

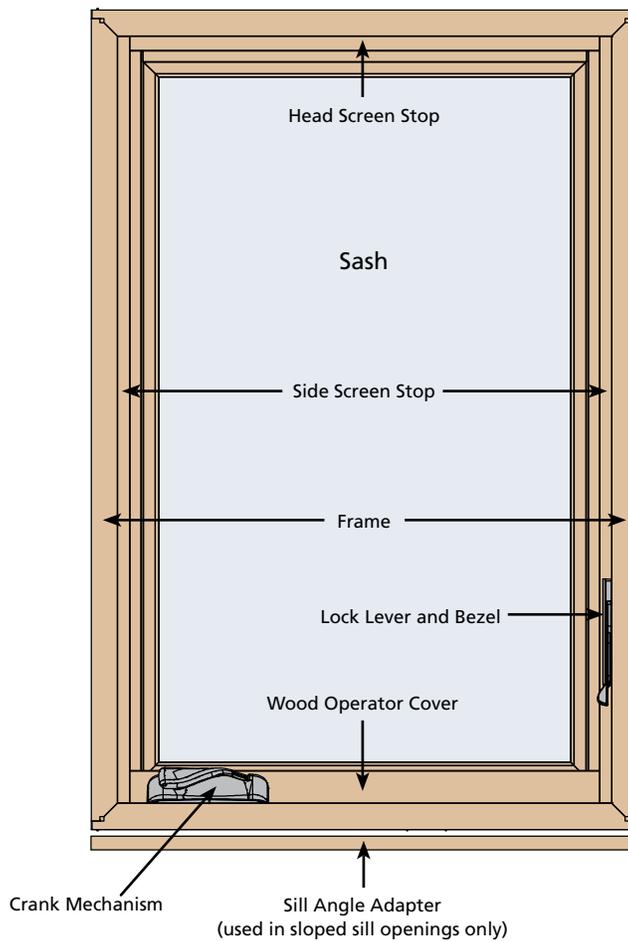
Installation Instructions

for Siteline® Wood/Clad Wood Casement and Awning
Pocket Windows (JII-90020)



Thank you for selecting JELD-WEN products. Attached are JELD-WEN's recommended installation instructions for Siteline Pocket (replacement) Casement, Awning or Picture Windows, designed to be installed into an existing window frame. Pocket windows may be installed from either the exterior or interior. Exterior detail work is needed in both installation types. Not all windows can be installed into every wall condition in all areas. Consult your local building department for applicable building codes and regulations (particularly regarding minimum egress requirements). Local building code requirements supersede recommended installation instructions. JELD-WEN does not endorse the installation of our products into a barrier-type system unless a sill pan is present, incorporated with through-wall flashing and can drain to the exterior (along with other "required" components). Failure to do so may result in the denial of any warranty claims. Areas such as Florida and the Texas TDI region have different anchoring requirements based on product certification. For information on specific products, visit www.floridabuilding.org or www.tdi.texas.gov and follow the anchoring schedule given in the drawings for the product instead of the anchoring schedule in this document.

Casement



Not pictured: Awning or Casement Picture Unit

IMPORTANT INFORMATION | TABLE OF CONTENTS | GLOSSARY

JELD-WEN does not endorse the installation of our products into a barrier-type install system unless a sill pan is present, incorporated with through-wall flashing and can drain to the exterior (along with other “required” components). Failure to do so may result in the denial of any warranty claims.

PLEASE NOTE: JELD-WEN assumes the pocket window will be installed into an existing window frame. The existing window frame **must be sound** and allow water to drain to the exterior of the building envelope. Installation or maintenance problems with the existing window frame must be fixed prior to the installation of the pocket window to prevent water leaks and wood decay. Installations, when the window sill is higher than 35 feet above ground level or any window installation into a condition not specifically addressed in these instructions, must be designed by an architect or structural engineer. Failure to install into a square, level and plumb condition could result in denial of warranty claims for operational or performance problems.

NOTE TO INSTALLER: Provide a copy of these instructions to the building owner. By installing this product, you acknowledge the terms and conditions of the limited product warranty as part of the terms of the sale.

Read these installation instructions thoroughly before beginning. They are designed to work in most existing applications. However, existing conditions may require changes to these instructions. If changes are needed, they are made at the installer’s risk. For installations other than those indicated in these instructions, contact a building professional.

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NOTICE

JELD-WEN advises against product installation in high interior water exposure environments such as showers, steam rooms and enclosed pool areas. These areas are beyond the tested/certified design intent of the window and any related warranty claims could be denied on that basis.

Glossary

Awning

A window consisting of one or more top-hinged sash which swings outward from the bottom edge.

Backer Rod (backing material)

A material (e.g., foam rod), placed into a joint primarily to control the depth of the sealant.

Butt Joint

The joint of two square edges united without overlapping.

Casement

A window consisting of one or more sash hinged to open from the side that projects outward and inward from the vertical plane.

Clad

Pre-painted formed metal covering the exterior surface(s) of some wood windows.

Liquid Applied Flashing or Membrane

A sealant-like material that is typically applied by a brush or trowel to improve the water-resistance of a substrate.

Miter Joint

Joint made by joining two parts with 45° angles, to form a corner at a 90° angle.

Pilot Hole

A hole that is drilled no larger than the body of the screw (minus the threads).

Sash

An assembly comprised of stiles (vertical pieces), rails (horizontal pieces) and the window’s glass.

Screen Stop

Surface-mounted stop attached to the frame to hold the screen in place.

