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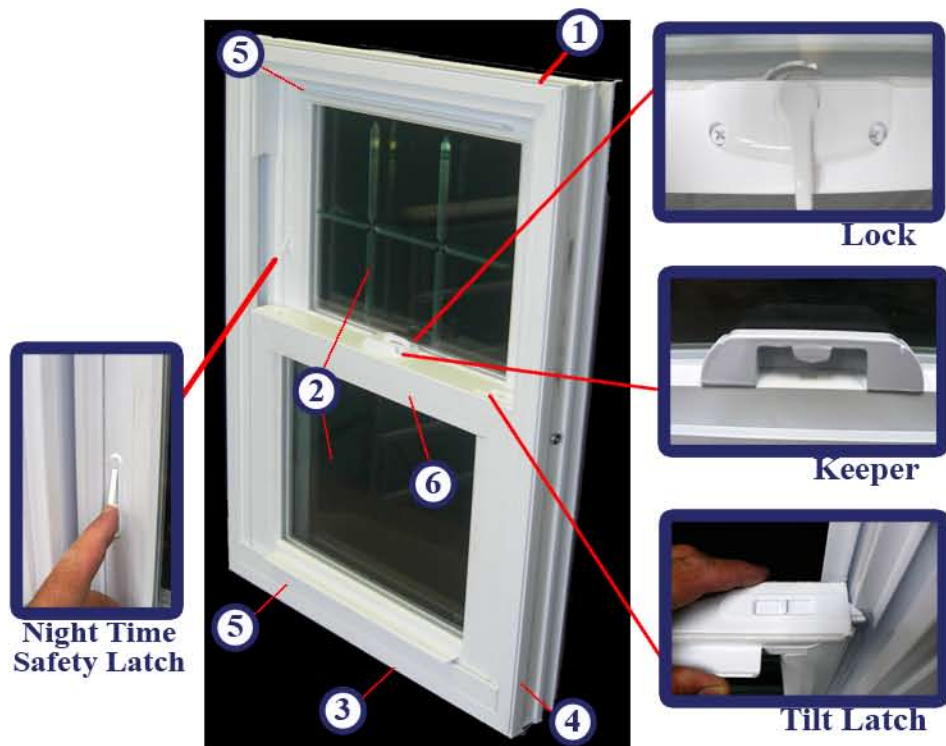
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# DOUBLE-HUNG WINDOWS

## Components of a Double-Hung Window



① Head

② Sash

③ Sill

④ Jamb

⑤ Lift Rail

⑥ Meeting Rail  
*(where the two sash meet)*

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### Operating & Cleaning Double-Hung Windows

Double-Hung Windows are built with two easy-to-clean tilting sash. When tilting sash to clean, sash can be heavy, so be sure to support the sash properly.

#### TO CLEAN THE LOWER SASH

- Unlock the window.
- Raise the lower sash approximately 3-4".
- Squeeze both tilt latches toward the center of the sash to unlock them (photo A).
- Pull the top of the lower sash in toward you to a horizontal position (photo B). Support it either by holding it in your hand or resting it on the sill while cleaning (photo C).

#### TO CLEAN THE UPPER SASH

- Lower the upper sash at least 2-3".
- Squeeze both tilt latches toward the center of the sash to unlock them.
- Pull the top of the upper sash in toward you and rest it on top of the supported lower sash. The upper sash can not be tilted-in unless the lower sash is tilted-in (photo D).

#### CLOSING THE SASH

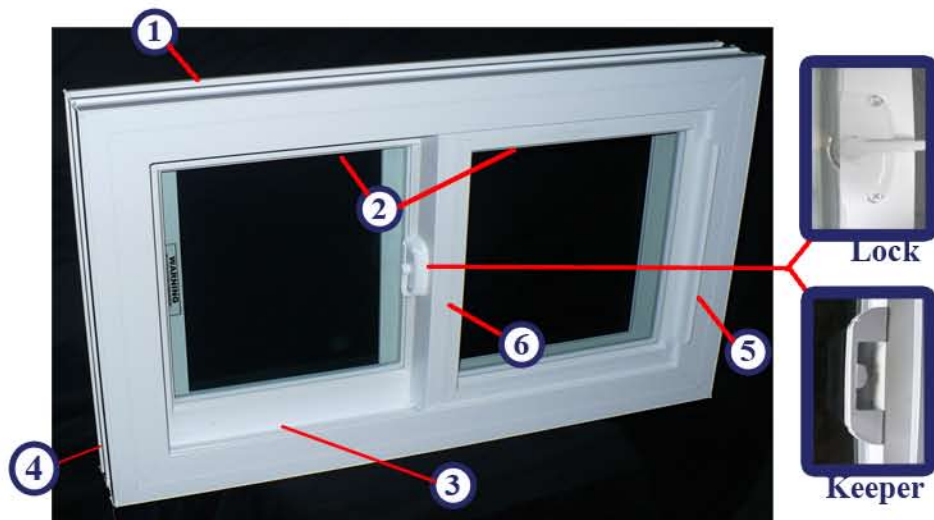
- Hold the top rail of the sash with both hands and push it all the way back into the main frame tracks.
- Make certain that the tilt latch buttons click in to lock the sash in place.
- If the tilt latches are not locked properly, the sash may fall inward.

