

# svarre

## Installing & Adjustment Guide



svarre

Dear Customer,

Congratulation on your new svarre items, which we hope will give you joy for many years to come. The manufacturing of our products is based on good craftsmanship and using the best available techniques which result in a high quality product, which will last for many years to come, with the correct fitting and regular maintenance. This guide describes how the svarre items are installed and adjusted.

## **Care of Timber Windows on Site**

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Handling and storage of the items has to be done in a suitable and careful manner as wrong doing can affect their long-term performance.

### **Delivery**

On delivery, it is required that you immediately examine the goods to ensure that they are in accordance with the order confirmation and complete. You need to point out any damages or lost items in connection with delivery to the lorry driver as well as the distributor and note this on the lorry drivers delivery note and do this before the lorry driver leaves the site. In the absence of such notification, it is hereby agreed that acceptance of delivery shall constitute an acknowledgement that the goods are supplied in full and undamaged.

### **Handle items carefully**

Items should be lifted (never dragged) by the main frame and not by the sash or glazing bars and carried in a vertical position to avoid any tendency to distort.

NB! Be aware of the size and weight of the items and check your Health and Safety regulations for correct handling

### **Storage**

The storage place should be prepared in advance and the items unloaded straight into it.

Items should be stored vertically and inside a building, always under cover protected from dampness, dirt, and damage without restricting air circulation and kept clear of the ground on level bearers. If stored outside it also needs to be protected against sunlight and rain with a tarpaulin - regardless of the above outside storage is not recommended.

It is important that the moisture content of the items is maintained during storage and kept close to the level at which it was when the window was manufactured. It is recommended that the timber should be between 12% and 18%. Therefore make sure to have space for air circulation around and between the items.

### **Stickers**

Any form of sticker or spacers on the glass, needs to be removed after one week, you otherwise risk that the glue from the sticker or spacers is baked into the glass and will stay visible.

### **Protection on the edge of the glass**

The edge of the glass is vulnerable so leave the protection on until the installation and all building work has ended.



Picture no. 1.

Leave the protection on for as long as possible



# Installing

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The way in which items are installed can affect their performance. The installation should therefore be left to professionals with experience in installing high quality windows and doors.

The subsequent instructions describes the main points for installing the items, other things which might have an effect may therefore not be mentioned, if you have any doubts please contact the distributor.

## The dismantle of sashes

To ease the installation of the items one or more sashes can be dismantled before installing the frame.

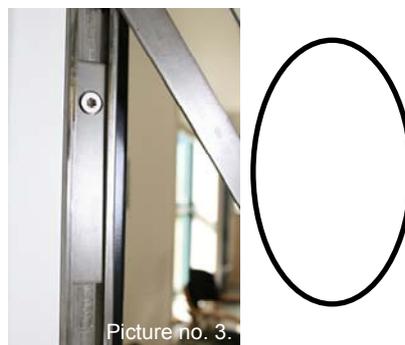
### Top and side guided sashes

On the shorter glide hinge (260 mm) you unscrew the frame part and the sash can be removed. On the wider glide hinges (412 and 558 mm) you either unscrew the frame part as the short one, or you unscrew the sash part instead, both ways makes it possible to remove the sash.



Picture no. 2.

When reinstalling the sashes it is very important that the hinge is fitted in the exact same place as before, the stop plate (see picture no. 3) in the glide track needs to be pull up to the same locations as before.



Picture no. 3.

### Side hung sashes

Open the sash to 90° degree, the handle controlled brake needs to be dismantled by turning the frame part to “AUF” with a 2,5 mm alloy key, then the brake arm can be loosened.



By floating mullion the friction brake (see picture 5) on the secondary leaf is dismantled by unscrewing the frame part



Picture no. 5.

To dismantle the sash from the frame you need to loosen the 2 mm alloy screw in all the hinges and remove the pin (see picture 6), thereafter the sash can be removed.



Picture no. 6.

