TURNKEY PORCH ENCLOSURES

CONTRACTOR INSTALLATION GUIDE

Oasis™ 4-Track Porch Enclosure System

Step-by-step installation of Single and Twin units into an existing, covered porch opening.



Installation questions?
Technical Director · (804) 567-6543 ext. 2

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READ THIS FIRST

Before You Start

This guide covers Oasis™ 4-Track Single and Twin units. Every unit has a 7/8" mounting flange and is fastened through that flange into the porch posts and framing with the supplied self-drilling screws. The Oasis system is a removable, non-structural vinyl-panel infill for an existing covered porch — it is installed into the porch structure and does not change it. Follow the steps in order.

Confirm on site

- ☐ The porch is roofed, and the posts, header and framing are complete and sound.
- ☐ Every unit, sash and hardware bag matches the job paperwork. Specialty parts (transoms, fall rails) are present.
- ☐ Each screw will land in structural framing — posts, headers, sills — not trim or finish boards.
- ☐ You have the Turnkey hardware for each unit: #10-16 self-drilling screws.
- ☐ Elevated porch? The fall-protection parts and drawings for the job are on site (see below).

Stop and call — do not improvise

Call the Technical Director before you go further if:

- A unit does not fit its opening.
- The opening is out of square by more than shims can correct.
- Framing is damaged, deteriorated or missing.
- A part is missing or damaged.

Never cut, trim or alter a unit in the field. The only holes you add are the flange holes in Step 3.

Tools

Drill / driver	For pre-drilling the flange and driving screws
Drill bit	Sized so the supplied #10 screw passes freely through the flange
Punch or fine marker	For marking the meeting rails
Tape measure & level	For fit, square and width checks
Caulk gun	For silicone sealant
Padded sawhorses or bench	For pre-drilling at ground level

Materials

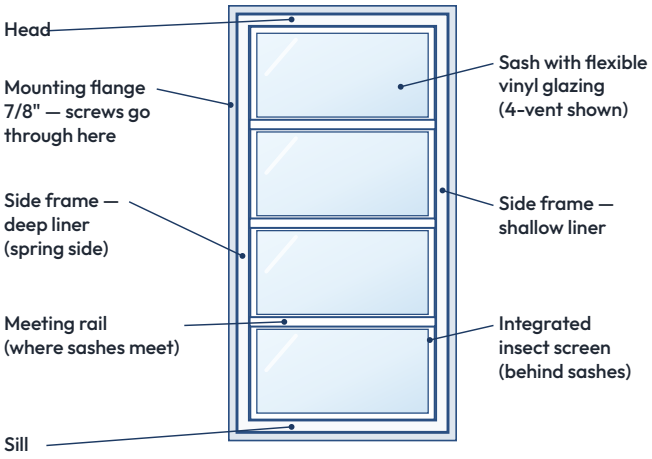
#10-16 self-drilling screws	Supplied. Use only these — no substitutes.
Shims	For centering and holding the side frames straight
Silicone sealant	Exterior grade, for the opening perimeter and interior finish
Wood stops	Optional interior finish on wood posts

Elevated porches and fall protection

Where the porch floor is high enough that a guard is required, the job may include a Turnkey fall rail and vent lock. Install those parts per Turnkey's Fall Rail Installation Specifications and the job's sealed engineering. Fastener quantities, spacing and locations must match those details exactly. The enclosure works alongside a compliant guardrail — it never replaces it. **If the fall-rail parts or drawings are not on site, stop and call before you install.**