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# SLIDING WINDOWS

## Components of a Sliding Window



① Head

② Sash

③ Sill Track

④ Jamb

⑤ Sash Rail

⑥ Meeting Rail  
*(where the two sash meet)*

## How to clean and operate Sliding

**Windows** - Sliding Windows have two operable sash which slide from side-to-side in their own tracks. They can be removed from these tracks for cleaning by lifting them out of the main frame.

### TO REMOVE THE INTERIOR SASH

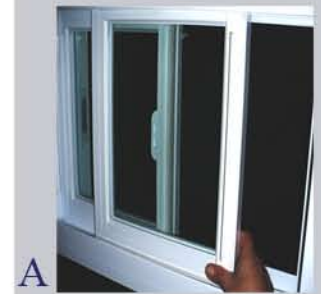
- Slide the interior sash all the way to the opposite side (photo A).
- Lift the sash into the header of the main frame as high as it will go.
- Pull the bottom of the sash in toward you (photo B). Lower gently.

### TO REMOVE THE EXTERIOR SASH

- Slide the exterior sash all the way to the opposite side.
- Pull the bottom of the sash in toward you (photo B). Lower gently.

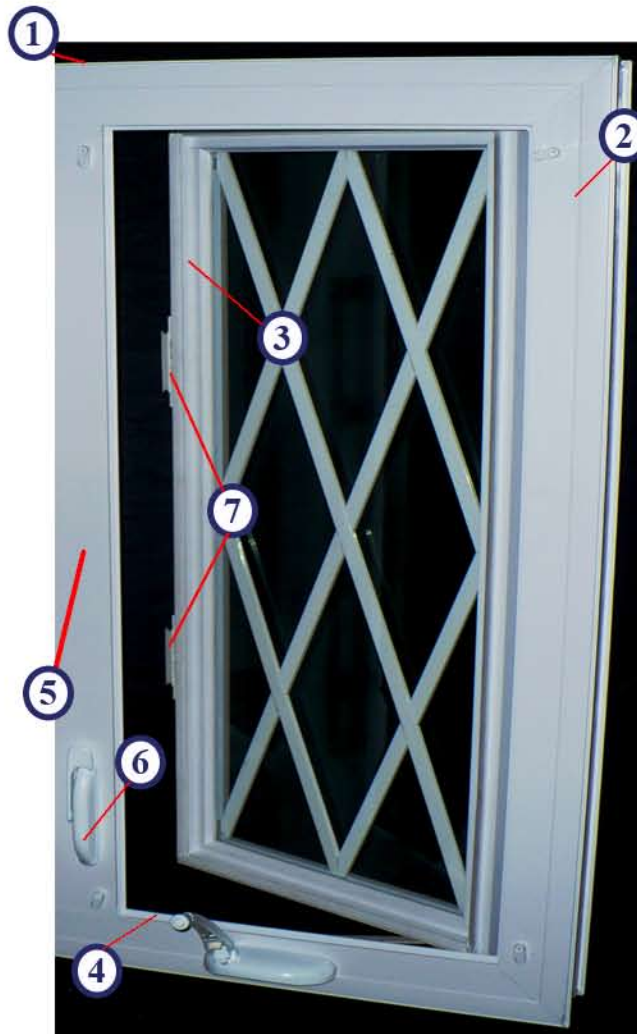
### TO REINSERT THE SASH

- Install exterior sash first. Re-place it into the top outer window frame track on the same side you removed it from, lift and push out.
- Slide the window sash all the way to the side.
- Re-place the head of the interior sash into the top inner window frame track (the same track from which you initially removed the interior sash).
- Slide the window closed and lock it.



