

Sash Replacement

for Andersen® Perma-Shield® and 200 Series Narroline® Double-Hung Windows
Manufactured 1962 to 2012

Thank you for choosing Andersen.

For questions call 1-888-888-7020. For more information and/or guides visit andersenwindows.com.

Contact local authorities or waste management companies for proper recycling and/or disposal of removed window or patio door.

Please leave this guide with building owner.

- ▶ **Read guide from beginning to end before starting installation. Read all warnings and cautions during unit installation.**
- ▶ **Check with your local building code official to identify and confirm compliance with local building code requirements.**

Parts Included

- (1) Sash
- (2) Vinyl Tabs

Tools Needed

- Safety Glasses
- Gloves
- Phillips Screwdriver
- Utility Knife
- Caulk Gun

Supplies Needed

- Dow Corning 891 Sealant (for DP50 Sill Stops Only)
- Duct Tape

WARNING

Use caution when working at elevated heights and around unit openings. Follow manufacturers' instructions for ladders and/or scaffolding. Failure to do so may result in injury or death.

WARNING

Follow manufacturers' instructions for hand or power tools. Always wear safety glasses. Failure to do so may result in injury and/or product damage.

WARNING

Windows and doors can be heavy. Use safe lifting techniques and a reasonable number of people with enough strength to lift, carry and install window and door products to avoid injury and/or product damage.

WARNING

Unless specifically ordered, Andersen windows and doors are not equipped with safety glass, and if broken, could fragment causing injury. Many laws and building codes require safety glass in locations adjacent to or near doors. Andersen windows are available with safety glass that may reduce the likelihood of injury when broken. Information on safety glass is available from your local Andersen dealer.

CAUTION

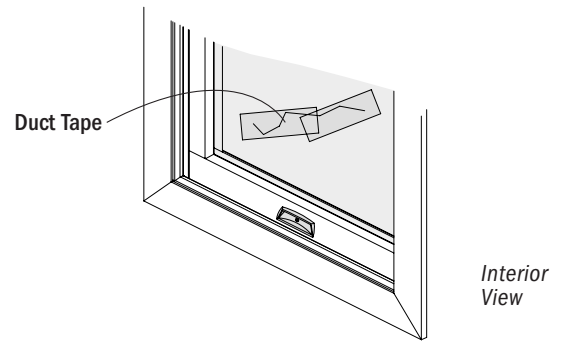
- Do not apply any type of film to glass. Thermal stress conditions resulting in glass damage could occur.
- Use of movable insulating materials such as window coverings, shutters, and other shading devices may damage glass and/or vinyl. In addition, excessive condensation may result causing deterioration of windows and doors.

1. Prepare for Replacement

⚠ WARNING

Wear gloves, safety glasses, goggles, or eye shields when handling glass. Tape broken glass with duct tape before removal to reduce glass fragmentation.

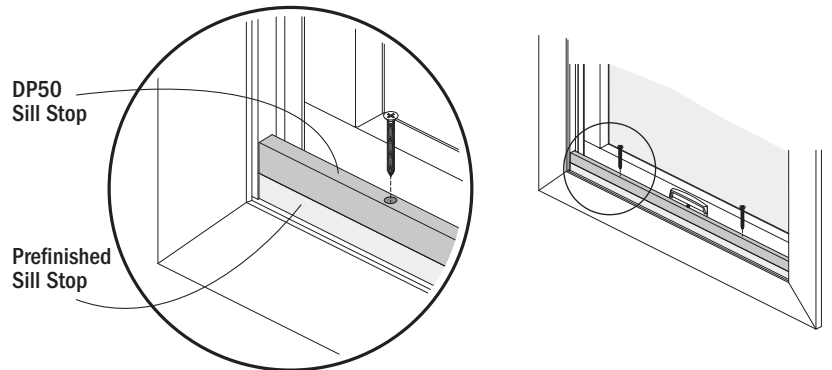
- Apply duct tape to glass if sash is broken.



