



GLIDER STORM WINDOW OPERATING INSTRUCTIONS

To open for ventilation when operating insert is in the fully closed position:

- 1.) Push the sash out of the sash pocket, sliding the operating sash sideways using your fingers on the extruded sash handle.
- 2.) Continue sliding in the vinyl track to desired ventilation position.

CAUTION: Always use the extruded sash handle to open and close the operating glass insert.

To remove glass insert and screen:

- 1.) Follow steps 1 through 2 listed above, but slide the operating insert to a position where you are able to grasp both sides of the sash.
NOTE: Though it is not necessary, removal of the glass panels and screen inserts are easier if the sash of the interior prime window is removed first.
- 2.) Lift the operating glass panel into the vinyl head track. This will allow the bottom of the operating glass panel to clear the vinyl sill track.
- 3.) Bring the bottom of the operating glass panel forward until it clears the vinyl sill track.
- 4.) Once the bottom of the operating glass panel has cleared the vinyl sill track, slowly lower it downward between the prime and storm windows.
- 5.) Raise the operating glass panel in the area between the prime and storm window. Bringing the bottom of the operating glass panel over the prime sill and into the room. Set aside.
- 6.) To remove the screen insert, lift upward with the screen handle into the vinyl head track. This will allow the bottom of the screen insert to clear the vinyl sill track.
- 7.) Bring the bottom of the screen insert forward until it clears the vinyl sill track.
- 8.) Once the bottom of the screen insert has cleared the vinyl sill track, slowly lower it downward between the prime and storm windows.
- 9.) Raise the screen insert in the area between the prime and storm window. Bringing the bottom of the screen insert over the prime sill and into the room. Set aside.
- 10.) To remove the stationary glass panel, slide it using the extruded sash handle until you can grasp both sides.
- 11.) Lift the stationary glass panel into the vinyl head track. This will allow the bottom of the stationary glass panel to clear the vinyl sill track.
- 12.) Bring the bottom of the stationary glass panel forward until it clears the vinyl sill track.
- 13.) Once the bottom of the stationary glass panel has cleared the vinyl sill track, slowly lower it downward between the prime and storm windows.
- 14.) Raise the stationary glass panel in the area between the prime and storm window. Bringing the bottom of the stationary glass panel over the prime sill and into the room. Set aside.

To re-install glass inserts and screen:

- 1.) Reverse the procedures for removing the glass inserts and screen listed above.
- 2.) Make sure both storm sash are pushed fully into the sash pockets and the meeting rail has interlocked when you close the window.

If you need assistance, please call us at **(800) 544-3646**.