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CAPITOL
ARCHITECTURAL PRODUCTS

INSTALLATION INSTRUCTIONS FOR NEW CONSTRUCTION VINYL FIN WINDOWS

READ THESE INSTRUCTIONS COMPLETELY BEFORE BEGINNING. Please inspect your MI Windows and Doors, Inc. product thoroughly before beginning installation. Inspect the opening and the product, and do not install if there is any observable damage or other irregularity. The product specification sheet and warranty include important information regarding your product and may include product-specific installation requirements (for example, types of fasteners to be used with impact resistant windows and limitations on the height at which the product may be installed); if you did not obtain copies please contact MI Windows and Doors, Inc. Local building codes may impose additional requirements, and those codes supercede these instructions.

FAILURE TO FOLLOW THESE INSTRUCTIONS, AND BUILDING CODE REQUIREMENTS, MAY AFFECT THE REMEDIES AVAILABLE UNDER YOUR WARRANTY.

1. IF THE BUILDING HAS A WEATHER RESISTANT BARRIER (WRB) I.E. HOUSE WRAP, PREPARE THE OPENING ACCORDING TO WRB MANUFACTURER'S INSTRUCTIONS. AT EACH TOP CORNER MAKE A 45° CUT IN THE WRB. FOLD UP THE WRB SO THAT THE TOP NAIL FIN OF THE UNIT CAN BE INSTALLED UNDERNEATH IT. (See Figure 1 below) FLASHING OF THE WINDOW OPENING IS RECOMMENDED AND MAY BE REQUIRED BY SOME BUILDING CODES.
2. MAKE SURE THE ROUGH OPENING IS PLUMB, SQUARE AND THE SILL PLATE IS LEVEL. ROUGH OPENINGS SHOULD BE 1/2" LARGER THAN WINDOW FRAME IN WIDTH & HEIGHT. (See Figure 2 below)
3. CLOSE & LOCK THE SASH THROUGHOUT INSTALLATION. KEEP THE SIDE JAMBS PLUMB & SQUARE WITH HEAD AND SILL. BE CAREFUL NOT TO "CROWN UP" OR "BOW DOWN" THE SILL OR HEAD. CONSTANTLY CHECK WIDTH AT THE MEETING RAILS OF SINGLE AND DOUBLE HUNG (CENTER POINT ON CASEMENTS) TO AVOID A "BOWED OUT" INSTALLATION. WHEN USING FLASHING APPLY THE BOTTOM PIECE BEFORE INSTALLING THE WINDOW. (See Figure 1 below) FLASHING MUST BE RATED TO MEET ASTM D-779. 24 HOUR WATER RESISTANCE TEST.
4. APPLY A CONTINUOUS 3/8" BEAD OF PREMIUM GRADE, COMPATIBLE EXTERIOR SEALANT TO THE INTERIOR (BACKSIDE) OF THE NAIL FIN NEAR THE OUTSIDE EDGE IN LINE WITH THE PRE-PUNCHED HOLES ON **ALL SIDES PRIOR** TO SETTING THE WINDOW INTO THE ROUGH OPENING. (See Figure 3 below)
5. PLACE 1/4" FLAT SHIMS ON THE ROUGH OPENING SILL PLATE UNDER THE BOTTOM CORNERS OF THE WINDOW (See Figure 4 below). THESE SHIMS SHOULD BE REMOVED WHEN INSTALLATION IS COMPLETE. DO NOT PLACE SHIMS OR BLOCKS UNDER THE SILL EXCEPT AT THE FRAME CORNERS. SET THE WINDOW ONTO THE SHIMS CENTERING THE WINDOW IN THE OPENING ALLOWING EQUAL SPACE ON EITHER SIDE. FOR WINDOWS WITH INTERMEDIATE JAMBS AND ALL SLIDER WINDOWS, CONTINUOUS SHIM OR HORIZONTAL SHIMS ARE RECOMMENDED UNDER EACH INTERMEDIATE JAMB AND MEETING RAIL TO ENSURE SILL IS LEVEL). THESE SILL SHIMS SHOULD REMAIN AFTER INSTALLATION IS COMPLETE. APPLY ADDITIONAL SHIMS AS NECESSARY TO MAINTAIN A LEVEL SILL THROUGHOUT INSTALLATION.
6. PLACE A TEMPORARY FASTENER IN THE SLOT PROVIDED IN THE NAIL FIN ON EACH TOP CORNER, CHECK LEVEL AND SQUARE OF THE WINDOW BY MEASURING THE DIAGONALS. OPEN BOTTOM SASH, CHECK THE "REVEAL" (SPACE) BETWEEN THE BOTTOM OF THE SASH AND THE WINDOW SILL. CLOSE AND RELOCK THE SASH, ADJUST IF NECESSARY. PLACE ADDITIONAL FASTENERS IN THE BOTTOM CORNERS CHECKING WINDOW AGAIN FOR LEVEL, PLUMB AND SQUARE.
7. SECURE THE WINDOW WITH FASTENERS THAT PENETRATE THE FRAMING BY A MINIMUM OF 1", CARE SHOULD BE TAKEN TO INSTALL FASTENERS STRAIGHT, NOT ANGLED. KEEP THE SASH LOCKED UNTIL ALL SIDES ARE SECURE. PRIOR TO FASTENING THE SILL AND HEAD BE SURE THEY ARE STRAIGHT AND LEVEL. FASTENERS SHOULD BE APPLIED SECURELY INTO EVERY OTHER SLOT ON ALL SIDES, DO NOT DISTORT THE NAIL FIN WITH THE FASTENERS.
8. APPLY SEALANT OVER EXPOSED FASTENER HEADS, ANY UNUSED SLOTS AND THE OUTSIDE EDGE OF THE NAIL FIN WHERE IT COMES IN CONTACT WITH THE WRB/SHEATING. **OR IF FLASHING (WINDOW TAPE) IS BEING USED** - NOTE: SILL FLASHING SHOULD HAVE BEEN APPLIED PRIOR TO INSTALLING THE WINDOW. APPLY THE SIDE FLASHING ON TOP OF THE NAIL FIN, OVERLAPPING THE SILL FLASHING AND EXTENDING UP PAST THE TOP NAIL FIN APPROXIMATELY 2". THEN APPLY THE TOP FLASHING ALSO OVER THE NAIL FIN, OVERLAPPING THE SIDE PIECES AND EXTENDING PAST THE SIDE FLASHING BY APPROXIMATELY 1". LASTLY FOLD DOWN THE WRB FLAP OVER THE FLASHING, TAPE THE DIAGONAL CUTS ABOVE EACH CORNER. (SEE FIGURE #5 BELOW)
9. PLACE SHIMS AT THE MEETING RAIL/CHECK RAIL ON THE SIDE JAMBS TO PREVENT BOWING, THESE SHIMS SHOULD REMAIN AFTER INSTALLATION. CAUTION SHOULD BE TAKEN AS TO NOT OVER SHIM, CAUSING DEFLECTION OF THE FRAME AND HINDER SASH OPERATION. CHECK THE FRAME WIDTH AT TOP, MIDDLE AND BOTTOM, IF NOT THE SAME, SHIM ACCORDINGLY. UNLOCK AND OPERATE THE SASH(S). VISUALLY INSPECT ALL SIGHT LINES. ADJUST OR SHIM AS REQUIRED TO ASSURE CONSISTENT SASH REVEAL AND EASE OF OPERATION.
10. INSULATE BETWEEN THE WINDOW FRAME & ROUGH OPENING WITH FIBERGLASS INSULATION OR EQUAL. THE SPACE MAY BE EFFECTIVELY FILLED WITH MEASURED USE OF LOW EXPANSION FOAM BUT ONLY AFTER DETERMINING THAT FOAM WILL NOT EXERT PRESSURE AGAINST THE FRAME, WHICH CAN IMPAIR OPERATION. DISTORTION OF THE FRAME WILL AFFECT THE USER'S RIGHTS UNDER THE WARRANTY.
11. ALLOW A 1/4" GAP BETWEEN THE EXTERIOR CLADDING, SIDING, BRICK, STUCCO OR STONE AND THE WINDOW FRAME ON ALL SIDES (EXCEPT VINYL J CHANNEL). THE GAP (EXPANSION JOINT) SHOULD BE FILLED WITH CORRECT SIZE BACKER ROD, THEN SEALED WITH A HIGH GRADE EXTERIOR SEALANT AND WILL NEED TO BE MAINTAINED.

