

FITTING INSTRUCTIONS

PVCu Windows

Check size, style and handing against your order and before removing the old window frame.

These instructions cover the fitting of PVCu Windows into New or existing brickwork openings.

Handling glass is dangerous, always wear appropriate safety equipment (goggles, heavy duty gloves and steel toe capped shoes are recommended).

When undertaking any do it yourself job ensure that any tools, particularly electrical items, drills, saws etc are safe to use.

Windows should be positioned to bridge the cavity and cover the damp-proof course, and should be set back as far as possible within the opening to minimise exposure to the elements.

Tools required

Gloves and Goggles
Tape Measure
Pencil
Plastic Hammer
Phillips screwdriver
Spirit Level
Hand Drill (electric or cordless)
Hammer Drill - Various bits
Mastic gun
Pallet knife or Spatula
Frame fixing Cleats if required
Fixing Screws

STEP 1. BEFORE YOU START

Check size, style and handing against your order and before removing the old window frame.

Read the full instructions to familiarise yourself with the methods of fixing and work required.

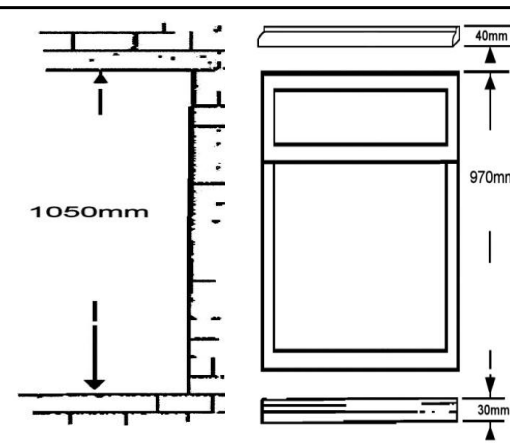
Styles and handing are always determined by viewing the product from outside the building.

Before removing existing window, check opening sizes, **remember** the new window (including cill & ventilator, if required) should be approximately 10mm smaller in height and width than the brick opening. (see example diagram)

Clear around site of window, curtains/ornaments etc.

Check operation & condition of window **before** installation in case of any problems during storage or transport.

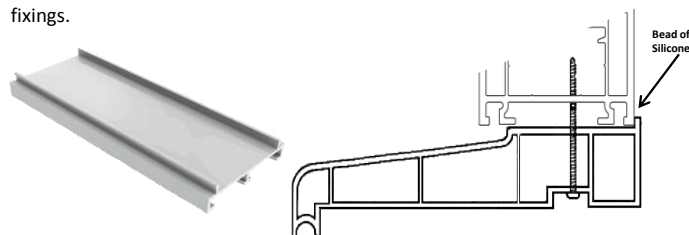
Ensure you know which is the top and bottom of the window before fitting the ventilator and cill. **ALL STANDARD WINDOWS OPEN OUTWARDS**



There are two main methods of fixing windows. Please review each prior to starting work. The choice of fixing cleats usually depends on whether or not the opening is already plastered. Frame fixing bolts are sometimes preferred to minimise redecoration in existing houses where windows are being replaced. Both methods are suitable for new installations.

STEP 2. FITTING THE OPTIONAL FRAME EXTENDERS

Frame extenders can be fitted to the sides, top or base of the frame to achieve the correct overall dimension to suit an existing brickwork opening. Use a hacksaw to cut them down to the correct length, then run a bead of silicone sealant along the inner and outer edges of the window frame. Knock the extender onto the frame with a rubber mallet. Wipe away any excess mastic. Screw fixing is optional. If you do wish to fit the extender, use No 8. x 38mm pan head self tapping screws. Pre-drill a suitable hole through the frame extender only, 100mm from each end and fix. Do not over tighten and this could distort the frame and be careful to avoid screwing into the frame directly opposite any hardware fixings.



STEP 3. FITTING CILL, VENTILATOR AND END CAPS

Using a hacksaw cut the sill to length. Drill 2mm pilot holes through the cill, from the underside, 100mm from each end & at a max 500mm centres. Run a bead of silicone on the inside edge of the up-stand on the cill. Place the cill onto the frame and secure it with No. 8 x 55mm self tapping twin fast screws (not supplied). If a starter hole is needed in the window frame use a 2mm drill bit, only pierce the outer skin of the window frame.