Self-Adhered Flashing (SAF)

An adhesive-backed tape material, generally not requiring mechanical fasteners, used to waterproof the rough opening and/or used to seal a window to the building’s weather barrier. SAF should be applied in a manner that directs the moisture out of the wall cavity to the exterior.

Wood Operator Cover

A wood piece that covers the operating hardware.

SAFETY AND HANDLING

Safety

- Read and fully understand **ALL** manufacturer's instructions before beginning. Failure to follow proper installation instructions may result in the denial of warranty claims for operational or performance problems.
- **DO NOT** work alone. **Two or more people are required.** Use safe lifting techniques.
- Use caution when handling glass. Broken or cracked glass can cause serious injury.
- Wear protective gear (e.g., safety glasses, gloves, ear protection, etc.).
- Operate hand/power tools safely and follow the manufacturer's operating instructions.
- Use caution when working at elevated heights.
- If disturbing existing paint, take proper precautions if lead paint is suspected (commonly used before 1979). Your regional EPA (www.epa.gov/lead) or Consumer Product Safety Commission offices provide information regarding regulations and lead protection.

⚠ WARNING

Drilling, sawing, sanding or machining wood products can expose you to wood dust, a substance known to the State of California to cause cancer. Avoid inhaling wood dust or use a dust mask or other safeguards for personal protection. For more information, go to www.P65Warnings.ca.gov/wood.

Window Handling

- Heed material manufacturer's handling and application instructions.
- Protect adhesive surfaces from dirt, moisture, direct sunlight and folding over onto themselves.
- Handle in a vertical position; **DO NOT** drag on the floor.
- **DO NOT** put stress on joints, corners or frames.
- Store in a vertical, leaning position to allow air circulation; **DO NOT** stack horizontally.
- Ensure the storage area is dry, well-ventilated and protected from exposure to direct sunlight.
- Only install into vertical walls when the conditions and sheathing are dry.

IF INJURY OCCURS, IMMEDIATELY SEEK MEDICAL ATTENTION!

MATERIALS AND TOOLS

JELD-WEN exterior window and door products should be installed in accordance with JELD-WEN's recommended installation and flashing directions, which are shipped with the products or can be found on our website: www.jeld-wen.com. **NOTE:** When using flashing, spray adhesive/primer, sealant and foam products, we recommend using the same manufacturer and verifying compatibility. It is the End User's responsibility to determine if dissimilar materials are compatible with the substrates in the application.

Parts Included

- #8 x 3" installation screws (number of screws will vary)
- Shim pack(s)
- Exterior, Aluminum Trim Kit (optional)

Needed Materials

- Sill Pan: A pan flashing system (as defined in **ASTM E2112**) is only **required** for a **non-sloped/zero-degree** opening at the sill prior to window/door installation. A sill pan should have a positive slope, **must be** installed onto the sill of the R.O. in a weather-tight manner and tied into the drainage plane of the building envelope. For sill pans without a positive slope, place a 3/16"-1/4" tall plastic shim 2" from each corner and no more than 8" on-center in between (excludes Canada and potentially large door systems). If an aftermarket sill pan is preferred, then we suggest the Manufacturer's instructions be followed.
- Sealant: An exterior grade (**High-Performing, Low VOC**) sealant is recommended for installation practices. Check with the sealant manufacturer for color-match options and paintability.
- Polyurethane Low-Expansion Window and Door Foam: A low-expansion, polyurethane window and door foam is recommended for installation practices. Avoid using moderate to high-expansion products as operational issues or damage may occur.
- Backer Rod: 1/8" larger than the widest portion of the gap (used in conjunction with sealant bead).

Needed Tools

- Tape measure
- Level
- Hammer
- Utility knife
- Finish nails
- Putty knife/Small pry bar
- Drill with bits
- Reciprocating saw (for exterior install)
- Caulk gun
- Mallet (non-marring)

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INSPECT PRODUCT

Remove Packaging

Remove packaging materials such as corner covers, shipping blocks or pads. If there is a protective film on the glass, **DO NOT** remove it until installation and construction are complete.

CAUTION

Some units will ship with a "sill angle adapter" (see page one) placed on top of the window. **DO NOT** discard.

Inspect Window

- Cosmetic damage and/or shipping damage.
 - Included parts.
 - Correct product (size, color, grid pattern, glass type, energy-efficiency requirements, etc.).
 - Manufacturing abnormalities (e.g., warp, bow, squareness).
- If any of the above represents a concern, **BEFORE** installing, contact your dealer or distributor for recommendations.

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CONFIRM MEASUREMENTS



Scan the QR Code for our **Measurement Guide for Sitaline Casement/Awning Pocket Windows (JM1005)** or locate the document in the Product Support section at jeld-wen.com.

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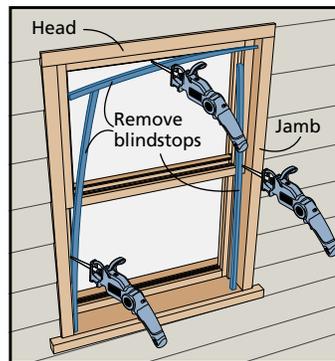
REMOVE EXISTING SASH AND PREPARE OPENING

Original Frame Prep: Sloped Sill

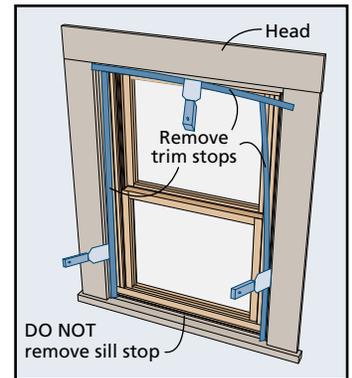
Installing a Pocket Window from the Exterior:

- Remove or cut the exterior blind stops at the head and sides, flush with the jambs.
- Remove and dispose/recycle the existing sash, balance system (cut balance cords and unscrew pulleys), head and jamb blind/parting stops.
- **DO NOT** remove the interior trim stops or the sill stop.

