



Suppliers of High Quality Windows, Doors & Conservatories

Aspen Way, Yalberton Industrial Estate, Paignton, Devon. TQ4 7QR

Tel: 01803 666633 Fax: 01803 663030

## **PVCu Bi-Folding Doors – Fitting Instructions**

**The following instructions are provided in good faith and are for guidance only. No responsibility will be accepted for any mis-interpretation. When installing this product please observe all the relevant Health & Safety regulations.**

Check that the door received is the correct type.

Before starting to remove or install your new door, please ensure that you first check the frame for size and style. Failure to do this will render any claim void. Ensure that you have the correct caps, clips and pins as per enclosed parts list. Report any shortages within 24 hrs by fax to us. Claims made outside of this period for missing parts may incur a charge.

Remove old frame.

Carefully remove the old frame or if the opening is new, ensure the area is clean and free of dirt and debris.

### **Tools Required For Assembly**

13mm Spanner  
17mm Spanner  
4mm Allen Key  
5mm Allen Key  
25 Star Drive (hinge screws)

### **Installation Of Outer Frame**

**Open out doors have the running track to the outside.**

Depending on the size of your door it will either be fully assembled or in component parts for ease of handling. **If fully assembled** you will need to remove the opening door, and when done install the outer frame as below.

If you have an external sill, attach this first by applying a thin bead of low modulus silicone sealant to the back edge of the sill where the frame will sit. Fix through the sill to the frame (**not** the other way around) with suitable fixings (4.5mm x 50mm self tappers at 500mm intervals).

Offer the frame into the opening and position with packers so that the frame is level and upright. Use packers that will not deform and for the bottom use slate or metal shims. Take care not to twist the frame in the diagonal. **It is imperative that the head and sill are perfectly level, with no bows or twists.**

For fixing into brickwork use 8mm x 140mm Fischer bolts or similar. You will need to pre drill the frame with suitable drill bit before drilling into the brickwork with a masonry bit. Hammer the

fixing in and tighten. Ensure to pack around the fixing but do not over tighten. Fix at 500mm intervals with a minimum of four fixings, but do not fix within 200mm of any corner.

Fixing of the head is dependant on the track detail. In all circumstances the frame should be fixed into a Lintel (preferably steel). **Do not fix into unsupported brickwork or unsuitable lintel material.**

For doors that are bottom running track fix the head at 450mm to 650mm intervals.

Doors that are top running track fix at 400mm intervals and once again not within 200mm of a corner.

**We can not stress enough that prior to proceeding you ensure that the threshold and head are level, and check the outer frame diagonals to ensure the outer frame is square.**

### **HanginG Of Hinged & Folding Sashes**

Dependant on the door style you have ordered, you will either have all slide and folding sashes or folding sashes with a hinged adjacent sash.

All sashes have labels stating the sash number. Sash number one is always the first sash on the left viewed from outside.

All sashes **must** be hung **unglazed**.

For ease of installation we suggest two people will be required.

Sashes **must** be hung in the correct order.

### **Step One**

Hang the hinged sash of the folding set. This is the first of the stacked sashes.

Take 2 x 6mm pins from your box of parts.

Offer up the first sash to the outer frame and locate the female bottom hinge onto the 6mm male pin.

Then locate the top and middle hinges of the sash into the corresponding parts of the frame.

Using the pins provided secure the hinges together.

Knock the middle hinge pin down and the top hinge pin up.

**Do not fit the cover caps.**

The first sash is now hinged.

### **Step Two**

Fully open the first sash.

Take 3 x 8mm pins from the parts box.

Offer the second sash up to the first sash so that the hinges locate together.

Using the pins provided secure the hinges together.

Knock all pins down and secure in place with grub screws from the pack.

Carefully fold the sashes flat against the frame and lock the first sash.

In the parts box will be the bogie wheel(s) and rubber cover guide(s). The number is dependent on the scheme choice (the number of folding sliding sashes and how they fold).

The method of fitting the bogie or guide is the same for top or bottom running track sashes. The method described is for bottom running track.

Take the bogie wheel and offer it at an angle to the large track so that it will fit and slide up to the connecting part of the sash. Push the wheel set fully home into the U section. Insert a 5mm allen key into the top of the wheel set. **Do not wind the allen key in any direction.** Tighten the locknut, which is located directly below the 5mm allen key with a 17mm spanner.

