

Spencer Walcott New Construction Series Vinyl Windows Installation Instructions

SPENCER
WALCOTT

PREPARING THE OPENING

- Before installation, be sure the window is closed and locked properly and you have read instructions thoroughly.
- Make sure window opening is free from any dirt or debris.
- Apply a bead of high-performance caulk (with 3/8" for the edge) around the perimeter of the window opening where the window frame will be installed against.

Note: Clean both the outside perimeter of the window and the rough opening. In order for the caulk to work properly both surfaces must be clean, dry and free of debris.

INSTALLING NEW WINDOW

Note: When installing screws, do not over tighten them as it will pull the frame out of alignment. Tighten the screws snug against the vinyl.

- Lift and place the window into the rough opening, use the proper help and/or equipment needed to install window properly and safely.
- Place the sill on the shims located on the sill plate. Press the window firmly into the caulk and loosely fasten one of the upper corners.
- Check the sill for level and shim as necessary at the jamb ends. Check the frame for plumb and the jambs for straightness, shimming as necessary.
- To make sure window frame is perfectly square take diagonal measurement.
- Close the sash until it meets the edge of the window frame. To be sure the gap is even along the entire edge of the sash check the reveal between the sash and the window frame.
- Fasten the window frame to the rough framing through the center of the slots in the nail fin. Secure only the head and jambs at this time. Secure the sill only after flashing has been placed behind it.
- When fastening at the head and jamb the frame should remain straight and not bow. This will prevent problems with the sashes operating correctly.

IMPORTANT

For masonry applications allow a minimum of 1/4" between the frame and brick for expansion and setting.

WARNINGS!!!

Do not drill through the sill of Spencer Walcott Vinyl windows to install alarms.

Do not use any unapproved expanding spray-in-foams. Use of expanding foam can void manufacturer's warranty. The foam can cause distortion and hinder window operation.