Exterior Install



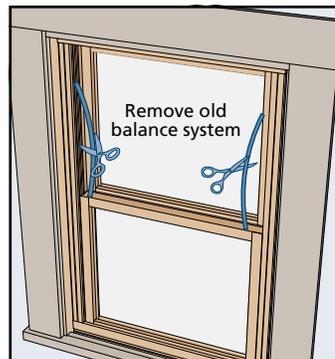
Interior Install



Installing a Pocket Window from the Interior:

- Remove or cut any interior trim stops at the head and sides flush with the jambs. Interior trim stops may be reused if not damaged.
- Remove and dispose/recycle the existing sash, balance system (cut balance cords and unscrew pulleys), head and jamb parting/trim stops.
- **DO NOT** remove the interior sill stop or the exterior blind stops at the head and side jambs. **NOTE:** Factory exterior trim kits **cannot** be used in this type of installation (trim accessory groove will be hidden behind the exterior stop).

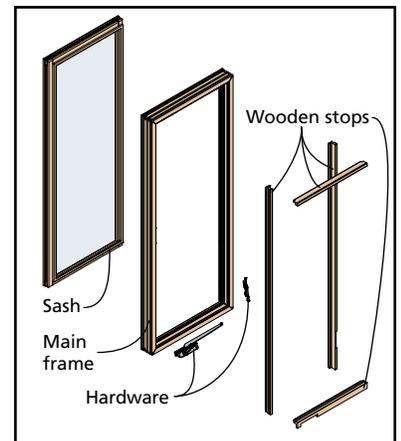
Both Installs/Interior View



Original Frame Prep: Non-Sloped/Flat Sill

Installing a Pocket Window from the Exterior or Interior:

- Remove the existing sash or glass unit.
- Remove any wooden stops or trim to expose the main window frame. Remove parts with caution if trim/stops will be re-used as part of the finished installation.
- Remove all hardware from the window frame (locks, latches, clips, hinges and/or cranking mechanisms).
- Putty or apply sealant to any holes left in the main frame.



Disposal

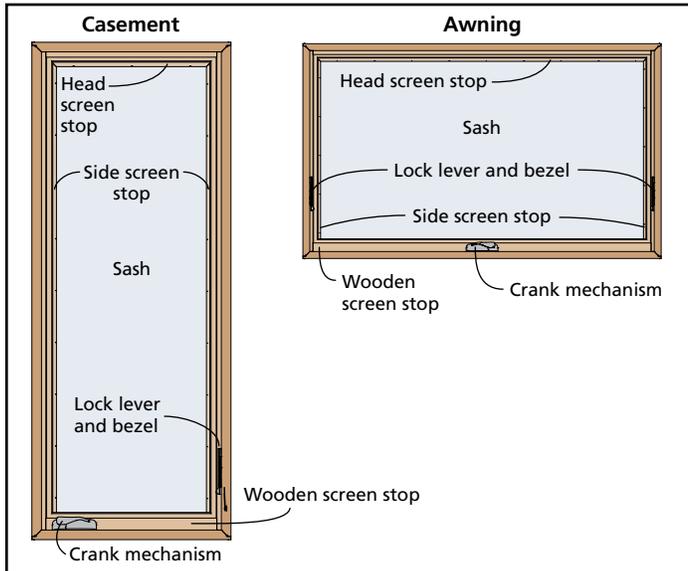
After removing the old window, contact your local waste management entities for proper disposal or recycling of products being removed.

4

POCKET WINDOW INSTALLATION AND FASTENING

Casement/Awning Pocket Installation

NOTE: This unit should be fastened through the head and side jambs. The wood operator cover, head screen stop and both side screen stops must be removed to expose pre-drilled fastener holes.



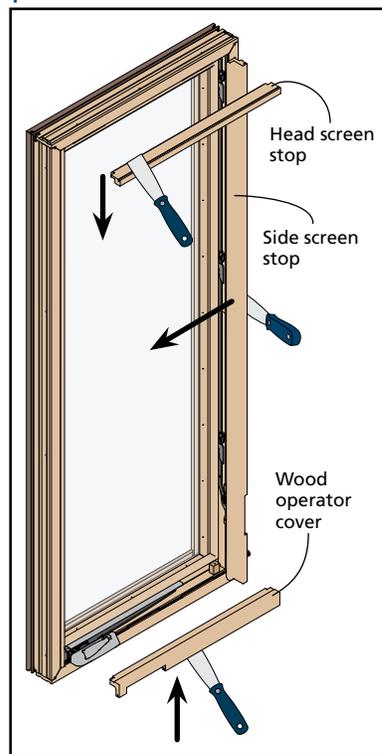
Operator Cover and Screen Stop Removal:

- First, remove the head screen stop. Start at one end and insert a putty knife between the window frame and the stop.

CAUTION
Use care and minimal force when prying to avoid damage to the wood parts (wood parts held in place by a vinyl, double-barbed spline).

- Next, repeat the steps above to remove the wood operator cover from the sill of the window frame.
- Last, remove both side screen stops. Start at one end and insert a putty knife between the window frame and the stop. Working from one end of the stop toward the other, pry away from the frame to dislodge part.

