Installation Instructions
Bay and Bow Windows

American Craftsman®
WINDOWS & DOORS
americancraftsmanwindows.com
American Craftsman Installation Instructions

Project Requirements:

• Read guide before starting installation. Read all warnings and cautions during installation.

• Check with your local building code official to identify and confirm compliance with local building code requirements.

• Instructions are for typical wood frame wall construction.

• Instructions may not be right for all installations due to building design, construction material or methods used and/or building site conditions. Consult a contractor or architect for recommendations.

• Wall and sill must be structurally sound with a weather-resistant barrier.

• Window must be installed to be plumb, level and square.

• Failure to follow these instructions may void product warranty.

• Contact local authorities or waste management companies for proper recycling and/or disposal of removed window or patio door.

• Due to ongoing product changes, updated test results and/or new industry best practices, this installation procedure may change over time. Visit the manufacturer’s website for current installation instructions.

• Visit the manufacturer's website for removal instructions, additional installation information and/or guides.

Notes:

• Please disregard all other installation instructions included with individual windows.

• If cable support system and/or knee braces are not used, product warranty will be null and void.

• Do not install screws into the sill of the individual windows or product warranty will be null and void.

• If bay/bow frame was ordered unfinished, finish all wood surfaces immediately after installation.
Tools & materials required:

- Work gloves
- Safety glasses
- Hammer
- Pry bar
- Tape measure
- Framer’s square
- Putty knife
- Fiberglass insulation
- Shims
- Phillips hand screwdriver
- Nail set
- 4’ level
- Pliers
- Power driver and bits (including extension)
- Finish nails
- 3/8” wrench
- Floor jack
- Minimum of 3/4” x 7/16” low-density foam insulation/weatherstripping
- Caulk gun
- Interior and exterior window grade sealant
- Chop saw (as needed)
- Utility knife or other cutting tool (as needed)
- “J” channel (as needed)
- Table saw (as needed)
- Roofing materials (as needed) including:
  - vapor barrier, wall flashing, step flashing, shingles,
  - 3” wood screws, 1-5/8” wood screws and/or 3/4” plywood
## American Craftsman Installation Instructions

### Warnings, Cautions and Important Notes:

<table>
<thead>
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### Warnings, Cautions and Important Notes:

- **WARNING**
  - Do not drill or fasten through sill. Product and/or property damage will result and product warranty will be null and void.

- **WARNING**
  - Follow instructions of foam, sealant and flashing manufacturer regarding material application and compatibility with this product.

- **CAUTION**
  - Do not overdrive screws or nails. Product damage may result.

- **CAUTION**
  - Do not block soffit ventilation! Do not block 2” airflow space between insulation and roof deck! Unwanted condensation may occur resulting in product and/or property damage. Install insulation stop if necessary to maintain air space.

- **CAUTION**
  - Do not cover weep holes. Property damage may result.

- **WARNING**
  - Windows and doors can be heavy. Use safe lifting techniques and a reasonable number of people with enough strength to lift, carry and install window and door products to avoid injury and/or product damage.

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- **CAUTION**
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Warnings, Cautions and Important Notes:

**NOTICE**

Important safety information. Leave this information for the building occupant.

**NOTICE**

Buildings constructed prior to 1978 may contain lead paint which could be disturbed during replacement. For more information on proper management of lead paint, visit www.epa.gov/lead

**NOTICE**

Be aware of any electrical or ventilation requirements. Be aware of clearance dimension from top of unit to soffit for hand and arm access to cable supports. If necessary, cut outside the actual projection line far enough to provide access.

**NOTICE**

Cut the soffit opening before removing the old unit to reduce interior mess.