Take the rubber covered guide and offer up to the hinge part on sash two, which is adjacent to the small guide track. Push the guide fully into the U section and tighten with a 13mm spanner.

Sash two is now fitted.

**Do not fit any cover caps.**

If you have scheme 321 proceed to step four.

### **Step Three**

Take 3 x 8mm pins from the parts box.

Offer sash three up to sash two so that they lay flat against each other, so that the hinges locate.

Using the pins secure the hinges together.

Knock the pins for the bottom and middle hinge down and the top hinge up and secure in place with grub screws from the pack.

Fold the sashes back against the frame.

If you have scheme 330 this is the last sash so proceed to step five.

For all other schemes with 4, 5, 6 and 7 sashes follow steps one through three until complete and proceed to step five.

### **Step Four**

If you have a scheme with a main hinged sash this now needs to be fitted. It is the same procedure as step one.

### **Step Five**

Refer to **Appendix One – Glazing**.

Your sashes are now ready to be glazed.

Start with the first hinged sash of the folding set. The sealed unit has to be glazed into the sash using a method of toe and heeling, this transfers the weight of the glass unit onto the hinged side of the sash. **Incorrect glazing is the most common cause of doors not working properly.**

Referring to **Appendix One**, sash one is the left hand sash. Place 30mm wide packers at the bottom left and top right corners to form a corner brace.

It is important that the thickness of the packers is exactly the same in all locations. Pack the sealed unit until it is tight – the weight of the sash is now balanced on the hinge point. This prevents the sash from catching on the handle, threshold and other sash.

If you need to lift the side opposite to the hinge by a few mm add additional packing to the top packer(s) **not any of the side ones.**

Therefore if you need to lift the handle side by 2mm, slip an additional 2mm packer in using a glazing shovel if required. **All packers must be siliconed in position when done.** If the packers move or slip re-packing may be required in the future.

Fit the top and bottom bead first using a rubber mallet. When fitting the side beads you may need to bow them into position and then press in the centre, before tapping the bead into place, working each way from the centre out.

Repeat this procedure for each sash.

### **Step Six**

Refer to **Appendix Two – Hardware Adjustment**

All sashes are now glazed and should be operating correctly. The sashes are factory set and should need no adjustment.

If you feel they do require adjustment we strongly suggest waiting for 5 days to allow the door to settle. This may stop you having to do the process twice.

If adjustments are made to the hinges it is important that they are not over tightened as this can cause the hinge casting to crack.

### **Step Seven**

Your doors are now operational and you should finish the frame by sealing, removing the protective tape and cleaning down.

