

Thank you for choosing a JELD-WEN Premium Wood or Clad Wood Pocket Window. Please read this document fully before beginning. Consult your local building code official for applicable codes and regulations (particularly regarding minimum egress requirements). The installation of a pocket (replacement) window will not eliminate installation or maintenance problems with an existing window. Problems such as wood decay and water leaks around the existing frame must be investigated and fixed prior to installing a pocket window. **Windows produced to user specified dimensions cannot be returned.** Be sure the provided measurements are correct.

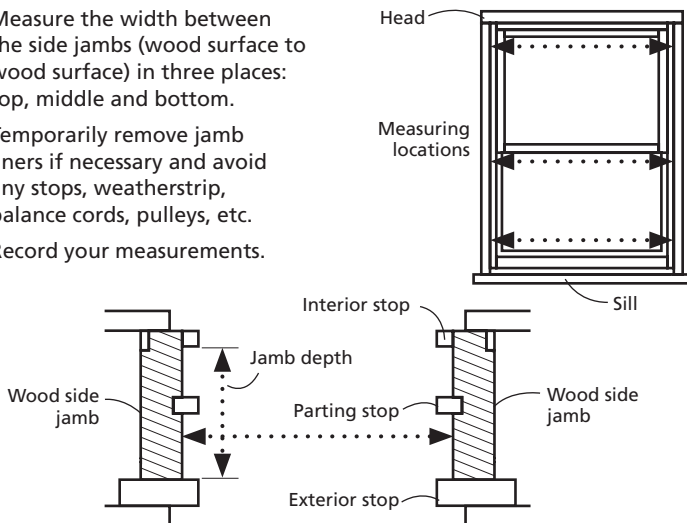
### IMPORTANT INFORMATION

- The existing frame jamb depth ("pocket") must be 3 1/4" or greater for all windows except the casement, which requires at least a 4" pocket.
- Wood double-hung pocket windows only fit on an 8° or larger sloped sill.
- If the existing window sill is not level, or if the existing window is not square and plumb, installation may be complicated and additional trim work may be needed during installation. Consider professional installation assistance.
- Use the worksheet on the back to record measurements for each window to be replaced. Use additional copies as needed for more windows.
- Record each window's location in the house on the worksheet in a manner that clearly identifies it.
- If there is more than 1/8" deviation within each set of measurements, investigate the cause and seek professional assistance to correct problems.
- Perform all measurements on each window before going to the next window.
- Individually measure each existing window to be replaced. Do not assume similar looking windows are exactly the same size.
- Measure accurately, to the nearest 1/8".
- If a group of windows on one wall are all very similar in height, consider using the smallest height measurement for all windows in the group. This will maintain a pleasing appearance. This choice however could result in additional trim work on installation.

**Note!** Measuring an existing sloped-sill picture or transom window for replacement is more difficult but the goal is the same. Measure the width between the side jambs, not including any stops/trim (wood-to-wood). Measure the height from the true sill to the head of the window. Partial disassembly of the existing window may be necessary. Due to the difficulty in measuring correctly, professional assistance is recommended.

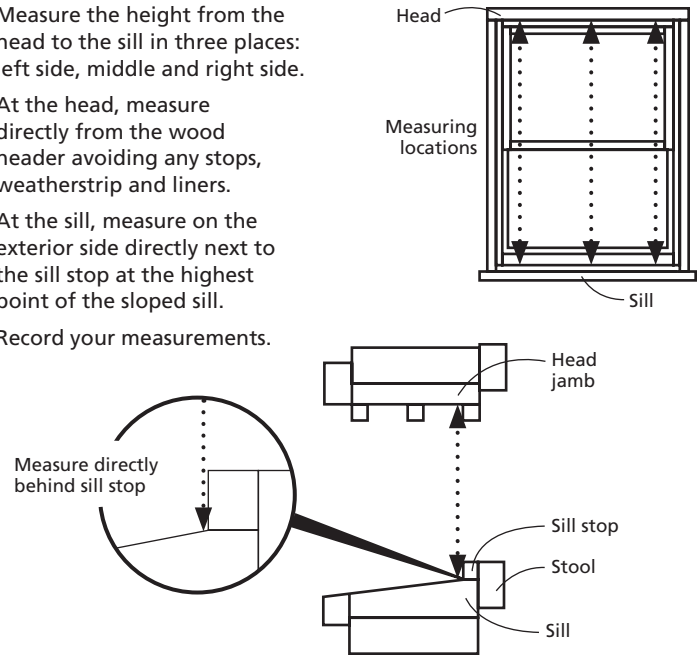
### 1 MEASURE THE WIDTH

- Measure the width between the side jambs (wood surface to wood surface) in three places: top, middle and bottom.
- Temporarily remove jamb liners if necessary and avoid any stops, weatherstrip, balance cords, pulleys, etc.
- Record your measurements.



