



BY GREAT DAY IMPROVEMENTS, LLC



# WINDOW

and **PATIO DOOR**

## CARE & MAINTENANCE

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## Table of Contents

General cleaning instructions	3
Double-hung windows	4
Tilt-in sliding windows	8
Conventional sliding windows	13
Casement and awning windows	19
Patio doors	20
Troubleshooting Q&A	22



Questions? Call us at **800-230-8301**.

# Congratulations

on your new Stanek® windows purchase. We feel an informed customer is our best customer. We hope you will find the guidelines and information detailed in this brochure helpful in keeping your Stanek windows looking beautiful and performing well for years to come.

## General cleaning instructions

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### Vinyl and screen care

With occasional cleaning, the vinyl components of your windows and screens will continue to look like new. Always use a non-abrasive cleanser such as liquid dish detergent or Murphy® Oil Soap and warm water when cleaning the vinyl frames of your Stanek windows.

It is best to clean screens on a flat, hard surface such as your driveway, patio or deck. Use a clean cloth and mild dish soap to gently scrub the screens and then rinse them with a garden hose set to a low or medium setting. Our screens are durable enough to withstand the changing seasons and may be kept in the window year-round.

### Glass care

Simply wipe the glass surface with a clean, damp, cotton cloth using warm water and polish dry with a dry, cotton cloth or paper towel. Commercial glass cleaners may also be used.

For heavily soiled glass, fill a spray bottle with a few drops of dish soap dissolved in warm water. Spray the glass and wipe with a clean, damp, cotton cloth. Follow with a clean, dry, cotton cloth to polish the glass dry. If streaking should occur, wipe the glass with a clean, cotton cloth dampened with warm water and dry it with a clean, dry, cotton cloth.

### Hardware maintenance

Applying lubricant to hardware on an annual basis will keep your window operating properly. Use a silicone spray or furniture polish, such as Pledge®, in the tracks of sliding windows for smooth gliding. Do not use WD-40® as it will attract dirt and make sliding more difficult. Additionally, lubricate the frame sill tracks of tilt-in sliding windows (not conventional sliding windows). On casement and awning windows, lubricate the hinges with white lithium grease.

***continued on next page***

## General cleaning instructions (cont'd)

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Brass hardware on patio doors is protected with a clear-coat finish, however occasional cleaning with mild soap and warm water is recommended to extend the life of the hardware finish.

### Exterior trim cleaning

The same mild detergent and warm water that is used to clean the vinyl and glass is also recommended for cleaning the exterior coil and caulking. Our standard coil is PVC-coated to make it durable and resistant to chalking and fading. Similarly, the silicone caulks are strong enough to withstand a thorough cleaning as well.

## Double-hung window operating instructions

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### Using windows for ventilation

Opening your window sashes at both the top and bottom is the most effective way to ventilate a room. The opening at the top of the sash will allow hot air to escape while fresh, cooler air will enter the window through the bottom opening.

### Tilting windows in for washing

**STEP 1:** Standing in front of the window, locate the cam locks. Rotate both cam locks from the “lock” to the “unlock” position.

**STEP 2:** Open the bottom sash, raising it at least 3 inches. Tilt in bottom sash using your thumbs to gently push both cam locks toward the center of the window from the “unlock” position to the “wash” position. At the same time, grip the top of the window sash and pull with gentle force toward you to release the top of the sash from its track.



**Cam lock in unlocked position.**



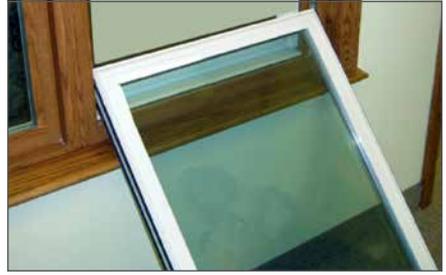
**Raise the bottom sash at least 3 inches.**



**Push both cam locks to the wash position as you pull the sash toward you to release.**

## Double-hung windows (cont'd)

**STEP 3:** Holding the bottom sash securely with both hands, lower the window all the way down until it comes to a rest.



**Note:** Use care when lowering window sashes, in order to keep balanced and level as you guide to a resting position.

**STEP 4:** Keep bottom sash open and resting downward inside your home. Open the top sash, lowering it at least 3 inches. Depress the tilt latches on the top sash by sliding them toward the center of the window.



**Open top sash at least 3 inches.**



**Depress tilt latch and hold.**

At the same time, grip the top of the window sash and pull with gentle force toward you to release the top of the sash from its track. Keep the sash balanced and level, lower the top sash until it comes to a rest.

*NOTE: We recommend resting top sash on a chair back.*



**Grip top sash and gently pull inward.**



**Rest top sash on a chair back.**

## Double-hung windows (cont'd)

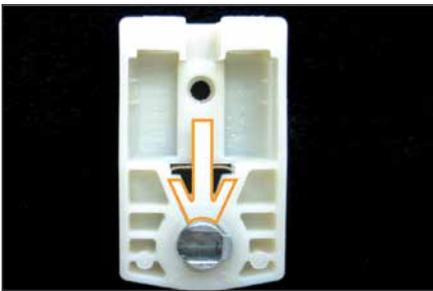
**STEP 5:** Return sashes into their tracks one at a time, top sash first. Using both hands, return sash to an upright position, keeping level and balanced. Use gentle force to push the sash back into the frame until it snaps into place. Repeat for bottom sash.

