



DIY SELF-SERVICE GUIDE

HOW TO REPLACE A SMARTTOUCH® LOCK ON A DOUBLE HUNG WINDOW



Materials Required:

Phillips Screwdriver



Difficulty:

Medium



Time Requirement:

10 minutes

INSTRUCTIONS:

1. Raise the bottom vent up approximately 7 inches.
2. On the sides of the vent there are 2 tilt latches, push them inward and by doing so that will allow you to tilt the vent out.

TILT LATCH



PUSH INWARD



3. Tilt the vent towards you and so it's at a horizontal position and raise one side up so the pivot bar is released from the pivot shoe and take the vent out of the window.



HORIZONTAL POSITION

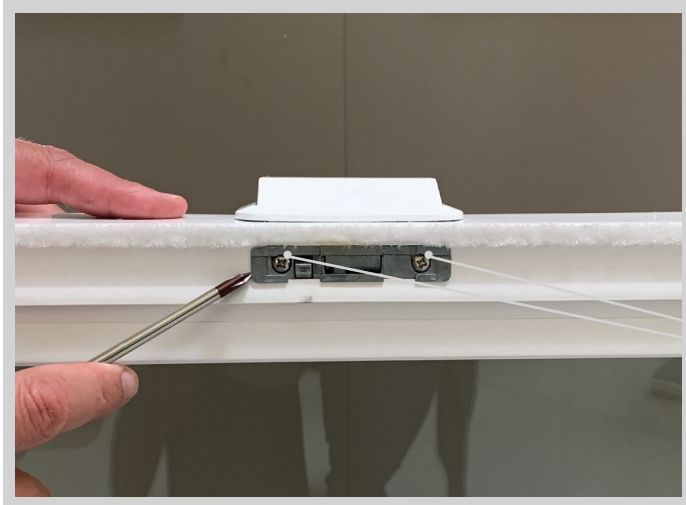


PIVOT BAR



PIVOT SHOE

4. With the vent out remove the 2 screws in the back of the lock by using the Phillips head screwdriver.



REMOVE 2 SCREWS

5. Remove the top portion of the lock (the handle) and then slide the lock itself (the metal piece) out of the housing pocket in the vent.



REMOVE HANDLE



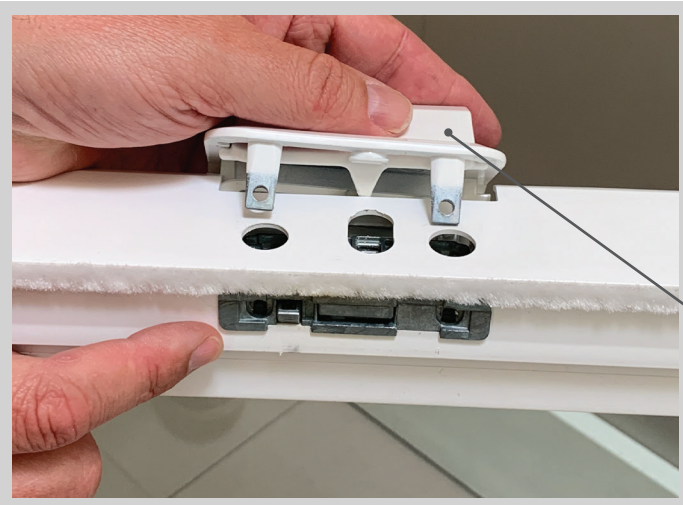
REMOVE LOCK

6. Assembly, insert the new lock into the pocket on the vent (make sure it's facing the right way).



FACE LOCK IN CORRECT POSITION

7. Install the top portion of the lock (the handle) and screw in the 2 screws previously removed from the back side of the lock ****snug not too tight**** (if it's too tight, the lock may not function as well).



REINSTALL HANDLE

8. Put the vent back in the frame, first insert one side pivot bar into the shoe then slide the other side down into the other shoe.

9. Push the vent in place and make sure the tilt latches engage.



INSERT ONE SIDE INTO SHOE AND THEN THE OTHER



MAKE SURE TILT LATCHES ENGAGE