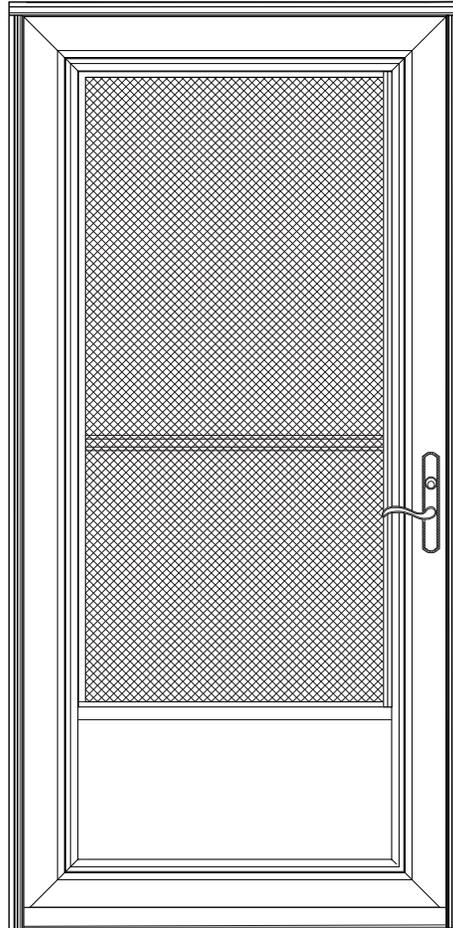




STORM DOOR USER MANUAL: OPERATION AND MAINTENANCE FOR ALL SERIES AND MODELS



IMPORTANT! HOMEOWNER INFORMATION

*ATTENTION Installer: Please give this user manual to the owner
of this ProVia Storm Door.*



Homes built before 1978 may contain lead paint. All replacement installations must comply with the U.S. EPA's Lead-Based Paint Renovation, Repair, and Painting Program (RRP Rule). Read more about the RRP Rule and lead-safe work practices, on the U.S. EPA's website at: www.epa.gov/lead



GETTING STARTED

Your ProVia® storm door is designed to be installed over your existing primary entry door. Your storm door will provide all weather protection to your entry door and ventilation to your home during the warm weather months. Your storm door is not designed or intended to be used as the primary entry door.

TOOLS & MATERIALS YOU WILL NEED

- Phillips and Flat Head Screwdrivers
- Clean, Lint-Free Cleaning Cloth
- ProVia® Recommended Cleaning Products



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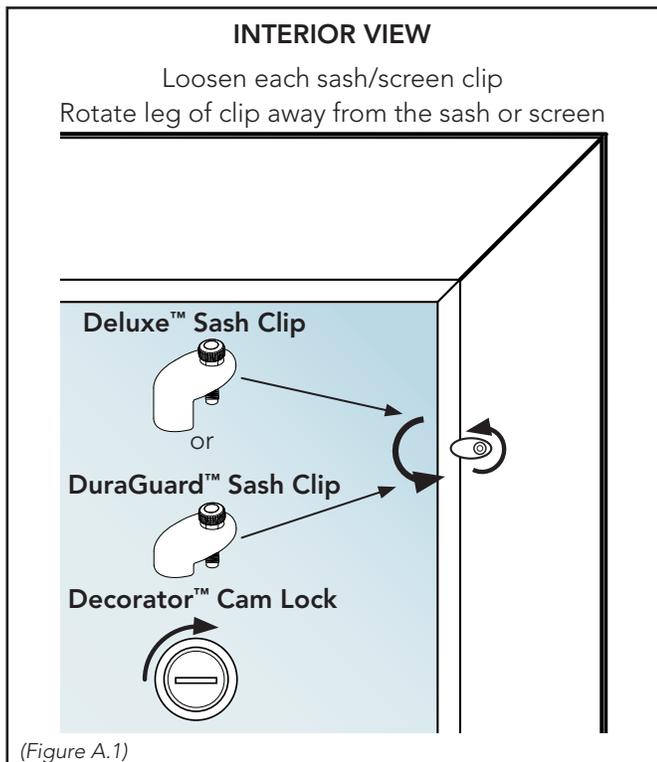
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A. STATIONARY SINGLE SASH AND SCREEN - ALL MODELS



 All models with a stationary interchangeable sash and screen. If sash is in place, screen is unable to be stored in outside track (non self-storing). Sash must be fully removed in order to install screen.

