

Installation Instructions for New Construction Windows For detailed instructions go to www.poradigmwindows.com or call direct @ 877-994-6369

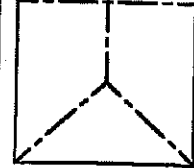
NOTE: These installation instructions require that some type of weather resistant "house wrap" has been installed on the exterior of the sheathing prior to the installation of the windows. Installation directly against the sheathing is not recommended. Additional materials needed to complete the installation are: caulking (compatible with PVC and other building components), self-adhering flexible flashing (min. 6" wide), shimming material, 1-1/2" galvanized or stainless steel screws or nails for installation. Tools req'd - Tape measure, hammer/screwgun, utility knife, level, safety glasses & cut resistant gloves.

Construction of the Opening

Verify the opening is level & square by measuring the diagonals (the measurements should be the same). The opening should be 1/2" larger than the frame size to allow for necessary shimming. **IMPORTANT:** Be sure the construction of the opening meets all applicable building codes and standards.

Preparation of the Opening

Figure 1



Cut house wrap in this pattern

1. Cut the house wrap that covers the window opening using the modified "I" pattern (Figure 1). Fold the wrap into the opening, stapling it to the framing and trimming the excess.
2. Make diagonal cuts in the house wrap 10-12" long at the two upper corners of the opening to create a flap that will go over the head flashing of the window (Figure 2). Tape this flap out of the way for now.
3. Apply one strip of flexible flashing along the edge of the sill opening as shown, extending it 10-12" past the corners. Apply a second strip (overlapping the first) that returns into the opening covering the sill plate. Run this strip up the sides of the opening several inches as well, notching at the corners. **NOTE:** Flashing is always applied from the bottom up, in "weatherboard" fashion.

Figure 2



Apply flexible flashing tape as shown

Installation of Window

1. Prep the opening sill with spacers so the window does not rest directly on the sill flashing & so the window will be level. Be sure to shim evenly (front to back of the frame) to avoid deforming the frame (see CAUTION below).
2. Apply a generous bead of caulking to all 4 sides of the nail fin. **NOTE: A 3/8" bead over the nailing slots is required.**
3. Place the window in the opening and press it firmly against the wall to squeeze the caulking under the fin & through the nailing slots. Temporarily secure to the wall to adjust the shimming and leveling of the frame sill. Shim along the sides of the window to ensure there is no bow or twist in the window jambs. Check the function of the window throughout this step to maintain the smooth operation of the sashes.
- CAUTION: Improper shimming may cause a crown in the sill or jambs and impair the performance of the window.**
4. Complete the attachment of the window frame to the exterior sheathing using anchors in the slotted holes on the nail fin. **NOTE: Cased windows also require installation screws through the mounting holes in the window jambs.**
5. Apply flexible flashing over the nail fins on the window jamb and head (Figure 3). First apply the two strips (marked 1) along the window jambs extending below the flashing at the window sill, and up to the bottom edge of the flap of house wrap material at the head of the window. Next apply another strip over the nail fin at the head of the window (marked 2) overlapping the jamb pieces by at least 3" on both ends.
6. Remove the tape holding up the flap of house wrap & lay it flat over the flashing strip at the head of the window. Using the seam tape specified by the house wrap manufacturer, tape over the diagonal cuts in the house wrap.
7. Install exterior siding or finish material around the window utilizing the integral "J" channel on the window frame or casing.

Figure 3



Apply flexible flashing tape as shown

Finish-up and Adjustment

- Use fiberglass batt insulation material to fill the cavity around the perimeter of the window frame and the rough opening (do not overstuff this pocket).
- NOTE:** The use of window and door insulating foam is acceptable in place of fiberglass provided it meets ASTM 812-04 guidelines.
- Make sure all dust & debris are removed from hung window balance cavities, check the operation of the window & make final adjustments as required.

