

Snapp! It's installed!

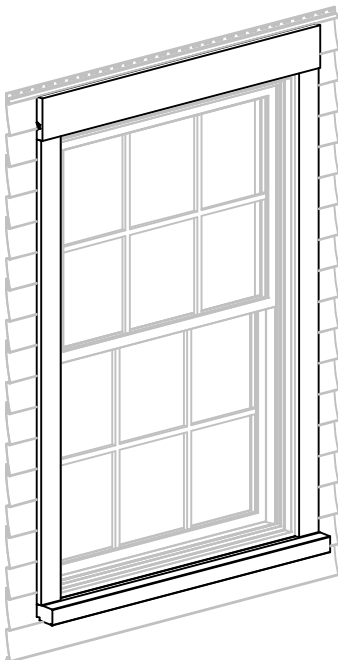
## Assembly & Installation Guide for PVC Surround Trim for Windows and Doors

### ► Existing Construction (Vinyl and Aluminum Applications)

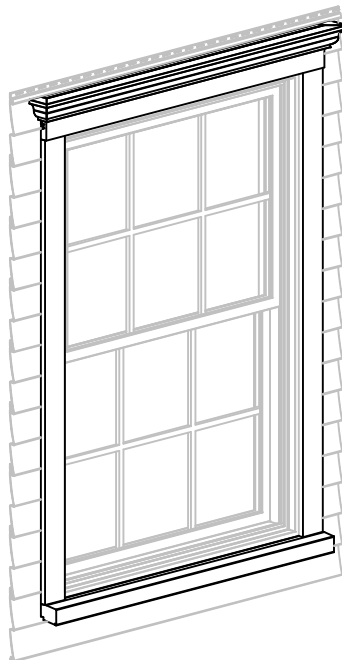
PVC window surround trim coupled with SNAPP-N-LOC fastening technology will make your installation a "SNAPP"!

**This manual includes instructions for installing the following options:**

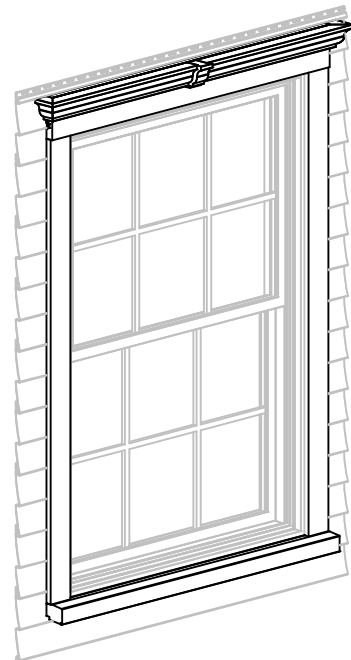
- No Crown Option
- Crown Only Option
- Crown & Key Option



**Window Surround**  
With No Crown



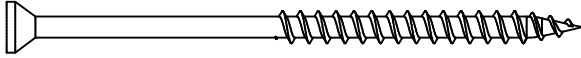
**Window Surround**  
With Crown Only



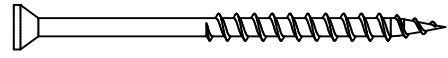
**Window Surround**  
With Crown & Key

## **Fasteners Required For Window Surround Installation**

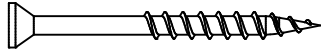
(If you ordered a pre-cut or standard package, screws are included)



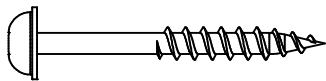
**3" SS Trim Screw**  
For Fastening Sill Trim



**2-1/4" SS Trim Screw**  
For Fastening J-Flange LancelLoc



**1-5/8" SS Trim Screw**  
For Fastening Crown (If Used)

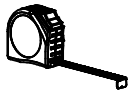


**1-1/2" SS Pocket Screw**  
For Fastening Head Trim

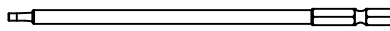


**PVC Glue (Optional)**

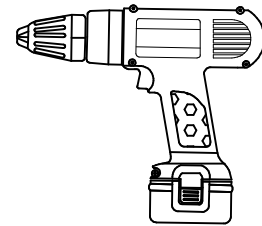
## **Tools Required For Window Surround Installation**



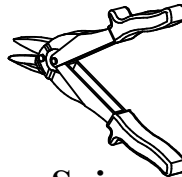
**Tape Measure**



**6" Square Drive Bit #2 Size**  
For Driving Angled Pocket Screws



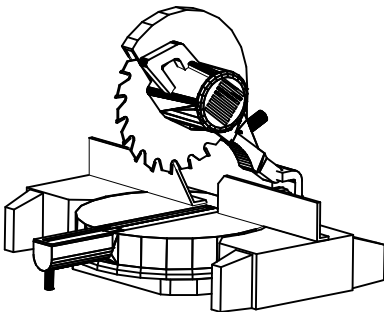
**Drill**



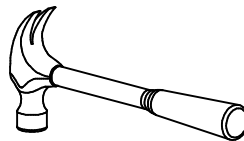
**Snips**

Other useful tools:

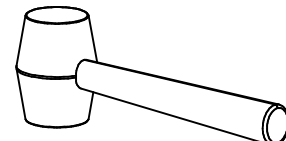
- ▶ Utility Knife
- ▶ Trim Saw
- ▶ Dremel



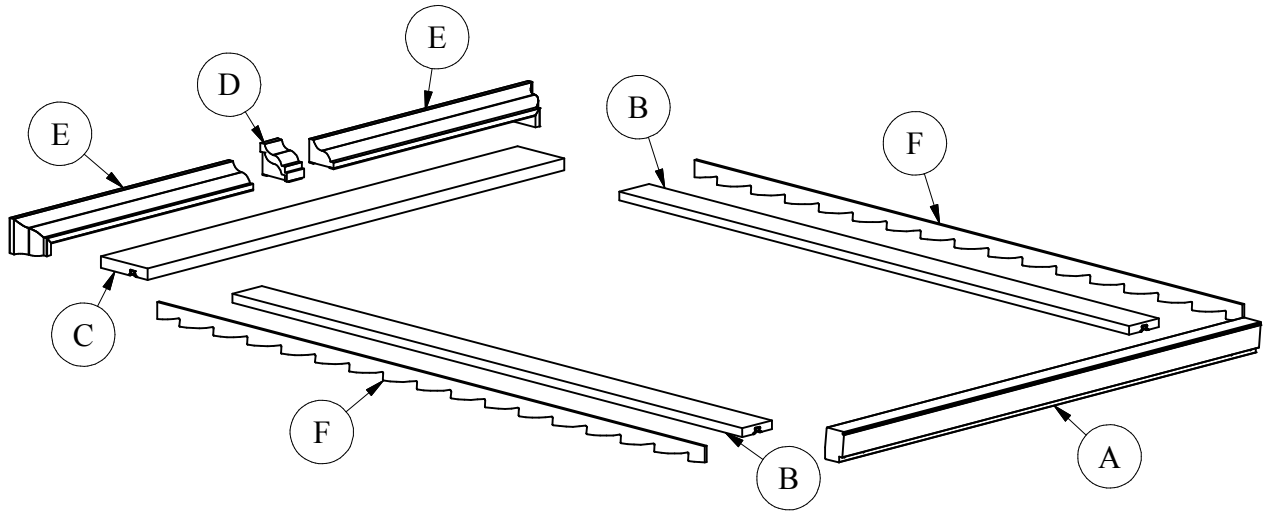
**Chop Saw**



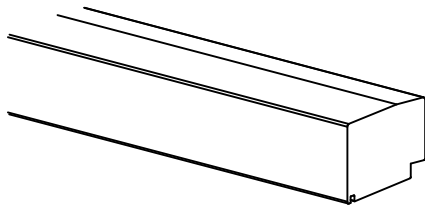
**Hammer**



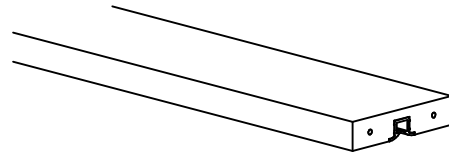
**Rubber Mallet**



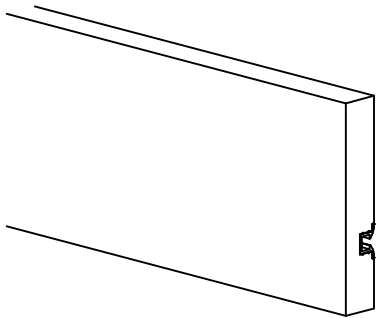
**Window Surround Components**



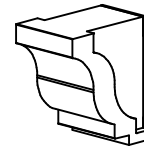
**Sill Trim** (A)



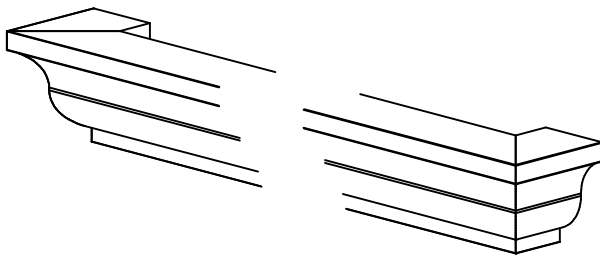
**Side Trim (2)** (B)  
With SNAPPSOCKET Pre-Installed



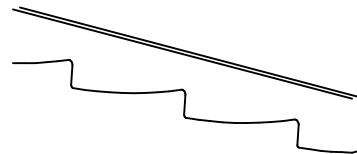
**Head Trim** (C)  
With SNAPPSOCKET Pre-Installed



**Crown Key** (D)  
(Optional)



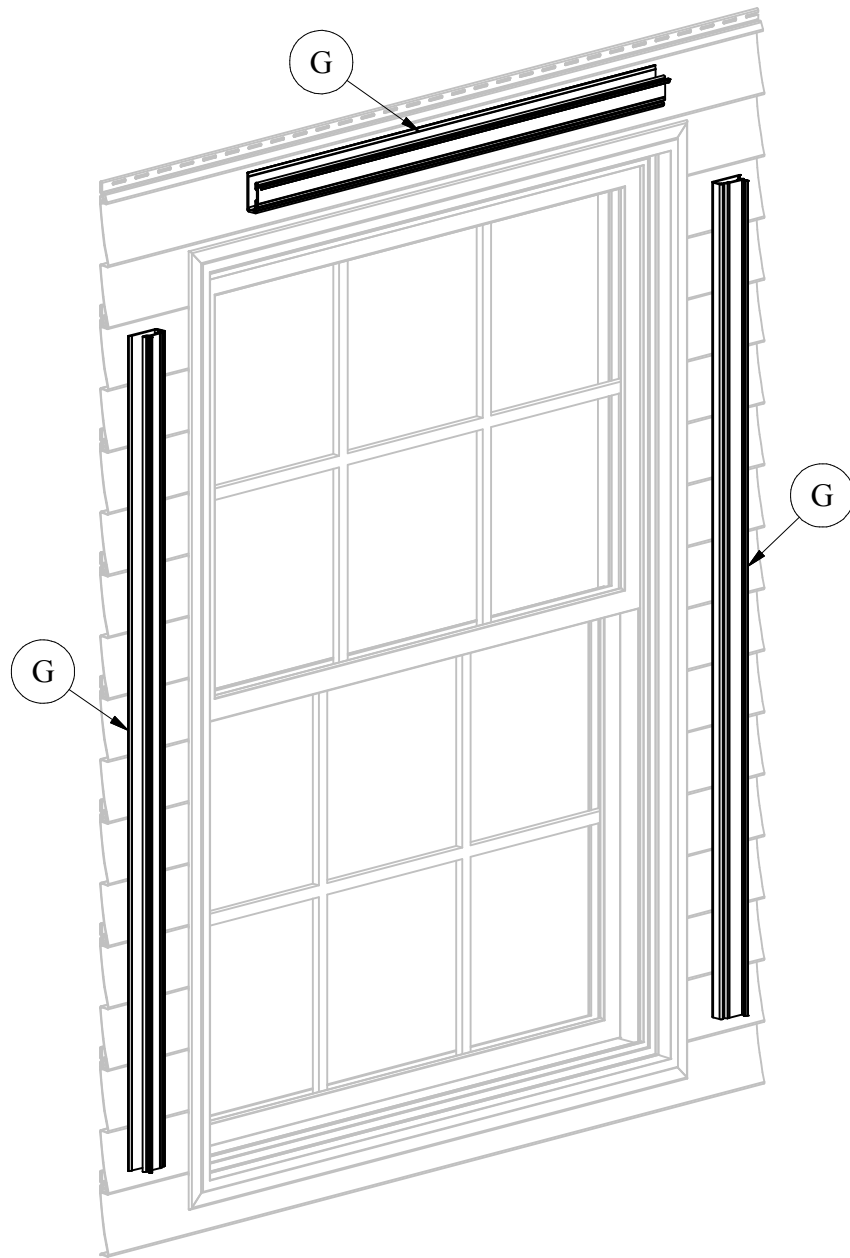
**Crown With Returns** (E)  
(Optional)