When the sash is reinstalled the pin needs to be put into place and the alloy screw needs to be tightened again and the screw in the brake need to be turned to “ZU” (according to picture no. 4).

## Sliding door

Dismantling of the sliding door is done by opening the door and then loosened the metal arm in the top by putting the included key into the black plate in the top track and turn it.

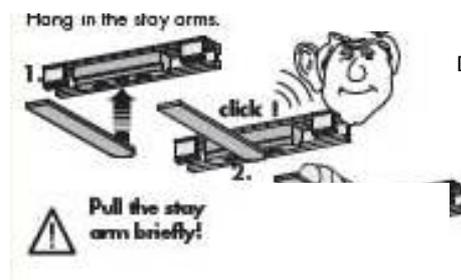


Drawing no. 1

NB! Only use the included key

When the metal arm is released, the door leaf is tilted outward by approximately 15° degree after which you can remove the runners from the bottom track and the door leaf is now released.

When refitting the door leaf, you again tilt the sash outward by 15° degree, the runners are put back into the track and the door leaf is tilted back into place. The metal arm is put into place and locked again with the included keys.



Drawing no. 2

NB! Make sure the metal arm in the top is securely fastened, by pulling down on it a few times.

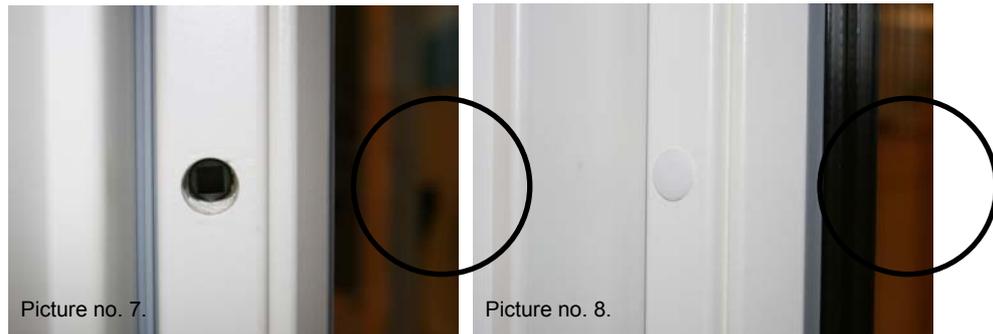
### Fixed sashes and door leafs

Fixed sashes and door leafs are always fixed by hooks and espagnolette locking. The hooks on one side and the espagnolette on the other side either top and bottom or side and side. However sashes where all sides are above 1290 mm and fixed leaf on a sliding door are fitted with an espagnolette locking on both sides.

You remove the fixed sash or leaf by removing the plastic cover cap on the sash, behind you will find a safety screw which needs to be taken out, then you insert the window handle, turn it and the sash or leaf is released.

NB! The sash or leaf is very heavy so you need one person to release the sash or leaf on the inside and one to hold it on the outside.

When reinstalling the sash or door leaf you lift the sash or door leaf into place and press it in tight, the other person then turn the window handle and lock the sash or door leaf. After this you fit the safety screw and the plastic cover caps.



The safety screw is fitted

The plastic cover cap is put back into place

## Installation

svarre can be installed into different types of building design from timber frame to traditional masonry construction.

Fixing can be achieved by two different methods. Through the rebate in the timber frame or through pre fitted metal brackets, both needs fitting into suitable load bearing structure.

A tight fit of adjacent materials should be avoided and a tolerance of minimum **10 mm** between frame and adjacent wall on all 4 sides is needed.

### **The items should be fitted square, level and plumb.**

The frame is set level and plum and is held into place by wedges in all corners to secure an even gab between frame and wall.

The jamb on the hinge side is fixed level and plum both ways (See picture no. 4). If the jamb bends, it needs to be straightened. Sashes are fixed and the jamb adjusted, such as you have an even gab between frame and sash from top to bottom. The same is done on the handle side. Make sure that the whole unit is square, level and plum and that no parts are bending. Once you are satisfied that the frame is perfectly square, it can be secured to the building structure.

