



INSTALLATION INSTRUCTION

EXTERIOR SASH LUG FOR ARCHITECT SERIES® MONUMENTAL® ALUMINUM CLAD HUNG

Please read and understand all instruction steps before proceeding with sash lug installation.


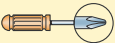


THESE INSTRUCTIONS APPLY TO:

Architect Series® Reserve™ Monumental/Impact
July 2017 - Current

PARTS REQUIRED:

- Ogee Sash Lug Package (Includes: Sash Lugs, sash lug notice label, inserts, and #6 x 11/16" pan head screws - 2 each)

TOOLS REQUIRED:

- Tape measure 
- Phillips screwdriver 
- Drill with 1/8" drill bit 
- Pencil 

1 IDENTIFY SASH REMOVAL PROCEDURE:

- A. **Raise lower sash**, inspect the lower sash jamb track for balance catches. If balance catches are NOT present; proceed to step 2.

If balance catches are present; contact nearest Pella Windows Store Service Center because special tools/procedure are required for safe sash removal/installation.



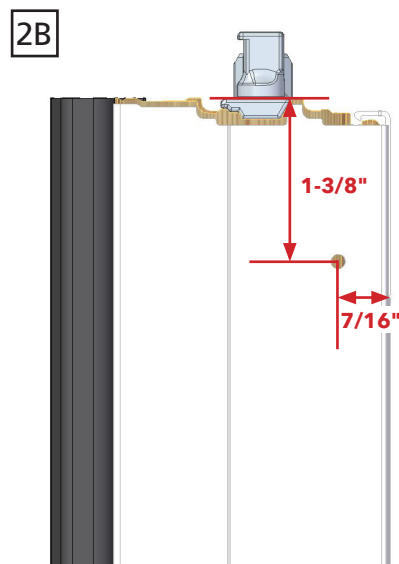
2 DRILL PILOT HOLES:

⚠ CAUTION!

Sash can be very heavy and awkward to handle. To minimize the risk of injury provide adequate personnel to safely handle the sash.

See the Double-Hung, Single-Hung and Simulated-Hung Vent Sash Replacement instructions included in the Sash Lug package.

- A. **Remove lower sash** and set aside in a safe place.
Remove upper sash and place on a smooth flat surface with the interior side down to drill pilot holes.
- B. **Determine location of pilot holes.** Measure and mark the pilot hole location on each end of the bottom of the upper sash check rail.
- C. **Drill pilot holes.** Use a 1/8" drill bit to drill each pilot hole to a depth of 1/8".



Architect Series Reserve
Monumental

3 INSTALL LUG INSERT AND SASH LUG:

- A. **Position the inserts** over the pilot holes as shown and attach to the bottom of the upper sash check rail using the provided #6 x 11/16" Phillips pan head screws.

NOTE: DO NOT overtighten screw. Hand tighten the screw until the insert is snug against the check rail but will still pivot by hand.



- B. **Install upper sash only** back into the window frame.

CAUTION!

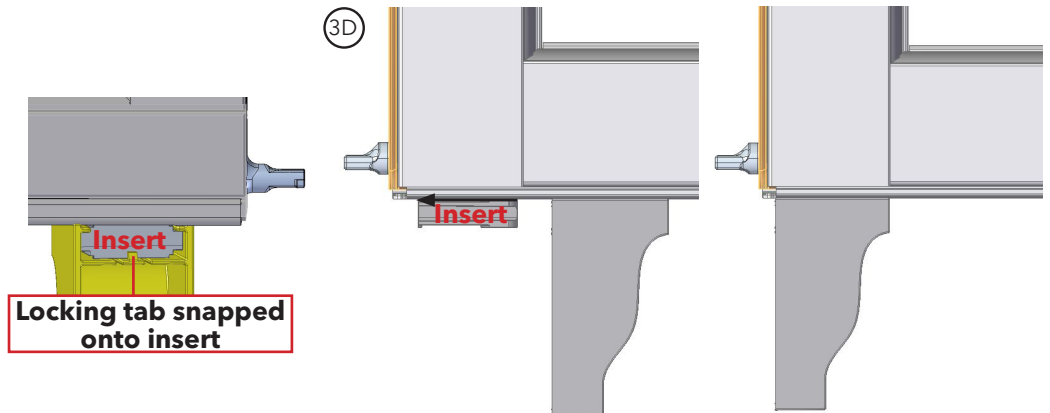
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- C. **Adhere the sash lug label as shown** so the label is visible on the left hand interior side.
- D. **Slide each Lug onto the insert**, making sure the lug locking tab snaps into place. If needed, pivot the lug so it is parallel to the window exterior.
- E. **Install lower sash.**

3C

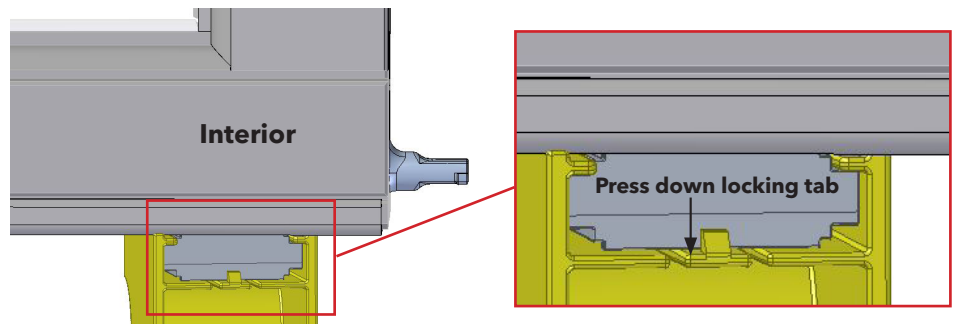


3D



4 SASH LUG REMOVAL:

- A. **Tilt or remove lower sash**, rotate the lug until the open backside is visible toward the interior. Press down on the locking tab and slide the lug off the insert by pushing it away from the open side of the lug.



5 UPPER SASH TILTING INSTRUCTION:

- A. **Remove sash lug** as described in step 4.
- B. **Tilt upper sash.**

NOTICE

The screen will be damaged if the upper sash is tilted without removing sash lugs.