



EMPIRE PACIFIC WINDOWS

Instructions on Method to Install 4 Panel Doors

How to install 4 panel doors

4 Panel door instructions:

Door Alignment

1. Patio door rollers should be adjusted first.
2. At the bottom of the door panel on each end of the panel there are two sets of screws.
3. The top screw secures the roller housing to the vent panel. **DO NOT ADJUST TOP SCREW**
4. The lower screw adjusts the ROLLER height UP by turning it clockwise.
5. Use a Philips hand screw driver to adjust screw, so that you do NOT strip out screw.
6. Lift the panel up on the side you are adjusting to reduce risk in stripping that screw head.
7. Adjust both ends to level the door panel.
8. Repeat the above steps 6, 7 for the other door.
9. With both panels in the closed position the vertical gap between the two panels should be equal top and bottom.
10. Rollers may need to be adjusted if the gap top to bottom is not equal.

Astragal

1. The 'Astragal' is not attached to the door to allow for roller adjustments, and must be put on by the installer.
2. The astragal is cut to the correct length.
3. If the 'Astragal' doesn't fit correctly, check the sill and the head for being level horizontally. The door may be an installed out of alignment (humps and sags in sill/head).
4. Level out the humps and sags as they will cause improper operation of the door.
5. **If the Astragal needs to be shortened, be careful to not remove too much off at one time.** Small amounts can be removed with sand paper.
6. **The screws in the astragal need be pulled out and installed the opposite side (They are placed on this side for shipping purposes).**
7. When you look at the 'Astragal' there are two pockets one on each side, one is deeper than the other.
8. The shorter pocket side of the Astragal goes on the vent panel that does not contain a lock.
9. Secure screws into the non-locking vent panel.
10. Test the door vent/astragal to check that the height of the Astragal is not dragging on the head or sill of the mainframe.
11. **Make adjustments where needed (move Astragal on vent or shorten Astragal with sanding).**

Keeper

1. Install the keeper into the Astragal door panel.
2. With both door panels near the closed position activate the door latch so that it just comes out of latch pocket.
3. Lightly mark the height of the latch hook placement onto the Astragal.
4. This will be your guide for the top edge of the latch hole in the keeper that you will be installing.
5. When you place the keeper into the astragal, set the top of the keeper latch hole to be 1/8" higher than the mark you made on the Astragal.
6. Install the 1" self tapping screws, in the slotted holes first. Do not install the remaining screws until correct position is achieved.
7. Place one screw in then try closing and locking the door.
8. If it does not lock you may need to raise the keeper 1/16" higher and try again.
9. Once the correct position is achieved when the door latch firmly engages in the keeper latch hole then install the other 3 screws.

Latch Mechanism

1. If the two door panels appear to be loose when locked there is an adjustment screw on the top of the latch mechanism.
2. Using a flat headed screw driver make the adjustment, there is a recessed flat head screw that is to be turned first counter clockwise several turns.
3. Open the door and look at the lock mechanism.
4. Test the locked door.
5. Adjust till the door feels tight when it is locked,
6. Do not over tighten the latch mechanism.
7. If so turn clockwise to achieve smooth operation of the latch, smooth operation of the latch lever in the up/down movement, and a tightly locked door.

Screen

1. The Screen doors come with a separate smaller Astragal which will just snap onto the screen.
2. The flat pocket faces outside.