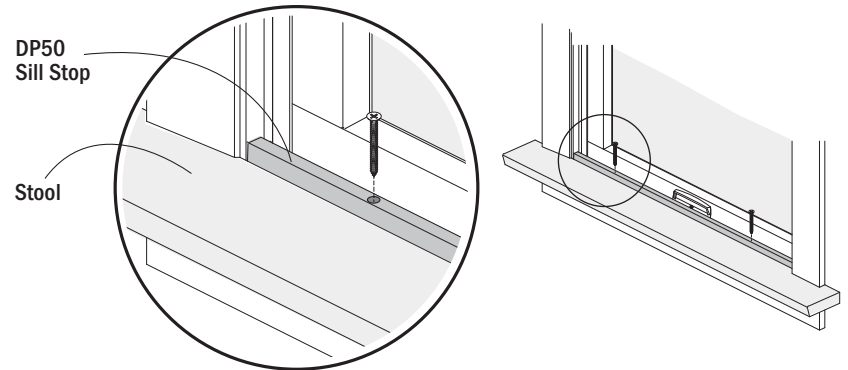
2. Remove DP50 Sill Stop if Required

- Check along sill for existence of a DP50 *Sill Stop*. (DP50 *Sill Stop* is applied on top of pre-finished *Sill Stop* or on top of *Stool*) If window is not equipped with a DP50 *Sill Stop* proceed to **Step 3**.
- Remove screws from DP50 *Sill Stop* and save for reuse.
- Remove DP50 *Sill Stop* by carefully pulling upwards to release it from sealant and save for reuse. (It may be necessary to cut along DP50 *Sill Stop* with a utility knife to assist in its removal).
- Clean any excess sealant from areas.

DP50 Sill Stop over Prefinished Sill Stop

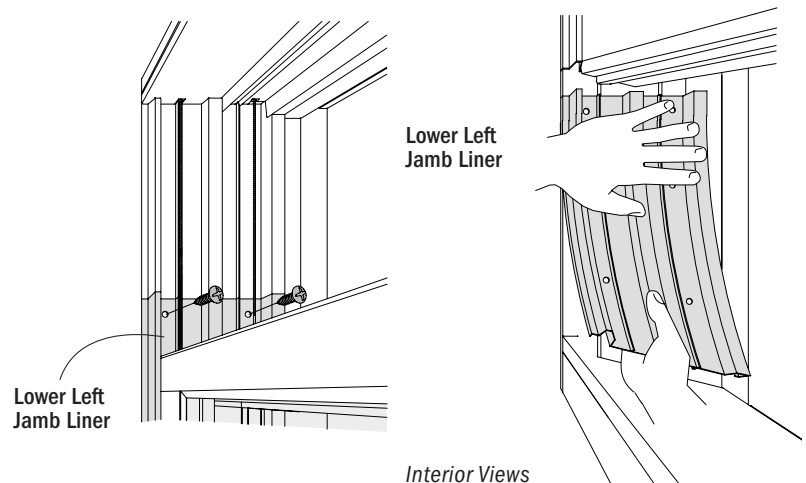


DP50 Sill Stop over Stool



3. Remove Lower Left Jamb Liner

- Lower top sash completely and remove the 2 screws located on the top of the *Lower Left Jamb Liner*.
- Raise both sash completely and remove all screws located on the bottom of the *Lower Left Jamb Liner*.
- Place left hand across top of *Lower Left Jamb Liner* and hold in place. Use right hand to bend and pull outward on bottom of *Lower Left Jamb Liner* to remove.



4. Remove Lower Sash

- Close *Lower Sash* completely. Pull out left side and hold sash in position.