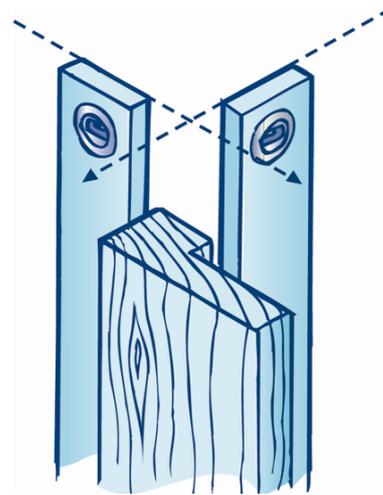
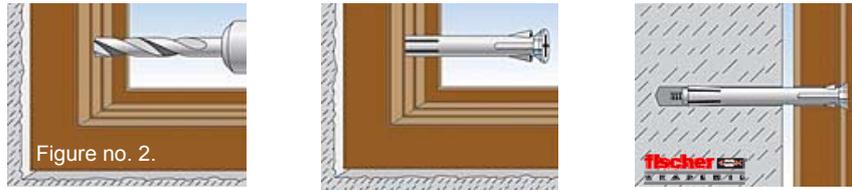


Figure no. 1.

## Support and fixing

Fixing should be done with proper fixing screws and plugs or a proprietary screw device which enables the items to be adjusted in position, advisable in head frames.



## Sagging

To avoid any sagging of the head frame by pressure of the overhead building structure, the tolerance of 10 mm must be maintained. To ensure a solid fixing of the head frame the upper structure must be a solid load bearing structure. Use a proprietary screw device which enables the items to be adjusted in position.

## Packers

Items should be supported on durable packers as close as possible to each jamb and hinge and beneath every mullion. The space between two packers should never exceed 900mm. Support for the frame should prevent distortion and should not damage any protection or finish. Packers should be located where fixings occur and fitted without distorting the frame. The solid load bearing structure and packers must be of sufficient size, allowing for sealing on both sides of the packers/joint. The contact face should be no less than 25 cm<sup>2</sup>, and the packers must be of pressure resisting and waterproof material such as plywood, oil hardened Masonite or similar (See figure no. 3, 4 and 5 on page 10).

It is strongly recommended to put packers under the walk path on door threshold.

Items less than 1200 mm in height, the fixings in the middle can be omitted. Items less than 1000 mm wide, the fixing in the head frame and bottom frame can be omitted.

Fixing with packers

Fixing without packers

Supplement packers

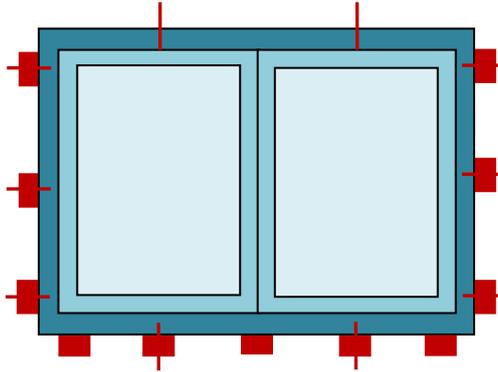


Figure no. 3.

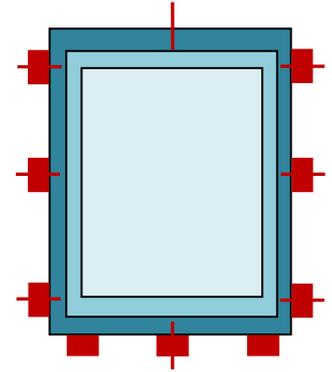


Figure no. 4.