**Siding Fillet (1Rt & 1Lft)** (F)  
(Optional, ordered as a set)  
Verify siding style at time of ordering

Matched to standard siding profiles:

- ▶ 4-1/2" & 5-1/2" Traditional
- ▶ 4-1/2" & 5-1/2" Dutch Lap
- ▶ 6" Fibrous & Composite
- ▶ 6" Hardie



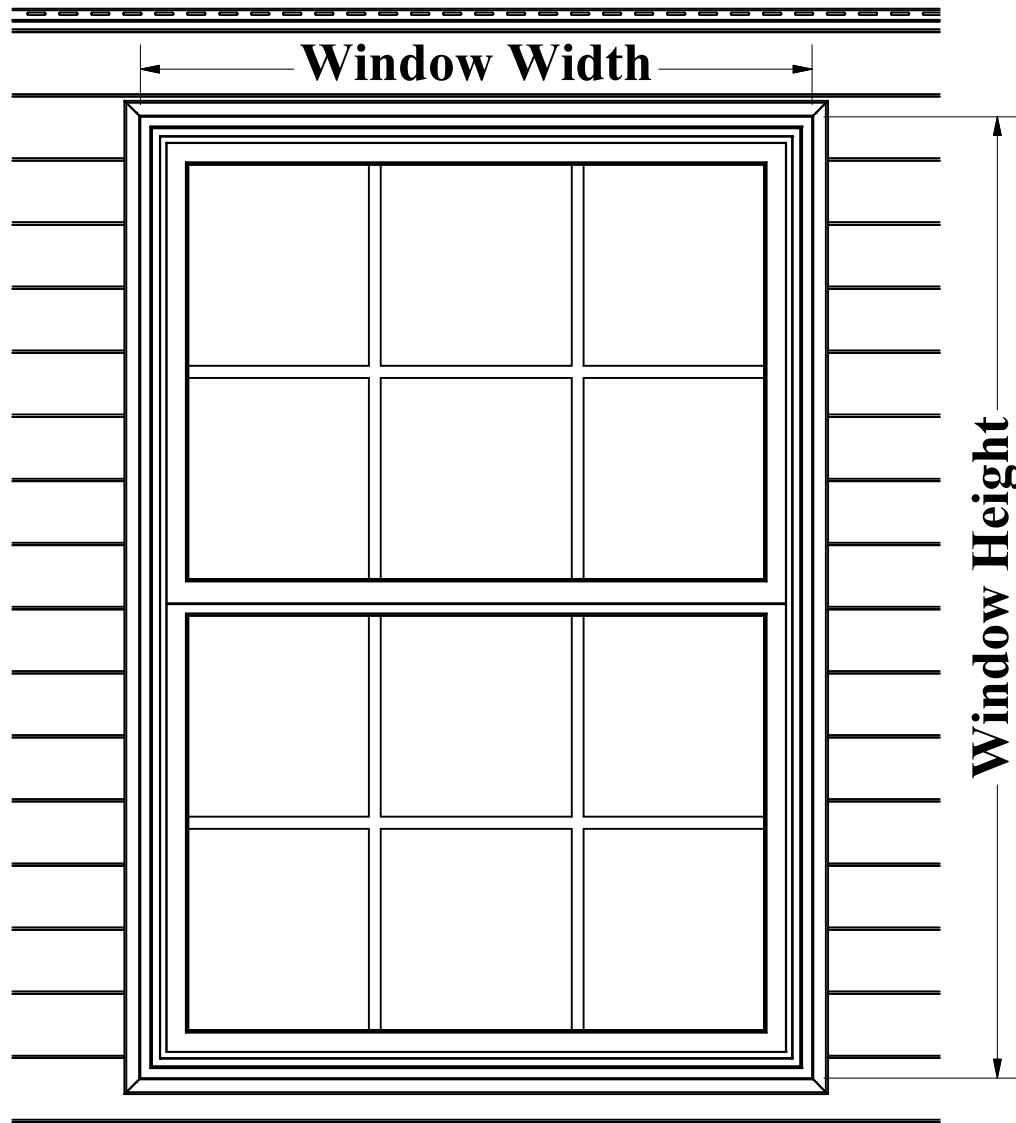
**Mounting Component**

**NOTE:**  
J-Flange Lanceloc  
can be Installed on:

- ▶ Existing Vinyl  
Siding



**J- Flange Lanceloc** (G)



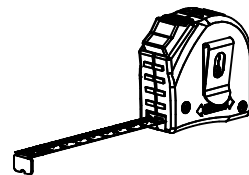
### Existing Construction Window

**NOTE:**  
If installing the pre-cut trim package, skip to page 5.

## Measure Window

- Measure the width & height of the window.
- Write down measurements for future reference.

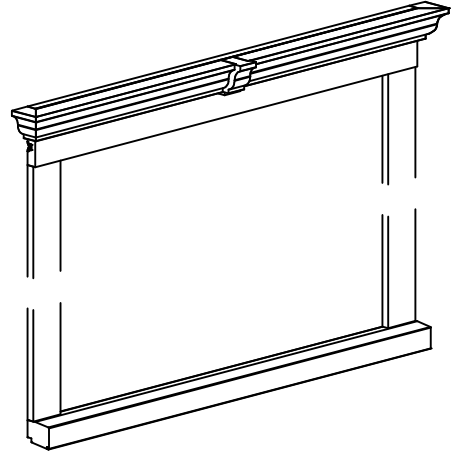
**NOTE:** Measure outermost point of window frame (NOT Existing J-Channel) at multiple places to insure largest dimension for cutting trim pieces.



## **Window Surround Options**

### **Crown With Key Option:**

- ▶ Pre-Cut package, skip to **PAGE 10** to begin assembly
- ▶ Standard package, skip to **PAGE 6** to begin cutting
- ▶ Linear package, skip to **PAGE 6** to begin cutting

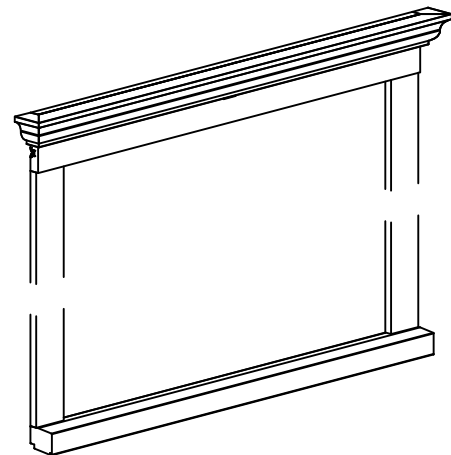


**Window Surround**  
With Crown & Key

### **Crown Only Option:**

(Available with pre-cut package only)

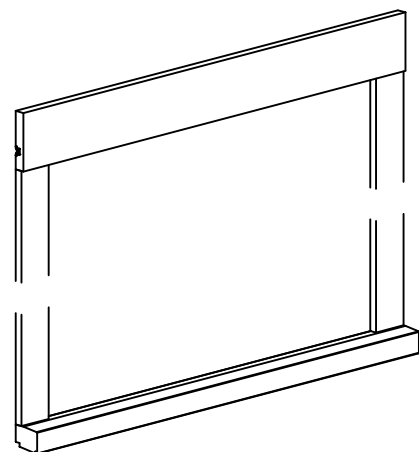
- ▶ Pre-Cut package, skip to **PAGE 12** to begin assembly



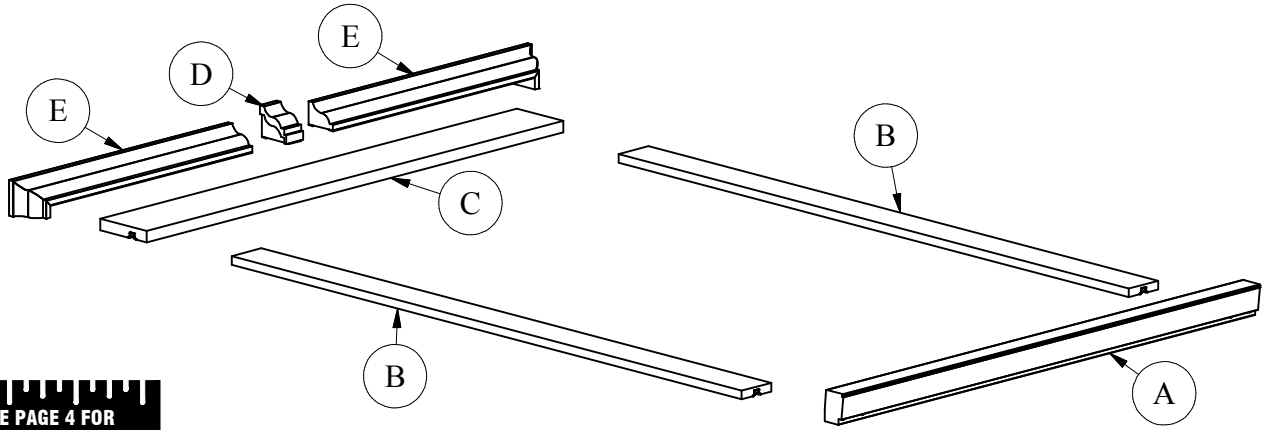
**Window Surround**  
With Crown Only

### **NO Crown Option:**

- ▶ Pre-Cut package, skip to **PAGE 15** to begin assembly
- ▶ Standard package, skip to **PAGE 14** to begin cutting
- ▶ Linear package, skip to **PAGE 14** to begin cutting



**Window Surround**  
No Crown

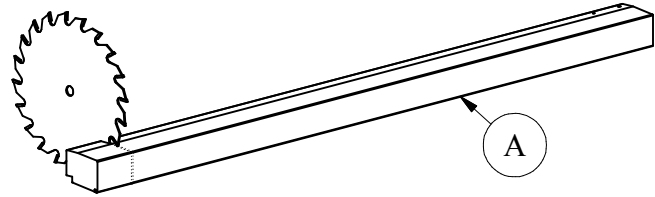


SEE PAGE 4 FOR MEASURING DETAILS

## Instructions for Crown W/Key Option

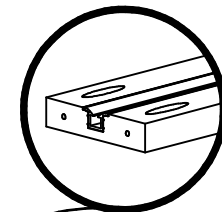
### 1 Cut Sill Trim (1) (A)

- Measure width of window
- Cut Sill Trim 7-1/8" longer than width of window to allow for side trims & extra gap for expansion/contraction