**CAUTION:** Sashes **MUST** be kept level when tilting inward for cleaning. Failure to do so may cause the sash to disengage from its track and balance system, possibly damaging the balance system as a result.

Arrow-shaped safety tabs keep the sash from lifting out of balance shoe. If this arrow-shaped safety tab is snapped out, the sash can lift out and be removed completely from the frame.

Sashes should not be removed from the window. However, should the need arise, first pull the arrow-shaped safety tab fully out using needle-nosed pliers. Then, to completely remove the sash from the window, tilt the sash inward to a “tabletop” position and lift straight up and out. Do not rest or set the sash on its corners or pivot bar; doing so can crack the sash or break the pivot bars.

Reinstallation of the sash is the responsibility of the homeowner and not covered under warranty. A service charge will be assessed to reinstall sashes that have been removed by the homeowner.



The arrow-shaped safety tab.



Location of arrow-shaped safety tab.

## Removing the screens

To remove the screen from your double-hung window, set both cam locks to the “unlock” position. Lower the top sash and raise the bottom sash so both openings are evenly spaced at top and bottom.

**STEP 1:** Gently press the palm of your hand in the center of the screen until you can wrap your hands around the FlexScreen frame. Squeeze both sides inward 4 to 6 inches.

**STEP 2:** While keeping the sides compressed, lift up the FlexScreen and remove one of the bottom corners from the screen track.

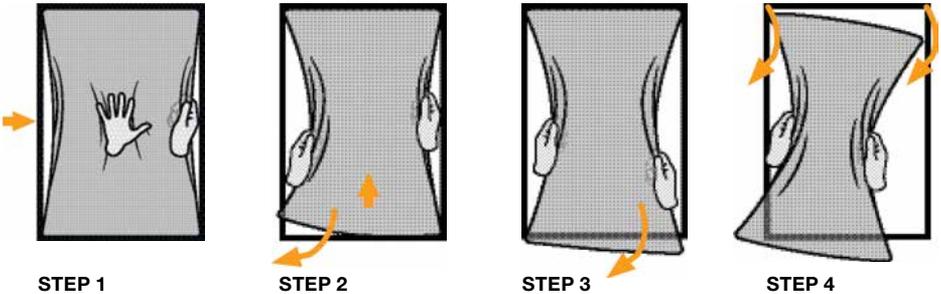
## Double-hung windows (cont'd)

**STEP 3:** Remove the opposite corner from the screen track.

**STEP 4:** With both corners out of the screen track, pull FlexScreen down from the top screen track and remove the screen.

*NOTE: Screens damaged by dropping them are not covered under warranty.*

### REMOVING THE FLEXSCREEN



### Reinstalling your screens

**STEP 1:** While keeping the sides compressed, aim FlexScreen's first corner to one of the top corners of the window screen track and seat it into the track.

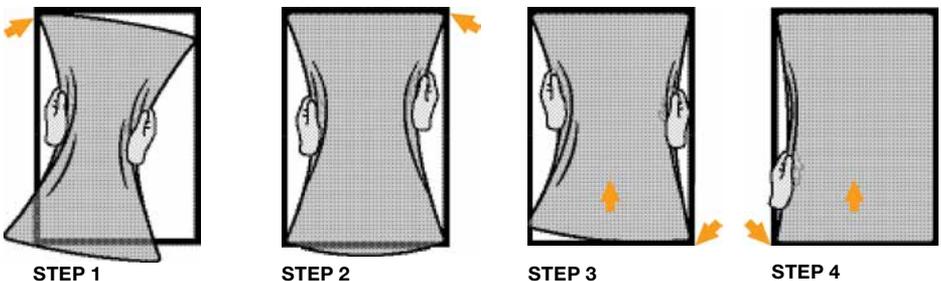
**STEP 2:** Aim the second corner to the opposite top corner of the window screen track and guide it into the track.

**STEP 3:** Keeping both sides squeezed together, insert FlexScreen into one of the bottom corners. It may help to lift slightly if your window has a lip on the sill. Release this side of the screen once it has been seated.

**STEP 4:** Aim FlexScreen's last corner into the remaining corner of the screen track. Lifting slightly may be helpful for this step as well. Release FlexScreen completely once all corners are seated properly.

*NOTE: Screens damaged by dropping them are not covered under warranty.*

### REINSTALLING THE FLEXSCREEN



## Double-hung windows (cont'd)

### Limit latch

Stanek double-hung windows feature limit latches which limit sash travel.

**CAUTION:** Limit latches are not a safeguard against break-ins. Never leave young children unattended when windows are open or unlocked. Never leave your home with your windows open and limit latches engaged; they are not locks and are not intended for security purposes.



**Limit latch reduces sash travel.**

## Tilt-in sliding window operating instructions

### Using windows for ventilation

To ventilate a room, simply slide the left or right sash toward the center using the lift rails. For maximum ventilation, open both sides.

### Swing-in sashes for easy cleaning

#### TWO-LITE TILT-IN SLIDING WINDOW

**STEP 1:** Standing in front of the window, locate the cam locks on the left side of the right sash. Rotate both cam locks from the “lock” to the “unlock” position.



**Cam lock in unlocked position.**



**Gently push toward wash position.**

**STEP 2:** Open both sashes, sliding them at least five inches toward the center of the track so that there are equal openings at either end of the window. Starting with the right sash, grip the left side of the window and use your thumbs to gently rotate both cam locks from the “unlock” position to the “wash” position. With gentle force, pull the sash inward (this motion is similar to opening a door).

