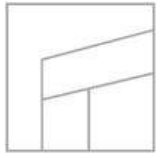




THE BEST AT HOME

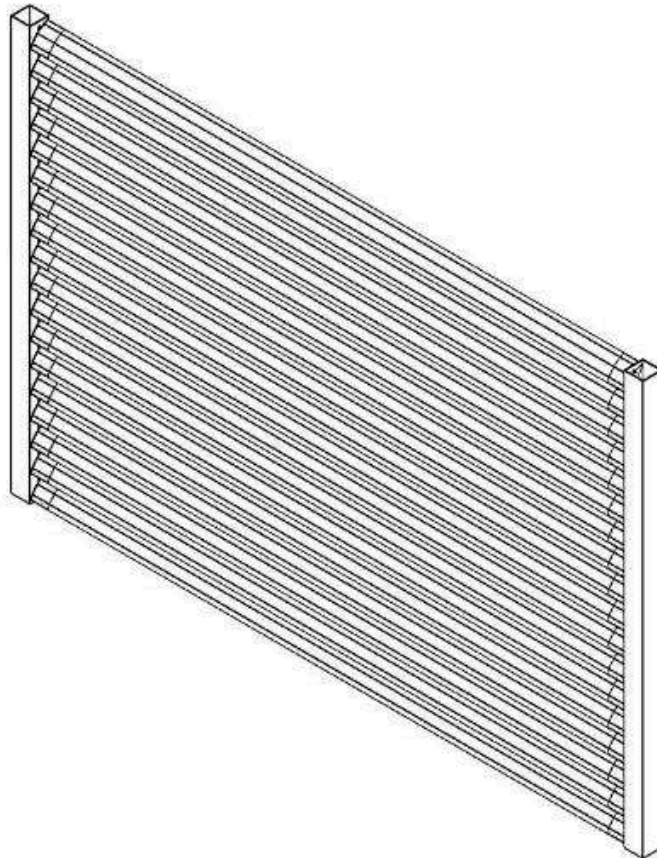
GLASS GARDEN ROOMS



# User manual / Assembly instructions

## Glass Garden Room Louvers

Version: EN – November 2023



[www.glassgardenroom.co.uk](http://www.glassgardenroom.co.uk)

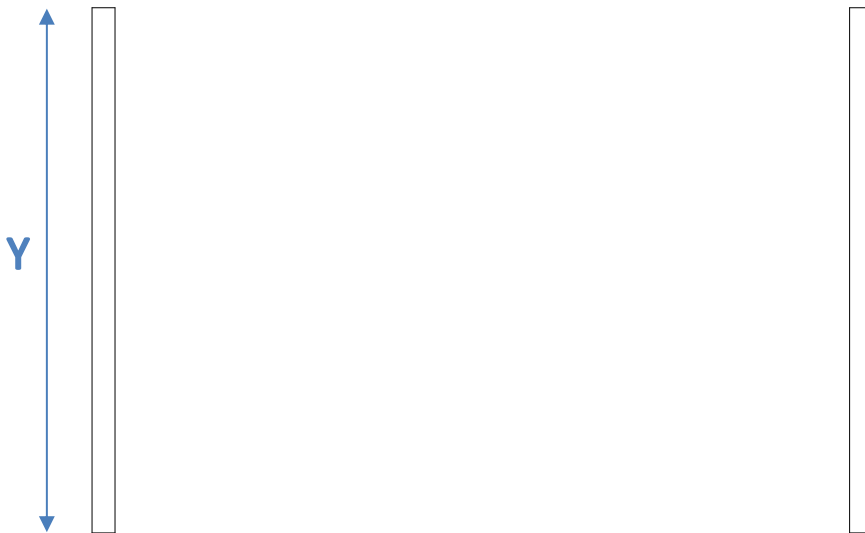


# 1. Fixed louvres

## 1.1. Determining the amount of louvres to be installed (Q)

Before installing the louvres, you must measure the height of the surface (Y) onto which they will be mounted. Follow these steps closely to ensure correct installation.

- a. **Measuring the height:** Measure the height from top to bottom of the surface (Y) onto which the louvres will be installed.

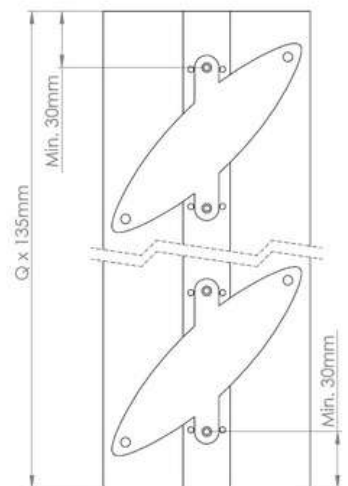


- b. **Calculate the minimum amount of space needed:** Consult the table to determine how many louvres you need to fit into the surface (Y) you measured in **step a**.



Amount of louvres (Q)	Minimum height requirement (Y)
1	135 mm
2	270 mm
3	405 mm
4	540 mm
5	675 mm
6	810 mm
7	945 mm
8	1080 mm
9	1215 mm
10	1350 mm
11	1485 mm
12	1620 mm
13	1755 mm
14	1890 mm
15	2025 mm
16	2160 mm
17	2295 mm
18	2430 mm
19	2565 mm

c. **Creating space:** Make sure you keep at least 30 mm of room in between the lowest screw hole and the bottom side of the surface, as well as 30 mm of room in between of the highest screw hole and the top of the surface. This additional space is needed to correctly mount the louvres and ensure they can function properly.

