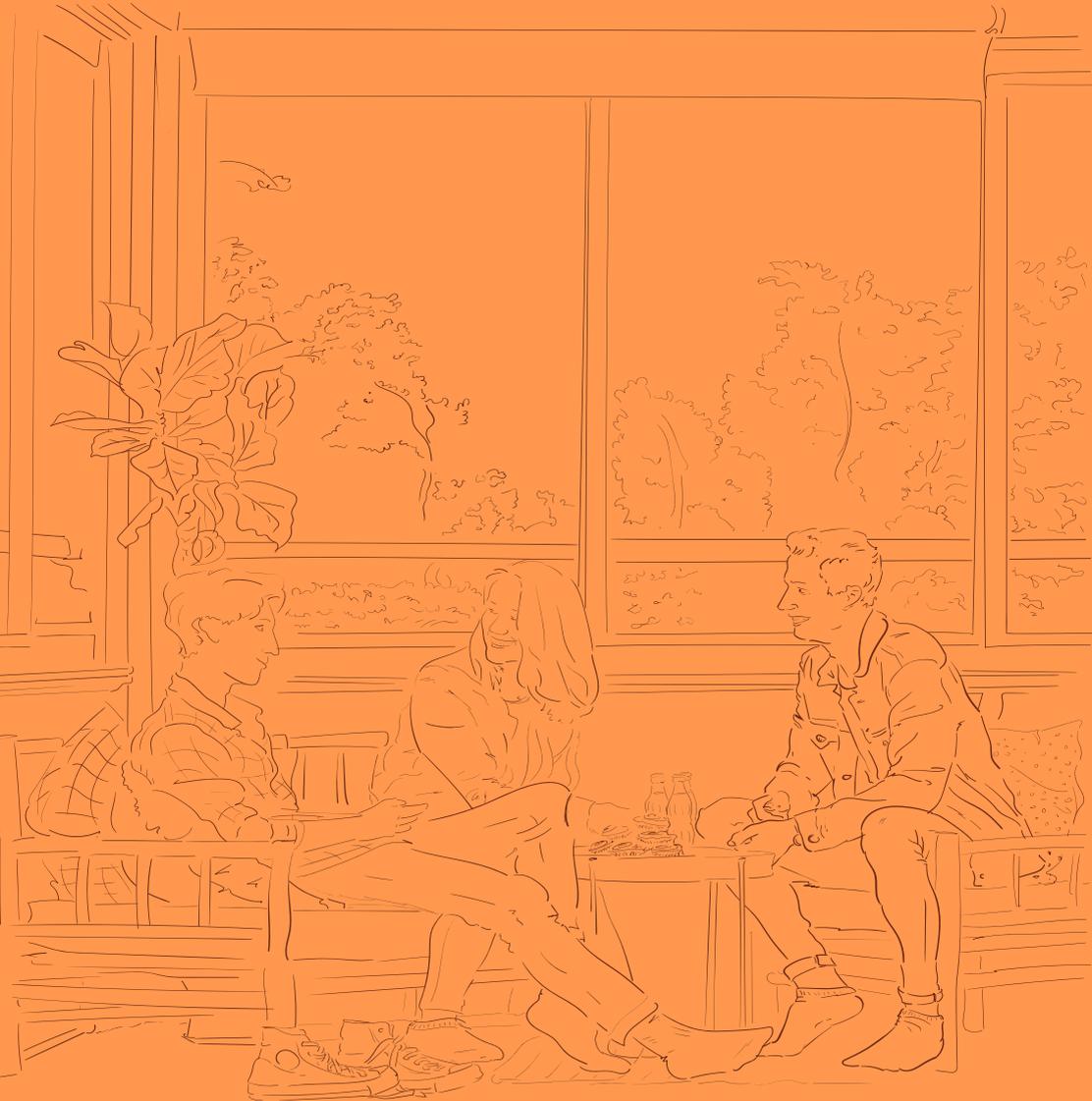




Welcome to your new Balco balcony

Instructions for use and maintenance
– TwinView

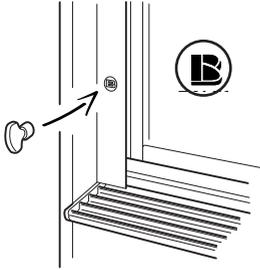


Welcome to your new glazed balcony

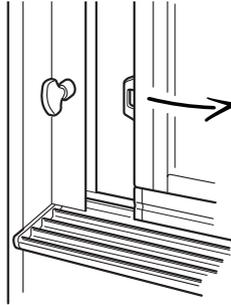
We at Balco would like to thank you for choosing us. To ensure your comfort and to get the best use out of your balcony, please read the information in this brochure. If you move home, please give the brochure to the new tenant or owner.