## Tilt-in sliding windows (cont'd)



**STEP 2:** Open both sashes so there are equal openings at either end. On right sash, rotate cam locks to wash position and swing in like a door.



**STEP 3:** The left “keeper” sash has two tilt latches (top and bottom) and no cam lock. To swing in the left keeper sash, make sure it is open several inches. Pull both tilt latches toward the center and hold while pulling the right side of the sash inward with gentle force.

**CAUTION:** Do not attempt to swing in sashes before rotating the cam locks to the “wash” position. Failure to do so will severely damage the windows, creating an issue that is not covered under warranty. Once the sashes are open and have swung inward for cleaning, do not attempt to slide the sashes on the track. This improper operation may cause the sashes to disengage from the window frame causing an issue not covered by the Limited Lifetime Warranty.

**STEP 4:** Return sashes into their tracks one at a time, left sash first. While again



**STEP 3:** Release the left sash by pulling both tilt latches (top and bottom) toward the center of the window and swinging the sash in.

***continued on next page***

## Tilt-in sliding windows (cont'd)

pulling both tilt latches toward the center and holding them, use gentle force to push the sash back into the frame and release the tilt latches. You may hear the tilt latches snap into place.

**STEP 5:** To return the right sash into its track, push and hold both cam locks in the “wash” position and gently push the sash back into the frame. Release. You may hear the cam locks snap into place.

### THREE-LITE TILT-IN SLIDING WINDOW

On a three-lite sliding window, the center sash is fixed in place and will not tilt in. It must be cleaned from the outside. The left and right sashes slide and tilt in and are mirror images of each other.

**STEP 1:** Unlock and open both sashes, sliding them at least five inches toward the center of the track so that there are equal openings at either end of the window. Starting with the right sash, grip the left side of the window and use your thumbs to gently rotate both cam locks from the “unlock” position to the “wash” position. With gentle force, pull the sash inward (this motion is similar to opening a door).

**STEP 2:** For the left sash, grip the right side of the window and use your thumbs to gently rotate both cam locks from the “unlock” position to the “wash” position. With gentle force, pull the sash inward.

*NOTE: Always make sure the cam locks are in the “unlock” position and the sashes are open at least 5 inches on each side.*

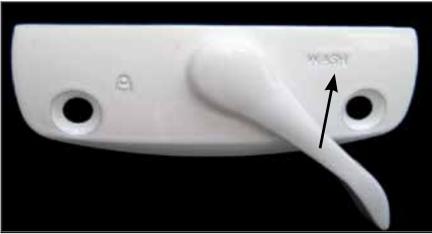


**Cam lock in unlocked position.**



**STEP 1: Unlock and open both sashes so there are equal openings at either end.**

## Tilt-in sliding windows (cont'd)



Gently push toward wash position.



**STEP 2:** Open both sashes so there are equal openings at either end. On right sash, rotate cam locks to wash position and swing in like a door.

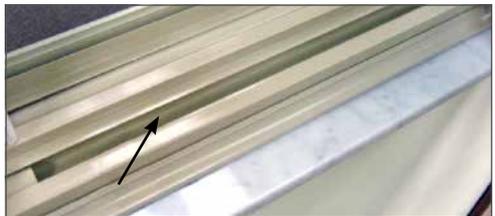
**CAUTION:** Do not attempt to swing in sashes before rotating the cam locks to the “wash” position. Failure to do so will severely damage the windows, creating an issue that is not covered under warranty. Once the sashes are open and have swung inward for cleaning, do not attempt to slide the sashes on the track. This improper operation may cause the sashes to disengage from the window frame causing an issue not covered by the Limited Lifetime Warranty.

**STEP 3:** Return sashes into their tracks one at a time, left sash first. Return the left sash into its track by again pushing the cam locks (on the right) into the “wash” position and gently pushing the sash back into the frame. Release. You may hear the cam locks snap into place.

**STEP 4:** Return the right sash into its track following Step 4, however, remember that the right sash is a mirror image of the left, with the cam locks on the left side.

## Rain and the tilt-in sliding window

The Stanek sliding window is designed with a unique internal drainage system. When it is raining outside, you may see water sitting in the track of the window. This is not the result of a defect. Once the rain has stopped, the water will slowly drain from the track.



**Water in the track after a rainstorm is normal and will drain out.**

**NOTE:** It is the responsibility of the homeowner to keep tracks clean so drainage holes do not become clogged or plugged.

## Tilt-in sliding windows (cont'd)

### Remove your tilt-in sliding window screens

#### TWO-LITE TILT-IN SLIDING WINDOW\*

**STEP 1:** Following the instructions on Page 8, open both sashes as if for cleaning.

**STEP 2:** Gently press the palm of your hand in the center of the screen until you can wrap your hands around the FlexScreen frame. Squeeze both sides inward 4 to 6 inches.

**STEP 3:** While keeping the sides compressed, lift up the FlexScreen and remove one of the bottom corners from the screen track.

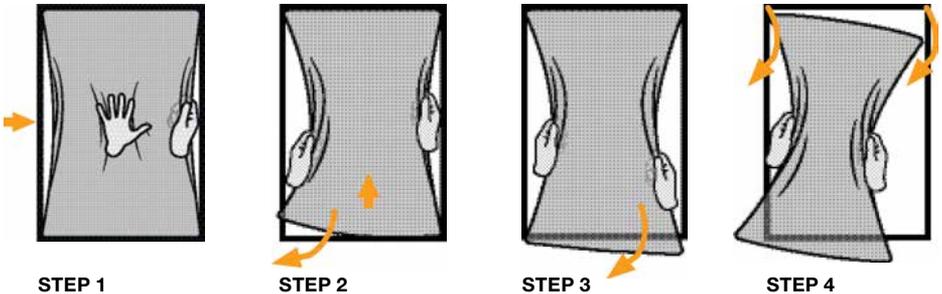
**STEP 4:** Remove the opposite corner from the screen track.