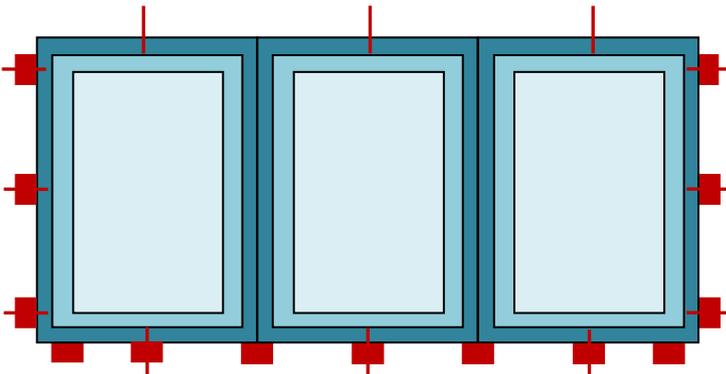


Figure no. 5.

## Sealing

The 10 mm gap between frame and adjacent wall should not be filled with any solid material like mortar but with expanding material like foam or mineral wool and then sealed off on the outside with self-adhesive recompressed joint sealant or other suitable diffusion open sealing compounds and a damp proof seal like a silicone sealant on the inside.

NB! Always follow the instructions of the sealing supplier

## Items build together

Items are built together side by side or top to bottom by attaching them together frame against frame using a 9,5 x 9,5 mm joint slips. The space between two fixings should never exceed 900 mm and 500 mm on the horizontal joint. The inside and outside joint should always be sealed off with a silicone sealing after jointing.

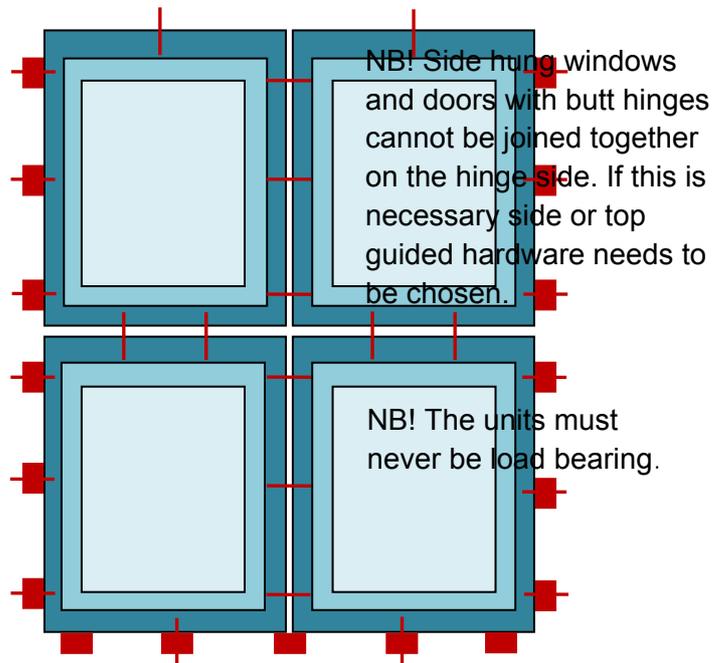
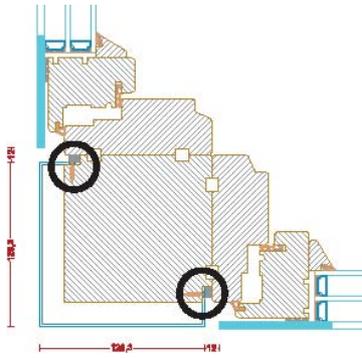
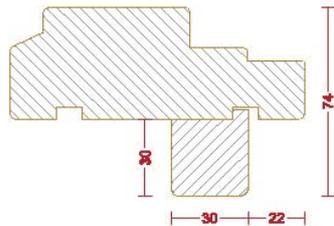


Figure no. 6.



Post are also fitted with joint slips and sealed in the joint with a silicone sealing as shown on drawing no. 3.