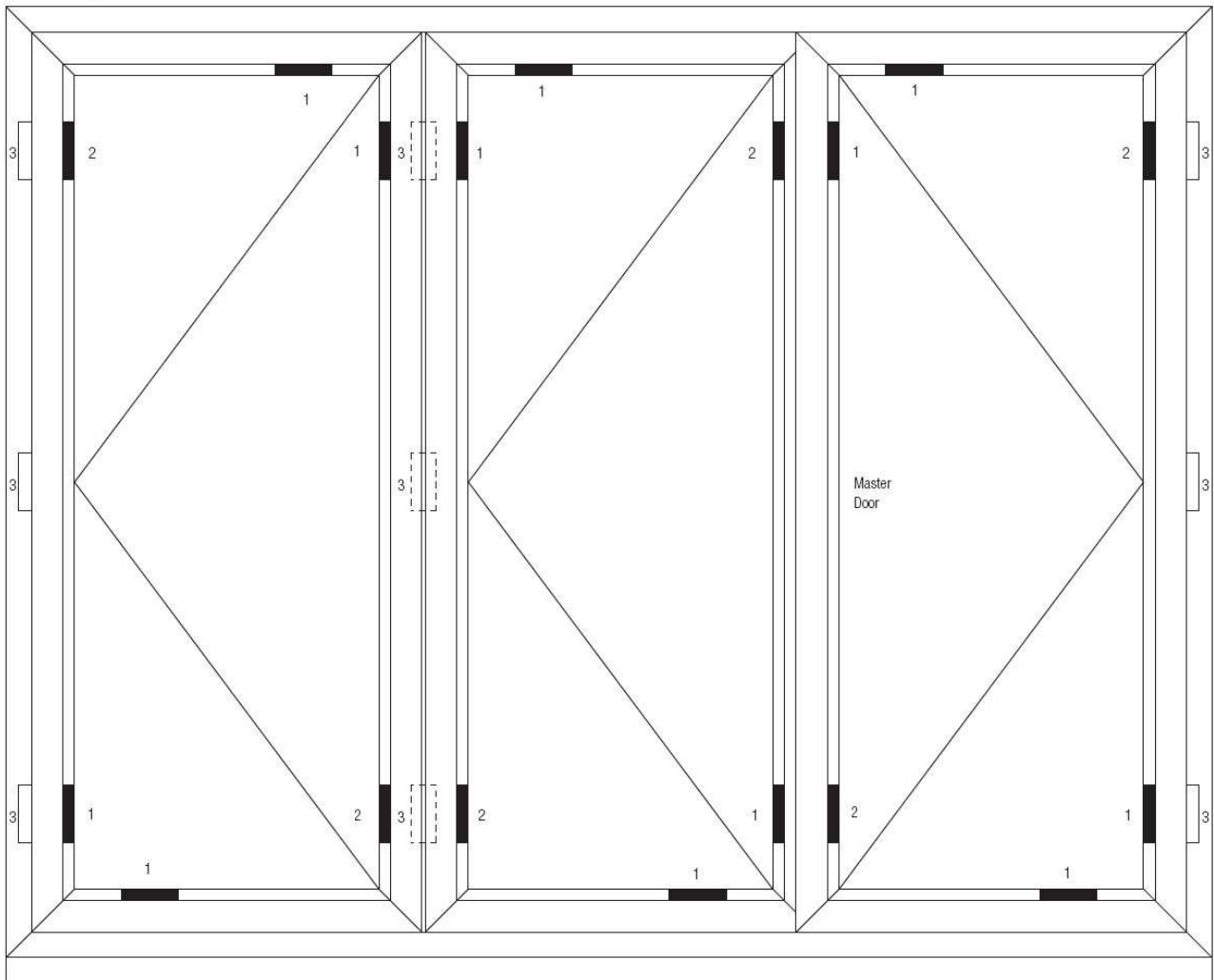
If the door is open out style then fit the ball bearings to the hinge screw heads to prevent the screws and hinges being removed from the outside. Refer to **Appendix Three – Hinge Security**

Lastly fit all hinge cover caps and other components such as vents as required.

# Appendix One - Glazing

Note: View from inside (Scheme 321)

- 1: Load bearing blocks; min length 100mm, approx, 100mm from rebate corner.
- 2: Location blocks (may be needed in positions shown).
- 3: Hinges.

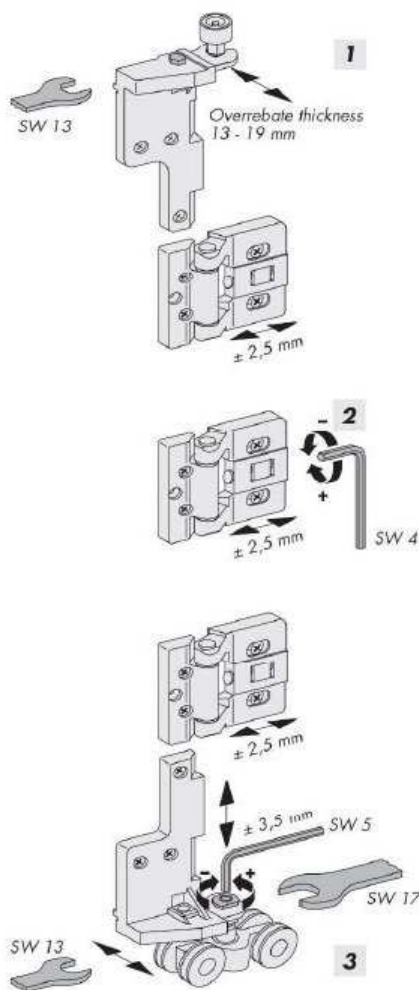


# Appendix Two - Hardware Adjustments

## Adjustments

If required, the variety of adjustments listed below can be used.  
For correct adjustment it is recommended that:

- first install the glass correctly
- the folding sliding elements are clamped horizontal and plumb or the frame is installed into the building



1

### Sash pressure via the top hinge

- Loosen the lock nut SW13
- Firmly press the sash against the frame.
- Tighten the locking nut.

2

### Positioning of the Sash hinges

*Tip:* Slacken sash hinges in order, adjust and re-tighten.

- Slacken both set screws.
- Adjust the gap with allen key SW 4 .
- Re-tighten setscrews.