**STEP 5:** With both corners out of the screen track, pull FlexScreen down from the top screen track and remove the screen.

*NOTE: Screens damaged by dropping them are not covered under warranty.*

**\*On two-lite sliding windows that are over 54 inches wide**, there are two screens and they are easier to remove from the outside. Follow the process above, but remove the screen without the mull strip first (the screen on the left when facing the window from outside).

#### REMOVING THE FLEXSCREEN — Two-lite sliding windows



#### THREE-LITE TILT-IN SLIDING WINDOW

For stability, the FlexScreens in three-lite tilt-in sliding windows have a vinyl mull strip on the edge of the screen nearest the center, therefore, they cannot be easily removed from the inside. It is recommended that these screens **be removed from the outside**.

**STEP 1:** Gently press the palm of your hand near the vertical center of the screen closer to the outside edge until you can wrap your hand around the FlexScreen frame on the outside edge. Squeeze inward 4 to 6 inches.

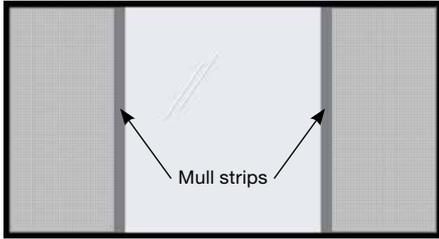
**STEP 2:** While keeping the side compressed, tilt FlexScreen and pivot on the lower

## Tilt-in sliding windows (cont'd)

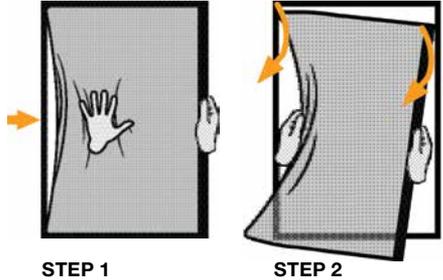
inside corner until the top of the screen clears the frame, then lift out.

**STEP 3:** Repeat with other screen, keeping in mind it is a mirror image of the first.

### REMOVING THE FLEXSCREEN — Three-lite sliding windows



OUTSIDE VIEW OF 3-LITE SLIDING WINDOW



## Reinstalling your screens

### TWO-LITE TILT-IN SLIDING WINDOW\*

**STEP 1:** While keeping the sides compressed, aim FlexScreen's first corner to one of the top corners of the window screen track and seat it into the track.

**STEP 2:** Aim the second corner to the opposite top corner of the window screen track and guide it into the track.

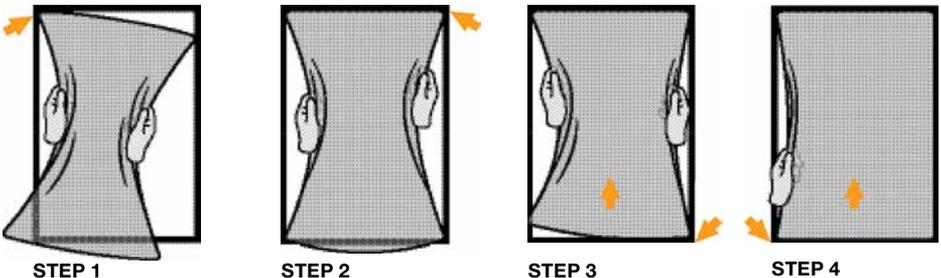
**STEP 3:** Keeping both sides squeezed together, insert FlexScreen into one of the bottom corners. It may help to lift slightly if your window has a lip on the sill. Release this side of the screen once it has been seated.

**STEP 4:** Aim FlexScreen's last corner into the remaining corner of the screen track. Lifting slightly may be helpful for this step as well. Release FlexScreen completely once all corners are seated properly.

*NOTE: Screens damaged by dropping them are not covered under warranty.*

**\*On two-lite sliding windows that are over 54 inches wide,** reinstall the screen with the mull strip first (screen on the right when facing from the outside).

### REINSTALLING THE FLEXSCREEN — Two-lite sliding windows



STEP 1

STEP 2

STEP 3

STEP 4

# Tilt-in sliding windows (cont'd)

## THREE-LITE TILT-IN SLIDING WINDOW

In three-lite tilt-in sliding windows, FlexScreens should also be reinstalled from the outside.

**STEP 1:** While keeping the sides compressed, aim the inside top corner into the window screen track, then guide the outside top corner into the track as well.

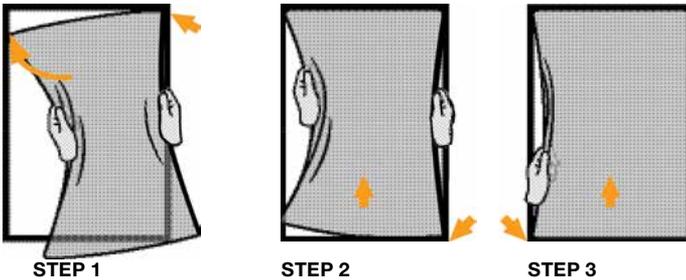
**STEP 2:** Keeping both sides squeezed together, insert the inside bottom corners into the track. It may help to lift slightly if your window has a lip on the sill. Release this side of the screen once it has been seated.

