

USER MANUAL AND MAINTENANCE GUIDELINE

Wooden and aluminum clad window user manual and maintenance guideline

1. Post-installation cleaning

Windows must be cleaned immediately after installation. Carefully remove all dirt with water and a sponge. Also, a vacuum cleaner can be used for removing loose dirt.

Important information!

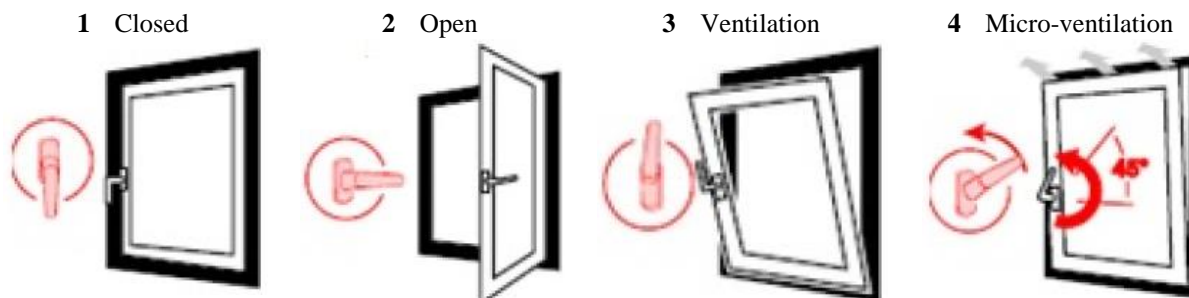
After installation, the window must be in closed position for 24 hours.

While finishing the window reveals, the window must be closed to keep the mobile parts clean.

2. Opening and closing the window

Window handle has four positions:

- 1 - window is closed (handle in vertical position, pointing downwards)
- 2 - window is open (handle in horizontal position)
- 3 - window is open (tilted from top) in a ventilation position (handle in vertical position, pointing upwards)
- 4 - window is open in a micro-ventilation position (handle has been turned 45 degrees upwards from the horizontal position).



5 - Changing the handle position while the window is in open position is prohibited!

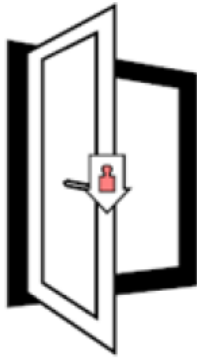
If you open the window sideways and the hinge has opened into the ventilation position, gently press the window back into the hinge socket and turn the handle appropriately back into the open or horizontal position.



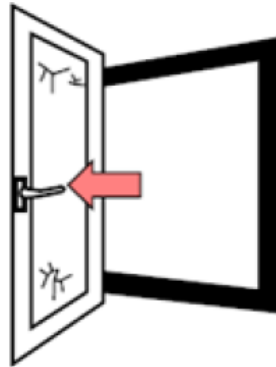
Avoid opening the window in multiple positions simultaneously!

3. To ensure the maximum service life and correct function of the windows, the following guidelines should be followed:

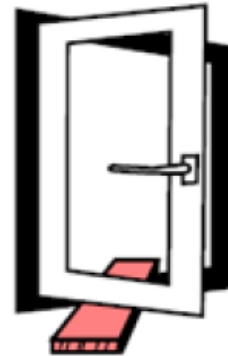
- excessive weight should not be hung on the window frames
- window frames should not be twisted or pushed further than they normally open
- objects should not be inserted between the window frame and the sash
- it is recommended to use window restrictors to ensure the safety of children
- do not leave the windows in open position in case of strong wind or storm.



Do not hang excessive weight on the window frames.



The frame should not be pressed against the window reveal.



Do not insert objects between the frame and the sash.



Please use window restrictors to assure the safety of children.



In case of strong wind and storm, please shut the windows.



Be careful while opening and closing the windows so that your hands would not get stuck between the frame and the sash.

