

# TRADE WINDOWS 4U

## INSTALLATION GUIDE FOR UPVC WINDOWS



## Installing

### **IMPORTANT - PLEASE READ BEFORE COMMENCING INSTALLATION**

**All information provided in this document is intended as a basic guide to installation. If at any point you are unsure regarding the installation process you should seek assistance from a trained installer.**

### **Key hints and tips for installing**

1. Check and double check the frame sizes prior to removing the existing frame
2. Check the style and openings of your frames to make sure they are the same that were ordered. If you think that something is missing or is incorrect, please contact us within 48 hours.
3. If you are installing more than one frame, start with the smallest
4. Always begin with removing the existing glass first
5. Ensure that you have the correct materials and tools to complete the installation. This includes: exterior silicone, interior decorators filler, fixings, screws, packers and wedges

### **Removal of existing window and doorframes**

When removing existing frames it is important to take care and not damage the building structure and its finishings.

Remove the glazing beads and remove the glass. Use a sharp knife to free the glass where the glazing tape has been used. Remove opening lights by unscrewing the fixings.

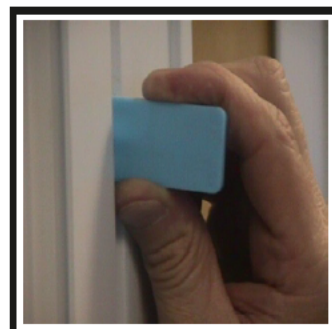
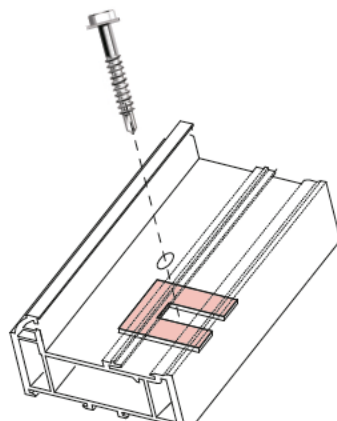
Remove any trims in order to allow access and determine if fixing brackets are present.

### **Cills**

If you are installing a frame that requires a cill you will need to fix the cill to the frame. Begin by fitting the end caps to the cill. Then you will need to apply all-purpose silicone to the bottom of the inner part of the frame and position the cill on top whilst taking care not to block or interfere with the drainage of the frame.

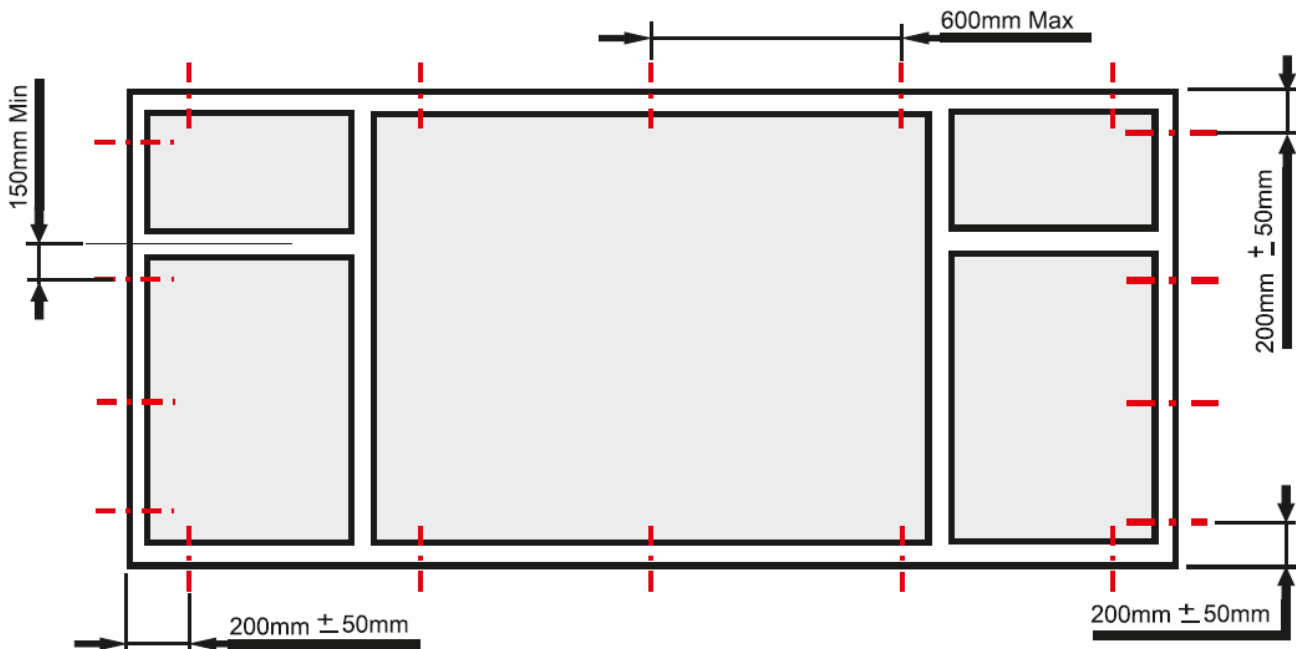
Mark with a pencil along the cill before drilling into it and secure together with 50mm self-tapping screws.

