

# Replacement Guide

## for Ventilating Window on Self-Storing Door with Retractable Insect Screen



### Please Do Not Return Product to Store!

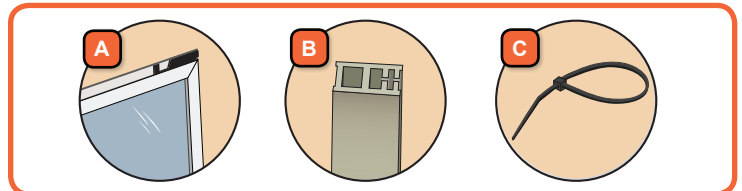
**PLEASE** call the storm door Solution Center at 1-800-933-3626, with any questions regarding installation, lost part replacement, or anything else related to your storm door purchase.

**Read this entire guide before you begin your installation. If your abilities do not match the requirements of this installation, contact an experienced contractor.**

### PARTS OVERVIEW

Your installation kit should contain the following parts.

- A** Upper Ventilating Window Replacement
- B** Prop Rod
- C** Zip Tie



### SAFETY FIRST: Please read and follow all cautions and warnings in this guide.

#### WARNING

Improper use of hand or power tools could result in injury and/or product damage. Follow equipment manufacturer's instructions for safe operation. Always wear safety glasses.

#### WARNING

The retractable insect screen is stored inside the door with a highly tightened spring. If released, insect screen may release suddenly causing injury or product damage. Maintain a firm grasp when detaching the insect screen from the window.

#### WARNING

Wear gloves, safety glasses or eye shields when handling glass. Failure to do so may result in severe personal injury.

#### WARNING

Weight of window and door unit(s) and accessories will vary. Use a reasonable number of people with sufficient strength to lift, carry, and install window and door unit(s) and accessories. Always use appropriate lifting techniques.

### RECOMMENDED TOOLS



Drill

Drill Bit 3/16"

Safety Glasses



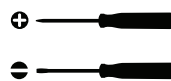
Gloves



Tape



Screwdriver



Phillips

Flat tip

Pliers



INTERIOR VIEW VISTA INTERIOR VUE DE L'INTÉRIEUR	=	
EXTERIOR VIEW VISTA EXTERIOR VUE DE L'EXTÉRIEUR	=	

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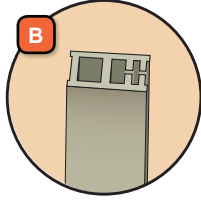
Andersen SDD, PO Box 853  
Des Moines, IA 50306-0853  
Rev 1-2014 12043 Print in B&W

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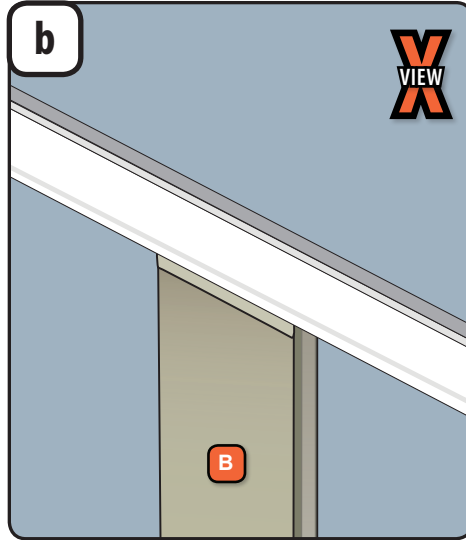
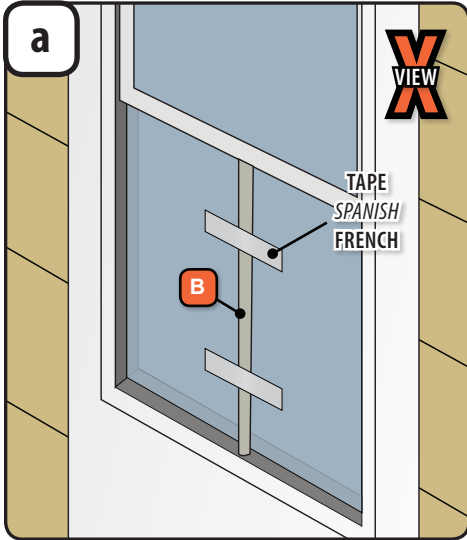
# 1

## SUPPORT VENTILATING GLASS PANEL

(Images shown are for a Left Hand installation. A Right Hand installation would be on the opposite side shown.)