- Set all wood parts aside in a safe and dry location.



Install Pocket Window

Pocket windows can be installed from the interior or exterior.

Steps called out in **Section 3: Remove Sash and Prepare Opening** for either a "sloped sill" or "non-sloped sill" should have been done prior to preparing the original opening for the installation of the pocket window.

Dry Fit the Pocket Window (OPTIONAL):

- Before applying sealant, dry-fit the pocket window into the existing window frame to ensure the window fits as measured in the previous section.

Exterior Install

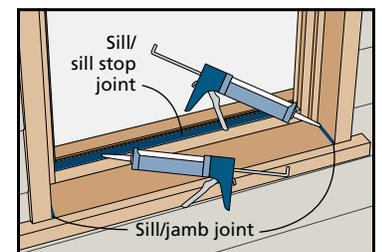


Sloped Sill Opening Installation

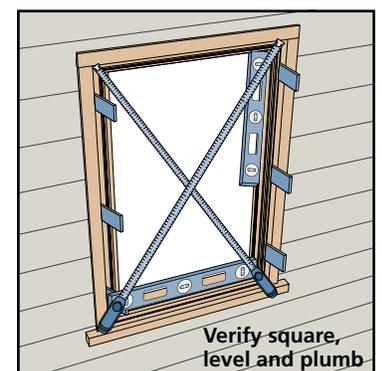
Exterior Installation:

- Apply a bead of recommended sealant to the exterior/backside of the interior trim stops. Sealant should be applied to both sides, the head and bottom of the opening.
- Install the pocket window into the opening, making sure the frame makes continuous contact with the sealant.
- NOTE: If a gap is present between the original window sill and the bottom of the pocket window frame, use shims to support the pocket window in a level manner.
- Drive a #8 x 3" screw through one of the upper pre-drilled holes in the frame, leaving the screw head proud.
- Place shims between the opening and the pocket window frame at each pre-drilled fastener location.

Both Installs/Exterior View



Both Installs/Exterior View



- Inspect pocket window for plumb, level, and square dimensions. Additionally, evaluate for twist. Correct as needed. See **Product Installation Tolerance Table** for tolerances.

Product Installation Tolerance Table

Products must be installed in a manner that **Does Not** exceed the tolerance below.

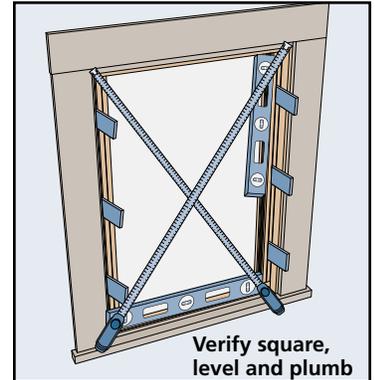
Plumb	+/- 1/8"
Level	+/- 1/8"
Twist	+/- 1/8"
Square	+/- 1/8" product sized up to 20 sq. ft. +/- 1/4" product sized over 20 sq. ft.

4 POCKET WINDOW INSTALLATION AND FASTENING (CONTINUED)

6. Install and drive screws through each of the remaining pre-drilled fastener holes. Finish by snugging up the first screw. **NOTE:** Make sure all screw heads are flush or slightly recessed into the wood of the frame.
7. If exterior trim will not hide the shims beneath the window, mill and apply a decorative wedge trim piece.
8. Refer to **Section 5: Insulate and Finish Pocket Windows** to complete the installation.



5. Inspect pocket window for plumb, level, and square dimensions. Additionally, evaluate for twist. Correct as needed. See **Product Installation Tolerance Table** for tolerances.

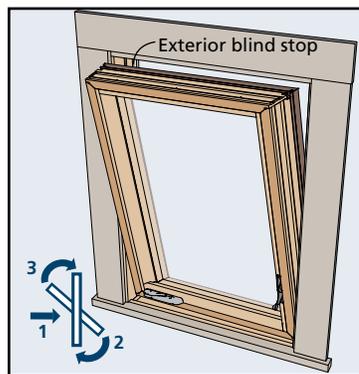
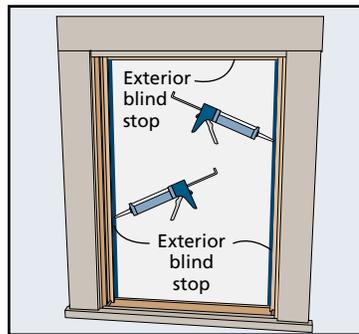


Interior Installation:

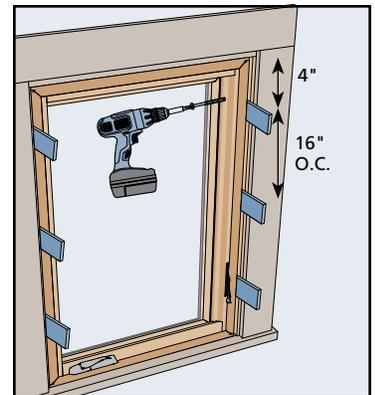
NOTE: Factory exterior trim kits **cannot** be used in this type of installation (trim accessory groove will be hidden behind the exterior stop).

1. Apply a bead of recommended sealant to the interior/backside of the exterior blind stops. Sealant should be applied along the sides and head of the opening.
2. Tilt and install the pocket window into the opening, making sure the exterior face of the window makes continuous contact with the sealant. **NOTE:** If a gap is present between the original window sill and the bottom of the pocket window frame, use shims to support the pocket window in a level manner.
3. Drive a #8 x 3" screw through one of the upper pre-drilled holes in the frame, leaving the screw head proud.
4. Place shims between the opening and the pocket window frame at each fastener location.