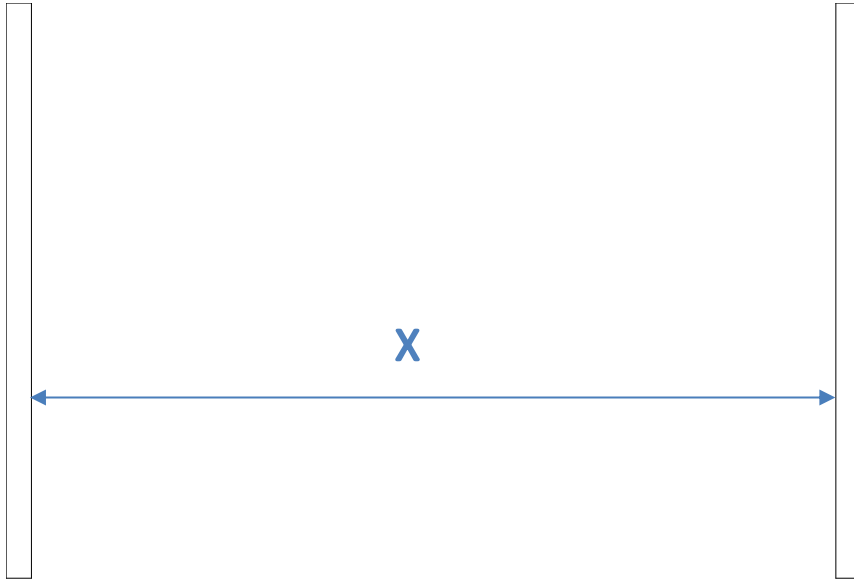




## 1.2. Determining the length of the louvres (L)

To determine the correct length for your louvres, follow the steps below closely.

- a. **Measuring the width in between posts (X):** Measure the width in between the posts, both at the bottom and the top of the desired installation point.



- b. **Note differences (when relevant):** In case there are differences in the width measurement at the top and bottom, you need to keep this in mind during the sawing of the louvres.

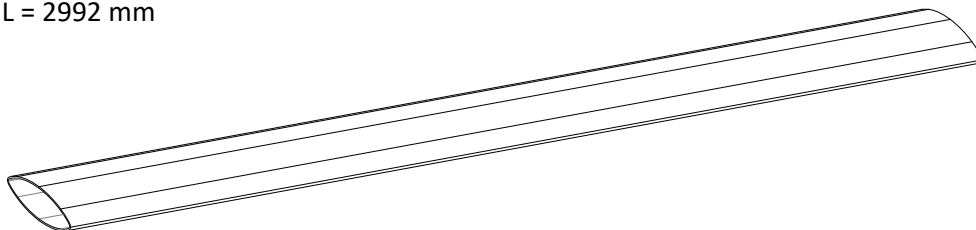
- c. **Calculating the length of the louvres:** The length of the louvres (L) is determined by subtracting 8 mm from the width measurement (X). A clearance of 1 mm on both sides is taken into account.

$$X = 3000 \text{ mm}$$

$$L = 3000 \text{ mm} - 8 \text{ mm}$$

$$L = 2992 \text{ mm}$$

$$L = \frac{X - 8 \text{ mm}}{\text{Max. } \cong 4000 \text{ mm}}$$



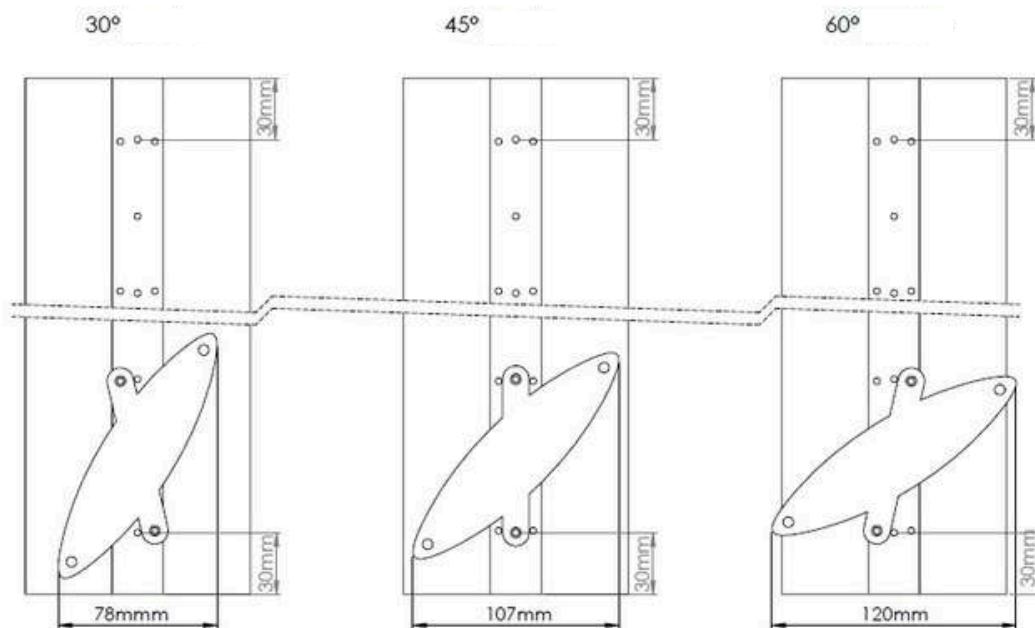
- d. **Shortening the louvres:** Proceed to saw the louvres to the calculated size(s).