REFERENCE

Know the Unit



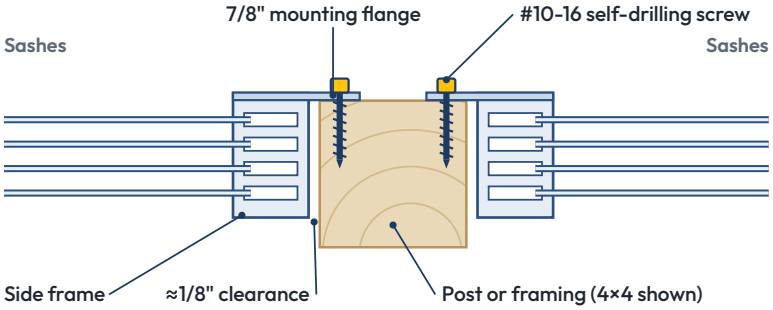
Viewed from the interior

Each Oasis™ 4-Track unit is an aluminum frame with four sash tracks, removable sashes with flexible vinyl glazing, and an integrated insect screen. Sashes are held in the side frames by springs in the **deep liner**; the opposite side rides in the **shallow liner**.

Singles are one unit per opening. **Twins** are two units assembled side by side at the factory.

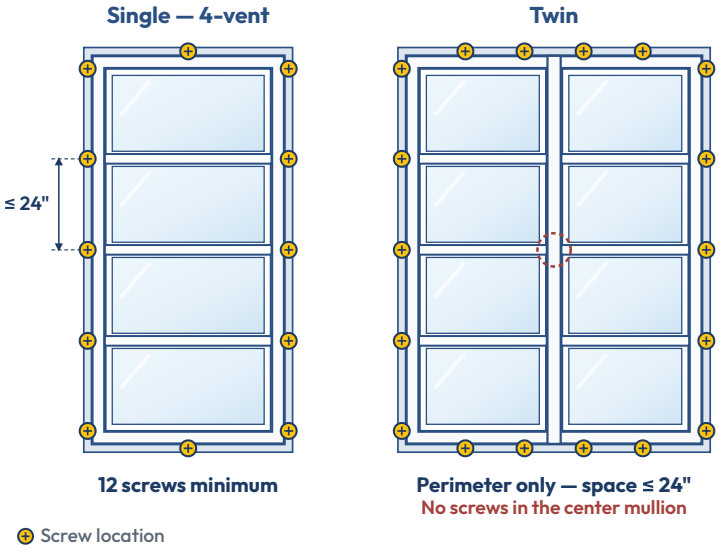
Illustrations show a 4-vent unit. 3-vent units install the same way — they have one fewer meeting rail.

> **Where the screws go:** through the 7/8" mounting flange and into the post or framing member — never into trim alone.



Plan section through a post with a unit on each side. The flange laps onto the post face; the screw goes through the flange into the post.

Fastener Schedule



Screw	**#10-16 self-drilling**, supplied by Turnkey. No substitutes. Drive square to the framing.
Minimum	**12** screws per unit
Max spacing	**24"** between screws, along every side
Required at	Each corner · each meeting rail, both sides · center of head and sill
Then	Add screws anywhere a space would exceed 24" (tall or wide units)
Twins	Perimeter only — no screws in the center mullion

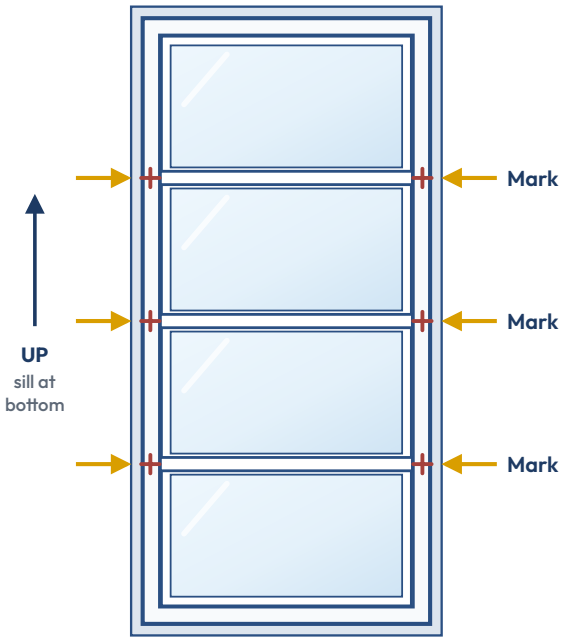
STEP 1 Mark the meeting rails

a. Stand the unit upright with all sashes in the frame and closed. Confirm it is right side up — sill at the bottom.

b. At each meeting rail, mark the center of the rail on **both** side frames with a punch or marker.

c. These marks set the meeting-rail screw locations you will pre-drill in Step 3.