Interior Install



6. Install and drive remaining screws through each of the remaining pre-drilled fastener holes. Finish by snugging up the first screw. **NOTE:** Make sure all screw heads are flush or slightly recessed into the wood of the frame.
7. If exterior trim will not hide the shims beneath the window, mill and apply a decorative wedge trim piece.
8. Refer to **Section 5: Insulate and Finish Pocket Windows** to complete the installation.



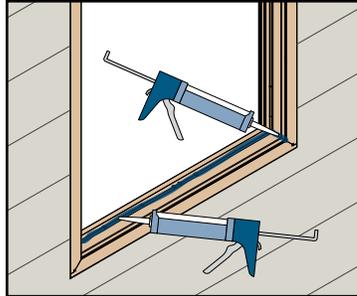
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POCKET WINDOW INSTALLATION AND FASTENING (CONTINUED)

“Non-Sloped/Flat” Opening Installation

NOTE: The installation of the pocket window in a non-sloped/flat sill can be done from the interior or exterior.

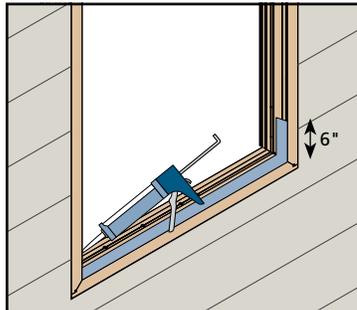
1. Use sealant to weatherproof the sill of the existing widow.
2. Determine where the pocket window will be positioned within the existing opening. Draw two lines on the opening sill that define where the exterior/front and interior/back edges of the pocket window frame will be aligned.



NOTE: To assist in this process the pocket window might need to be dry-fit into the opening.

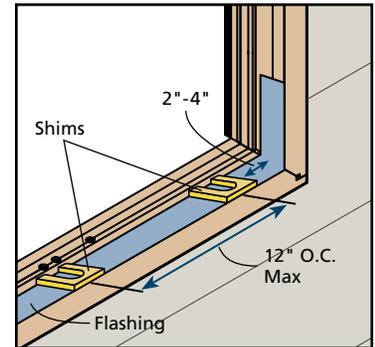
3. If a portion of the pocket window will not be supported, due to the contour of the opening sill, then a filler piece will need to be milled and installed to fully support the pocket window.

4. Install a sill pan or flashing material between the two lines on the opening sill. If liquid applied flashing or self-adhered flashing is utilized, the material should be applied to the sill and 6" up both sides of the opening. If a sill pan is used, follow Sill Pan Manufacturer's installation instructions.



NOTE: Ensure sealant and sill pan/flashing material are compatible.

5. Apply shims atop of flashing material or pan. Shims should raise the window greater than 1/8". Shims should be placed 2-4" in from each corner and no more than 12" on-center. Shims can be held in place with sealant.

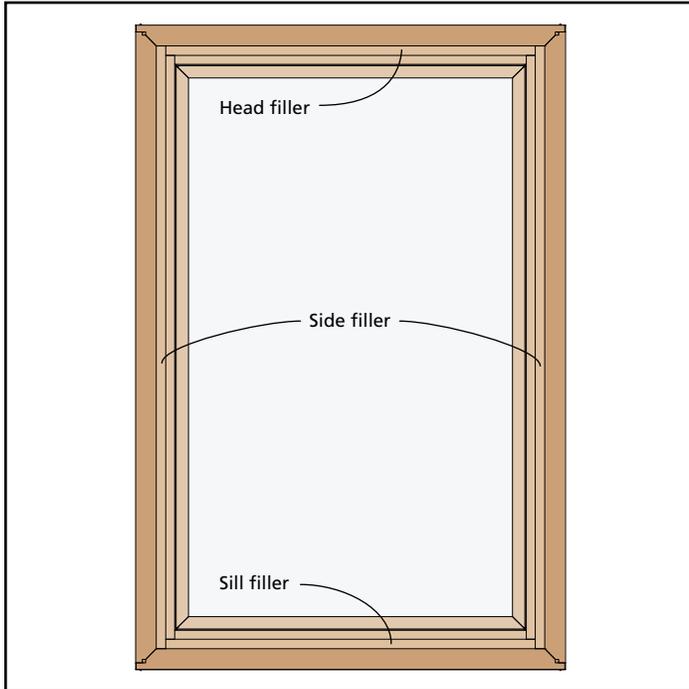


6. Install the pocket window into the opening and drive a #8 x 3" screw through one of the upper pre-drilled holes in the frame, leaving the screw head proud.
7. Place shims between the opening and the pocket window frame at each fastener location.
8. Inspect pocket window for plumb, level and square dimension. Additionally, evaluate for twist. Correct as needed. See **Product Installation Tolerance Table** for tolerances.
9. Install and drive remaining screws through each of the remaining pre-drilled fastener holes. Finish up by snugging up the first screw. **NOTE:** Make sure all screw heads are flush or slightly recessed into the wood of the frame.
10. Refer to **Section 5: Insulate and Finish Pocket Windows** to complete installation.

4 POCKET WINDOW INSTALLATION AND FASTENING (CONTINUED)

Casement Picture Window Installation

NOTE: This unit should be fastened through the head and sides. The bottom screen stop, head screen stop and both side screen stops must be removed to expose pre-drilled fastener holes.



