SERVICE INSTRUCTION

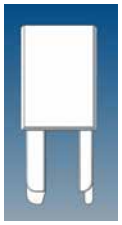
Vent Sash Stop Replacement – Double Hung and Single Hung

Tools Required:

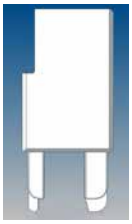
- Putty knife

Supplies Needed:

- Single-Hung or Double-Hung lower sash stop(s) (2 per window)



Single-Hung



Double-Hung

Note: Remember to work safely while doing any maintenance or repair. This includes wearing safety glasses and using safe work practices. Make sure your work area is unobstructed and clear of window coverings, etc..

1 Replacing The Lower Sash Stop:

Double-Hung shown; Single-Hung similar.

A. Near the head (top) of the window, pry up on the end of the lower sash stop with a putty knife. More than likely the stop will pop completely out of the balance channel.





B. If needed, tilt the top of lower sash stop back. Push bottom of sash stop up and remove stop from balance channel.

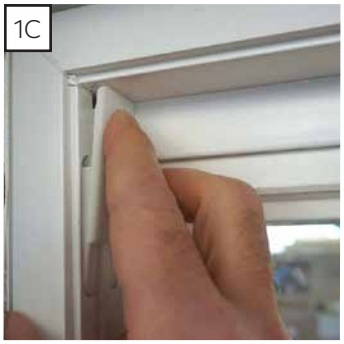




C. Insert bottom of sash stop into balance pocket channel. Tilt top up into position. Push top to **“snap”** into place.









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2 Balance Pocket Cover Replacement:

A. Unlock and Tilt out lower sash.

B. Hook lower portion of balance pocket cover with finger.

2B



C. Pull balance pocket cover out.

2C



D. Insert balance pocket cover into balance pocket and press cover until it **"snaps"** into place.

2D



2D



2D



2D



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