

**Vinyl Reinforced Awning and Casement Window
Installation instructions**
**Includes Series 1631 and 1641 Non-Impact Insulated,
Series 2651 and 2661 Impact Insulated**

1.0 Installation Preparation (New Construction)

- 1.1 Remove shipping materials from the window. Remove screen and set aside in a safe location. Remove the hardware pack, containing an operator cover and handle, from window. Remove the operator handle, to be used during installation. Set the remaining package aside in a safe location.
- 1.2 Ensure the window is complete and ready for installation. Note: The use of a properly rated suction cup(s) and a helper is highly recommended when installing larger or heavier casement window units.
- 1.3 Measure the window opening, verify dimensions are correct and opening is level and plumb, sufficient to allow proper installation of the window. Ensure it is free from debris and is dry to accept an approved sealant caulk ("caulk").
- 1.4 If the opening is a masonry opening with 1x4 pressure treated lumber ("bucks") and pre-cast concrete sill, ensure there are no voids between the bucks and masonry. Fill voids, seams with caulk where needed. If the installation requires an additional exterior perimeter caulk, apply a generous bead of caulk the outer edge of the buck, where it attaches to the masonry block. Tool caulk until it seals the seam between the masonry block and buck, and covers the outer edge of the bucks. Proceed to section 2.0.
- 1.5 If the window is to be installed into a framed wood opening, ensure that it is also properly wrapped, taped and flashed (by others) per current building codes. Proceed to section 3.0.

2.0 Installation, Series 1641, 2661 Masonry Flange

- 2.1 Flange windows can be ordered as factory mulled units, or with an equal leg box head or jamb(s) to facilitate installation of mullion(s) in the field.
- 2.2 If installing an Integral fin window, skip and proceed to section 3.0.
- 2.3 If installing an equal leg box frame, skip and proceed to section 4.0.
- 2.4 If installing a one-way mulled unit, skip and proceed to section 5.0.
- 2.5 If installing a two-way mulled unit, skip and proceed to section 6.0.
- 2.6 Apply a generous bead of caulk to the window sill, where it mates with window sill flange. Apply a generous bead of caulk to the inside edge of the window flange, caulking both jamb and head flanges.
- 2.7 Place window into opening, applying firm pressure until it is seated and caulk is squeezed from between the flanges and bucks. Temporarily tack in place with one or two screws in the frame head. Take care not to over tighten.
- 2.8 Close the sash and lock it. Place a small level on top of the window frame sill riser. Set level by placing a shim under each corner of the window where the jamb meets the sill.
- 2.9 Carefully re-open the sash and place one screw in each corner of the jambs. Do not over tighten. Remove the temporary screws from the frame head. Close the sash and lock it. Check for plumb. Re-open the sash slightly and check for frame twisting by measuring to ensure the reveal (gap) between the window frame and sash is consistent from head to sill (side to side for

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- awning window). A twisted frame will have an uneven reveal and, if not corrected, will result in poor operation and reduced performance. Make adjustments as needed.
- 2.10 Install window with the appropriate shims and fasteners, checking occasionally to ensure level and plumb. Do not over tighten fasteners.
 - 2.11 Cover all installation holes with the supplied 3/8" hole plugs.
 - 2.12 Open and close sash, check sash lock(s) to ensure proper operation. It should not bind or have unsightly reveals when properly installed. Operator and lock(s) should be firm and smooth.
 - 2.13 Check the exterior flange and tool smooth any excess caulking.
 - 2.14 Check for voids (daylight) between the window flange and buck and re-caulk as needed.
 - 2.15 Attach the operator cover and handle, securing the handle with a small flat head screwdriver.
 - 2.16 Close the sash and lock it when installation is complete.

3.0 Installation, Series 1631, 2651 Integral Fin

- 3.1 Fin windows can be ordered as factory mulled units, or ordered with a box head or jamb(s) to facilitate installation of mullion(s) in the field.
- 3.2 If installing an equal leg box frame, skip and proceed to 4.0.
- 3.3 If installing a one-way mulled unit, skip and proceed to section 5.0.
- 3.4 If installing a two-way mulled unit, skip and proceed to section 6.0
- 3.5 Apply a generous bead of caulk around the entire exterior perimeter, 3/4" from the edge of the opening. Or, it can be applied to the inside edge of the fin, in the center, on all four sides. Ensure there are no voids or gaps in the caulking.
- 3.6 Place window into the opening, applying firm pressure until it is seated in the caulk. Place a small level on top of the sill riser. Place a shim under each bottom corner of the window, where the jamb meets the sill, to achieve level.
- 3.7 Tack the window on one side through the fin with a single fastener, approximately center of the jamb. Check again for level, and then repeat for the other side.
- 3.8 Re-open the sash slightly and check for frame twisting by measuring to ensure the reveal (gap) between the window frame and sash is consistent from head to sill (side to side for awning window). A twisted frame will have an uneven reveal and, if not corrected, will result in poor operation and reduced performance. Make adjustments as needed.
- 3.9 Check for plumb and continue to finish attaching the window through the fin with the approved fasteners. Refer to current EAS Florida Product Approval for fastener type and attachment locations.
- 3.10 Open and close the sash, check operator and lock(s) to ensure proper operation. It should not bind or have unsightly reveals when properly installed. Operator and lock(s) should be firm and smooth.
- 3.11 Attach the operator cover and handle, securing the handle with a small flat head screwdriver.
- 3.12 Close the sash and lock it when installation is complete.

