

# Flush Framed Vent Installation Guide

*For hardwood flush vents with a visible outer frame*

## Tools & Materials Required

- Hardwood Flush Framed Vent (Grille Insert + Outer Frame)
- Measuring tape
- Pencil or chalk line
- Square or straightedge
- Table saw or track saw
- Jigsaw or oscillating multi-tool
- Construction adhesive
- Finish nailer (18ga or 22ga)
- Sandpaper (120–180 grit)
- Colour-matched caulking or wood filler
- 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.

## 2. MARKING THE OPENING

### 2.1 Dry-Fit the Layout

- Install flooring up to the HVAC boot/vent location.
- Position the vent outer frame to confirm alignment.

### 2.2 Trace the Opening

- Use the frame as a template and trace the outer perimeter, see Figure 1.

## 3. CUTTING THE OPENING

### 3.1 Cut Out the Flooring

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

### 3.2 Clean the Area

- Vacuum debris and ensure edges are clean and square.

### 3.3 Lightly Sand Cut Edges

- Remove burrs to ensure a flush, seamless fit.

## 4. INSTALLING THE VENT OUTER FRAME

### 4.1 Dry Fit

- Ensure the outer frame sits flush with surrounding flooring.
- Align the outer frame with the HVAC boot.

### 4.2 Secure the Frame

- Apply a thin bead of construction adhesive to the underside of the frame.
- Optionally secure with 18ga brad nails or 22ga pin nails through the inside lip of the frame, so the nails are hidden.
- Fill any gaps with color-matched caulking or wood filler. See Figure 2.

## 5. INSTALLING THE REMOVABLE GRILLE INSERT

- Ensure the grille insert fits smoothly into the frame.
- If the vent has an attached damper, ensure the damper drops down into the duct boot without interference. See Figure 3.

## 6. FINISHING

- Touch up frame edges with colour-matched filler if needed.

## 7. 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.