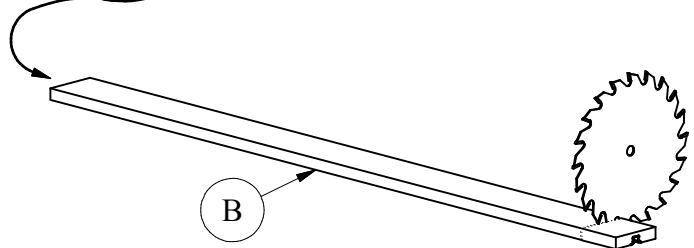


### 2 Cut Side Trim (2) (B)

- Measure height of window
- Cut Side Trim 1/8" longer than height of window to allow for expansion/contraction

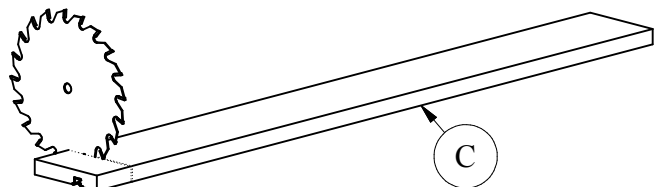


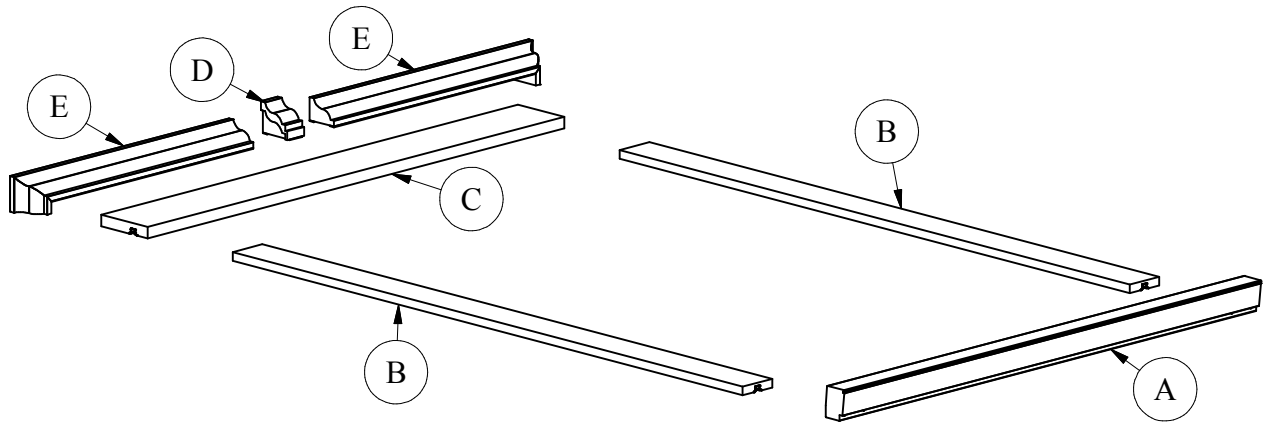
**DO NOT CUT TOP END**  
Contains pre-drilled pocket screw holes



### 3 Cut Head Trim (1) (C)

- Measure width of window
- Cut Head Trim 7-1/8" longer than width of window to allow for side trims & extra gap for expansion/contraction

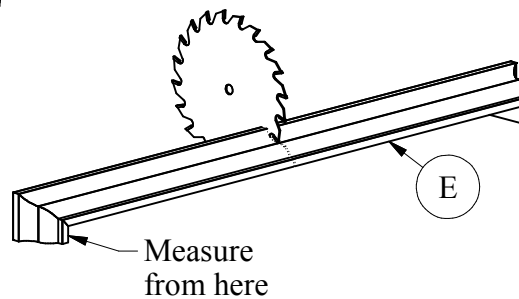




## Instructions for Crown W/Key Option

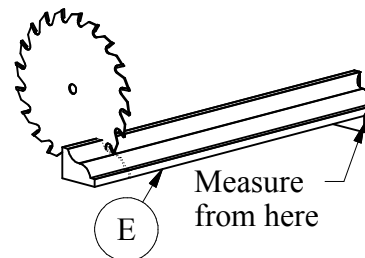
### 4 Cut Crown W/Return (1) (E)

- a. Measure length of Head Trim
- b. Subtract 1-1/2" (For Crown Key)
- c. Divide the remainder by 2
- d. Cut Crown to that measurement
- e. Be sure to measure from inside of the Crown Return



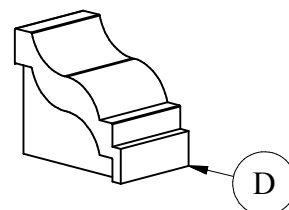
### 5 Cut Crown W/Return (1) (E)

- a. Measure length of Head Trim
- b. Subtract 1-1/2" (For Crown Key)
- c. Divide the remainder by 2
- d. Cut Crown to that measurement
- e. Be sure to measure from inside of the Crown Return

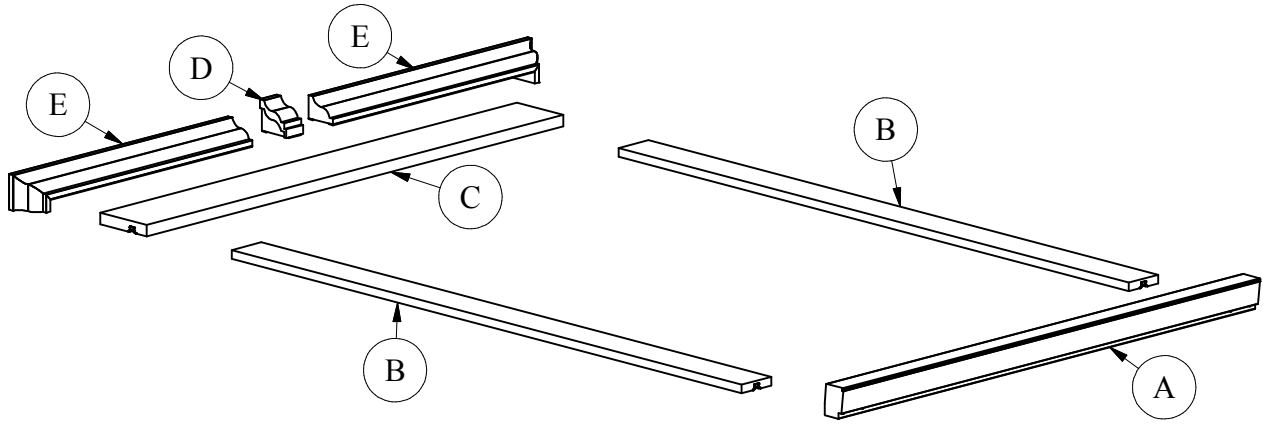


### 6 Crown Key (1) (D)

- a. Crown Key is pre-cut, ready to install







**Instructions for Crown W/Key Option**

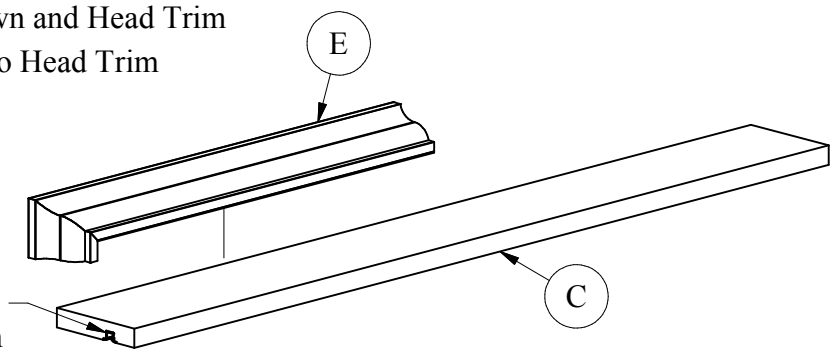
**NOTE:** Before removing tape backing, lay both crown trims on the Head Trim and insure sufficient clearance between crown pieces to allow Crown Key to slide between the two crown ends.

**7 Assemble LH Crown Trim to Head**

- a. Remove backing from tape on Crown
- b. Align top edges of Crown and Head Trim
- c. Firmly press Crown onto Head Trim

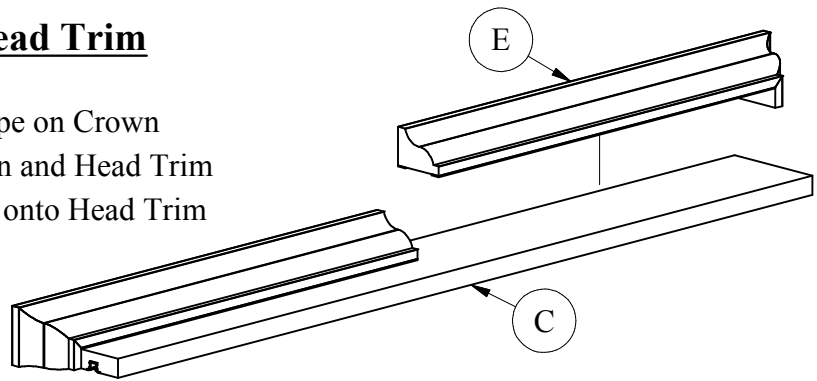


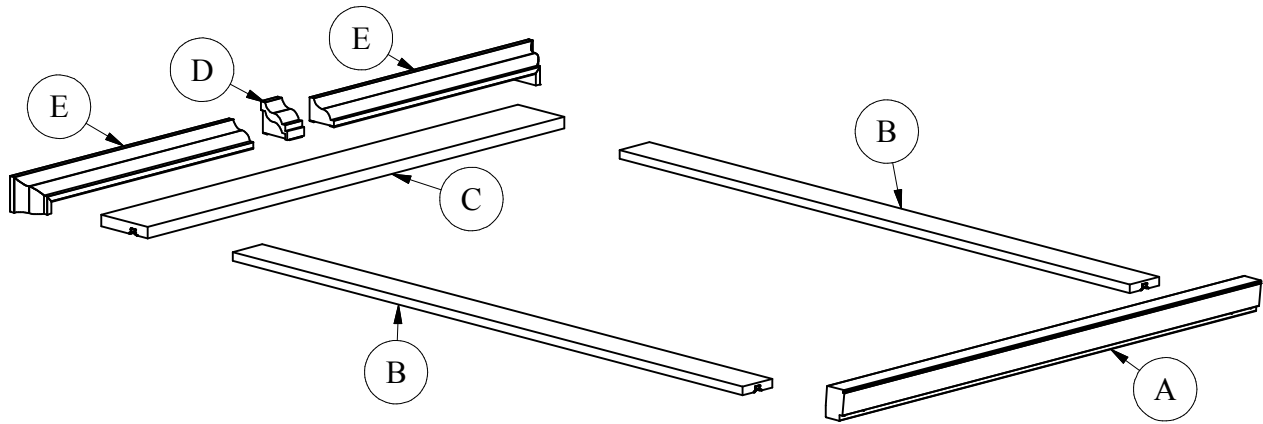
Be sure to position pre-installed SnappSocket below Crown Trim, on bottom side of Head Trim as shown in illustration



**8 Assemble RH Crown to Head Trim**

- a. Remove backing from tape on Crown
- b. Align top edges of Crown and Head Trim
- c. Firmly press Crown Key onto Head Trim