Tools needed:



1. From the exterior, hold the prop rod (B) up against the fixed glass panel. Slide the prop rod down so it's setting on the bottom ledge of the storm door.
2. Tape the prop rod to the glass with masking tape across the top and bottom.

1. Move the ventilating glass panel down until its frame is setting on the prop rod.

# 2

## REMOVE WINDOW LATCH ASSEMBLY

Tools needed:



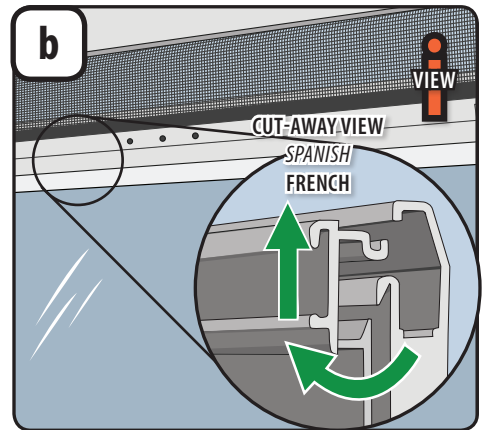
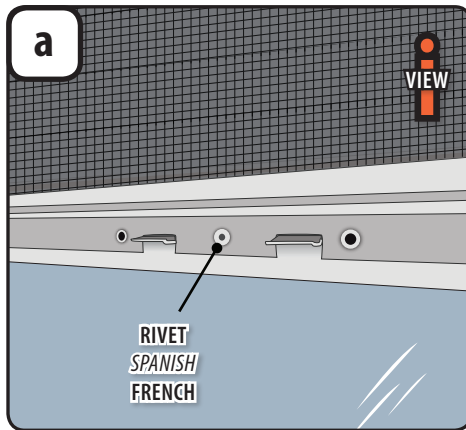
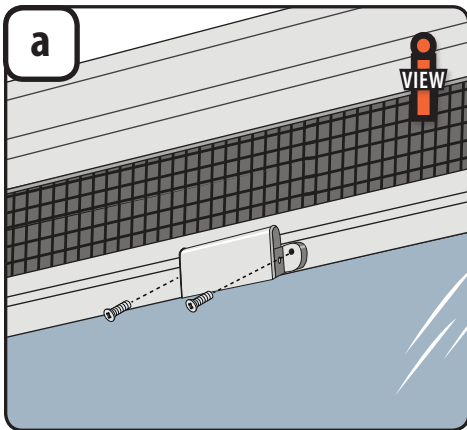
# 3

## REMOVE INSECT SCREEN PULL

Tools needed:



3/16"



1. Using a Phillips head screwdriver, remove the two screws from the window latch assembly.
2. Place the window latch assembly and screws in a safe place to be re-installed later.

1. Using a 3/16" drill bit, drill through the center of the rivet until the rivet head separates from the rivet body.

1. A firm pull down and inwards will disengage the insect screen pull lip and window latch rail.
2. Maintain a firm grasp on the insect screen pull when detaching from the window, then allow the screen to wind into the top of the door.

