

## REPLACEMENT WINDOW INSTALLATION INSTRUCTIONS

**CAUTION:** Some areas that are designated as high wind speed zones and wind-borne debris regions may require additional or special anchorage in order to comply with local and state building codes. Please consult your local Code Official for certified instructions regarding the installation of this product.

Read all instructions thoroughly before beginning the installation of the window. These instructions are intended as a basic guide for installing replacement windows. If you require more in-depth instructions, that cover a specific window or door style or installing windows in a new construction application, please contact your Norandex Distributor or visit [Norandex.com](http://Norandex.com) for current installation instructions.

1. a. Before removing old unit inspect new unit for correct size, type, damage and correct installation information for your application. If a problem exists with any of these areas contact your Norandex distributor before installing.
- b. Begin by measuring the window to be replaced. Measure at three locations: top, middle and bottom of the window on width, and right, center and left on height. Use the smallest of these measurements to determine the width and height. Do not remove the old window until the dimensions of the new window have been verified to fit the opening properly and you have all the accessories needed.

Accessories are available, but not required, from Norandex to ease the installation and finishing of the new window. When using exterior accessories such as a sill extender or snap on flange, sealant must be applied in the accessory groove of the frame or in the accessory piece itself prior to application in order to prevent leaks. It is the installers responsibility to make sure that any attached accessory joint is weatherproof. For more information on accessories and their applications contact your Norandex Distributor.

2. Remove the old window and prepare the opening (leveling off the sill if necessary). It is important to remember that the replacement window must fit into the opening plumb, level and square, even though the opening may not be any of these. If the window is not plumb, level and square the following problems may occur:
  - Double Hung and Slider sash may be difficult or impossible to remove.
  - Casement sash may not operate properly due to excessive drag on the sill.
  - The sash pivot bar on Double Hung windows could bind and cause the sash to become inoperative.
  - The interlocking meeting rail on Double Hung and Slider windows may not perform properly — allowing air and water infiltration, even if the sash is locked.
  - The weatherstripping may not seal properly, allowing air and water infiltration.

### TOOLS NEEDED:

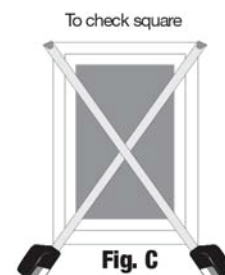
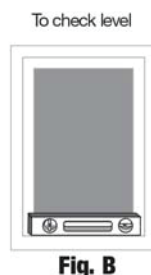
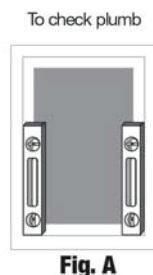
- Tape Measure
- 4' Level
- #2 Phillips Bit (4" in length)
- #3 Phillips Screwdriver
- Small Rubber Mallet
- Pry Bar
- Cordless Screw Gun
- 1/8" Drill Bit (4" in length)
- 3/32" Drill Bit (masonry bit when applicable)
- Caulk Gun & Color-matched Silicone Caulk (structural sealant when applicable)

- The partial ventilation latch on Slider windows may drag on the center leg of the sill or be inoperative.
- The locking system may not engage properly.

3. When installing in a slope sill application place wood blocks along the existing window sill. The blocks will help support the window and keep the sill level.
4. Tilt the window up into the opening with the sash closed and locked. Set it down on the wood blocks placed along the window sill.

**Note:** If an exterior accessory is used on a hook type frame, it is required that it be applied to the frame before setting the window in the opening.

