 Part Number: 808F0105

INSTALLATION INSTRUCTION - INSTRUCCIONES DE INSTALACION PELLA® PRECISION FIT AND RENOVATION POCKET REPLACEMENT DOUBLE-HUNG VENT WINDOW

Important! The Pella Replacement Window is designed to replace older style double-hung windows. The original window frame will remain in place and only the existing sash will be removed. Read these instructions thoroughly before beginning. Failure to install as recommended will void any warranty, express or implied. For types of installation other than shown, contact your local Pella representative or visit ***http://www.pella.com.***

YOU WILL NEED TO SUPPLY:

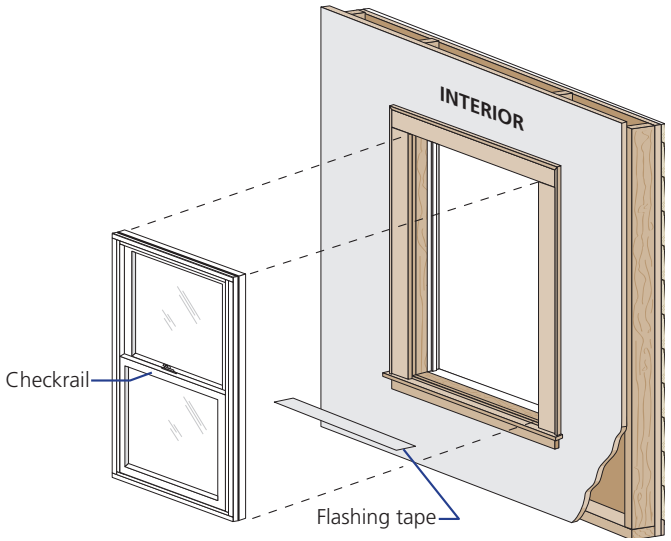
- Cedar or Impervious shims/spacers (12 to 20)
- Closed cell foam backer rod/sealant backer (12 to 30 ft.)
- Pella® SmartFlash™ foil backed butyl window and door flashing tape or equivalent
- High quality exterior grade polyurethane or silicone sealant (1 tube per window)
- Great Stuff ™ Window and Door Insulating Foam Sealant by the Dow Chemical Company or equivalent low pressure polyurethane window and door foam - DO NOT use high pressure or latex foams.

Installation will require two or more persons for safety reasons.

TOOLS REQUIRED:

- Tape measure
- Level
- Hammer
- Utility knife
- Pry bar
- Sealant gun
- Screwdrivers (#2 Phillips and Flat blade)
- Putty knife
- Wood chisel
- Drill

REMEMBER TO USE APPROPRIATE PERSONAL PROTECTIVE EQUIPMENT.

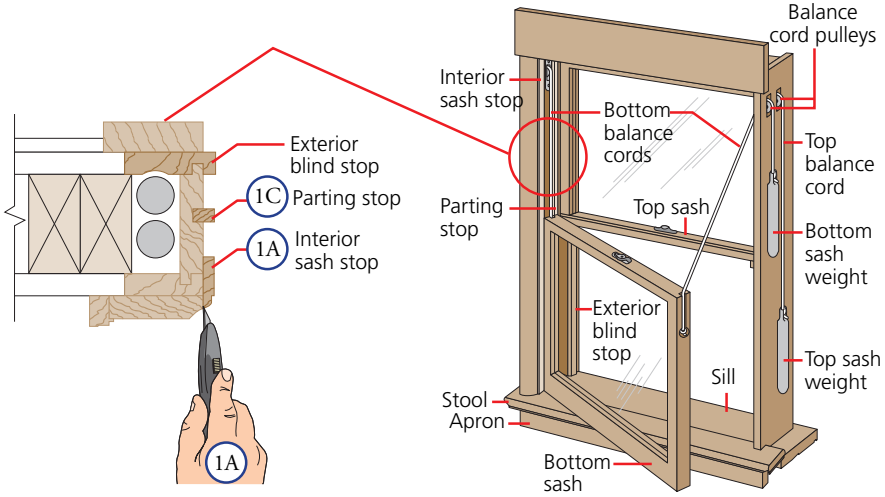


Always read the Pella® Limited Warranty before purchasing or installing Pella products. By installing this product, you are acknowledging that this Limited Warranty is part of the terms of the sale. Failure to comply with all Pella installation and maintenance instructions may void your Pella product warranty. See Limited Warranty for complete details at ***http://warranty.pella.com.***

