

PRIME REPLACEMENT GARDEN WINDOW SYSTEM MEASURING, ORDERING, AND INSTALLATION INSTRUCTIONS

Determine configuration of Garden window system desired. All measurements should be taken at three points. Use smallest measurement. (This will assure a better fit for out of square openings. Note: Interior casing trim must be removed to obtain correct measurements.) All orders must be received on Lockheed Garden window system order form.

JAMB WIDTH:

Measure from surface of interior wall to applicable exterior position. (See Dimension "C"; reference Dimensions "D", "E", "F").

1. Installation with exterior siding:
Measure from interior plaster opening to exterior of sheathing. (See Dimension "D").
2. Installation with brick exterior:
Measure from interior plaster opening to old caulk line or to brick mould. (See Dimension "E" & "F").
3. Installation where exterior weather trim is to be replaced:
Measure from interior wall surface to exterior of sheathing. (See Dimension "H").

WIDTH OF BUCK:

Measure rough opening from jamb stud to jamb stud being sure to use the smallest measurement. (See Dimension "A").

HEIGHT OF BUCK:

Measure rough opening from header to sill being sure to use smallest measurement. (See Dimension "B").

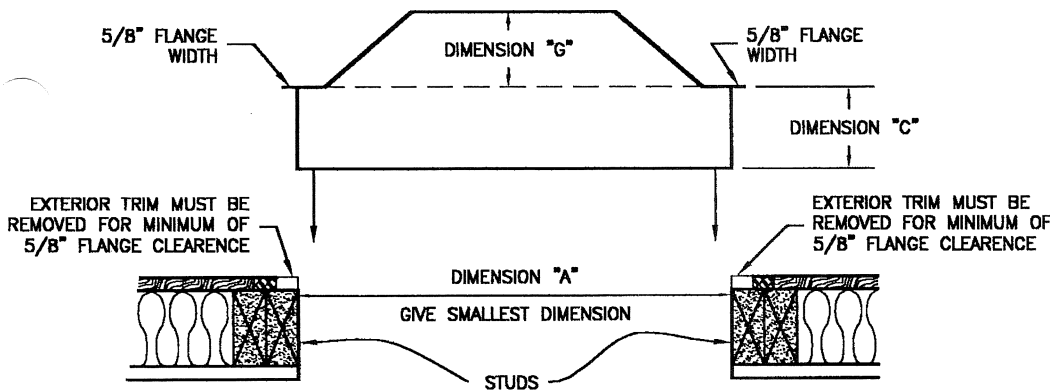
GARDEN WINDOW SIZING:

Contractor should deduct approximately 1/2" from Dimension "A" (rough opening width) and 1/2" from Dimension "B" (rough opening height) to determine finish Garden window size. Contractor responsible for determining finished Garden window size. Also see pre-installation procedures on page 2.

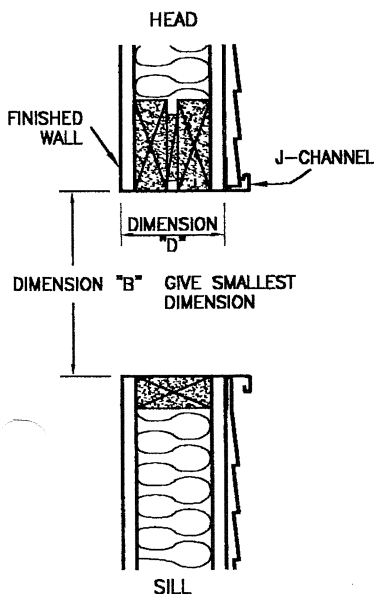
PROJECTION:

Overall size, Garden window configuration, and angle of mullions will determine the projection required. (See Dimension "G").

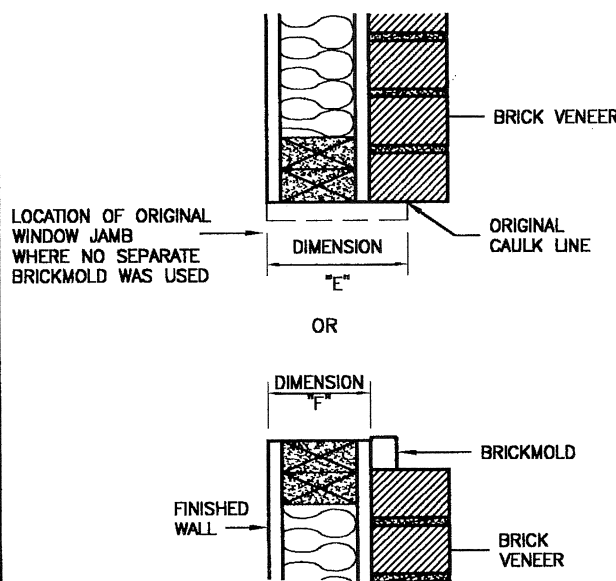
DETAIL 1
VIEW FROM HEAD
ROUGH OPENING/TRIM AND OLD FRAME REMOVED



