

Please read and follow these instructions completely for assembly.

REVIVE Vinyl Installation Instructions



Installation Guidelines

REVIVE Vinyl

Installers Page

- Read instructions completely before attempting installation. Failure to follow these guidelines will forfeit the Windsor warranty coverage, written or implied.
- Always provide a copy of these instructions to the homeowner.
- These instructions are consistent with ASTM 2112 “Standard Practice for Installation of Exterior Windows, Doors, and Skylights” into common wall constructions. Contact your architect or construction professional for installation into other building designs or construction methods.
- Regional codes and environmental conditions may require installation that is different from these guidelines. It is your responsibility to ensure that local codes and ordinances are followed.

Warnings

- ⚠ **Work Safe!** Always wear proper eye and hearing protection when installing or adjusting Windsor products.
- ⚠ **Use Power Tools Properly!** To avoid personal injury, always follow manufacturer’s instructions for safe operation of power tools.
- ⚠ **Ladder Safety!** Working at elevated levels can be hazardous. Always use ladders and scaffolding properly. Consult manufacturer’s guidelines for safe use of these types of equipment.

Handling & Storage

- Always carry window units upright. If not carried upright, could result in damage to the window.
- Do not store windows outside.

Parts Included, Tools and Materials Needed

Parts Included	Tools Needed	Materials Needed
<ul style="list-style-type: none"> ○ Replacement Window ○ Replacement Kit <ul style="list-style-type: none"> – Sill Angle  – Head Expander  – Head Expander Foam  – Installation Screws  – Hole Caps  – Pocket Cover (Double-hung fixed only)  – Exterior Stop Cover (Single-hung only)  	<ul style="list-style-type: none"> ○ Safety Glasses ○ Measuring Tape  ○ Level  ○ Putty Knife  ○ Mallet  ○ Screw Driver (Phillips and Flat Head)  ○ Power Drill  ○ Reciprocating Saw  ○ Silicone Applicator  	<ul style="list-style-type: none"> ○ 100% Silicone Sealant ○ Backer Rod – 1/4” to 1/2” diameter closed-cell foam ○ Low-expansion foam insulation ○ Shims – Cedar or synthetic material ○ Nails for exterior stop cover (Single-hung only)

Lead Paint and Existing Window Disposal

- Before any remodel or renovation, make sure to identify any potential lead paint issues and take necessary steps to reduce the risk of lead contamination.
- The U.S. Environmental Protection Agency (EPA) has issued a “Lead Renovation, Repair and Painting Rule (RRP)” for remodelers of older homes and buildings. This rule requires training and certification in lead-safe work practices for firms performing renovation, repair, or painting on homes and child-occupied facilities built prior to 1978.
- For more information regarding procedures for dealing with lead paint, please visit EPA’s website at www.epa.gov/lead
- When removing existing windows, make sure to wear appropriate personal protective equipment. Extra precautions should be taken to protect others and property within the vicinity and below the removal window and surrounding components.
- Consult with local waste authorities on the proper recycling or disposal of old window components.