PLEASE NOTE: Refer to AAMA Installation Methods and/or ASTM 2112 for alternate installation methods. Wear safety glasses and protective cut resistant gloves/clothing while you work and remove/dispose of all building materials per your local ordinances.

Installation Instructions for Replacement Windows

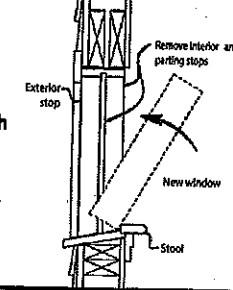
CAUTION: Do not remove the old window or wood sash until you verify that the dimensions of the new replacement window unit are correct.

NOTE: Additional materials needed to complete the installation are: caulking (compatible with PVC and other building components), shimming material, stainless steel installation screws (provided). Tools req'd - Tape measure, screw gun or driver, putty knife, level, safety glasses & cut resistant gloves.

Preparation of the Opening

1. Remove the old sashes by removing the interior and/or parting stops (Figure 4), metal jamb liners, sash counterweights etc. on the sides and top of the opening (be careful not to damage the structure). **Do not remove the exterior stop.** Remove old sash counterweights if possible and insulate the counterweight pocket with fiberglass batt insulation.
2. Clean and remove any peeling paint or debris from the window opening, especially on the inside of the exterior stop.
3. Ensure the opening is level/plumb & that the side jamb material will accept fastening screws solidly. If not, repair as needed. **IMPORTANT: Older window designs vary considerably so these steps should be considered a guideline for the installer with the intent of creating an opening that will allow the replacement window frame to be installed as shown from the inside against the exterior stops of the old window. An optional head expander is available when the RO is out of square.**

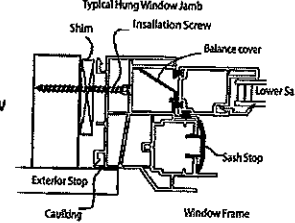
Figure 4



Installation of the New Window

1. Dry fit the window unit into the opening (Figure 4 above). You should have 1/8" to 1/4" between the opening and the new window frame. Remove the window unit and remove the balance covers & sash stops (hung windows only, Figure 5) to expose the installation holes in the jambs.
2. Run a continuous bead of quality silicone caulking on the inside of the exterior stops on the sides and top of the opening (Figure 5); also run a bead on the outside of the wood stool of the old window.
3. Place the window back into the opening making certain it is centered left to right. From the exterior, install shims as needed between new window sill and the existing wood sill and check it for level.
4. From the interior install shims behind the jamb installation holes making sure the frame is plumb, level and square.
5. The replacement windows are anchored with stainless steel screws (provided) which fasten the side jambs of the new window to the existing wooden jamb of the old window frame. Install the top and bottom screws on both sides of the window frame (make sure to press the window unit against the outside stops to ensure a tight fit). Screws must be installed flush to the vinyl jambs without over tightening for proper sash operation.
6. Adjust the alignment screws at the center of the window jambs for straightness of the jambs using shims behind the screw pads as needed then install the center installation screws.

Figure 5



Installation of the Sill Adapters

1. Fill the cavity under the replacement window using fiberglass batt insulation.
 2. Cut the sill adapter to length. You may prefer to cut it a little long and tuck the ends behind the exterior stops.
 3. Measure the height from the wood sill to the groove in the bottom of the replacement window. Mark the sill adapter & score with a utility knife using the grooves provided on the back of the adapter. Snap off the excess material and discard then snap the sill adapter into the accessory groove on the window.
 4. Neatly run a bead of caulking where the sill adapter meets the wood sill and up the two edges at the blind stops.
- NOTE:** The two-piece sill adapter installs similarly but the height is adjustable so no trimming is necessary. Snap the assembly into the accessory groove, apply a bead of caulking under the adapter, and pull down the bottom portion of the two-piece adapter so it sets in the caulking on the wooden sill of the old window.
- Make sure all dust & debris are removed from hung window balance cavities, check the operation of the window & make final adjustments as required.

Figure 6

