

# Retrofit Vinyl Windows

## INSTALLATION INSTRUCTIONS

**Please read all instructions before beginning the installation.**

We recommend using a professionally trained installer who is familiar with all relevant building codes and regulations. These instructions are to be used as a guide. Actual conditions may change installation process. Failure to properly install the window may void the warranty and result in damage to window and surrounding area.

All windows should be inspected upon delivery. Note any defect on shipper and do not install product that is defective.

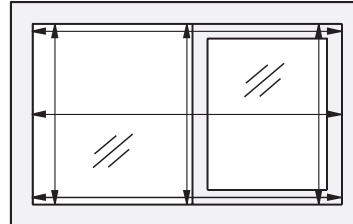
### PREPARATION

Verify window will fit by double-checking all measurements. The opening within existing window frame should be approximately 1/2" inch larger than new window's actual width and height (DIAGRAM 1). Check to make sure opening is square, level and plumb (DIAGRAM 2). Remove glass panels and mullions from existing window leaving the metal master frame intact (DIAGRAM 3).

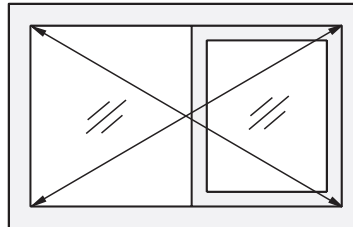
### INSTALLATION

Place a continuous level block in the interior track of existing window sill. Block must be strong enough to support the new window (DIAGRAM 4). Blocking should be same height as highest existing leg of sill so window does not rotate. Prefit window in opening making sure it fits properly without being forced. Make any adjustments as needed and remove window.

Apply a continuous 3/8" inch bead of a high quality elastomeric sealant as a primary seal to exterior face of existing window frame. Sealant must completely cover any seams or gaps where existing and new frame members are joined together. Be careful not to cover weep holes on existing frame (DIAGRAM 5).

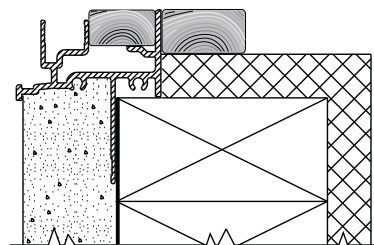
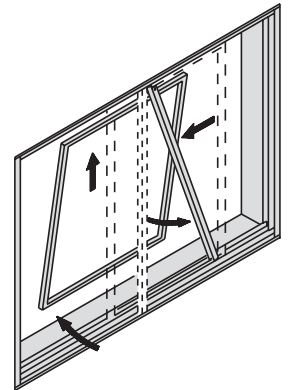


1. **Preexisting Frame**  
 Measure horizontally and vertically at three points and record smallest daylight dimensions.



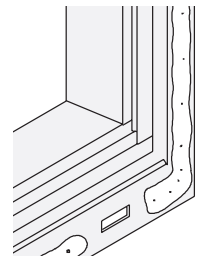
2. Measure diagonally.

3. Remove existing sash components; also remove mullions and fixed glazing.



4. **Sill Condition**  
 Blocking is necessary to prevent rotation of new window sill.

5. Do not apply sealant over existing frame weep holes.



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Install window in opening from the exterior making sure retro flange fits tight against exterior wall (DIAGRAM 6). Sill must be supported in a manner to avoid sagging, deflection and rotation. Shim as needed to make sure unit is square, level and plumb.

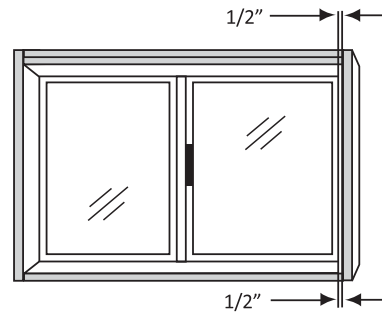
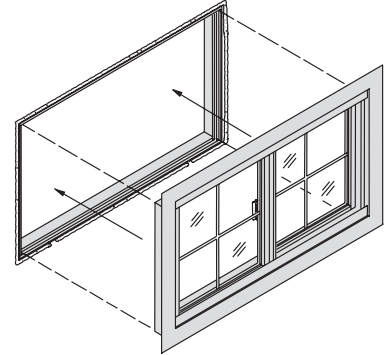
Predrill installation holes through head and side jambs. Locate fasteners 6" inches from each corner and at a maximum of 16" inches on center in between. Secure window using screws long enough to pass through existing frame and into studs. Care should be taken not to over torque screws as this can cause frame to bow.

Check for squareness by opening window 1/2" inch. The reveal should be the same top to bottom on sliders, side to side on hung windows (DIAGRAM 7). Run a continuous 3/8" inch bead of secondary sealant around exterior perimeter of window being careful to avoid blocking weep hole system (DIAGRAM 8, 9).

### FINAL ADJUSTMENTS

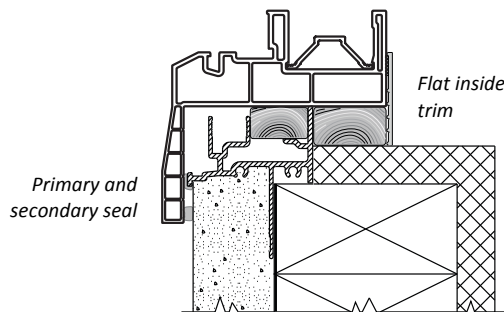
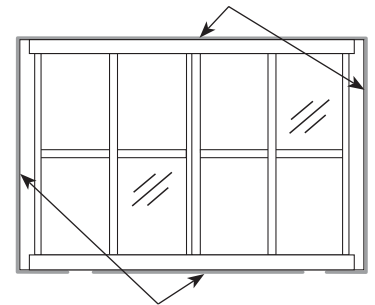
Recheck the operation and locking of window. Install interior trim if available (DIAGRAM 9).

6. Install window from exterior. Make sure retro flange fits tight against wall.



7. Open window 1/2" inch to check for squareness.

8. Apply secondary 3/8" inch bead of sealant around perimeter.



9. Install trim if available.

*Instructions and drawings are for guidance only.  
 Drawings are not to scale.*