Twins: mark the two outer side frames only. Screws go around the perimeter of the unit, not in the center mullion.



Sashes in the frame and closed.
Mark the center of each meeting rail — both sides.

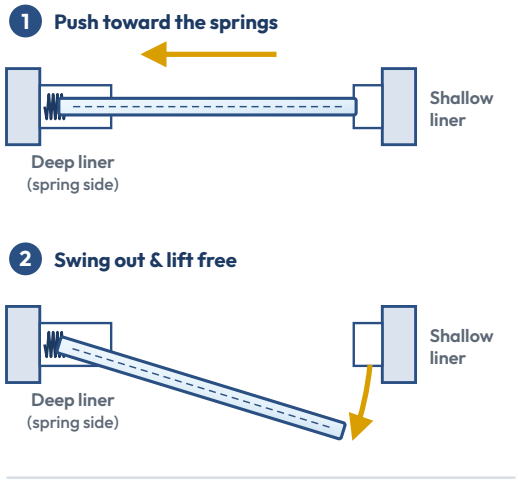
STEP 2 Remove the sashes

a. Hold the sash with both hands and push it toward the **deep liner** (spring side) to compress the springs.

b. Swing the opposite side out of the **shallow liner**, toward you, and lift the sash free.

c. Repeat for every sash. Set them aside where they will not be scratched or stepped on.

Why: the frame goes in empty. With sashes in, the side-load springs bow the side frames outward. With sashes out, the sides stay straight while you set and fasten the frame.



Plan view, looking down. You are on the interior side, at the bottom of each drawing.

STEP 3 Pre-drill the mounting flange NEW

Why pre-drill: on an elevated porch you often cannot reach around the opening or brace the frame while drilling through aluminum. Drilling every flange hole at ground level means that, once the frame is in the opening, you only hold it in place and drive screws.

a. Lay the empty frame flat on padded sawhorses or a bench, at ground level.

b. Lay out every screw location on the flange (see the **Fastener Schedule**): each corner, each meeting-rail mark from Step 1 on both sides, and the center of the head and sill.

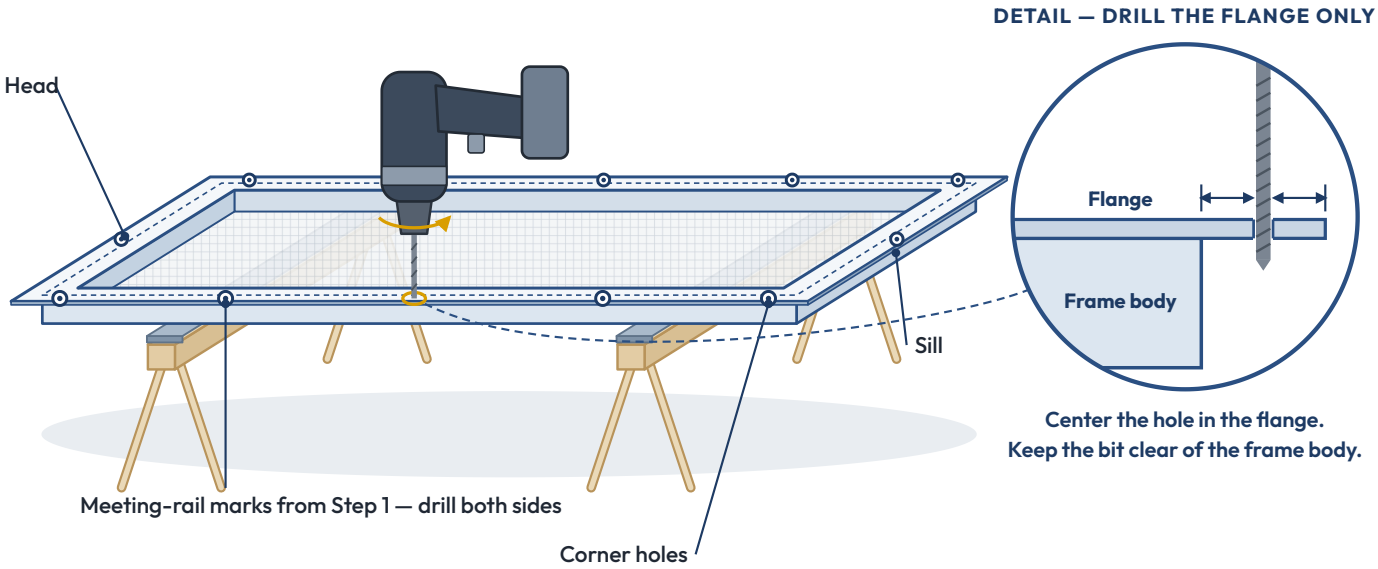
c. Add holes wherever a space would exceed 24". Every unit gets at least 12.

