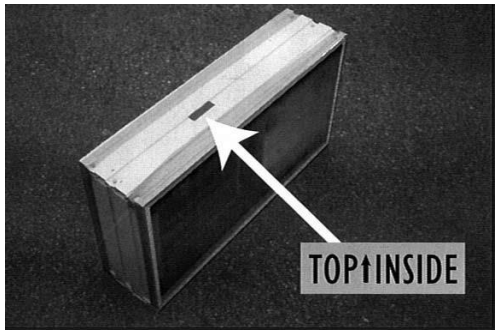
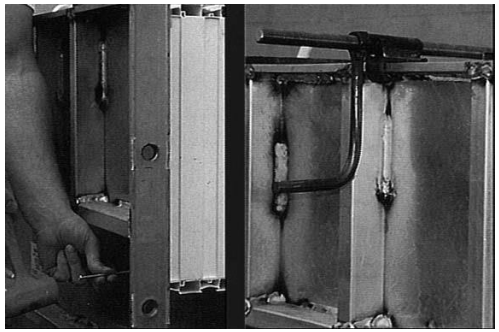
In-Swing Window or Slider Window Installation Instructions

New Construction Installation



Basement window installation has never been easier than with **Wellcraft Egress Windows**. Designed to fit the entire depth of foundation forms, Wellcraft Egress Windows are fast and easy to install without the need for pouring buck extensions or additional braces. **Here's How:**

1. Locate the Top Inside sticker to insure proper installation.
2. Place the window in between the forms. Fasten by nailing/screwing through the forms and into the interior wood bracing in all four corners on both sides, or clamp the window into place with form clamps.
3. Pour the concrete. After the forms have been stripped Wellcraft Egress Window is complete. Remove the protective film and wood bracing and lock your sash. No pouring bucks, no hassles, and no return trips



Retro Fit Installation

1. Cut foundation opening 2" larger than window frame size.
2. Locate the top inside sticker to insure proper installation.
3. Place window, closed and locked, inside opening and center so there is an even 1" gap all the way around the window. Use blocks or shims to hold it in place.
4. Apply Great Stuff expanding foam, the formula for Windows and Doors, in gap between foundation and window frame. It is VERY important to use the formula for Windows and Doors and no other.
5. Allow foam to fully cure before removing protective film. Usually 24 – 48 hours depending on humidity.

ScapeWEL Egress Window Well Installation

IMPORTANT: Check local building codes regarding window well egress standards & requirements.

STEP 1 Excavation

Prior to excavation: Document all underground utilities that may affect the installation of any window wells (e.g., gas, electric, sprinklers, etc.). Prior to bringing in machinery, verify equipment clearances.

Excavation: Excavate the area to allow adequate work space and clearance for the window well (2 feet minimum). Remove large rock and debris from the excavated area. Excavate below the window opening as required for proper sub-drainage (see following instructions regarding sub-drainage) and to provide clearance for window well side panels and vertical supports (see STEP 6). Verify local frost depth conditions to avoid heaving of the foundation.

Sub-Drainage: ScapeWELis designed to drain directly into a free-draining rock bed established below the well. If a perimeter drainage system exists, it is best to tie the well drainage into this system by running a pipe extension up from the drain line to the base of the well. Once the window well has been installed, fill the bottom of the well with clean 3/4" free-draining rock. If a perimeter drain system does not exist, the area below the well should be excavated to the top of the footing and filled with clean 3/4" free-draining rock to obtain maximum drainage volume.

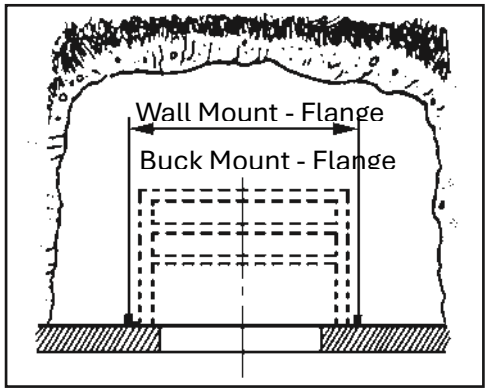


Figure 1

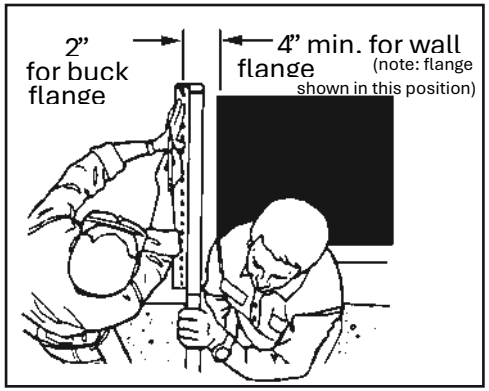


Figure 2

STEP 2 Foundation and Measurements

Foundation Preparation: Clean foundation substrate of dirt, debris, or excess concrete that would interfere with the Mounting Flange from having full contact with the foundation wall. Make sure that there is at least 4" of foundation material between fasteners and the window opening (see Figure 2).