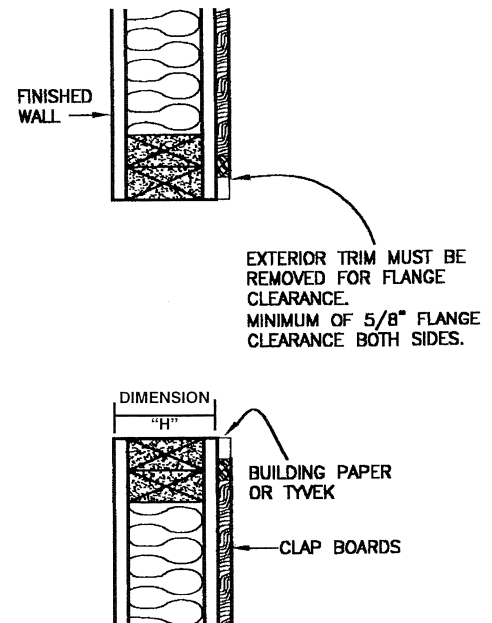
DETAIL 2
VIEW FROM JAMB



DETAIL 3
VIEW FROM JAMB



DETAIL 4
VIEW FROM JAMB



HANDLING INSTRUCTIONS

Care must be exercised in storage and handling. Store on a flat, level area, under cover. Allow sufficient spacing between products for ventilation. Do not store products under plastic, in direct sunlight. This will cause severe heat build-up and may create distortion and improper operation of the window. Store so that the full width of the garden window head is supported. Do not drop. Provide full support underneath frame when carrying and installing into framework. Do not lift garden windows by head only. Rough openings must provide ample clearance for garden windows to be installed without force or racking. Rough opening dimensions should be a maximum of 5/8" larger in width and 7/8" larger in height than the garden window unit measurement. After installation, provide protection to all members from traffic and other trades.

PRE-INSTALLATION PROCEDURES

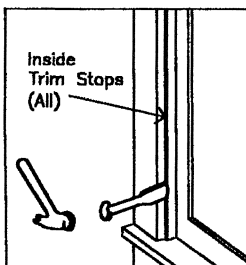
- Measure the opening and the new garden window to ensure proper fit *before* you begin removal.
- Garden windows should be a maximum of 5/8" smaller in width and 7/8" smaller in height than opening to allow for movement/expansion.
- Check for signs of decay, air leakage, that the replacement garden window alone will not solve. *Do not* install a replacement garden window without correcting these problems.
- Use a drop cloth to collect all debris from removal process.

WINDOW REMOVAL PROCEDURES

The first step in removing a wood window is to remove the inside trim stop. Score first with a razor knife and remove with hammer and thin chisel or putty knife. Use special care in removal *if* the existing trim stop is to be reinstalled (see sketch No. 1). Older wood windows counterbalanced the sash with a cord (rope) and pulley system in "pockets" in the wall beside the window frame. To remove, cut the cords and remove the lower sash (see sketch No. 2). Carefully let the sash weights attached to the cord drop back down into the "pocket". Next, remove the parting stop (see sketch No. 3), cut the cords and remove the upper sash (see sketch No. 4). Remove (or pound in) pulleys on both sides of opening. Later model wood windows typically have spring balances and aluminum or vinyl jamb liners. Aluminum jamb liners are usually nailed or stapled in place and vinyl liners are attached with clips or snapped into kerfs on the interior and exterior stops.

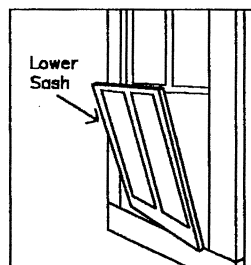
OPENING PREPARATION AFTER WOOD WINDOW REMOVAL

The existing wood window opening must be flush to a depth equal to at least the thickness of the garden window's master frame. You must create a level sill for the garden window to rest on. You need sufficient exposed frame (and sill) to anchor the frame of the garden window to the house. Any openings or voids that exists from the removal of the old wood frame should be stuffed with insulation and covered with coil stock to seal off any potential drafts or air leaks. Once the garden window is set in place, to make the opening maintenance-free, cover any exposed sill, trim, etc. with coil stock of pre-finished aluminum or vinyl. **APPLY FLASHING AT THE TOP OF THE OPENING.**



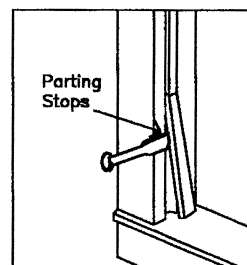
Remove all inside trim stops from inside of house window.

Sketch No. 1



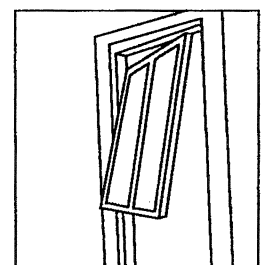
Remove lower sash pulley & ropes or chains.

Sketch No. 2



Remove parting stops.

Sketch No. 3



Remove upper sash pulley & ropes or chains.