d. Center each hole in the width of the flange.

e. Drill straight through the **flange only**, with the bit square to the flange. Keep the bit clear of the frame body and tracks.

f. Use a bit that lets the supplied #10 screw pass through the flange freely.

g. Clear every chip and burr from the flange and the tracks before moving on.



Frame lying flat on padded sawhorses, at ground level

Flange only. Do not pre-drill the posts or framing. The self-drilling screws make their own hole in the framing in Step 6.

Hole count and spacing are not optional. Fewer than 12 screws, or a space over 24", does not meet Turnkey's sealed installation details and can fail inspection.

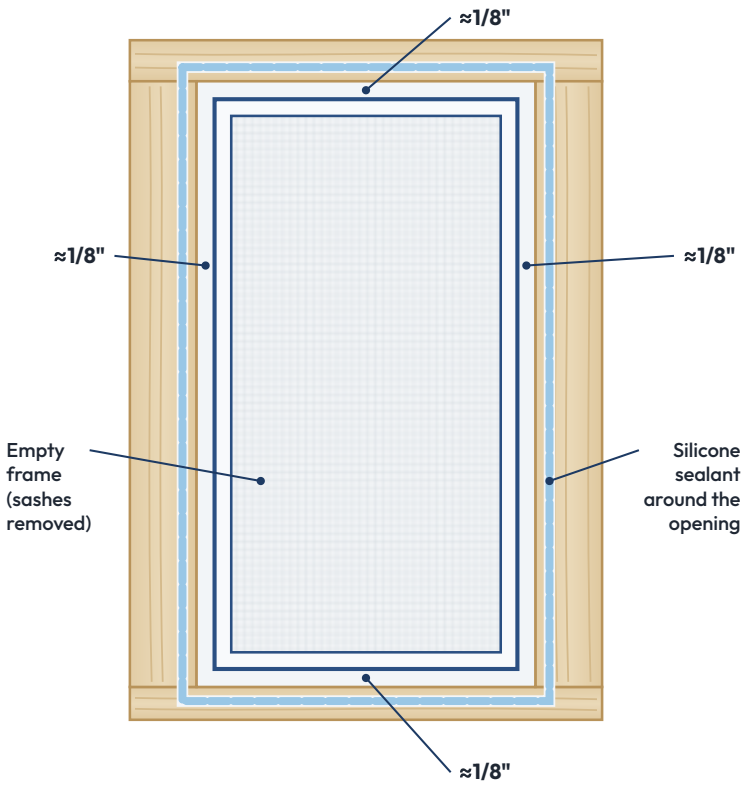
STEP 4 Check the fit and seal the opening

a. Dry-fit the empty frame in the opening.

b. Clearance should be about **1/8" on each side** and about **1/8" at the top and bottom** — roughly 1/4" total in each direction.

c. If the clearance is well off, or the frame will not go in, stop and call. Do not modify the frame.

d. Take the frame back out and apply a continuous bead of silicone sealant around the outside perimeter of the opening.



