

# Installation & User Guide

## VERTICAL SLIDING SASH WINDOWS

*Traditional sash windows with the advantages of modern day technology*



**Crystal**  **COLOUR**

No.1 for choice • No.1 for colour

# INSIDE VIEW

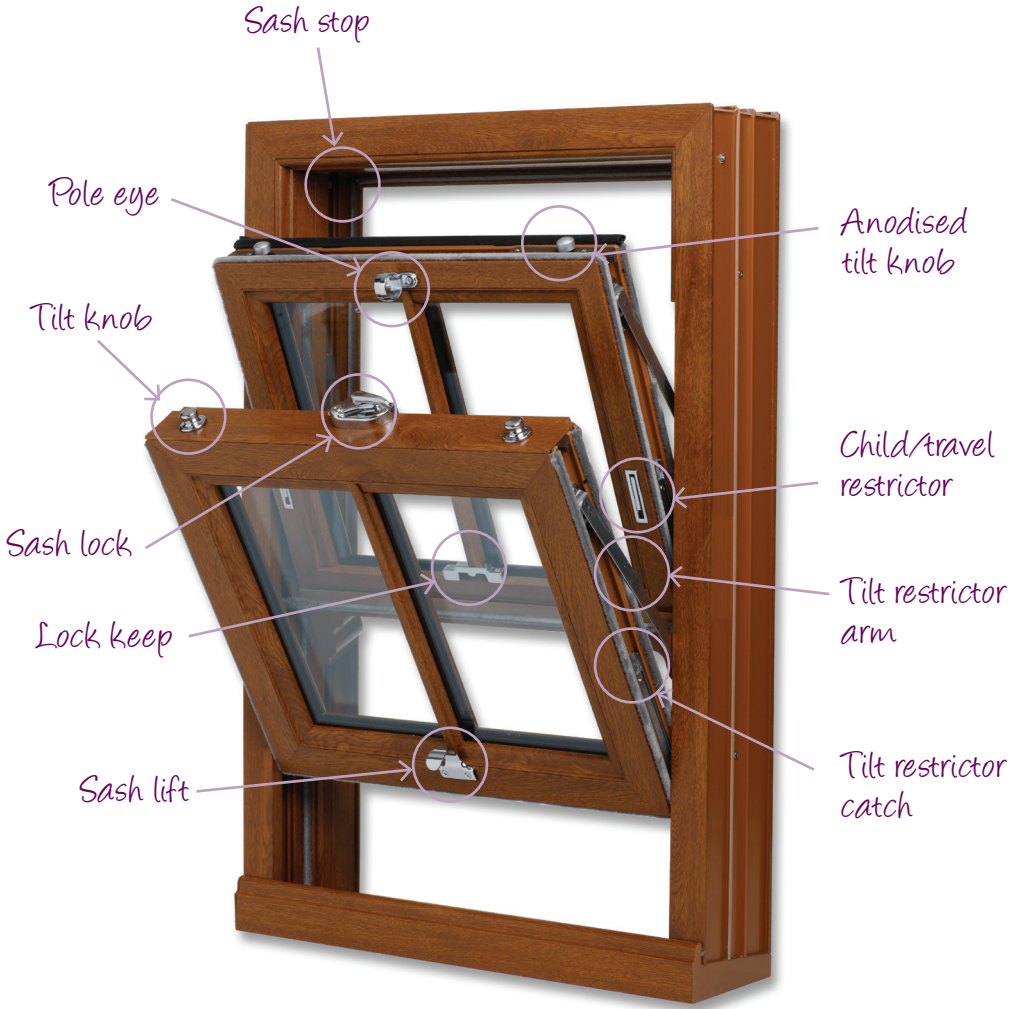


Fig.1

# OUTSIDE VIEW



Fig. 2

# VERTICAL SLIDERS

**Your vertical sliding sash window has been carefully manufactured and quality checked at each stage of the manufacturing process prior to despatch. Please take a moment to review how the window should be transported, installed and operated.**

Following your demonstration of the window to the consumer, this leaflet should be left with the consumer as a reminder of how to operate the window.