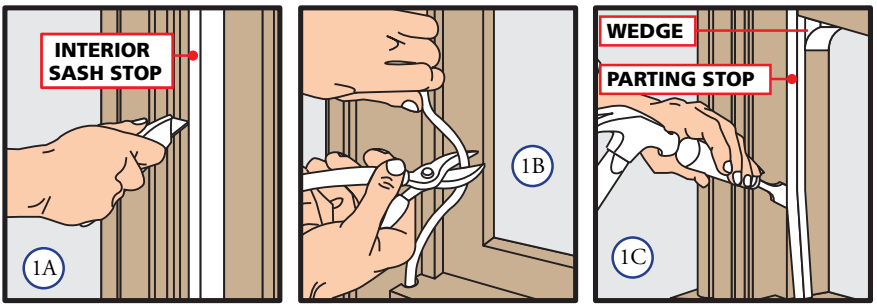
1 DOUBLE-HUNG SASH REMOVAL

CAUTION: Many windows in older homes are painted with lead-based paint. Removal of old windows may disturb this paint. Proper precautions must be taken to minimize exposure to dust and debris. Consult state or local authorities for more information.

Note: Verify the opening and window dimensions prior to removing the existing window sash.



A. **Score paint or varnish along interior sash stops with a sharp utility knife.** Remove the interior sash stops at jambs (sides) and head (top) using a putty knife and pry bar.



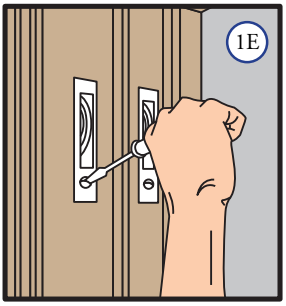
B. **Cut the balance cords on the bottom sash and lift out the sash.** Allow weights to fall to the bottom of the weight pocket.

C. **Remove the parting stops** by prying them out or by pulling them out with a channel lock. There may be a small wedge of wood at the bottom of the upper sash that is next to the parting stops. To make it easier to remove the parting stop, use a chisel to knock off the wedge.

D. Lower the top sash and cut the balance cords allowing the balance weights to fall into the weight pocket. Remove the top sash.

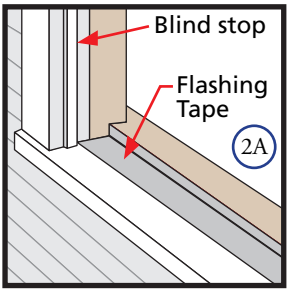
E. Remove the balance cord pulleys. Unscrew and remove the balance cord pulleys. If they cannot be removed easily, drive them into the jamb using a hammer.

F. **If desired, insulate the weight chamber** by filling it with low pressure window and door insulating foam.



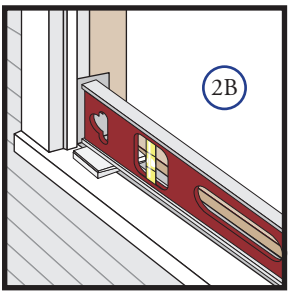
2 PREPARE THE OPENING

A. **Apply one piece of sill flashing tape to the sill of the existing window.** Cut the tape the same length as the width of the existing window sill. Place one side of the tape against the vertical leg of the stool, and work the tape into the corner before applying to the sill. Press down firmly. DO NOT allow the flashing tape to extend past the blind stops.



B. **Check to ensure the existing sill is level and not bowed (humped) upward.** If necessary, place shims on the bottom of the window opening 1/2" from each side. Shim sill only at the jambs. Once level, attach shims to prevent movement.