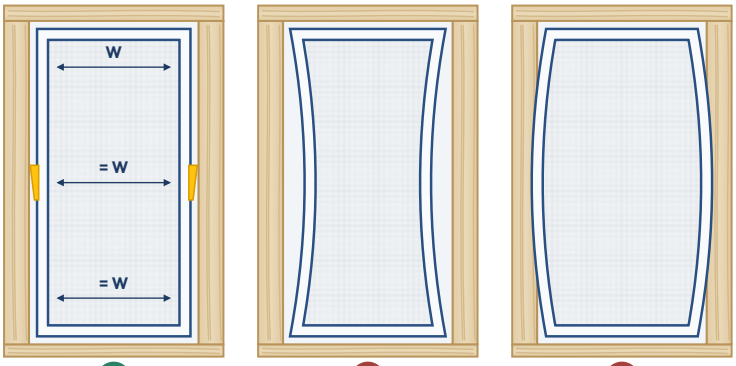
STEP 5 Set, center and square the frame

a. Set the frame in the opening, sill at the bottom, with the pre-drilled holes lined up on the framing.

b. Center it so the clearance is equal all the way around.

c. Check that the frame is plumb, level and square.

d. Shim the side frames so the width across the middle matches the width at the top and bottom.



Square — equal gaps
Shim the sides at mid-height

Hourglass
Sides pinched in

Bowed out
Sides pushed out

An hourglass or bowed frame will not let the sashes operate. Correct it with shims now, before any screws go in.

Square the frame, not the sashes. Sashes with flexible vinyl glazing are not rigid, and a sash can show up to 1/4" of play out of square. That is normal and does not affect operation. Always judge square from the enclosure frame.

STEP 6 Fasten the frame

Drive the supplied screws through the pre-drilled holes, square to the framing, in this order:

a. **Bottom corners.** One screw at each bottom corner.

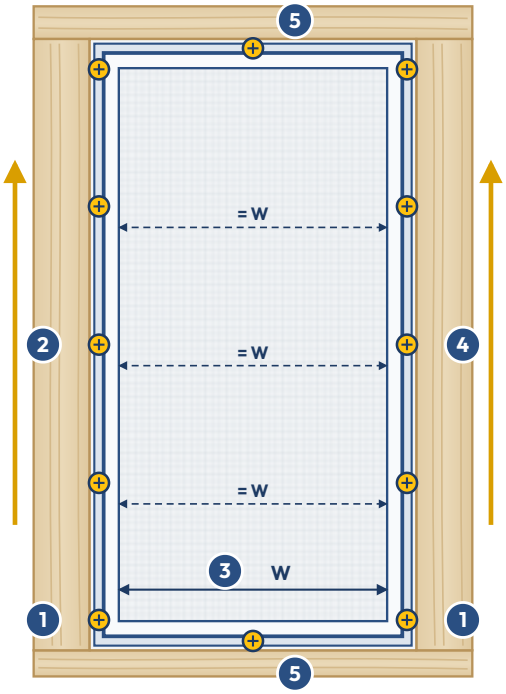
b. **First side, bottom to top.** A screw at each meeting rail, keeping the side straight as you go.

c. **Measure across the bottom** of the frame, side to side. Call it W.

d. **Second side, bottom to top.** At each meeting rail, set the width to W, then drive the screw.

e. **Finish the perimeter.** Top corners, center of head and sill, and every remaining hole.

Count before you move on: at least 12 screws per unit, no space over 24".