Screen Stop Removal:

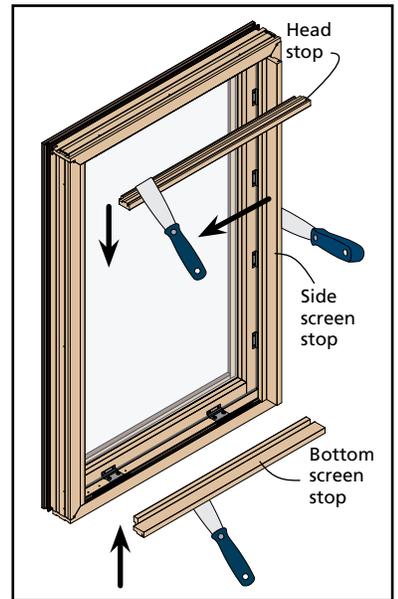
- First, remove the head stop. Start at one end and insert a putty knife between the window frame and the stop. Working along the stop, pry away from the frame to dislodge the part.

CAUTION

Use care and minimal force when prying to avoid damage to wood parts (wood parts are held in place by a vinyl, double-barbed spline).

- Next, repeat steps to remove the bottom screen stop from the sill of the window.

- Last, remove both side screen stops. Start at one end and insert a putty knife between the window frame and the stop. Working along the stop, pry away from the frame to dislodge the part.
- Set all wood parts aside in a safe and dry location.



Exterior Installation:

See "Casement/Awning Pocket" exterior installation.

Interior Installation:

See "Casement/Awning Pocket" interior installation.

5

INSULATE AND FINISH POCKET WINDOWS

Exterior Installation

NOTE: Blue painter's tape can be applied to the exterior face of the pocket window frame to prevent clean-up of foam/sealant.

Sloped Sill Openings

- 1a. From the exterior, insert the tip of the foam gun or plastic straw between the original frame and the pocket window frame. Apply low expansion spray foam against the interior stop (approx. 1" thick) along all four sides.

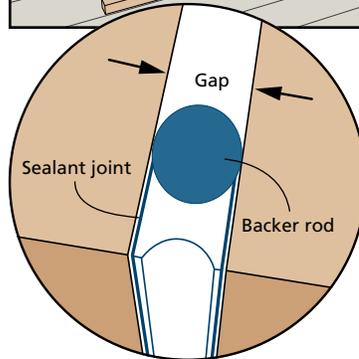
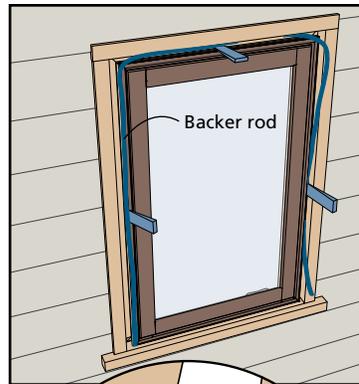
Non-Sloped/Flat Openings

- 1b. From the exterior, apply a bead of low expansion foam or backer rod and sealant between the sides and head of the original window frame and the exterior side/edge of the pocket window frame. If foam/sealant is applied under the pocket window, make sure to create a minimum of two 1" weep holes for drainage.

NOTE: If foam is used, 1/2" - 1" depth is prescribed. Backer rod can be used to control the depth.

2. Remove tape if applicable.
3. If applicable, apply and secure exterior blind stops or trim. Putty nail holes and apply sealant as needed for weatherproofing and/or aesthetic appeal. **NOTE:** See **Section 6: (Aluminum Clad Trim Application)** if factory exterior trim is to be applied.

Exterior View

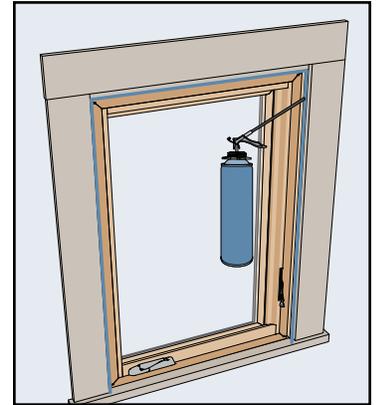


Interior Installation

NOTE: Blue painter's tape can be applied to the interior face of the pocket window frame to prevent clean-up of foam/sealant.

Sloped Sill Openings

- 1a. From the interior, insert the tip of the foam gun or plastic straw between the original frame and the pocket window frame. Apply low expansion spray foam against the exterior stop (approx. 1" thick) along the top and both sides.



Non-Sloped/Flat Openings

- 1b. From the inside, apply a continuous bead of low expansion foam or backer rod and sealant between the original window frame and the interior side-edge of the pocket window frame. If a sill pan has been utilized, then sealant should be applied to join the bottom of the window frame to the back dam of the sill pan. **NOTE:** If foam is used, 1/2" - 1" depth is prescribed. Backer rod can be used to control the depth.
2. Remove tape if applicable.
3. If applicable, apply and secure interior blind stops or trim. Putty nail holes and apply sealant as needed for weatherproofing and/or aesthetic appeal.

