

EXTERIOR REPLACEMENT INSTALLATION RECOMMENDATIONS

These recommendations address exterior installation of replacement window products into an existing wood window frame. Care must be taken to ensure a complete seal between the new window and the existing structure. These recommendations do not address, and may not be suitable for, all installations. Design, construction, material, site conditions, as well as local code requirements may require tools, components, methods and practices that are not referred to here. Consult ASTM, Installation Masters™ and your building / installation professional before starting any job.

BEFORE YOU BEGIN

- The installer must understand how the building prevents water and vapor penetration. Installation of windows must not impair the building's water-management system and must meet opening-location and egress requirements. For additional detail or clarification refer to local code, AAMA Installation Masters™ or applicable ASTM standards, including ASTM E2112. AAMA or ASTM guidelines, as well as local code or permitting requirements, may supersede these recommendations.
- Before starting work, be sure to read and fully understand instructions and recommendations for all tools, materials, and products. Use proper personal protective equipment and tools to limit the chance of injury. More than one person may be required to assist with installation to protect both the product and the installers.
- Window installation and replacement may disturb finish surfaces and paint. Specific precautions and work methods may be required to address the potential for contaminated dust and debris (e.g., EPA RRP: <http://www.epa.gov/lead/pubs/renovation.htm>). Consult responsible Federal, state and local requirements.
- Ensure windows are handled vertically. Do not bend or stress product corners or joints. Store the windows vertically in a shaded, dry, well-ventilated area. Do not store products in areas with direct sun exposure, outside or inside.
- **Be sure the new replacement window matches your order.** Confirm size, color, orientation and glass type are as-ordered. Examine unit for any damage. Do not begin installation if there are any concerns about the suitability of the replacement unit or compliance with the order.

PREPARE AND ASSESS THE OPENING

- **Inspect the Existing Window.** Fully remove any storm windows and their frame. Check for damage or other problems with the window. The existing window frame and surrounding materials must be dry and in good condition. Do not install a replacement window if there are any questions about water tightness of the existing window or proper drainage of the wall system. Repair damage and reseal/repair the existing window frame and waterproofing if necessary. Do not install storm windows over the new windows after installation.
- **Inspect Replacement Product:** Be sure the new window complies with the order. Remove shipping materials from the product along with included trim pieces. For double-hung windows, remove the sill angle located under the head expander for later use, if necessary. Loosen foam at adjustment-screws for later adjustment. Keep the unit locked throughout the setting process. Inspect the new unit for cracking, cosmetic damage, color, glass, labeling, and sizing. The replacement window should measure roughly ½" smaller than the prepared opening's smallest dimension, both in width and height. Do not install if there are any concerns about the window's specifications or suitability.
- **Prepare the Opening:** When preparing an opening the goal is to ensure the existing frame is square and well supported for fastening and sealing of the new window. Remove existing exterior trim/stops. Remove sashes, glass, parting stops and track hardware, as necessary. Interior stops at jambs and head should be preserved to provide a proper surface against which to seat and seal the new window. Removal of existing window parts must not impact the existing unit's drainage, its integration with the building's water management system or the new window's ability to fit into the opening. (For information on interior replacement, visit <http://www.nbpcorporation.com/>)
- **Support and Flashing:** Continuous support along the length of the sill is required for the new window. Ensure support and adapters are properly attached and do not impede drainage of the existing window or wall system. The opening and its supports must not be crowned or sagged. Clean the opening of any debris and minimize surface irregularities, being sure to cover and seal any holes left by the removed pieces. Install appropriate flashing, as necessary, to direct incidental water to the exterior wall surface. Do not install if there is any question about the newly prepared opening's ability to support the replacement window and manage water.

IMPORTANT: These recommendations address installation into an existing wood window frame. When replacing a steel, aluminum, or vinyl unit it may be necessary to remove the existing window, including its main frame. Full removal of an existing window is a professional installation and must avoid disruption to the building's weather barrier. Barriers and flashings must be reestablished and integrated; being sure new materials are properly sequenced and lapped with the building's systems. The new installation must use methods and design options that integrate the new unit into the existing weather barrier and achieve an interior and exterior perimeter seal around the entirety of the replacement unit. **Consult Northeast Building Products Corporation for additional information.**

- **Dry-Fit:** Attach any frame adapters to the new window that are necessary to complete the installation, including sill angles and head expanders. Use appropriate sealants for all frame adapters. Place batt insulation between the frame and any head expander. Do not permanently attach any adapters that will later be expanded to fill an opening. Once adapters have been attached and the opening has been prepared and inspected, dry fit the window to ensure proper clearance and evaluate points for fastening. Carefully remove window from dry-fit and set aside being sure not to damage the unit and attached pieces.