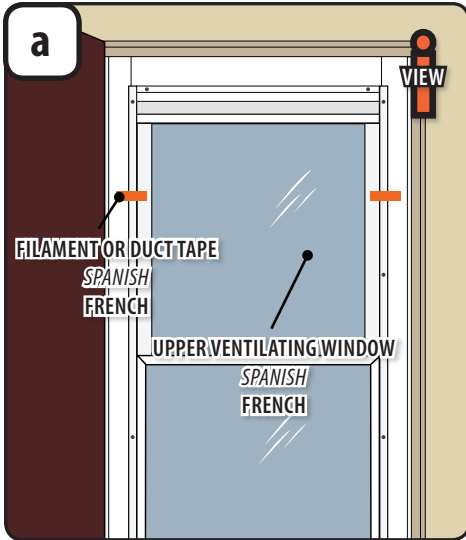
## CAUTION

Be sure not to drill all the way through the window.

4

### SECURE SCREEN TRACKS

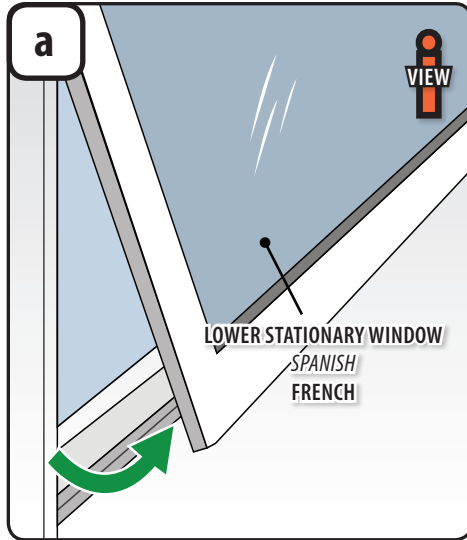
Tools needed:



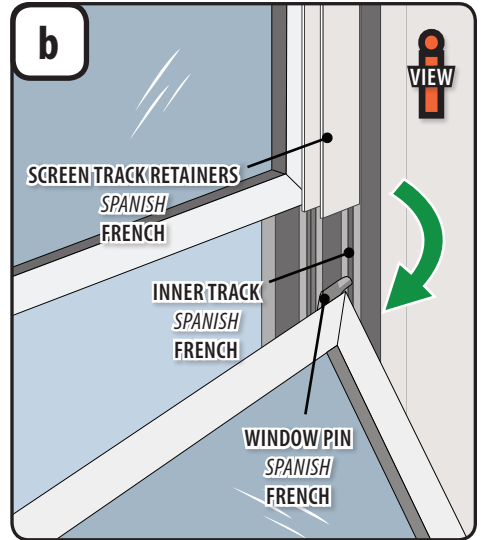
1. Tape retainers in place with filament or duct tape by placing one horizontal strip of tape across each retainer, securing them to the door frame.

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### REMOVE LOWER STATIONARY WINDOW



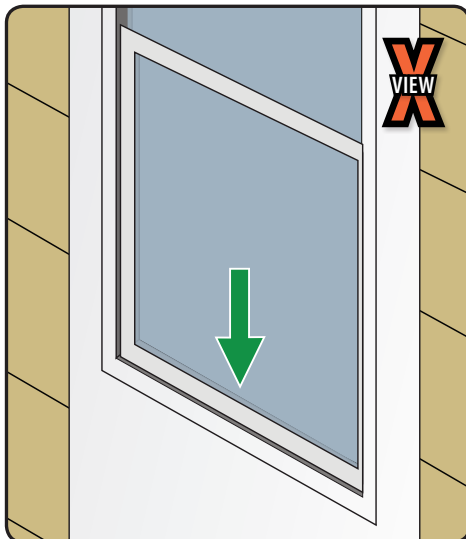
1. Raise the lower stationary window up slightly until it touches the bottom of the screen track retainers.
2. Push the lower portion of the window from the exterior side of the door and lift the window toward you.