Note: Improper placement of shims may result in bowed (humped) sill.

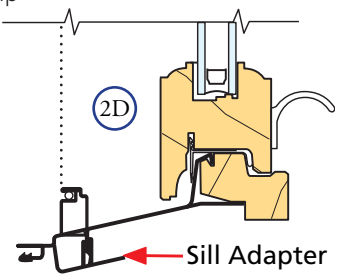


C. **Remove plastic wrap, cardboard packaging and sill packaging board from window.** DO NOT cut the checkrail bands or remove plastic shipping spacers located between the window sash and frame. The shipping spacers will help keep the window square during installation.

Note: If screens, grilles or hardware are removed from the window at this time, label them and store them in a protected area.

D. **Remove the sill adapter for existing sills that slope less than 13 degrees.** For existing sills that slope 13 degrees or more, fully extend the adjustable sill adapter.

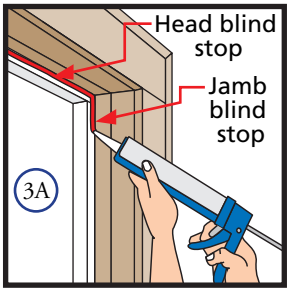
Note: Usage of the sill adapter with existing sill angles less than 13 degrees may cause bowed (humped) sills, resulting in screen fit issues.



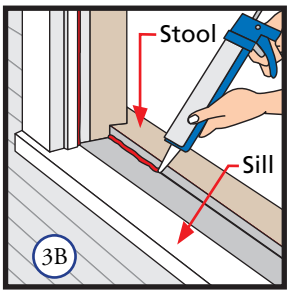
E. **Test fit the window.** The window should be approximately 1/2" smaller than the opening in both width and height. Check to ensure the window rests against the exterior blind stops and will make contact with the sealant applied in steps 3 A, B and C. If the sill adpater is present, verify it is extended to meet the existing sill. Verify that the installation screws will fasten into solid wood. If not, repair the existing frame to insure there is solid wood at installation screw locations.

3 SEALING AND FASTENING THE WINDOW

A. **Apply a 3/8" continuous bead of sealant** to the interior face of the existing blind stops at the head and both jambs.

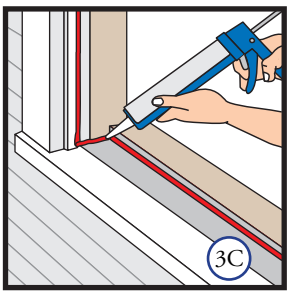


B. **Place a bead of sealant** where the existing stool meets the existing frame sill and jambs.

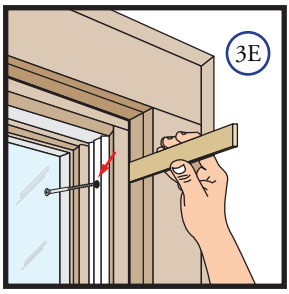


C. **Place a bead of sealant** where the jamb and sill meet.

D. **Insert the window into the opening.** Set the bottom of the window in first and tilt the top into place. Make sure the window is centered in the opening and is pressed firmly against the exterior blind stops.



E. **Place a shim at each of the top corners** in line with the pre-punched holes, and partially insert 2-1/2" screws (provided). This will hold the window in place while shimming it plumb and square. Trim shims back so they recessed back 1/4" - 1/2" from the interior face of the window frame.



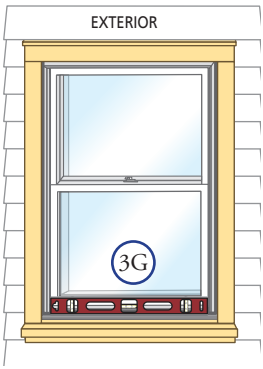
3 SEALING AND FASTENING THE WINDOW (CONTINUED)

F. **Place shims approximately 5"** up from the bottom of window to plumb and square the window. Check for squareness by making sure the diagonal measurement from corner to corner is within 1/16" in both directions. Also place shims in line with the jamb hole near the center of the unit. Trim shims back so they recessed back 1/4" - 1/2" from the interior face of the window frame.

