

# Casement/ Casement Picture Pocket Installation (Interior)

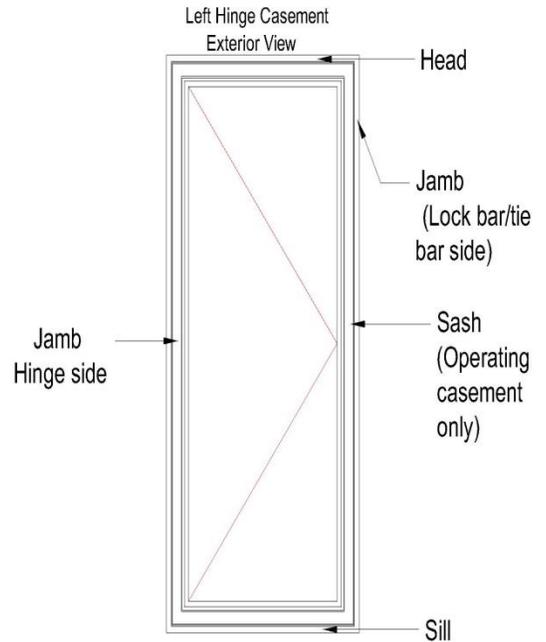
## Tools: (Not Provided by Manufacturer)

Tape Measure	Utility Knife
Drill	Caulk Gun
Level	Hammer
Putty Knife	Safety Glasses
Pry bar	Small/Large Flat head screw driver
Square	Wood (to be used as exterior stops)
Foam Gun (Optional)	

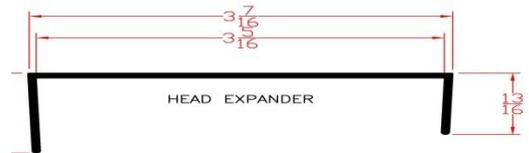
## Supplies: (Not Provided by Manufacturer)

Sealant	Low expanding foam/Loose insulation
Drop Cloth	Non bio degradable shims
Backer Rod	

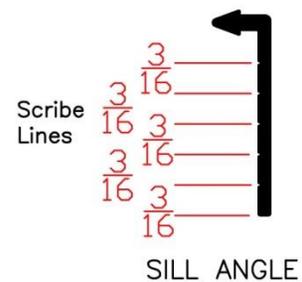
**Fig. 0-1**



**Fig. 0-2**



**Fig. 0-3**



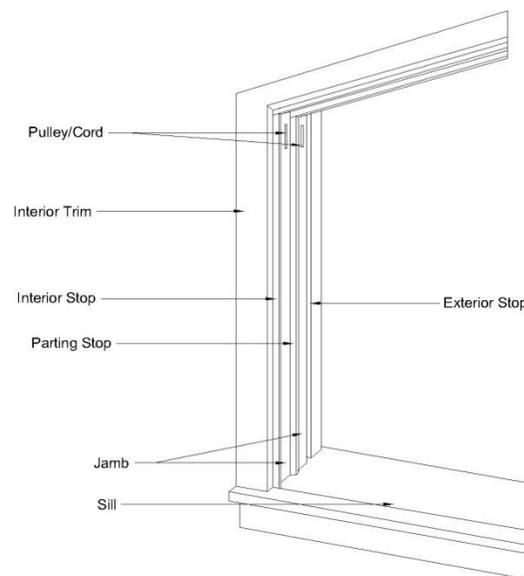
## Step One: *Prepping the area*

- Before beginning window installation, check window measurements of both the window opening and the new replacement window to make sure that the proper size was ordered and manufactured for that opening.
- Note should be taken of any materials that may need to be repaired or replaced prior to the installation of the replacement window.
- Any household items that are blocking the window or that could potentially become damaged during the window project should be removed. Items hanging from the wall or sitting on shelves may need to be removed.
- Protective coverings such as a drop cloth or plastic sheeting should be used to cover the floor and furnishings at and near the work area.

## Step Two: *Removing stops and sash* (use figure 2-1)

Fig. 2-1

- Using a utility knife, score the paint around the interior stops and remove the stop. These stops may be re-used if not damaged.
- Next, cut the left and right pulley cords. This should free the bottom/lock sash from the frame for removal.
- Remove the parting stops that sit between the bottom/lock sash channel and the top/keeper sash channel. These are not going to be reused.
- Pull down on the top sash and cut both the left and right side pulley cords to release the sash.
- Remove the pulley system at the top left and right of the jambs. The weight pocket cavity left by the pulley system should be insulated.