ALWAYS use the following precautions when removing or inserting sash:

- Use BOTH hands to support weight of the sash. Failure to do so may result in damage or injury.
- Remove or insert sash ONLY when door is CLOSED and LATCHED.
- NEVER carry sash by aluminum sash rails!

Remove Stationary Glass Sash or Screen:

- 1 From the interior, loosen each thumb screw and rotate clip leg away from sash. **ONLY use fingers to loosen thumb screws. Use of pliers will result in damage.** Storm door will use 5 to 9 clips depending on model. For Decorator™ storm door with cam locks, use a flat blade screwdriver or coin to rotate each cam lock clockwise 90°. Be sure to support glass or screen when loosening sash clips or cam locks. (Figure A.1)

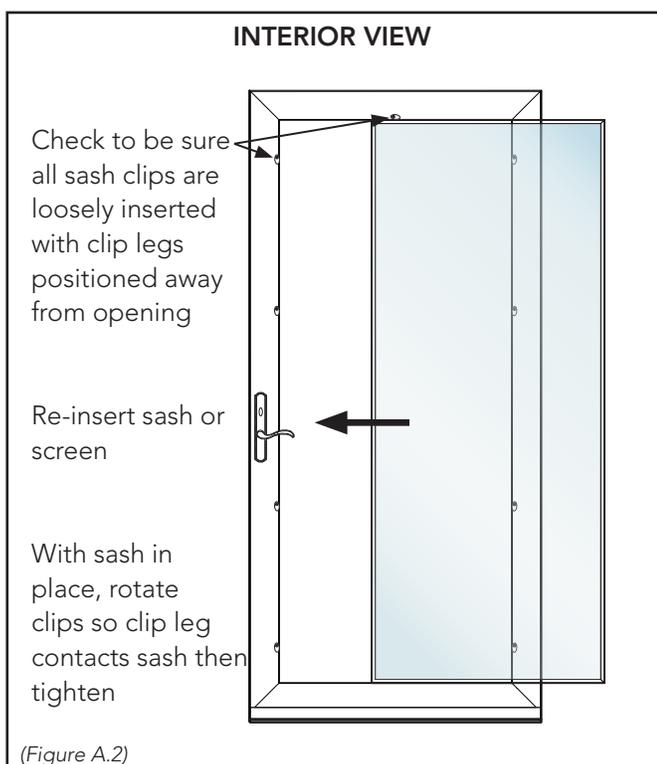
- 2 With BOTH hands, remove sash or screen from storm door frame. Store in a safe location to prevent possible damage.

Re-Insert Glass Sash or Screen:

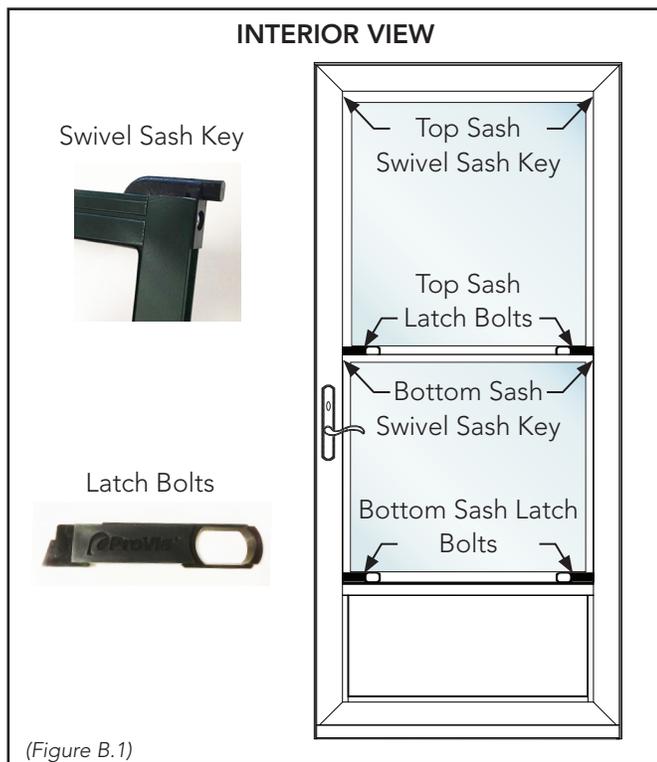
- 1 Check to be sure all sash/screen clips are loosely inserted into rivnut locations. Position clip leg away from opening. (Figure A.2)

NOTE: If sash clip will not install due to a loose rivnut, call Customer Service for replacement. A rivnut tool kit, part # S-ST-9633, will be sent for the repair.