SEALING AND FASTENING THE WINDOW

- **Sealants:** Apply generous, continuous beads of compatible exterior grade, high performance sealant to the exterior face of the interior stops at the head and jambs, and the exterior face of the stool and at the high point of the existing sill. Sealant should also be placed at the jamb-sill corners of the existing unit, being sure all applied sealants connect and are continuous. Installer is responsible for proper selection, placement, shape, and integration of sealants, including their compatibility with the flashing at an opening.
- **Set and Square the Unit:** Place the window into the opening sill-first and tilt into the opening until it makes contact with the interior stops. Be sure the new window is placed so that it makes full-surround contact with the interior stops and is seated against the applied sealants. Apply blocking as necessary to keep window in place. Check that the unit is plumb, level, and square in the opening.
- **Shim:** Install shims around the window unit for proper spacing, support and fastening. Shims at meeting rails, stiles, and hinge points are recommended for proper functioning. Do not install shims at the head of the unit or where they will impede jamb adjustment screws. Check unit for square, level and plumb before fastening.
- **Fasten:** At least two fasteners are required per jamb side for each window. Pre-punched installation holes may be available under sash stops. On units without pre-punched holes, fastener holes should be drilled only into jambs, but not within 2" down from head or 2" up from sill. Be sure shims are present at fastener locations and that fasteners secure the unit with at least 1" penetration into the rough opening or existing jamb. Fasteners must be flush with pocket walls, but do not overdrive fasteners. Hole-plugs or screw-caps should be used with sealant at fasteners to ensure a watertight installation. Fasteners accompanying the window may not be suitable for every installation. The number of fasteners used and their size must comply with local code/permitting requirements. **Under no circumstance should fasteners penetrate the sill or head.**
- **Finalize and Check Operation:** Finalize installation of head expander and other accessories necessary to ensure a tight fit to the opening. Unlock the window and open-and-close a few times to test operation. Raise and tilt sashes to ensure they are secure in the frame. Adjust any jamb screws as necessary. Be sure stressing of the frame during opening and closing is minimal. Reveals between frame and sashes should be uniform. Confirm proper placement and installation of safety features for the window model and location; including items such as TamperLok, anti-lift blocks, and/or opening-limiter devices, where appropriate. **Insect screens are not a safety feature and will not prevent falls.**

INSULATING AND SEALING THE WINDOW

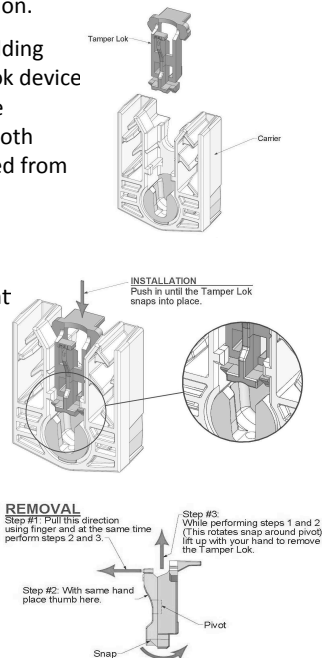
- **Interior:** After installing the unit and checking operation, remove excess interior sealant that squeezed out during installation. If any interior casing was replaced during installation ensure sealant is placed behind the casing and along the joint where the casing meets the new window unit. All gaps or small joints between the window and interior casings must be sealed.
- **Exterior:** Place fiberglass insulation around the opening between the replacement frame and the existing window frame. Use of low-expansion foam or tape is permissible. Avoid stressing the frame. Check operation after insulation has fully set to ensure proper functioning. Then, using appropriate backing material, seal between the new window and existing frame, being careful sealants do not impact drainage of the new installation assembly or existing frame. Care and judgment are required when applying sealant at the sill to avoid wind-driven moisture exposure and ensure appropriate drainage. Reinstall/Replace exterior stops. Exterior stops, window accessories and trim must be installed and sealed to create a weather resistive installation that allows proper drainage of the existing and newly installed window.

MORE INFORMATION: Visit <http://www.nbpcorporation.com/> for additional and updated information.

TAMPERLOK: Certain Northeast Building Products windows use the TamperLok device to secure sashes into the frame. The TamperLok must be removed from both carriers before a sash can be removed from the frame.

Proper installation of a TamperLok requires the TamperLok be inserted into the carrier and pushed down until it clicks into place.

To remove a TamperLok, rotate the piece out of the sash carrier by placing an index finger between pull tab and back of TamperLok and thumb on the middle of the TamperLok. Push in and upward with thumb while pulling upward with finger. This motion should rotate the bottom part of the TamperLok back and out of the snaps to eject it from the carrier.



For further instruction, visit: <http://www.nbpcorporation.com/>

WARRANTY: Northeast Building Products issues a Limited Lifetime Warranty. Contact your distributor, installer, or Northeast Building Products if you do not have a copy. The warranty is an important legal document and impacts your rights. To assist Northeast Building Products in the event of a claim, please have ready the information on the warranty label for each product:

Product Size	Color of Product	Type of Product	Sales Order #	Line Item
26 3/4 x 20 3/4	WHITE	CAMELOT DH PICTURE WINDOW	CA100507.019.01	
JOHN DOE'S CONSTR.		Sales Ord # 00503366/ 00001		
Model Set: KELL901	Mfg Date: 5/10/10	WARRANTY DO NOT REMOVE		
Selling Dealer/Contractor	Date of Manufacture			

***** DO NOT REMOVE THIS LABEL DURING OR AFTER INSTALLATION*****

PROVIDED MATERIALS: Each window from Northeast Building Products includes installation accessories and materials. These materials may not be suitable for every installation. Consult with your installer or building professional.

ONGOING REVIEW: Northeast Building Products suggests a yearly inspection of its installed windows, both inside and outside the home. All window components and surrounding installation trim/sealant-joints should be reviewed and maintained in good condition to ensure proper function and longevity.

Every Northeast Building Products window is supported by recommendations for initial installation and ongoing care and maintenance, as well as the applicable warranty. Contact Northeast Building Products for copies of any document