### 1.3. Determining the angle in which to mount the louvres and drill holes in the posts.

Follow the instructions closely to determine the angle in which to mount the louvres and drill holes in the posts:

- a. **Placing the drilling jig against the posts:** place the drilling jig against the posts on the location where you want to install the louvres. Use the drilling jig to determine the right angle in which to place the louvres. Make sure the drilling jig is positioned sturdily and correctly. Use a glue clamp, for example.
- b. **Determining the angle:** determine at which angle you want to install the louvres by positioning the drilling jig accordingly. It is important to have the louvres face in the right direction in order for them to create the desired effect.



- c. **Pre-drilling the holes in the post:** pre-drill the holes in the posts with a drill of  $\varnothing 3$  mm.
- d. **Important: mirror the holes in the opposite post:** make sure that the holes in the opposite post are drilled mirrored. This will make sure the louvres can be installed symmetrically and their angle stays consistent.

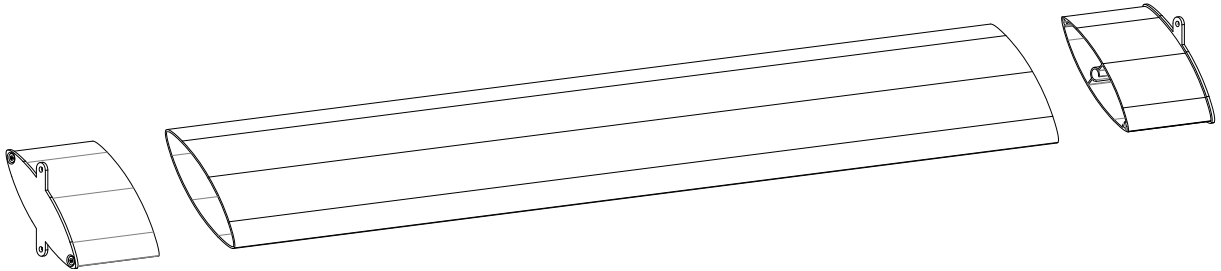
Make sure to be precise when determining the angle and drilling of the holes. This ensures that the louvres can be positioned correctly and evenly.



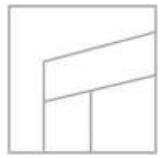
#### 1.4. Assembling the louvres

Follow the steps below to assemble the louvres correctly:

- a. **Attaching the mounting bases (left and right):** take the mounting bases for both the left and right side of the louvre (take note, the left and right mounting bases differ from each other). Slide the mounting bases in the slots at the ends of the louvres for both sides.



- b. **Repeat this action for all louvres:** repeat this mounting step for all the louvres you want to mount.

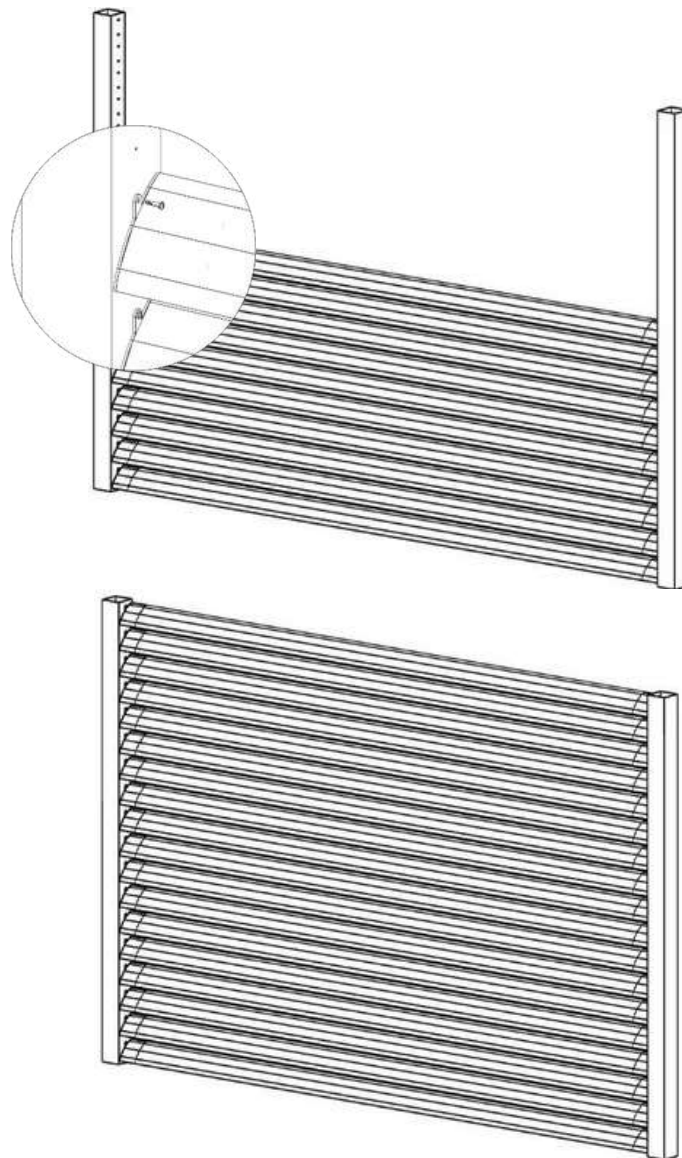


### 1.5. Mounting the louvres

Follow these instructions carefully to mount the louvres correctly:

- a. **Positioning the louvres:** place the louvres between the posts on the desired location. Make sure they are located on the right height and angle, like determined earlier.
- b. **Mounting the louvres:** make use of the self-tapping screws of 4.2x19 mm to attach the louvres firmly to the posts. The screws should be placed in the correct, pre-drilled locations to ensure the louvres will be secured safely and stably.

