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Things to Know

Hazard Notations

| Mistakes or misuse could cause damage to the product or result in a faulty installation. | Heavy object. Unassisted lifting may cause injury. | Information on helpful tips and procedures. |

Supplies Needed

**TOOLS NEEDED:**
- #2 Phillips Screwdriver
- Pry Bar
- Square
- Drill
- Tape Measure
- Safety Glasses
- Utility Knife
- Level
- Hammer

**SUPPLIES NEEDED:**
- Shims
- Flashing
- Construction Adhesive
- Sealant

SAFETY & HANDLING

- Understand ALL manufacturer’s instructions before beginning to install your WinDor product.
- Do not work alone. Use safe lifting techniques.
- Always wear your P.P.E. (e.g. safety glasses, gloves, ear protection, etc.).
- Use caution when handling glass.
- Operate hand/power tools safely and follow the manufacturer’s operating instructions.
- Do not put stress on corners of frames.
- Store door in dry, well-ventilated area in a leaning position.
- Protect from exposure to direct sunlight during storage.
- Install only into vertical walls.

HOW TO CHECK PLUMB, LEVEL AND SQUARE

A & B - Cross tape measurements to verify the opening is square.

C – Threshold level, free of any crowns and sags.

D - Plumb vertical jamb.

E – Plumb vertical exterior portion of the wall.
# SWING DOOR
## INSTALLATION & ADJUSTMENT

## CHECKLIST FOR INSTALLATION

### Pre-Inspection

- Thoroughly read and follow the instructions as well as city building codes.
- Inspect product for any damage and or missing parts.

### Installation

- R.O. is plumb, level and square with proper clearance.
- Sufficient sealant used to ensure proper waterproofing.
- Proper screw placement and spacing.
- Shims installed at all the proper locations. (e.g. keepers, hinges and along the lengths of the frame)
- All reveals consistently good.
- All hardware installed and functioning smoothly.
- Unit(s) work smoothly and lock properly.
- Flashing installed properly with proper nail fin screw spacing and sufficient sealant.

### Final Walk Through

- Operation of unit(s) work smoothly. All hardware works flawlessly
- All production and marketing stickers removed.
- Weep holes clean and clear of any obstructions.
- Product is clean and ready to sign off.
SWING DOOR
INSTALLATION & ADJUSTMENT

GENERAL INSTALLATION INSTRUCTIONS

1. INSPECT PRODUCT AND HARDWARE
   - Carefully remove any shipping materials. (e.g. corner covers, shipping blocks, plastic wrap, etc.)
   - Check for any cosmetic damages
   - Correct product (size, color, handing, etc.)

If any of the above conditions are a concern, contact your dealer or Distributer for recommendations prior to installation.

2. INSPECT THE ROUGH OPENING
   - Verify the width and height of the opening for proper clearance.
   - Verify the opening is square by measuring diagonally from one corner to the other on both sides.
   - Verify the opening is level and plumb.

These steps are important to acquire a trouble-free installation. If these conditions are not met, you will need to adjust accordingly.

3. PREPARE THE OPENING AND INSTALLATION

   1. Level the threshold. Place an extra 1/8-inch shim on the threshold at the hinge side jamb. *This will allow for more adjustments as well as space to shim down the threshold on a double door for clearance. (Fig. A)
   2. Flash opening according to AAMA standards.
   3. Apply sealant to threshold and surrounding areas as needed according to industry standards.
   4. Remove panel(s) from your frame by swinging the panel(s) to the open position and lifting straight up off the hinge mounts.
   5. Remove the weather stripping from the frame.
   6. Place the door frame into the prepared opening and secure it on 4 corners of the jamb and one in the header to eliminate any sag. (Fig. B) *See next page for specific placement of screws into the frame.

   Proper steps must be taken when flashing and applying sealant to ensure proper waterproofing of the unit.

   It is necessary to have assistance when carrying the unit as well as removing and installing the panels.

(Fig. A) (Fig. B)
SCREW PLACEMENT

7. Cross tape your frame to make sure your frame is square and use a level on the jamb to make sure it’s plumb. (Fig. C)
8. Place one screw aligned with each hinge in the channel behind the weather stripping. (Fig. D)
9. Place a level on the jamb to make sure there is no daylight and your frame is perfectly straight. (Fig. E)
10. Finish off the screws in the jamb and the header, every 16 inches. Make sure there are no humps bows and/or crowns.
11. Place shims aligned with the bottom hinge between the frame and the framing of the door. (Fig. F)
12. Now that the frame is set you can hang the panel(s), simply align the hinge pins with the hinge mounts and lower onto the frame.
13. Check the reveal from the top of your top hinge, panel to frame and to the top of the panel corner to the frame. It should be a consistent gap, if not; adjust accordingly and follow the same process with the bottom hinge to bottom of the panel. (Fig. G)
14. Now, look at the entire jamb, top to bottom. Check for consistency on the hinge adjustment gaps and adjust accordingly to have a straight, uniform gap, top to bottom. (see hinge adjustment, page 11)

15. Now that the jamb reveals are straight and even, check the top reveals. Starting from the hinge side corner, look at the gap from the corner edge of the panel to the frame. On a double door; both doors need to have the same gap to continue. You may need to raise or lower one panel to mirror the other. (see hinge adjustment, page 11)

16. With both hinge side corners even, check the top of the two panels in the middle where they meet and make sure they are both at the same level. If the corners are at the same elevation but the middle of the two panels do not line up you will need to make some corrections in the frame and/or hinges.

POSSIBLE FIXES

- Check jamb reveals for a consistently straight and even reveal.
- Confirm the frame is plumb, level and square.
- Add or take away shims from particular hinge(s).
- Tighten or loosen top screw that is in the jamb aligned with the top hinge.
- Pull the top or bottom of the frame one way or the other depending on what the top middle reveal of the two panels show.
17. Be sure to shim behind every hinge for support as well as top of the frame where the shoot bolt engages. On a single door shim behind all 3 locking points. This is a necessary step to ensure all your locking and hinge points are well supported and free from any flex and or movement, eliminating service issues in the future.

18. Finish screwing off the nail fin no more than 6 inches from the corner and no less than 3 inches from the corner with the rest of the spacing at every 10 inches. Apply sealant and flashing per AAMA specifications.

19. On a double door it is necessary to place shims between the passive panel close to where the shoot bolt engages into the frame and the threshold. This will allow the threshold to be pushed down and allow sealant to dry without crowning of the threshold. **(Fig. H)**

20. Install the doors handle hardware (see hardware diagram pages 8, 9 & 10) **(Fig. H)**

** leave 48 hours if possible
ALLEN WRENCHES SUPPLIED FOR ADJUSTMENT

REMOVE HINGE CAP FOR SIDE TO SIDE ADJUSTMENTS

BACK OUT SET SCREW TO REMOVE FACE PLATE

UP AND DOWN ADJUSTMENTS WILL NEED TO ADJUST ALL HINGES EVENLY TO DISTRIBUTE WEIGHT EVENLY

SIDE TO SIDE ADJUSTMENTS *MAY NEED TO SLIGHTLY LOOSEN THE 4 PHILIPS SCREWS IN ORDER TO ADJUST EVENLY. RE-TIGHTEN WHEN DONE.