Selecting the method of Wall Attachment: Each side panel is equipped with a universal mounting flange with pre-drilled keyholes for ease of installation. These versatile aluminum mounting flanges allow the window well to be attached directly to a foundation wall or metal window buck.

Wall Mount Flange Position: The mounting flanges are supplied from the factory in the position for direct anchoring to the concrete foundation wall (keyholes in flange are located to the outside of the window well).

Buck Mount Flange Position: In the Buck-mount position, mounting flanges are designed to accommodate manufactured metal window bucks with screw anchoring systems. To switch the flanges to the Buck-mount position (keyholes in flange are located to the inside of the window well), remove the screws that hold the keyhole angles to the panel channels, reverse the right and left angles (ensuring that "keyholes" are rightside-up) and reattach them to the pre-punched holes in the channel with the keyhole legs to the inside. *(note: the Buck-mount flange position can also be used for wall mounting in retro-fit installations, eliminating the need to over-excavate).*

Measuring Anchor Hole Location for Attachment to the Foundation:

Horizontal Hole Measurements: The ScapeWEL window well should be centered on the window opening in the foundation. Measure and mark the center point of the window opening on the foundation. Using the table at right, find the dimension for the window well model and flange position that you are using. Center this dimension on the window opening center point and mark the end points on the foundation. Snap a plumbed vertical line at these points with a chalk line.

Model Number	Horizontal anchor hole distance for foundation anchoring	
	Wall-Mount Flange Position	Buck-Mount Flange Position
4048-42	49-5/8"	40-7/8"
4048-54	61-5/8"	52-7/8"
4048-66	73-5/8"	64-7/8"
4862-42	49-5/8"	40-7/8"
4862-54	61-5/8"	52-7/8"
4862-66	73-5/8"	64-7/8"

Vertical Hole Location: Position top of well on the foundation at least four (4) inches above where the finished grade will be. In order for the window to open, the well must be positioned with the bottom of the cover notch in the side panels above the top of the opening window sash. If mounting the window well against an existing home in which the exterior siding is at or near grade, it may be necessary to build out from the foundation the width of the siding with treated lumber at least 5 1/2" wide (e.g., 1 x 6 or 2 x 6). The notch at the top of the side panels must be clear to allow for an option-

Note: all measurements are the "B" marked holes. al cover (see STEP3). It is essential that the anchor penetration be adjusted accordingly to ensure the required depth into the foundation.

Anchor Hole Location for Attachment to a Window Buck: For direct attachment to a window buck with back-out screws, convert the mounting flange to the Buck-Mount position as described above in this section and use the corresponding holes listed below.

"M" holes in flanges are for Monarch brand window bucks	"B" holes in flanges are for Boman-Kemp brand window bucks

Side panels should be attached to foundation wall or window buck before snapping on the step panels.

STEP 3 Side Panel Attachment

Wall or Buck Mount Configuration Mounted Directly to the Concrete: Keyholes marked "B" on the flanges will be used for both Wall-Mount flange position (key holes to the outside of the window well) or Buck-Mount flange position (key holes to the inside of the window well). Use a minimum of six (6) fasteners per Mounting Flange (12 per well) with (2) at the top and (2) at the bottom. (**NOTE**: Fasteners are not supplied with the window well. Fasteners must be designed for, and appropriate to, the wall material to which attachment will occur. The Mounting Flange holes are designed to accept a 1/4" (.250") diameter fastener. The method of attachment must be adequate to restrain earth loads imposed on the well.)

