



USER GUIDE & CERTIFICATE OF WARRANTY

MANUFACTURING COMPANY

AKPROFİL TURİZM İNŞAAT SANAYİ ve TİCARET A.Ş

HEAD OFFICE

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This user's guide is a gift for you by AKAPEN aiming at carrying the quality and reliability of the product you have purchased to the future.

Please use the care you have taken in selecting AKAPEN before starting to use your new window as well and review your guide carefully for this purpose.

Please remember that finding out the hints we are delivering here will give you the chance of living the AKAPEN comfort more closely.



RULES TO BE FOLLOWED WITH REGARD TO THE USE, MAINTENANCE AND REPAIR OF WINDOWS:

- Protective tape must be removed as soon as the installation is completed. Tape will stick to profile surface as it will be exposed to factors like external temperature and sun rays in cases of delay in carrying out this process. It shall be taken out in relatively low temperatures within the earliest time period possible. Otherwise, it will be needed to remove the tape by applying a thin layer of oil in 55°C over the tape and waiting for a period of 4-5 hours before removing it.
- Foreign materials on profiles, if any, have to be removed carefully without causing scratches on the surface.
- Please avoid using water and soap while cleaning metal equipments. Detergents to be used for this purpose must not be of a type that may cause wears on surfaces. Liquid and cream detergents must be preferred for this purpose. Solvents and bleaching types must absolutely be avoided.
- Cleaning of water channels from time to time will help obtaining better results under rainy weather conditions.
- All adjustments must be carried out by our service to keep the equipments without any damages.
- Espagnolettes (window bolts) must be oiled at the points indicated to avoid early wears.
- Adjustment of the room temperature to 20-22°C will reduce misting over windows to minimum levels.
- Bathrooms and rest rooms must be aired for a period of about 4-5 hours after intensive uses of water and laundry drying operations.
- Water vapor generated during cooking, etc. operations in sections like kitchen must be removed using aspirators or other means of airing environments.
- Position of the door handle in door locking systems must be carefully observed. Door is unlocked and the handle is pressed downwards to open the door. Locking is made, on the other hand, when the door is in the closed position after lifting the door handle in the upwards direction.



Opening Position



Normal door handle position



Locking position

- In order to open the sash (shutter) on your two-way opening window as shown in the figure, the handle is taken to the double-opening position and the sash is opened by reclining it backwards. The handle is taken to its horizontal position for opening the window in the normal position. To close the window, on the other hand, the handle is taken to the closed position downwards while the sash is held closed.



THINGS TO BE CONSIDERED DURING TRANSPORTATION

- Frames that have been manufactured must be placed in the position suitable for installation (vertical position) on the vehicle during transportation.
- Loading and transportation must be realized by using soft materials between the frames (like air-bubble packaging materials, papers and/or rags) in order to avoid rubbing against each other or touching metal surfaces. Frames must be fastened using suitable ropes and corners touching ropes must be supported using soft materials.
- Metal materials or hard objects that may result in damages to the frames must not be available in the transportation vehicle. Contacts between frames and hard materials must definitely be prevented if they have to be carried together.
- Frames must be loaded in the vertical position and in the form of two rows in maximum.

WARNINGS REGARDING SITUATIONS THAT MAY INCORPORATE RISKS AND DANGERS FOR HUMAN HEALTH AND ENVIRONMENT

- Do not close the window when somebody's hand is between the frame and the sash.
- You may use locking handles to prevent the window be opened easily by children.
- Have your window shutters be fully locked as it may be opened by the wind and cause injuries.
- Do not put on weights on window shutters while opened.
- Do not force the sash open more than allowed by its hinges.

INFORMATION ON MISTAKES IN USING WINDOWS

- Do not put on additional weights on window shutters while they are opened.
- Do not force the sash open more than allowed by its hinges.
- Be careful not to have anything squeezed between the frame and the sash while closing it.
- Do not force the frame by hanging on it while cleaning or for any other purposes.
- Do not force opening handles in reverse direction.
- Materials that may cause damages on PVC like acetone, thinner, bleachers, etc. must not be used while cleaning it. They may cause unwanted color changes or deformations on PVC surfaces.
- Use of water and soap must be avoided while cleaning metal equipments.

