

Classic Garden Window Installation Guide

Garden Window Hardware

The hardware package is shipped in a plastic bag which is typically attached to the interior surface of the vertical wood shipping brace.

Includes - Crank Handles, Shelf Mounting Pegs and Glass Shelf Edge Protective Clips

1. Prior to removing the present window, always check the following measurements -

- Existing window width & height
- Existing window jamb depth
- Garden window width, height & jamb depth



1. Double check all measurements prior to removing existing window

Note: Installation techniques will vary from area to area and specific job site requirements. Garden window units may be installed into existing jambs and header or can be installed back to the original studs. The garden window used for this guide was installed into the existing jambs and header.

2. Jamb Depth (Wall Thickness)

The jamb depth for a garden window should be measured from the very most interior wall surface to the very most exterior wall surface.



2. Jamb depth should equal the entire wall thickness

3. Remove existing window and interior casing.

If the existing jambs and header are left in place, prep opening by adding additional fasteners to ensure all wood is secure. Note: If the exterior sill is sloped, it should always be replaced. Select a 2x that best fits the present wall thickness. Replacing the sloped sill will allow the window frame to rest on a flat surface, adding stability to the frame.



3. Remove window, cut out sloped sill, replace with flat sill

4. **Attach "Corner Guides"** to all four corners of the window opening. The cross braces should be "flush" with interior wall surface. These guides will help ensure that the garden window frame is inserted into the correct position and that the frame is flush with the interior wall surface on all four corners.

5. **Cap the new sill** with color coordinated aluminum coil, sealing the cladding with quality silicone sealant. Silicone caulking should also be applied to the top of the new sill and in both corners.



4. Add "Corner Guides"

5. Cap & Caulk new exterior sill

- 6. Insert the garden window** into the opening bringing the interior edges of the frame (head, seat and side jambs) flush with the Corner Cross Guides.
- Use a level to ensure that the garden window frame is flush and level on all four sides.
 - Insert wood shims as needed to level frame in opening. Shims will typically be added on all four sides.



6. Slide frame into place, shim & level on all four sides

- 7. Secure frame into opening** using oversized (4-1/2") hardened steel finish nails or wood screws. Fasten the side jambs first and then the seat and head, always setting the nails/screws into the frame in the same location as the wood shims. Note: If using nails to secure frame in opening, using wood shims on each side of the nail will help protect the hardwood veneer from hammer marks.
- Complete fastening frame by setting all nails with a nail punch. The nail holes should be filled with wood putty. If using a color stick to fill holes, complete the process after the frame has been stained.



7. Secure frame in opening

8. Insulate around frame

- 8. Insulate** using fiberglass insulation around the garden window frame and present window jambs and header.

- 9. Bend and Install Z Style Flashing** at the top of garden window. The top of the garden window must be flashed between the exterior wall surface and top jamb. The flashing can be shaped using an aluminum break. Apply silicone sealant to the areas on the top of the garden window frame in which the flashing will rest. Also apply the sealant across the top seam after the flashing has been installed.



9. Install flashing and seal at top of garden window frame

- 10. Install External Knee Braces** on all garden windows in excess of 36" in width. Braces should be attached approximately 6" in from the outside edge of the frame. This dimension would increase approximately to 10" on garden windows in excess of 50" in width. Reinforce the house wall as needed in the area where the braces will be attached. The wall must be able to support the weight of the garden window frame.
- Pre-finished External Knee Braces are available to match the exterior color of the garden window. Garden windows project 18", thus the 12-7/8" brace size is recommended.
 - Reinforce house wall as needed to accept brace. Cut out siding and add J-Channel to accommodate knee braces.
 - Seat must be level before attaching braces to the house wall and bottom of garden window seat.



10. Prepare wall & attach braces to wall and bottom of seat

11. Seal Perimeter of frame with quality silicone sealant.

Exterior of garden window is now completed.