1. Rotate the window clockwise to remove the pin from the inner track.

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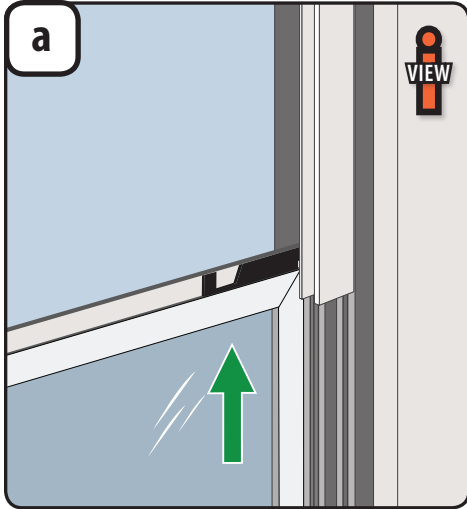
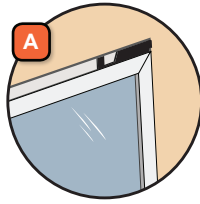
### REMOVE PROP ROD



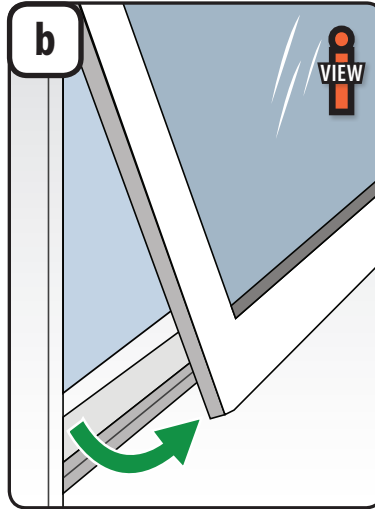
1. Remove the prop rod and set ventilating glass on window sill.
2. Do not discard prop rod, but set aside for later.

# 7

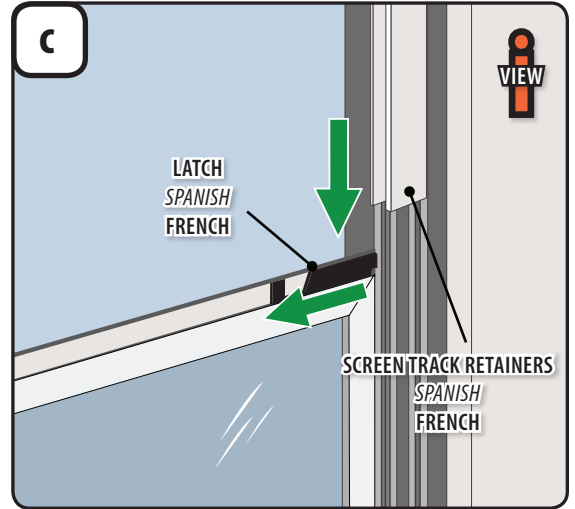
## REMOVE UPPER VENTILATING WINDOW AND INSTALL REPLACEMENT WINDOW



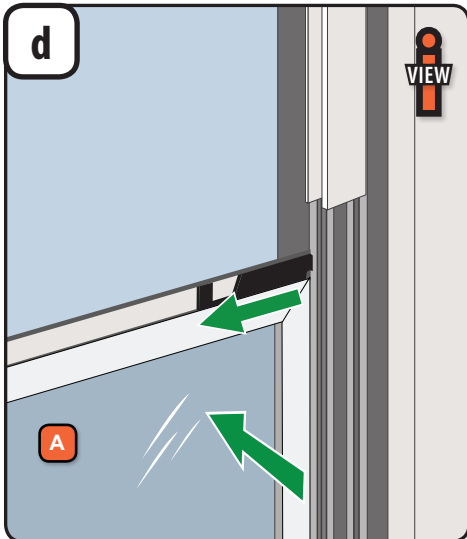
1. With upper ventilating window in the lowest position, grasp the top of the window with one hand and raise up approximately 2" from the sill.