6

ALUMINUM CLAD TRIM APPLICATION

NOTICE

Note to Installer:

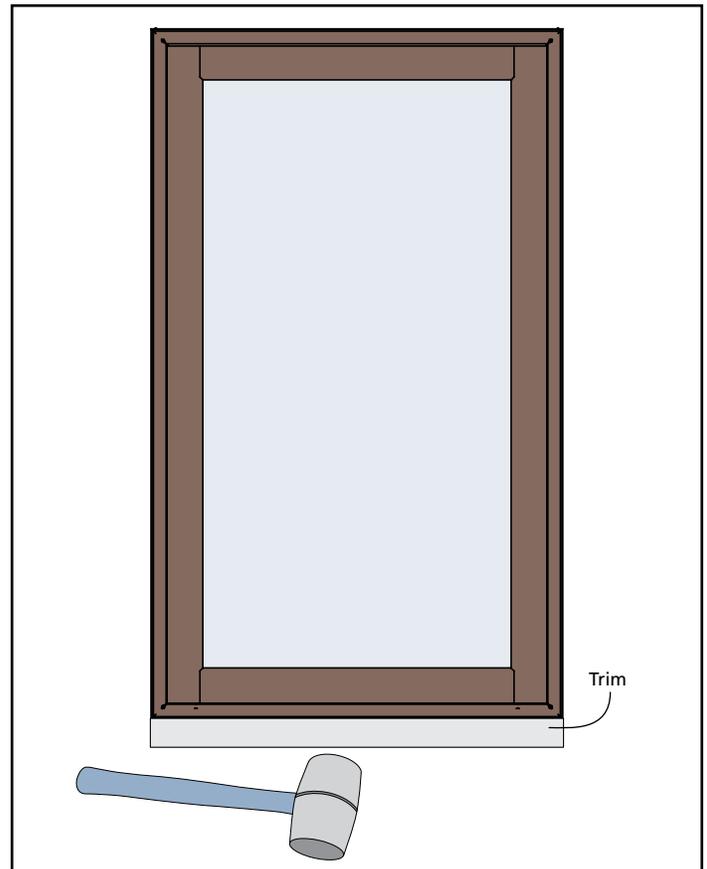
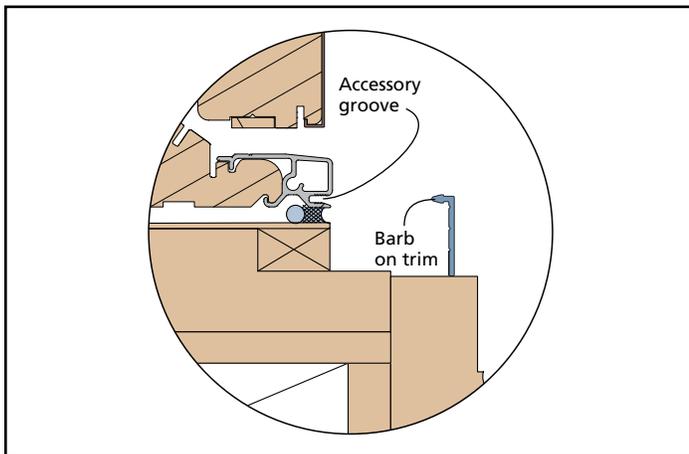
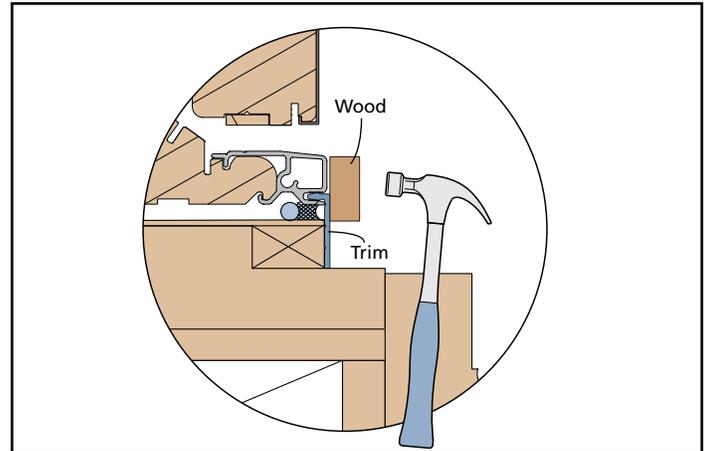
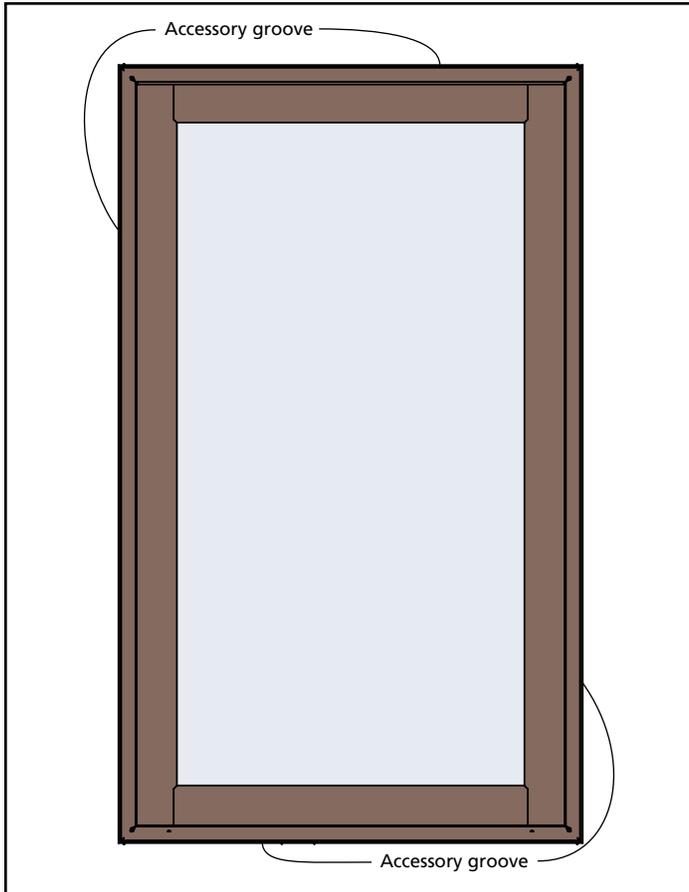
- Aftermarket aluminum capping and/or trim wrap is to be completed prior to the installation of any JELD-WEN aluminum trim.
- Aluminum trim serves as an aesthetic component only and **SHOULD NOT** be considered a watertight system.
- **A drainage path beneath or around the trim is required at the bottom of each window opening.** Any sealant applied to the bottom trim must be intermittent to allow for drainage.
- Many of the trim pieces are striated and can be trimmed to fit as needed. A butt or mitered corner joint can be achieved at the discretion of the installer.
- Trim is offered for aluminum clad window products only.

