



## CASEMENT WINDOW RETROFIT INSTALLATION INSTRUCTIONS

1. After removing existing window, clean the opening of dirt, grease or other residues that might interfere with sealant bonding.
2. Insert non-porous, inorganic shims to the sill to support the new window frame in a level position. Use same type shims at head and jambs to keep the window in a firmly secure, square and level condition and to prevent frame movement.
3. With the window securely shimmed in place, open the window and carefully screw the jambs to the existing opening with minimum #8 X 2 1/2" sheet metal screws starting no closer than 3" down the jamb from the head of the window and continue with screws spread no more than 18" apart. Be sure shims are placed where screws penetrate the jamb to ensure straightness and squareness of frame. Do this for both jambs and for head and sill. Do not place screws closer than 3" to corners of frame to prevent fracture of joint seals. Seal all fastener heads with sealant after installation.
4. Check the window again for level, plumb, and square. Check the operation so that there is no binding and that the locking mechanism engages fully.
5. Apply a continuous bead of appropriate sealant to the interior and exterior of the window frame using a backer rod, if necessary, to seal the joint between the windows frame and the building structure. Make sure the sealant is applied carefully to provide a watertight seal.

**NOTE:** On installations where there is no overhang, it is highly recommended that a drip cap be installed at the head of the window to divert water away from the window.