

# INSTALLATION & MAINTENANCE

## Insulated Steel Residential Garage Door Instructions

Model: \_\_\_\_\_ Serial No. \_\_\_\_\_

(Provided on label on interior door surface)

Size: \_\_\_\_\_ Register your product online at <http://warranty.clopaydoor.com>

**Homeowners Should Retain This Booklet For Future Reference**

Installed By: \_\_\_\_\_

The logo features a stylized 'G' and 'C' intertwined at the top, followed by the word 'GALLERY' in a large, serif font, and 'COLLECTION' in a smaller, spaced-out serif font below it.



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Hours of Operation (ET): Mon. – Fri., 8:30 AM - 7 PM; Sat. 8:30 AM - 5 PM.



## Painting your Door

**Painting:** Your steel garage door can be painted with a high quality 100% acrylic latex (flat, satin, or semigloss) exterior grade paint. Before painting the door it must be free of dirt, oil, caulk, waxes and mildew.

**Do not use any type of oil based paint or Alkyd modified acrylic latex paint. These paints will void the warranty of your door.**

**Painting preparation:** Clean surface first with a diluted solution of Trisodium Phosphate. The recommended concentration is 1/3 cup of powder to 1-1/2 to 2 gallons of water. A cleaning pad (3M Synthetic steel wool GRAY not green) should be used saturated with this cleaning solution. Rub with even pressure to lightly scuff the surface while applying the cleaning solution over all surfaces to be painted. A final wipe and rinse with clean water and sponge should be done to remove any loose material. Change water often to ensure clean rinse and allow to dry. Pre test your paint on a small area (see paragraph **Paint** below). If the paint shows signs of poor adherence, (tape test below) there may be a problem with the paint or the surface preparation. **DO NOT PROCEED!** A new paint or further preparation of the surface is called for.

**Alternate cleaning compounds:** Areas of the country that do not carry Trisodium Phosphate can use a biodegradable cleaner with the cleaning pad above. Follow above directions to rinse completely and pre test paint.

**NOTE:** Sanding could remove rust-inhibiting compounds, therefore, sanding should be done only to damaged areas where bare metal has been exposed. Refer to the "Paint Repair" section of these instructions.

**Paint Repair:** Should your door's paint finish become damaged, exposing the bare metal, it will become necessary to repair this area to prevent rust from forming. The damaged area should be lightly sanded with a medium to fine sandpaper making sure to remove all visible red and white rust. Wipe this area with a dry, clean rag. Coat the sanded area with a high quality, rust inhibiting, zinc enriched primer. This type of primer can be found at most paint or hardware stores, and should be labeled for covering bare and galvanized steel. Once the primer is applied, wait the time specified on the primer's instructions before you finish painting your door.

**Paint:** Your steel garage door can be painted with a high quality, 100% acrylic latex (flat, satin, or semigloss) exterior grade paint. Since all paints are not created equal, the following test needs to be performed: paint should be applied on a small area of the door (following the instructions on the paint container), allowed to dry, and evaluated prior to painting the entire door. Paint defects to look for are blistering and peeling. An additional test is to apply a strip of masking tape over the painted area and peel back, checking to see that the paint adheres to the door and not to the tape.

After satisfactorily testing a paint, follow the directions on the container and apply to the door. Be sure to allow adequate drying time should you wish to apply a second coat. Window frames & inserts can be painted with a high quality, 100% acrylic latex. The plastic should first be lightly sanded to remove any surface gloss.

**NOTE:** Do not apply paint when door surface temperature is different from manufacturer's suggested temperature range for application.

## Snap-In Grille Removal And Replacement:

**NOTE:** DO NOT REMOVE SCREWS from the window frame. Decorative grilles are designed to snap-in and out of the window frame.

Some doors with windows have a decorative grille attached in front of the window. The grille can be removed for cleaning or painting purposes.

- 1) Remove the tabs on the vertical legs of the grille (two on short panel windows, six on long panel windows) from the notches in the front window frame.
- 2) The grille can be firmly pulled out of the window.
- 3) Replacing the grille is the reversal of the process described for removal. The two or six longer tabs on the vertical legs of the grille must be placed in the notches under the lip of the front window frame. The two shorter tabs on the horizontal leg of the grille must be placed under the lip of the front window frame.

## Glass Replacement



### WARNING

To avoid injury, use extreme caution in handling glass window pane. When the frame is removed, the exposed steel edge of the door may be sharp. Avoid contact with the steel edges.

**Glass Replacement:** If your door is equipped with windows and the glass should need replacement, follow the steps below:

- 1) With someone holding the outside frame, remove the screws from the inside window frame.
- 2) Pull the inside frame out of the door.
- 3) Carefully remove the broken or old glass.
- 4) Insert the new glass. The glass should be 17-5/8" x 14-1/16" (short panel windows) or 40-1/8" x 14-1/16" (long panel windows). See illustration below for glass dimensions of single or double arched windows. (FIG. Glass-1)
- 5) With someone holding the outside frame, reinsert the screws into the inside frame, trapping the glass.

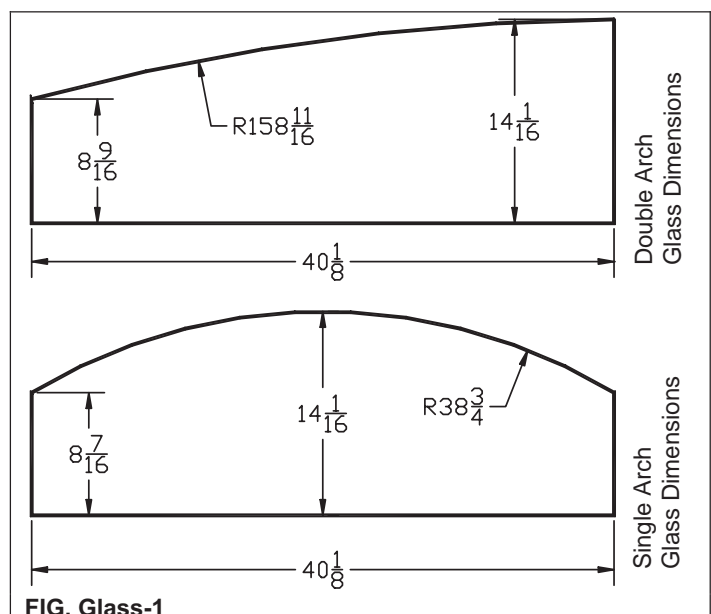


FIG. Glass-1

