



aide mémoire

## Sashmate Top Hung®



Hold the Bottom Clamp and Main Rod. Fit the Bottom Clamp first.



Holding the Bottom Clamp extend the Main Rod to fit the Top Clamp.



Tighten the Bottom Clamp thumb screw.



Extend and lift the Bracing Arm together until it sits underneath the open sash.



Tighten thumb screw to Bracing Arm.



Check that the horizontal arm does not slide excessively on the sash.



Raise the Pin and Sleeve to sit under the sash profile.



Extend the Pin and tighten the thumb screws.



Fit the second Sashmate Top Hung in the same way.



Check that all thumb screws are tight and all parts are sited correctly.



Sashmate fitted.



Remove the top fixings first from both Friction Stays.



Then remove the bottom fixings from both sides.



Lastly remove the centre fixings from both Friction Stays.



House both Friction Stays. The Sash will remain in position supported by the Sashmate.



The sash is stabilised by the Sashmate allowing a single fitter to carry out work.



Push out the top of the sash enough to untighten the Pin and Sleeve thumb screw, allow to drop.



Do the same for the second Pin and Sleeve, continue to support the top of the sash.



Manouver the sash into the building. Glass suckers may help.



Keep your back straight and do not lean out of the open window.

## Sashmate Top Hung® (Different Friction Stays)

If the Friction Stays that you are putting back are different from the original set you may find that when you put the sash back and open the Friction Stays they do not open correctly and hit the top of the inner frame before they are totally open. This is because the Sashmate Top Hung has been set up to work with the removed Friction Stays which may have had a slightly different degree of opening.

To deal with the scenario..



Friction Stay not able to open sufficiently.



Close up view of the Friction Stay hitting the top of the inner frame.



Undo the thumb screw to the Pin and Sleeve. Drop the Pin and Sleeve down 20-30mm and re-tighten thumb screws. Do the same on the second tool.



Undo the thumb screws to the Bracing Arm, you may have to lift the Bracing Arm up before it can be dropped the 20-30mm needed.



The sash will stay on the Bracing Arms. The 20-30mm drop will be sufficient for the Friction Stays to open fully into the correct position. If 30mm drop is too much resulting in a gap at the top of the Friction Stay simply adjust the Sashmate tools following the next few steps.

## Sashmate Top Hung® (Lift Friction Stays)



Friction Stay below top of inner frame.



Slightly undo the Pin thumb screw, raise the Pin and lift the bottom of the Friction Stay until it reaches the correct position.



Get the centre fixings back into the Friction Stay then carry out the standard re-fitting procedure.



## Sashmate Top Hung® (Standard re-fitting procedure)



Fit the bottom fixings to both Friction Stays.



Fit the top fixings to both Friction Stays.



Breakdown one tool at a time. Drop the Pin to the mid section of the Main Rod, house the Pin and do up both thumb screws.



Undo the thumb screw to the Bracing Arm, you may have to lift the arm to then drop it.



House the arm and do up the thumb screws.



Release the pressure on the Bottom Clamp, slide the Main Rod down until the Top Clamp is clear of the outer frame. Re-tighten the Bottom Clamp thumb screw and remove the Sashmate. Carry out the same procedure for the second tool

## Sashmate Top Hung® (above/below transom & top vent)

The Sashmate Top Hung can be used on an opening sash above a transom bar as well as below a transom bar by simply moving all the components to the bottom of the Main Rods and leaving the excess of the Main Rod facing upwards.

The standard Main Rods are 1010mm long. If work is required on a complete opening sash below this height then the Telescopic Main Rod accessory should be used.

To use the Sashmate Top Hung on a small top vent in a window with less than 1010mm in height between internal window board/tiles and plaster 'head' reveal:

Use the 'Bottom Clamp' from the standard Sashmate Top Hung set with the shorter Inner Main Rod from the Telescopic Main Rod accessory.

## Sashmate® Telescopic Main Rods continued

The Telescopic Main Rods can be used with the Sashmate Top Hung and Sashmate Side Hung. They have been developed to allow the Sashmate Top Hung to be used on complete opening top hung windows where the measurement between the internal plaster 'head' and internal window board/tiles is less than 1010mm (the height of the standard solid main rods). The Telescopic Main Rods can be used on complete opening windows from approximately 650mm to 1220mm.