**STEP 3:** Maneuver the last corner into the screen track and release. Lift slightly and straighten the screen in the track.

**STEP 5:** Repeat with other screen, keeping in mind it is a mirror image of the first.

*NOTE: Screens damaged by dropping them are not covered under warranty.*

### REINSTALLING THE FLEXSCREEN – Three-lite sliding windows



## Limit latch

Stanek sliding windows feature limit latches that limit sash travel.

**CAUTION:** Limit latches are not a safeguard against break-ins. Never leave young children unattended when windows are open or unlocked. Never leave your home with your windows open and limit latches engaged; they are not locks and are not intended for security purposes.



**Limit latch reduces sash travel.**

# Conventional sliding window operating instructions

## Using windows for ventilation

To ventilate a room, simply slide the left or right sash toward the center using the lift rails. For maximum ventilation, open both sides.

## Lifting sashes out for washing/cleaning

### TWO-LITE CONVENTIONAL SLIDING WINDOW

**STEP 1:** Standing in front of the window, locate the cam locks on the left side of the right sash. Rotate both cam locks from the “lock” to the “unlock” position.

**STEP 2:** Open the right sash, sliding it at least five inches toward the center of the track.

**STEP 3:** Grip the right side of the sash and depress the tilt latch at the top right corner. At the same time, use your thumb to gently rotate the top cam lock (on the left) from the “unlock” position to the “wash” position.

*NOTE: The top cam lock is fully operational and the bottom cam lock is inactive in the “wash” position.*

**STEP 4:** Holding the cam lock in the “wash” position and depressing the tilt latch, firmly grip the sash with both hands and pull the top inward with gentle force. Then, lift the sash up and out of the frame.

*NOTE: Always make sure the cam locks are in the “unlock” position.*

**STEP 5:** The left sash is the “keeper” sash and has two tilt latches and no cam locks. To remove the left sash,



**STEP 1: Cam lock in unlocked position.**



**STEP 2: Open the right sash at least 5 inches.**

***continued on next page***

## Conventional sliding windows (cont'd)

open the window several inches and locate the tilt latches on each side near the top. Pull down on both tilt latches simultaneously and gently pull the top of the sash toward you until it clears the frame. Lift up and out to remove the sash from the frame.

**STEP 6:** Return sashes into their tracks one at a time, starting with the left “keeper” sash. Lift the sash up and place the bottom into the track. While depressing both tilt latches, gently push the top of the sash back into the frame and release the tilt latches. You may hear the tilt latches snap into place.

**STEP 7:** Return the right sash into its track. Lift the sash up and place the bottom into the track. While holding both cam locks in the “wash” position, gently push the top of the sash back into the frame and release the cam locks. You may hear the cam locks snap into place.



**STEP 3:** Simultaneously rotate the cam lock to the wash position (left) while depressing the tilt latch on the right.



**STEP 4:** While holding the cam lock in the wash position and depressing the tilt latch, pull the top inward.



**STEP 5:** Remove the left sash by pulling down on both tilt latches and pulling the top of the sash inward.

## Conventional sliding windows (cont'd)

### THREE-LITE CONVENTIONAL SLIDING WINDOW

On a three-lite sliding window, the center sash is fixed in place and cannot be removed. It must be cleaned from the outside. The left and right sashes can be removed and are mirror images of each other.

**STEP 1:** Standing in front of the window, locate the cam locks on the inside of the left and right sash. Rotate all cam locks from the “lock” to the “unlock” position.



**STEP 1:** Cam lock in unlocked position.

**STEP 2:** Open both sashes, sliding them at least five inches toward the center of the track so there are equal openings at either end of the window.

**STEP 3:** Starting with the right sash, grip the right side of the window and depress the tilt latch. At the same time, use your thumb to gently rotate the top cam lock (on the left) from the “unlock” position to the “wash” position.

*NOTE: The top cam lock is fully operational and the bottom cam lock is inactive in the “wash” position.*

**STEP 4:** Holding the cam lock in the “wash” position and depressing the tilt latch, firmly grip the sash with both hands and pull the top inward with gentle force. Then, lift the sash up and out of the frame.



**STEP 2:** Unlock and open both sashes so there are equal openings at either end.

*continued on next page*



**STEP 3:** Simultaneously rotate the cam lock to the wash position (left) while depressing the tilt latch on the right.



## Conventional sliding windows (cont'd)



**STEP 4:** While holding the cam lock in the wash position and depressing the tilt latch, pull the top inward.



**STEP 5:** Remove the left sash by pulling down on both tilt latches and pulling the top of the sash inward.

**STEP 5:** Repeat process for the left sash, remembering it is a mirror image of the right, i.e., cam locks on the right side, tilt latch on the left.

*NOTE: Always make sure the cam locks are in the “unlock” position.*

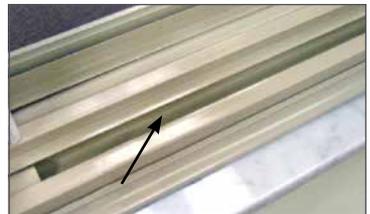
**STEP 6:** Return sashes into their tracks one at a time, starting with the left sash. Lift the sash up and place the bottom into the track. While depressing both the tilt latch (on the left) and the cam lock (on the right), gently push the top of the sash back into the frame and release the tilt latch and cam lock. You may hear the tilt latch and cam lock snap into place.