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- 3.13 On mulled fin units, ensure mulls and clips are thoroughly caulked to seal any exposed voids. The top of a vertically mulled unit should have a drip edge “Z flashing” installed (by others) to shed water, before being taped (by others) when required.
- 3.14 Outside, fins may now be taped (by others) when required, according to approved methods outlined in current building codes.

4.0 Installation, Equal Leg “Box Frame”

- 4.1 Box frame windows can be ordered as factory mulled units.
- 4.2 If installing a one-way mulled unit, skip and proceed to section 5.0.
- 4.3 If installing a two-way mulled unit, skip and proceed to section 6.0.
- 4.4 In a prepared opening, determine the desired set-back and mark location. If using stops, they can be installed now. Ensure adequate clearance to allow proper sash operation.
- 4.5 Caulk stops where it will meet with the window frame.
- 4.6 Place window into opening and temporarily tack into place with one or two screws in the frame head. Do not over-tighten.
- 4.7 Close sash and lock it. Place a small level on top of the sill riser. Set level by placing a shim under each bottom corner of the window, where the jamb meets the sill.
- 4.8 Carefully re-open the sash and place one screw in each corner of the jambs. Do not over tighten. Remove the temporary screws from the frame head. Close the sash and lock it. Check for plumb.
- 4.9 Re-open the sash slightly and check for frame twisting by measuring to ensure the reveal (gap) between the window frame and sash is consistent from head to sill (side to side for awning window). A twisted frame will have an uneven reveal and, if not corrected, will result in poor operation and reduced performance. Make adjustments as needed.
- 4.10 Install window with the appropriate fasteners and shim accordingly. Refer to latest version of EAS Florida Product Approval for fastener type.
- 4.11 Open and close the sash, check operator and lock(s) to ensure proper operation. It should not bind or have unsightly reveals when properly installed. Operator and lock(s) should be firm and smooth.
- 4.12 Cover all installation holes with the supplied 3/8" hole plugs.
- 4.13 Caulk all exterior perimeter seams. If exterior stops are not utilized, voids can be filled with backer rod, prior to caulking the perimeter.
- 4.14 Unit can be trimmed out with jamb extenders (by others) if desired.
- 4.15 Attach the operator cover and handle, securing the handle with a small flat head screwdriver.
- 4.16 Close the sash and lock it when installation is complete.

5.0 Installing Mullion with clips

- 5.1 When installing a single mullion (“mull”) for a mulled unit, ensure the opening dimensions are sufficient to accommodate the finished assembled unit and allows for proper level and plumb.

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Note: Smaller mulled units can be pre-assembled prior to installation, as in factory mulled units. Large mulled units can be assembled in the opening during the installation process.

- 5.2 When installing a vertical mull, measure and mark the header buck and sill to determine the proper location for the mull to be installed. For horizontal mull, measure and mark clip locations on each jamb buck.
- 5.3 Attach one clip on each end of the tube mull with the supplied fasteners. Place mull with clips into opening and attach with approved fasteners. Refer to the latest EAS Florida Product Approval for correct fastener type. Ensure mull is flush with buck(s) mating surfaces and are plumb or level before proceeding.
- 5.4 Apply caulk to ends of the mull to fill voids. Windows can now be installed. Note: Window is attached to the mull using #8 x 1/2" self-drilling pan head screws. It is recommended that mull installation holes are pre-drilled with a 1/8" drill bit to facilitate installation of the screws.
- 5.5 After mulled unit is installed, wipe down the exterior and interior window frame, where the self-adhesive mull strips will be applied, with acetone. Ensure frame is completely clean, free from caulk, and dry before applying the mull strips.

6.0 Installing Two-Way Mullions with clips

- 6.1 When installing mullions ("mulls") in a two-way mull system, there will be a unit of two or more mulls that intersect. Refer to the latest version of the EAS Florida Product Approval for fastener types.
- 6.2 Measure and mark the locations where intersecting mulls will be attached to the primary mull.
- 6.3 Mark and drill two 1/8" installation holes in the secondary ("transom") mull and countersink them. These are used to attach it to the primary mull. Repeat for each additional mull.
- 6.4 Install the primary mulled unit first. Attach the secondary mull to the primary mull using two #8 x 1 1/4" self drilling screws. Attach windows to the mull bars using #8 x 1/2" self-drilling pan head screws. It is recommended that the installation holes are pre-drilled with a 1/8" drill bit to facilitate installation of the screws.
- 6.5 After mulled unit is installed, wipe down the exterior and interior window frame, where the self-adhesive mull strips will be applied, with acetone. Ensure frame is completely clean, free from caulk, and dry before applying the self-adhesive mull strips.
- 6.6 Apply the mull strips, vertical strips first, then horizontal strips.

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