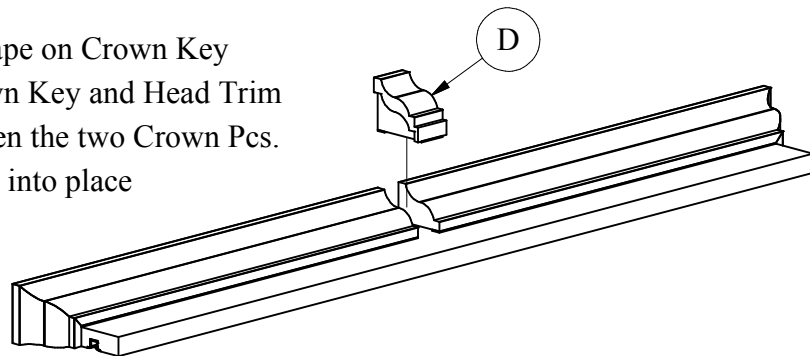




## Instructions for Crown W/Key Option

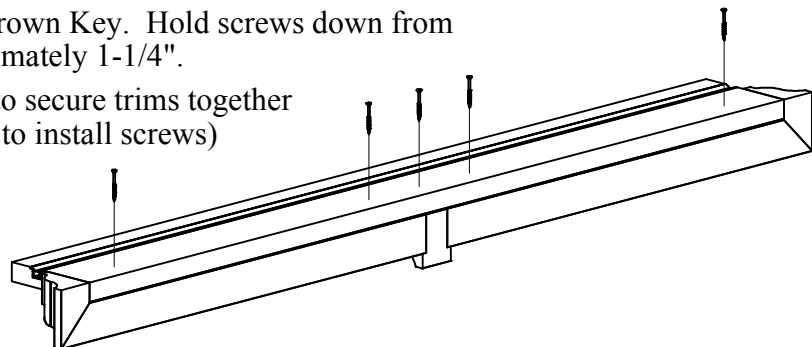
### 9 Assemble Crown Key to Head Trim

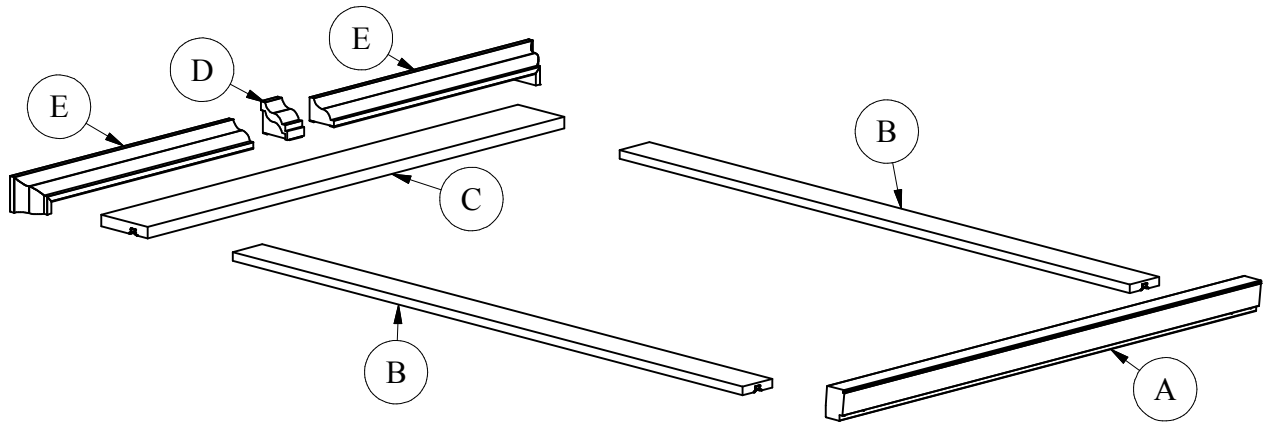
- Remove backing from tape on Crown Key
- Align top edges of Crown Key and Head Trim
- Slide Crown Key between the two Crown Pcs.
- Press Crown Key firmly into place



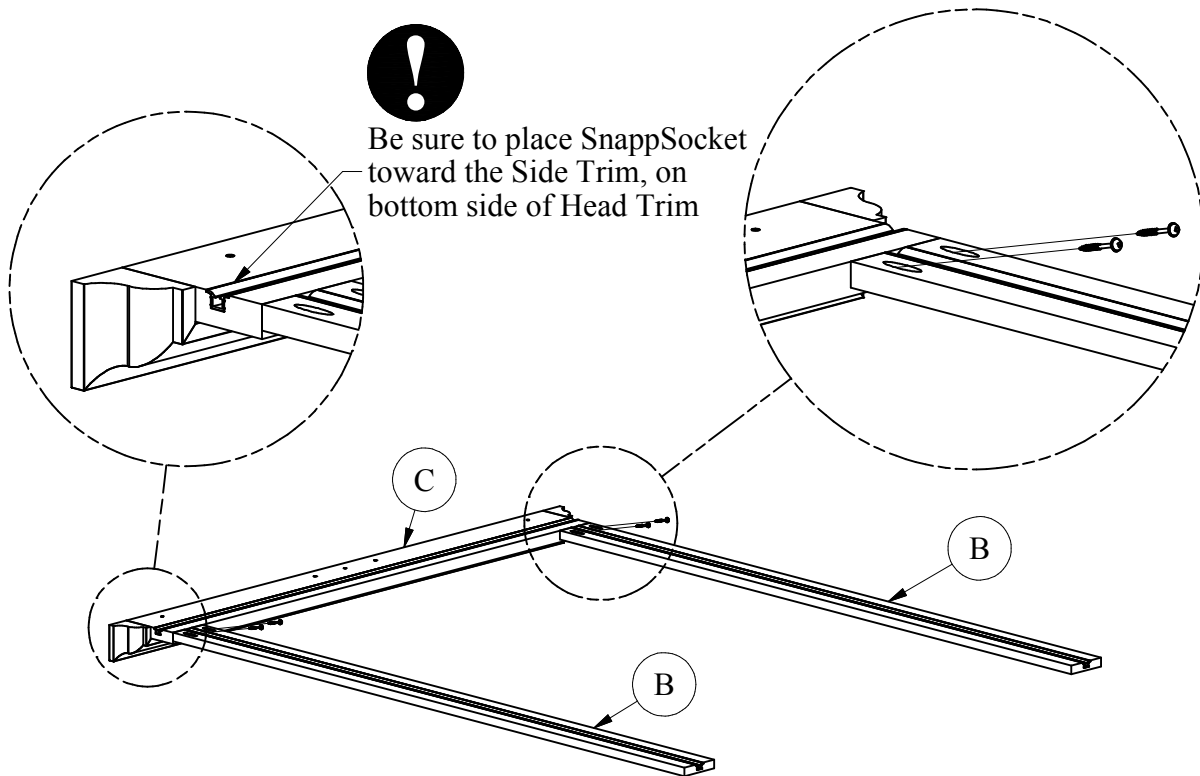
### 10 Screw Crown & Crown Key to Head Trim

- Locate (5) 1-5/8" S.S. trim screws (provided)
- Mark position of screw location on Head Trim with pencil approximately 3" from each end of both Crown Trims and one in the center of the Crown Key. Hold screws down from top of Head Trim approximately 1-1/4".
- Drive screws down tight to secure trims together (Pre-drilling not required to install screws)





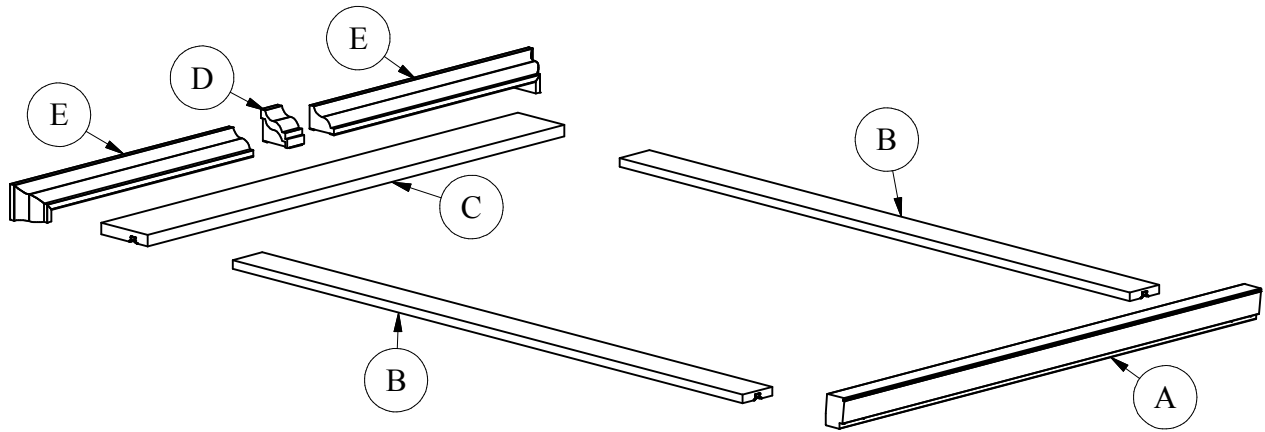
### Instructions for Crown W/Key Option



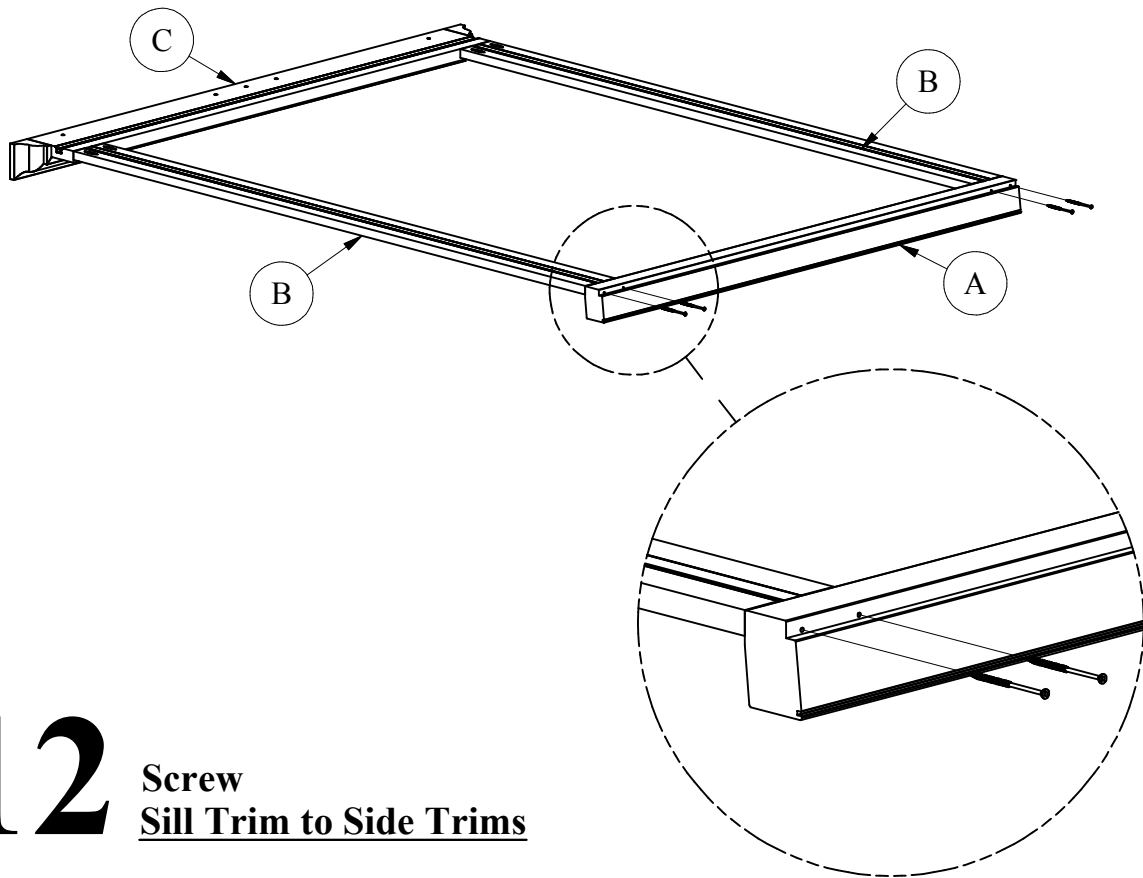
# 11

## Screw Crown/Head Trim to Side Trims

- a. Locate (4) 1-1/2" pocket screws (provided)
- b. Align back & edge of Head Trim & Side Trim
- c. Drive pocket screws into angled, pocket screw holes (provided) on top end of side trims, to secure trims together

