FITTING GUIDE: 3.3 FITTING THE Z FRAME

SUPPLIED IN THE BOX

(end of the frame boxes)

- **Frame screws** - For fixing the frame to the window
- **Hinge screws** - For final fixing of the hinges
- **Hinge packers** - For final adjustment if required
- **Hinge pins** - To connect the shutters together
- **Interlocking keys** - To connect the frame together
- **Touch up paint** - Just in case! *(Not supplied with Standard MDF shutters.)*

TOOLS REQUIRED

(Not supplied)

- **Hammer** - Marking screw holes
- **Suitable drill** – Screwing and drilling
- **PH2 screw bit** - The best size bit to use
- **3mm pilot drill** – For final hinge screws (optional)
- **4mm pilot drill** - Drilling the frame holes
- **Small clamp** - Holding the frame in place
- **Cover caps** - Covering the screw holes

Step 1: Mark the batten position

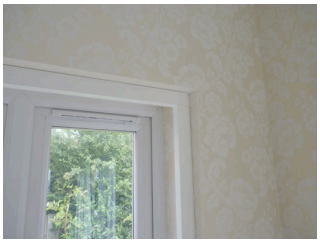



The Bullnose Z frame is fitted onto battens, so fit the battens first then you can fit the frame onto the battens.

Lift a section of frame into position and mark the back position, this will become the front fixing point for the battens. Mark in several places all round the window.

Step 2: Fix the battens



Measure the top width, mark your batten to length. Draw a square line on the top (40mm face) and down the side (30mm face) of the batten to help cut in a straight line. A tenon saw or fine toothed saw is best.

Drill pilot holes using a 4-5mm drill bit, counter sink the holes if possible. The number of fixings you use will be dictated by the length of the batten you are fixing, usually 3 holes, left, middle and right/top,middle and bottom. Remember, the side battens will support the top batten.

Measure the side battens to length and cut them to size. Drill your pilot holes and fix into place.

Fixings - When fixing into brick use raw plugs, fixing into plaster board use plaster board fixings. If you are unsure try a test hole or screw first to see if the screw is holding on its own.

Filling - Use decorators filler (Caulk) in a tube, for example 'No Nonsense' from Screwfix is suitable. Fill between the wall and batten to create a neat joint. Use a wet cloth to help wipe away excess filler.

Step 3: Drill the frame pilot holes


The standard Z frames do not have any pre-drilled frame holes.

Drill some 4-5mm pilot holes around inside edge of the frame. The holes should be drilled at a slight angle so the screws are angled towards the wall rather than window.

The number of holes you drill will depend on the size of your window, a 1m high window would have 3 holes, top, middle and bottom for example.

Step 4: Lift the frame into position




Carefully lift the frame into position. (This example uses a 3 sided design.) Line up the frame, check it's level and to make it easier to fit if you are on your own, use a small clamp to hold the frame in place.

Fit the clamp to one side so you can fit the shutters in the other side and make sure things are in line.

Step 5: Prepare the shutters

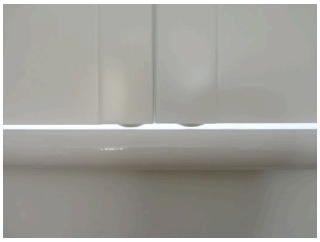



Unpack the shutters, the mouse hole (where the control rod fits) will indicate the top of the shutters. If you have the hidden tilt rod, the top rail should have the small rebate facing you, the bottom rail rebate should be at the rear of the shutter.

Fit the panel feet if required and link any bi-folded shutters together with hinges.

Step 6: Fixing the frame



If you have clamped the frame into position, lift the left set of shutters into place first. Adjust the frame and shutters so there is an even clearance gap between the shutter and frame all round. A small wedge on the window sill can be used to help support the shutters and hold them in the correct position.

Fix the top frame into place through one of accessible fixing holes to the side of the left set of shutters. Large windows may require more than one screw to ensure the frame is secure and will not fall down. Remove the clamp and lift the second set of shutters into place and connect the hinges.

Adjust the right hand side frame in and out until the shutters line up with each other (see top far right image). Support some of the weight and whilst holding the frame tightly in position, fold the shutters open so you can access the fixing holes and screw the bottom right frame into place.

Check the left frame again and make any necessary adjustments, open the shutters carefully while holding the left frame tight in position and fix the left frame back to the batten.

Step 7: Final fixing




Before finishing the rest of the fixing, ensure the shutters open and close correctly and that they line up neatly with each other and within the frame. You may need to loosen the frame screws to make any adjustments. If more extreme adjustments are needed, remove the screw an re-drill a new pilot hole.

Finish securing the frame into place.

Hinge screws - Check the shutters still operate correctly, before screwing the last small hinge screw into place (using a PH2 bit). These are self tapping screws. Some materials can be harder than others so to avoid the drill slipping a 3mm pilot hole can be drilled first.

Step 8: Finishing touches




Cover caps are not supplied as standard, holes can be filled with filler or cover caps. Use a thin cover cap for the main fixing holes in the light stop otherwise the shutters may not close properly.

The final and most important step!

'Take some photos of your finished shutters and email them to me along with a some comments about my service, website and shutters you received, I would love to hear from you'

Regards Sam

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