

## How to Install a Solstro Roof Window

**PLEASE READ THE WHOLE INSTALLATION GUIDE BEFORE STARTING ANY WORK. IF YOU HAVE ANY CONCERNS OR QUESTIONS ABOUT INSTALLING THE SOLSTRO ROOF WINDOW PLEASE ASK US OR A REPUTABLE BUILDER BEFORE YOU BEGIN.**

### INTERNAL PREPARATION

#### Internal preparation



#### Prepare tools

Before starting to install your roof window, make sure you have the relevant safety equipment and correct tools to hand. It will make a big difference!



#### Measuring

Once inside the roof space, you may find that your rafters are covered in plaster board or other covering. If this is the case it is important to establish the correct place in which to make a hole. By measuring from an external wall, you will be able to accurately determine the position of the window in relation to the outside.



#### Marking out

Once an approximate position has been determined, it should be marked out accordingly.



### Pilot hole

A pilot hole should be cut out and removed to allow for more accurate measurement.



### Locate rafters

By inserting a rule either side of the pilot hole, the rafters can be located and marked out.



### Rafter edge

It is useful to work from the inside edge of a rafter, so as to minimise unnecessary framing out of the window.



## Removing insulation

When removing insulation, ensure that you take appropriate precautions by wearing a safety mask and, if necessary, goggles.



## Removing a rafter

If it is necessary to remove a rafter, it is important that you consider the structural implications of doing so. If you are uncertain, we recommend you seek professional advice before proceeding further.



## The bigger picture

It is better to remove the surrounding area of boarding so that you can see the big picture.



### Support below

Be sure to support the area below where you are cutting the rafter.

### Support above

... and secure support beneath the top of the rafter.



### Cutting the rafter

You can then mark out, cut and remove the timbers.





## Framing out

Frame out the prospective opening to the correct height and width.



## Don't forget

... to allow enough height for the reveals to splay back at the correct angle.



## **MAKING THE OPENING**

### Making the opening



## Marking out

Mark out the opening on the underside of the roof membrane. Do not remove more than necessary - you can always cut it back more later.



### Removing the membrane

Cut out and remove the membrane, exposing the battens and the roof covering.



### Tiled roof

If you have a tiled roof, carefully begin to remove the tiles from inside. Make sure the area below this roof area is clear to avoid injury or damage if an accident occurs.



### Composite thin tile covering

If you have a composite thin tile covering, you may need to drill and cut through to make the initial opening.



## Removing nails

If you have a slate covering it may be necessary to use a slate ripper to remove the nails.



## Removing tiles/slates

Remove sufficient tiles/slates to allow a good working area. Don't be tempted to remove too many though - you'll have to put them back later!



## Removing battens

Remove battens to the extent of the framed area.

## Fixing the frame



## Fasten a batten

After determining the correct height of the window installation fasten a batten to support the window frame.



## Separate sash from frame

To install the frame, it must first be separated from the sash. Open the sash and rotate it through 180 degrees.



## Unlocking the hinge

Locate and press the locking mechanism on each hinge (it should make a click) and separate the sash from the frame.

Once the hinges are released, carefully separate the sash and place to one side (store horizontally).



## Placing brackets



## Installing the frame

Carefully pass the frame (with brackets fixed) through the opening. Place frame on support batten and lay flat on rafters.



## Check frame alignment

If level, fix the bottom brackets.



## Final alignment check

Replace the sash to test that it opens and closes properly. If it is not closing properly it is best to find out at this stage.



To make sure the frame is set properly, check the gaps at the closure of the sash. If the vertical gaps are parallel with the gap at the bottom in a slightly opened position, then the frame is correctly aligned, and the top brackets can be fixed.



A plastic wedge is supplied to pack the bracket where there is an uneven rafter.



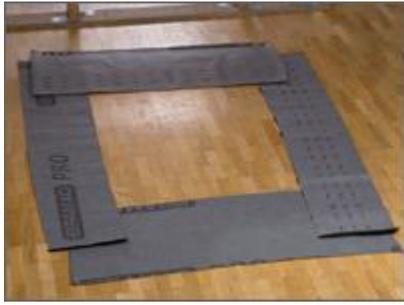
Install the brackets

Making the frame watertight



Remove the sash

Remove the sash once more to continue with the installation. Remember to push in the locking pin on each hinge. Support the weight of the sash underneath whilst dislocating the hinges and carefully place back inside roof.



## Cut the waterproof membrane

It is important to ensure the water tightness of a roof window against the elements. It is therefore recommended that a collar of waterproof membrane is placed around the frame. First cut the four strips that will surround the frame.



## Loosen batten

Loosen (or de-nail) the batten underneath the frame to allow for the positioning of the new collar.



## Attaching the membrane

Starting with the bottom piece, slide under the batten and staple/tack to the underside of the frame.



### Fixing the membrane around battens

When fixing the side pieces, make sure you cut and tightly secure around roof battens.



### Fixing the top of the membrane

Fix the top piece of membrane underneath the existing roof membrane. If the roof is counter-battened, it may be necessary to remove a small section of batten in order to slide the cover piece into place.



### Cut existing membrane

Cut the existing membrane over the rafter to allow the top collar piece to be slid underneath.



## Overlap the membranes

Lift up the cut piece and fix the top collar piece underneath and to the frame.  
Replace the existing piece and fix.