This completes the assembly process of the fixed louvres.





## 2. Rotatable louvres

### 2.1. Determining the amount of louvres to be installed (Q)

Before installing the louvres, you must measure the height of the surface (Y) onto which they will be mounted. Follow these steps closely to ensure correct installation.

- a. **Measuring the height:** Measure the height from top to bottom of the surface (Y) onto which the louvres will be installed.



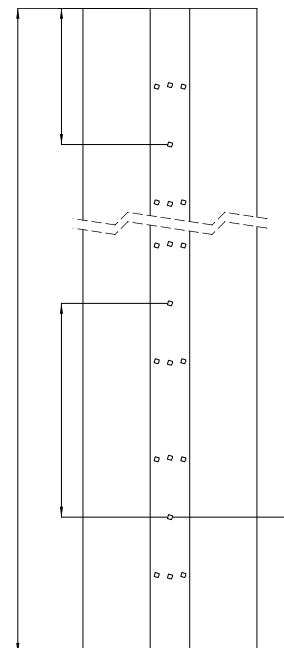
- b. **Calculate the minimum amount of space needed:** Consult the table below to determine how many louvres you need to fit into the surface (Y) you measured in **step a**.





Amount of louvres (Q)	Minimum height requirement (Y)
2	307 mm
3	442 mm
4	577 mm
5	712 mm
6	847 mm
7	982 mm
8	1117 mm
9	1252 mm
10	1387 mm
11	1522 mm
12	1657 mm
13	1792 mm
14	1927 mm
15	2062 mm
16	2197 mm
17	2332 mm
18	2467 mm
19	2602 mm

c. **Creating space:** Make sure you keep at least 86 mm of room in between the lowest screw hole and the bottom side of the surface, as well as 86 mm of room in between of the highest screw hole and the top of the surface. This additional space is needed to correctly mount the louvres and ensure they can function properly.

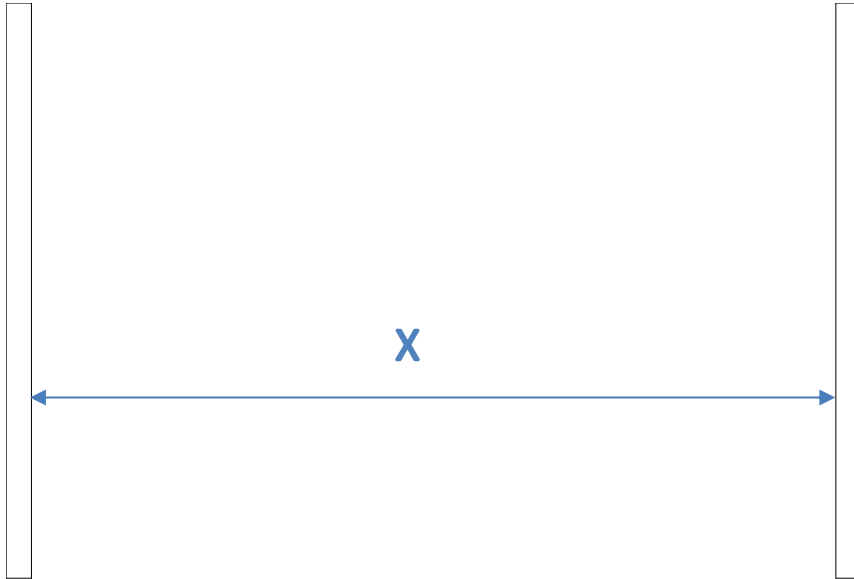




## 2.2. Determining the length of the louvres (L)

To determine the correct length for your louvres, follow the steps below closely.

- a. **Measuring the width in between posts (X):** measure the width in between the posts, both at the bottom and the top of the desired installation point.



- b. **Note differences (when relevant):** in case there are differences in the width measurement at the top and bottom, you need to keep this in mind during the sawing of the louvres.

- c. **Calculating the length of the louvres:** the length of the louvres (L) is determined by subtracting 26 mm from the width measurement (X). A clearance of 1 mm on both sides is taken into account.

