

2. Measure the window itself to ensure that it will fit into the desired window opening. The window should be approximately 1/4" less than the opening in width and 1/4" to 3/4" less in height.
1. Measure the window opening to ensure that you purchased the correct size window.

BEFORE YOU INSTALL YOUR WINDOW, IT IS IMPORTANT THAT YOU DO THE FOLLOWING:



We strongly recommend that you wear protective eyewear and gloves.

TOOLS YOU MAY NEED: Broad wood chisel, hammer, utility knife, phillips-head screwdriver, flat-headed screwdriver, level, safety glasses, gloves, caulking gun, professional grade exterior caulk, drill, 1/8" drill bit and pliers.

BEFORE YOU START: Read these recommendations, look at the photos carefully and identify all pieces to be removed or added during installation.

REPLACEMENT DOUBLE-HUNG & SINGLE-HUNG WINDOWS

INSTALLATION INSTRUCTIONS

REMOVE OLD WINDOW



1. With a razor blade knife, score a line between the inside stop and casing. Remove inside moldings or stops with broad chisel and save for later use.



2. Cords and weights, or spring balances can then be removed so that the old bottom wood sash can be removed.



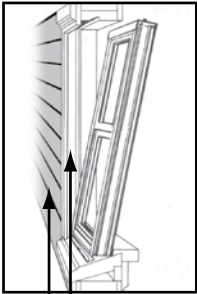
3. Pry out the top and side parting stops (left and right). For stops that are heavily painted or stuck you can use a broad chisel to shear off the part of the stop that protrudes into the jamb.



4. Once the parting stops are out, the upper sash can be removed from the outer track.



5. If your existing window has pre-formed aluminum tracks, there will be no wood parting stops on the sides, but there will be one at the top. Remove the top parting stop and the staples which fasten the pre-formed track to the opening. Once the staples are removed, both sash and the tracks can be removed.



Blind Stop
Exterior Siding

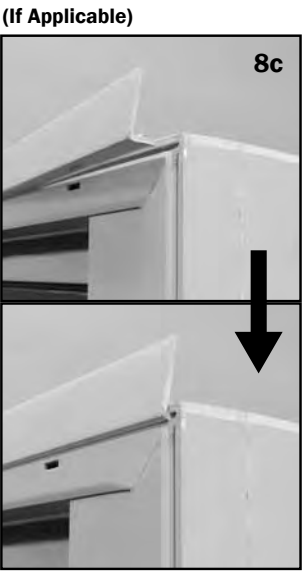
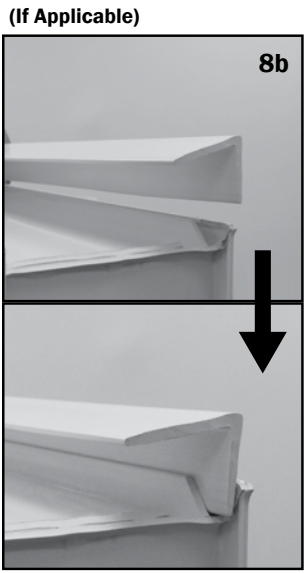
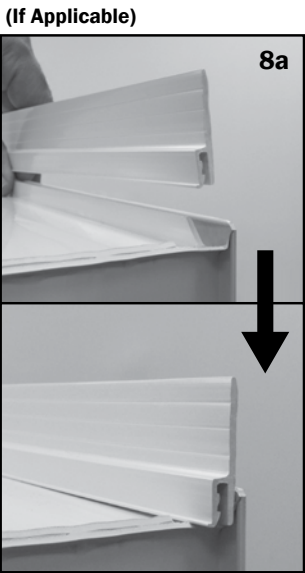
6. Leave the exterior blind stop intact. Do not remove it from the window frame.



7. Clean the opening of any debris. Cover any holes made by the sash weights, pulleys, etc. Remove old screen hook eyes or other protruding fasteners.



8. (If Applicable) Install the supplied Sill Angle in the groove on the bottom of the exterior of the window (See Figures 8a, 8b and 8c to determine appropriate Sill Angle application). Caulk along the bottom of the sill angle and where the window meets the stool.



9. Caulk the inside edge of the blind stop at the top and on both sides of the opening.



10. (If Applicable) Install the supplied Head Expander on the top of the window. We recommend that you place insulation between the Head Expander and the window. Apply a bead of caulk across the top of the Head Expander.