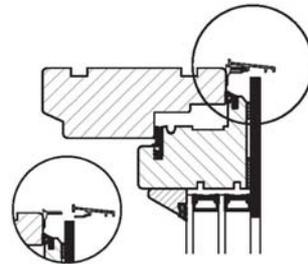
Drawing no. 3.



When fitting 30 mm furring for bottom sill, the furring should be pulled back as shown on drawing no. 4 to create room for the sill in the front.

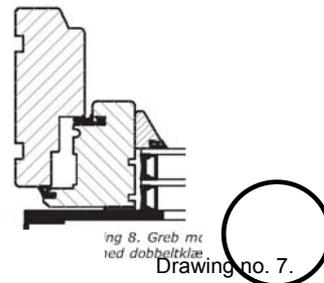
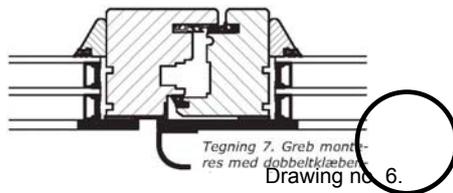
Drawing no. 4.

After installation and sealing the top aluminium drip sill can be click on to the top frame and transom. The width of the sill matches the width of the glass, except by sloping item where it has the same width as the frame.



Drawing no. 5.

French doors can be fitted with the enclosed pull handle. Wash the pane with spirit remove the red cover foil from the double sided tape and fit the handle in the same height as the internal window handle, see drawing 6 and 7.



# Adjustment

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## Top and side guided hinges



Picture no. 9.

The friction in the side and top guided hinge can be tightened and loosened with the 2 brass screws.

## Items without centre post (floating mullion)



Picture no. 10.

The pressure on the sash can be tightened and loosened by turning the conical screws in the striking plate with a 4 mm alloy key.



Picture no. 11.

The friction brake on the secondary sash/leaf can be tightened or loosened by turning the screw on the top of the sash/leaf.

## French door



The striking plate on the French door can be adjusted by loosening the screws the plate can then be pulled up or down for tightening or loosening the grip.

Picture no. 12.

## Sliding door

The sliding door can be adjusted up and down by unscrewing the metal cover plate (see picture 13), hereafter you can lift or lower the wheel with an 8 mm open-ended spanner (see picture 14)



Picture no. 13.



Picture no. 14.



Picture no. 15.

All items are fitted with a support/guide plate which helps guide the sash/leaf into place and at the same time secure the window by burglary as the sash/leaf is held in place in the rebate and cannot be moved.

You can adjust the plate by loosening the screws and move the small top plate. The plate between two sashes is only for security so they do not need a tight fit.



Picture no. 16.

The metal support plate on the frame is fixed.

NB! On items without centre post (floating mullion) there is no support plate on the secondary sash/leaf, there you have to be careful not to adjust the plate on the leading sash/leaf to tight as this will make it hit the secondary sash/leaf and damage the timber.

## Ventilation

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It is important throughout the time of building, after completion and moving in that all rooms are ventilated to such an extent that no condensation builds up on the inner panes of the windows and doors. This is of great importance to the inside climate and the durability of the items in general. Too much moisture may permanently damage the windows and doors, and no claim can be entertained on that basis.

## Covering of items with tape

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If covering the items with tape, only tape suitable for acrylic paint should be used, (such as Tesa 4438). It is of great importance to remove the tape straight after use or 7 days at the latest. If the wrong tape is used or if the tape is not removed quickly enough you risk the tape will damage the finished items when the tape is removed.

## Handing over

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Before handing over to the builder/owner operation checks must be made:

- All parts; weather strips, hardware, rebates etc. are cleaned for dust and dirt.
- The opening function of every item must be checked and adjusted if necessary.
- All espagnolette, hinges and mowing parts are lubricated (except for friction arms) with a suitable lubricant, ask the distributor for advice.
- Any damage must be repaired.
- The end user is instructed in the use of all items.

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