

# Sash and/or Hinge Replacement Guide

for Andersen® 200 Series Basement/Utility Windows

Please read this guide completely before starting. For questions about this and other Andersen® products, call 1-888-888-7020.

For the most current version of this guide visit [www.andersenwindows.com](http://www.andersenwindows.com). Consult your local building code official for applicable building codes and regulations. Thank you for choosing Andersen® products.

Please leave this information with homeowner.

### Parts Included

- (1) Instruction Guide
- (12) #8 x 3/4" Recex Head Screw
- (1) Sash and/or
- (2) Hinges

### Supplies Needed

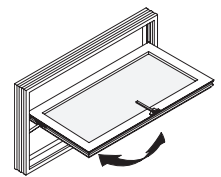
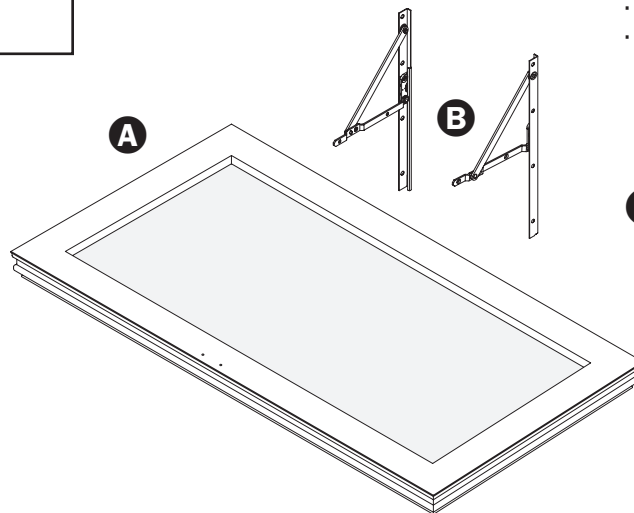
- Filament or Duct Tape
- Silicone Sealant

### Tools Needed

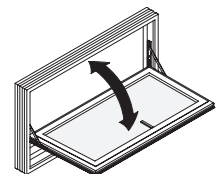
- Safety Glasses
- Gloves
- Phillips Screwdriver
- Square Drive Screwdriver
- Drill
- 3/32" Drill Bit

### Key

- A** Sash
- B** Split Arm Hinge
- C** #8 x 3/4" Recex Head Screw



Awning



Hopper

*Hopper orientation shown in this guide*

▶ For old style hinge and/or sash replacement, proceed to page 2.

▶ For current hinge and/or sash replacement, proceed to page 5.

### Read and follow these warnings during installation.

#### **WARNING**

Tape broken glass with filament or duct tape before removing sash to reduce glass fragmentation. Failure to do so may result in severe injury, product and/or property damage.

#### **WARNING**

Support sash during entire replacement process. Sash will swing freely after screws are removed from hinges and must be supported during screw removal. Failure to support sash may result in injury, product and/or property damage.

#### **CAUTION**

Use only hand screwdrivers. Power screwdrivers may produce too much torque, causing screws to strip Fibrex® material.

#### **WARNING**

Use a reasonable number of people with sufficient strength when moving and installing units. Always use safe lifting techniques. Failure to do so may result in injury and/or product damage.