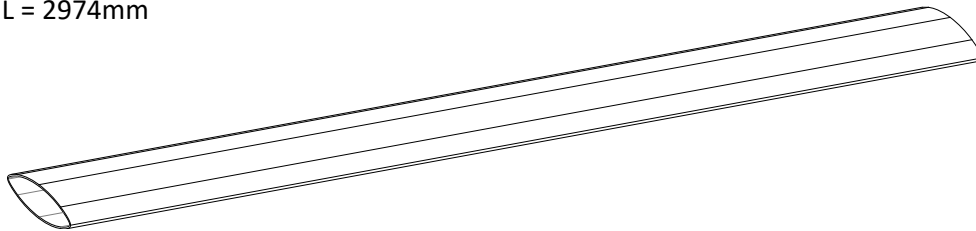
$$X = 3000\text{mm}$$

$$L = 3000\text{mm} - 26\text{mm}$$

$$L = 2974\text{mm}$$

$$L = X - 26\text{mm}$$

$$L_{\text{Max.}} \approx 3500\text{mm}$$



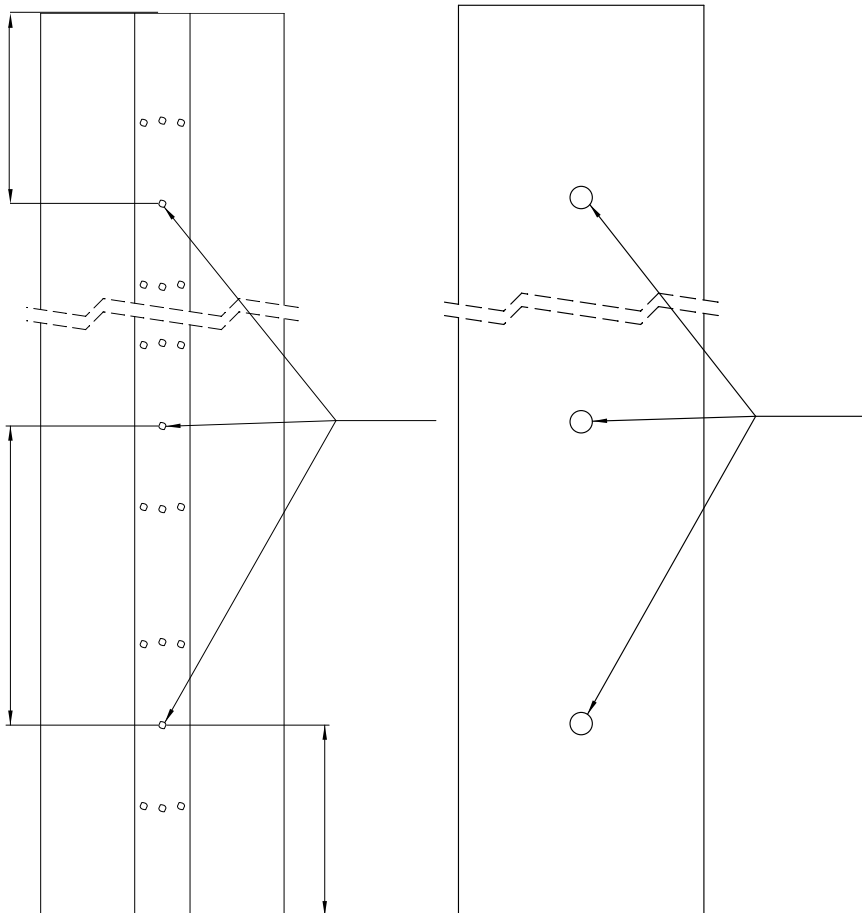
- d. **Shortening the louvres:** proceed to saw the louvres to the calculated size(s).



### 2.3. Drilling holes

Follow these instructions to drill the holes correctly, so that the louvres will work correctly:

- a. **Placing the drilling jig against the posts:** place the drilling jig against the posts on the location where you want to install the louvres. Use the drilling jig to determine the right angle in which to place the louvres. Make sure the drilling jib is positioned sturdy and correctly. Use a glue clamp, for example.
- b. **Pre-drilling holes in posts:** pre-drill the holes in the posts with a drill of  $\varnothing 3$  mm. For the rotatable louvres, only use the middle holes of the drilling jig.



- c. **Drilling the holes:** Remove the drilling jig and drill the pre-drilled holes through with a drill of  $\varnothing 10$  mm.

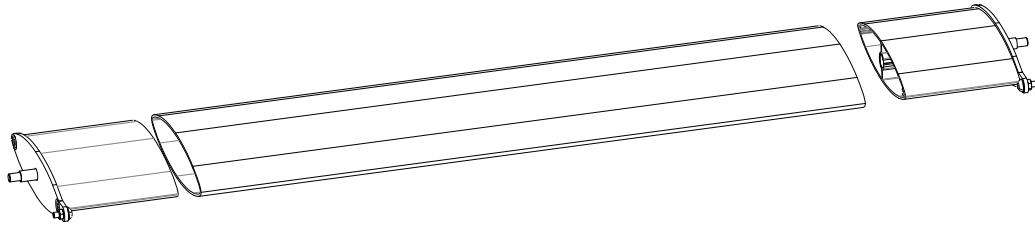
Make sure to be precise when determining the angle and drilling of the holes. This ensures that the louvres can be positioned correctly and evenly



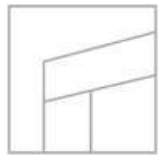
## 2.4. Assembling the louvres

Follow the steps below to assemble the louvres correctly:

- a. **Attaching the mounting bases (left and right):** take the mounting bases for both the left and right side of the louvre (take note, the left and right mounting bases differ from each other). Slide the mounting bases in the slots at the ends of the louvres for both sides.