Bespoke maximum lengths can be supplied.

The Telescopic Main Rods can also be used with the Sashmate Side Hung to reduce the minimum height from 750mm to under 650mm.



Place the bottom clamp in position following the standard fitting procedure.



Place the top clamp in position, apply pressure to separate the telescopic bars and tighten thumb screw.



Extend the top pin underneath the sash and tighten pin and sleeve for pin.



Lift and set the the horizontal bracing arm underneath the sash and tighten thumb screws.



Install the second Sashmate Top Hung in the same way.



Remove the Hinge fixings. Starting with the top fixings first, followed by the bottom and then the middle fixings last.



Once the hinge fixings have been removed shut the hinges.



Push the top of the sash out slightly and release and move the top pins out of the way.



Carry the sash into the building for repairs using the correct PPE and other aids if required, such as glass suckers, the Top Hung Rolling Bar.

Perform the required repairs.  
Re-fit the sash following the normal re-fitting procedure.  
Carry out the standard Sashmate Top Hung break down procedure.

The Telescopic Main Rods accessory can also be used to small top vents where the total height of the window outer frame is less than 1010mm. Please see page 6 - Sashmate Top Hung (above/below transom and top vent).



## Sashmate Top Hung® Rolling Bar

The Rolling Bar is used with the Sashmate Top Hung.

It is fitted horizontally between the Two Top Hung tools creating a rolling bar platform that can be used, along with the transom bar/outer frame, to slide the sash into and out of the building during repairs.

It is most useful for wide short heavy sashes where the fitter can rest the majority of the weight on the Rolling Bar and transom bar/outer frame, rolling the sash in until it is sufficiently inside the building for the fitter to adopt a more comfortable stance.



Remove the telescopic Bracing Arms from both of the Sashmate Top Hung tools during the standard procedure.



Feed the telescopic arms through the box section of the Rolling Bar with the tubing underneath the box section.



Allow the telescopic arm to fall through until the welded angle meets the box section.



Repeat the process for the second telescopic arm.



Making sure the Bracing Arms of the Sashmate are both resting on the Bottom Clamps feed the two telescopic arms out.



Work the telescopic arms into the Bracing Arms simultaneously, gentle rocking may be required to work the arms in at the same rate.



Slide the box sections back towards the Bracing Arms be careful not to let go of the telescopic arms as they are not fitted tight at this point.



Pull the telescopic arms in to meet the back of the sash and tighten thumb screws. Then lift the Bracing Arms one at a time to meet the bottom of the sash and tighten the thumb screws. The telescopic arms may need to be pulled in further at this point.



Carry out the sash removal procedure in the standard way. Once the sash is ready to be brought into the building lay one side of the sash on the Rolling Bar and then lay the top side on the Transom Bar.

Roll the sash into the building, always supporting the sash with both hands. Glass suckers may be beneficial.

It is recommended to cover the Transom Bar/outer frame with a heavy sheet to protect either frame from any slight damage.

Once the sash is ready to be re-fitted carry out the procedure in reverse and use the standard procedure for re-fitting the sash.



## Sashmate Top Hung® Drop Set

The Drop Set is used with the Sashmate Top Hung.

The first use of the Drop Set is to allow the Bracing Arms of the Sashmate Top Hung to be lowered a further 100mm.

The reason this may be required is in such circumstances where sashes have been originally fitted with excessively long Friction Stays or the Friction Stays originally fitted had very high stops preventing the sash to open sufficiently for the bottom of the sash to raise to sit on the horizontal bracing arms of the Sashmate Top Hung.



Sash not raising sufficiently to sit on the Sashmate Bracing Arms.

The second use for the Drop Set is for circumstances where a Friction Stay may have failed and bent enough for the sash to drop well below the transom bar/outer frame. The Drop Set can be fitted to a single Sashmate Top Hung tool in this instance, supporting the dropped side of the sash whilst the standard tool is used on the good side of the sash.



Sashmate Top Hung complete



Undo the Bottom Clamp thumb screw and slide out the Main Rod.



