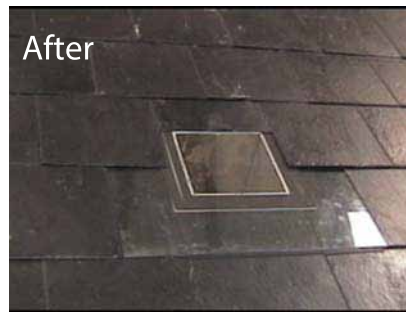


# Natural Slate Suntile Installation instructions



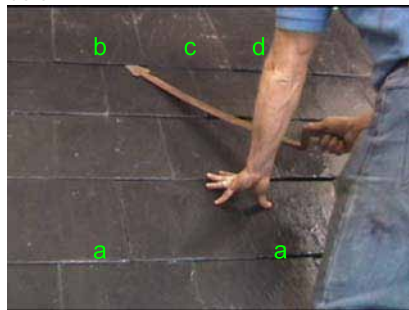
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As long as you follow our simple instructions, fitting a Suntile is simple and straight forward. The instructions might look lengthy and daunting, don't be put off, it's just plenty of detail with explanatory photos to make sure you know what we're talking about.

Firstly - decide the position of your Suntile on the roof, making sure that the lens area falls between any roof rafters etc. Note or mark the final, intended position of the bottom edge of the Suntile (see 'a')

**1** Start by removing the three slates in line with the Suntile, four courses above the bottom edge of the Suntile's final planned position (b, c & d). Using a Slate Ripper, slide up & under each slate, locating the retaining pins or nails behind the ripper's head. Using a sharp downward action with the ripper cut through the pins / nails, thus allowing the slates to be removed. Once this course has been removed it should be possible to use a claw hammer to remove any pins / nails from the remaining slates below.



**2** Once you have removed all the necessary slates down to the bottom edge of the Suntile's final planned position as shown, place the Suntile into position and mark the slate along the bottom edge of the Suntile's flange and also where the flange passes over the exposed batten. Remove that slate for cutting.



**3** Cut the slate along the marked line with a disc cutter. Cut through the batten where you marked it.



4 Replace the cut slate in the original position and pin or nail it to the bottom baton. Replace the Suntile to check the fit.



5 Measure the distance from the top of the cut slate to the top of the Suntile's flange. Remove the Suntile and mark the position of the Suntile's top flange edge onto the felt .



6 Using a sharp blade knife, cut through the felt corner to corner in an X shape creating an aperture to fit the flange on the Suntile.



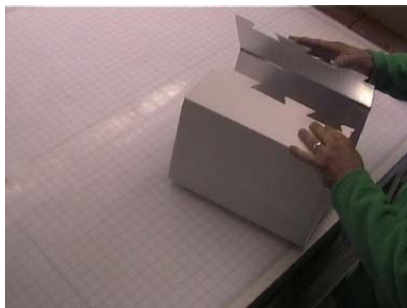
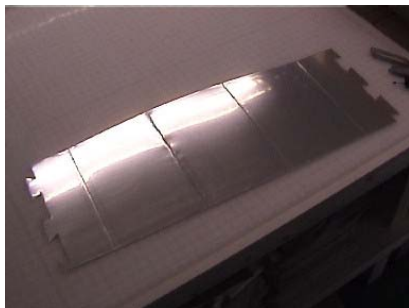
7 Trim off each of the four, felt, triangular shaped flaps, leaving a clear, square aperture. **Refer to the ducting assembly instruction provided, i.e. points 8, 9 and 10,** and assemble the ducting including taping the ducting to the Suntile. Reposition the tile with the ducting in place.



## Suntile Mirrored Ducting Assembly

**8** To assemble the mirrored ducting lay it down flat on a smooth surface with the mirror side facing up. Bend the sides up along the creases into a box tube shape - you can 'over bend' each crease to make assembly easier. Bring the two jigsaw type ends together, fitting them as you would a jigsaw making sure they fit flush with each other and do not overlap.