# CASEMENT WINDOWS

## Components of a Casement Window



- ① Head    ② Frame    ③ Sash  
④ Sill    ⑤ Jamb    ⑥ Lock    ⑦ Keepers



Screen Clips



Hinge Bracket



Crank Handle

### Operating and Cleaning Casement Windows

**Windows** - Casement Windows are easily cleaned from the interior of the home, and crank out effortlessly.

### TO CLEAN CASEMENT WINDOWS

- Turn screen clips to take screen out of track.
- Unlock the window by lifting the lock handle up (photo A).
- Crank the sash all the way to the open position (photos B & C).
- Clean the exterior of the sash by reaching your arm through the space between the main frame and the sash (photo D).
- To close the window use the crank until the window is shut, then push the lock handle down to lock.



A



B



C



D

# IMPORTANT NOTES

## WEEP HOLES

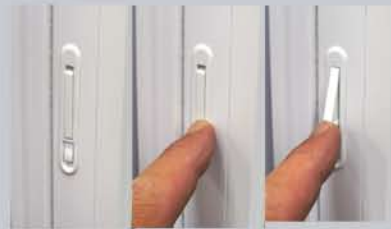
Weep holes allow rainwater to drain to the exterior of your home. Using a small wire to clear these holes of leaves and debris may be required occasionally. After a heavy rain, it is not unusual for some water to remain in sill tracks to evaporate later.



Weep holes

## NIGHT LOCKS

Night locks allow you to open the window enough to let in a breeze while at the same time preventing the sash from being opened wide enough for an intruder, so the window is open yet still locked. To pop out latch, simply press the small button directly below the night lock. Push in to close.



Operation of night locks

# CLEANING SUGGESTIONS

## CLEANING VINYL

The Vinyl Window and Door Institute recommends the following:

### RECOMMENDED

- Formula 409
- Ajax Liquid Cleaner
- Murphy's Oil Soap
- Lysol Cleaner
- Soft Scrub
- Vinegar and Water

### NOT RECOMMENDED

\* may cause vinyl to yellow

- Clorox
- Pine Power
- Ivory Liquid
- Grease Relief
- Tide
- Nail Polish Remover
- Gasoline or Turpentine

## CLEANING GLASS

For the best results, Power Windows and Siding recommends store-bought glass cleaners, soapy water or a mild vinegar solution. Wipe dry with a soft lint-free rag.

# CONDENSATION

## WHAT IS CONDENSATION?

Condensation is the result of high humidity in the air that produces a “fog” once it hits a surface that is colder than the air. High humidity is caused by excess water vapor. This is commonly seen in a foggy mirror after a hot shower. Condensation usually occurs first on windows because glass surfaces commonly have the lowest temperature of any of the interior surfaces in the home.

## WHAT CAUSES HIGH HUMIDITY?

Humidity comes from excess water vapor in the air. All homes have a certain level of moisture due to household activities. Activities such as cooking, washing laundry and dish washing can add up to five pounds of water vapor into the air daily! Other moisture-producing agents include plants, heating systems and humidifiers.

Seasonal changes, quick changes in temperature, reconstruction and remodeling can also add excess humidity into the air temporarily. During construction, large quantities of water are displaced into the air from building materials such as concrete, plaster, taping, etc. After one season of heating this will commonly dryout and your condensation problems will disappear.

## WHY WASN'T IT ALWAYS THERE?

Old drafty windows allow moisture to escape through inefficient seals and cracks. Today's technology produces more energy efficient or “tighter” homes. This is great for keeping your home more comfortable, quieter, and cleaner, BUT by sealing your home tighter you are also keeping moisture in. In today's homes it is very easy to build up extremely high levels of humidity.

# CONDENSATION

## HERE ARE SOME TIPS TO REDUCE YOUR HOME'S HUMIDITY

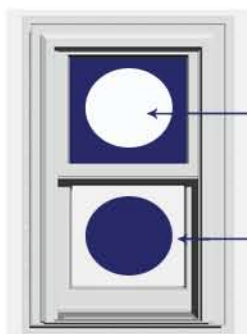
1. Be sure all ventilation to the outside is functional. Use kitchen and bathroom exhaust fans. Consider installing a laundry room exhaust fan. Run exhaust fans while the humidity-producing appliance is operating or the humidity-producing activity is going on, and let them run awhile after the activities have ended.
2. Air out your kitchen, bathroom and laundry room during or just after use. As outside air usually contains less water vapor, it will “dilute” the humidity of the inside air. This takes place automatically in older houses through constant infiltration of outside air.
3. The process of heating your home will reduce the relative humidity provided it's dry heat. It will counter balance most or all of the moisture produced by modern living.
4. If you have a furnace humidifier or other humidifying device in your home, be sure it is adjusted to produce the proper amount of humidity, or turn it off. The humidity produced elsewhere in your home may mean these devices are not needed at this time.
5. Be sure that louvers in attic or basement crawl spaces are open and that they are large enough.
6. Open the fireplace damper to allow an easier escape for moisture.
7. Install ceiling fans to keep air circulating within your home.
8. If troublesome condensation persists, see your heating contractor about an outside air intake for your furnace, venting of gas burning heaters and appliances, or installation of ventilating fans.

