



**COMFORT** SERIES®  
VINYL WINDOWS  
AND PATIO DOORS

Using the proper installation procedures for your new Comfort Series windows is very important in helping your windows perform at their best in energy performance and operation.

After receiving your new Comfort Series windows, make sure that they are stored in a safe location that will protect the windows from damage prior to installation.



When Comfort Series windows are ordered as rough opening sizes, Gerkin will down size the windows 1/2" smaller than the rough opening sizes given. This reduction in size gives the window sufficient tolerance for proper shimming and insulating. Comfort Series windows can also be ordered as exact window dimensions for a more custom fit.



Double-check the size of your rough openings on the inside and the outside of the opening by measuring the edges and the mid points of your rough opening. The required rough opening size must be maintained at every point within the rough opening.



Check the sill for level. Use a properly sized level when checking the sill for level.



Also, check for plumb on the jambs.



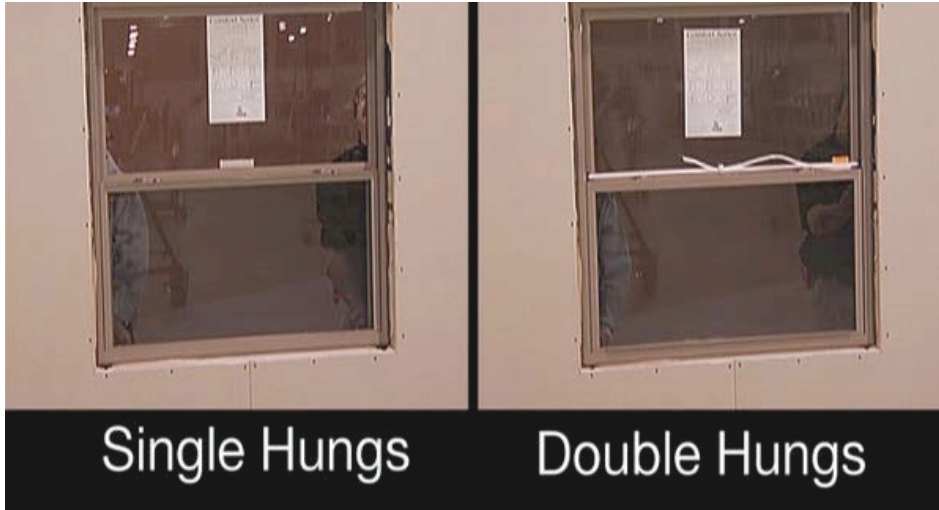
Use shims at the sill that will support the window 1/4" up off the sill.



Horizontal sliders will require shims to be placed 2" in from each jamb and under the mullions.



Single hungs and double hungs will require shims to be placed under the jambs.



Additional shims are required under the mull or jamb of each multiple window.



Do not use shims under the center of the single hung or double hung window. Note that the shipping and installation strap that the factory installed on the double hung must stay attached until the installation is complete.



Casement windows will require shims to be placed 2" in from each jamb. Additional shims are required under the mull or jamb of each multiple window.





The shims used at the sill for leveling the window cannot be tapered. The window must be able to be set flat on the shims.



Once shims have been placed on the sill, check for level again.





Use a minimum of two people when installing windows. One person should be inside to make sure the window is being set with equal distances from each jamb and one or more people should be used to lift the window into the rough opening.



When lifting the window into the opening, use caution by making sure the window is fully supported at the sill, so that damage from the stress of lifting the window will not occur. Always lift the window in an up-right position. **Lifting the window in a flat position can cause damage.** The window should be lifted into position and set onto the shims with equal spacing from each jamb.





Once the window is in the rough opening, check the window to make sure it is level.



Then check the gap on both sides from the inside of the window.



Check for square. To do this, you should measure diagonally from corner to corner on the window frame as well as the sash opening.



To check for bowing you should measure the sill, head and at the mid-point widths.



