



Trimlite Door Lite Installation Instructions

Tools Required:

- ✓ Gloves and safety glasses
- ✓ Glass cleaner and cleaning towel
- ✓ Philips screwdriver or Powered screwdriver with Philips bit
- ✓ Utility knife
- ✓ Putty knife
- ✓ One helper

Notes Before Installation:

- Measure the Exterior door. Trimlite door lites are intended for installation in 1-3/4" thickness doors
- Actual hole size in door should be 1" wider and 1" longer than the glass size purchased (e.g. 22" X 36" glass will fit into a 23" X 37" opening).
- The screw holes should always be on the inside of the door unit.

Installation Instructions

1. **Wear safety glasses and gloves.**
2. **Locate and remove the plastic plugs and screws from the trim of the existing door lite with a screwdriver or powered screwdriver.** These should be located on the interior side of the door.
3. **Carefully remove the inner frame.** Have one person stand on each side of the door to keep the glass from slipping on either side. (If the door and frame have been painted, you may have to use a utility knife to cut a path around the edge of the door and frame on both sides.)
4. **Carefully remove the outer frame.** While one person remains on the outside of the door and holding the glass and frame, apply pressure to one corner of the glass from the inside until the caulking releases from the door. Repeat this step at the other corners. You may also insert a putty knife on the outer frame and door to help break the seal of the old caulking. Once the unit is loosened from the door, the person on the outside can remove the frame & glass and place outside of your work area.

5. **Carefully remove any residue on the door and prepare the surface for your new door lite.** Use a putty knife to help remove any dirt, excess caulking or paint, and clean the surface using window cleaner and towel on both sides of the opening. **Note: the edge of the door can be sharp. Please take caution when cleaning around this area**
6. **Install your new Trimlite door lite.** Remove the inner frame (the side with screw holes) of your new door lite and set close by inside. Have one person lift the exterior frame and glass into position from the outside. Set the new glass into the bottom edge of the opening. Using one hand, maintain pressure keeping the frame in contact with the bottom edge of the door opening. Now, using the other hand, tilt the unit to the top and position the frame into the opening until it seals. The other person must be inside and spotting to ensure the glass is in position and remains firmly sealed to the outside frame.
7. While one person remains on the outside and holds the glass and frame firmly against the door, the other person set the inner frame into the opening. Once in place, install screws in all four corners using a screwdriver or powered screwdriver until firm. Be sure that the screw holes align when screwing into the frame. Install the remaining screws into the rest of the holes until the frame rests firm against the door surface on both sides. The person on the outside should apply pressure against the opposite side of each screw hole as it is tightened. Do not over tighten screws (15 to 20 inch pounds of torque is adequate).
8. Install the plastic screw plugs into the screw holes by hand for a finished appearance. You may also lightly tap these in with the back of a putty knife.
9. Clean glass and frame with glass cleaner and clean towel. Enjoy your new Trimlite door lite!
10. Properly dispose of your old unit according to your local waste disposal guidelines.