Do NOT over tighten the screws as this may distort the cill. Using silicone or superglue to secure the end caps into position on the cill. **Repeat the above points if fitting a ventilator to the top of the window.**

STEP 4a. FITTING THE NEW WINDOW - OPTION A. - DIRECT FIXING OF WINDOW.

Remove all glazing beads from the window's fixed panels only, marking them accordingly (top, bottom, left, right) to ensure they can be replaced back into their original positions. Remove the side's first then top & bottom. Remove the double glazed unit & store safely. Make sure there is no debris around the opening. Offer the window into position & wedge the window into place using suitable packers (not provided).

Do not distort the framework by over packing.

Check the window for squareness by measuring the diagonals & using a spirit level during the entire fitting process.

Secure the window jambs into the brickwork surround using suitable fixing bolts, maximum of 200mm from each corner and at +/- 600mm centres thereafter. **DO NOT** over tighten the screws as this may distort or damage the frame.

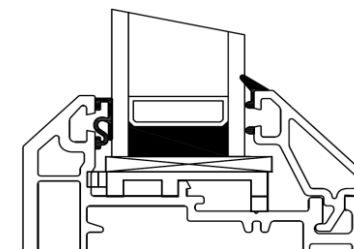
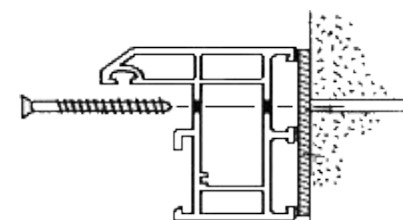
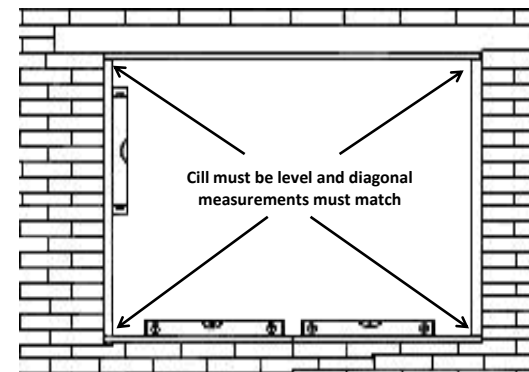
If direct fixing, ensure that the screw heads are not standing proud as this may interfere with the glass positioning. Fixing is only necessary on two sides of the window. Fixing holes should never be drilled down through the bottom profile. **Note:** it is not advisable to attempt **bolt** fixing in the head of the window, as this may permanently damage the structural lintel of your window, the best solution for fixing the head is to use fixing brackets and/or expanding foam (please read manufactures label regarding expanding foam as some staining may occur if used incorrectly).

Close & lock opening sashes, check for squareness within the outer frame.

Prior to locating the glass sealed units into the aperture, it is necessary to position the glazing bridges into their original places in the frame recess. A dab of silicone will secure the packer in place in preparation for the next step. Do not block drain holes. Position the glazing packers onto the bottom glazing bridges then offer the double glazed unit into the aperture, resting squarely on the glazing packers, ensuring the glass is central within the opening. Push the glass back into the rebate as far as it will go without using undue pressure. Using hand pressure only, use the rest of the glazing packers provided to fill the gap between the glass & edge of the frame.

Clip back the pre marked glazing beads into the original position in the following order 1-top 2-bottom 3-sides.

Carefully run a bead of silicone between the outside masonry and window frame periphery, wiping off any excess in accordance with manufacturers instructions. Similarly, run a thin bead of acrylic between the inside plaster and window from the periphery in accordance with manufacturers instructions. Allow this to skin over. Remove all protective tape from the faces of the window frame, clean where necessary with warm soapy water.



STEP 4b. FITTING THE NEW WINDOW - OPTION B. - USING WINDOW CLEATS.

If fixing cleats are chosen they should be attached to the outer frame, starting at 150mm from the corner and thereafter at a maximum of 600mm centres. The cleats should be screwed into the mainframe in the central reinforcing chamber. Fixing cleats can be used to direct fix the window to the brickwork or to the inside of the wall. Fixing cleats can be fitted in line with the following drawings for internal and external fixing and care should be taken to ensure the fixing screws do not distort the framework by over tightening. Make sure there is no debris around the opening. Offer the window into position & wedge the window into place using suitable packers (not provided).