**Please note: the mirror has a clear protective film that we recommend you leave in place until final stages of assembly.**

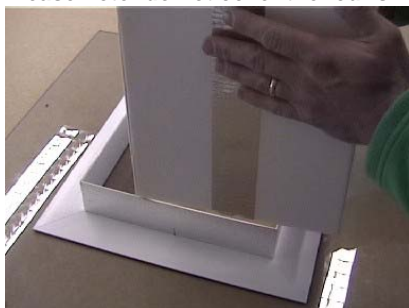


**9** Cut the Silver Tape to the length of the joint, remove the backing tape and stick over the jigsaw joint. Smooth the tape down on the top surface and then flip the duct over and push firmly down from the inside along the jigsaw edge to make sure the edges are all in firm contact with the tape.



**10** Push the assembled ducting inside the flange on the underside of the Slate Suntile; make sure the ducting slides down to touch the clear surface. Use the silver tape to cover the joint between the ducting and the flange in one continuous length, smoothing the tape firmly into the joint and the corners, finally cutting the tape to allow an overlapping joint. We recommend that a second and third wrap of silver tape should be carried out overlapping the first taping top and bottom.

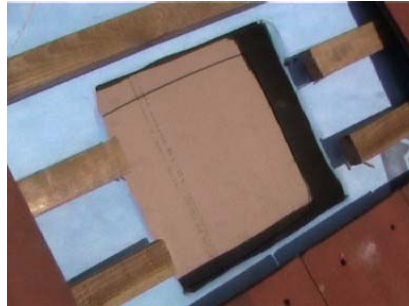
**Please note: do not cover the four small air holes in the crease of the flange where it meets the clear Suntile surface.**



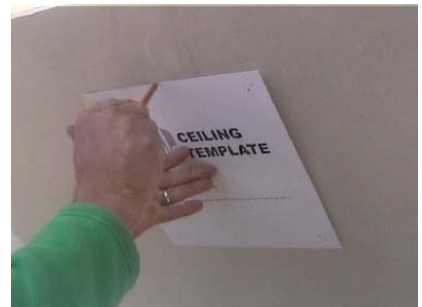
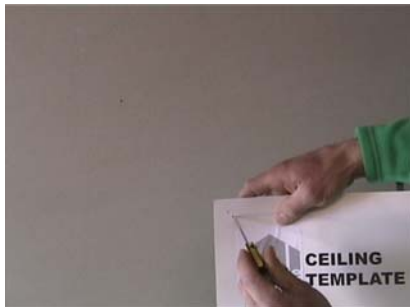
**11** Replace the Suntile by inserting the newly fitted ducting through the aperture in the felt until it touches the plasterboard below. Draw around the ducting marking the plasterboard.



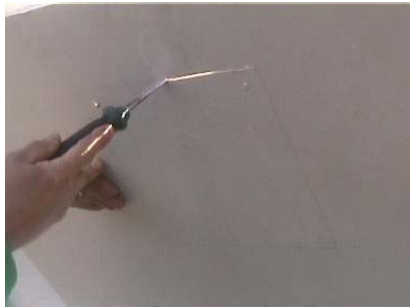
**12** Remove the Suntile & ducting, take a bradawl and push a hole through the plasterboard ceiling in the top right hand corner



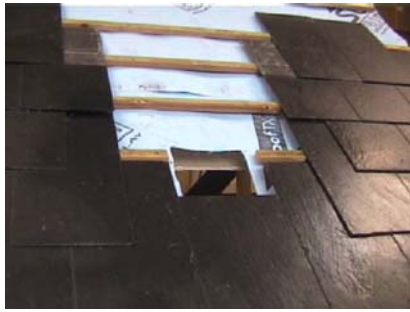
**13** Return to the inside of the property. Take the ceiling template provided and push the bradawl through the top left hand corner at the mark "Suntile Basic Kit Ceiling Holes". Push the bradawl through the hole made in the plasterboard earlier and pivot the template until perpendicular. Hold the ceiling template firmly in position and draw around the template's outside edges



**14** With a sharp knife or grip blade cut along your drawn lines



**15** Return the Suntile to the roof and push the ducting through the felt and through the hole in the ceiling. Ensure the Suntile fits perfectly between the left and right slates and check that the bottom edge is in line.



