



Ventsam Sash & Door MFG.

9495 San Fernando Rd., Sun Valley Ca. 91352

“Quality Crafted Windows and Doors Since 1977”

GUIDELINES FOR CARE & FINISHING OF WOOD DOORS & WINDOWS

❖ Solid Wood Doors

❖ Solid Wood Windows

❖ Custom Millwork

The following suggestions are designed to give the users of our products assistance in gaining maximum satisfaction and product life. **Most product problems are caused by improper or inadequate painting or finishing. It is strongly suggested that these instructions be followed or warranty is voided.**

FOLLOW CURRENT AAMA (AMERICAN ARCHITECTURAL MANUFACTURERS ASSOCIATION) GUIDELINES WHEN IT COMES TO FLASHING, INSTALLATION AND FINISHING OF ALL Ventsam WOOD AND CLAD PRODUCTS.

RECEIVING YOUR ORDER:

- * Immediately inspect for correctness and damage or defect. Notify your supplier at once of any problem.
- * Failure to give immediate notice of error or defect negates later claims.

HANDLING:

- * Avoid skidding or sliding on floor as this can split or chip the bottom edges and corners
- * Avoid leaning on steep angle as this causes damage to bottom edges.
- * Do not drag one product over another as this can cause gouging and scarring damage.
- * Large size or heavy windows should not be handled by one person. Racking and twisting will damage the product.
- * **Great care must be used in loading and hauling doors and windows. Be sure proper cover doors or panels are used. Watch for sharp or rough projections on truck bodies. Take care in tying to avoid excessive or uneven pressure or rope damage.**

STORAGE:

- * Store in a clean, dry room.
- * Abnormal humidity, dampness, heat, dryness or rapid changes in same must be avoided.
- * **All faces, edges, ends of all products must be primed and painted/finish coat within 10 days from delivery.**
- * Doors should be stacked flat on a level surface with stickers top, middle, and bottom of pile.
- * Windows may be leaned against a flat, dry surface in a nearly vertical position. Take care to avoid twist or excessive pressure on product.

FITTING:

- * Examine for correctness and quality prior to cutting the product.
- * Excessive cutting or fitting or the application of hardware will impair product strength and usefulness and limit claims for defective service.
- * We strive to achieve a consistent 1/8"–3/16" reveal/gap vertically and top horizontally for your operating windows and doors.
- * Use care in planing to avoid chipping. Select fine tooth saw. All sharp edges should be eased with sandpaper to avoid chipping or splintering.
- * Exterior Book Doors up to 7 ft. high use 3 hinges. Use 4 hinges for 7'6" high.
- * **EXTERIOR DOORS MUST HAVE A PROJECTING OVERHANG FOR WEATHER PROTECTION. See *Ventsam Windows & Doors Limited Warranty* for proper specifications regarding overhangs and finishing.**

What Happens When Not Properly Finished:

- * Leaks
- * Warp
- * Wood rot
- * Splitting
- * Swelling - which can cause cracked glass and poor operation
- * Joint splits and gaps; stile and rail separation
- * Wood cracking and/or checking
- * Glass failure – condensation between insulated glass

FINISHING

SOLID WOOD DOORS:

- * Check panel alignment – one or two panels may need realignment. Tap into place using soft wood block and hammer. Back bed any stop-glazed lites with putty. See Detail B, below.
- * Sand out or fill and sand any blemishes. Sand with the grain. Ease any sharp edges caused by fitting.
- * Finish sand with 220 grit sandpaper and clean and dust thoroughly.
- * For Paint Finish:
 - * Apply 2 coats good grade oil base primer according to paint manufacturer's instructions. Lacquer based primer or sealers should not be used.
 - * Apply a minimum of 2 coats of oil or latex resin-base finish paint. Care should be given to select finishes designed and manufactured to be used in combination.
 - * **Note: All six surfaces must be fully painted – 2 faces, 2 edges, top and bottom**

WARNING! WARNING! WARNING! WARNING!

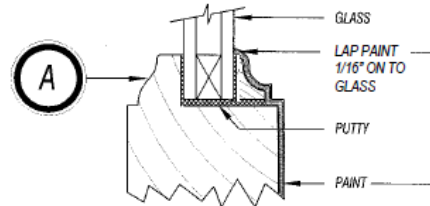
- * The use of stains and/or clear finishes, or dark finishes of any kind on the exterior of the product **VOIDS your Ventsam Sash & Door Limited Warranty.**
- * Stains and/or clear finishes, or dark finishes of any kind weather rapidly resulting in poor wood protection.
- * Stains and clear wood finishes require re-coating as often as once a year. Use at your own risk as you will **VOID your Ventsam Sash & Door Limited Warranty.**
- * **ALL VENTSAM PRODUCTS MUST BE FINISHED WITHIN 10 DAYS OF DELIVERY TO DISTRIBUTOR / CUSTOMERS OR VENTSAM WARRANTY WILL BE VOID.**

FINISHING

WOOD WINDOWS AND SASH:

- * Touch up putty work as required.
- * Fill and sand any dings, gouges or voids.
- * Sand all faces and bar work with care given to avoid scratching glass.
- * Dust and wipe clean.
- * Prime all wood and putty surfaces lapping paint onto glass for weather seal. **Priming must be completed prior to any exposure to the weather.**

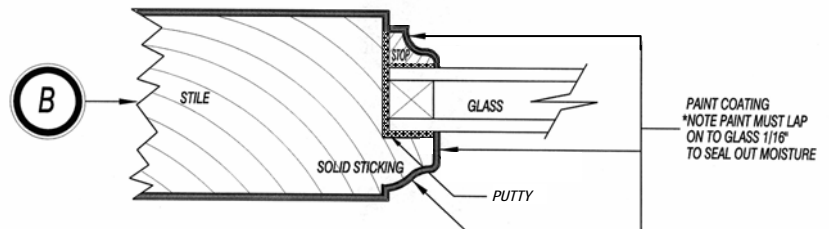
LAP PAINT ON TO GLASS 1/16" FOR WEATHER SEAL



- * 2 coats good grade oil base primer should be used in accordance with the paint manufacturer's instructions.
- * Apply a minimum of 2 coats of high-grade exterior finish paint according to paint manufacturer's directions.
- * Be certain that window cleaners do not cut into the area where paint laps onto glass beyond 1/16 inch above putty. **THE PAINT IS THE SEAL** and must protect all wood and putty from moisture.
- * The use of stains and/or clear finishes, or dark finishes of any kind on the exterior of the product **VOIDS your Ventsam Sash & Door Limited Warranty. Stains have proven ineffective in protecting wood windows and sash.**
- * If double hung windows stick from paint, do not lift on center of check rail as it may separate from glass causing product damage.
- * **ALL VENTSAM PRODUCTS MUST BE FINISHED WITHIN 10 DAYS OF DELIVERY TO DISTRIBUTOR / CUSTOMERS OR VENTSAM WARRANTY WILL BE VOID.**

DOORS, WINDOWS OR SASH GLAZED WITH STOPS

Inspect around each lite of glass to assure that a solid line of putty exists. Where voids exist, back putty with putty knife using good grade of putty. Be sure to cover putty by lapping paint onto glass to insure a weathertight seal.



GLAZED DOORS: Government Regulations dictate the use of Tempered Glass or Laminated Glass. Such glass has etched labels (bugs) and tong marks near the edge of each lite as a standard. Prior to painting, we recommend masking each lite to protect from painting or cleaning damage.

THANK YOU!

We wish to thank you for selecting one of our many quality products. We sincerely hope you are pleased with your selection and that you will specify a **VENTSAM** product the next time you have need.

Again, We Thank You!