**STEP 7:** Return the right sash by lifting up and placing the bottom into the track. While depressing both the tilt latch (on the right) and the cam lock (on the left), gently push the top of the sash back into the frame and release the tilt latch and cam lock. You may hear the tilt latch and cam lock snap into place.

## Rain and the conventional sliding window

The Stanek sliding window is designed with a unique internal drainage system. When it is raining outside, you may see water sitting in the track of the window. This is not the result of a defect. Once the rain has stopped, the water will slowly drain from the track.

*NOTE: It is the responsibility of the homeowner to keep tracks clean so drainage holes do not become clogged or plugged.*



**Water in the track after a rainstorm is normal and will drain out.**

## Conventional sliding windows (cont'd)

### Removing your window screens

#### TWO-LITE CONVENTIONAL SLIDING WINDOW

*NOTE: Depending on the size of the window, it may be easier to remove the sashes following the steps above before attempting to remove the screens.*

To remove the screen from your two-lite sliding window, make sure both sashes are properly in place on their track, and move each sash toward the center of the window so both openings are evenly spread.

**STEP 1:** Reaching around the open sashes, gently press your fingers on the screen until you can wrap your hands around the FlexScreen frame. Squeeze both sides inward 4 to 6 inches.

**STEP 2:** While keeping the sides compressed, lift up the FlexScreen and remove one of the bottom corners from the screen track.

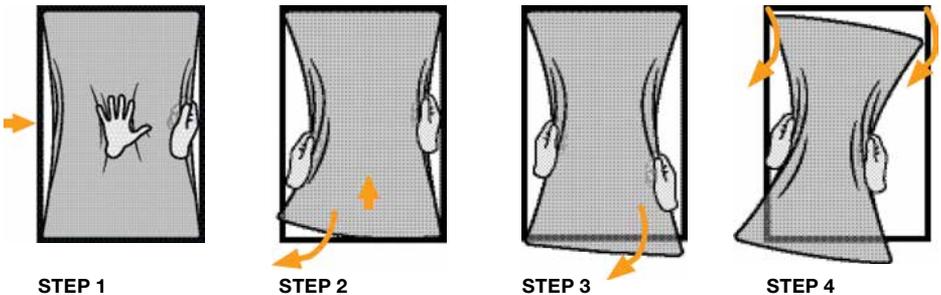
**STEP 3:** Remove the opposite corner from the screen track.

**STEP 4:** With both corners out of the screen track, pull FlexScreen down from the top screen track and remove the screen.

*NOTE: Screens damaged by dropping them are not covered under warranty.*

**\*On two-lite sliding windows that are over 54 inches wide**, there are two screens and they are easier to remove from the outside. Follow the process above, but remove the screen without the mull strip first (the screen on the left when facing the window from outside).

#### REMOVING THE FLEXSCREEN — Two-lite sliding windows



## Conventional sliding windows (cont'd)

### THREE-LITE CONVENTIONAL SLIDING WINDOW

For stability, the FlexScreens in three-lite tilt-in sliding windows have a vinyl mull strip on the edge of the screen nearest the center, therefore, they cannot be easily removed from the inside. It is recommended that these screens **be removed from the outside**.

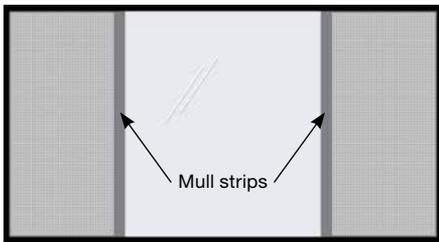
**STEP 1:** Gently press the palm of your hand near the vertical center of the screen closer to the outside edge until you can wrap your hand around the FlexScreen frame on the outside edge. Squeeze inward 4 to 6 inches.

**STEP 2:** While keeping the side compressed, tilt FlexScreen and pivot on the lower inside corner until the top of the screen clears the frame, then lift out.

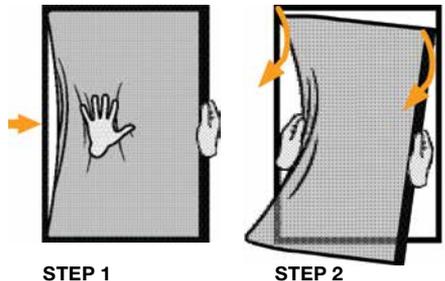
**STEP 3:** Repeat with other screen, keeping in mind it is a mirror image of the first.

*NOTE: Screens damaged by dropping them are not covered under warranty.*

### REMOVING THE FLEXSCREEN – Three-lite sliding windows



OUTSIDE VIEW OF 3-LITE SLIDING WINDOW



STEP 1

STEP 2

## Reinstalling your screens

### TWO-LITE CONVENTIONAL SLIDING WINDOW\*

*NOTE: Depending on the size of the window, it may be easier to remove the sashes following the steps above before attempting to remove the screens.*

**STEP 1:** While keeping the sides compressed, aim FlexScreen's first corner to one of the top corners of the window screen track and seat it into the track.

**STEP 2:** Aim the second corner to the opposite top corner of the window screen track and guide it into the track.

**STEP 3:** Keeping both sides squeezed together, insert FlexScreen into one of the bottom corners. It may help to lift slightly if your window has a lip on the sill. Release this side of the screen once it has been seated.

