



## Care & operation of casement & awning windows

### Finishing

Follow the instructions in the painting section. Aluminum-clad products do not require additional exterior finishing but should be cleaned periodically to remove any airborne pollutants and contaminants. Following these guidelines will help ensure your investment is properly protected.

### Cleaning the Glass (Full Opening Sash Feature)

All Ply Gem Casements as well the Signature Series awning designs allow you to wash the exterior surface from the inside. Open the window to its full open position. This will enable you to reach both surfaces from the interior of the home. For large windows, a squeegee may be required to reach the outside edge.

### Lubrication

The hardware will occasionally require lubrication. A light coating of silicone or similar lubricant on the track and pivot points applied annually will ensure free and easy operation. Avoid using petroleum-based lubricants such as oil or petroleum jelly, as they stay wet and will attract more dirt. Areas with harsh environments (coastal or high levels of dust, dirt or sand) will need cleaning and lubrication more often.

The operating hardware of your Ply Gem window has been designed for years of trouble-free operation, if these few simple maintenance precautions are taken.

### Opening and Closing the Window

The roto-operators and the crank handle must be firmly fastened to the crank mechanism. The set at the base of the operator handle should be completely seated to avoid damaging or stripping the locator teeth of the mechanism. Lubricate with light oil.

The sash will lock even if the window is not completely closed. Simply shut the sash into a snug position and engage the locks. The sash locks will pull the sash tighter against the weather-stripping. On casement windows with two locks, engage the bottom lock before the top lock.

### Screen Removal

Two types of screens are used:

- Pull-tabs, held in the window by leaf springs, and
- Plungers

To remove screens with pull-tabs, hold both tabs and pull gently vertically for tabs located on a horizontal frame, or horizontally for tabs located on a vertical frame. When one edge of the screen frame is disengaged from the screen grave, tilt the screen towards you. If the crank handle interferes with the screen, remove the crank handle.

To remove screens with plungers, pull plungers on one side to disengage the screen. Gently pull out the plungers on the opposite side and tilt the screen towards you.

To replace a screen, reverse the above procedure.

**Note:** The screen side containing the leaf spring must be inserted into the side of the frame with the deepest screen cavity.

**Note:** Screens are for insect protection only and are not meant to provide safety protection for children!