Section 7

Replacement Measuring and Installation Instructions

1. Measure inside jamb to inside jamb of existing window as shown at 3 different spots.
   Near the top, at the middle, and near the bottom. Smallest dimension is rough opening width.

2. Measure height of opening from highest point of sill to inside head jamb at 3 different spots.
   Left, center, and right. Shortest dimension is the rough opening height.

3. Measure diagonals of entire opening from top left corner to lower right corner, and from top right corner to lower left corner.
   If measurements are NOT the same, deduct the difference from the rough opening height obtained in Step #2.
   This is your new rough opening height.

4. Now that the rough opening has been established, order the new window with a frame size that is at least 1/4” smaller than the rough opening dimensions in both width and height. Remember to check for the presence of lead paint. If lead-base paint is present, contact a certified lead abatement expert.

5. Confirm that the new window is the correct size and has the correct specifications. Once verified, remove packaging, remove screen, and collect the #8 x 2” screw package. Then, using a utility knife, carefully cut the paint line between the interior sash stops and the window jamb as shown. Using a stiff putty knife, carefully remove the interior sash stops as shown, exposing the lower sash of the existing window. Carefully remove the lower sash from the frame, and remove the counter balance attachments that connect the window sash to the jambs. Save the interior stops for re-installation.
Using a stiff putty knife, remove the parting bead as shown, exposing the upper sash of the existing window. Carefully remove the upper sash from the frame, and remove the counter balance attachments that connect the window sash to the jambs.

**Note:** If window has sash weights with pulleys, remove pulley wheels, remove lead weights from weight cavities, and fill with an approved non-expanding spray foam or loosely fill with pre-cut pieces of unfaced, fiberglass insulation. Do this for both upper and lower sash weight cavities.

Thoroughly clean all dirt and debris from the inside jambs and sill. Dry fit the new window. Check window for proper clearance, and a level sill. If sill is out of level, use pvc, or composite shims at corners, and at mull locations as needed until level. Remove window - and shims at sill if used - and apply a continuous bedding bead of sealant where shown above.
8 Replace composite shims at sill area if needed before placing new frame. Set window into opening, sill first, and press into bedding bead of sealant as shown. Center window in the opening. Locate the jamb alignment screws at the mid-rail of each jamb side. Tighten jamb alignment screws on each side until they contact the existing window frame. Check for plumb with a level. Remove both sashes from the new window.

9 Using the #8 x 2" screws provided, anchor the window frame through the factory drilled installation holes provided. Shim at all anchor points. Do not overtighten screws, as it may bow the jamb outwards. Replace sashes, and check reveal of sash-to-frame for plumb. If jambs are not plumb, adjust shims and screws as needed. Clean squeeze-out from any excess sealant at exterior perimeter, and along interior of sill.

10 Apply an approved, non-expanding spray foam insulation between new window frame and existing jamb, or use a loosely-inserted, unfaced fiberglass batt type insulation around interior perimeter of window as shown.
Replacement Measuring and Installation Instructions (page 4)

1. Apply a small bedding bead of sealant around perimeter of window. Replace the interior sash stops as shown. Tool excess squeeze out of sealant.

2. Loosely fill cavity under new window frame with pre-cut pieces of unfaced fiberglass insulation. Measure height of sill angle provided. Using a utility knife, cut sill angle to its proper height. Scored cut lines for the sill angle are on the back side. Use these to maintain a straight cut line. Once cut to height, snap into place as shown. Apply a discontinuous bead of sealant along bottom edge as shown, skipping about 2” of space about 6” in from either end. Installation Complete.

**Note:** Alternate replacement window installation methods exist. This is just the most common. Due to site conditions, it may be necessary to set the windows from the outside. This method is similar to what was shown, with the exception that the exterior stops are removed instead of the interior stops.