Remove the Bottom Clamp thumb screw.



Undo the thumb screw from the Bracing Arm.



Remove the Bottom Clamp from the Bracing Arm.



Remove the Wing nut and bolt from the vertical leg.



Slide the Bottom Clamp into the Drop Set Bracing Arm and tighten the thumb screw.



Slide the Bracing Arm over the vertical leg and tighten the Bracing Arm thumb screw.

## Sashmate Top Hung® Drop Set



Slide the free end of the Drop Set Bracing Arm over the vertical leg and move the Top Vent angle to the opposite end. Tighten all thumb screws.



Drop Set fitted. Replace Wing nut and bolt to the Vertical leg.



Slide the Main Rod set back through the Bottom Clamp, replace the thumb screw but do not tighten.



Holding both Main Rod and the Bottom Clamp, move the horizontal set through the opening and set the Bottom Clamp into position.



Following the standard procedure, fit the Top Clamp into position.



Move the horizontal set underneath the sash.



Lift the Drop Set Bracing Arm on the Bottom Clamp to meet the bottom of the sash.



Pull in the Top Vent Angle or the Bracing Arm as required, to meet the back of the sash. Tighten all thumb screws.



Follow the standard procedure fitting the Pin. Continue the setup with the second tool if required. Make sure all thumb screws are tight before any fixings are removed. Carry out the sash removal and replacement with the standard procedure. Break down the tool in the reverse order.

## Sashmate Side Hung®



The Sashmate Side Hung is very simple and effective to use.

Extend the telescopic vertical bar until the clamps are in position over the outer frame/transom bar, the clamps should be in the opposite corner of the opening to the friction stays.

Ensure that the top and bottom clamps are against the vertical posts of the outer frame.

Open the sash until all hinge fixings are accessible.

Swing the horizontal arm around and underneath the sash to gauge where the locating pin should be fitted.

The pin is used to stop the sash moving further outwards and so the pin should be located in the hole closest to the end of the sash.

Swing the arm back around and fit the locating pin and the safety R pin.

Move the horizontal arm underneath the sash once again and lift the arm until it puts slight pressure on the bottom of the sash. Tighten the two remaining thumb screws on the horizontal arm.

The horizontal arm should be close to the outside edge of the sash which will take the weight at that point and keep the rest of the weight on the Friction Stays.

The horizontal arm should be as close to 90 degrees from the outer frame as possible to ensure that the weight of the sash is supported by the Sashmate Side Hung in the correct way. ( See Fig. 1)

You may need to position the top and bottom clamps closer to the friction stays to achieve this angle. (See Fig. 2)

If the horizontal arm is adjusted too far in the direction of the hinge side of the opening then the Sashmate Side Hung could slide out of position once a load is applied. Damage or injury could result if this point is not followed correctly.

If you are going to use a glass sucker fit it now before removing the friction stay fixings.

Remove the bottom fixings first, followed by the top fixings, leaving the top centre fixing until last. Be mindful at all times of the sash position making sure it does not move and make sure you have one hand supporting the sash in its vertical position, keeping it stable.

Manoeuvre the sash into the building for repairs.

When the sash is ready to re-fit pull the bottom friction stay out slightly, return the sash onto the Sashmate Side Hung and pull out the Friction Stays until they sit in the correct position. Make sure the sash is opened until the locating pin is behind the sash as it was before sash removal.

Replace the centre fixing to the top Friction Stay first, followed by the remainder of the top fixings and finally the bottom fixings.

Release pressure from the two thumb screws on the horizontal arm and allow the horizontal arm to drop, swing round away from the bottom of the sash and re-tighten the two screws.

Hold the outer vertical tube and release pressure on the vertical bar thumb screw, allow the inner bar to house.

Tighten the screw, hold both the horizontal arm and vertical bar and carry the Sashmate Side Hung into the building.