INTRODUCTORY AND FUNDAMENTAL INFORMATION ON MATERIAL CHARACTERISTICS

- AKAPEN PVC Window Systems are made of PVC profiles reinforced with supporting galvanized sheet steel materials inside for purposes of increasing its static properties.
- There are special gaskets between the frame, sash and glass for sealing purposes. Opening and closing actions of sashes are realized with the help of equipments (accessories) incorporated.
- Our products are manufactured with 2 thru 6 chambers having the following widths: 58 mm in Vega-series, 50 mm in Astra-series, 78 mm in Nova-series, 60 mm in Mira-series, 70 mm in Draco-series and 80 mm in Libra-series.

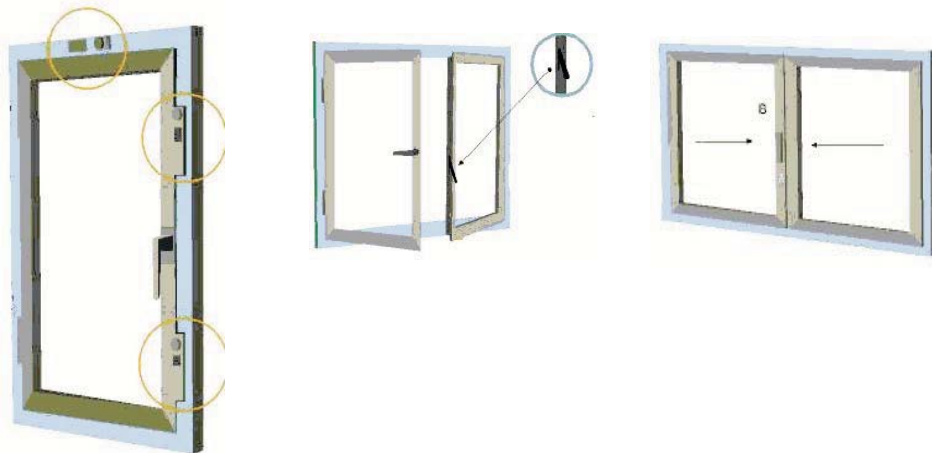


INFORMATION ON MAINTENANCE, REPAIR OR CLEANING OF PRODUCTS THAT MAY BE REALIZED BY CONSUMERS

- External surfaces of frames must be first wiped using a dry piece of cloth and then be cleaned using a liquid detergent which will not create chemical effects afterwards in periods of 15 days. Sections of the frame between the sash and the case must be wiped using a dry piece of cloth and metal accessories must be cleaned by using again a dry piece of cloth avoiding contacts with water and soap while PVC surfaces must be cleaned using a liquid detergent.

INFORMATION ON TIME INTERVALS FOR PERIODICAL MAINTENANCE REQUIREMENTS AND PERSONS TO BE INVOLVED IN SUCH MAINTENANCE ACTIVITIES

- Periodical maintenance is required for frames on the basis of once a year. This periodical maintenance service may be given by our service or the staff at the nearest dealer in your location responsible for manufacturing or installation activities.
- During periodical maintenance work;
 - Silicone materials must be checked and silicone must be applied at the sections deformed.
 - Sash (shutter) adjustments are made. Espagnolettes and receivers are adjusted in a way to establish the full contact between them.
 - If the sash is lowered, the window glass is removed, remounted, re-wedged and remounted afterwards.
 - Gaskets are checked and replaced if deformed.
 - Handles, espagnolettes and receivers are replaced if deformations are observed. Espagnolettes are applied a thin layer of oil.



INFORMATION ON HOW AND BY WHOM THE INSTALLATION WILL BE MADE

- Installation will be made by the trained and experienced staff at our authorized service or manufacturing dealers in accordance with "Manufacturing Instructions" prepared for our dealers.

- Brief information on installation is as follows:



- Installation using steel dowel:

Frame is located in the related window opening with a horizontal level adjustment. Installation is made by making holes and mounting a steel dowel in every 50 cm of both the wall and frame. Openings are filled with wall plaster or foam and covered using silicone material.

Adjustments are made after installation of fixed glasses first and then sash glasses respectively. Handles are then mounted.

- Installation on blind frame:

Blind frame is first located in the related window opening with a horizontal level adjustment and plaster is applied afterwards. The window frame is mounted on the blind frame using screws in every

50 cm. Openings are filled with silicone material. Adjustments are made after installation of fixed glasses first and then sash glasses respectively. Handles are mounted.