The frame is now ready to be entered into the aperture. Place flat packers underneath the cill to ensure that the frame is level and use a spirit level to check that the frame is square.



## Frame

The frame is now ready to be drilled and secured to the brickwork. The image below gives an indication of where the frame should be drilled.



Corner fixings should be between 150mm and 250mm from the external corner.

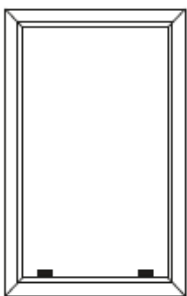
Each jamb and cill should have a minimum of two fixings with intermediate fixing being positioned at no greater than 600mm centres.

Once the frame has been securely fixed to the brickwork the unit is ready to be glazed. Please ensure that all glass units are checked prior to installation.

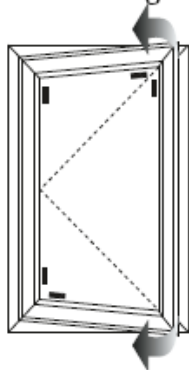
## Glazing

In order for the dead load weight of the sealed units to be evenly correctly distributed, the 'packing' or 'toeing and heeling' process should be followed. Applying packers as the images below show does this.

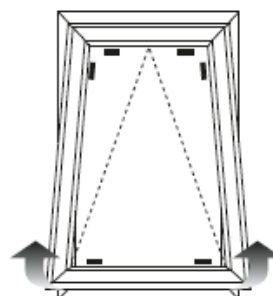
Fixed window



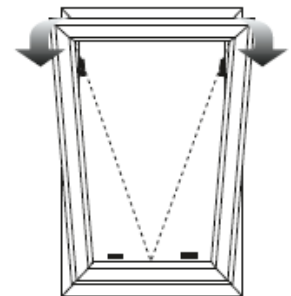
Side hung



Top hung



Bottom hung

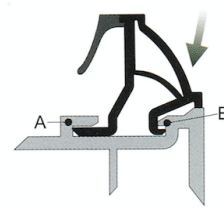
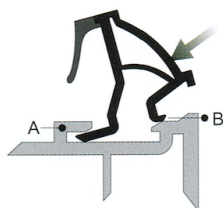


All sashes should be packed at a maximum of 75mm from the corners.

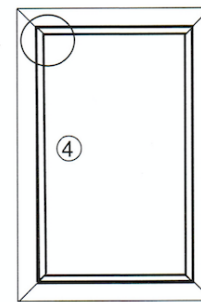
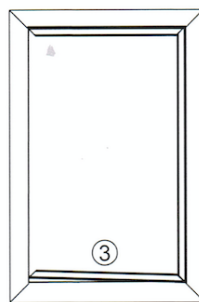
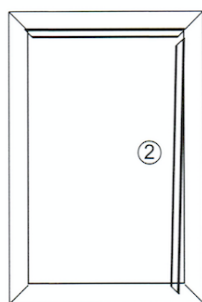
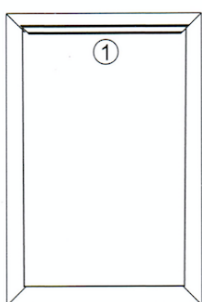
When using installation packers for a composite door, appropriately sized packers should be used adjacent to fixing positions to prevent outer frame distortion during installation. Installation packers should be incompressible, resistant to rot or corrosion, and span the full width of the outer frame profile. The fixings should be tightened so that the frame is held securely against the packers. Take care not to over-tighten the screws and distort the frame. Apply a small amount of silicone mastic to the shanks and heads of fixings that pass through the outer frame to ensure that no water penetrates into the frame. Please note that packers shall be used adjacent to hinge/locking points.

In order to install the glass units, the bead of the window frames will need to be removed and re-installed to seal in the unit. When the beading has been removed, place the glass unit inside the frame and keep in place with glass packers making sure that the sealed units and drainage paths are cleared of any dust or debris.

When it comes to re-beading the window, start with the shortest length. The two figures below indicate how the bead fits into the retention slot. Begin by tilting the bead to insert the leading leg of the bead under the main profile bead under the main profile bead retention slot (A in first figure).



By applying pressure to the back face of the bead causes to bead leading left to spring back allowing the beads short leg to snap under the main profiles bead retention leg (B in second figure).



Working in either a clockwise or anti-clockwise direction select the next bead and fit the leading leg into the retention slot 10mm short of the frame corner and slide up to butt the mitres together. Using a rubber mallet and starting from the top, tap the bead to engage the leading leg down the full length of bead to the bottom corner.

Repeat the procedure for the next bead. The final bead is fitted using the same methods as above. A sharp strike with a rubber mallet is required to drive the bead home and line both mitres up.

### **Making Good and Sealing**

Now your frame is fully installed it is time to tidy up the unit and make good the installation. Start by removing the protective tape from the window or doorframe on completion of the installation.

When it comes to sealing, perimeter joints should be sealed on both the inside and outside. The sealant should adhere to the frame surface, adhere to the structure, accommodate the joint movement and withstand exposure to weather.



Cleaning the frames and glass then completes the making good process.