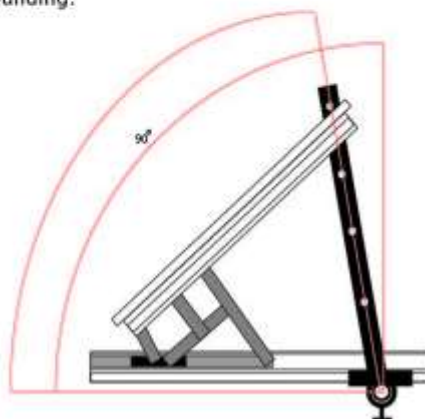


Fig. 1

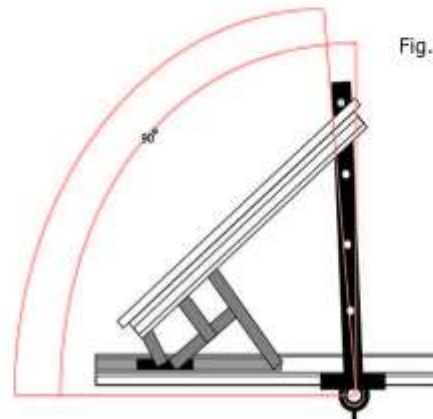


Fig. 2



### Sashmate® Top Hung Specification guidelines. STEEL

The Sashmate Top Hung can be used on uPVC, Aluminium and wooden windows using friction stays

The majority of the components in the Sashmate sets can be custom manufactured to suit any specific job requirement.

Specifications for standard Sashmate Top Hung

Maximum sash height: 1150mm

(\*Dependant on main rods. Longer main rods can be ordered)

Maximum sash height with extended main rods 1300mm (measurement between profile of outer frame 1240mm)

Maximum sash width: N/A

Maximum working weight capacity/pair: 52.5Kg

(As a guide the average double glazed uPVC sash 1000mm x 1000mm weighs approximately 25Kg)

(For a sash weighing over 52.5Kg an additional set can be used, doubling the weight capacity)

Maximum depth of outer frame profile upstand leg: 25mm

(\*Can be custom manufactured for wider profile depths)

Minimum sash height (depending on friction stay): Approximately 330mm

(Removing Top Pin)

Minimum sash height (Complete opener) 1070mm

(Main rods can be cut down to suit opening dimensions)

### Sashmate® Top Hung Rolling Bar Specification guidelines. STEEL

Maximum sash width for standard Top Hung Rolling Bar: 1015mm > approximately 1200mm

Maximum working weight capacity: 40Kg

(\*A larger Rolling Bar rod can be ordered for use on sashes over 1200mm)

(\*A double set of Rolling Bar sleeves can be fitted to the rod for jobs requiring two Sashmate Top Hung sets per opening)

### Sashmate® Top Hung Drop Set Specification guidelines. STEEL

Additional horizontal fall: 120mm

Maximum working weight capacity/pair: 40Kg

### Sashmate® Side Hung Specification guidelines. STEEL

The Sashmate Top Hung can be used on uPVC, Aluminium and wooden windows using friction stays

Maximum sash height: 1350mm (measurement between profile of outer frame approximately 1290mm)

Minimum sash height: 780mm (measurement between profile of outer frame approximately 720mm)

Minimum sash width: Approximately 350mm

Maximum sash width: N/A

(dependant on maximum working weight capacity)

Maximum working weight capacity/pair: 55Kg

(As a guide the average double glazed uPVC sash 1000mm x 1000mm weighs approximately 25Kg)

Maximum depth of outer frame profile upstand leg: 25mm

(\*Can be custom manufactured for wider profile depths)

### Sashmate® Telescopic Main Rods Specification guidelines. STEEL

Can be used with the Sashmate Side Hung and the Sashmate Top Hung.

Sashmate Top Hung: Used on complete opening top hung sashes between internal reveals less than the standard 1010mm in height.

Sashmate Side Hung: Used on complete opening side hung sashes less than the standard 750mm in height.

Maximum sash height: Top Hung- Approx 1220mm.

Minimum sash height: Top /Side Hung - Approx 650mm

Side Hung using 'Side Hung Outer Tube' and long 'Telescopic Main Rod Inner Bar'- Approx 1500mm (do not exceed weight limits)

Top Hung using 'Top Hung Bottom Clamp' and short 'Telescopic Main Rod Inner Bar' - Approx 330mm



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