- 2 From the interior, re-insert sash or screen. Hold in place. Rotate clip leg onto sash or screen rail. Tighten all thumb screws to hold in place. **ONLY use fingers to tighten thumb screws. Use of pliers will result in damage.** For Decorator™ with cam locks, use a flat blade screwdriver or coin to rotate cam locks counter-clockwise 90°.



B. SELF-STORING - ALL MODELS



Hand icon: All self-storing models use a multi-track system to operate and store top sash, bottom sash, and screen. All models use a triple track system, with the exception of the SuperView™ self-storing which uses a two track system. *This Section does not include Spectrum™ models.

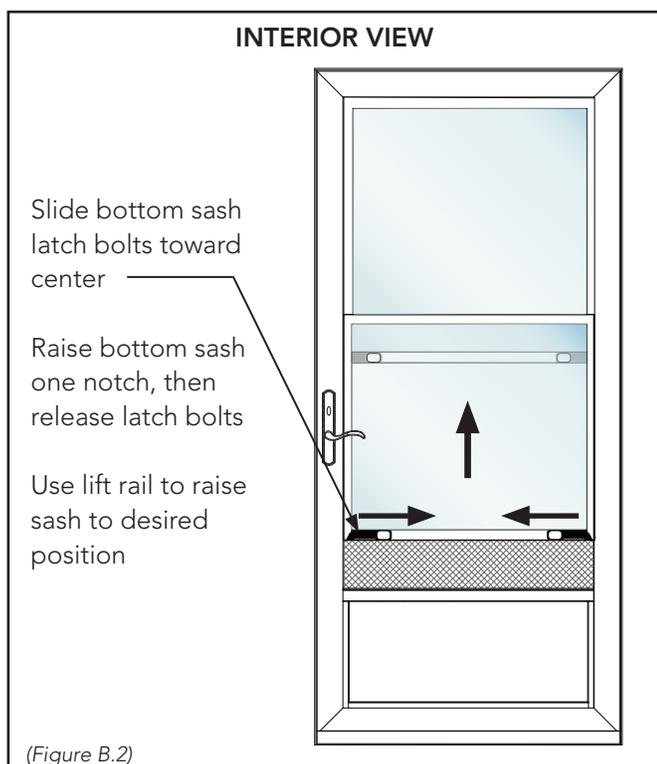
ALWAYS use the following precautions when removing or inserting sash:

- Use **BOTH** hands to support the weight of the sash. Failure to do so may result in damage or injury.
- Remove or insert sash **ONLY** when door is **CLOSED** and **LATCHED**.
- The inside **BOTTOM** sash **MUST ALWAYS** be removed first before removing **TOP** sash.

Self-Storing Storm Door Part Identification:

Latch Bolts - Located in **BOTTOM** left and right corners of each glass sash. Sliding latch bolts will allow the sash to reposition along notched track. (Figure B.1)

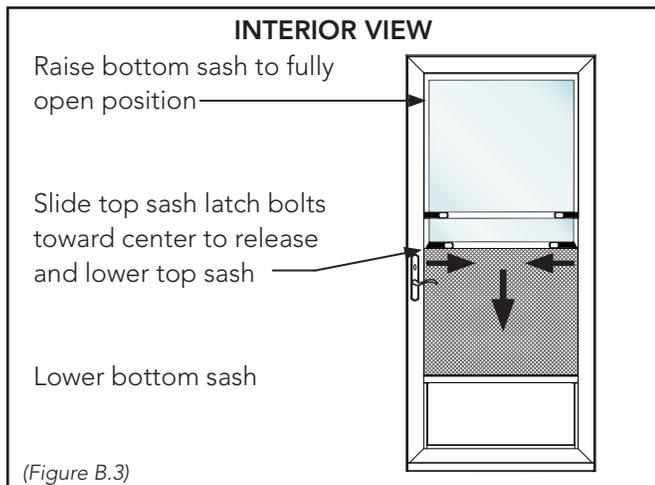
Swivel Sash Key - Located on **TOP** left and right corners of each glass sash. Swivel sash key is a black composite 'L' bracket with pin to allow sash to pivot for removal. (Figure B.1)



Lift Bottom Sash to Vent Bottom: (Interior track)

- 1 With **BOTH** hands, slide bottom latch bolts toward center to release sash from bottom notch. Raise sash one notch then release latch bolts, engaging into track. Use sash lift rail to ratchet sash upward in 1" increments to desired location. **BE SURE** latch bolts are properly inserted into notch on each side before letting go of sash. (Figure B.2)