5. Tighten the jamb adjusters and shim the window at all anchor points and where necessary to hold the unit secure while checking it for plumb, level, and square. Be careful not to over tighten jamb adjusters or over shim to avoid twisting or deflection of jambs.
  - To check plumb: Place a level vertically on both the interior and face of the left and right jambs. If the bubble indicator is centered, the unit is plumb (Fig. A).
  - To check level: Place a level along the sill. If the bubble indicator is centered, the unit is level (Fig. B).
  - To check square: Measure window frame diagonally. Measure from the top left corner of the frame to the bottom right corner and from the top right to bottom left. If the measurements are equal, the window is square (Fig. C). You can also check the squareness by closing the sash to the point where it just meets the head or sill. If both sides of the sash meet the head or sill at the same time, the window is square.
6. Check the sash where they meet the frame to be certain the weatherstripping is sealing properly in all areas. Inspect all weatherstripping to insure it has not pulled out of the receiver channel. To reinstall it, pull the stripping completely out of the channel then reinsert it by sliding the spline into the receiver channel. Check for an even reveal (gap) between the sash and the frame.



7. Once the window is plumb, level and square, install installation screws (provided) into the prefabricated installation holes in the jambs. On some slider windows, in order to access the screw holes, it will be necessary to remove the rubber bumpers located behind the operable sash. These bumpers **MUST** be reinstalled after the screws have been located. Shims should be used to establish spacing at anchoring points and should be penetrated by the installation screw. **DO NOT OVER TIGHTEN THE SCREWS**, as this could cause the frame to bow. Recheck the sash for proper operation once the screws have been installed. Caulk and cover the installation and jamb adjuster holes when necessary.
  - a. Loosely pack insulation around the window frame, on the interior, between the frame and the opening. Use of spray foam is acceptable as long as it meets AAMA 812 specifications. If gaps between the unit and the opening are less than 1/8" the unit may not require insulation. When this occurs Norandex recommends an exterior and interior perimeter seal to create a dead air space.
8. Finish off the exterior of the window. Attach the sill extender (if necessary) to the bottom of the sill and trim it to fit in the opening. Be careful not to cut the sill extender too tight to prevent deflection of the sill. Sill extender should not be used as support. Be sure to use the proper grade of sealant to seal the entire perimeter of the window. Do not leave any gaps where water or outside elements can penetrate into the home. Use common sense to complete the exterior. Seal all areas that are prone to air or water infiltration. Make certain that the weeps on the outside of the window are open and that water can drain from the sill and out of the weeps.
9. Make certain sash open, close and lock properly. Operable slider sash should lift out freely. Finish off the interior of the window.
10. Remember: The homeowner is the final inspector. Clean the window well and remove all debris from the job site. Be sure the homeowner is familiar with the proper operation, features and documentation of the window. (For example, the Norandex NFRC Label & Warranty)

**Note: When installing left or right hinge Casements:**

- Place installation screws in the two pre-drilled holes in the jamb on the hinge side of the window.
- Replace the last screw in the hinge track closest to the center of the window in both top and bottom hinge tracks with installation screws (Fig D) . Prior to replacing the screw in the sill, fill the hole with sealant before running the installation screw into the hole. Seal the head of the screw to be sure it remains watertight.
- Replace one screw in each tie bar guide on the lock side of the window with installation screws (Fig. E) .
- After the window is secured, recheck the sash operation and the weather seals.
- Left and right hinge Casements have an adjustment on the upper and lower hinge tracks which allows you to move the sash left and right. This adjustment can be used to help square the sash within the frame to correct uneven reveals between sash and frame or to address interference issues with the locking hardware. A slim line adjustment wrench is available from Norandex or a standard 3/8" or 7/16" open end wrench can be used but will require that the hinge arms be removed from the adjustment posts in order to access the adjustment cam. A 7/64" hex head wrench can also be used on certain hardware. (Fig. F) .

**Note: When installing Awning windows:**

- Replace one of the center screws in the operator assembly with an installation screw (Fig. G) .
- On both left and right hinge tracks, replace the second screw from the top and the closest screw to the bottom with installation screws (Fig H) .
- Install installation screws in the pre-drilled installation holes in the head. After the window is secured, recheck the sash operation and weather seals.

**Note: When installing Hopper windows:**

- On both left and right hinge tracks, replace the second screw from the bottom and the closest screw to the top with installation screws (Fig H) .
- Install installation screws in the pre-drilled installation holes in the head. After the window is secured, recheck the sash operation and weather seals.