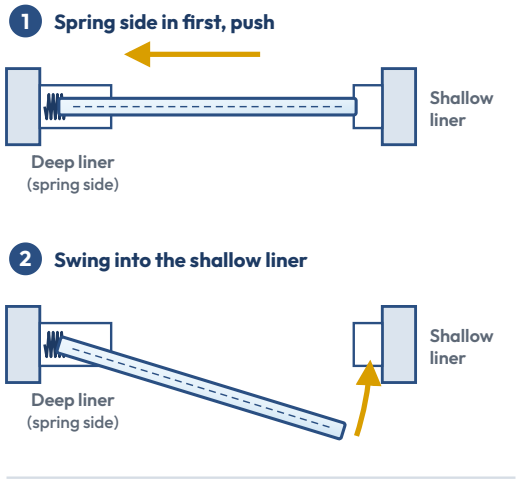
STEP 7 Reinstall the sashes

a. Start with the **top sash**. It goes in the track closest to the screen. Each sash after it goes in the next track toward you — every sash has its own track.

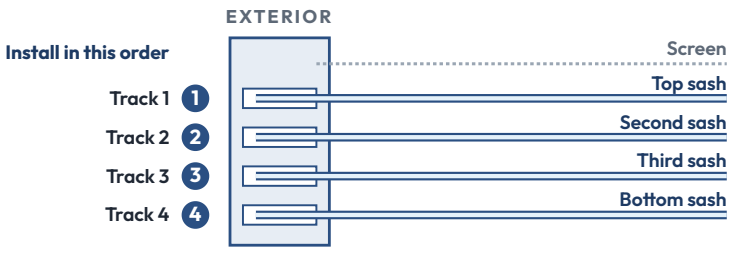
b. Insert the spring side of the sash into the **deep liner** first (the left side as you face the unit from the interior) and push to compress the springs.

c. Swing the other side into the **shallow liner**.

d. Overlap each sash with the one already installed so they interlock at the meeting rail.



Plan view, looking down. You are on the interior side, at the bottom of each drawing.



Track order, seen from above at the side frame.

STEP 8 Check operation and the screen

a. Run every sash through its full travel. Each one should slide all the way up and down without binding, interlocking as it goes.

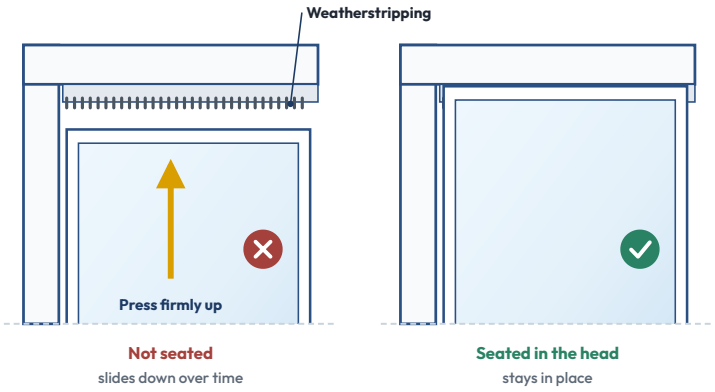
b. **Seat the top sash (vent).** Press it firmly upward until it passes the weatherstripping and seats into the head frame. A top sash that is not seated will slide down over time under its own weight.

c. Open each lower sash part way and let go. It should hold its position.

d. If sashes will not hold, the side frames are bowed out. Apply pressure to the sides with shims and confirm every screw is installed.

e. If the screen is loose, pull the rubber screen spline out of one side, draw the screen tight, and re-seat the spline. Trim the excess screen when done.

Sash play is normal. A sash can sit up to 1/4" out of square because the vinyl glazing flexes. If the frame is square and the sashes operate, the unit is within tolerance. Do not adjust the frame to square up a sash.



Top corner, schematic. Press the top sash up past the weatherstripping until it seats.

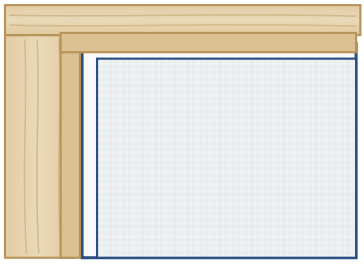
A correct installation

- ☐ Every sash slides the full height without binding.
- ☐ Top sash seated in the head frame.
- ☐ Sashes interlock at each meeting rail.
- ☐ Opened sashes hold their position.
- ☐ Sashes still lift out by hand.
- ☐ The screen is tight with the spline fully seated.