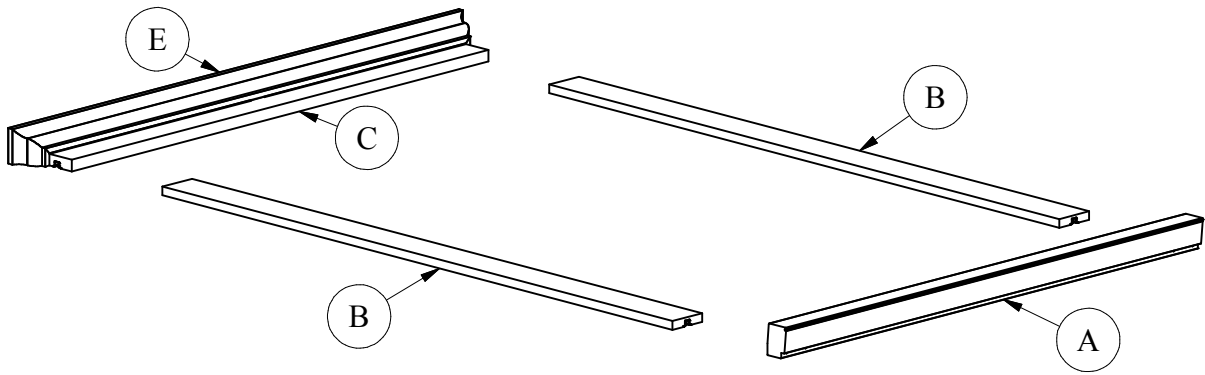


**Instructions for Crown W/Key Option**

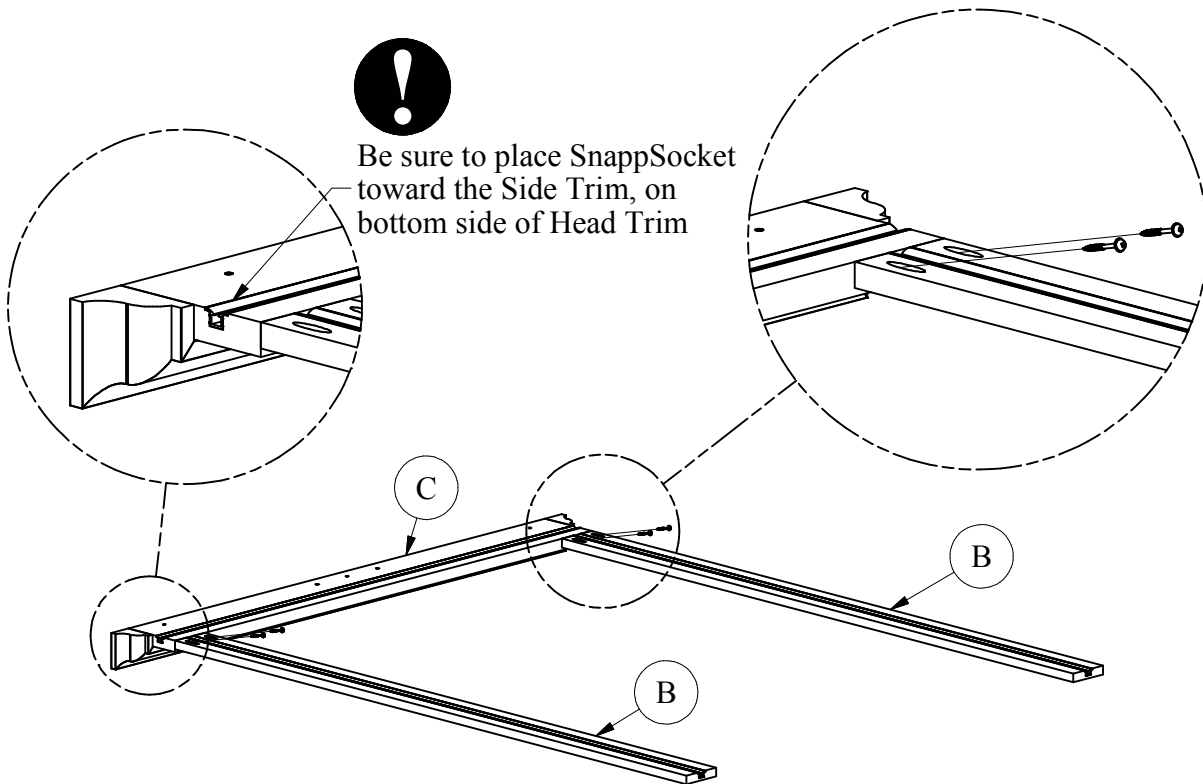


**12** **Screw**  
**Sill Trim to Side Trims**

- a. Locate (4) 3" S.S. trim screws (provided)
- b. Align back & edge of Sill Trim & Side Trim
- c. Drive screws through bottom step of Sill Trim, to secure trims together (pre-drilling recommended to keep screws straight)

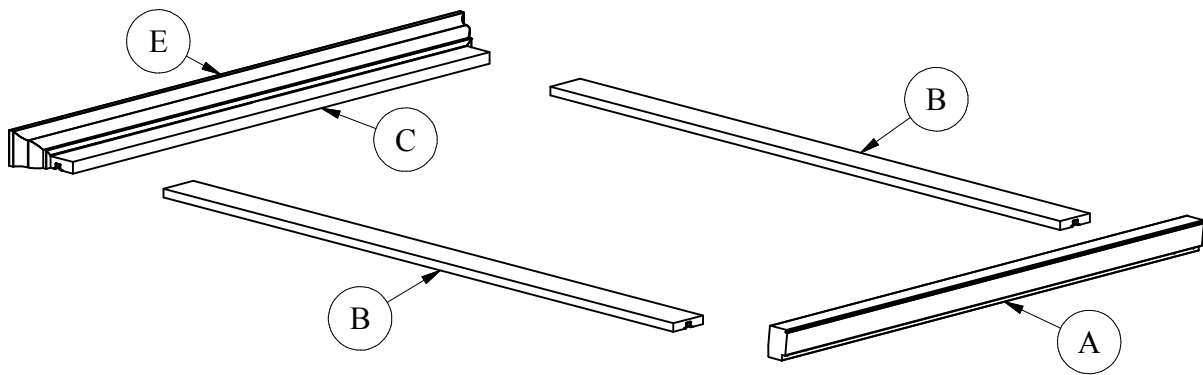


### Instructions for Crown Only Option

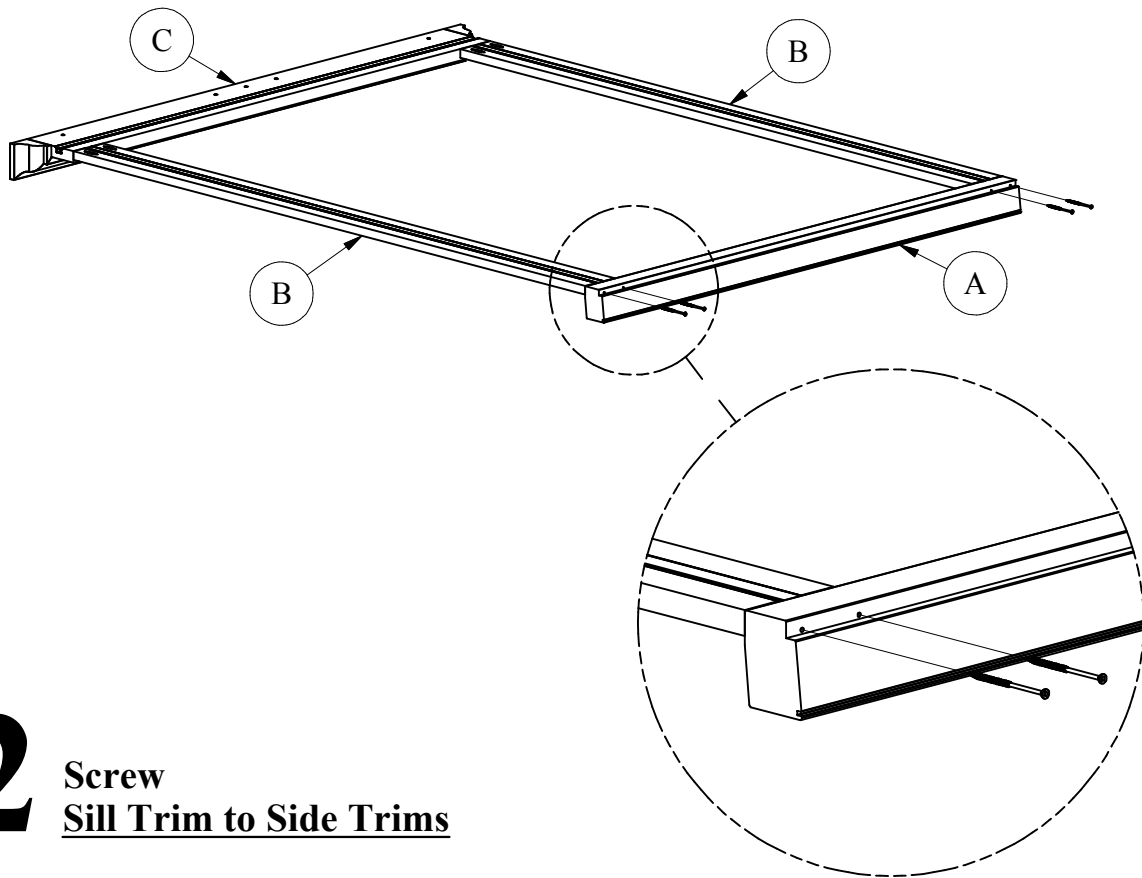


## 1 Screw Crown/Head Trim to Side Trims

- a. Locate (4) 1-1/2" pocket screws (provided)
- b. Align back & edge of Head Trim & Side Trim
- c. Drive pocket screws into angled, pocket screw holes (provided) on top end of side trims, to secure trims together

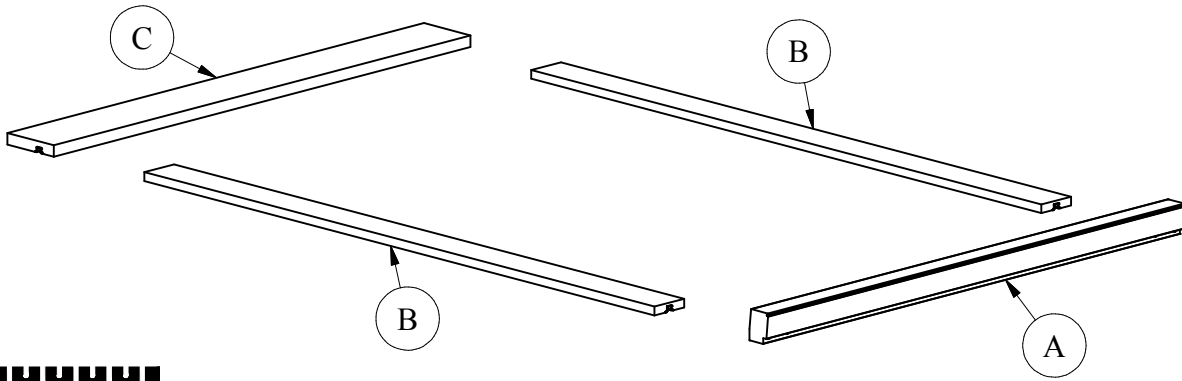


### Instructions for Crown Only Option



## 2 Screw Sill Trim to Side Trims

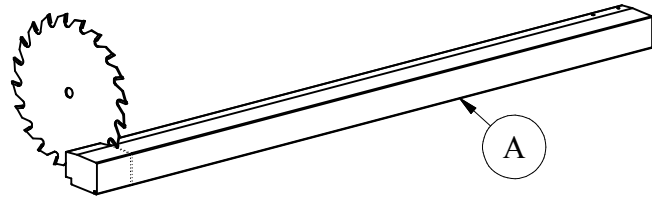
- a. Locate (4) 3" S.S. trim screws (provided)
- b. Align back & edge of Sill Trim & Side Trim
- c. Drive screws through bottom step of Sill Trim, to secure trims together (pre-drilling recommended to keep screws straight)