1: Inspect Replacement Window

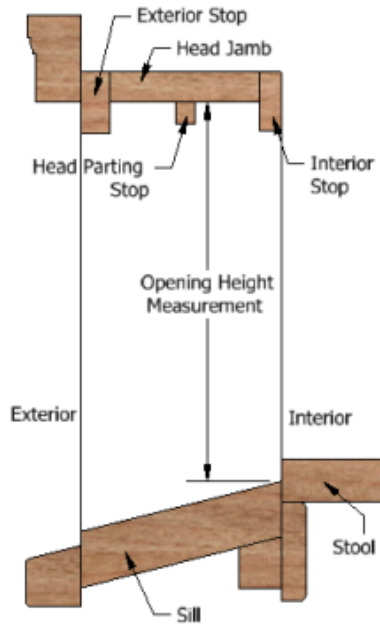
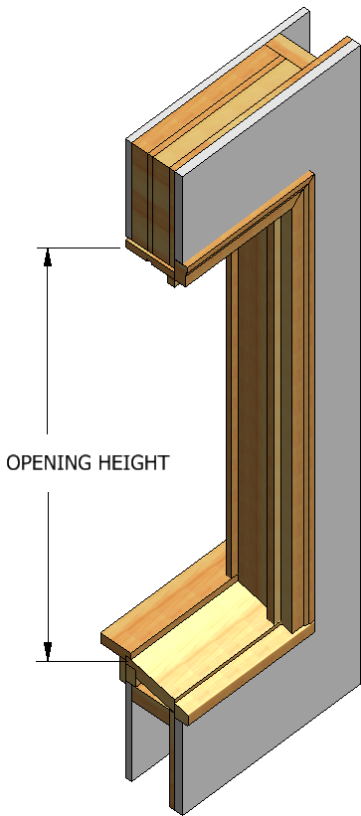
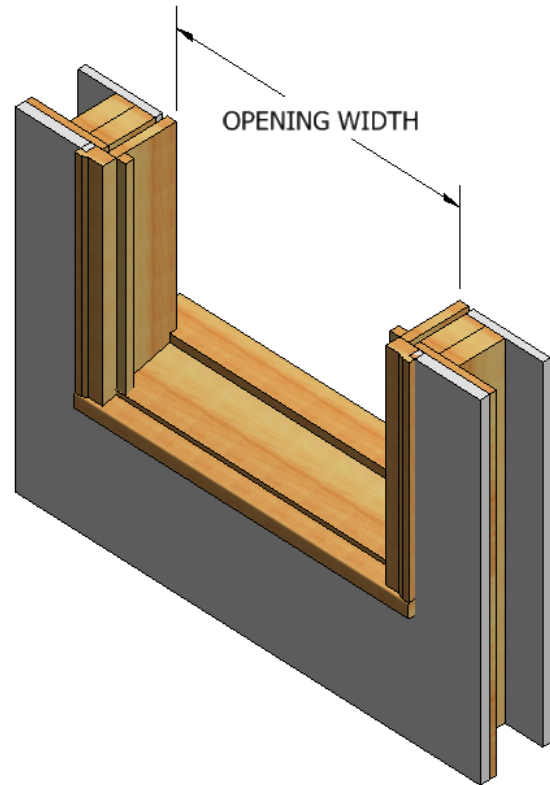
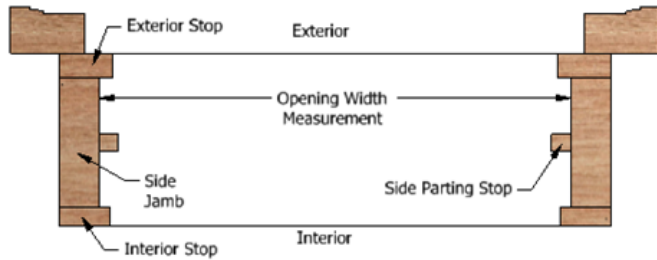
- a) Un-wrap replacement window.
- b) Verify Window Specification (product, size, color, grille pattern, etc.).
- c) Visually inspect window for physical or cosmetic damages.
- d) Verify included parts (Listed above).

Note* Contact dealer or distributor for recommendations before installing if any of the above list is concerning.

2: Installation Preparation

***IMPORTANT:** Prior to beginning installation – verify the dimensions of the existing frame.

- a) Measure the opening width of the existing frame at the top, middle, and bottom of the frame (see right). Verify the replacement window frame width is approximately 1/2" smaller than the existing frame width.

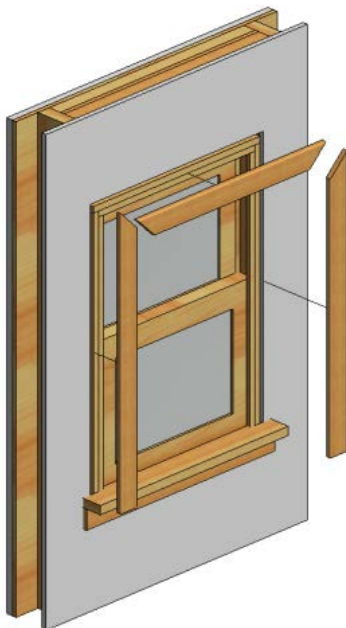


- b) Measure the opening height of the existing frame at the left, right, and center of the frame (see left). Verify the replacement window frame height (from interior) is approximately 3/8" smaller than the existing frame height.

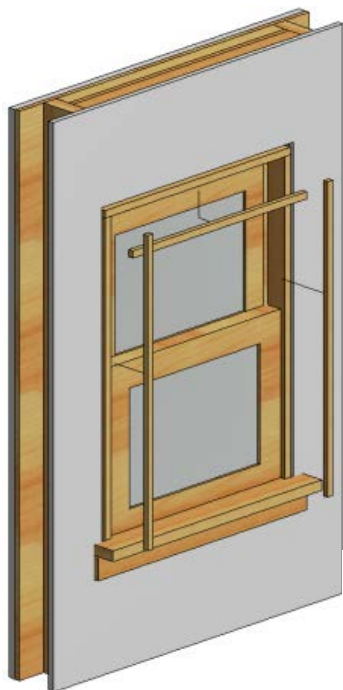
Note* Measure from inside of head jamb to top of sill (see left)

