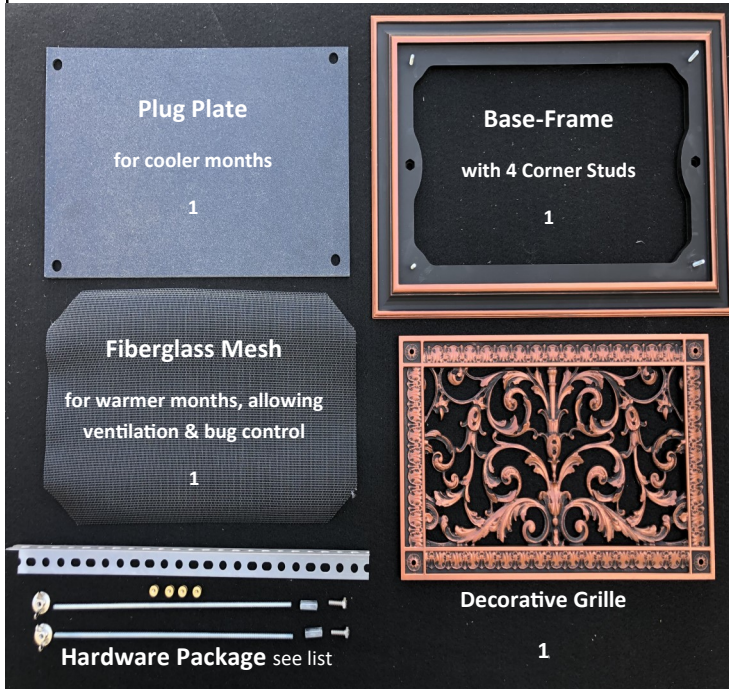


## FOUNDATION VENT KIT: INSTALLATION INSTRUCTIONS

### Foundation Vent Kit Components



### Hardware Package

- (4) Corner Studs (Pre-installed in Base-Frame)
- (4) Knurled Knobs
- (2) 3/4 inch Stainless Steel Bolts
- (2) Continuation Nuts
- (2) 12 inch Threaded Rods
- (1) 18 inch Installation Bar
- (2) Wing Nuts (Thumb Screws)

### Additional Items You will need (not included)

- (1) Tube of Adhesive Caulk & Gun—silicone free
- (1) Level 24" inches or shorter
- (2) Long Clamps 12" or longer

**Step 1:** Disassemble the Foundation Vent Kit by unscrewing the knurled knobs, removing the decorative grille from the base frame, removing the fiberglass mesh and the plug plate —if you purchased multiple Foundation Vent Kits, we recommend keeping the parts that came with each vent together.

**Step 2:** Insert the 3/4" Stainless Steel Bolts into the two countersunk holes in the front of the Base-Frame. Then insert and tighten the two Continuation Nuts to the Bolts protruding through the back of the Base-Frame, tighten until snug.



**Step 3:** Check to make sure the Base-Frame fits over the port in your foundation and that the Bolt holes can be located inside the port in order to install the long Threaded Rods included with the installation hardware. If they don't fit, knock out any unnecessary mortar with a chisel. If there are any outside obstructions such as Keys or Siding, the Base-Frame can be trimmed down with a table saw if necessary.



**Step 4: VERY IMPORTANT:** apply clear Adhesive Caulk to the back of the Base-Frame. The Adhesive Caulk will provide a water seal to prevent rain water from getting into your foundation and will help secure the Base-Frame to the Foundation for years to come. Apply two thick continuous (1/4" to 3/8") beads all the way around the back of the Base-Frame about 1/2" and 1" from the outside edge.



# Beaux-Arts Classic Products

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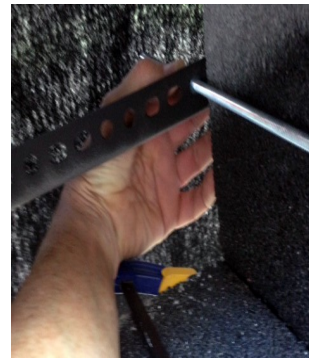
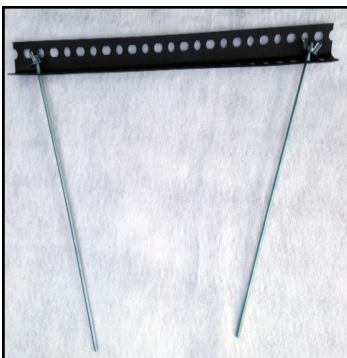
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**Step 5:** Line up the Base-Frame with your foundation port. Apply pressure on the Base-Frame into the foundation until the bead of Adhesive Caulk is flattened out. With a level on top of Base-Frame, use two long clamps to hold the Base-Frame secure to the foundation and adjust as needed until level.



**Step 6:** locate the two Wing Nuts, two Threaded Rods, and Installation Bar. Hold the Installation Bar next to the two Counter-sunk Stainless Steel Hex Head Bolts to determine which holes to insert the Threaded Rods through. Loosely attach the two Wing Nuts to the ends of the two Threaded Rods. Insert the combination of these five items ( 2 Wing Nuts on 2 Threaded Rods inserted through the Installation Bar) into the foundation port, so that the Installation Bar catches the back of the two cinderblocks on each side of the port. Now insert the Threaded Rods into the Continuation Nuts and rotate each until tight. Reach back to tighten the Wing Nuts on the back of the Threaded Rod until snug to complete the installation of the Base-Frame. Once the Installation Bar is secure and properly installed, re-check with the level just to make sure, after which the two long clamps can be removed. See pictures below...



**Step 7:** Install the plug plate for winter months or fiberglass mesh for warmer months. Place the decorative grille on top and secure with knurled knobs.

