

How To Replace Window Sashes For Double Hung & Single Hung Windows



- 1** **Unlock the window.**
(Turn lock lever to the right)

Raise sash approximately 3 inches.
(Should be able to fit 3 fingers under the sash)

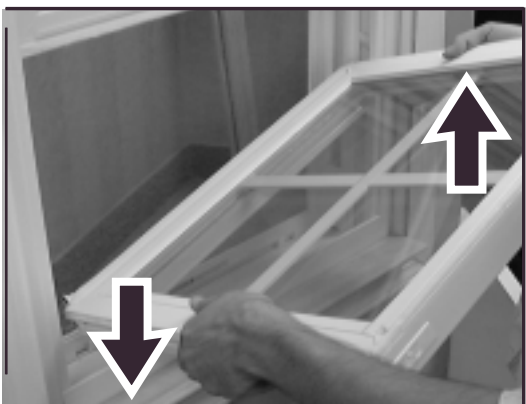
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- 3** **Depress the tilt latches located on the top of the sash.**
(One per side, push toward the lock)

Tilt sash in towards you so it is at a comfortable position.

4



- 5** **Grab sash firmly on both sides and tilt one side up, removing pin from balance shoe.**

With one pin out, the other slides out easily. Sash is now out of the opening.

6



- 7** **To install sash again, reverse process.**