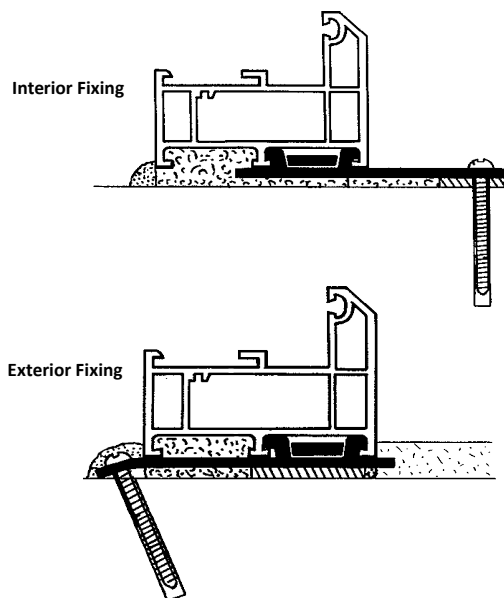
Do not distort the framework by over packing.

Check the window for squareness by measuring the diagonals & using a spirit level during the entire fitting process.

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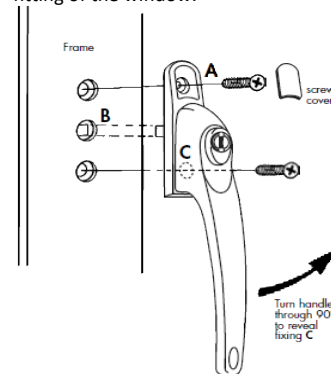
Fixing cleats can be positioned on either side of the profile for maximum fitting flexibility.

STEP 5. FITTING HANDLES

The frame is predrilled with 3 holes for securing the handle. Fit the locking handle to the frame using the screws provided before installing the window. With the handle in closed position, locate the spindle into drive mechanism **(B)** and insert screw into top fixing **(A)**. Open handle to 90° to reveal second fixing **(C)** and insert screw.

Do not over-tighten the screws.
Remove backing and fix screw cover.

Close handle to re-engage locking mechanism whenever possible during fitting of the window.



STEP 6. FINISHING OFF

Having installed the window so that there is a 5mm gap (approx.) between mainframe and masonry, it may be necessary to insert a flexible foam strip to form a base for the silicone sealant. Ensure that all the window/wall joints are properly sealed off. Finishing work may be necessary inside the window, i.e. re-plastering or a PVCu finishing trim. Internal window board is also recommended both for replacement and new-build installations. Frames both inside and out should be washed down to clean off any building material residue, using household detergents. The use of solvent-based cleaners is not recommended

MAINTENANCE & GUARANTEE

The window frame should be periodically washed down with a non abrasive cleaner and warm water. All handles, mechanisms and hinges should be lightly lubricated twice per year with an acid free lubricant, including all pivot points, and cleaned with a soft damp cloth to remove any grime or dust.

REPAIRS & REPLACEMENTS

Replacement parts should only be fitted by trained personnel to ensure the correct adjustment and operation of the window.

Failure to adhere to the above will invalidate your guarantee.

PVCU PRODUCT WARRANTY / GUARANTEE

All guarantees are valid for the period stated from the date of purchase and are only valid once payment has been received in full. Valid proof of purchase is required for all guarantee claims.

All goods should be checked to ensure complete and sizes are correct before commencing or arranging installation.

All goods must be installed by a competent or qualified person.

All of our PVCu & Composite doorsets are manufactured in the UK.

As we use our own delivery network we can ensure the product reaches site in good condition.

All of our Windows are supplied with a 10 year colour fast guarantee on the PVC components.

Hardware (including hinges, locks and barrels) and double glazed units are subject to a 1 year Guarantee from that date of purchase.

Our liability under this warranty is limited to the supply of replacement parts only.

We do not accept responsibility for any additional work to replace the components, nor will we accept claims for consequential expenditure or loss.

Failures must not be the result of influences outside our control, such as incorrect fitting or use, distortion of frames or building subsidence etc.