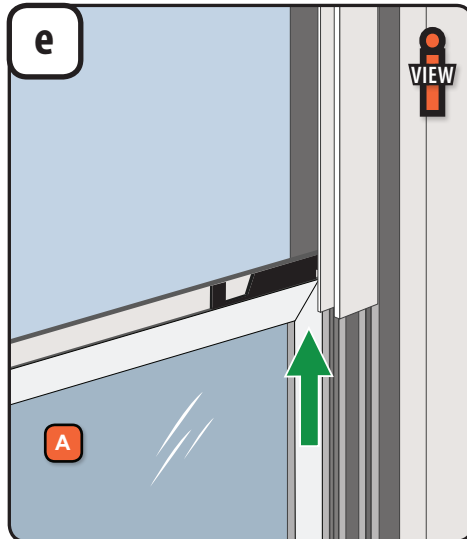
1. With the other hand, grasp the bottom of the window and pull towards you until the window clears the sill.



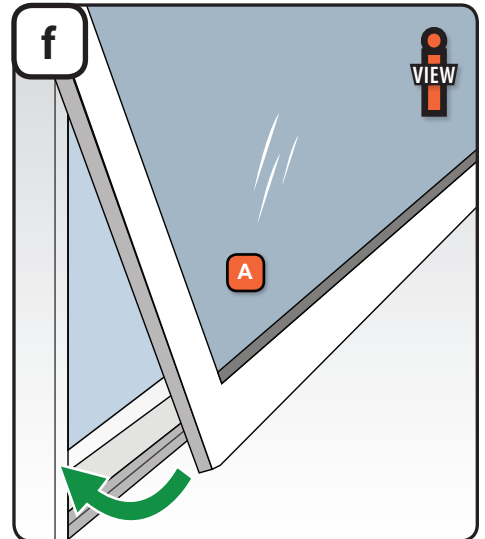
1. Lower the window until the latches at the top of the window are below the screen track retainers.
2. While still holding the top of the window with one hand, retract one of the latches to disengage latch. Pull the side of window towards you until the latch clears window frame and remove window.



1. Orient replacement window (A) with latches to the top and facing you.
2. Grasp the top of the window with both hands and position one latch in the exterior track of window just below screen track retainers.



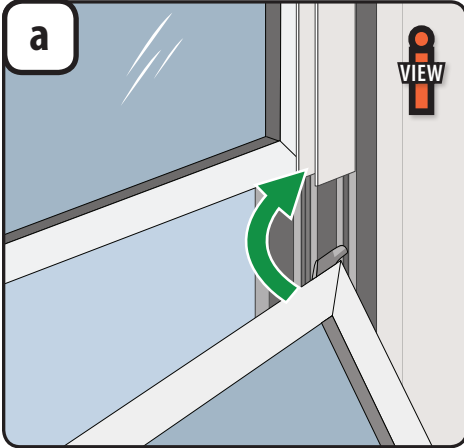
1. While still holding the top of the window with one hand, slide other latch inwards and position window in exterior track and release latch allowing it to engage into track.
2. Without releasing hold on the top of the window, slide the window up behind screen track retainers until it clears the sill.



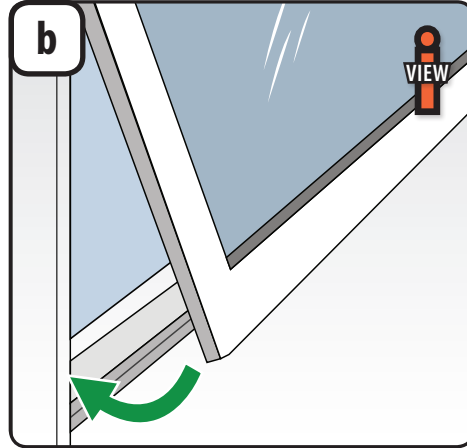
1. Position window bottom into place in opening with lower portion of window, resting on the sill.