Embedment into the wall surface must be adequate to fully secure the fastener, but shall not be less than 1.5" penetration. Individual fasteners should have an ultimate load tensile capacity (pullout) of at least 1,800 pounds, or a working load tensile capacity of 450 pounds. Ultimate load shear capacity (bending) should be at least 1,700 pounds, or a working load shear capacity of 425 pounds (based on 3000 psi wall material). Wall materials less than 3000 psi may require deeper embedment to achieve required pullout and bending values. Seal/waterproof holes with an exterior grade structural adhesive when anchoring into hollow core masonry units. Attach a 12" horizontal brace under each side panel (see Figure 5). (**Note:** Brace not supplied with window well, use 2x4 or 2x6 lumber.)

Buck Mount Configuration Mounted to Metal Window Pouring Bucks with Back-Out Screws:

Use all back-out screws available on the buck. If the top and bottom holes extend above and below the buck use fasteners as indicated for wall mounting and secure the very top and the very bottom of the side panel flanges directly to the foundation wall. There must be a minimum of six (6) attachment points per flange including those provided on the window buck.

STEP 4 Attaching the Step Sections:

Step sections have open slots at each end which snap onto the protruding tabs located on the side panels. Push the step into the notches above the tabs (both sides at the same time), and force the

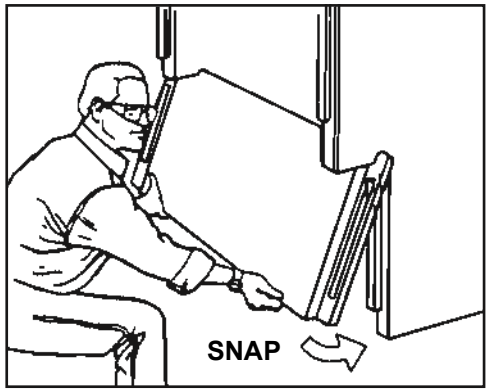


Figure 3

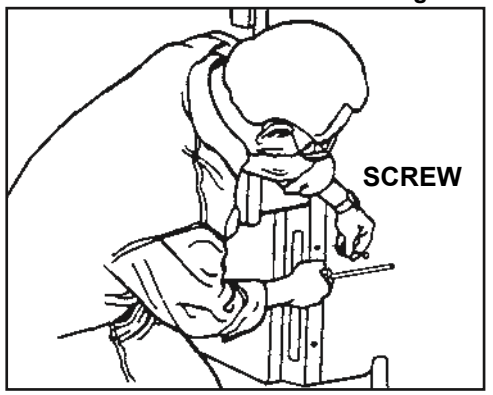
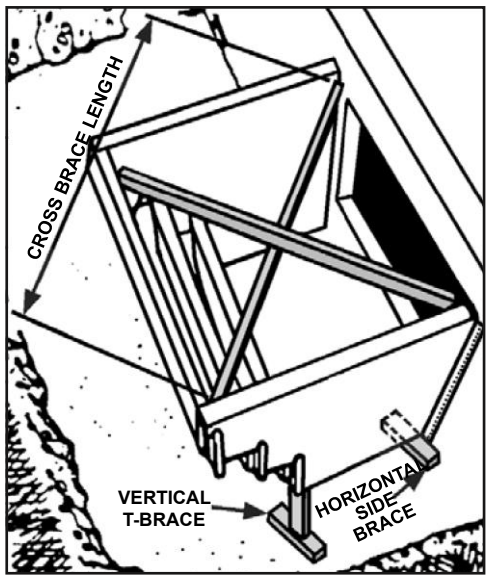


Figure 4



step slots over the panel tabs until the step “snaps” into place (see Figure 3). Use (2) 2-1/2” long plated deck screws (four per step panel) to cross-pin the steps to the side panels at each step/side panel connection (see Figure 4) (**Note:** Screws not supplied with window well). Reference the pre-marked locations for cross pinning. This will ensure that the step will not detach during backfilling.

STEP 5 Assembly Bracing:

In addition to the horizontal side bracing mentioned in STEP 3, vertical bracing must be provided to prevent the well from pulling away from the foundation during backfilling. Use (2) wood T-braces measured to fit vertically from firm soil at the bottom of the excavated opening to where the bottom step attaches to the side panels (see figure 5).

In order for the optional cover to fit, the ScapeWEL window well must be installed within a one inch (1”) overall tolerance. Proper cross bracing prior to backfilling will ensure that the well will be square. Using a 2 x 4 as a guide, add both diagonal measurements and divide by two to obtain the desired diagonal brace length. After cutting the first diagonal brace and placing it above the second step, recheck the second diagonal for length before cutting. The two 2 x 4 cross braces must be the same length. Place the second diagonal brace on top of the first (see Figure 5). (**NOTE:** Braces not supplied with window well, use 2 x 4 or 2

x 6 lumber.)