Sketch No. 4

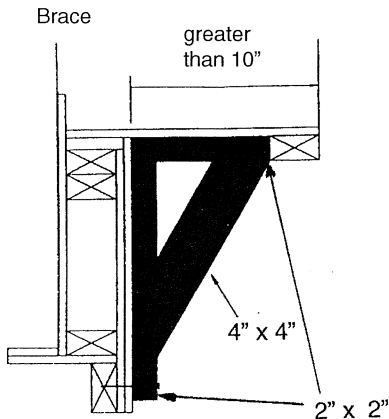
INSTALLATION INSTRUCTIONS

- Carefully remove the old window to prevent damage to opening.
- Check to be sure the opening is level and plumb. The opening **MUST** be solid enough to support the garden window and accept new screws and fasteners. **REPAIR AS NEEDED.**
- Place insulation along the base of the opening.
- With the correct equipment or appropriate laborers, raise the replacement garden window into the opening. Temporarily secure into place, keeping interior edge of unit flush with the inside wall.
- **NOTE: with the garden window in place, make sure that there is sufficient clearance for the side vents (if operable) to open properly. An overhang may restrict the travel of the side vents if incorrect wall thickness for the wood jambs had been given at the time of purchase. The overhang cannot extend past the hinges on the garden window.**
- Center and square the garden window. Use shims to straighten, square and hold the garden window in the desired position until proper fasteners can be applied.
- Securely fasten the new garden window unit into the opening through the head and seat boards with #8 x 3 1/2" or longer flat head screws (if there is enough room on the jamb of the unit, additional screws should be installed). Counter sink heads slightly and putty over. (A powdered putty mixed with wood stain does an excellent job of hiding the screws.)
- On interior, *loosely* insert additional insulation to all four sides of the garden window - use a putty knife to stuff the insulation into the smaller cracks around the window. It is extremely important that air not be allowed to pass *around* the window. **Do not over-pack insulation.** Bowed jambs may result. **DO NOT USE EXPANDABLE FOAM INSULATION.** This may cause frame to bow, causing difficult operation.
- Caulk between new garden window and old window frame with non-hardening PREMIUM CAULKING. Apply in sufficient quantities to provide an *airtight seal*.
- Finish the necessary exterior trim. All seams of the exterior trim must be caulked to prevent air or water penetration.
- Review the garden window operation, making sure that it operates properly. Check that all vents, locks, and screens *fit and operate* correctly.
- Before applying interior trim, check for air infiltration around the garden window. Seal any leaks. Install the trim.
- Remove all debris from job and clean all surfaces of vinyl garden window and glass. Demonstrate proper use of new garden window to the homeowner. (Instruct the homeowner that the new window should sit for 24 hours before operating, to allow caulking proper curing time.)

NOTE: For garden window units that project greater than 10" from the opening, a support platform and/or bracing must be used (see sketch No. 5). Recommended for all garden windows.

If bracing, secure braces to the wall in the proper manner, making sure that they are level and will correctly brace the window.

Finish the necessary exterior trim. All seams of the exterior trim must be caulked to prevent air or water penetration.



Bracing must support full depth of unit

Sketch No. 5

FOR GARDEN WINDOWS THAT PROJECT GREATER THAN 10" FROM THE OPENING, A SUPPORT PLATFORM AND / OR BRACING **MUST BE USED**. RECOMMENDED FOR **ALL** GARDEN WINDOWS. IF BRACING, SECURE BRACES TO THE WALL IN THE PROPER MANNER, MAKING SURE THAT THEY ARE LEVEL AND WILL CORRECTLY BRACE THE GARDEN WINDOW.

CLEANING INSTRUCTIONS

Caution must be used to avoid damage to the garden window after installation. Vinyl may be cleaned with mild soap and water. Do not use any solvents, acids, or abrasives on the vinyl. To clean the glass, use a soft, clean, grit-free cloth and mild soap or detergent. Remove liquid by wiping dry or using a clean squeegee. Keep weather-stripping, hardware and window tracks clear of debris and dirt. Keep weep holes (if applicable) open and clear of obstructions.

GARDEN WINDOW WOOD PREPARATION

Please Read Carefully Prior To Stain Application

Before applying a stain or other finish to the wood seatboard, headboard, and jambs, some minor preparation needs to be done to ensure an even and consistent finish.

With an 150-grit sandpaper or finer, sand lightly along the wood where it meets the vinyl, being carefully to move in a back-and-forth motion in the same direction as the grain. Then using a very fine grit sandpaper (220 or finer) gently sand entire wood surface. Never use an orbital sander as this will leave tiny scratches that may be enhanced when the finish is applied. Do not sand in any spot more than a few strokes back and forth. This should be sufficient to remove any residue left behind from the factory while not harming the appearance of the wood. Clean away any remaining sawdust with a damp cloth.

Test stain on wood along the edges where it joins the vinyl. If stain will not take, additional sanding is required. If there are no spots or streaks, proceed as recommended by the finish manufacturer.



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