## Instructions for NO Crown Option

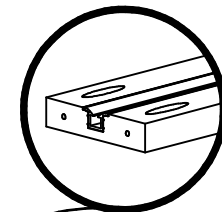
### 1 Cut Sill Trim (1) (A)

- Measure width of window
- Cut Sill Trim 7-1/8" longer than width of window to allow for side trims & extra gap for expansion/contraction

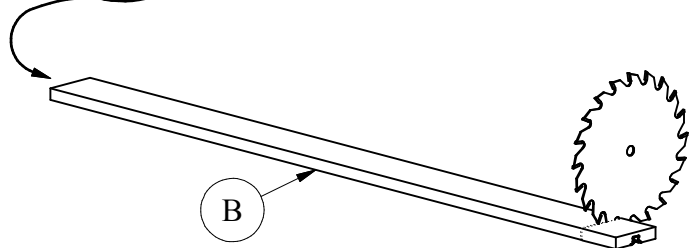


### 2 Cut Side Trim (2) (B)

- Measure height of window
- Cut Side Trim 1/8" longer than height of window to allow for expansion/contraction

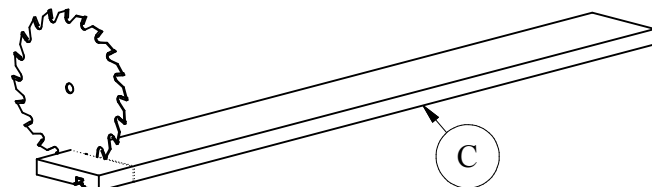


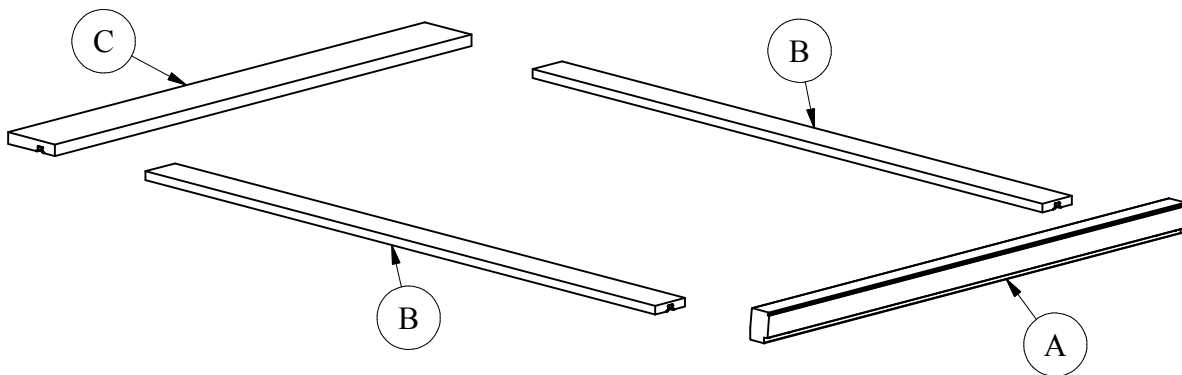
**DO NOT CUT TOP END**  
Contains pre-drilled pocket screw holes



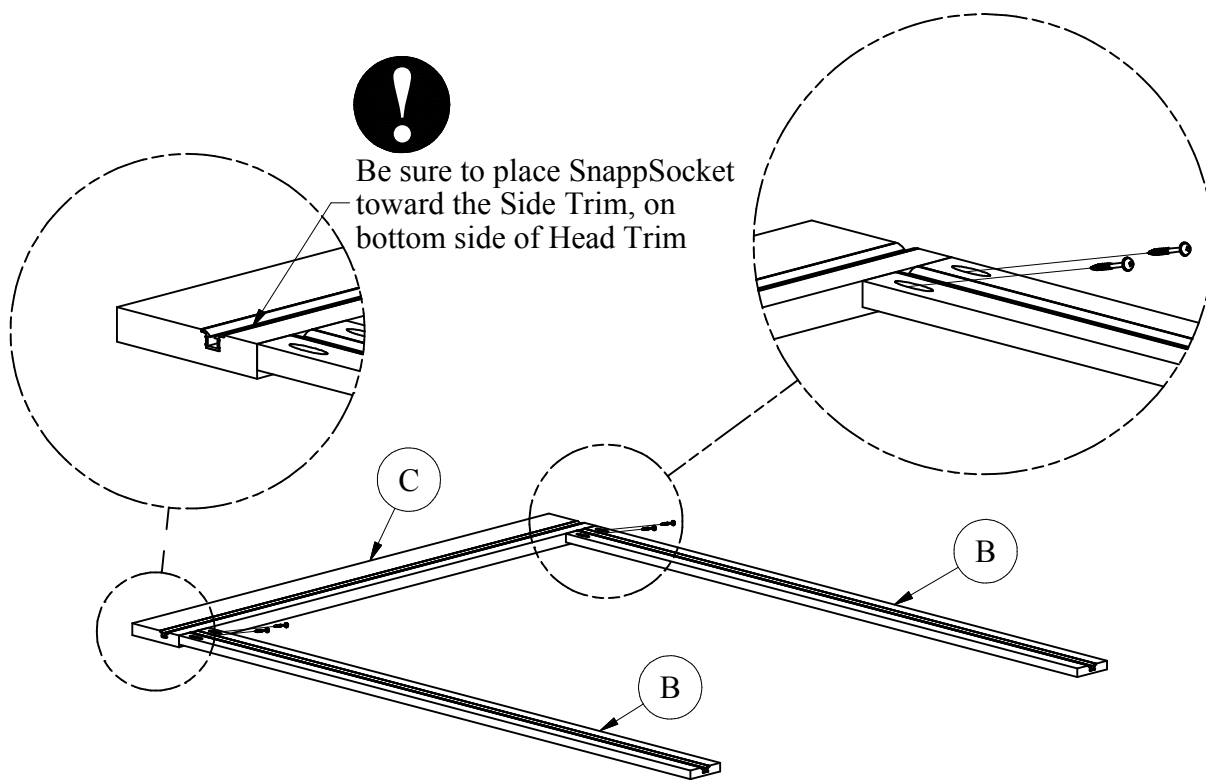
### 3 Cut Head Trim (1) (C)

- Measure width of window
- Cut Head Trim 7-1/8" longer than width of window to allow for side trims & extra gap for expansion/contraction





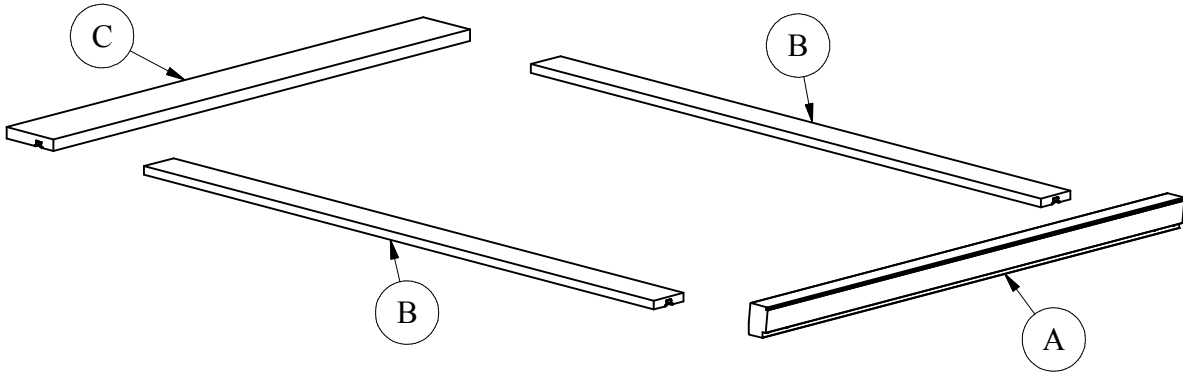
### Instructions for NO Crown Option



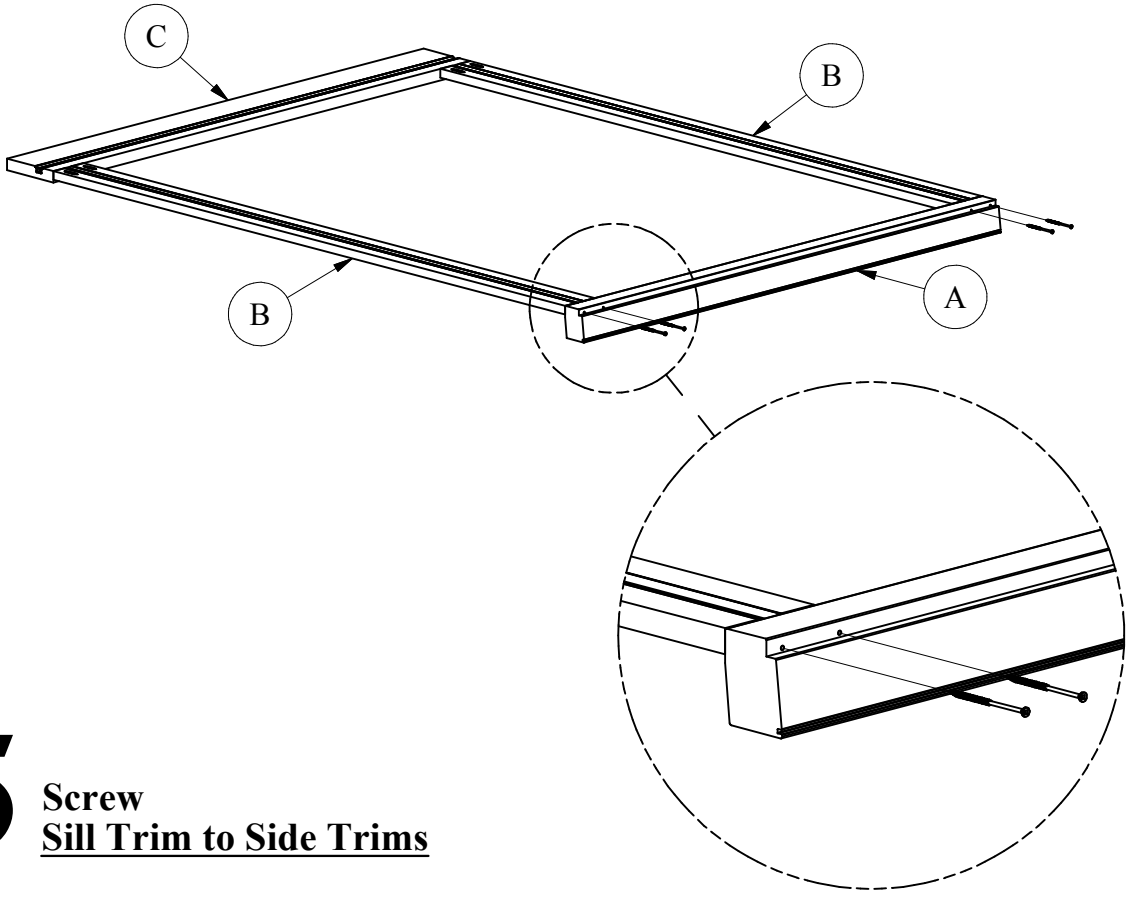
## 4 Screw Head Trim to Side Trims

- Locate (4) 1-1/2" pocket screws (provided)
- Align back & edge of Head Trim & Side Trim
- Drive pocket screws into angled, pocket screw holes (provided) on top end of side trims, to secure trims together