Locking/unlocking the windows

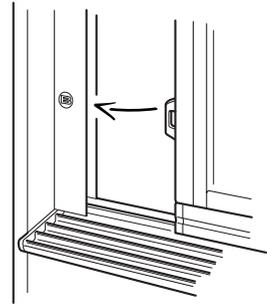
If your balcony is fitted with locks, you will have received a set of magnetic keys. They are used to lock and unlock the windows.



1. Place the magnet in the area marked 'B'.



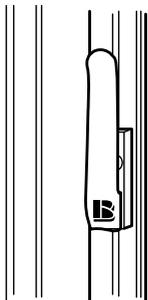
2. The window is automatically unlocked when the magnet is attached to the marked area.



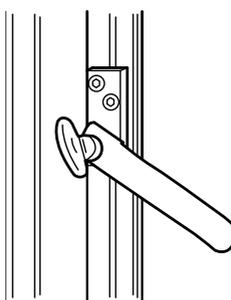
3. To lock the window again, pull it back to its starting position. NB: The window is not locked until you remove the magnet.

Side with just one window

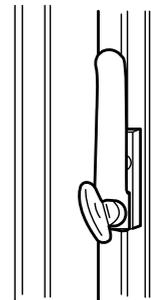
The handle on single-window sides is different from those on multiple-window sides. Follow the steps below to open the window easily.



1. Place the magnet in the area marked 'B' on the handle.

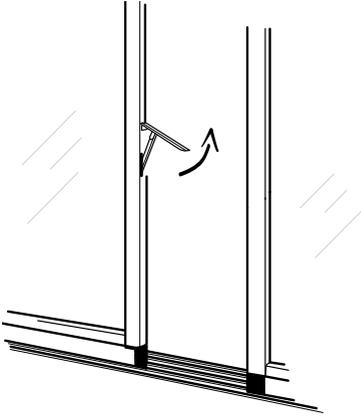


2. The handle is automatically unlocked when the magnet is attached to the marked area. Turn the handle to open the window.



3. To close the window, move it back to its starting position and turn the handle upwards. NB: The handle is not locked until you remove the magnet.

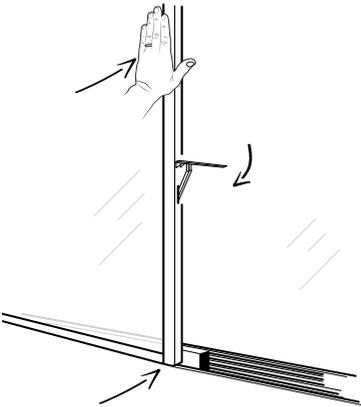
How to open a window



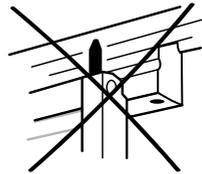
Lift up the window's handle as far as it will go and then pull the window towards you.

4

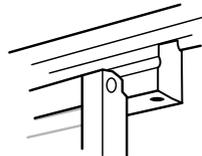
How to close a window



When you want to close it, return the window to the starting position. Lift up the handle as far as it will go and push the window in to avoid damaging the pins at the top and bottom. Lower the handle.



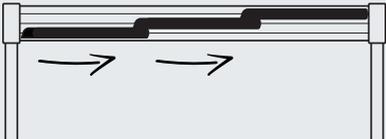
NB: Do not close the window if the pins at the top and bottom are visible as shown in the diagram.



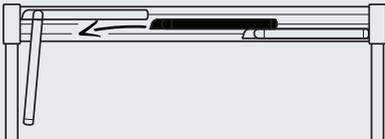
NB: When the handle has been raised to the open position, the pins should not be visible. It is now possible to close the window.

How to open the windows

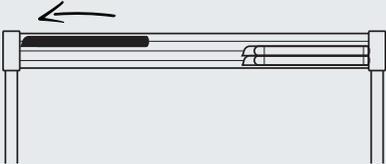
This description is for opening windows with the handle on the right side. The diagrams below show the opening system from above. If the handle is on the left side of the window, the outermost window must be slid to the right and the rest of the windows to the left. Then follow the process for full opening below.