3

### Setting the height of Bogie wheels

- Slacken lock nut SW 17 on the bogie wheels.
- Adjust the height of the sash by using allen key SW 5 whilst holding the lock nut in place with spanner SW 17.
- Then re-tighten the lock nut keeping allen key SW5 firmly in place.

### Adjustment options of the

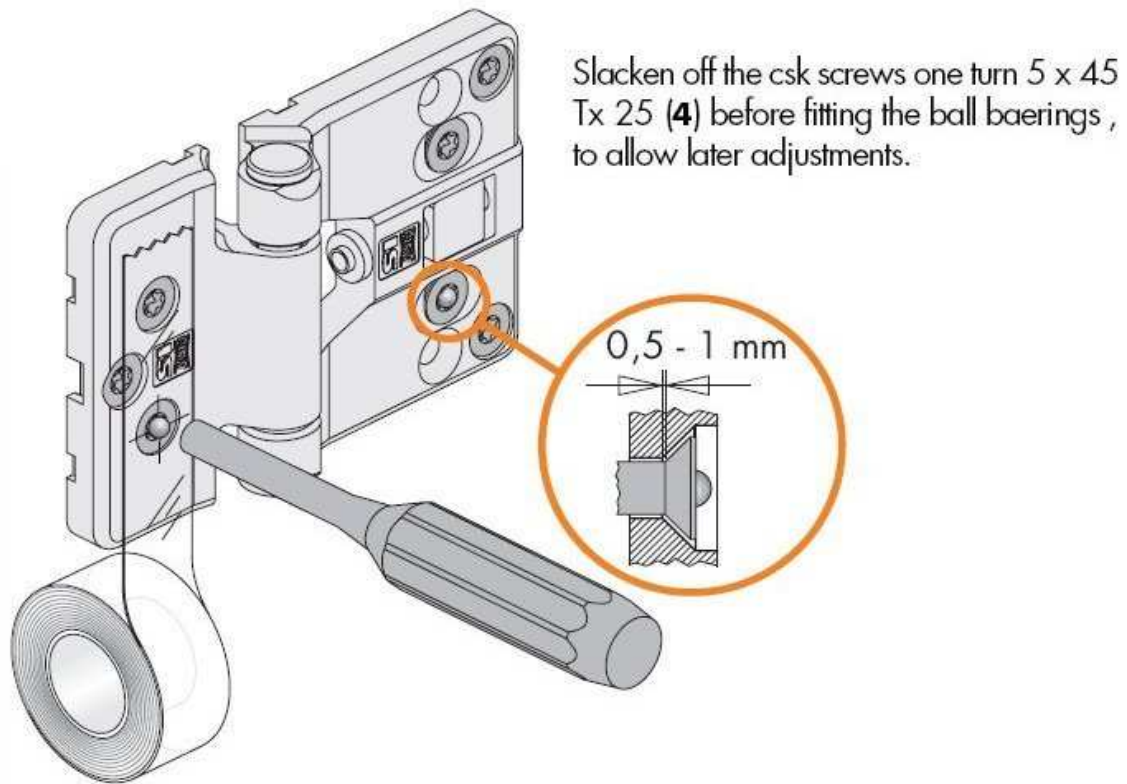
- Side adjustment through the stay and frame hinges
- Closing pressure in the stay
- Height adjustment in the sash hinge
- Sash closing pressure from eccentric rollers

see Maintenance instruction FAVORIT-KF.

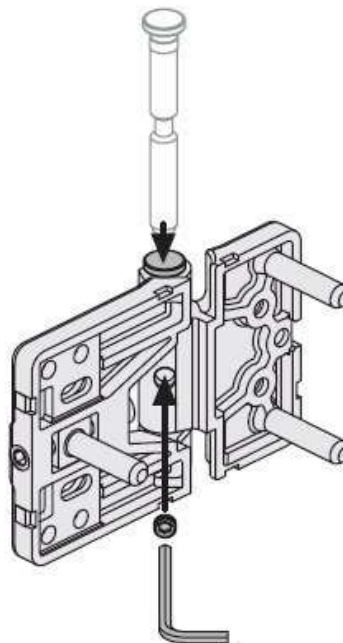
# Appendix Three - Hinge Security

**Please Note:**

**Screws secured with the ball bearings cannot be loosened!**



*Secure all screws with ball bearings against removal.*



*external hinge  
pin secured with  
grub screw*