⚠ WARNING

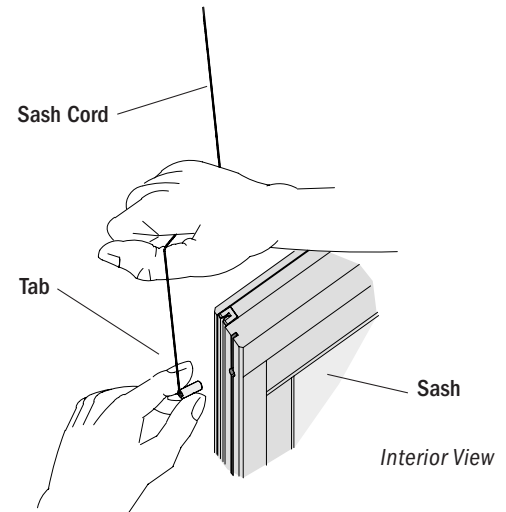
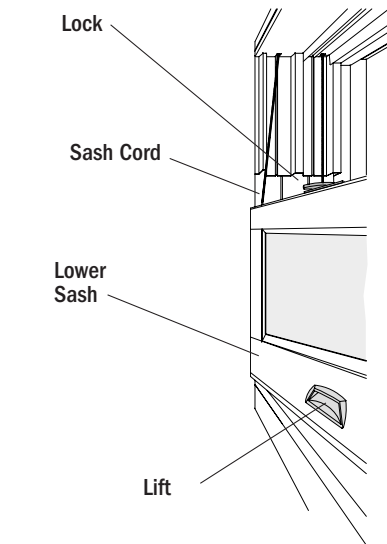
Sash cords are under high tension. Use caution when unhooking sash cord from sash. Sash cord could snap back up resulting in product damage and/or personal injury.

- Pull down on left hand *Sash Cord* with one hand and hold firmly while pulling *Sash Cord Tab* out of sash with the other.
- Ease *Sash Cord* up into head jamb.
- Repeat procedure with right hand *Sash Cord* and remove *Bottom Sash*.

⚠ WARNING

Use extreme caution when working around window opening after sash has been removed. Personal injury and/or falls could occur.

- If *Bottom Sash* is being replaced, remove *Lift* and *Lock*. Dispose of *Bottom Sash* properly, then proceed to **Step 5**.
- If *Top Sash* is being replaced put *Bottom Sash* in a safe place until reinstallation and proceed to **Step 5**.



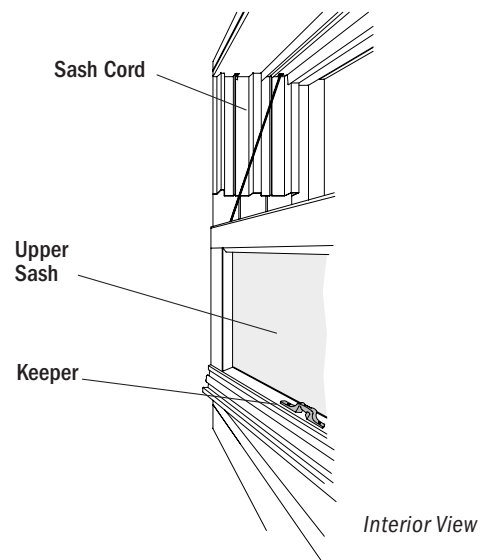
5. Remove Top Sash if Required

- Lower *Top Sash* completely. Pull out left side of sash and hold in position.

⚠ WARNING

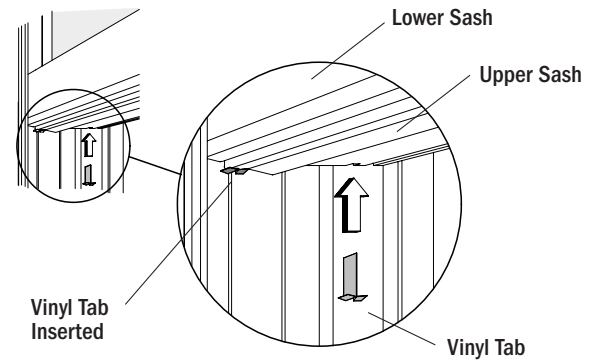
Sash cords are under high tension. Use caution when unhooking sash cord from sash. Sash cord could snap back up resulting in product damage and/or personal injury.

- Pull down on left hand *Sash Cord* with one hand and hold firmly while pulling *Sash Cord Tab* out of sash with the other.
- Ease *Sash Cord* up into head jamb.
- Repeat procedure with right hand sash cord.
- Remove *Keeper* and dispose of sash in a safe manner.