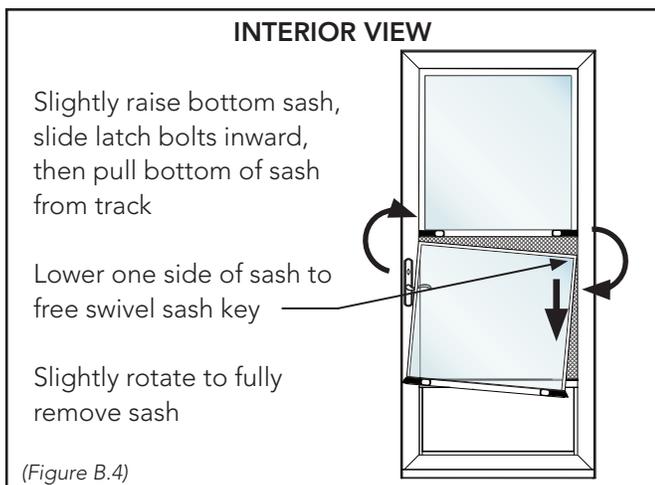
B. SELF-STORING - ALL MODELS (CONTINUED)



Lower Top Sash to Vent Top: (Middle track)

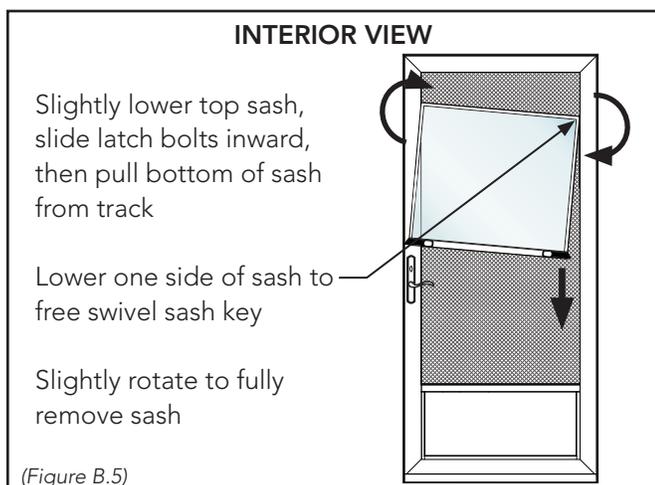
- 1 With BOTH hands, raise bottom sash to topmost position. Bottom rail of the bottom sash will sit slightly above the bottom rail of the top sash, revealing top sash latch bolts.
- 2 With BOTH hands, slide the top sash latch bolts toward center to release sash. Keep latch bolts engaged to lower top sash to desired location, releasing latch bolts. **BE SURE latch bolts are properly inserted into notch on each side before letting go of sash.** (Figure B.3)
- 3 With BOTH hands, slide bottom sash latch bolts toward center, keeping latch bolts engaged to lower sash, allowing screen to vent top of door.

NOTE: When closing, **BE SURE** outside sash is closed in the top location and interior sash is closed in the bottom location. If reversed, water may leak to the interior.



Remove Bottom Sash: (Interior track)

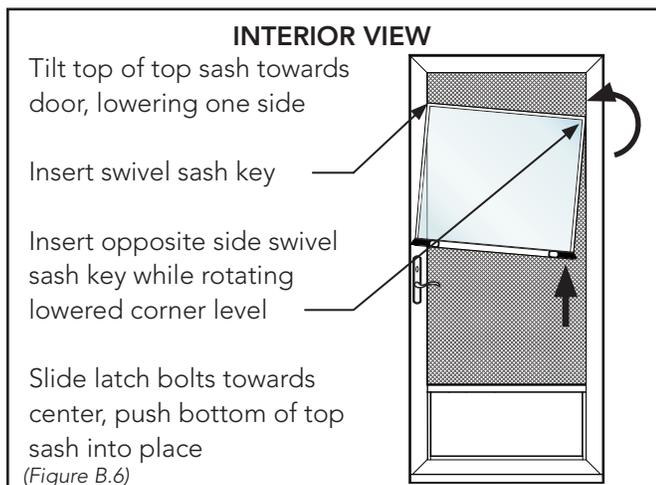
- 1 With BOTH hands, slide bottom sash latch bolts toward center to release sash from notched INTERIOR track. Slightly raise sash.
- 2 Keeping latch bolts engaged, pull bottom of sash from INTERIOR track. With both hands, lower one side of sash to free swivel sash key, slightly rotate sash to fully remove from track. (Fig B.4)



Remove Top Sash: (Middle Track)