# GLASS STANDARDS

## SINGLE AND INSULATED GLASS POLICY

Power Windows and Siding strives to produce only the best quality window products using only the finest raw materials available. We always carefully inspect our glass before and after we manufacture our products. There is no such thing as a perfect piece of glass, and there are levels of accepted flaws or "inclusions." Our glass rigidly conforms to Federal Specifications (DD-G-451 P). If you see one of these imperfections it's okay, your glass most likely meets industry standards.

<b>DIRT</b>	A small particle or foreign matter imbedded in the glass surface.
<b>KNOT</b>	A transparent area of incompletely assimilated glass having an irregular knotty or tangled appearance.
<b>STONES</b>	Any crystalline inclusion imbedded in the glass.
<b>SCRATCH</b>	Any marking or tearing of the surface produced in manufacturing or handling, appearing as though it were done by a sharp instrument.
<b>GASEOUS INCLUSIONS</b>	Bubbles at the surface of the glass which are open, leaving a cavity in the finished surface.
<b>CRUSH</b>	A lightly-pitted area resulting in a dull gray appearance.
<b>DIGS</b>	Deep, short scratches.



If you cannot see the flaw from the following distances, your glass meets acceptable Federal Standards

CENTRAL VIEWING AREA  
NOT VISIBLE FROM 11 FEET

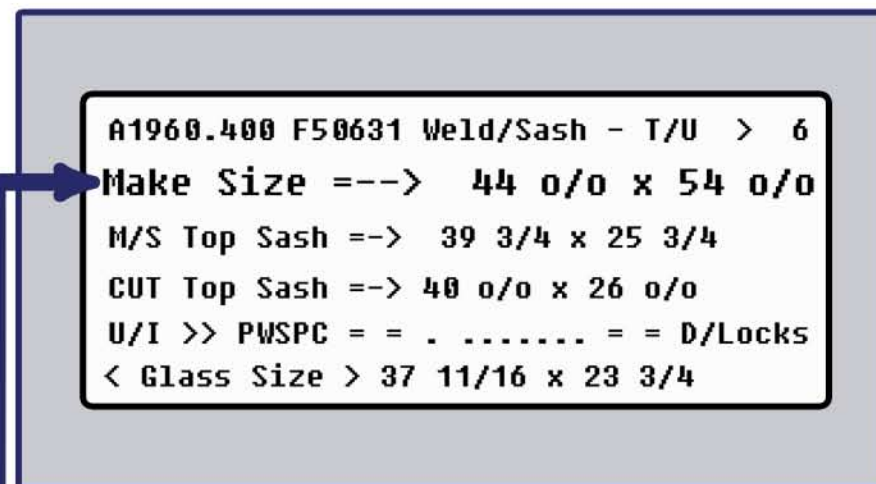
OUTER VIEWING AREA  
NOT VISIBLE FROM 20 FEET

# WARRANTY LABEL

This booklet will help you maintain your beautiful new windows. If a situation should arise where your windows may need to be serviced, please contact the dealer, distributor or other business which sold the windows to you and describe the nature of your concern. To help provide them with the most accurate information, please include the date you purchased your windows and the sticker information from the window(s)/door(s) in question.

Below we have provided a sample of Power Windows and Siding's product identification sticker. The sticker is located in the head of the window. Because Power Windows and Siding custom crafts each one of its products, the sticker information will help to locate your original window order, and access specific information necessary to service your windows.

**Please do not remove this sticker. Power Windows and Siding will use this sticker information to locate necessary component parts for years to come.**



When calling for service please have the make size of your window available as it will allow us to help you promptly.

*Important Note- Power Windows and Siding does not recommend the use of aftermarket tint or window films that are applied to the glass. Use of these aftermarket products voids the insulated glass portion of your Power Windows and Siding warranty.*