The warranty on the replacement will extend to the end of the original component period.

All guarantees are subject to adequate routine maintenance of the goods supplied.

Conditions of warranty for your PVCu Product

The Guarantee period expires at the end of the period detailed by each of the components following, from the original date of purchase.

Proof of purchase must be retained and provided for all Guarantee claims.

No Modification or alteration in any way must have been made to the product without written consent from us.

All Products must be maintained as per the maintenance guidelines.

This Guarantee is personal to you and is not transferable.

If replacement parts or goods are required we reserve the right to replace these with parts or goods currently in production that are of the same or similar specification.

If the goods become defective during the first year of purchase, we will replace such goods and supply labour free of charge. After the expiry of this first year period, we will replace, free of charge any part of the product purchased which, in our reasonable opinion, are deemed to be defective.

The acceptance by ATT of claims under this warranty is conditional upon a representative of ATT being given reasonable opportunity to inspect the product prior to any remedial work.

This warranty applies only to product installed within the United Kingdom.

What is covered?

1. UPVC Profile. The PVCu profile on the inner and outer frames is guaranteed from discolouration, but not from fading, for a period of **10 years** by the manufacturer, however, the manufacturer is not liable for the following: Normal wear and tear and natural weathering of surfaces.

Problems due to misuse or abuse; failure to follow the care and maintenance instructions; or as a result of any cause beyond control (e.g. Fire, Flood, Earthquake, or other acts of nature, and acts of third parties outside our control). Problems related with water and/or air infiltration due to improper assembly; installation errors (incorrect fitting of product) or flaws in building design and construction; installation must be in strict conformance with the installation instructions provided by the manufacturer of the door or Window systems.

Damage or poor product performance resulting from installation into a condition that exceeds product design standards and/or certified performance specifications and/or does not comply with applicable building codes.

2. Hardware. Locking mechanisms, including moving parts, are guaranteed against manufacture defects for a period of **1 year**, by the manufacturer subject to the correct fitting of the entire product, in compliance with the fitting instructions, and is also subject to satisfactory regular maintenance by the customer. - See Maintenance Guidelines.

3. Glass. a) If within **1 year** from the date of dispatch from the works, the unbroken double glazed unit is, through faulty manufacture, affected by material visual obscuration because of condensation or dust collection within the double glazed unit, we will, subject to compliance with the claims procedure outlined below, supply replacement product without charge. This warranty only provides for free replacement of the product or refund of the original invoice value and does not cover consequential losses or damage. No liability is accepted for personal injury, loss, claims, property damage, or labour, material or other costs howsoever caused or arising and whether direct or indirect.

This glass warranty is subject to the following conditions:

The buyer of the product, has, by fitting the product acknowledged that the product was undamaged and free from any defects.

The product has not been exposed to contact from wet cement, hard foreign objects, metals and materials likely to cause abrasive damage.

This glass warranty excludes:

Minor imperfections inherent in architectural glass and that caused during the manufacturing process whenever viewed in accordance with the glass and glazing federation 'Visual Quality Standard' for installed insulating glass units constructed from flat transparent glass.

Units which have not been transported, handled, stored, installed and maintained completely in accordance with the glazing instructions laid down in the Glass and glazing federation 'Glazing manual 'Units displaying

the optical phenomenon, occasionally seen as Interference colour bands, known as 'Brewster Fringes'

Distortion caused by the toughening process, i.e. 'roller wave' distortion, and 'haze'.

4. This Guarantee does NOT cover the following:

Adjustments on the hardware.

Damage caused by third party fitters/installers etc.

Negligence due to misuse / inadequate maintenance.

Incorrect fitting of product, leading to the failure of components (profiles, hinges, locks etc).

The inability to produce a recognised Proof of Purchase (actual receipt, bank statement)

which is deemed as your warranty documentation.

5. Maintenance Guidelines. - These guidelines must be adhered to or you will invalidate your guarantee.

Products should be washed down periodically with a non-abrasive cleaner and warm water.

To maintain the mechanism and hinges ensure they are always kept clear of obstruction like builders rubble, plaster residue and other objects.

All Moving parts are to be periodically lubricated using a light, acid free lubricant to ensure continual ease

of operation.

