FITTING GUIDE: 4.3 FITTING ON SASH WINDOWS

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)

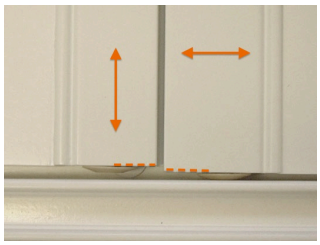
- **Hammer** - Tapping the insert strips into place
- **Suitable drill** – Screwing the frame into position
- **PH2 screw bit** - The best size bit to use
- **3mm pilot drill** – For final hinge screws (optional)

Step 1: Fitting the frame

Frames fit directly onto sash windows, some windows have a small recess and some have a small architrave that surrounds the window. For sash windows that fit in a full recess follow the main 1.3 Recess fitting guide.

There should still be a clearance gap between the recess/architrave/window sill and shutter frame with sash windows. Depending on the width, place 2 or 3 small wedges on the window sill Carefully lift the frame up and sit it down on the wedges. Square up the frame between the architraves by sliding it left/right or moving the wedges in/out to adjust the height. If you are fitting on your own and it's a large window, level the frame put a screw in the left and right frame in the centre to hold it in position temporarily.

Step 2: Fitting the shutters



If you have bi-folding shutters, connect the bi-folds together first.

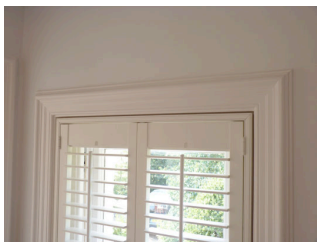
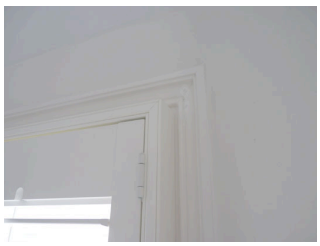
Lift the left set of shutters into the frame and connect the two parts of the hinge together and repeat for the right hand set of shutters.

Ensure the shutters fit squarely within the frame, you might need to re-align the frame with the wedges now the shutters are fitted. The hinges are adjustable and can also be moved up or down.

The panel feet should just be touching the bottom of the frame and there should be an equal gap between the bottom of the shutters and bottom frame.

Ensure the frame will not fall forward, then open and close the shutters slightly to ensure they rub evenly on the panel feet and are not too tight.

Step 3: Fixing the frame

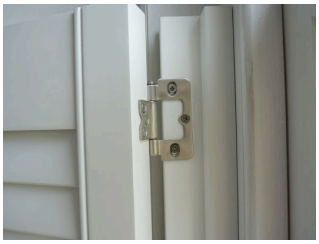



Check you have enough window frame to screw into, you may need to re-drill your own pilot holes at an angle to ensure the screws are being screwed into the main window frame .

Using a suitable screw driver (PH2 bit), screw the frame back to the window.

Check the shutters still operate correctly, before screwing the last small hinge screws into place. 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 4: Finishing touches



Replace the insert strips into the frame to cover the screw heads.

With Standard MDF shutters they snap into place, push hard or tap in with a hammer using some cardboard to protect the finish.

With wooden shutters they have sticky pads to keep them in place, remove the backing and push into place, tap with a hammer if tight using some cardboard as protection again.

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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