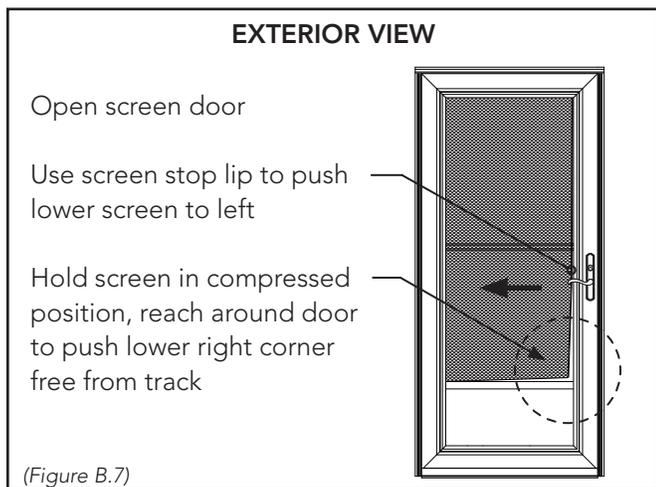
- 1 Remove top sash as instruction above. Bottom sash **MUST BE** removed before removing top sash.
- 2 With BOTH hands, slide top sash latch bolts toward center to release sash from notched MIDDLE track. Lower top sash.
- 3 Keeping latch bolts engaged, pull bottom of top sash from MIDDLE track. Lower one side of sash to free swivel sash key, slightly rotate sash to fully remove from track. (Figure B.5)

B. SELF-STORING - ALL MODELS (CONTINUED)



Re-Insert Top and Bottom Sash:

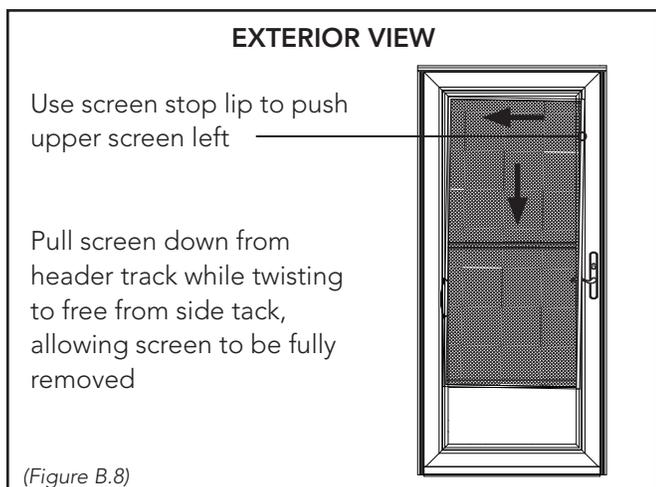
- 1 TOP SASH MUST BE INSERTED FIRST!** With both hands, tilt top of sash towards door, lowering one side. Insert raised top corner swivel sash key into the MIDDLE track. Insert opposite side swivel sash key, while rotating the lowered corner level. Slide latch bolts toward center, push bottom of top sash into place. Use sash lift rail to ratchet sash upward to topmost position. **BE SURE latch bolts are properly inserted into notch on each side before letting go of sash.** (Figure B.6)



- Repeat above step with bottom sash. Bottom sash **MUST BE** inserted into the INTERIOR track. Keep latch bolts engaged to lower sash to bottommost position.

Tip: If your storm door is receiving excess water on the interior, the top and bottom sashes have been reversed or placed in the incorrect track location.

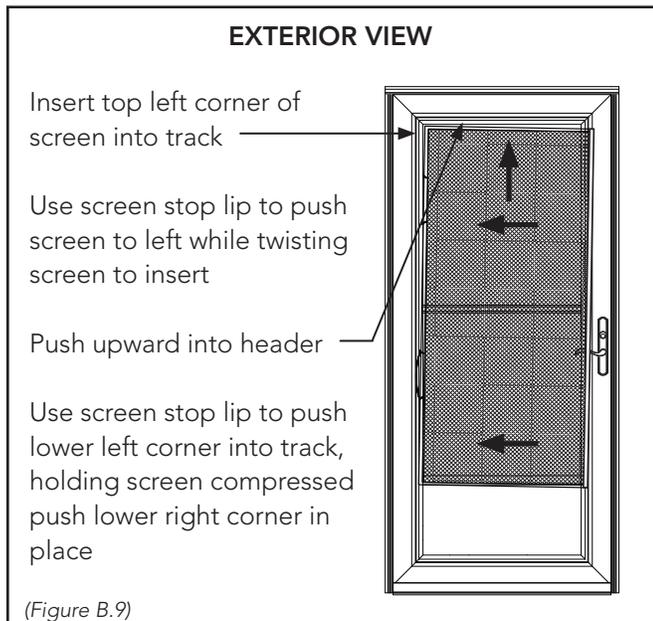
Remove Screen: (Exterior track) (DuraGuard™ screen is NOT removable.)