STEP 6 Backfilling:

If sandy soil exists, line the opening with a permanent barrier (such as house wrap) to restrict sand from washing into rock. **FAILURE TO PROPERLY BACKFILL WILL VOID WARRANTY**

OUTSIDE of Well: Backfill evenly by hand on all sides as the hole is filled in; Do not do one side at a time. Always use 3/4” clean free-draining rock or A6 stone completely around the well at least 12” in width to isolate the well from the earth. Fill area to within 4” of top step panel. This will keep window well movement to a minimum during cold weather freeze/thaw conditions and settling soil. Do not use expansive soils, frozen soils, material that has debris, or organic material.

INSIDE of Well: Place the free-draining rock in the bottom of the well to within 1” of the window sill as described in Step 1 (Sub-drainage). Make sure that the free draining rock fills the space directly under the side panels to the bottom of the excavation to provide additional support. Do not settle material around the well with water. Place planting soil or free draining rock between steps by hand. Note: Sides and steps are provided with a slight curvature that may straighten after backfilling which is normal and acceptable.

General Care and Maintenance:

The exposed surfaces can be cleaned with a mild nonabrasive cleaner and potable water. Follow manufacturer’s limitations noted on the cleaner to make sure that polyethylene is an acceptable surface. ScapeWEL window wells are finished building products and must be

protected from damage during the remaining construction process. All construction equipment must be kept 2 feet away from the well during construction.

Window Well Models:

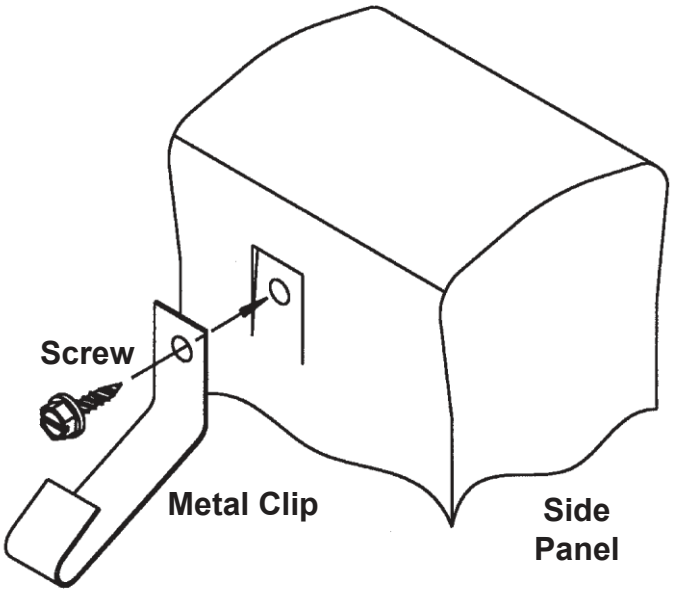
Figure 5

Model	No. of Tiers	Inside Width	Projection From Foundation	Height* of Side Panels		Extension Model No.	Maximum Width of Opening		Optional Cover Models	
				Standard	With Extension		Wall Mount	Buck Mount	Dome	Metal Grate
4048-42	2	42”	41”	48”	X	X	42”	38”	4042C	CG1
4048-54	2	54”	41”	48”	X	X	54”	50”	4054C	CG2
4048-66	2	66”	41”	48”	X	X	66”	62”	4066C	CG3
4862-42	3	42”	49”	62”	81”	3019-42	42”	38”	4842C	CG4
4862-54	3	54”	49”	62”	81”	3019-54	54”	50”	4854C	CG5
4862-66	3	66”	49”	62”	81”	3019-66	66”	62”	4866C	CG6

*** Side panels must extend 4” above grade level and 3-1/2” below the window sill**

Attachment Instructions for SCAPE**WEL**® Cover Clips

Six (6) metal clips with 1/2” screws are provided. Indents are molded into the outside top of each side panel for clip attachment. Attach Clips as follows:



1 Using a 3/32” size drill bit, pre-drill a hole at each indent location. Position the clip in the indent as shown to mark the hole location.

2 Attach clips as shown.

3 “SNAP” the clips ends over the lip of the Cover.

For Emergency Egress: Place both hands in the center of cover and push up and away from the house. Make sure everyone in the household understands how the cover is removed.