**16** Screw the Suntile to the battens through the holes provided. Then start to replace the original slates working from the bottom to the top, left to right.



**17** Fix with screws as necessary. Stop when you reach the centre slate that would cover the Suntile's lens.



**18** Position the centre slate just above the lens area of the Suntile and mark the top edge in line with the slates either side of it. Cut the slate along the marked line with a disc cutter.



**19** Fit & screw centre slate in place. Continue to replace all the original slates working from the bottom to the top, left to right.



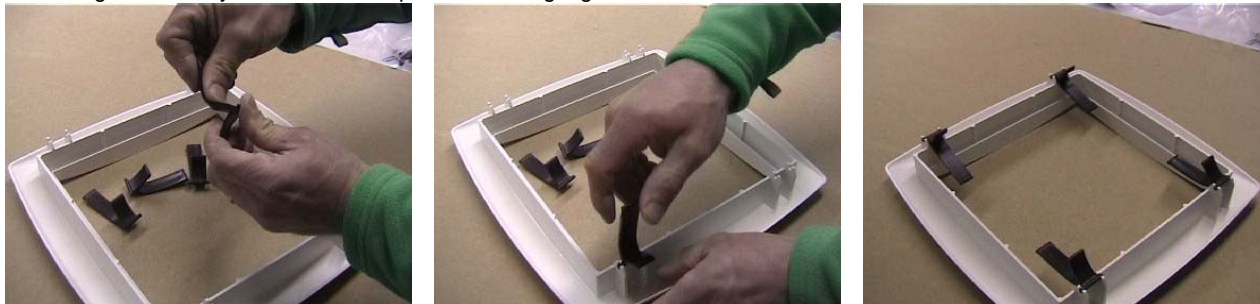
**20** Back inside the ducting now needs to be trimmed to take the ceiling diffuser assembly. Use a 6mm thick piece of flat material as a spacer to mark a 6mm offset line around the outside of the ducting parallel to the ceiling. We used a small piece of 6mm thick cardboard.



**21** Cut all around the ducting using a sharp blade along the offset line



**22** Assemble the ceiling diffuser frame and retaining clips. First, over bend each of the clips to pre-stress them before fitting to the ceiling. Push firmly down into the clips with the long leg vertical and curved outwards.

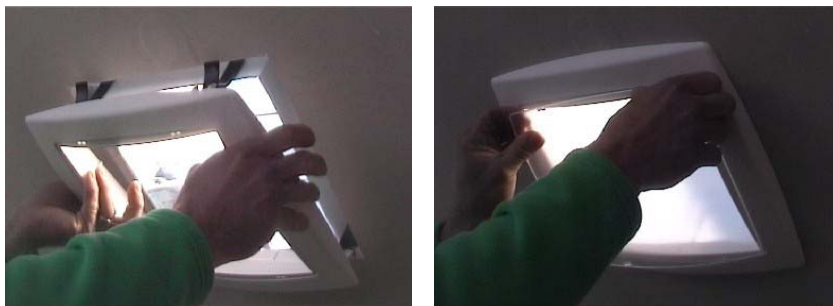


**23** Remove the ducting's protective film, exposing the highly reflective mirrored surface.



**24** Fit the ceiling diffuser frame. It is fitted in the same way as a standard ceiling light fitting. Position the long legs of each retaining clip between the ducting and the square hole cut in the ceiling. Make sure the short legs do not go into the same gap. As you push the ceiling diffuser frame toward the ceiling, the clips will rotate with the short legs sliding across the ceiling surface before snapping into final position. As you push the frame into position make sure that the leading edge of the ducting fits into the channel on the back of the frame.

To remove the frame, simply reverse the procedure pulling the frame away from the ceiling. It is not recommended that you repeatedly take the frame in and out as the cut surface of the plasterboard will start to break up. Once the frame is in position, line up the lens with the four lugs and push fit it together.



**25** Sit back and enjoy your new light filled space before clearing away your tools and putting the kettle on.