## Step Three: *Prep the opening*

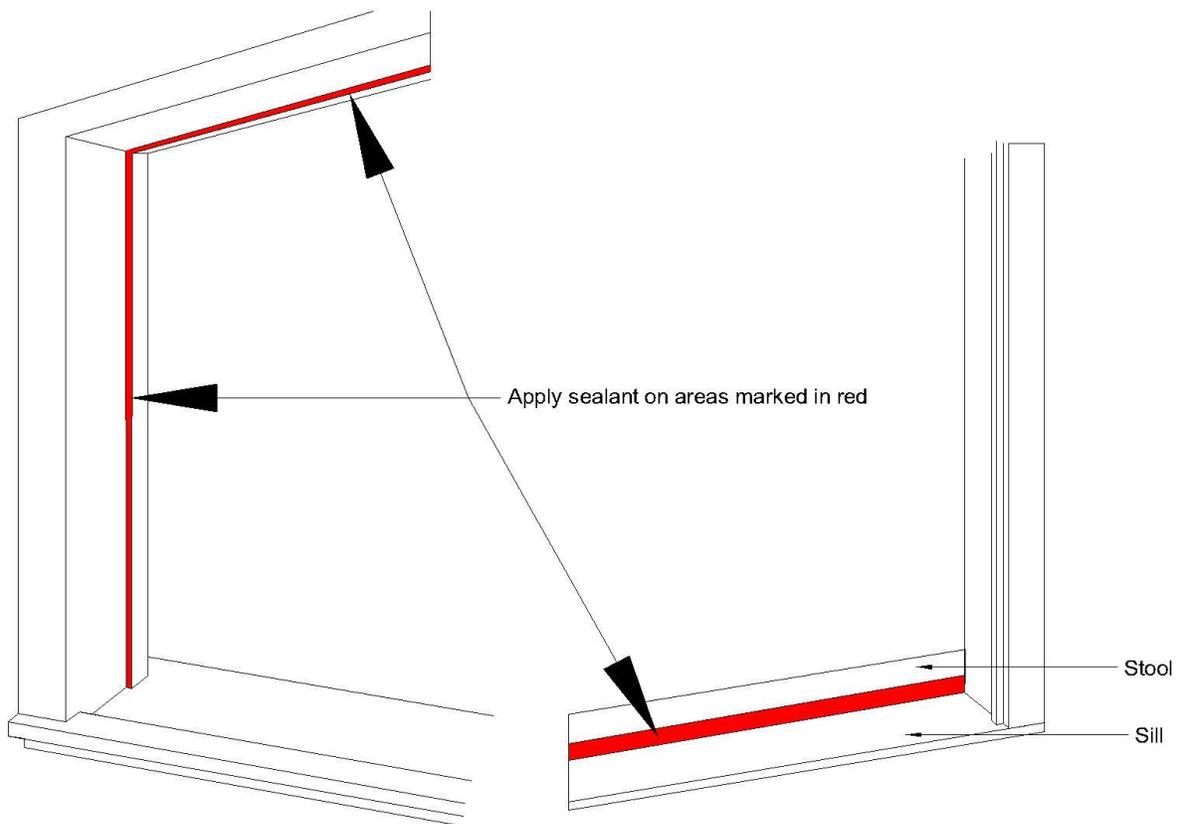
- Clean all debris from the opening.
- Any damaged or rotted materials in the opening must be replaced or repaired.
- Check the opening sill for crowning/bow. Level sill using shims. Check opening for plumb and square.
- Remove packaging from the replacement window making sure not to cut or damage the window or screen.
- Remove the screen from the window frame and set it aside for re-installation later.

- Perform a dry fit to make sure that the new replacement window will fit properly and that there is adequate room for any adjustments that may be needed due to the opening being out of square, level or plumb.
- Measure for proper sill angle height and cut sill angle.
- At this time, check to see if a head expander will be necessary and check/adjust the sill angle for proper fit.

***\*If a head expander is needed, insulation should be placed between the head expander and head of the window. Head expanders are used to fill the space between the new replacement window and the head of the existing window frame.***

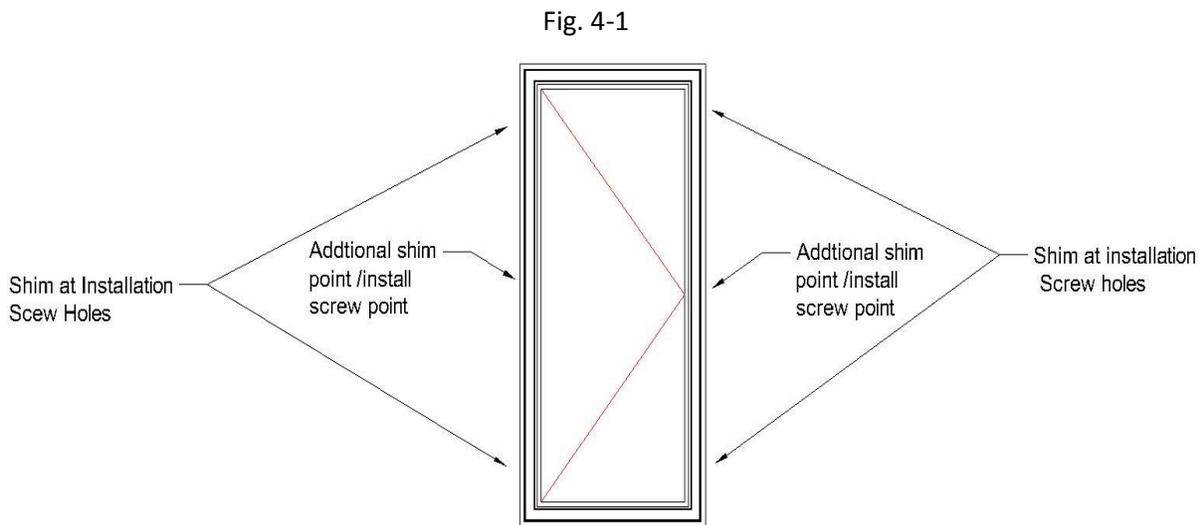
- Remove replacement window and attach sill angle and/or head expander if needed.
- Sealant must be applied to the interior of the exterior stops and the exterior portion of the stool. (see fig. 3-1)

