

## HOW TO OPERATE A MILGARD® VINYL DOUBLE-HUNG WINDOW

### Materials Required

None

These instructions will walk you through how to properly open, close and lock Milgard® vinyl double-hung windows.

1. To open the window, lift up on the SmartTouch® lock and slide open the bottom sash.



2. The sashes of Milgard vinyl double hung windows can tilt inward. To do so, locate the two tilt latches on the top of the bottom sash.



### Safety Precautions

This activity is appropriate for individuals with an understanding of how to use simple hand tools. Remember to wear eye protection and to make sure that pets and small children are not present when performing these activities.

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3. Slide the latches inward toward the center of the sash and pull towards you to disengage the sash from the frame.



4. To operate the top sash, rotate the bottom sash downward until it rests against the bottom sill.



5. Using the pull rail on the upper sash, pull downward until the bottom of the top sash is approximately 6" above the open bottom sash.



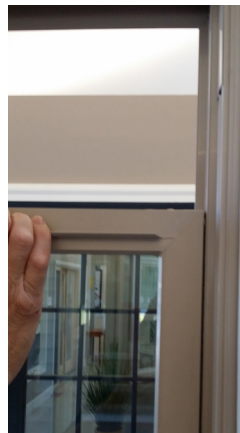
6. Tilt top sash inward. You may rest the top sash on top of the open lower sash.



7. To re-engage the sashes with the jamb, rotate the upper sash until the tilt latches click back into the jamb track.



8. Push upper sash up until it stops in the closed position. The top sash must be fully seated in the sash pocket for the locks to engage properly.



9. Rotate the bottom sash until both latches engage in the track.



10. Close the bottom sash by pushing down and inward until the lock engages. When the window is closed, it's locked.

**NOTE:** Do not pull inward while closing, this might cause the locks to not engage properly.