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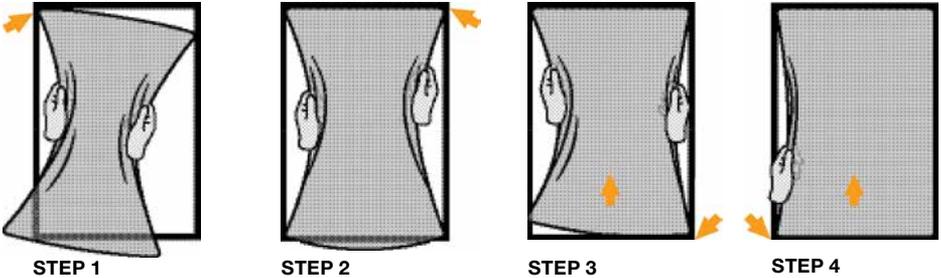
## Conventional sliding windows (cont'd)

**STEP 4:** Aim FlexScreen's last corner into the remaining corner of the screen track. Lifting slightly may be helpful for this step as well. Release FlexScreen completely once all corners are seated properly.

*NOTE: Screens damaged by dropping them are not covered under warranty.*

**\*On two-lite sliding windows that are over 54 inches wide,** reinstall the screen with the mull strip first (screen on the right when facing from the outside).

### REINSTALLING THE FLEXSCREEN – Two-lite sliding windows



### THREE-LITE CONVENTIONAL SLIDING WINDOW

In three-lite conventional sliding windows, FlexScreens should also be reinstalled from the outside.

**STEP 1:** While keeping the sides compressed, aim the inside top corner into the window screen track, then guide the outside top corner into the track as well.

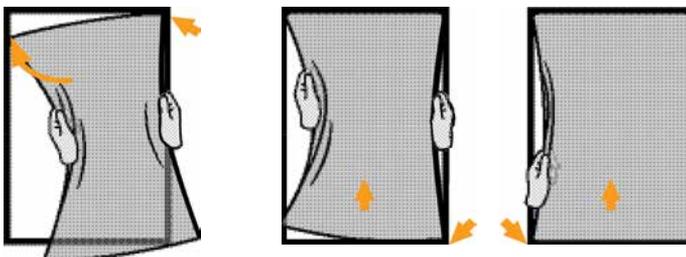
**STEP 2:** Keeping both sides squeezed together, insert the inside bottom corners into the track. It may help to lift slightly if your window has a lip on the sill. Release this side of the screen once it has been seated.

**STEP 3:** Maneuver the last corner into the screen track and release. Lift slightly and straighten the screen in the track.

**STEP 5:** Repeat with other screen, keeping in mind it is a mirror image of the first.

*NOTE: Screens damaged by dropping them are not covered under warranty.*

### REINSTALLING THE FLEXSCREEN – Three-lite sliding windows



# Casement and awning window operating instructions

## Using windows for ventilation

To open the sash, raise the levers to the “unlocked” position. Pull out the fold-away crank handle and rotate to open, taking care not to over-crank the handle. Crank left-hinge windows clockwise; crank right-hinge windows counterclockwise.

**NOTE:** Excessive force will damage the crank handle, causing a condition not covered by the warranty.



Lever in locked position.



Lever in unlocked position.



Crank in folded position.



Crank in unfolded position.

## Cleaning your windows

**STEP 1:** Remove the screen by rotating the screen tabs on the interior of the window to loosen the screen in its track. Carefully lift the screen out of its track and set aside. Crank the sash open to its maximum position, as allowed by the hardware, taking care not to over-crank the handles.

**STEP 2:** Reach through the openings on either side of the sash to clean the glass of the casement window.

**NOTE:** Awning windows cannot be cleaned from the inside. They can only be cleaned from the outside.



Reach through the opening to clean.

## Casement and awning windows (cont'd)

### Replacing your screens

Simply put the screens back into position in their tracks and rotate the screen tabs to secure them into place. If the screens seem to resist being replaced on their tracks, it could be an indication the screen is not aligned correctly in the upper and lower tracks. Remove the screen and try to position it again, taking care to line up the top and bottom of the screen with the upper and lower tracks.

### Casement handle

Crank handles are fastened with a small set screw that can be removed with a small screwdriver.



Use a small screwdriver to remove the handle.

## Patio door operating instructions

### Locking and unlocking your patio door

Stanek patio doors require a key to lock and unlock from the outside. The inside lock is a thumb-turn deadbolt that activates the three-point locking system.

Unlock and slide to open.



Exterior key lock.



Interior thumb-turn deadbolt.

### Removing your screen

To remove the screen in your patio door, the screen rollers must be adjusted to allow the screen frame to be lifted up and out of its track.

**STEP 1:** Using a Phillips screwdriver, rotate the adjustment screws on each roller to release tension (four total).



Adjustment screw on screen.

## Patio doors (cont'd)

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**STEP 2:** Lift the screen upward while pulling the bottom of the screen frame toward you out of the track.

*NOTE: Each roller has an adjustment screw located on the side of the screen. Each screw must be loosened (turned counter-clockwise) in order to lift the screen frame from its track.*

### Replacing your screen

**STEP 1:** To replace the screen in your patio door, leave the adjustment screws in the position they were in when it was removed.

**STEP 2:** Holding the screen by the sides, place the top of the screen into the top track.

**STEP 3:** Gently push the bottom of the screen toward the frame until it is aligned with the bottom track.

**STEP 4:** Allow the screen to rest in the bottom track while you tighten the bottom two adjustment screws equally until the screen does not fall out of the top track.