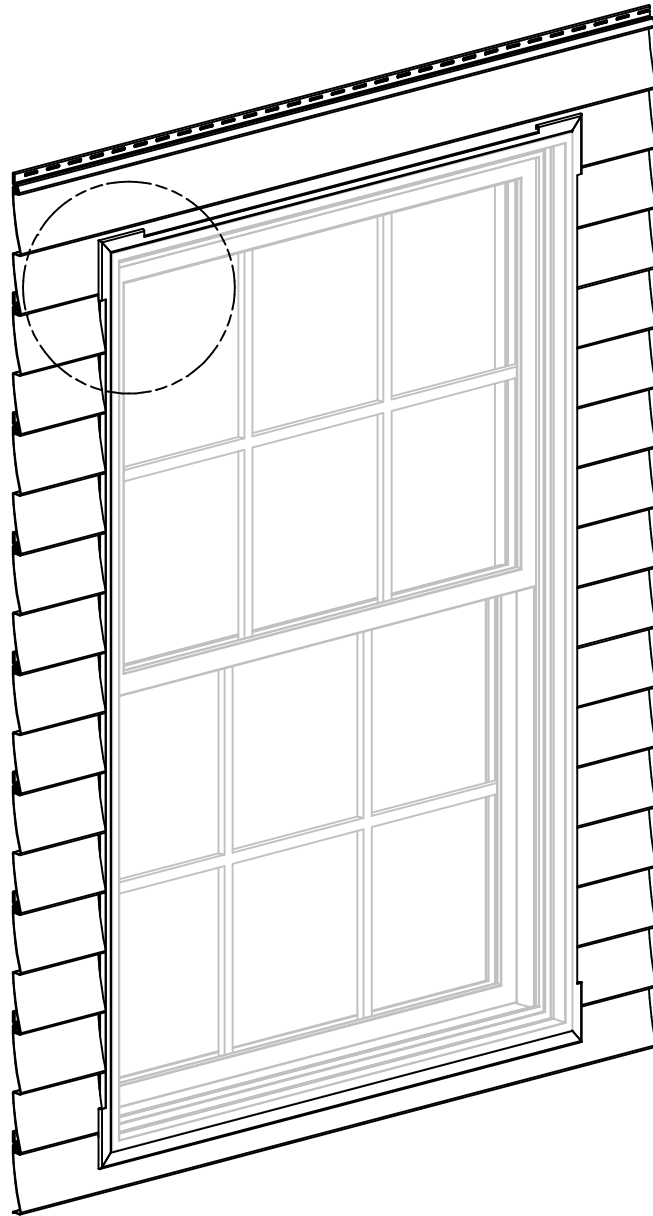


**Instructions for NO Crown Option**



**5** **Screw**  
**Sill Trim to Side Trims**

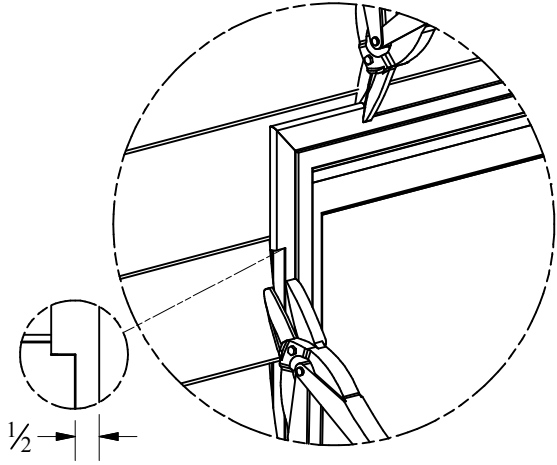
- a. Locate (4) 3" S.S. trim screws (provided)
- b. Align back & edge of Sill Trim & Side Trim
- c. Drive screws through bottom step of Sill Trim, to secure trims together (pre-drilling recommended to keep screws straight)

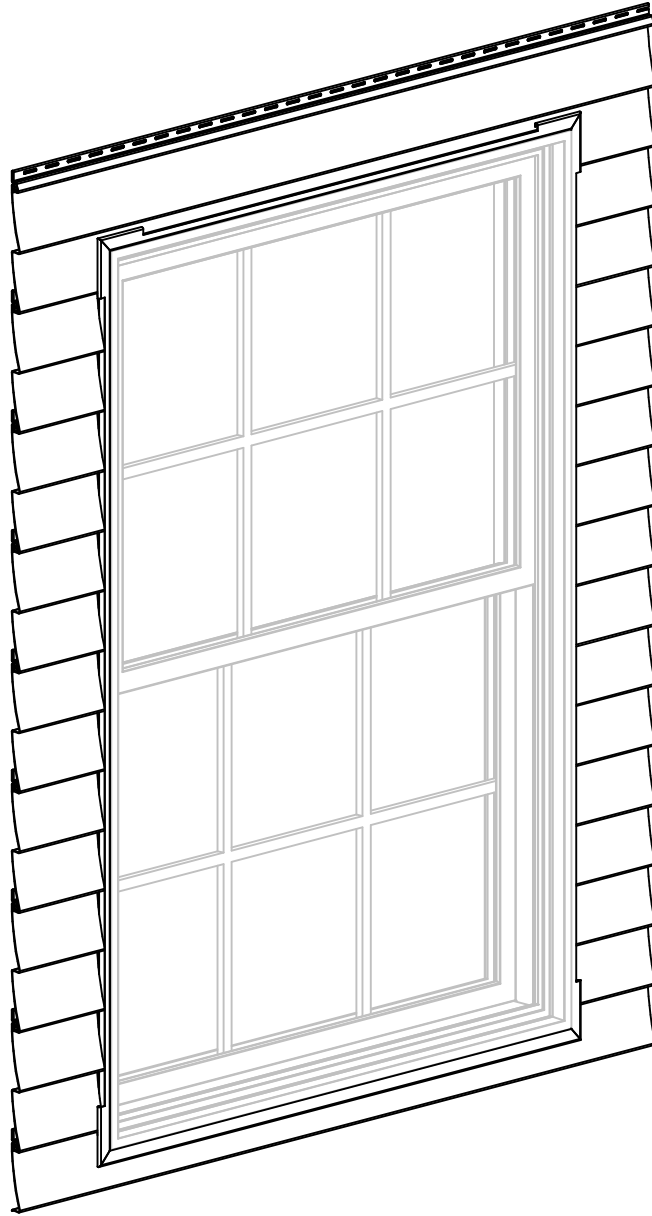


**Instructions for Existing Siding and J-Channel Preparation**

**1** **Cut Existing J-Channel**

- a. Measure and mark J-Channel 3" in from each edge of window frame on top and sides
- b. Measure and mark J-Channel on the face, approximately 1/2" from inner edge of J-Channel
- c. With a utility knife, trim saw or snips, cut and remove portion of J-Channel inside the marks

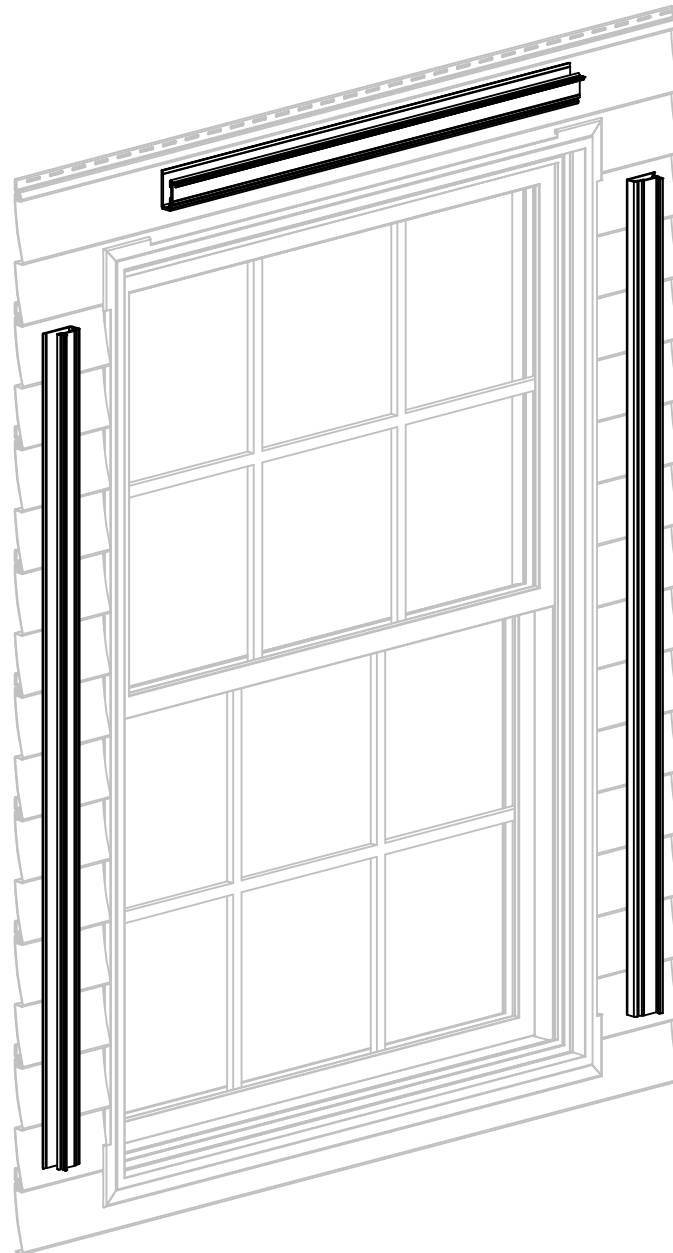




## Instructions for Existing Siding and J-Channel Preparation

### **2** Prepare Existing Siding

- a. With a claw hammer or other pry bar, remove any nails at least 3" back from the ends of the siding, to allow siding to flex while tucking the J-Flange Lanceloc behind siding
- b. Trim back siding within the cut out area of J-Channel, so that there is a 1/2" space at the ends of the siding or even with the trimmed edge of J-Channel



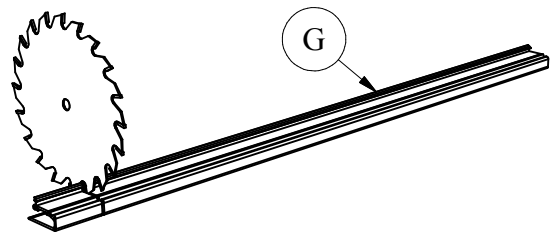
**Note:**  
Not installed position,  
general placement only

SEE PAGE 4 FOR  
MEASURING DETAILS

## Installation of J-Flange Lanceloc

### 1 Cut J-Flange Lanceloc

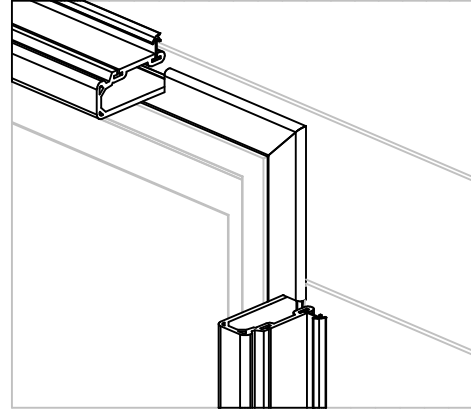
- Measure length of cut outs in top and side J-Channel
- Cut top J-Flange Lanceloc slightly shorter than length of cut out in top J-Channel
- Cut side J-Flange Lanceloc's slightly shorter than length of cut out in side J-Channel
- No Lanceloc Flange required on bottom for sill



