

FOREVER DOOR WINDOW LATCH REPLACEMENT INSTRUCTIONS

NOTE: TO REPLACE BROKEN WINDOW LATCHES BOTH WINDOW AND SCREEN MUST BE REMOVED. THE SCREEN MUST BE REMOVED PRIOR TO THE REMOVAL OF THE WINDOW.

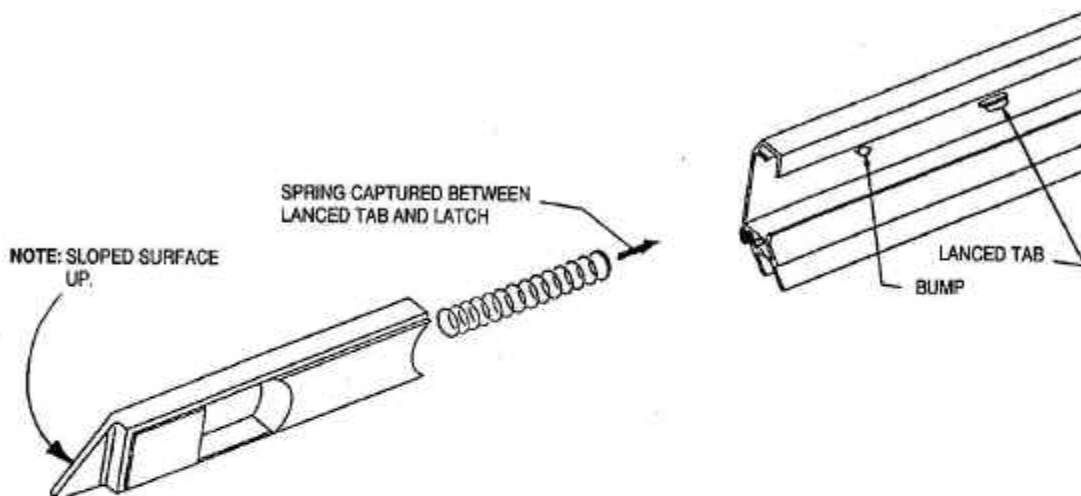
Removal of Screen: Carefully observe how the screen rides against the flexible bug seal. Care must be taken not to tear this seal when removing the screen and that the screen is placed back into the door correctly. Raise the screen so that the top of the screen is in the middle of the window opening. Retract both top pins and pull one corner of the screen out of the track at a time. Now raise the screen so that the bottom of the screen clears the bottom of the window opening. Retract both bottom pins and remove the screen from the track, one corner at a time.

Removal of Window: Raise the window so that the top of the window is in the middle of the window opening. Take careful notice as to how the window fits into the track in the door. Retract both top latches* and pull one corner of the window out of the track at a time.

NOTE: *In some doors or during colder weather, you may encounter some difficulty in retracting the window latches back far enough to clear the window track. If this is the case, you will have to force the window latches over the little "bumps" in the window frame. Be sure to move the latches back into the correct position after placing the window back into the door.

To remove the broken latch, it must be forced forward over the little "bumps" on the window frame. (Some styles of doors may have 2 bumps. Force latch over both bumps.) A hammer and screw-driver work well for this. (Tap lightly.) Be careful not to lose the spring located behind the latch.

To install the new latch, first place the spring onto the lanced tab. Then place the latch into the window track and tap it back over the bump(s). Move the latch back and forth to make sure it is operating properly. See illustration below.



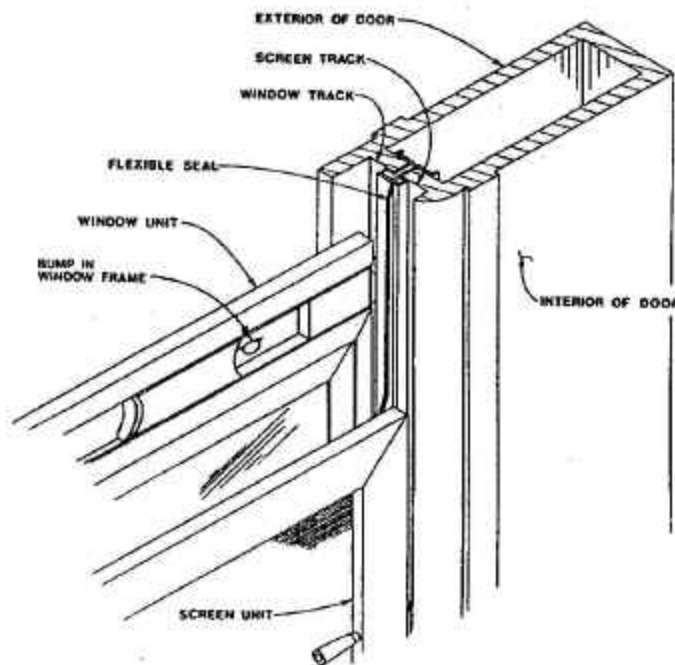
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Installation of Window: Retract the lower latches* and place the bottom of the window into the window track, one corner at a time. With the bottom latches retracted, lower the window down slowly into the door until the bottom of the window is even with the bottom of the window opening. Let the latches extend to engage track. **EXTREME CARE MUST BE TAKEN TO ENSURE THAT THE WINDOW GOES DOWN EVENLY AND THAT THE BOTTOM OF THE WINDOW DOES NOT TEAR THE VINYL SPACER.** When the top of the window is in the middle of the window opening, retract both top latches* and push the top of the window into the window track, one corner at a time, and let latches extend to engage track. Slide the window up and down to ensure that the window is completely engaged in its track as shown in the illustration below.

NOTE: *In some doors or during colder weather, you may encounter some difficulty in retracting the window latches back far enough to clear the window track. If this is the case, you will have to force the window latches over the little "bumps" in the window frame. Be sure to move the latches back into the correct position after placing the window back into the door.

Installation of Screen: Locate the screen so that the bottom of the screen clears the window opening. Retract both bottom pins and push one corner of the screen in at a time. Lower the screen until the top of the screen is in the middle of the window opening. Retract both top pins and insert the screen, one corner at a time. When properly inserted, the screen pins should ride in the door track as illustrated below.



EMCO Specialties, Inc. • 2121 East Walnut Street
P.O. Box 853 • Des Moines, Iowa 50304
(515) 265-6101

EMCO