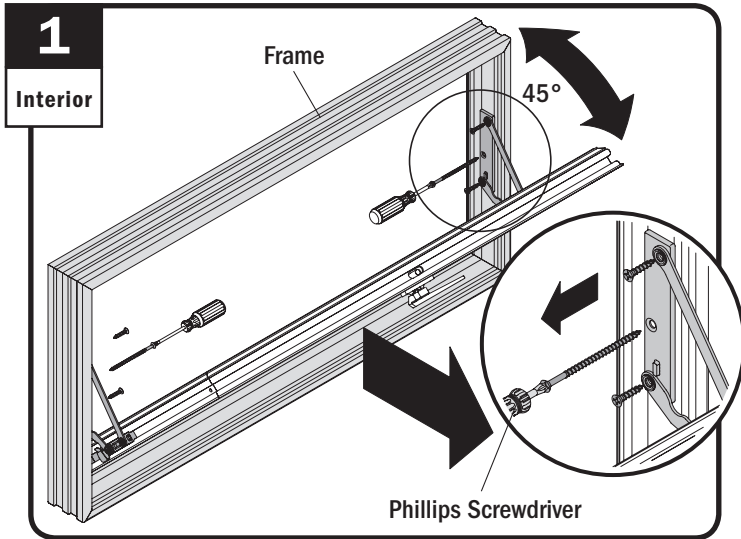
#### **WARNING**

Follow manufacturer's instructions for safe operation of hand/power tools. Always wear safety glasses. Failure to do so may result in injury and/or product damage.

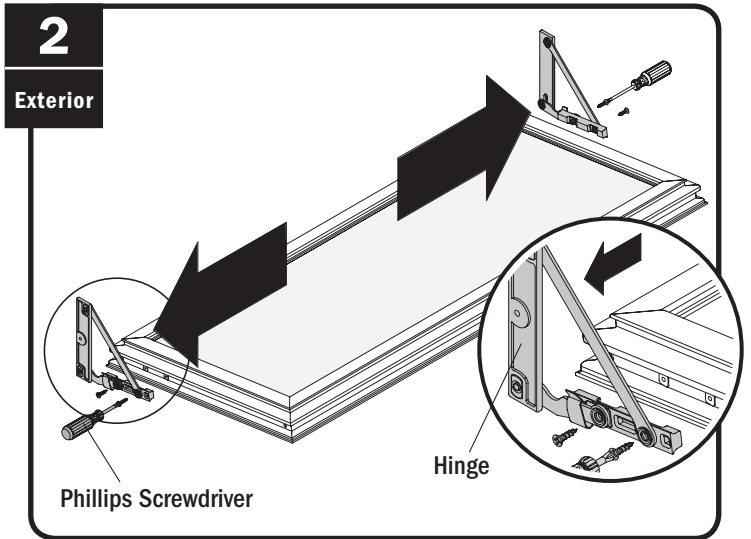
#### **WARNING**

Use caution when working at elevated heights and around unit openings. Follow manufacturer's instructions for safe operation of ladder and/or scaffolding. Failure to do so may result in injury or death.

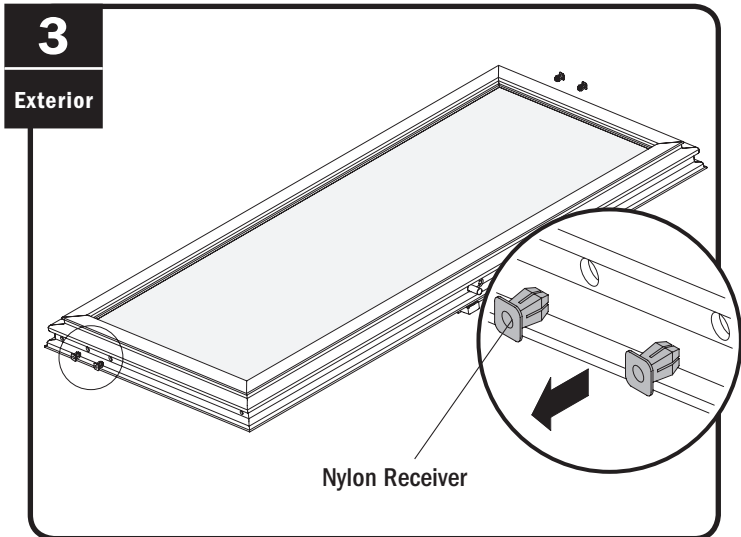
## Old Style Hinge and/or Sash Replacement