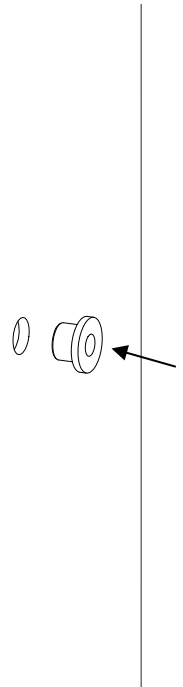
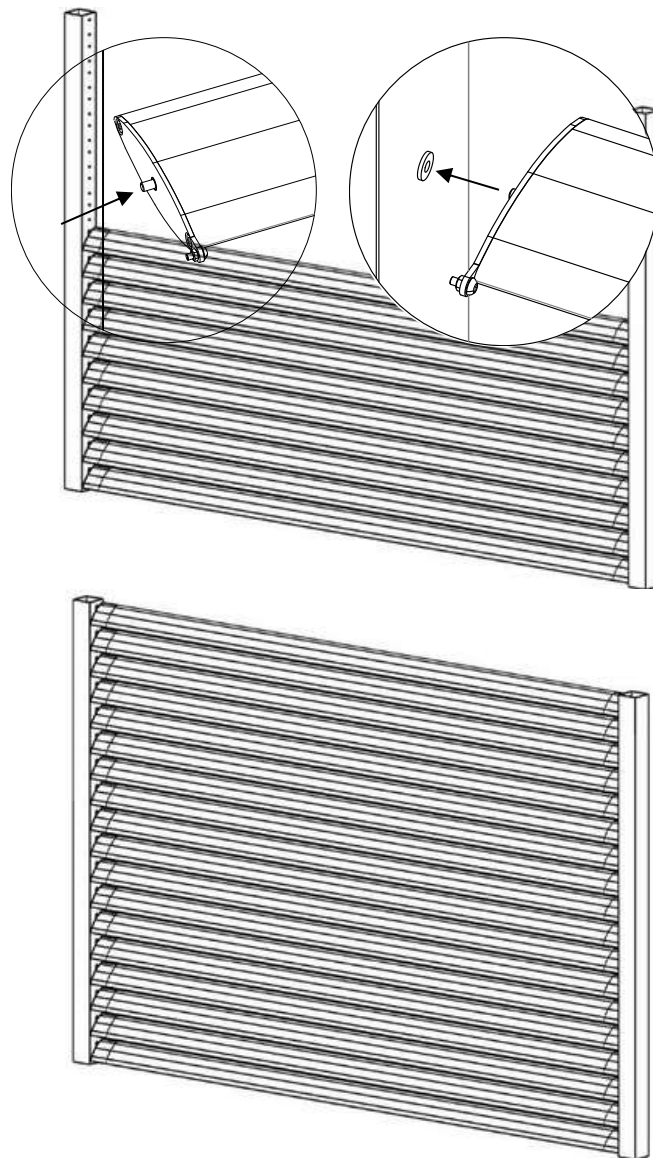
- b. **Repeat this action for all louvres:** repeat this mounting step for all the louvres you want to mount.



## 2.5. Installing the louvres

Follow these instructions carefully to install the louvres correctly:

- a. **Placing the bearings:** place the included bearings in the drilled holes ( $\varnothing 10$  mm).
- b. **Installing the louvres:** press in the spring-loaded pins on both sides of the louvre and let the pins slide into the bearings. Repeat this action for all louvres you want to install.