4. Maintenance

Windows need regular maintenance at least once a year: windows must be cleaned, window fittings and other mobile parts have to be cleansed and lubricated; window frames and fittings need regulating. It is essential to use the windows correctly and safely.

When maintaining the fittings and other mobile parts, the following recommendations should be followed:

- lubricate all the mobile parts and the striker plates
- for lubrication, use only acid and wax free oil or lubricant
- for cleaning and maintaining, use only pH neutral products that do not damage the anticorrosive coating of the fittings
- check the fixation of screws. Unfixed screws have to be refixed, damaged screws must be replaced with new ones.

If you encounter problems while using the windows, please contact immediately the closest representative of the manufacturer!

Profile

Warm soapy water can be used to clean the window profile.

Important information!

For cleaning it is forbidden to use:

- sharp objects (i.e. metal scrapers, steel brushes etc.) that may damage the surface of the window
- abrasive cleaning products or solutions that may react with the paint surface and cause damages.

Seals

All the window seals have to be lubricated at least once a year (i.e. in autumn) to ensure their elasticity and better function.

Fittings

Cleaning and lubricating the fittings is easy as only the mobile parts and the striker plate need to be lubricated. For lubrication, we recommend using a lubricant or oil that does not contain acids or waxes (i.e. sewing machine oil). Using the regular motor oil for lubrication is prohibited.

Important information!

Windows must be lubricated at least once a year according to the maintenance guideline. This will guarantee a long service life and great function.

Maintenance of hardwood window sills

Hardwood window sills can be cleaned with a cloth dampened with water. Avoid cleaning with solvents, alcohol or aggressive cleaning agents. Do not use polishing agents. Products must not be cleaned with sharp-pointed tools (knives, chisels, putty blades, etc.) which will damage the finish surface. Avoid contact with condensation on window sills. Remove condensed water from the window sill surface as soon as possible.

5. Regulating the window frames

The windows must be regulated as necessary and at least once a year. Here are some good tips for regulating the windows.

The seals do not seal sufficiently. If the sealing is not sufficient, it is possible to improve the sealing by changing the position of the locking pin, which affects the sealing by +/- 1 cm.

(Figure A)

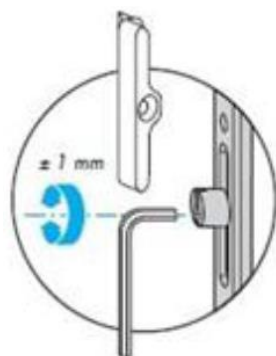
The lower corner of the frame on the side of the window fittings will touch the lower part of the sash. If the corner on the side of the window fittings or the left lower corner of the window frame touches the lower part of the sash, as shown in the figure, it means that the side of the fastener of the frame has sunk and it should be regulated higher. This can be done by using a 4 mm hex key. Open the window in ventilation position (tilted position) and adjust the position of the window frame from the upper hinge (Figure B):

- turn the regulating screw to the right = the lower corner of the window frame on the side of the fittings will move upwards
- turn the regulating screw to the left = the lower corner of the window frame on the side of the fittings will move downwards.

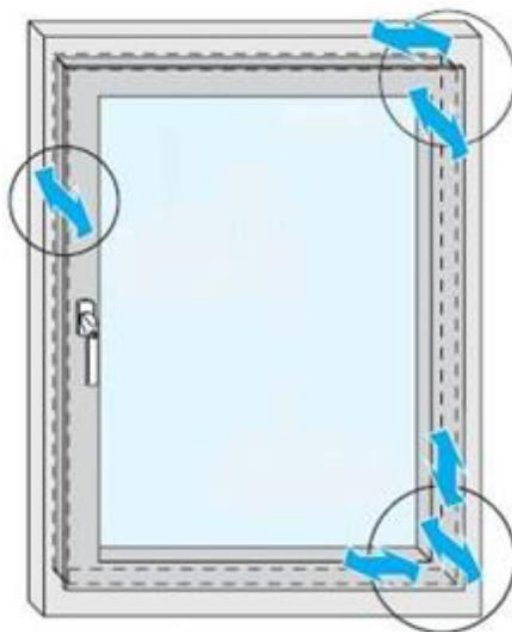
The whole lower margin will touch the lower part of the sash. If the whole lower margin of the window frame touches the lower part of the sash as presented in the figure, it means that the whole window frame has sunken and it has to be regulated higher. This can be done by using a 4 mm hex key. Remove the plastic protection cover of the hinge that is located in the lower corner of the window and regulate the hinge's regulating screw (Figure C):