**STEP 5:** Tighten the top two adjustment screws until you reach the desired drag when sliding the door.

*NOTE: The screws should be adjusted so the screen does not fall out, but not so loose that they make the door difficult to slide.*

# Troubleshooting Q&A

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## What happens if a glass unit breaks?

Contact our service department and be ready to provide the following information: your name and address; the year your windows were purchased; and identifying details about your window such as style (double-hung, sliding, etc.), location within your home, and sash (top or bottom, left or right). This information will help us in remaking your glass unit.

## What are ice dams?

Ice damming occurs when snow on the roof melts and freezes over unheated areas, such as edges of the roof, eaves, and attached porches and garages. Gutters and downspouts can clog with snow and ice, causing snow, ice and water to back up under the roof shingles. If enough water collects, it will back up under the shingles and leak into the eaves, or worse, into the wall cavities or the interior of the home. This water simply doesn't have anywhere to go.



Ice dam

Sometimes, water will escape through a window simply because the window is the first opportunity for escape that melting water encounters as it is running down from the roof. It is important to note that the window is generally not the problem, but rather the build-up of snow and ice on the roof, gutters and downspouts.

**NOTE:** Ice dams, and problems caused by ice damming, are not covered under warranty.

## How are ice dams prevented?

There is no foolproof way to prevent ice damming, however, there are preventative steps that homeowners can take to greatly reduce the chances of experiencing one. Keep the gutters and downspouts free from excess snow and ice buildup, allowing the melted snow to leave the roof properly. Additionally, proper attic insulation and roof ventilation will keep the attic cool and discourage the rapid melting of rooftop snow and ice. Finally, the installation of roof or gutter heaters will greatly reduce the likelihood of an ice dam.

## Why do my new windows have interior condensation?

Moisture on the inside pane of the glass is caused by excessive moisture in the home and generally becomes most noticeable during the change of seasons. According to scientific studies, two people can release up to ten pounds of moisture — a gallon and a half of water — into the air in their home every day, just through

## Troubleshooting (cont'd)

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the daily routines of cooking, showering, cleaning and breathing.

Interior condensation is a very common occurrence. Many people wonder if the new windows are to blame, however, windows cannot create moisture. But, they are able to reveal an area within the home that has excess moisture.

A common reaction is, "My old windows never had condensation." And

understandably so. The old windows were not airtight so they allowed warm, moist air to escape outside. With your new energy-efficient Stanek® windows, excessive moisture cannot escape and, as a result, it collects on the cooler glass surface.



**Interior condensation**

### How can I eliminate the interior condensation on my windows?

The goal is to reduce the level of humidity indoors. If you are using a humidifier, turn it down. Run your bathroom fan before and after showering or bathing for 15-20 minutes. Kitchen fans should also run 15-20 minutes before and after cooking. If you do not have externally vented bath and kitchen fans, consider installing them. Houseplants can also contribute to increased levels of humidity indoors.

Try slightly opening the windows where you notice the condensation to allow the excess moisture to escape. Running ceiling fans and turning the blower on your furnace to the "on" position will help circulate the air throughout your home. Also, by not pulling drapes completely closed or shades fully down to the bottom of your windows, you'll allow warmer air to reach the glass.

If all else fails, an air-to-air exchanger should do the trick.

Once the excessive moisture is reduced, your new Stanek windows will resist condensation better than your old windows did because of their energy efficiency at keeping the inside climate controlled. When the weather is hot or cold outside, the high-performance glass will keep your climate-controlled inside air from escaping and keep you comfortable.

### My new windows sometimes have exterior condensation. What causes this?

Moisture on the outside of the glass is simply dew, the same dampness that you'll find on your lawn, car, and the siding of your home. When there is a change in the temperature (most often in the spring and fall), you'll tend to notice it in the mornings. With the new generation of super-insulated windows, exterior condensation tends to be more common.

## Troubleshooting (cont'd)

The condensation forms when a particular set of atmospheric conditions exists: a glass temperature below dew point temperature; a clear night sky; still air; high relative humidity; and well-insulated glazings on high-performance windows. The exterior surface of the glass can radiate heat away to the night sky causing the glass temperature to fall below the dew point of the ambient air. This is referred to as “night-sky radiation”

and when this happens, moisture from the air condenses on the glass surface. Only when the glass temperature rises above the dew point will the condensation evaporate back into the air.

Think of sitting outside on a hot, humid day with a glass of iced tea. The moisture in the surrounding air condenses on the colder exterior surface of the glass. But if the temperature of the glass of tea is closer to the outside air temperature, the outside of the glass remains warm and the condensation doesn't appear. External condensation (dew) on high-performance window glass can be a nuisance. It is, however, quite normal and is an indication that the window has a high insulation value.



**Exterior condensation**

### Is there anything I can do to get rid of exterior condensation?

In short, just give it some time. As soon as the sun can warm the outside air up, the humidity will be reduced and the condensation will dissipate. Sometimes you'll notice certain windows will get more exterior condensation, while others rarely do. Where there is unimpeded air circulation around a window, the chance it will have exterior condensation is greatly reduced. Subtle differences among your windows such as overhangs, plants, shrubs, screens or even their location outside on your home can impact the air flow patterns outside.

Applying a product like Rain-X® to the outside pane has been shown to be helpful in making the water bead up and run off more quickly.



### How do I contact Great Day Improvements, makers of Stanek® Windows?

Customer care: 800-230-8301

Warranty and service support: 800-480-1966



**stanekwindows.com**