Attn: Product Registration Department
P.O. Box 6029
North Brunswick, NJ 08902-6029

Place
Stamp
Here

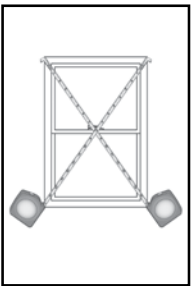
INSTALL NEW WINDOW



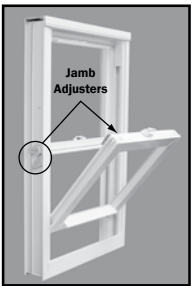
11. Place the new window in the opening. Rest the lower inside edge on the sill, tight against the stool. Tilt the window into the opening, making sure the sill angle is in the groove along the outer edge of the window.



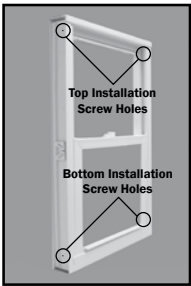
12. Check for plumb, level, and square. It is important that the window remain square in the opening during installation, even if the opening itself is not square. Use shims to keep the window square. Place shims behind the mounting screw holes, while checking to be sure the the window remains square.



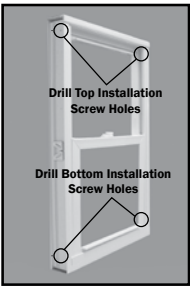
16. Check window for square by measuring diagonally as shown. Measurements should be equal. If not, adjust installation screws and/or shim as necessary.



17. (Double-Hung Only) There are 2 jamb adjusting screws on the window. To locate the jamb adjusting screws, tilt the bottom sash inward. The adjusting screws are located near the center of the jamb, on each side of the window.



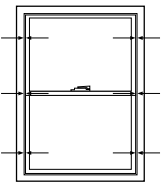
13a. (Double-Hung) There are 2 screw holes in each jamb. There is 1 at the top, in the inside pocket, underneath the sash stop, and 1 at the bottom, in the outside pocket, underneath the sash stop.



13b. (Single-Hung) Drill 2 screw holes in each jamb approximately 2" down from the top header and 2" up from the sill. You will want to countersink the screws to ensure smooth sash movements.



18. (Double-Hung Only) Tighten the jamb adjusting screws until the sight lines between the frame and the sash are uniform.



19. (If Applicable) Push the head expander up tight against the upper part of the opening. Replace the inside top molding tight against the head expander. Replace the inside moldings tight against the jambs of the window. Caulk where the moldings meet the window to seal any gaps.



14. (Double-Hung Only) Remove the top and bottom sash stops by gently prying them out of the jamb.



15. Install and tighten installation screws in the screw holes described above. Do not over tighten as this may distort/bow the frame. Replace any top and bottom sash stops at this time.



20. Caulk where the window frame meets the blind stops. Take care to ensure that all gaps are filled/sealed. Fill any old screw holes created by storm windows or old screens. Use a paintable caulk and/or putty so you'll be able to re-finish the exterior.

PRODUCT REGISTRATION FORM

Please complete and return this registration form

- 1) Title: ☐ Mr. ☐ Mrs. ☐ Ms
- 2) Name: First Initial Last
- 3) Address: Street Apartment No.
City State Zip Code
- 4) Home Phone 5) Date of Birth
- 6) Marital Status ☐ Single ☐ Married
- 7) Annual Household Income ☐ <\$15,000 ☐ \$15,000-\$29,999 ☐ \$30,000-\$49,999 ☐ \$50,000-\$74,999
☐ \$75,000-\$100,000 ☐ >\$100,000
- 8) Do you own or rent your primary residence? ☐ Own ☐ Rent
- 9) How long have you resided in your home? years
- 10) What is the age of your home? ☐ 1-10 yrs ☐ 11-20 yrs ☐ 21-30 yrs ☐ 31-50 yrs
☐ 51-75 yrs ☐ other
- 11) These windows were installed in your: ☐ Primary Residence ☐ Second Home ☐ Investment Property
- 12) These windows were purchase by: ☐ Homeowner ☐ Builder/Contractor
- 13) These windows were used for: ☐ New Construction ☐ Addition ☐ Replacement
- 14) Who installed the windows? ☐ Installed them myself ☐ Hired a Contractor
- 15) Number of windows purchased:
- 16) Model Number(s):
- 17) Installation Date: / /
- 18) What factors most influenced your purchasing decision? Please choose three (3):
☐ Energy Efficiency ☐ Advertising ☐ Product Features ☐ Warranty
☐ Brand Reputation ☐ Price ☐ Style/Appearance ☐ Other _____
☐ Store Display ☐ Availability ☐ Product Performance

Please mail this Product Registration form within 30 days of installation to:

Attn: Product Registration Department
P.O. Box 6029
North Brunswick, NJ 08902-6029