2: Install Preparation

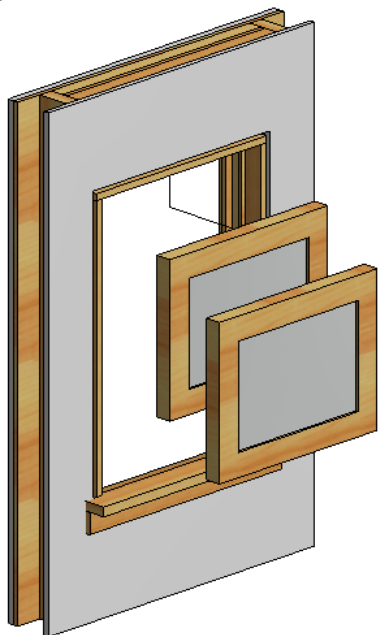
- a)** If required, remove interior trim. If you plan to re-use interior trim, remove with caution.



- b)** Remove interior stops from frame. If you plan to re-use interior stops, remove with caution.

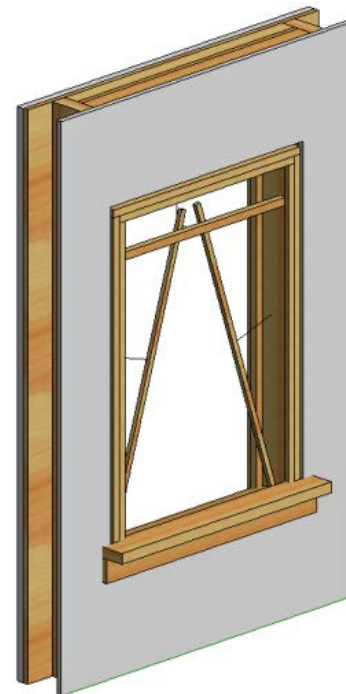


- c)** Remove existing sash from frame.



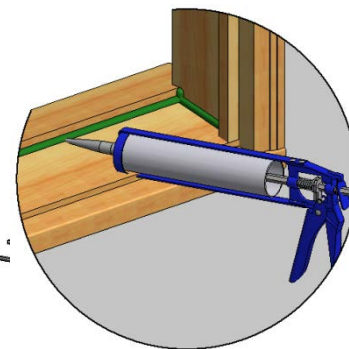
- d)** Remove existing balance system (Cut cords if necessary, detach pulleys).

- e)** If applicable, remove parting stops from head and side jambs.



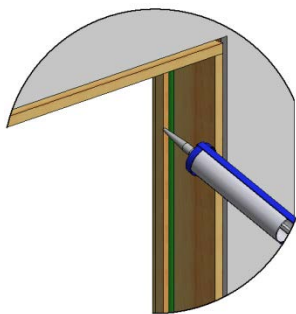
- f)** Clean corners inside frame and along sill.

- g)** Apply silicone to sill joints along side jamb and sill stop.

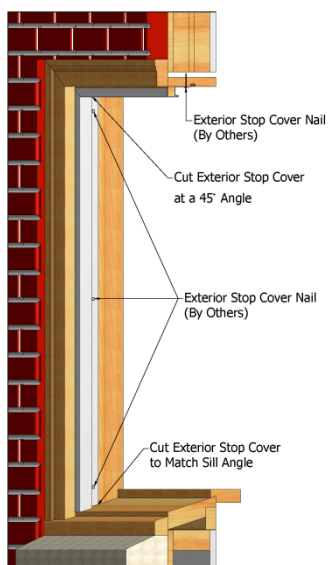


2: Install Preparation (Continued)

- h)** Apply silicone to interior joints of the exterior stops along both side jambs and head jamb.



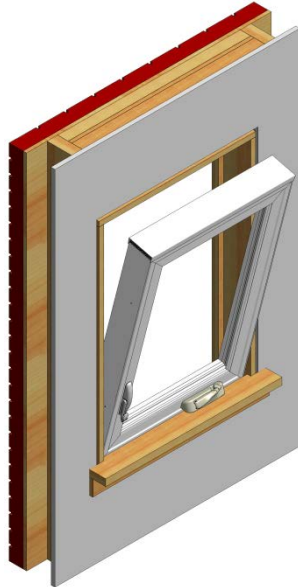
- i)** **Single-hung and Single-hung fixed only.** Cut and apply the exterior stop cover. Miter the top corners of the cover and cut the sill end of the cover to match the sill angle. Nail all three exterior stop covers to the existing frame. Space the nails 3 inches from each end and 12 inches apart.