# TRANSPORT

**Before attempting to move the window, check that the cam catch(s) are in the closed position. If locking cam catch(s) have been fitted, ensure that they are in the locked position.**

The window must be moved and handled with the window in the vertical plane at all times. Do not handle and move the window with it on its side.

Warning: If the window is on its side and the cam catch(s) are in the open unlocked position, the sashes will open without warning causing a trap hazard and the balances can be damaged and rendered inoperable.

When lifting and moving the window, do not pull the outer frame away from the sashes.

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# STORAGE

- The window **must be stored on a level, solid surface in the vertical position.**
- The cam catch(s) **must be in the closed position.**
- If a locking cam catch has been fitted it **must be locked.**



**IMPORTANT**  
*Never store the window  
on its side*



# INSTALLATION

**In order to maintain the integrity of the sash to outer frame relationship and the performance of the window, it is essential that the outer frame jambs are not bowed on installation.**

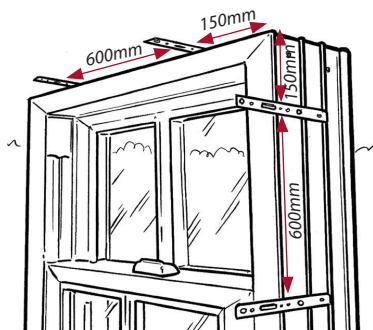
Ensure that the frames are true and square plumb (if not correct operation will not be achieved).

The window ideally should be installed using fixing lugs with all fixings to the centre cavity using no longer than 30mm screws.

## FITTING NOTES & FIXING POINTS

The utmost priority of fitting sliding sash windows is ensuring that the sash of the window is fitted plumb and square into the opening cavity for the correct operation of the window.

If you are using fixing brackets, these should now be firmly attached to the outer frame, starting no less than 150mm from the corners and at no more than 600mm centres.

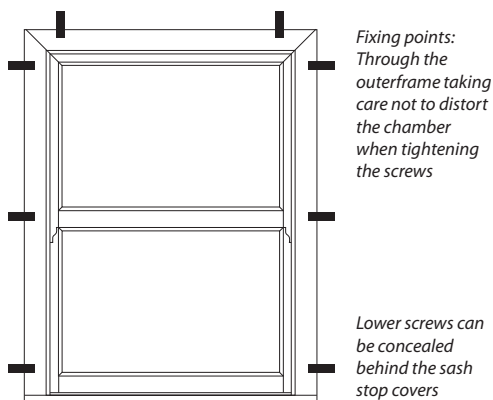


The frame should be placed into the opening and packed under the cill ensuring it is level. The frame should then be wedged temporarily with timber to hold it in position. Adjust the wedging until the frame is standing vertically, and the jambs are from the side to side, ensuring there is an equal sight line between the sash and the frame.

Screw holes should be a minimum of 150mm and maximum of 250mm from each main frame corner with maximum centres of 600mm thereafter with a minimum of 3 fixings per jamb.

Frames can also be fixed through the balance channels, but care must be taken not to distort the chamber when tightening the screws. To position a fixing in the top half of the window it may be necessary to remove the balances if necessary to remove the balances if access is restricted.

Before final tightening, the frame should be packed at screw positions with approved shims.



# MEASURING GUIDE

**There are mainly two different ways in which windows will be originally installed:**

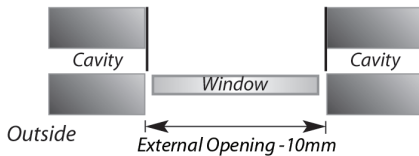
## BRICK to BRICK

You will see about 20-40mm of visible brick showing on the outside.

## HOW TO MEASURE

Measure between the external brickwork opening and deduct 10mm both in width and height.