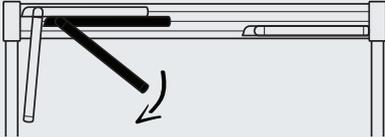
1. Slide all windows to the right.



4. Continue with the next window by sliding it from right to left.



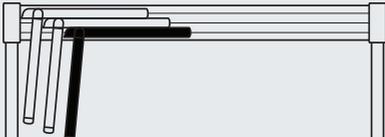
2. Slide the outermost window to the left.



5. Lift up the handle and open the window towards you.



3. Lift up the handle and open the window fully towards you.



6. Open the window fully and continue with subsequent windows.

How to look after your glazed balcony

Cleaning the lower track profile

The lower track profile drains water through drainage holes in the base of the profile. The profile, track and drainage holes must be vacuumed and cleaned with a soft, damp cloth to ensure the windows' service life. If the glazing has a CleanLine function, there is a plastic cleaning cover that can be carefully removed with a screwdriver or similar for cleaning.

Cleaning the glass

Inside: Window glass and lower glazing beneath the window track is cleaned as on a standard window, with water or window cleaner. Do not use alkaline detergents.

Outside: If the glazing has self-cleaning window glass and breast wall glass, water/rainwater is needed to keep it clean. If rainwater does not reach the glazing, it is not cleaned.

Cleaning aluminium and laminate

Use a mild detergent such as soap or washing-up liquid. Do not use diluting solvents. Methylated spirits may be used with care in an emergency.

Cleaning the balcony floor

Clean the balcony floor with a small amount of mild detergent such as soap or similar. De-icing salt or similar products may not be used as they damage the balcony floor.

Cleaning and maintenance of powder-coated surfaces

To retain the colour and shine of a powder-coated surface, wipe and clean it regularly with a soft cloth and water. If necessary, add a mild detergent (pH 5-8), but ensure that you wipe it afterwards with just water. If a surface is very dirty, you should contact the board of your housing association or landlord. Abrasive detergents, polishing agents or detergents containing ketones or esters must never be used.

Do not drill into the frame

As water drains away in the profiles, a drilled hole may lead to water leakage.

Adverse weather conditions

A little water or snow may get in under adverse weather conditions such as strong wind combined with rain or snow. However, this has no harmful effect on the materials. At low temperatures, the water around the windows may freeze. You should avoid pushing or pulling the windows as this may cause damage.

Condensation

The self-ventilating design of the balcony glazing means that the glass should be free of condensation. However, some condensation may occur under certain adverse weather conditions. If this happens, you can open a window a little to let out the moist air.

Fire ban

Open flames are prohibited on the balcony as this may be extremely dangerous to you and the immediate environment. The balcony is classified as an outdoor room, and furniture should be adapted accordingly.

Lubrication

Use lock oil or similar to lubricate espagnolettes, pins and cylinder locks at least once a year or as required.

Do not cover the air gap

The air gap between the glazing elements and the roof ensures good ventilation and a continuous air supply to the building's ventilation system and must therefore not be covered.

Installations

Lamps and similar must be installed on the wall of the flat. Nothing may be installed on the ceiling of the balcony. The glazing is not designed for satellite dishes or flower boxes from suppliers other than Balco. Awnings may only be installed by authorised professionals. Awnings require the glazing elements to have been prepared with additional equipment.

Flower boxes (option)

Flower boxes contain an inner box for growing plants. Avoid putting soil directly in the aluminium box as water mixed with soil will then run down to the balconies below.

Roller blinds (option)

Roller blinds may only be installed by authorised staff from Balco. Roller blinds are raised and lowered using the roller blind chain. They must not be lowered further than level with the lower track profile or the lower edge of the vision panel. Roller blinds must not be rolled up further than where their lower batten is level with the lower edge of the roller blind cover. Roller blinds must be dry when they are rolled up. They should not be lowered when the windows are open. Clean blinds with a damp cloth.

Carpets (option)

If the glazing has a carpet supplied by Balco, the carpet should be cleaned with a standard vacuum cleaner. Ensure that the carpet is dry before you vacuum it.

Flag socket (option)

A flag socket may only be used for a balcony flag.

Replacement of materials

All parts and materials may only be replaced by authorised professionals.

Any problems

If your balcony is damaged or any other problems arise, you should first contact the board of your housing association or your landlord. In the event of major damage, they should contact Balco.



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