6 ALUMINUM CLAD TRIM APPLICATION (CONTINUED)

Trim Application:

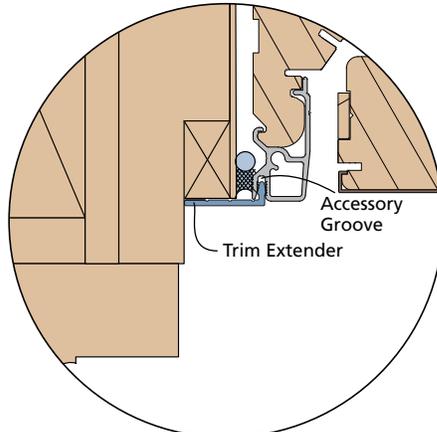
1. Start at the bottom of the window. Measure and cut trim for desired fit. **NOTE:** Trim might need to be notched after cutting to length to fit properly.
2. To install the aluminum trim, insert the barbed end of the trim into the accessory groove on the exterior face of the window frame.

3. Use a small piece of wood and a hammer or a non-marring mallet to pound the trim into the groove. **NOTE:** If using wood and hammer, firmly lay the wood against the cladding before using the hammer to avoid damage to the trim.
4. Repeat this process for the remaining two sides and the head trim pieces.

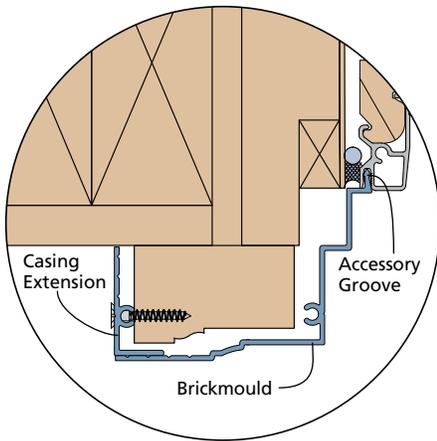


6 ALUMINUM CLAD TRIM APPLICATION (CONTINUED)

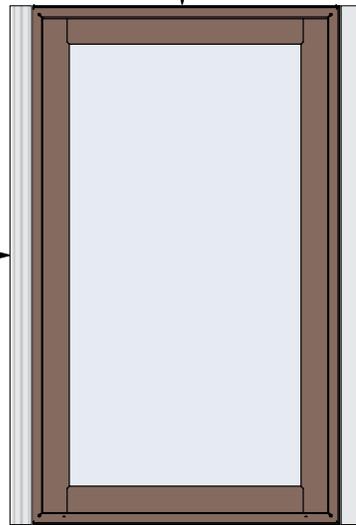
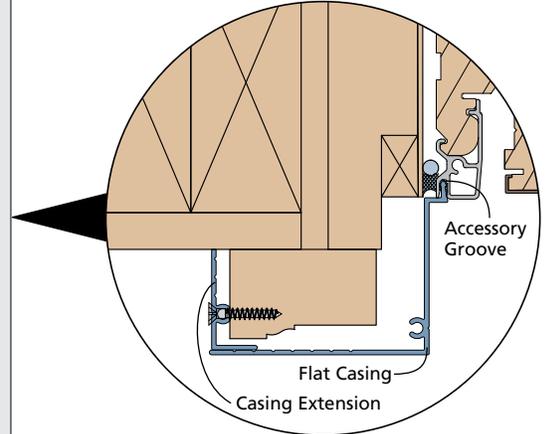
Trim Extender



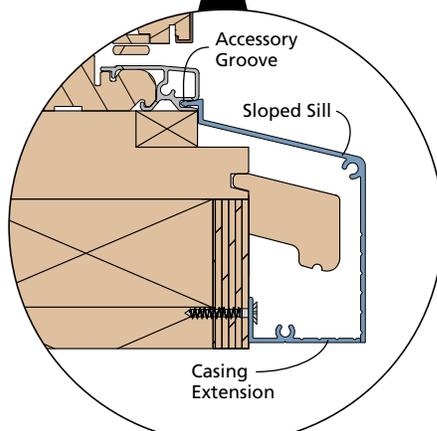
Brickmould



Flat Casing



Sloped Sill



Sloped Sill

7

COMPLETE INSTALLATION

After Installation

- Remove all labels from the glass within 30 days.
- Remove protective film (if applicable) on the glass within six months and **immediately** from the cladding.
- Protect recently installed units from construction damage.
- Finish any exposed wood surfaces before or immediately after installation. Aluminum cladding does not require additional finishing.

Please visit jeld-wen.com for warranty and care and maintenance information.

Thank you for choosing