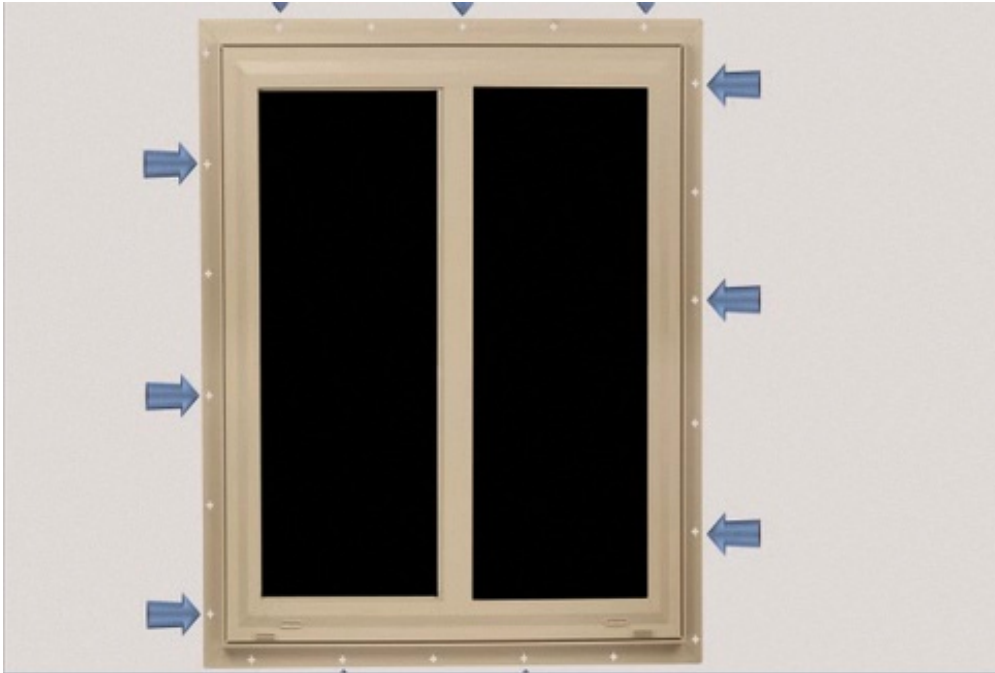
After this has been done, place a temporary 2” roofing nail at the mid-point of the head,



then secure the sill with 2” roofing nails through the center of the star holes.



Place a nail in every other star hole typical 12" on center.



Re-check for plumb, level and square prior to nailing the jambs.





Once the window has been properly positioned, place a 2” roofing nail near the center of each jamb.



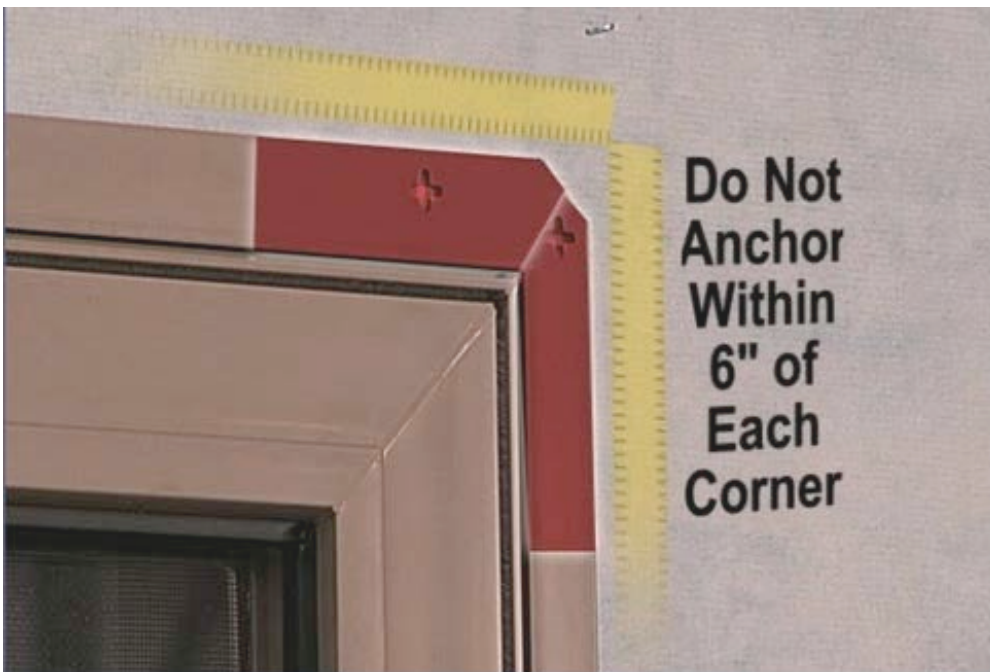
Re-check the jambs for bowing as well as square and plumb.



Continue to anchor the jamb by placing a nail in the center of every other star hole.



In order to allow for expansion and contraction, do not anchor within 6" of each corner.



The nails must be centered in the star hole with a snug fit.



Do not distort or indent the nail fin when pounding the nails in.



Do not pull down on the window head while nailing the head, as this could sag the head prior to nailing.



Make sure that the head is not bowed.





After nailing the window in place, make sure that all star holes are fully caulked. Re-caulk as necessary.



All windows should have a nominal 1/4" gap between the rough opening and the window and be filled with either fiberglass insulation or non-expandable window foam. The insulation must be lightly tucked in place. Window distortion can take place if insulation is over stuffed or the wrong foam is used.



Gerkin recommends the use window wrap tape over the nail fins of the window. Apply tape to the sill first, then the jambs, and finally the head.



By closely following these window installation procedures, your windows will perform at their best in operation and energy performance. Thank you for choosing Gerkin Comfort Series Vinyl Windows! For more information, please contact Gerkin at 1-800-475-5061.