- Open storm door. From the exterior, use the screen stop lip to push screen towards the left side, compressing the screen springs. Holding screen compressed, reach around open door to push lower right corner free from exterior track. Close door. (Figure B.7)

- Use the screen stop lip to push top of screen towards the left to compress springs. With screen compressed, pull screen downward from header track while slight twisting to free upper right side from track, then allowing screen to be fully removed. (Figure B.8)

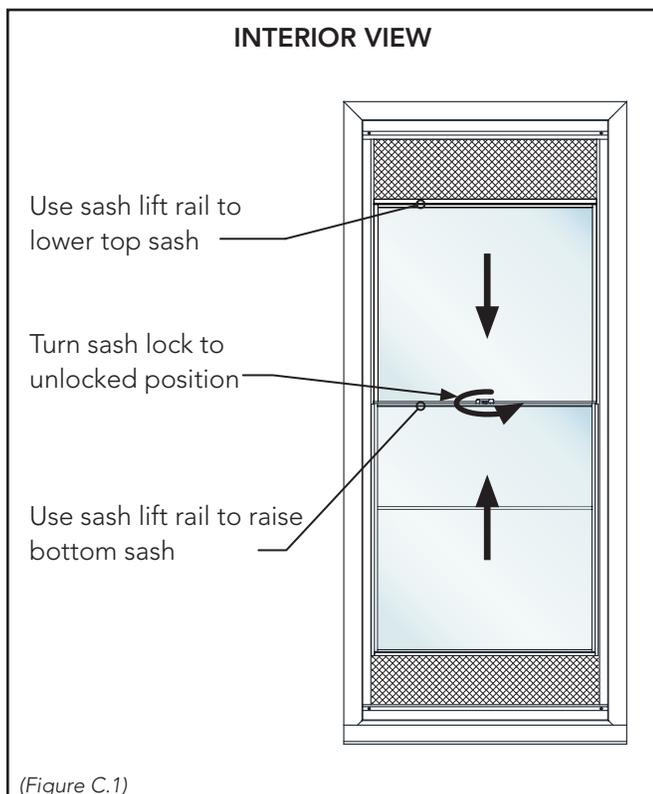
B. SELF-STORING - ALL MODELS (CONTINUED)



Re-Insert Screen: (Exterior track)

- 1 From the exterior, insert the top left corner of screen into top left corner of exterior track. Use screen stop lip to push upper screen towards left spring side to compress spring while slightly twisting screen to insert. Push screen up into header track. (Figure B.9)
- 2 Use the screen stop lip to push the lower left corner into the lower left track. Holding the screen compressed, push lower right corner in place. (Figure B.9)

C. SPECTRUM™ RETRACTABLE - ALL MODELS



 All Spectrum models with top and bottom InVent™ retractable screens. Spectrum 274SH Half-Lite is top retractable screen only. Top sash slides past the exterior of the kick panel when ventilated.

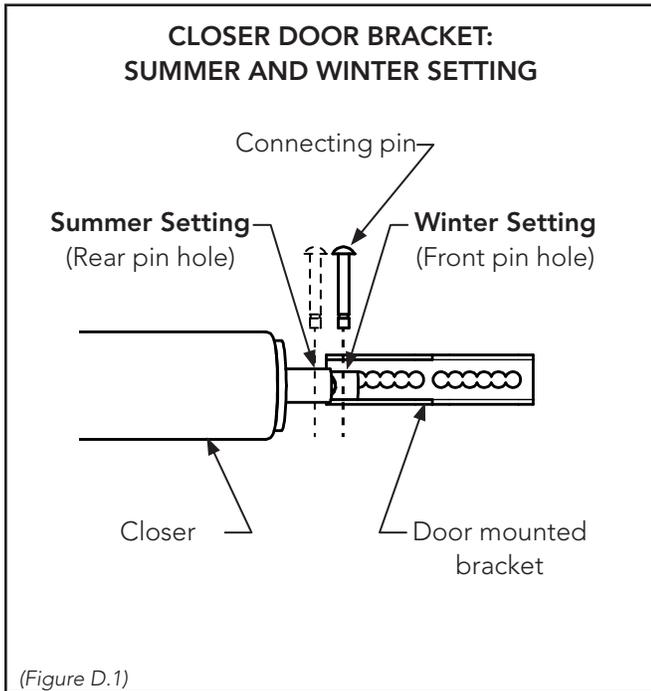
Operate Top and Bottom Sash to Vent:

- 1 To open top and/or bottom sash, turn sash lock to the unlocked position. Using the sash lift rail, lower top sash and raise bottom sash to desired position. Each sash will remain in place. (Figure C.1)
- 2 To close top and/or bottom sash, use the sash lift rail to raise the top sash and lower the bottom sash to a fully closed position. **The top sash must be held in place while re-locking.**

Tip: If the screen becomes disengaged along the side track, simply close the sash. Screen will re-engage and self-correct.

***Please call your ProVia® Dealer for part replacement and repair.**

D. BASIC STORM DOOR CLOSER ADJUSTMENTS



 The basic closer adjustments instructed in this Section will apply to the Heavy Duty Closer, Easy-Set Heavy Duty Closer, SuperView™ Closer, and Dual Closers.

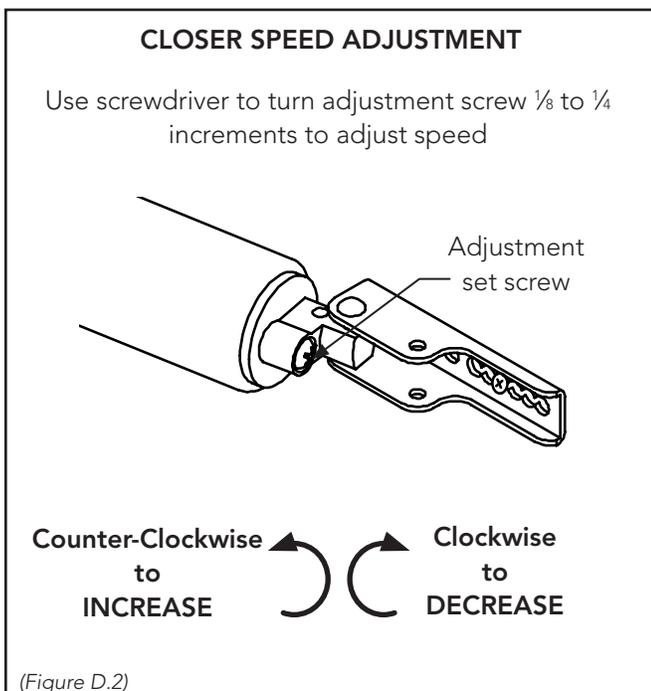
Summer and Winter Settings:

Change closer setting for a smoother and quieter close contingent on glass or screen insert use.

- 1 Open storm door and set auto hold open feature. Remove connecting pin from door bracket. Reinstall pin in appropriate closer hole as required for insert. (Figure D.1)

Glass Insert = Winter setting (front pin hole)

Screen Insert = Summer setting (rear pin hole)



Closer Speed Adjustment:

- 1 Use a Phillips screwdriver to adjust speed of closer by turning set screw located on closer tube. Turn screw in small $\frac{1}{8}$ to $\frac{1}{4}$ increments. Test after each adjustment until correct closing speed is determined. (Figure D.2)

- Turn set screw clockwise to decrease speed if door is closing too quickly.
- Turn set screw counter-clockwise to increase speed if door is closing too slowly.

Note: If door has dual closers, disconnect (1) closer. Adjust speed as instructed to attached closer. Once correct speed is determined, disconnect this closer. Reconnect the opposite closer. Adjust the reconnected closer speed to match first closer. Once correct speed is matched, reconnect first closer.

E. CLEANING INSTRUCTIONS

INITIAL GLASS CLEANING ON ALL UNITS (EXCEPT LOW-E):

All storm door glass units are coated on each side with a Lucor® powder material to protect the glass during shipping. After the storm door installation is complete, use a clean dry cloth to remove as much powder material as possible. Fully remove coating by using a 1:1 solution of rubbing alcohol and water. Follow routine cleaning instructions provided below.

GENERAL ROUTINE GLASS CLEANING INSTRUCTIONS:

A routine cleaning guide and tips for all storm door glass types.

- Spray cleaning solution on the glass surface. To prevent streaking, **DO NOT** clean glass in direct sunlight.
- Wipe glass clean with a dry, soft, clean, high-absorbent, lint-free cloth. Use circular motions and apply light to moderate pressure to remove dirt and residue.