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## REINSTALL LOWER STATIONARY WINDOW



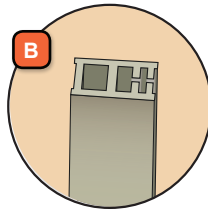
1. Angle lower window and insert top window pins into interior tracks with window latches facing the interior. Raise window until top of window seats into bottom of screen track retainers.



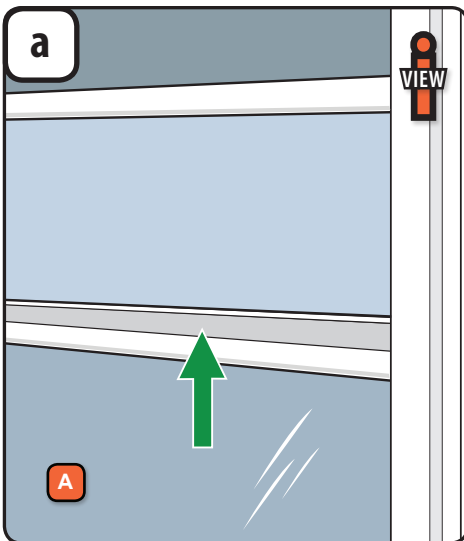
1. Rotate window into place. Press on window top until bottom of window rests on sill.

9

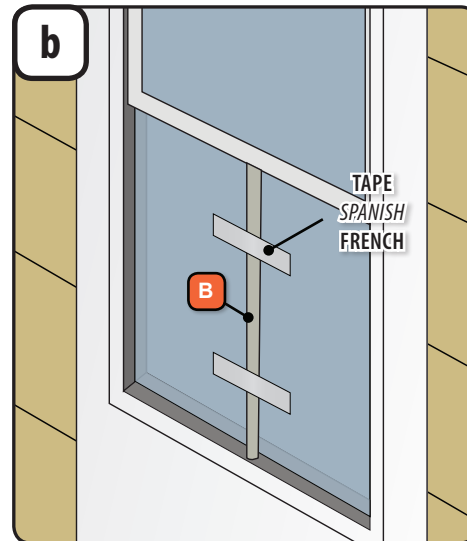
## RE-POSITION PROP ROD



Tools needed:



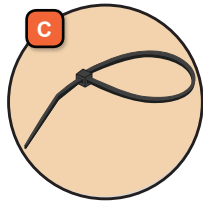
1. Raise the ventilating window (A) to approximately eye level.



1. From the exterior, place the prop rod (B) back under the ventilating window and tape in place. (Refer to **step 1a-b.**)

# 10

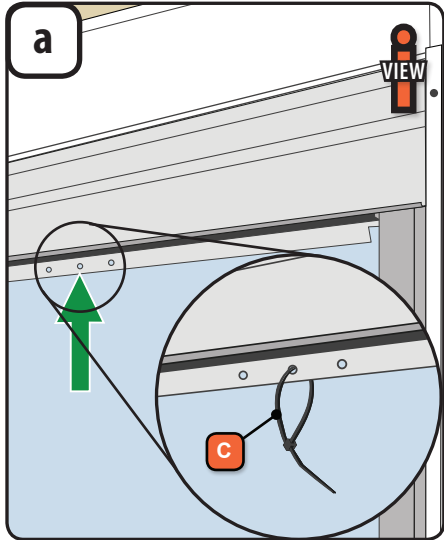
## ATTACH INSECT SCREEN TO GLASS PANEL RAIL