**NOTICE**

Please disregard all other installation instructions included with individual windows. You may have additional screws remaining after this installation.
**Step 1**

**Inspect new window and verify opening.**

Inspect for proper size and condition and verify that all parts are included. Is the existing wall sound?
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Standard parts included:

1 Bay/Bow Frame (3, 4 or 5 openings)

Windows - number coordinates with number of openings in bay/bow frame (3, 4 or 5 total)

A. Double-Hung Window (if ordered)
   • 4 per window #8 x 2” pan head screws

B. Picture with Double-Hung (if ordered)
   • 12 per window #8 x 1-¾” pan head screws
   • 12 per window 3/8” vinyl plugs

C. Casement Window (if ordered)
   • 1 per window folding handle
   • 8 per window #8 x 2” pan head screws
   • 4 per window #8 x 2-½” flat head screws
     (not used in this installation)

D. Picture with Casement (if ordered)
   • 8 per window #8 x 2” pan head screws
   • 4 per window #8 x 2-½” flat head screws
     (not used in this installation)

10 each #10 x 5” Flat Head Screws (may need additional)

Cable Support System
   • 2 – cable clamps
   • 4 – #12 x 3-¼” flat head screws
   • 2 – 60-½” cables with rods
   • 2 – 1/4” hex nuts
   • 2 – adjustment arms
   • 2 – lock washers
   • 1 – #3 square bit

Interior Stops
   • 1 per opening 1” x 3/4” sill stops, plus 1 extra
     if pre-finished
   • 2 per opening 3/4” x 5/8” pre-mitered jamb stops
   • 1 per opening 3/4” x 5/8” pre-mitered head stops

Interior Frame Molding
   • 2 – 3/4” x 5/8” interior frame molding, plus 1 extra
     if pre-finished

Optional parts included:

Knee Braces
   • 2 – knee braces
   • 13 – #10 x 3” pan head screws
   • 9 – #8 x 1-½” pan head screws
   • 22 – screw covers

Interior Casing
   • 2 – vertical interior casings
   • 2 – horizontal interior casings

Finishes
   • 1 – touch-up stain or paint
   • 1 – touch-up sealer (not included with paint)
   • 1 – putty stick

Assembled Roof

10 each #10 x 5” Flat Head Screws (may need additional)

Cable Support System
   • 2 – cable clamps
   • 4 – #12 x 3-¼” flat head screws
   • 2 – 60-½” cables with rods
   • 2 – 1/4” hex nuts
   • 2 – adjustment arms
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   • 2 – 3/4” x 5/8” interior frame molding, plus 1 extra
     if pre-finished

10 each #10 x 5” Flat Head Screws (may need additional)
American Craftsman Installation Instructions

Step 2

Unpack bay/bow frame from pallet.

Use pry bar to remove bay/bow frame from pallet and shipping blocks from bay/bow frame. Be careful not to damage bay/bow frame. Rotate bay/bow frame so the seatboard is on the bottom.

NOTE: If cable support system will attach directly to soffit, proceed to Step 3.1 No Roof, page 8. If an assembled roof or knee braces are included in this installation, or if you are building your own roof, proceed to Step 4, page 10.

Step 3.1 No Roof

Create template.

Create a cardboard template by tracing top of bay/bow frame.

Step 3.2 No Roof

Mark and cut soffit.

Determine and mark location of cut line using cardboard template ensuring there is adequate access to install and adjust cable support system after bay/bow frame is installed. Cut soffit opening.

NOTE: Frame ships upside down.

NOTE: Cut the soffit opening before removing the old unit to reduce interior mess.
Install cable clamps.

Identify two structurally sound points on house framing that are in as straight a line as possible above eye brackets on bay/bow frame to adequately support cable clamps.

If adequate anchoring points are not present, add additional framing as needed. Four examples are shown (see illustrations A-D). Actual installation may vary from these.

Mount cable clamps as high and in as straight a line above position of eye brackets on top of bay/bow frame as possible. Do NOT drive screws in completely. Use 1 each #12 x 3-¼” flat head screws at top and bottom of each cable clamp.

### WARNING
Cable clamp must be secured directly to header, rafter or truss. Securing to, or over, plywood or sheathing may result in inadequate support.

### WARNING
Install the cable clamps as high as possible, making sure that they anchor into solid framing. Failure to anchor into solid framing may result in unit sagging and/or product malfunction, causing injury and product damage.

