

Window Installation Guidelines

Whether your windows are being installed in a basement or wood structure, as a new build or as a replacement, there are different ways to install them depending upon your scenario. Noted below are a few basic guidelines to help you with your installation.

BASEMENT WINDOWS

We do not recommend any one specific installation method over another for replacing **basement windows** as there are multiple ways to install them based on different situations BUT there are a few general hints that are a must for all types of installation ...

***** Installation must comply with all applicable building codes for your area *****

- 1) Determine the type of installation method that would work best for your situation.
- 2) Inspect existing window frame and wall to verify that they are structurally sound and make the necessary repairs / adjustments.
- 3) Measure the window / rough opening to be certain that the new window will fit BEFORE purchasing. For a masonry installation, it is better that the new window is a little small (but not too small) rather than having to make the opening larger. For the most part, it is safe to allow approximately ¼" – ½" from frame size to rough opening to be able to install the window plumb and square.
- 4) Inspect the new window to make sure it is the correct size, works properly and that all parts are present.
- 5) After removing the old window, make sure the opening is clean and level. Use a towel or dry brush to remove debris and dust from the frame opening before installing new window.
- 6) Dry fit the new window to make sure that it will fit the opening ... if needed, adjust the opening to fit (a little at a time) and repeat step 2.
- 7) **VERIFY THAT THE WINDOW IS BEING INSTALLED RIGHT SIDE IN AND RIGHT SIDE UP!!!!**
- 8) Install the window, making sure that it is level, square and plumb in the opening. It's recommended that 2 installation holes be drilled through each side jam and 3 into the head jam of the window, through the inside sill track area, and into the concrete or block. Secure the window into opening using masonry type screws without over tightening so not to distort the window frame.
- 9) **DO NOT drill installation holes into the bottom sill, excess water will weep into the wall and can cause damage!**
- 10) Depending upon your method of installation, fill gap between window and the concrete block or wood frame with insulation, Door & Window **Low Expansion** foam (without overfilling as not to distort the window frame) or mortar wash. A good grade of Silicon caulk may be used to seal interior and exterior edges between frame and concrete.
- 11) To avoid property damage, **MAKE SURE THAT THE EXTERIOR WEEP HOLES ARE NOT BLOCKED!!!**