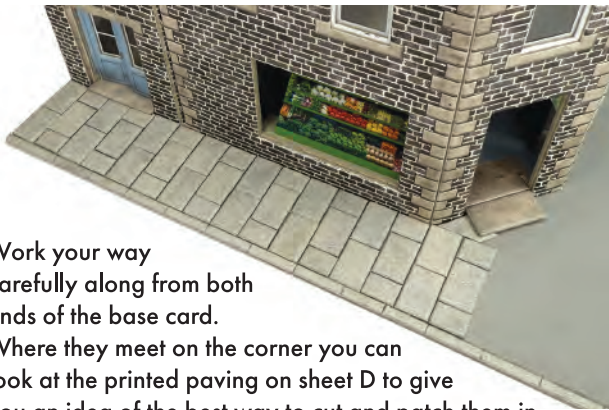
Work your way
carefully along from both
ends of the base card.
Where they meet on the corner you can
look at the printed paving on sheet D to give
you an idea of the best way to cut and patch them in.
The overhanging door steps are raised enough to get the
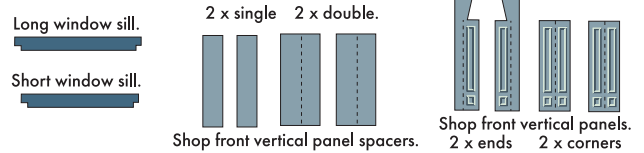paving slabs underneath.

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:

Shop frontage outer wall.

Shop frontage inner wall and door.

Shop front roof.

Shop front lower roof.

Shop sign spacers x 3.

Sign spacer - over door.
Shop sign spacer - long
Shop sign spacer - short

Also From SHEET C. extract:

Long window sill.

Short window sill.

2 x single   2 x double.

Shop front vertical panel spacers.

Shop front vertical panels.
2 x ends   2 x corners

From SHEET B. extract:

Shop on the Corner | LOTTO • OFF LICENCE | TOBACCO • SWEETS | Convenience Stores

The shop sign board.

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

Old style shop window

Large right window.   WF10.

Old style shop window

Small left window.   WF11.

Shop door

Shop window

Large right window.   WF10.

Shop window

Small left window.   WF11.

Shop door

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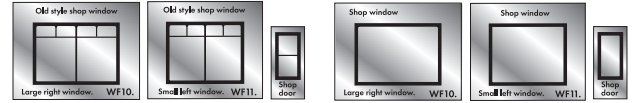
Fix glazings
to the back
of the inner
wall and
door.

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.

Single spacers
fit either end
of the shop
windows.
Line up flush
to the edges.

Stick the two double
spacers either side of
the door folded around each corner.
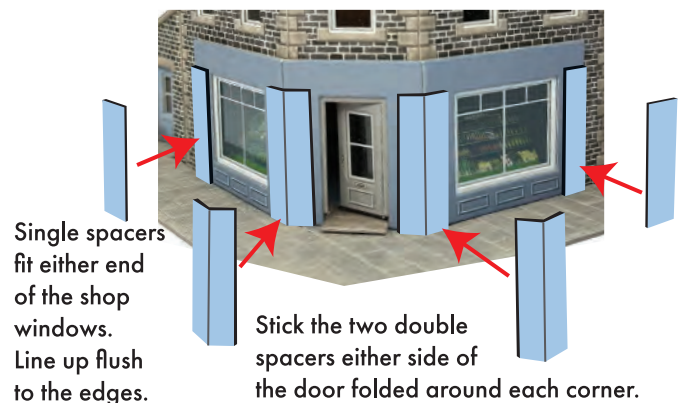
Make sure all spacers are sitting firmly down on the pavement.

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.

Short.   **Door.**   **Long.**

Shop sign spacer - short.   Sign spacer - over door.   Shop sign spacer - long

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

Lower roof sits down level with the end panels **NOT ON TOP.**

Shop sign spacer - short.   Sign spacer - over door.

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.

Shop on the Corner   LOTTO • OFF LICENCE   TOBACCO • SWEETS   Convenience Stores

Short window sill.   Fit the window sills.   **Long window sill.**

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.

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

From SHEET C. extract:

Pub front base card.
Pub front base card - fix on top of grey card G6.

Pub front roof.

Shop front roof.

Shop front lower roof.

Pub frontage walls.

Green tab.   Green tab.

Inner door side walls x 2.

Pub inner door side wall 1   Pub inner door side wall 1

Pub window frame.
Pub window frame.
WF8.

Side door and window frame.
Pub side door and window frame.
WF9.

Pub side door.