Header Option

If truss tails are not located vertically above eye bracket on bay/bow frame, install a header between them and secure with joist hangers. Anchoring point will be on this header located vertically above eye bracket.

“Birds-Mouth” Rafter Option

Do not use rafters with a “birds-mouth” cut as is. Cut a piece of 3/4” plywood to fit over rafter as a gusset. Attach cable clamp to plywood and rafter.

Truss Tail Option

If truss tail is located vertically above eye bracket, mount cable clamp to it.

Top Plate Option

If necessary, mount cable clamp to header or top plate above the opening. Angle of support cable cannot be less than 30 degrees.
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Step 4

**Remove old window and verify opening.**

Remove old window. Ensure existing window frame/opening is still intact and watertight. Sill must be flat and adequate to support bay/bow window. Adjust as needed. Inspect opening for size, plumb, level and square.

Step 5

**Trim vinyl overhang (optional).**

Trim vinyl overhang of optional partially insulated seatboard flashing as needed so vinyl overhang fits snugly against outside of opening. Measure depth of window opening, including any exterior trim. Bay/bow frame jambs, head and seatboard should be flush with inside wall.

Step 6

**Place the bay/bow frame into rough opening ensuring eye brackets are on top.**

Step 7

**Temporarily support bay/bow frame.**

Place floor jack and/or temporary supports securely under bay/bow frame to make level.

NOTE: If using a partially insulated seatboard, proceed to Step 5. Otherwise proceed to Step 6.
Step 8
Check for plumb, level and square. Shim as necessary.

Step 9
Drill pilot holes and countersink screws in corners.
Drill 4 pilot holes for #10 x 5" flat head screws. Fasten through head and sill through shims near each corner at 45 degree angle. Shorter or longer screws than included may be needed to provide adequate support and to not penetrate outside wall. Countersink screws.

Step 10
Fasten jambs.
Drive a minimum of 3 #10 x 5" flat head screws through shims in each jamb where outer windows will be installed, 6" up from sill, 6" down from head, and every 16". Add more shims as needed.

Step 11
Add fiberglass insulation to gap at perimeter of bay/bow frame.

CAUTION
Screw holes should be pre-drilled to ease the installation of #10 x 5" wood screws while securing bay/bow unit to opening.

CAUTION
When insulating between unit frame and rough opening or between units when joining, DO NOT overpack batt insulation or overfill with foam. Bowed jambs will result affecting product performance and/or proper operation of unit.
Step 12

Verify that bay/bow frame is level. Adjust as needed.

Mark roofline on side of house.

Place assembled roof on top of bay/bow frame. Measure roof overhang in several locations, including center of each opening to make sure they are equal. Mark a line along top edge of assembled roof on house. Mark a cut line 2” outside marked roofline to allow for flashing and roofing materials. Remove assembled roof and set aside.

Step 13.1 Optional Roof

Remove roof panels.

Remove all roof panels from assembled roof by backing out all #8 x 2” flat head screws and finish nails. Retain screws and roof panels for later use.

Step 13.2 Optional Roof

Mark roofline on side of house.

Step 13.3 Optional Roof

Cut siding to reveal sheathing.

Cut siding along cut line to reveal sheathing. Do not cut through sheathing. Remove siding.
Install vapor barrier.
Install vapor barrier over top surface of bay/bow frame following manufacturer's instructions. Ensure eye brackets are accessible.

Fasten roof to bay/bow frame and house.
Set assembled roof on top of bay/bow frame. Fasten assembled roof to bay/bow frame head using 1-5/8" wood screws. Use a minimum of 12 3" wood screws to fasten assembled roof to wall framing studs or header.

CAUTION
Screws used to fasten the assembled roof to the bay/bow unit must be no longer than 1-5/8". Longer screws will penetrate the interior head causing irreparable damage to the visible interior surface of the head.
**American Craftsman Installation Instructions**

**Step 14.1 Cable System**

**Mount cable clamps.**

Mount cable clamps as high and in as straight a line above position of eye brackets on top of bay/bow frame as possible. Do NOT drive screws in completely. Use 1 each #12 x 3-¼" flat head screws at top and bottom of each cable clamp. Make sure screws are driven into a stud or header to support weight of bay/bow window.

