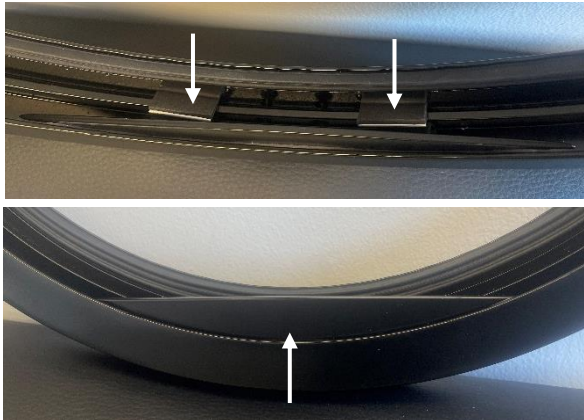


Clip – In Double Glazed Porthole Upgrade Instructions

1.	The picture shows an existing full hopper porthole frame. Unlock the window and lift out the existing single glazed glass pane from the unit.	
2.	Remove the two clips and the plate from the rear channel in the existing frame. (This is taped in with Double Sided tape)	
3.	Fit the supplied felt into the rear channel of the frame ensuring the drain holes are not obstructed.	
4.	Temporarily place the new double-glazed unit into the rear channel of the frame on top of the felt. Place a retainer on the outer frame to line up with the locks on the new unit. Ensure there is clearance between the two. Operate the lock to make sure it engages with the retainer.	

5.	Remove the new double-glazed unit from the frame. Holding the retainer in the finished position, mark the outer frame through the screw holes in the retainer. Using a 3mm metal drill bit, drill carefully the marked holes through the first section layer only. <i>Top Tip – Use masking tape around the hole mark to prevent slippage and scratching.</i> Fit the retainer with the screws provided.	
6.	The picture shows the finished product.	