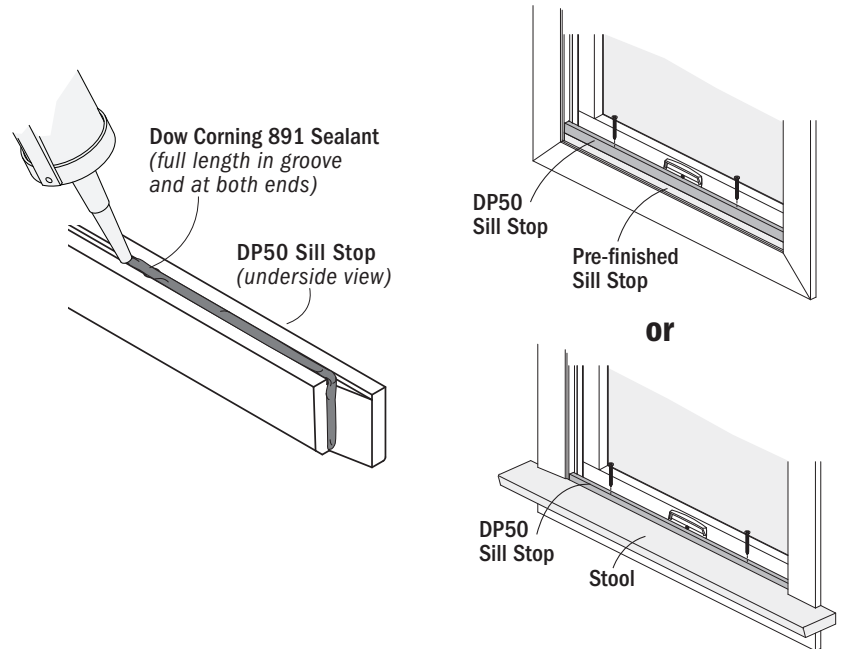
6. Replace Sash

- Follow sash removal instructions in reverse to reinstall sash.
- Insert *Vinyl Tabs* into slots on the bottom left hand side of both sash.
- Reinsert and secure *Jamb Liner*. Remove *Vinyl Tabs*.
- Reapply *Lock* and/or *Keeper* to replacement sash.



7. Reapply DP50 Sill Stop (if Required)

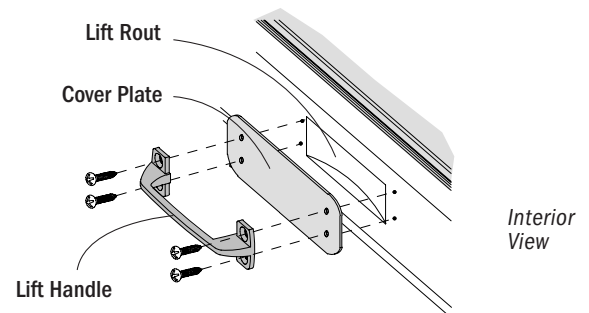
- Apply 1/8" bead of Dow Corning 891 sealant to the underside of DP50 Sill Stop (full length in groove and at both ends).
- Reapply DP50 Sill Stop to pre-finished sill stop or stool, and fasten through same holes reusing screws.



Narroline® Windows Manufactured before 1970

(Primed Narroline® Windows)

- A *Cover Plate* available from your Andersen supplier can be used to cover up the *Lift Rout* on replacement sash.
- Place *Cover Plate* over *Lift Rout* and mark holes with pencil.
- Pre-drill holes on marks and attach *Lift Handle*.



Finishing

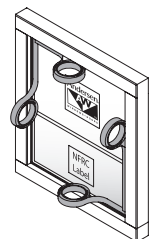
CAUTION

Finish wood surfaces immediately after installation. Unfinished wood will deteriorate, discolor, and/or may bow and split.

Do not stain or paint weatherstrip, vinyl, glass or hardware. Product damage may occur.

- ▶ Apply interior casing to complete installation.
- ▶ Finish all hidden wood surfaces.
- ▶ Do not overload brush with stain/paint when finishing. Finish may wick between glass stop/grille on glass.
- ▶ **Read and follow finishing product instructions and warnings on finish material.**

- ▶ Film is not a substitute for masking.



- ▶ Finish all hidden wood surfaces.