## Installation of J-Flange LancetLoc

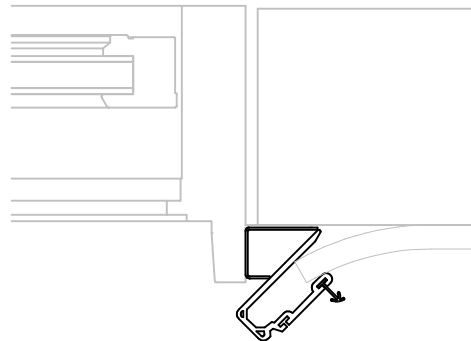
### 2 Install J-Flange LancetLoc

- a. Align top & side J-Flange LancetLoc's with cut-out in J-Channel



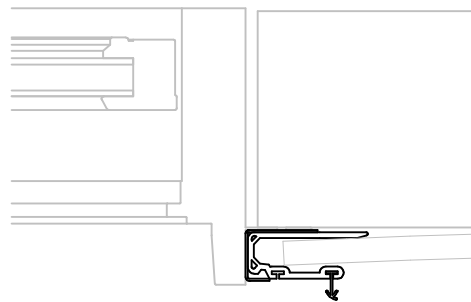
### 3 Install J-Flange LancetLoc

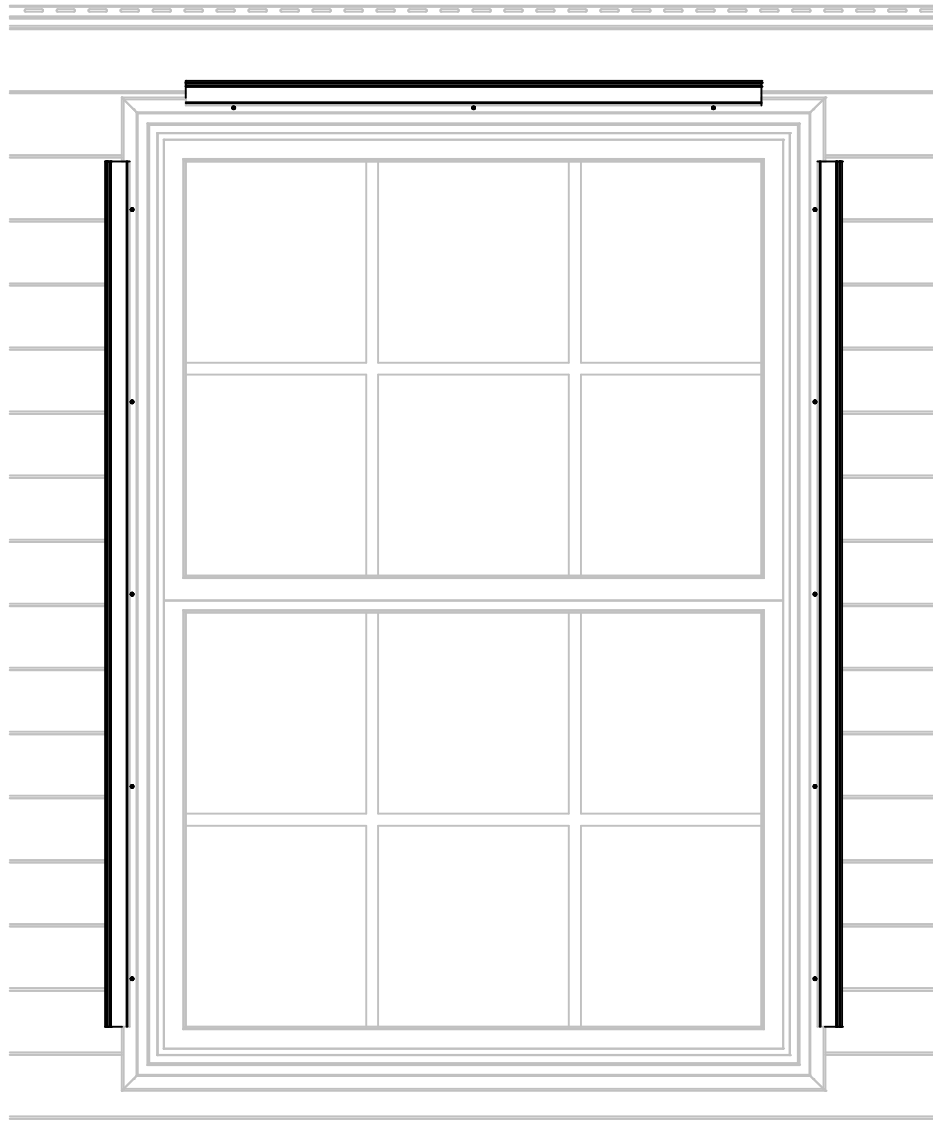
- a. Slide the tapered leg of the J-Flange LancetLoc under the edge of the siding with a rotating motion



### 4 Install J-Flange LancetLoc

- a. Continue sliding the leg of the J-Flange LancetLoc behind the siding until it slips into the J-Channel
- b. Be sure that the J-Flange LancetLoc is seated tightly into the inside of the J-Channel

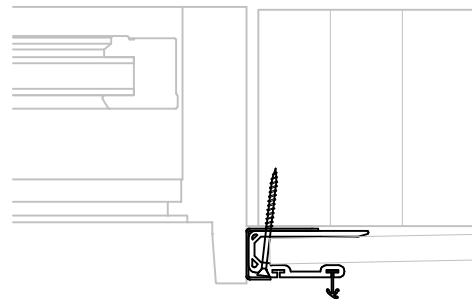




## Installation of J-Flange LancetLoc

### **5** Install J-Flange LancetLoc

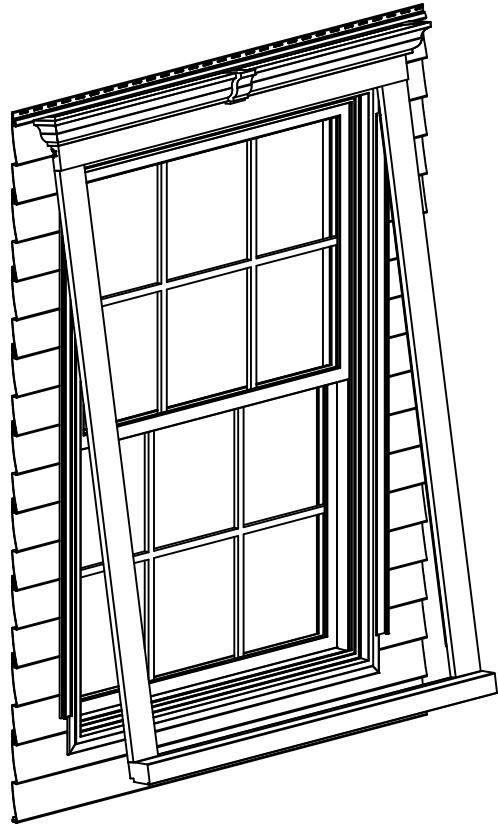
- a. Be sure to hold J-Flange LancetLoc firmly against inside of J-Channel
- b. Screw in place using #6 x 2-1/4" S.S. trim screws (provided) through recessed slot along edge of J-Flange LancetLoc, drive the screws on a slight angle outward in order to screw into the existing framing



## Instructions for Final Surround Installation

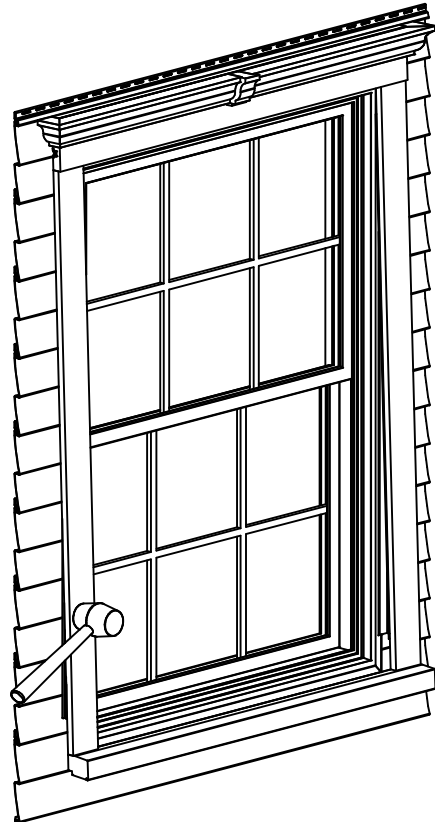
### **1** Install Assembled Surround

- a. Align the top J-Flange LancetLoc with the SnappSocket on the back of Head Trim
- b. Firmly Snapp the Head Trim SnappSocket on to the top LancetLoc Trim



### **2** Install Assembled Surround

- a. Align the side J-Flange LancetLoc's with the SnappSocket on the back of Side Trims (slide surround left or right as needed)
- b. Once everything is aligned, firmly tap the Trim Surround into the J-Flange LancetLoc with a rubber mallet which creates the SNAPP-N-LOC action between the LancetLoc and the SnappSocket
- c. If you ordered the optional Siding Fillet proceed to the next page, otherwise you are finished



## Instructions for Optional Siding Fillet Installation

See page 2 for Siding Fillet options

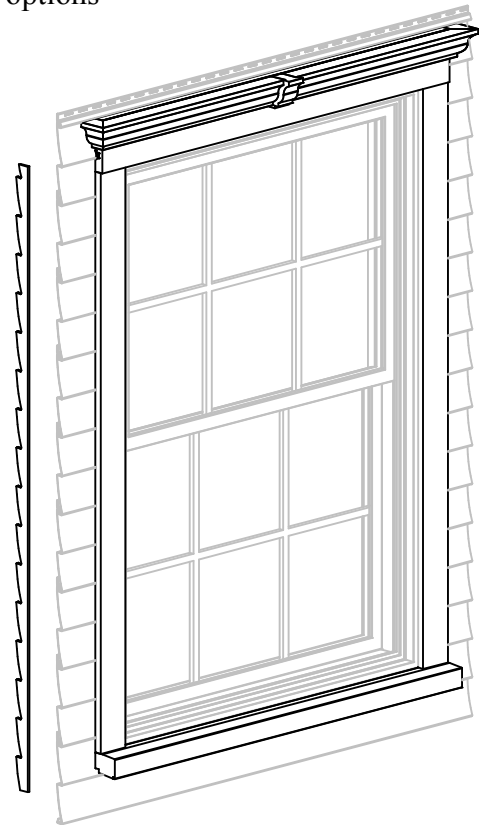
# 1 Cut Siding Fillet

### (Crown Options)

- a. Do not remove tape backing at this time
- b. Align the pre-machined Siding Fillet with the siding by tucking Fillet into profile of siding and holding against surround Side Trim (Rt and Lft)
- c. Mark the Siding Fillet at the bottom edge of Sill Trim and Crown Trim
- d. Cut Siding Fillet on each of the marks

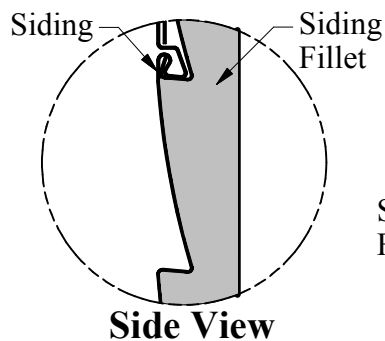
### (No Crown Option)

- a. Do not remove tape backing at this time
- b. Align the pre-machined Siding Fillet with the siding by tucking Fillet into profile of siding and holding against surround Side Trim (Rt and Lft)
- c. Mark the Siding Fillet at the bottom edge of Sill Trim and top edge of Head Trim
- d. Cut Siding Fillet on each of the marks

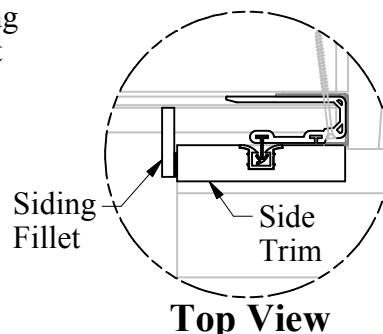


# 2 Install Siding Fillet

- a. Remove backing from tape on Siding Fillet
- b. Align the Siding Fillet with profile of siding and carefully slide Fillet toward surround Side Trim (Rt & Lft) until tape makes contact
- c. Firmly press Fillet onto the Side Trim



**Side View**



**Top View**