- turn the regulating screw to the right = the whole window frame will move upwards
- turn the regulating screw to the left = the whole window frame will move downwards.

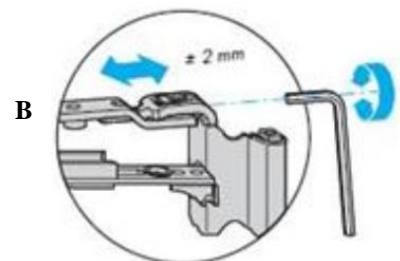
Regulating the sealing



A

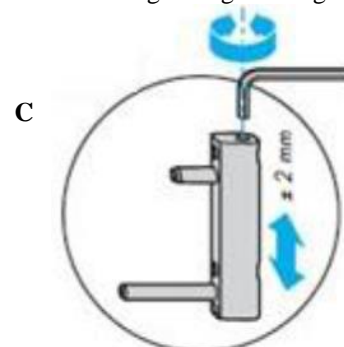


Regulating the frame position



B

Regulating the height



C

6. Other possible problems

Condensate

Dry and light air will warm up quicker than heavy and damp air which means that adequate ventilation of the rooms will provide energy saving and better indoor climate.

Outside surface of the glazing unit gets foggy

Generally, the fogginess on the exterior surface of the glazing unit is unavoidable. This phenomenon is not hazardous for the window and it usually lasts for a short period of time. Fogginess on the exterior surface of the glazing unit is most common in spring and in autumn when the humidity of the ambient air is the highest. The outside surface of the glazing unit gets foggy because the outdoor temperature is higher than the temperature of the exterior surface of the glazing unit. Nowadays, the windows are insulating the heat very effectively, therefore indoor heat cannot penetrate the glazing unit and keep it dry.

We could even say that the occasional fogginess on the exterior surface of the glazing unit is a sign of great heat insulation or a good and contemporary window

Inside surface of the glazing unit gets foggy

The fogginess of the interior surface of the glazing unit probably originates from the fact that the humidity of the room is high and the inner surface of the unit does not ventilate sufficiently. The rooms must have sufficient ventilation and the ventilation valves should be open. If the building has a mechanical ventilation system, it must be checked that the ratio of intake air to outlet air is correctly regulated. The outlet airflow should be regulated a bit higher to achieve a slight negative pressure in the rooms. Additionally, it should be inspected that the furniture, curtains or other objects are not obstructing the air circulation in front of the window.

The fogginess of the inside surface of the glazing unit is the most common in winter when the difference between the indoor and outdoor temperature is the greatest. If the outdoor temperature in winter is very low, the moisture

in the edges of the window may even freeze.

Fracturing of the glass

The glass used for making glazing units tolerates great temperature differences, but when it is heated and cooled at the same spot, internal stress forces may develop and the glass will fracture. This phenomenon is called thermal fracturing. To avoid possible thermal fracturing, the following circumstances should be taken into consideration:

- posters, films or advertisements etc. should not be glued on the inside or outside of the glazing unit, because in that case, the air circulation on the surface of the glass is obstructed
- It is not recommended to mount blinds or other window covers that are very close to the glass on the window frames, because they also obstruct the air circulation on the surface of the glass and this may cause thermal fracturing of the glass.

Thermal fracturing of the glazing unit is not covered by the product warranty.