11. Seal all seams around the frame with silicone

12. Interior Casing -

Measure and cut (miter) the casing, beginning with the bottom section. Note: If the frame was ordered without the Edge Banding Option, the casing must be installed flush with the interior surface of the seat, head and jambs. Edge Banding finishes the front edge of the hardwood plywood, enabling the casings to be installed with a reveal. If the unit was ordered with edge banding, cut the casings to allow for reveal.

- Fasten the bottom casing to the seat and the wall using air nailer. *If hand nailing, casing must be pre-drilled.
- Fasten the side casings to the side jamb and interior wall, making sure the miters with the bottom casing are tight. Note: Do not fasten at the very top of the side casings until the top section has been secured in place. This will enable final adjustments to ensure a tight miter between the top casing and the sides.



12. Cut & install bottom casing - *Note Reveal/Miter Guide

* Reveal/Miter Guide Tool - This unit included edge banding. The installer has created a Guide using 3/8" lattice which has been cut with a perfect 45 degree miter on each end. The installer simply slides the guide to the correct position in each corner, lining up the inside edge of the miter with the inside corner of the frame. He also uses the guide as he attaches the casing across the entire piece. This ensures a consistent 3/8" reveal.

13. Putty all nail holes and Lightly Sand all wood surfaces

with #120 sandpaper, removing all finger prints. See Finishing Tips Guide for unit preparation and staining/sealing recommendations.



Install side casings & top section last, pin all corners

14. Optional Corian Seat -

If Corian seat was ordered with the garden window, the side jamb extensions will be notched to accommodate the 1/4" thick Corian.

- Corian has a good and bad side. It should be easy to determine the bottom as the finish will be duller and there could be text or numbers printed on the surface.
- Simply slide the Corian Seat into place and push until the Corian touches the interior of the front picture window. The interior edge will be in-line with the edge of the garden window seat. **Do not glue Corian in place.**



14. Slide Corian in place with good side up

15. Glass Shelf Installation -

Typically, the mounting peg holes come pre-drilled from the factory unless the unit is less than 37" in height, or is ordered with two glass shelves or is specified.

- If the holes are pre-drilled, simply push the clear-plastic pegs into place in the holes, with the flat surface facing up.
- Slip the clear-plastic protective clips over the front edge of the glass shelf. The front edge will be towards the outside.
- Carefully place the glass shelf into position. The glass shelf simply rests on the four clear-plastic pegs.



15. Insert clear-plastic shelf pegs in holes, flat surface facing up

Note: If holes are not pre-drilled, follow these instructions -

- Measure from the seat up to the desired height of the glass shelf.
- The Master Frame of the trapezoid flanker windows has a 5/8" flat surface on all four sides of the frame. Using a pencil, mark the desired shelf height in the center of the flat surface on all four sides.
- Using a Pointed Punch Tool, make an indentation in the center of pencil marks. Using a 7/32" drill bit, drill a hole in all four locations.
- Insert the clear-plastic mounting pegs into each hole.



15. Glass shelf simply rests on the four holding pegs

16. Powder Coated P.V.C. Wire Shelf Installation -

A wire shelf is standard on all garden windows in excess of 50" in width. Wire shelves are only available in White.

- If the mounting clip holes are pre-drilled, simply push the clips into each of the four holes and screw the straight head metal screw in to secure the clip-pin in place.
- Place the wire shelf in the U shaped clips and push the plastic top down, snapping the tab into the cut-out slot just below the metal screw head. Once the plastic tops have been locked, the wire shelf is secure in the mounting pegs.



16. Insert Clip-Pin in hole, screw in place, wire shelf rests in clip

Note: The depth of the wire shelf is such that the mounting clips will turn slightly towards the shelf. This is normal and will not cause a problem with the stability of the shelf.

Also note that plastic spacers/washers are also included in the hardware package. These can be used to "shim" out the mounting clip-pins when needed to adjust to fit the wire shelf width.



16. Push top down, snapping into place. Wire shelf is secure

17. Center Support Bracket -

Optional center support bracket may be added if garden window is extremely wide or if heavy plants will be displayed on the shelf.

- The support bracket clips on to the first thick wire rung just past the inside edge of the wire shelf. The flat section of the bracket on the opposite end screws into place on the seat.