From GREY SHEET D. extract:

From GLAZING SHEET:

Pub frontage base floor.   **G6**

Bar window   WF8.
WF8.

Bar window
WF9.

Bar door
B1.

Bar doors
B2.

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.

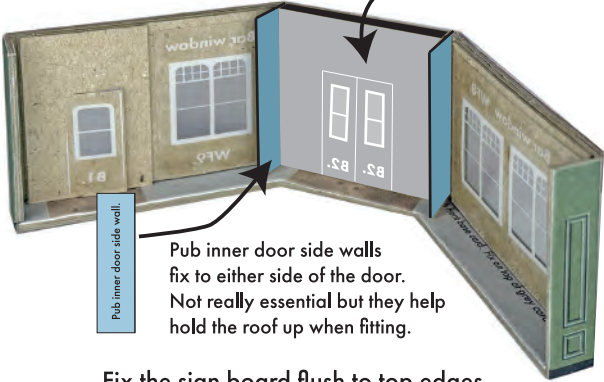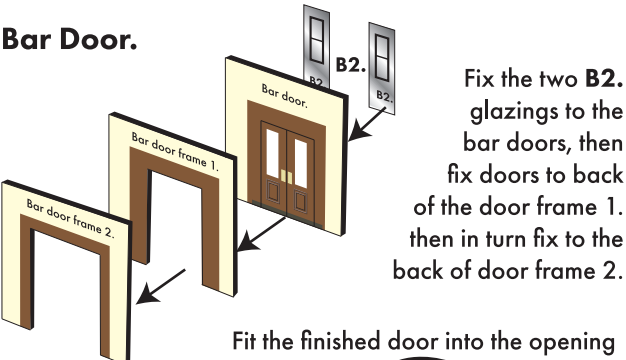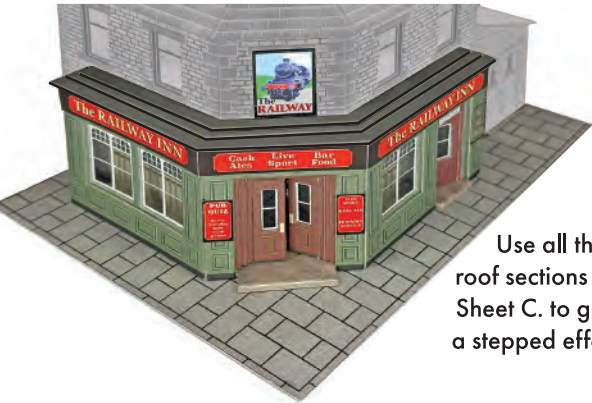Fix the two **B2.** glazings to the bar doors, then fix doors to back of the door frame 1. then in turn fix to the back of door frame 2.

WF8.

Bar window

WF9.

B1.

Pub window frame.

WF8.

Pub side door and window frame.

WF9.

Door.

Pub side door.

Door.

B1.

Frontage Wall.

Bar door frame 2.

Bar door frame 1.

Bar door.

B2.

B2.

B2.

Fit the finished door into the opening

Pub inner door side wall.

Pub inner door side walls fix to either side of the door. Not really essential but they help hold the roof up when fitting.

Make sure both window frames are FLUSH along the top edges of the outer wall

Fix the sign board flush to top edges.
Alternative signs on sheet D. can then be fixed on top

The RAILWAY INN

Cask Ales | Live Sport | Bar Food

The RAILWAY INN

Fix pub frontbase card on topof grey base **G6**.
ALL EDGES FLUSH

G6

Use the shop window shelf to hold the window curtains upright, then fix onto the base card before fixing to the building.

Green tab.

Fold the two green tabs back and glue to back of side walls.

Green tab.

The RAILWAY INN

Cask Ales | Live Sport

Seen here looking through the window.

Hold walls until properly set.

Fix the walls on to the base card starting at one end as shown here.
Hold the side wall until set.

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

Once fast place glue along the bottom edges shown here in red.
Fold rest of wall around the base.

The RAILWAY

The RAILWAY INN

Cask Ales | Live Sport | Bar Food

PUB QUIZ

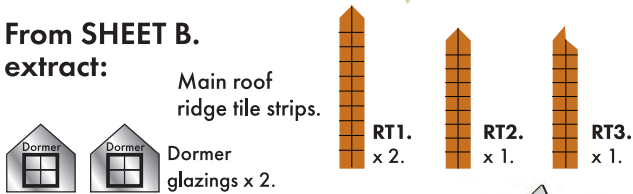Use all three roof sections on Sheet C. to give a stepped effect.

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:

Dormer window frames x 2.

