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## Preparing an Existing Wood Window Opening for Interior Application Replacement Window Installation

### Notes:

- A. Pre-1978, structures contained lead-based paint and should be tested for such. (See [www.epa.gov/lead](http://www.epa.gov/lead))
- B. Installation will require 2 or more persons for safety reasons.
- C. Always use personal protective equipment.

### Tools needed:

- A. Pry bar
- B. Phillips & standard screwdrivers
- C. Utility knife
- D. Hammer
- E. Putty knife
- F. Cleaning supplies

- In preparation to remove interior trim, score the paint between the trim and wall with a sharp knife to minimize damage to the interior wall.
- Carefully remove the wood interior sash stops with pry bar.
- Remove the balance system by fully extending the rope and disconnecting it from the weights. (*Any other type balance systems must be removed.*)
- Remove vent sash and screen. Remove the parting stop.
- Remove the fixed sash. In some cases, there are screws in the fixed sash which should be removed first.
- The exterior blind stop should be left intact.
- Remove dirt and debris from opening and surrounding wall surfaces.
- Consult with local authorities to recycle or properly dispose of old window components.

# Preparing an Existing Wood Window Opening for Exterior Application Replacement Window Installation

## Notes:

- A. Pre-1978, structures contained lead-based paint and should be tested for such. (See [www.epa.gov/lead](http://www.epa.gov/lead))
- B. Installation will require 2 or more persons for safety reasons.
- C. Always use personal protective equipment.

## Tools needed:

- A. Pry bar
- B. Phillips & standard screwdrivers
- C. Utility knife
- D. Hammer
- E. Putty knife
- F. Cleaning supplies

- The exterior blind stop should be removed first.
- Remove the screen and fixed top sash.
- Remove the balance system by fully extending the rope and disconnecting it from the weights. *(Any other type balance systems must be removed as this noted here is a typical preparation for replacement windows in wood frames. Please refer to the Installation Masters Training Manual ([www.installationmastersusa.com](http://www.installationmastersusa.com)) for further instructions.)*
- Remove parting stop and vent sash.
- Remove dirt and debris from opening and surrounding wall surfaces.
- Consult with local authorities to recycle or properly dispose of old window components.

# Full Frame Removal for Nail Fin Replacement Window Installation

## Notes:

- A. Pre-1978, structures contained lead-based paint and should be tested for such. (*See [www.epa.gov/lead](http://www.epa.gov/lead)*)
- B. Installation will require 2 or more persons for safety reasons.
- C. Always use personal protective equipment.

## Tools needed:

- A. Pry bar
- B. Phillips & standard screwdrivers
- C. Utility knife
- D. Hammer
- E. Putty knife
- F. Cleaning supplies
- G. Pliers

- In preparation to remove interior trim, score the paint between the trim and wall with a sharp knife to minimize damage to the interior wall.
- Carefully remove interior trim from all sides including the stool & apron at the bottom of the window (*if applicable*).
- If re-using interior casing and trim, carefully remove nails from back side of board with pliers.
- At exterior, carefully cut the sealant line from between the exterior trim and siding (or wall finish).
- Caution! Some windows may come out of opening easily after removal of exterior trim so take care in extracting the old window frame with a pry bar.
- Remove dirt and debris from opening and surrounding wall surfaces.
- Consult with local authorities to recycle or properly dispose of old window components.
- This is a typical full frame removal preparation for nail fin replacement windows. Please refer to the *Installation Masters Training Manual* ([www.installationmastersusa.com](http://www.installationmastersusa.com)) for further instructions.