For windows over 53" tall: Place two additional shims along each side of the window, evenly spacing them between the top and bottom shims and the midpoint shim.

G. **Check the new sill to confirm it is flat and level** using a level or straight edge along the exterior edge of the new sill. If the sill is bowed (humped) screen fit issues may result. ***Note: To Resolve Sill Bow (hump):***

- ***Push Down on the center of the sill to seat the adjustable sill adapter.***
- ***Check the shims at the sill for proper location. (See Step 2B).***
- ***If the sill adapter is touching the existing (old) sill, remove the sill adapter to relieve pressure on the new sill.***



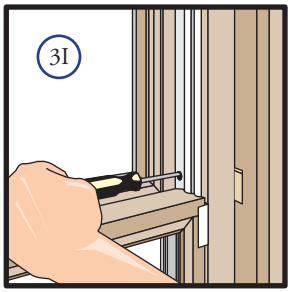
H. **Cut the checkrail band at each jamb and remove.** Check jambs for straightness by measuring the top, middle and bottom of the frame. Widths should be within 1/16".

Designer Series only: After cutting the checkrail band, push the remaining tails of the band into the jambliner hole.

I. **Adjust the screw jacks if required.** With a flat blade screwdriver turn clockwise to move the frame toward the sash.

Architect Series Units: The jamb jack holes are located in the interior balance channel near the checkrail; the lower sash must be tilted in to adjust the jamb jack.

Note: If the frame and sash are too tight and are not adjustable using the jamb jacks, the window is over-shimmed.



J. **Finish driving the top installation screws through the wood frame jamb,** ensuring the head of the screw is flush with the surface of the wood frame to avoid interference with the balance assembly.

K. **Raise the bottom sash to install the lower two installation screws.** Drive the installation screws below the surface of the wood frame.

Architect Series Units: The lower installation holes are located in the interior balance channel near the sill. These holes are not pre-drilled through the wood frame. Drive the installation screws through the wood frame jamb, ensuring the head of the screw is below the surface of the wood frame to avoid interference with the balance assembly.

L. **Check window operation.** Open and close the window a few times to check for proper operation. Make sure the window will tilt correctly.

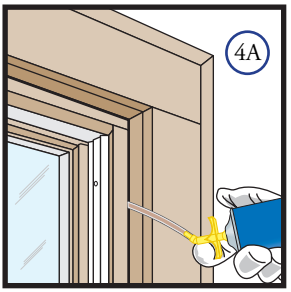
Designer Series Only: After adjustments are completed, install plastic plugs in the jamb liner holes.

Note: If there are any problems with the operation of the window, recheck the shim locations and adjust for plumb and square.

4 INTERIOR SEAL

Caution: Ensure use of low pressure polyurethane window and door insulating foams and strictly follow the foam manufacturer's recommendations for application. Use of high pressure foams or improper application of the foam may cause the window frame to bow and hinder operation.

A. **Apply insulation foam.** From the interior, insert the nozzle of the applicator approximately 1" deep into the space between the window and the rough opening and apply a 1" deep bead of foam. This will allow room for expansion of the foam and will minimize squeeze out. Apply sealant across the interior surface of the shims to create a continuous seal. Follow foam manufacturer's instructions.



Note: It may be necessary to squeeze the end of the tube with pliers to be able to insert into the space between the new and existing window frame. DO NOT completely fill the space from the back of the blind stops to the interior face of the opening.

B. **Check window operation** by opening and closing the window.

Note: If the window does not operate correctly, check to make sure it is still plumb, level, square and that the sides are not bowed. If adjustments are required, remove the foam with a serrated knife. Adjust the shims, and reapply the insulating foam sealant.