***TIP:** The use of household cleaners may require glass to be cleaned in smaller sections in order to prevent streaking caused by quick evaporation of the solution.*

***TIP:** Household cleaners that foam or lather will provide a slower evaporation of the cleaning solution, allowing more time to remove residue.*

LOW-E ROUTINE GLASS CLEANING INSTRUCTIONS:

Low-E is a thin, hard, pyrolytic coating applied to only the interior side of the glass, providing increased thermal insulation performance. The coated surface requires a slightly different cleaning procedure than clear (non-coated) glass.

- Recommended cleaning products:
 - * 10% to 20% vinegar solution in a spray bottle.
 - * Windex® may be used, BUT may leave a film residue and may cause smearing.
 - * Glass Plus® may be used, BUT may leave a film residue and may cause smearing.
- First, clean surface of glass with a clean sponge or soft cloth and plain water to remove as much surface contaminants as possible.
- Use a commercial glass cleaner or a vinegar based cleaner to saturate the surface or a cloth saturated with cleaning solution. Vinegar based cleaners tend to cause less streaking than other types of cleaning solutions.
- Dry glass with a clean soft, high-absorbent, lint-free cloth. Always use a new soft cloth to dry glass. Give exceptional care if using a rubber squeegee. A squeegee can leave streaks which may be extremely hard to remove if used incorrectly or in poor condition.
- **NEVER** use razor blades, steel wool, scrapers, scouring pads or other harsh materials on coated glass surface.

***TIP:** Streaking is the result of non-uniform dirt or detergent from the cleaning solution re-deposited. To avoid streaking, be sure to use an adequate amount of cleaning solution for dirtier surfaces.*

E. CLEANING INSTRUCTIONS (CONTINUED)

LOW-E GLASS SPOT CLEANING INSTRUCTIONS:

Occasional spot cleaning may be required to remove stubborn dirt or foreign materials adhered to the Low-E hard coated surface. Special cleaners may be used to spot clean glass in order to remove contaminants such as crayons, wax, grease, markers, and adhesives.

- Recommended spot cleaning products:
 - * Denatured alcohol solution.
 - * Isopropyl alcohol solution.
 - * Goo Gone®.
 - * Goof-Off®.
- Using a recommended cleaning product, apply a small amount to a clean, wet cloth. In a circular motion, apply product to the mark or stained area only. **Care must be taken to prevent cleaning product from touching glass sealants, framing, and the adjacent paint or stain.**
- Wipe treated area clean with a dry, soft, clean, lint-free cloth.
- After all the spot cleaning product is fully removed from treated area, follow up with the full Low-E routine cleaning procedure for best results.
- Reminder to **NEVER** use razor blades, steel wool, scrapers, scouring pads or other harsh materials on coated glass surface.

DECORATIVE BEVELLED AND CAMING CLEANING INSTRUCTIONS:

The Brass and Zinc caming inlaid into decorative bevelled glass will naturally oxidize from exposure to the outside elements overtime. To keep the brass and zinc caming looking new, carefully polish and clean as instructed.

1. Use #0000 steel wool to scrub the oxidated finish.
2. Rinse caming clean.
3. Allow caming to air dry completely.
4. Apply a clear lacquer or rub a wax chapstick onto caming. This will keep the finish looking bright and slow to dull.

TIP: Brass caming (only) can also be cleaned with a brass cleaner such as Bon-Ami® or Brassco®.

E. CLEANING INSTRUCTIONS (CONTINUED)

ALUMINUM PAINT FINISH CLEANING INSTRUCTIONS:

- Wash with a mild soap and water.
- To polish the finish, a high-quality auto wax may be applied.
- If finish is accidentally scratched or chipped, apply a color matched touch-up paint. (Available from your ProVia® Dealer).

TIP: For additional protection and shine, spray painted aluminum with a vinyl protector such as Armor-All®.

TIP: A dark dust may appear at hinge knuckle bearing points as a result of naturally occurring friction and oxidation. The occasional application of a clear lubrication and cleaning is recommended. Use Magic Eraser® on areas with higher build up of dusty residue.

PROVIA® WARRANTY LABEL:

For your records, locate and record your storm door warranty label number below.

The warranty label is located on the latch side of your door. Open the door, label should be approximately 6" up from the bottom. Record the 10 digit number: (7) numbers followed by a period and (3) additional numbers.

<p>ProVia® Storm Door Warranty Label Number:</p> <p>_____.</p>
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**Please call your ProVia® Dealer for parts and repair or ProVia's Customer Service Team for additional inquiries at 1-800-669-4711.*