**WARNING**

Install cable clamps as high as possible, making sure they anchor into solid framing. Failure to anchor into solid framing may result in unit sagging and/or product malfunction, causing injury and product damage.

**Step 14.2 Cable System**

**Assemble cable support system.**

Insert threaded end of 60-⅛" cable with rod through slotted hole in adjustment arm. Screw lock washer and 1/4" hex nut onto threaded rod approximately 1/2". Hook adjustment arm onto eye bracket. Repeat for other cable.

**Step 14.3 Cable System**

**Run cables through cable clamps.**

Run cable through cable clamp until cable is taut. Snug two center screws to lock cable with #3 square bit and power driver. Repeat for other cable clamp. Fully drive all 4 #12 x 3-¼" flat head screws through top and bottom holes into solid framing. Re-tighten center screws as needed.

**Step 14.4 Cable System**

**Adjust level of bay/bow frame.**

If using knee braces, make sure bay/bow frame is level. If not using knee braces, toe-up/raise outside edge of bay/bow frame 1/8".
Secure cables and remove floor jack.
Tighten 1/4" hex nuts on both cables with 3/8" wrench and pliers. Carefully lower floor jack to place weight of bay/bow frame onto cable support system. Check level and adjust cables as needed.

Add insulation.
Add fiberglass insulation to fill head platform following manufacturer’s instructions.

NOTE: If installing an included assembled roof, proceed to Step 15.1 Optional Roof. If using knee braces, proceed to Step 16.1 Optional Knee Braces, page 16. Otherwise proceed to Step 17, page 17.
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Step 15.3 Optional Roof

Install roofing materials following roofing manufacturer’s instructions.

Ensure step and wall flashing are placed between roofing paper and shingles.

Step 16.1 Optional Knee Braces

Determine appropriate locations for knee braces (3, 4, or 5 lite bay/bow frame).

**Knee Brace Location**

<table>
<thead>
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<th>3 lite Bay or Bow</th>
<th>4 lite Bow</th>
<th>5 lite Bow</th>
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<tr>
<td>Directly under 2 vertical mullions</td>
<td>Directly under 2 outer vertical mullions</td>
<td>Under center of 2nd and 4th openings</td>
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Step 16.2 Optional Knee Braces

Remove siding behind knee brace locations and reinforce house wall as needed.

The wall must be able to support the weight of the bay/bow window. Add “J” channel if necessary.

Step 16.3 Optional Knee Braces

Attach knee braces.

Ensure bay/bow frame is level. Install knee braces using supplied #10 x 3” pan head screws and supplied screw covers into knee brace and house. Install #8 x 1-½” pan head screws and supplied screw covers through knee brace and bay/bow frame. Then cover screw heads with screw covers.

Bay and Bow Windows
**Step 17**

**Determine your window types.**

Determine which windows will be installed in the bay/bow frame and where. Follow instructions for all appropriate window types:

Casement Step 18.1, page 17

Picture window Step 19.1, page 18

Double-hung Step 20.1, page 20

After all individual windows are installed, proceed to Step 21, page 21.

**Note**

Please disregard all other installation instructions included with individual windows. You may have additional screws remaining after this installation.

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**Step 18.1 Casement**

**Apply foam insulation around head and jambs of window.**

Apply foam insulation around head and jambs of window.

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**Step 18.2 Casement**

**Check window fit.**

Tilt top of window toward you. Carefully place bottom of window into sill pan, then tilt top of window into place against blind stops and check for fit. Then carefully remove window, tilting out from the top.

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**Step 18.3 Casement**

**Apply sealant.**

Apply generous bead of window grade sealant to face of blind stops at both jambbs and head and on seatboard even with blind stop. Only caulk one opening at a time.

