HIDDEN SCREEN CLEANING INSTRUCTIONS

These Instructions Apply To:

Pella® 250 Series Double-Hung, Single-Hung and Sliding Window

Tool List:

- Micro-fiber cloth
- Water bottle sprayer
- Air blower

Cleaning Methods:

Methods for cleaning the Pella 250 Series Hidden Screen can vary depending on a few factors, including the type of debris caught in the screen.

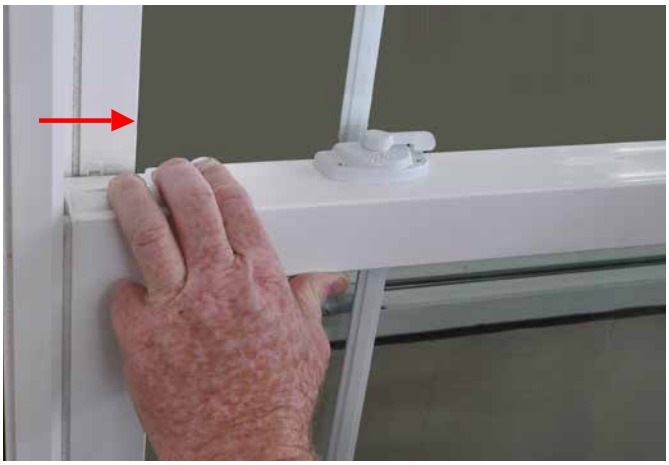
The most successful cleaning comes from using either a micro-fiber cloth, hand-held water sprayer, or an air blower, with the best results coming from some mixture of these methods.

Single- and Double-Hung Windows:

To access both sides of the screen for cleaning on either a double- or single-hung window, the sash must be tilted into the cleaning position.

Unlock window and raise lower sash approximately 4" to 5". At the same time, slide each tilt latch on the top of the sash toward the center of the sash.

Pull the top of the sash in and tilt it down until the sash is perpendicular with the frame.





Upon tilting the sash, the screen will disengage from the sash and you will now have access to both sides of the screen.

It might be helpful to put the tilted sash on a chair or other surface (or remove sash from frame) so both hands will be free when cleaning the screen.

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Sliding Windows:

To be able to access both sides of the screen for cleaning on a sliding window, for best results remove the sash.

Unlock the window and slide the operating sash open past the anti-lift clip(s) at the top of the frame.

Grasp the sash with both hands and lift the sash up and out of the bottom track to remove from frame.

CAUTION!
Sash may be heavy.





With the vent sash removed from the frame, the screen should now have disengaged from the sash and you will now have access to both sides of the screen.

Finishing Up:

Once cleaning has been completed, reinstall the sliding window sash or tilt the double-hung or single-hung sash(es) back into the upright position, and then close the sash completely to reengage the sash and screen.

Open the sash to make sure screen has been properly reengaged with sash. If not yet engaged, repeat the closing and opening process as needed.

Troubleshooting:

Cleaning the screens, especially with a microfiber cloth, may cause some of the pleats to become bent out of shape.

Wait until the cleaning is done to try fixing it, otherwise it will likely keep occurring. Once cleaning has been completed, put the sash back into its regular position.

Gently close the sash completely to reengage the sash and screen. Then reopen the sash, which should reengage the screen and the pleats should all be back in shape.

If some pleats are still bent out of shape, pinch them from the interior to try and form the pleat shape, then close and reopen the sash to check if all pleats are back in shape. Repeat this process as needed.

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