CAUTION:

- USE OF SOLVENTS OR ACIDS WILL DAMAGE COMPONENTS OF THIS PRODUCT AND WILL LIMIT RIGHTS UNDER THE WARRANTY
- VINYL WINDOWS HAVE PRE-PUNCHED SLOTS FOR INSTALLATION - FASTENING IN ANY OTHER PORTION MAY PERMANENTLY DAMAGE UNIT WHICH WILL LIMIT RIGHTS UNDER THE WARRANTY.
- IT IS THE SOLE RESPONSIBILITY OF THE OWNER, ARCHITECT, AND/OR BUILDER TO SELECT CORRECT PRODUCTS TO BE IN COMPLIANCE WITH APPLICABLE LAWS, SITE REQUIREMENTS AND BUILDING CODES AND TO ENSURE THAT INSTALLATION IS IN COMPLIANCE WITH APPLICABLE LAWS, SITE REQUIREMENTS AND BUILDING CODES.
- DO NOT STORE IN THE SUN OR LAY FLAT BEFORE OR DURING INSTALLATION.
- ANY PENETRATIONS (e.g. ALARM SENSORS) MADE THROUGH ANY PORTION OF ANY M.I., BETTERBILT OR CAPITOL PRODUCT MAY AFFECT RIGHTS UNDER THE MANUFACTURER'S WARRANTY.
- SOME LAWS AND BUILDING CODES REQUIRE SAFETY GLASS. THE ORDERING PARTY IS RESPONSIBLE TO SPECIFY SAFETY GLASS AND ENSURE COMPLIANCE WITH LOCAL LAWS AND BUILDING CODES.

THESE INSTRUCTIONS ARE MINIMUM REQUIREMENTS ONLY, CHECK STATE AND LOCAL CODE RESTRICTIONS FOR ADDITIONAL COMPLIANCE ON INSTALLATION AND/OR FASTENING. IF UNIT HAS EXTERIOR TRIM (BRICKMOULD/J CHANNEL, ETC.) THE UNIT MUST BE SEALED BEHIND THE NAIL FIN, THE TRIM IS PROVIDED FOR AESTHETIC PURPOSES ONLY, AND NOT DESIGNED TO BE WATER TIGHT. INSTALLATION INTO MASONRY OR REPLACEMENT OPENINGS MUST BE SEALED TO THE OPENINGS USING AN APPROVED, PROPER METHOD. REFER TO AAMA 2400 AND/OR ASTM 2112 STANDARDS.

These installation instructions are provided for information only; no representation and warranty is made that these instructions set forth all of the information necessary for proper installation of the product. Given the variety of field conditions, primary responsibility for product installation rests with the installer. Do not proceed unless you have addressed the factors necessary to achieve weather-tight installation of a properly functioning product. MI Windows and Doors, Inc. assumes no liability for any personal injury or property damage incurred in installation. These instructions, together with the product specifications and warranty set forth the entire liability of MI Windows and Doors, Inc. with regard to the product.