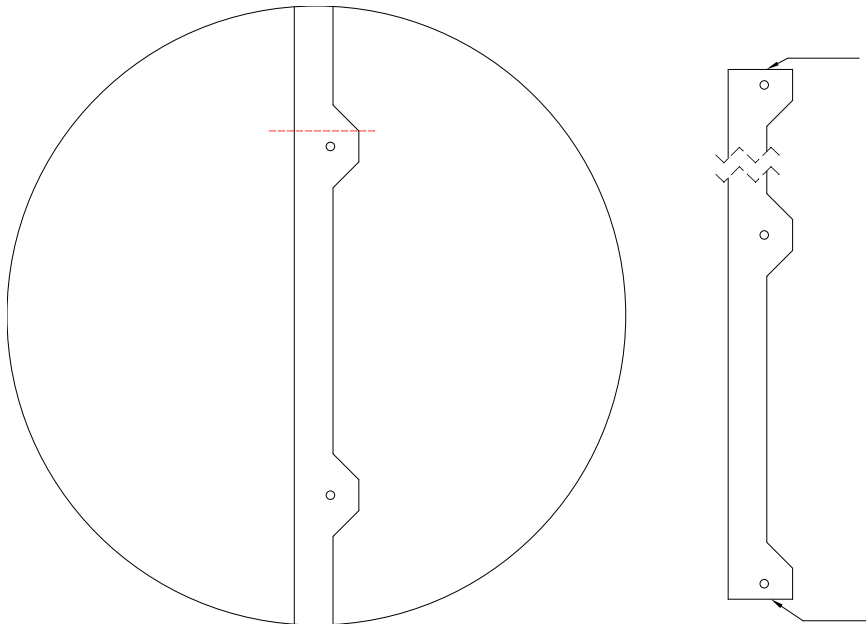




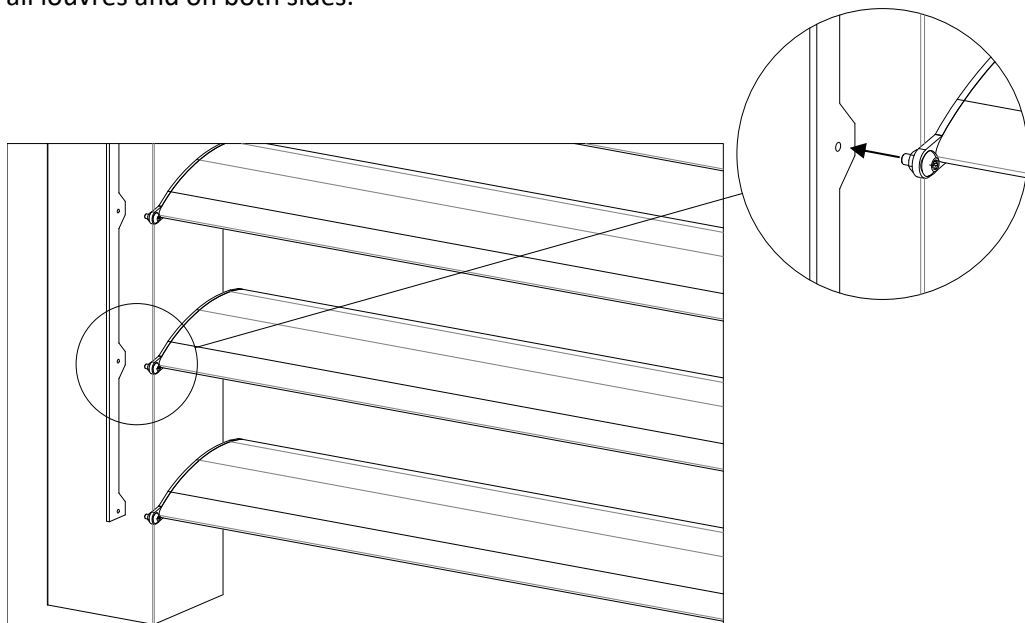
## 2.6. Attaching the connection rod.

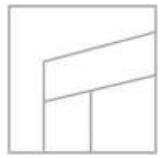
Follow the steps below to attach the connection rod correctly.

- a. Shortening of the connection rod:** saw the connection rod to the correct size. There should be as many connection points as louvres to install. Saw the connection rod on the dotted line, as indicated in the illustration below. Also make sure both ends of the rod are flattened, as shown below.



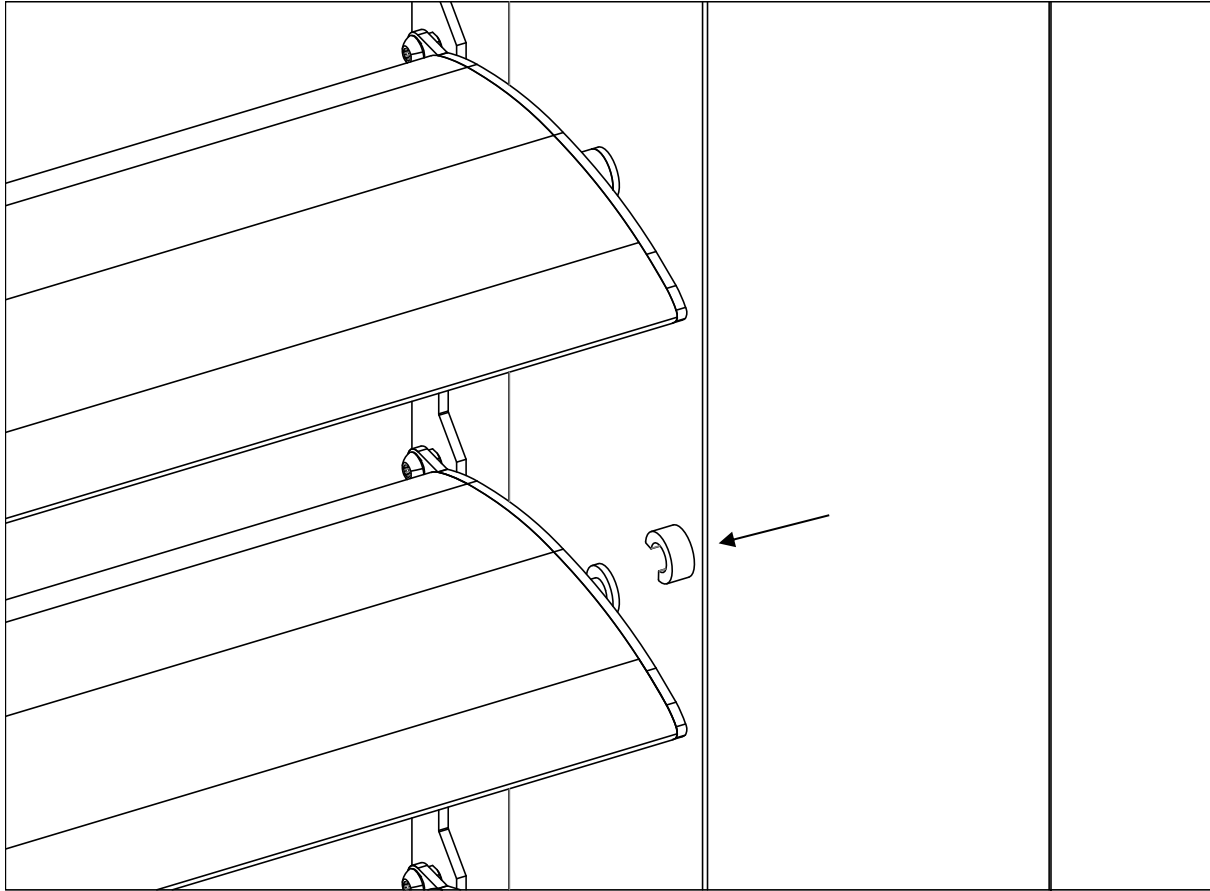
- b. Connecting the connection rod:** attach the connection rod to the louvres. Do this by screwing the screws, supplied with the installation kit, to the rod. Repeat this action for all louvres and on both sides.