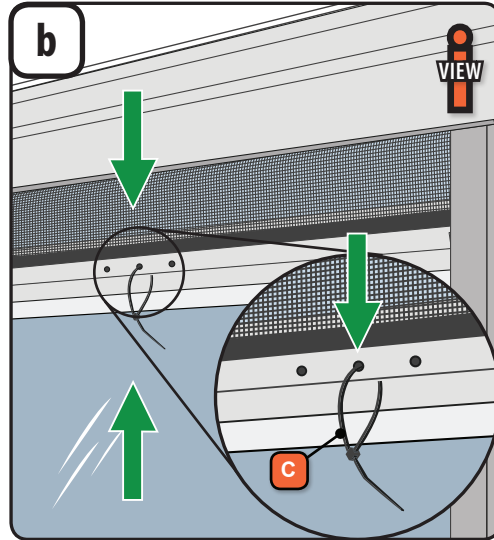
Tools needed:



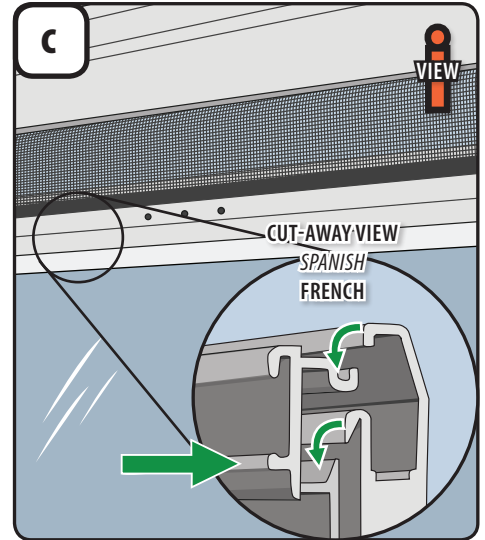
3/16"



1. Using a 3/16" drill bit, enlarge center hole in insect screen pull so it can accommodate zip tie (C).
2. Thread zip tie through center hole.
3. Close zip tie partially so it forms a loop and make sure it is locked in place.



1. Insert shaft of a Phillips head screwdriver through zip tie. With a hand on each side of the screw driver, pull the insect screen pull down towards the glass panel latch rail.
2. To correctly align insect screen pull and glass panel latch rail, lower insect screen pull below top of glass panel latch rail. A slight pull towards you will allow the insect screen pull hooks to maneuver around the glass panel latch rail. The holes in the insect screen pull and glass panel rail should be lined up.



1. A slight push outwards will align insect screen pull lips and glass panel latch rail lips. Raise insect screen slightly. Push in at each end of insect screen pull to make sure it is flush with the glass panel latch rail. The insect screen pull will be fully engaged when the glass panel latch rail is interlocked with the insect screen pull hooks.
2. Using scissors, cut zip tie and gently pull it out of the insect screen pull hole, then properly dispose.

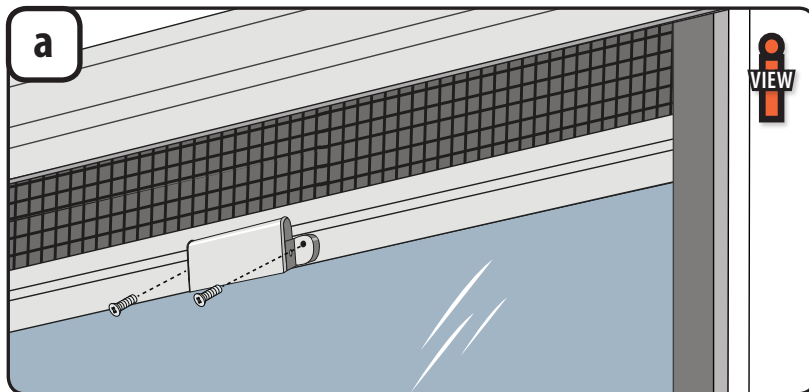
# 11

## INSTALL WINDOW LATCH ASSEMBLY

Tools needed:



(Previously removed)



1. Align the holes in window latch assembly with the holes in the insect screen pull.
2. Use the two #6 x 3/4" screws previously removed to attach window latch assembly to insect screen pull and glass panel frame. Do not overtighten screws.
3. Remove tape and then properly dispose of prop rod.