USEFUL LIFE DETERMINED AND ANNOUNCED BY THE MINISTRY

- 10 Years

STANDARDS OBSERVED IN OUR PRODUCT

- TS 5358 / DECEMBER 1987 - "HARD PVC PROFILES USED IN WINDOWS AND INTERIOR CONSTRUCTION"
- WINDOW MANUFACTURING LOCATION IN COMPLIANCE WITH THE STANDARD TS 12225 / APRIL 1999 - "DOORS AND WINDOWS MADE OF HARD PVC - MANUFACTURING LOCATIONS - GENERAL RULES"



NAMES, ADDRESSES AND PHONE NUMBERS AS WELL AS OTHER CONTACT INFORMATION REGARDING SERVICE STATIONS AND SPARE PARTS DELIVERY LOCATIONS

ORDER NO	TITLE	ADDRESS	PHONE	FAX
1	AKSİSTEM TURİZM İNŞAAT SANAYİ VE TİCARET LTD. ŞTİ.	Ankara Yolu 27. Km Kayseri TURKEY	+90 (352) 3851180	+90 (352) 3851180
2	HİSARPEN AHŞAP - METAL - PVC DOĞRAMA - MEHMET YILMAZ TABANLI	İzmir Yolu 3. Km Balıkesir TURKEY	+90 (266) 2212156	+90 (266) 2212156

YOU MAY USE 444 0 736 ALOPEN LINE FOR YOUR PROPOSALS AND COMPLAINTS.



WARRANTY CONDITIONS

1. Warranty period starts in the date the goods have been purchased and is valid for two years.
2. Our products are under our company's warranty. Our factory is responsible for manufacturing without mistakes (like yellowing, cracks without impacts, curvature, etc.) while our service stations and authorized dealers are responsible for removing defects in relation with frames and their installations as well as accessories.
3. The time spent in repairing our products becoming defective is added to the warranty period. Our products are repaired within a maximum period of 30 business days from notification of the defect made to our company or our service stations or dealers.
4. In the case our products become defective for reasons under our company's warranty other than usage mistakes specified in the user manual within the warranty period, they will be repaired without any charges like labor costs, cost of replacement parts or any other expenses under any titles.
5. Our products will be replaced on a free of charge basis;
 - If the same mistake is repeated for more than twice a year or different mistakes occur for more than four times a year and such mistakes turn to a continuous nature provided that such defects occur within the period of warranty,
 - If the maximum period given for repair has been exceeded,
 - If it has been determined that the defect is impossible to repair with a report to be issued by any of the sales dealer, agency, representative or manufacturer respectively in the absence of a service station.
6. Defects that may arise from the use of products in a manner against the issues mentioned in the user guide will not be considered within the context of this warranty.
7. Service and part replacements to be made for fixing problems due to usage and ageing factors outside the period of warranty are subject to service charges.
8. One copy of the warranty certificate will be given to the customer while the second copy will be kept at the dealer and the other will be mailed to the company. Customer must submit the related certificate of warranty and the invoice in complaints within the context of the said warranty.



WARRANTY OF GUARANTEE

Approval Date and Number of the Certificate: 19.12.2003 / 038410

This certificate has been allowed for use by Turkish Ministry of Industry and Trade in accordance with the Law No. 4077 on Protection of Consumers as well as the Warranty Certificate Application Guidelines made effective within the context of the said Law.

MANUFACTURING COMPANY'S

NAME : AKPROFİL TURİZM VE İNŞAAT SANAYİ TİCARET A.Ş.
ADDRESS : ATATÜRK BULVARI NO: 69 KOCASINAN / KAYSERİ
PHONE : 352 385 11 77 **FAX:** 352 385 11 80
AUTHORIZED REPRESENTATIVE SIGNATURE / SEAL

PRODUCT'S

TYPE AND MODEL : PVC WINDOW AND DOOR
BRAND : AKAPEN
WARRANTY PERIOD : 2 YEARS **MAXIMUM PERIOD OF REPAIR: 30 DAYS**
DATE AND PLACE OF DELIVERY : _____

SELLING DEALER'S

NAME : _____
ADDRESS : _____
PHONE : _____ **FAX:** _____
INVOICE DATE AND NUMBER : _____
DATE : _____

CUSTOMER'S

NAME / SURNAME : _____
ADDRESS : _____
PHONE : _____ **SIGN:** _____
DATE : _____

PRODUCT'S

NAME OF SERIES : _____
NUMBER OF SERIES : _____



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