Fig. 3-1



## Step Four: *Installation*

- The replacement window should be inserted into the opening bottom first, tilting with the top out, and then inwards making sure that the window is evenly seated in the sealant on the exterior stops.
- Shims must be applied at the screw points, making sure not to twist, bow, or distort the replacement window frame. (fig. 4-1)

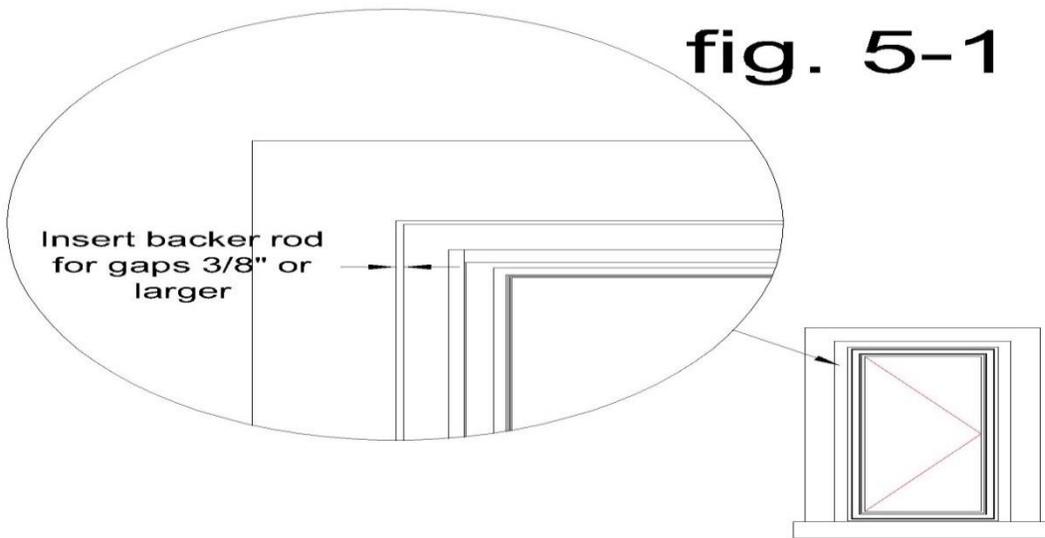


- The window should be checked for level, plumb, and square. Shims should be adjusted accordingly.
- The window must be secured using the provided installation screws in the pre-drilled screw holes, leaving all screws loose to allow adjustments.
- Check the window for square after tightening each installation screw. Screws should be flush with interior frame wall. If screws are not flush with interior frame wall they may interfere with the lock operation.
- Casement windows must be secured by using an installation screw through an unused screw hole in the crank assembly, and through the header slide track (remove the existing screw in the header slide track and replace with an installation screw).
- Screw adjustments and shims should not twist, bow or distort the window frame.
- Operate the sash making sure that it operates correctly, all locks function smoothly, and that all sight lines are even.

## Step Five: *Finishing interior*

- Gaps around the perimeter of the windows should have a layer of low expansion spray foam added (refer to the spray foam manufacturer's instruction on the use of their product) or fiberglass insulation may be used. Insulation must not twist, bow, or distort the new replacement window frame.
- A bead of sealant must be placed around the interior perimeter of the window. Any gaps larger than 3/8" will need to be filled using backer rod before a sealant is placed around the interior perimeter of the window. (fig. 5-1)

**fig. 5-1**



- New interior stop or the previously remove interior stops (do not use if damaged) must be re-installed.
- Inspect the joint between the new replacement window and interior stops/stool. Remove any excess sealant and fill voids. If needed, sealant may be applied around the interior where the interior stops/stool meets the new replacement window.

### **Step Six: *Exterior finishing***

- If no exterior capping is being applied, inspect the joint between the new replacement window and exterior stops. Remove any excess sealant and fill voids. If needed, sealant may be applied where the exterior stops meet the frame of the new window.
- If a sill angle was used, sealant should be applied where the sill angle meets the previously existing sill.
- If a "drainage" system is desired (per AAMA 2112), two 3/8" gaps may be left in the sealant where the sill angle meets the previously existing sill, and the sill may remain uninsulated.
- If capping the exterior trim, sealant should be applied where the capping meets the new replacement window.
- Re-install screen.

**NOTE: There are many variations of install that may be encountered when replacing windows. One conventional replacement scenario is described in these instructions. For questions on appropriate installation procedures refer to your GENERAL CONTRACTOR, LOCAL and STATE BUILDING CODES, ARCHITECTURAL SPECIFICATIONS, and ASTM E2112.**