Dormer roofs x 2.

TAB.

Dormer window x 2.

Dormer ridge tile strip x 2.

From SHEET B. extract:

Main roof ridge tile strips.

Dormer glazings x 2.

RT1. x 2.

RT2. x 1.

RT3. x 1.

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.

Dormer

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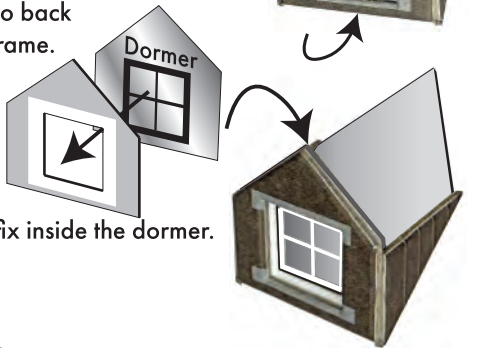
Whilst still laid flat in your worktop fix the roof and ridge tile strip.

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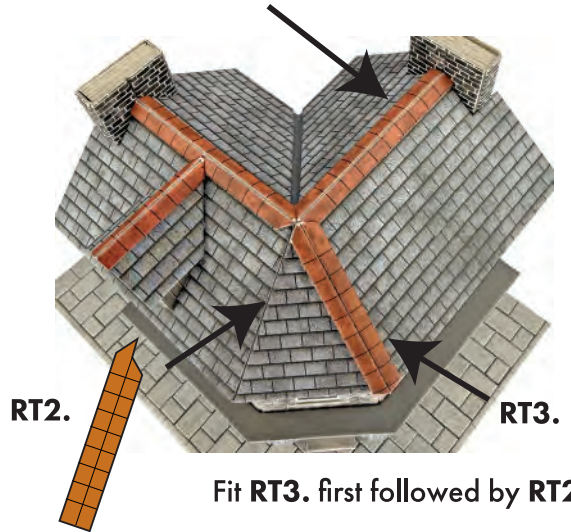
Centre line.

45° notch cut out like this.
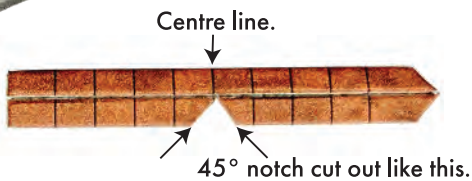
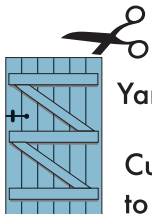Before any cutting etc. check for position without glue first.

Point of dormer roof sitting in notch

Fit the other top ridge tile strip **RT1.**

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

RT2.

RT3.

Fit **RT3.** first followed by **RT2.**

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.

⓭ 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.
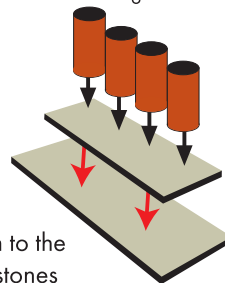Drill bits, nails or even small screw drivers (like this one right) which is 3.6 mm diameter are just right for the job.
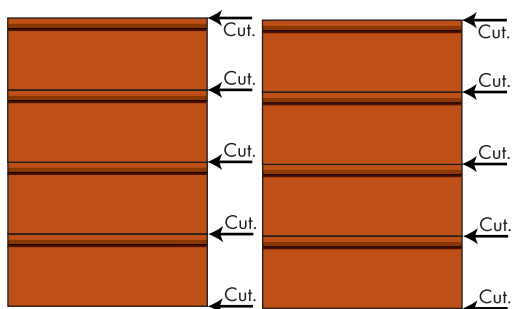They needs to be between 3 to 4mm. diameter for 00 scale.

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.

Cut. Cut.
Cut. Cut.
Cut. Cut.
Cut. Cut.
Cut. Cut.

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.metcalfemodels.com**

Curtain Curtain Curtain Curtain Curtain Curtain Curtain Curtain
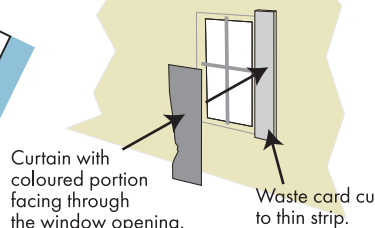
Curtains.

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.

Curtain Curtain Curtain Curtain Curtain Curtain Curtain Curtain

Curtain Curtain
Curtain
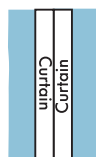
Cut each curtain to shape.

Curtain with coloured portion facing through the window opening.

Waste card cut to thin strip.