Inside



**IMPORTANT**  
Check the internal width  
& heights are larger  
than external

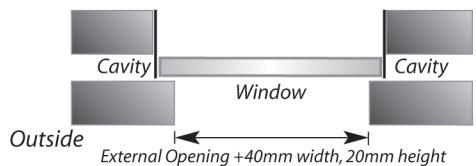
## CHECK REVEAL

Full width of the brick visible on the outside.

## HOW TO MEASURE

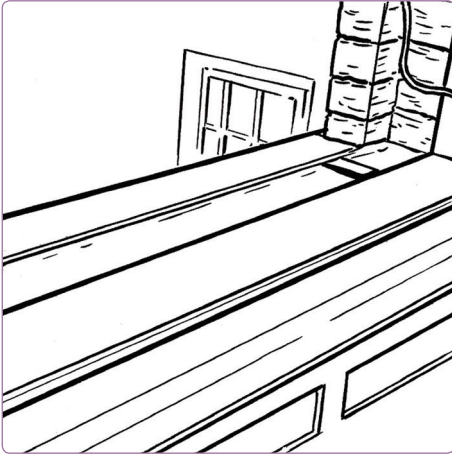
Measure between the external brickwork opening add 40mm to the width and 20mm to the height with equal 20mm sitting behind the brick.

Inside



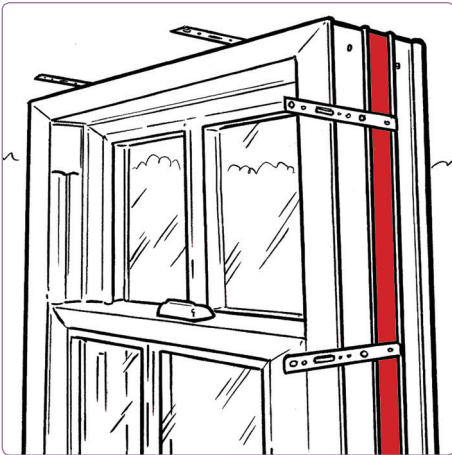
# WINDOW INSTALLATION

**It is vital when installing a sash window that you make sure it is fitted plumb and square. Ensure that the frame is not bowing inwards as this will make it impossible for the window to slide or tilt, likewise if the frame is bowing outwards then the window will be draughty.**



1

It's important to pack under the two corners of the sill directly below the jambs this then allows the dead load to be transferred directly to structure without bowing the sill. Failure to do this could result in the sill bowing upwards not allowing the locks to engage correctly.



2

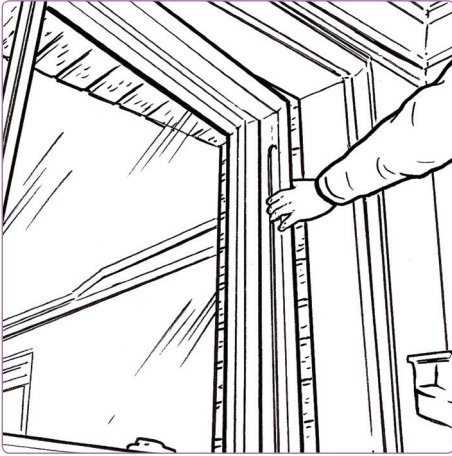
Position the fixing brackets around the window no more than 150mm from the corners and no more than 600mm apart from each other securing the screw to the centre cavity (highlighted in red).

Fit the brackets across the top of the window to get a secure fixing in the head. Although brackets are the recommended form of fixing, it is also possible to remove the cover from the head and direct fix through it.



### TOP TIP

*We strongly recommend not using expanding foam to install the window as this may result in the frame bowing.*



3

Lift the window into the opening making sure you get it plumb and square.

Fix through the brackets using suitable frame fixings ensuring you use packers to stop the frame bowing.



4

Seal the outside of the window with Synsil silicone sealant (LMN300) or sand and cement point if preferred. If the original timber linings are still in place bridge over the gap with a timber or PVCu architrave.