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**Caution**

Do not damage sill pan.
Set window in opening.
Tilt top of window toward you. Carefully place bottom of window into sill pan, then tilt top of window into place against blind stops and window grade sealant. Shim so window is plumb, level and square.

Apply foam insulation around head and jambs of window.

Fasten window in opening.
Fasten using 4 supplied #8 x 2” pan head screws into all pre-drilled holes in each jamb. Be careful not to over tighten screws. If necessary, install handle.

Check for plumb, level, square and for proper operation.
Remove excess sealant from exterior.

CAUTION
Do not drill or fasten through sill. Product and/or property damage will result and product warranty will be null and void.

Apply foam insulation around head and jambs of window.
Check window fit.
Tilt top of window toward you. Carefully place bottom of window into sill pan, then tilt top of window into place against blind stops and check for fit. Then carefully remove window, tilting out from the top.

CAUTION
Do not damage sill pan.

Apply sealant.
Apply generous bead of window grade sealant to face of blind stops at both jambs and head and on seatboard even with blind stop. Only caulk one opening at a time.

Fasten window in opening.
Fasten using supplied #8 x 2" or #8 x 1-¾" pan head screws into all pre-drilled holes in head and each jamb. Be careful not to over tighten screws. Fill holes with 3/8” vinyl plugs (if applicable).

CAUTION
Do not drill or fasten through sill. Product and/or property damage will result and product warranty will be null and void.
Step 20.1
Double-Hung

Apply foam insulation along head of window.

Step 20.2
Double-Hung

Check window fit.
Tilt top of window toward you. Carefully place bottom of window into sill pan, then tilt top of window into place against blind stops and check for fit. Then carefully remove window, tilting out from the top.

Step 20.3
Double-Hung

Apply sealant.
Apply generous bead of window grade sealant to face of blind stops at both jambs and head and on seatboard even with blind stop. Only caulk one opening at a time.

CAUTION
Do not damage sill pan.

Interior

Interior

Top View
Step 21

**Install interior sill stops.**

Install pre-cut 1" x 3/4" interior sill stops (L-shaped trim) against sill of each window opening with finishing nails. Pre-drill as needed. Trim will cover sill pan. If pre-finished molding is selected, one extra pre-cut interior sill stop is included. Do not penetrate sill pan.
Step 22

**Install interior head and jamb stops.**

Install pre-cut 3/4” x 5/8” interior jamb and head stops (quarter round pre-mitered as shown) to each window opening with finishing nails. Pre-drill as needed.

Step 23

**Install interior frame molding.**

Install pre-cut 3/4” x 5/8” interior frame molding (straight cut quarter round) on both sides of the bay/bow frame with finishing nails. Pre-drill as needed. If pre-finished molding is selected, one extra interior frame molding is included.

**NOTE:** If optional pre-mitered interior casing is included, proceed to Step 24 Optional Pre-Mitered Interior Casing, page 23. If optional non-mitered interior casing is included, proceed to Step 25 Optional Interior Casing, page 23. If interior casing is not included, finish interior as desired and proceed to Step 27, page 24.
**Install pre-mitered interior casing.**

Install pre-mitered interior casing on all sides of the bay/bow frame with finishing nails. Begin with the sill, then jambs and then head. Pre-drill as needed.

**Install non-mitered interior casing.**

Measure and miter interior casing. If bay/bow frame does not include optional edge banding, interior casing will be installed flush with the interior surface of the bay/bow frame. If optional edge banding is included, interior casing will be installed with a reveal. Install interior casing on all sides of the bay/bow frame with finish nails. Begin with the sill, then jambs and then head. Pre-drill as needed.

**Proceed to Step 26.**
American Craftsman Installation Instructions

**Step 26**

**Finishing.**
Set and fill nail holes on interior stops, interior frame molding and interior casing with color coordinated putty stick or as desired.

**Step 27**

**Install insulation.**
Install fiberglass insulation in head platform, if necessary. Finish opening as needed.

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**Step 28**

Install exterior trim at discretion of builder.

**Step 29**

Apply bead of window grade sealant around exterior perimeter of each window and bay/bow frame.
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