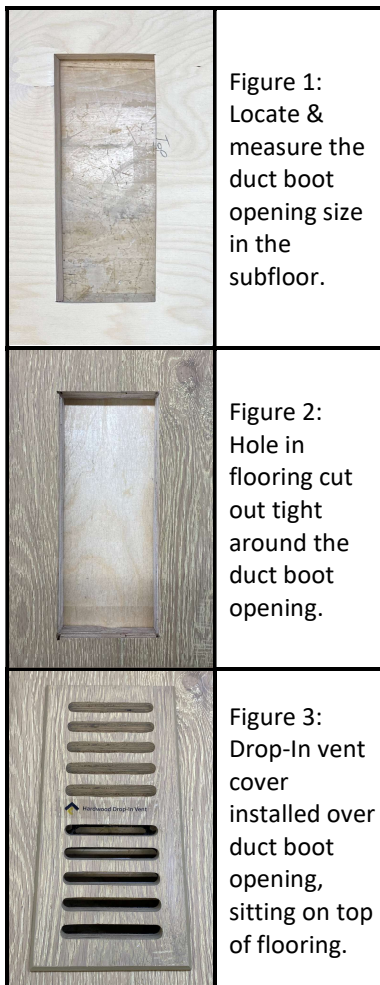


# Drop-In Vent Installation Guide

For hardwood, laminate, and vinyl drop-in vents

## Tools & Materials Required

- Drop-In Vent Cover (One Piece, Self-Rimming)
- Measuring tape
- Pencil or chalk line
- Square or straightedge
- Table saw or track saw
- Jigsaw or oscillating multi-tool
- Sandpaper (120–180 grit)
- Vacuum or brush



## 1. PREPARATION

### 1.1 Confirm Vent Size

- Measure the HVAC boot opening and match the correct vent size. Typical sizes in new builds are 4"x10" or 4"x12", but they can be any size, especially in older homes. See Figure 1.

## 2. MARKING THE OPENING

### 2.1 Dry-Fit the Layout

- Install flooring up to the HVAC duct boot opening.

### 2.2 Trace the Opening

- Use the duct boot opening as the reference/template for marking the rectangular hole in the flooring material.

## 3. CUTTING THE OPENING

### 3.1 Cut Out the Flooring

- Cut the marked hole opening using a table saw or track saw, jigsaw, or oscillating multi-tool. See Figure 2.

### 3.2 Clean the Area

- Vacuum debris and ensure edges are clean and square.

### 3.3 Lightly Sand Cut Edges

- Remove burrs to ensure the cut edges of the flooring are safe to the touch by the residents of the home.

## 4. INSTALLING THE DROP-IN VENT COVER

- Ensure the vent "drops in" cleanly and smoothly into the hole. See Figure 3.
- If the vent has an attached damper, ensure the damper drops down into the duct boot without interference.
- If any interference is noticed, the hole may need to be cut back slightly larger to allow the vent to drop in.

## 5. MAINTENANCE

- Lift the grille periodically to vacuum the duct.
- Avoid wet mopping over the vent area.
- Do not stand on or place heavy furniture directly on the vent.