SERVICE INSTRUCTION

Lock and Keeper Replacement—Double-, Single-Hung, and Sliding Window

Tools Required:

- Hand Phillips head screwdriver
- Putty knife or chisel

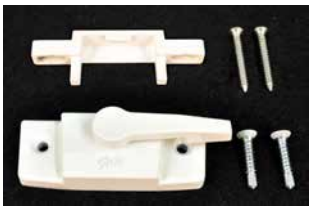
Supplies Needed:

- Number of locks, keepers, and screws required to perform work. Must specify color and handling.

Note: 2 screws are required for each lock and 2 for each keeper.

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.

Double-Hung Lock shown in the following photos, Single-Hung and Sliding Window procedure is similar.



Standard Lock and Keeper



Autolock and Keeper

1 Replacing The Standard Lock And Keeper:

A. Unlock the lock and remove both screws with a Phillips screwdriver.

B. Clean off the residue around the screw holes with a putty knife or chisel. (Be careful not to scratch the surrounding vinyl).



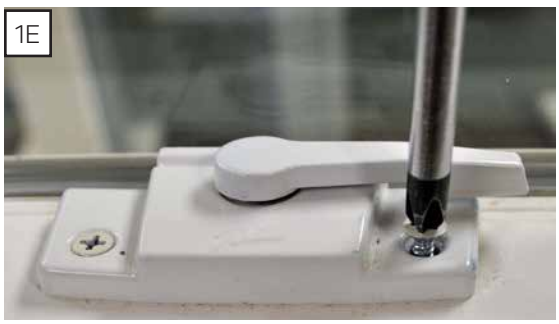
C. Remove the screws from the keeper, then clean off the residue with a putty knife or chisel. (Be careful not to scratch the sash).

D. Insert the new keeper into the sash. Using a hand Phillips head screwdriver, insert the screws to secure the keeper (DO NOT over-tighten screws).



E. Using a Phillips head screwdriver, install the new lock. (DO NOT over-tighten the screws.)

F. Open and close the sash and engage the lock several times to ensure proper alignment and operation.



Note: Occasionally, the screw holes for the lock or keeper may become oversized and cause the screws to no longer hold. A larger diameter (oversized screw) can be used to remedy the situation. The standard screw is a #6 x 3/4". A #8 x 3/4" may be substituted.

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GIF-000003082- Part Number: V985115

2 Replacing the AutoLock and Keeper:

A. Remove the lock cover; Pull lock cover forward to remove.







B. Remove lock attachment screws and remove the autolock.

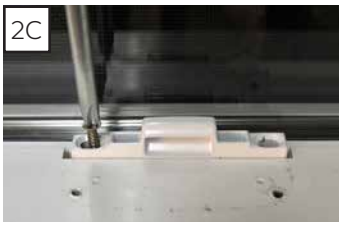






C. Remove the keeper attachment screws and remove the keeper.

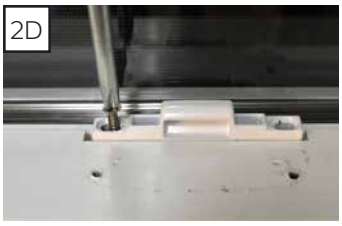


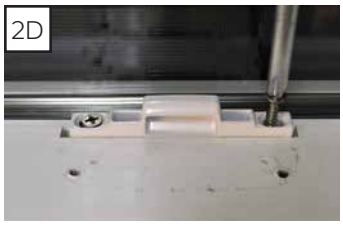




D. Install the new keeper and attach with the screws. DO NOT over-tighten screws.



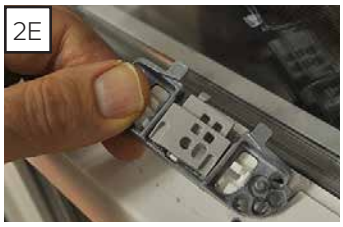




E. Before installing the autolock, pull back the autolock latch as shown.







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2 Replacing the AutoLock and Keeper (continued):

F. Position the autolock on the checkrail with the hooks and latch in the keeper.





G. Reset the autolock latch so it extends into the keeper.





H. Install the autolock attachment screws. DO NOT over-tighten screws.





I. Place the cover on the lock and press into position.







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