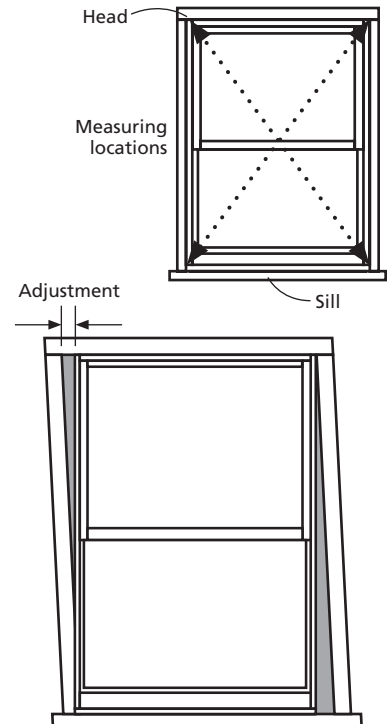
### 2 MEASURE THE HEIGHT


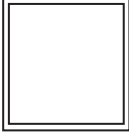
- Measure the height from the head to the sill in three places: left side, middle and right side.
- At the head, measure directly from the wood header avoiding any stops, weatherstrip and liners.
- At the sill, measure on the exterior side directly next to the sill stop at the highest point of the sloped sill.
- Record your measurements.

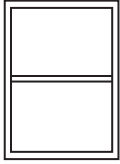
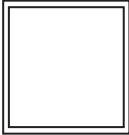


### 3 CONFIRM SQUARENESS OF EXISTING WINDOW

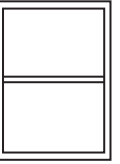
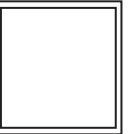
- Confirm the existing window is square by measuring both diagonals. If the two diagonal measurements differ by more than 1/4", an out-of-square adjustment in the width of the window must be made.
- The adjustment is determined by creating a plumb line (using a level) from each corner to the sill or head. Using a plumb line that falls within the window opening, measure the out of square adjustment.
- Subtract this measurement from the smallest width measurement. Record this adjusted width as the smallest width.



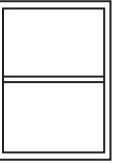
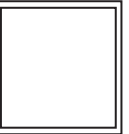
New Window: Location, Style & Grille Pattern			Width Measurements (to nearest 1/8")			Height Measurements (to nearest 1/8")		
Location: <u>Kitchen South Wall</u>	<input type="checkbox"/> No grilles <input type="checkbox"/> Standard prairie pattern	<input checked="" type="checkbox"/> Equal lite pattern <input type="checkbox"/> Custom (discuss with dealer)	Top: <u>24 1/8"</u>	Middle: <u>24 1/8"</u>	Bottom: <u>24 1/4"</u>	Left: <u>36 3/8"</u>	Middle: <u>36 1/4"</u>	Right: <u>36 1/4"</u>
Style: <input checked="" type="checkbox"/> Double-hung <input type="checkbox"/> Casement <input type="checkbox"/> Awning <input type="checkbox"/> Picture <input type="checkbox"/> Transom	 		Smallest width measurement: <u>24 1/8"</u>			Smallest height measurement: <u>36 1/4"</u>		
<p><i>Example</i></p>			Check one: <input checked="" type="checkbox"/> Factory will apply standard 1/2" deduction to the smallest width measurement. <input type="checkbox"/> Build to this unit dimension: _____" W			Check one: <input checked="" type="checkbox"/> Factory will apply standard 1/4" deduction to the smallest height measurement. <input type="checkbox"/> Build to this unit dimension: _____" H		

New Window: Location, Style & Grille Pattern			Width Measurements (to nearest 1/8")			Height Measurements (to nearest 1/8")		
Location: _____	<input type="checkbox"/> No grilles <input type="checkbox"/> Standard prairie pattern	<input type="checkbox"/> Equal lite pattern <input type="checkbox"/> Custom (discuss with dealer)	Top: _____	Middle: _____	Bottom: _____	Left: _____	Middle: _____	Right: _____
Style: <input type="checkbox"/> Double-hung <input type="checkbox"/> Casement <input type="checkbox"/> Awning <input type="checkbox"/> Picture <input type="checkbox"/> Transom	 		Smallest width measurement: _____			Smallest height measurement: _____		
Check one: <input type="checkbox"/> Factory will apply standard 1/2" deduction to the smallest width measurement. <input type="checkbox"/> Build to this unit dimension: _____" W			Check one: <input type="checkbox"/> Factory will apply standard 1/4" deduction to the smallest height measurement. <input type="checkbox"/> Build to this unit dimension: _____" H					

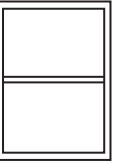
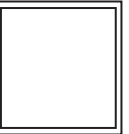
  

Location: _____	<input type="checkbox"/> No grilles <input type="checkbox"/> Standard prairie pattern	<input type="checkbox"/> Equal lite pattern <input type="checkbox"/> Custom (discuss with dealer)	Top: _____	Middle: _____	Bottom: _____	Left: _____	Middle: _____	Right: _____
Style: <input type="checkbox"/> Double-hung <input type="checkbox"/> Casement <input type="checkbox"/> Awning <input type="checkbox"/> Picture <input type="checkbox"/> Transom	 		Smallest width measurement: _____			Smallest height measurement: _____		
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### ADDITIONAL OPTIONS TO BE CONSIDERED

Be prepared to discuss the following about your order with your dealer:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Sizing                               | <input type="checkbox"/> Grille patterns                | <input type="checkbox"/> Professionally applied clad cover to existing trim (casing) |
| <input type="checkbox"/> Exterior clad color                  | <input type="checkbox"/> Energy efficiency requirements |  |
| <input type="checkbox"/> Jamb liner color (double-hungs only) | <input type="checkbox"/> Building code requirements     |  |