3: Install Window

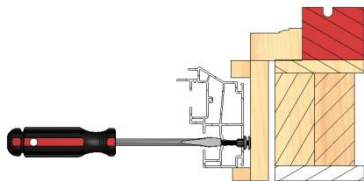
IMPORTANT Installation of replacement window should be completed by two or more people.

- a)** Install the head expander on the top of the window. Tilt top of replacement window towards interior as shown below.
- o Insert bottom of replacement window into existing frame so exterior side of replacement jamb is pressed up against current exterior stops.
 - o Insert the top of replacement window.



- b)** Appropriately shim the window to obtain a level and square window with uniform frame dimensions. ***Note*** Place a shim behind each installation screw hole and at the center on each side. Using the 2" pan head screws, screw the retro fit vinyl window to the existing frame. Install the provided hole caps. Removing the sash(s) may be required.

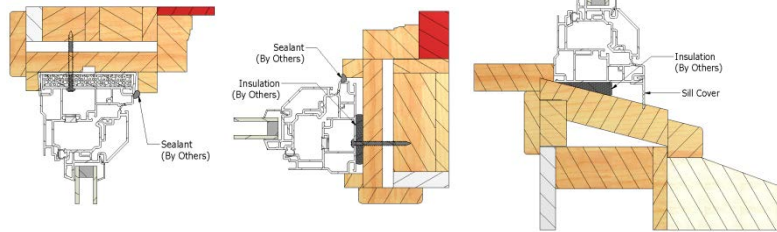
- c) Double-hung only.** Adjust jamb jacks at jamb center until measurement across center equals measurements across head and sill.



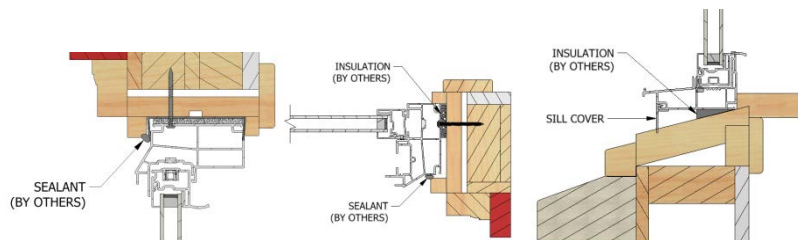
- d)** Re-install the sash(s) if necessary and make any final adjustments that are needed.

- e)** Using low expansion foam, insulate both sides of the window as shown below. Once the foam is cured, re-install the interior stops and trim.

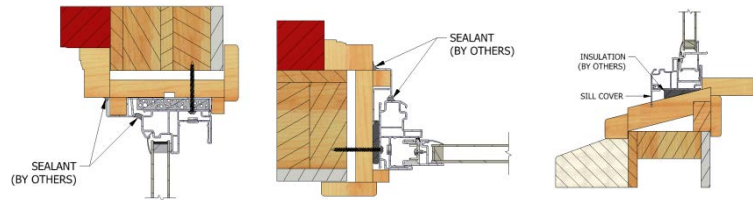
Casement



Double-hung



Single-hung



- f)** From the exterior insulate the bottom of the window. Apply the sill angle once the insulation is cured. Using a quality grade neutral cure exterior sealant, seal the side and head outside stops to the frame as shown above. ***Note*** Do not seal the sill angle to the frame.



4: Completing The Installation

- Remove all labels or shipping materials.
- Operate window to ensure proper operation. The sash will not operate correctly if the window frame is out of square, over-shimmed or over-insulated.
- Properly finish all interior wood components within 60 days of installation. See the “Care and Use” guide located at www.windsorwindows.com for further details pertaining to finishing wood windows.
- **IMPORTANT:** Do not stain or paint any hardware or vinyl components.

If you should have any questions from installation to adjustments of the Windsor Products please contact Windsor Windows directly at 1-800-218-6186. Also, if you choose, visit our website www.windsorwindows.com in our **About Us/Contact Us Section**, you will find an easy to fill out form that will be forwarded electronically and your question(s) will be directed to one of our window specialists, who will contact you. While at our website please find in the **Resources Section** our **Windsor “Care and Use” Guide** to assist you in preserving the integrity and reliability of your Windsor Products.

Care and Use:

An inspection of your window should be made annually. Visit the Windsor website (www.windsorwindows.com) or contact your local independent Windsor distributor for information on the care and use of your product. Ask for the “Care and Use” guide. Contained in this guide is information on finishing, cleaning, what to look for during yearly inspections, general maintenance tips, sash/panel adjustment, sash/panel removal, screen removal, and information on condensation.