C. **Inspect the foam after it has cured.** Fill any voids with foam prior to installing interior trim.

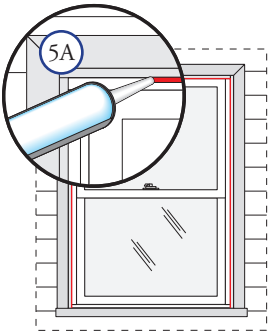
D. **Reinstall the existing interior sash stops** or new trim as desired.

5 EXTERIOR SEAL

A. **Place a corner bead of sealant at the jambs and head** connecting the existing frame and the replacement window frame.

Caution: DO NOT seal the bottom exterior to allow for incidental water to weep.

B. **Check to ensure the sill adapter is properly seated.** If the window sill appears humped in the center, carefully push sill down to straighten.



INTERIOR FINISH

If products cannot be finished immediately, cover with clear plastic to protect from dirt, damage and moisture. Remove any construction residue before finishing. Sand all wood surfaces lightly with 180 grit or finer sandpaper. **DO NOT** use steel wool. **BE CAREFUL NOT TO SCRATCH THE GLASS**. Remove sanding dust.

Pella products must be finished per the below instruction; failure to follow these instructions voids the Limited Warranty.

- ***On casement and awnings, it is optional to paint, stain or finish the vertical and horizontal sash edges.***
- ***On single-hung and double-hung, do not paint, stain or finish the vertical sash edges, any finish on the vertical sash edges may cause the sash to stick; it is optional to paint, stain or finish the horizontal sash edges.***
- ***On patio doors, it is optional to paint, stain or finish the vertical and horizontal panel edges.***

Note: To maintain proper product performance do not paint, finish or remove the weather-stripping, mohair dust pads, gaskets or vinyl parts. Air and water leakage will result if these parts are removed. After finishing, allow venting windows and doors to dry completely before closing them.

Pella Corporation is not responsible for interior paint and stain finish imperfections for any product that is not factory-applied by Pella Corporation. Use of inappropriate finishes, solvents, brickwash, or cleaning chemicals will cause adverse reactions with window and door materials and voids the Limited Warranty.

For additional information on finishing see the Pella Owner's Manual or go to ***www.pella.com.***

EXTERIOR FINISH

The exterior frame and sash are protected by aluminum cladding with our tough EnduraClad® or EnduraClad Plus baked-on factory finish that needs no painting. Clean this surface with mild soap and water. Stubborn stains and deposits may be removed with mineral spirits. **DO NOT** use abrasives. **DO NOT** scrape or use tools that might damage the surface.

Use of inappropriate finishes, solvents, brickwash or cleaning chemicals will cause adverse reactions with window and door materials and voids the Limited Warranty.

CARE AND MAINTENANCE

Care and maintenance information is available in the Pella Owner's Manual. You can obtain an owner's manual by contacting your local Pella retailer. This information is also available on ***www.pella.com.***

IMPORTANT NOTICE

Because all construction must anticipate some water infiltration, it is important that the wall system be designed and constructed to properly manage moisture. Pella Corporation is not responsible for claims or damages caused by anticipated and unanticipated water infiltration; deficiencies in building design, construction and maintenance; failure to install Pella products in accordance with Pella's installation instructions; or the use of Pella products in wall systems which do not allow for proper management of moisture within the wall systems. The determination of the suitability of all building components, including the use of Pella products, as well as the design and installation of flashing and sealing systems are the responsibility of the Buyer or User, the architect, contractor, installer, or other construction professional and are not the responsibility
of Pella.

Pella products should not be used in barrier wall systems which do not allow for proper management of moisture within the wall systems, such as barrier Exterior Insulation and Finish Systems, (EIFS) (also known as synthetic stucco) or other non-water managed systems. Except in the states of California, New Mexico, Arizona, Nevada, Utah, and Colorado, **Pella makes no warranty of any kind on and assumes no responsibility for Pella windows and doors installed in barrier wall systems. In the states listed above, the installation of Pella Products in barrier wall or similar systems must be in accordance with Pella's installation instructions.**

Product modifications that are not approved by Pella Corporation will void the Limited Warranty.