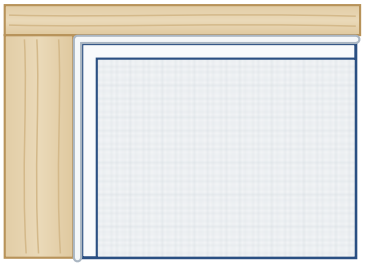
FINISH Interior finishing

Units on wood posts: install wood stops around the perimeter of the frame, *or* apply a small bead of silicone sealant around the perimeter of the frame.

Units on metal posts: apply a small bead of silicone sealant around the perimeter of the frame.



Wood posts: wood stop around the frame perimeter



Wood or metal posts: small bead of silicone sealant around the frame

IF SOMETHING IS OFF

Troubleshooting

PROBLEM	LIKELY CAUSE	WHAT TO DO
Top sash slides down over time	Top sash not seated in the head frame	Press the top sash firmly up until it passes the weatherstripping and seats.
Lower sashes drift down or will not stay open	Side frames bowed out	Apply pressure to the sides with shims; confirm every screw is installed.
Sashes bind or stick partway	Side frames pinched in (hourglass)	Re-check the width at each meeting rail against the bottom width (W) and correct with shims. Call if it cannot be corrected.
Sashes will not interlock	Sash in the wrong track or not overlapped	Remove and reinstall in order, top sash first, in the track closest to the screen.
A sash looks slightly out of square	Normal flex in the vinyl glazing (up to 1/4")	No action if the frame is square and the sash operates. Do not adjust the frame to suit a sash.
Frame does not fit the opening	Opening differs from the measured size	**Stop and call.** Do not trim or alter the unit.
A screw location lands on trim, not framing	Framing does not back the flange	**Stop and call.** Screws must go into structural framing.

What Changed From the October 2022 Edition

- **New Step 3:** pre-drill the mounting flange at ground level before setting the frame.
- **Fastener schedule** now matches Turnkey's sealed installation details: minimum 12 screws per unit, no more than 24" apart, including the top corners and the head and sill centers.
- **Clearance clarified:** about 1/8" per side, about 1/4" total in each direction.
- **Added:** seat the top sash in the head frame; square the frame, not the sashes (up to 1/4" sash play is normal).
- **Also added:** plumb/level/square check, operation and screen check, troubleshooting, elevated-porch guidance and this checklist.
- **New illustrations** throughout.

BEFORE YOU LEAVE THE JOB

Final Inspection Checklist

Walk every unit before you call the job complete. Inspectors check fastener count, spacing and attachment against Turnkey's installation details.

Fastening

- [ ] At least 12 screws per unit.
- [ ] No space between screws over 24".
- [ ] Screws at each corner, each meeting rail (both sides), and the center of the head and sill.
- [ ] Twins: perimeter only, nothing in the center mullion.
- [ ] Only the supplied #10-16 self-drilling screws used.
- [ ] Every screw is in structural framing — none in trim alone.

Fit and operation

- [ ] Frame plumb, level and square.
- [ ] Width at each meeting rail matches the bottom width.
- [ ] Every sash slides the full height without binding and interlocks.
- [ ] Top sash pressed up and seated in the head frame.
- [ ] Opened sashes hold their position.
- [ ] Sashes lift out by hand.
- [ ] Screen tight, spline seated, excess trimmed.

Sealing and finish

- [ ] Sealant continuous around the opening perimeter.
- [ ] Interior finish complete: wood stops or sealant bead.
- [ ] Chips, shim offcuts and packaging removed.

Elevated porches

- [ ] Fall rail and vent lock installed per the job's fall-protection documents, where included.
- [ ] Guardrail in place; the enclosure is not standing in for it.

Installation questions
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Technical Director

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