## 2.7. Attaching of the C-clips

Clip the C-clips around the spring-loaded pins. These clips serve as a spacer and prevent the louvres from falling out of the posts.

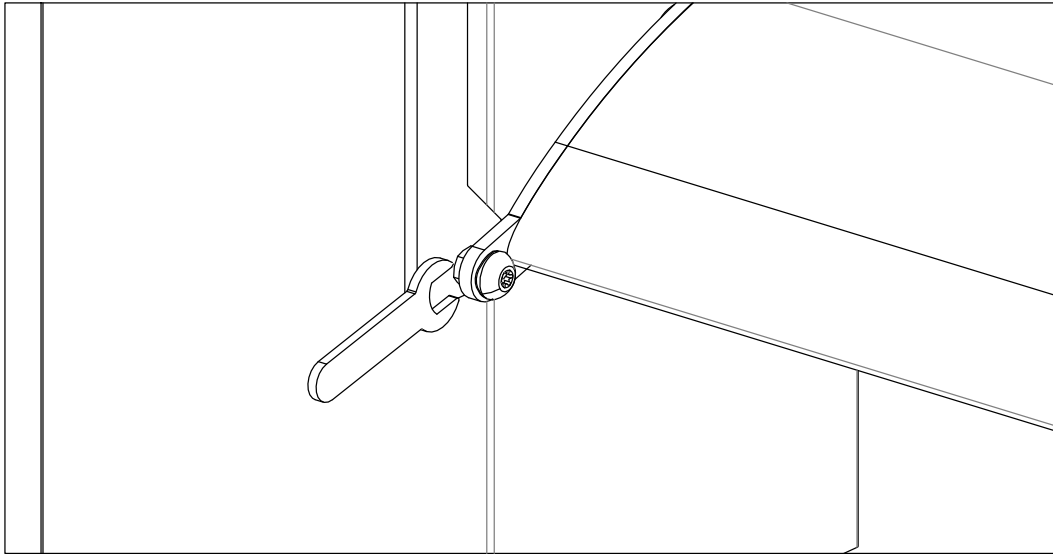




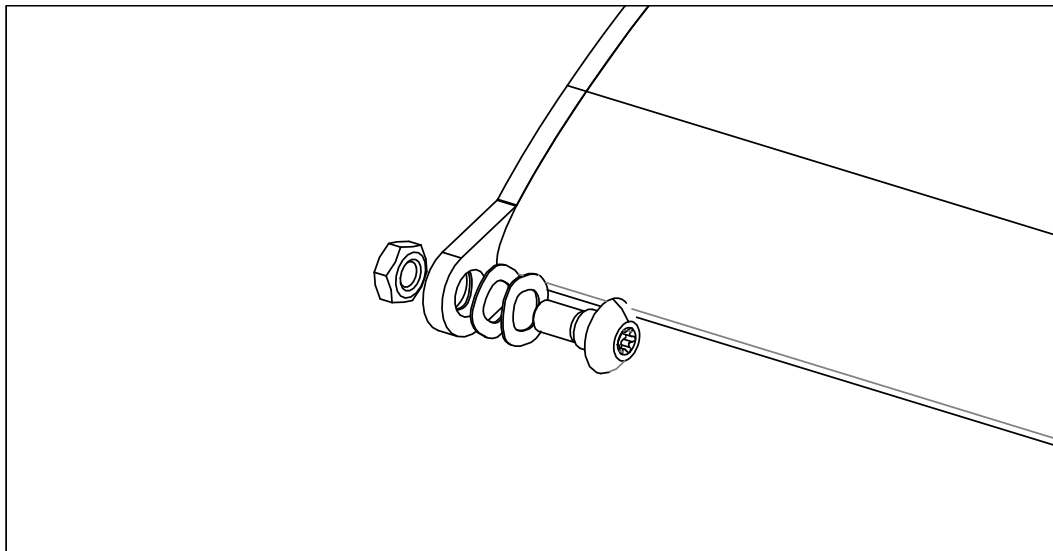
## 2.8. Adjusting the rotatable louvres.

Follow the steps below if the louvres turn too heavily or too lightly.

**Louvres turn too heavily:** you can make the louvres turn more lightly as follows. Loosen the screw a little, so that less tension is put on the spring washer. While doing so, make sure to hold the nut with a wrench (size M4). This process will not need to be done for all screws. Adjust screw after screw until you have achieved the desired result.



**Louvres turn too lightly:** you can make the louvres turn more heavily as follows. Dismantle the screw with the spring washer and nut. Then add an additional spring washer. This process will not need to be done for all louvres. Adjust louvre after louvre, until you have achieved the desired result.



This completes the assembly process of the rotatable louvres.