If the linings have been removed then replace with new timber linings and architraves or make a timber frame cover in plasterboard and plaster.

# OPERATION

## sash opening/closing

**The cam catch lever(s) needs to be positioned in the open position. If locking cam catch(s) are fitted, insert the key and turn to lock or unlock. Remove the key and store in a suitable position.**

The sashes must be opened and closed by using the sash lifts/ring pull(s). On no account must the sashes be opened and closed using the external Georgian bars (if fitted). The Georgian bars are a decorative feature only and it is possible that they could become loose or even fall off if used to open and close the sashes.



### WARNING

*If the Georgian bars are used as a means for opening and closing sashes, no warranty will be given and any remedial site visits will be chargeable*

# OPERATION

## tilt facility (top and bottom sash)

**The tilt facility is to allow the consumer to clean the outside pane of the sealed unit from within the property. On using the tilt facility, the window must be supported at all times until it comes to rest in the open position.**

### WARNING

*Failure to support the window opening could result in the restrictors being permanently damaged*

Ensure that the cam catch(s) are in the unlocked and open position. Lift the bottom sash up using the sash lifts say 10cm. On top of the sash there are two tilt knobs. Push both tilt knobs simultaneously inwards towards the middle of the window until they come to a stop and, whilst holding them, pull the sash towards you. Do not let go of the sash until it comes fully to rest and is supported in the open position by the side tilt restrictors.

To close the window, simply push the sash back towards the outer frame and the top sash. You will hear a 'click' as the spring

loaded snap latches lock back into the outer frame. Once the tilt restrictors have been re-engaged, the window can be moved up or down as required.

To allow the top sash to tilt for cleaning purposes, the bottom sash must be put into the tilt mode first. Refer to the notes above.

Pull the top sash down using the ring pull(s) fitted to the sash until it clears the bottom sash stops.



# OPERATION

## Travel/child restrictors

**A key is provided to operate the travel/child restrictors. Insert the key into the restrictor and turn it which will allow the restrictor to spring out.**

Remove the key, carryout the above procedure with the other restrictor and store the key in a suitable location.

The bottom sash (if the cam catch(s) are in the open position) can be opened to allow ventilation, but it will not fully open.

To disengage the travel/child restrictors and allow full opening of the sash, press and hold the restrictor against the top sash and at the same time, insert and turn the key to lock.

Remove the key, carryout the above procedure with the other restrictor and store the key in a suitable location.

The restrictors will now be in the closed and locked position allowing full opening of the sash.

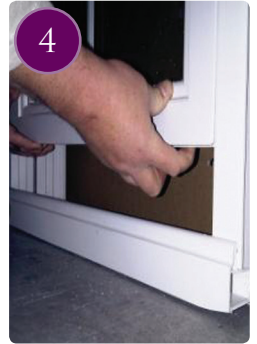
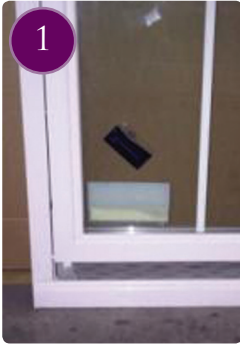


### WINDOW CARE

*The windows should be cleaned using warm soapy water. On no account should abrasive or solvent based cleaners be used on the window.*

# OPERATION

## *fire egress vertical sliders*



Slide the bottom sash up approximately 100mm (1).

Using both hands under the sash, release the catches (3) and (4) on either end of the bottom rail and lift the sash towards you (5).

Lift the sash until it reaches its full travel upward (5) then lower the sash and it will hold itself in the horizontal position (6).

To put the sash back in its normal position the sash must be lifted back to its uppermost (5) and the stays on the sides of the sash must be pushed down (7) as this will allow the sash to return to its closed position. Using both hands, release the catches (4) and push the sash back into the frame making sure the catches locate in the frame. The sash can now be closed down.



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*We reserve the right to alter specifications and descriptions without prior notice as part of our policy of continuous development. E&OE.*

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