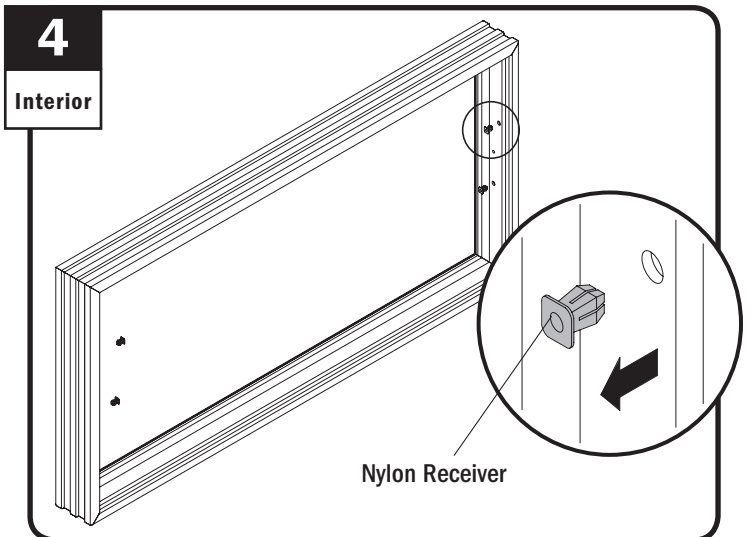
Open and support sash 45° and remove frame hinge screws.



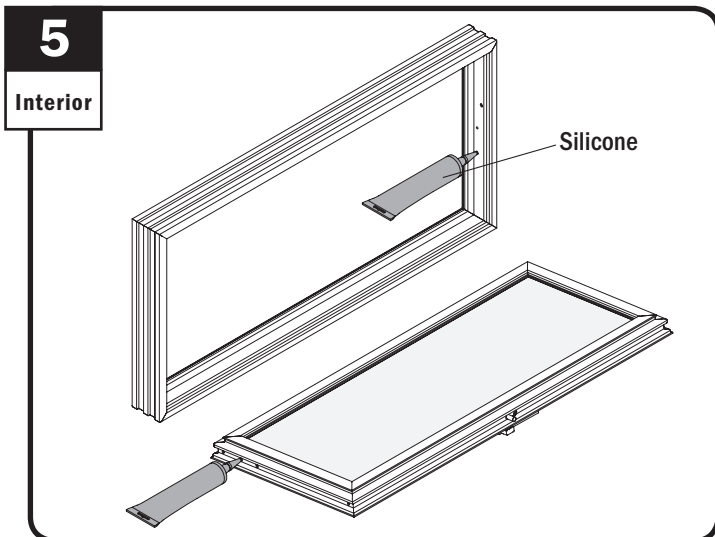
Remove hinges from sash and dispose of properly.



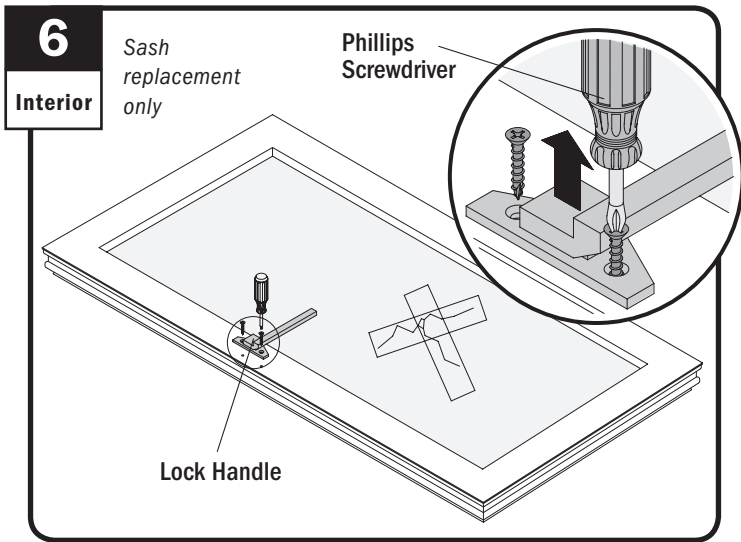
Remove nylon receivers from sash and dispose of properly.



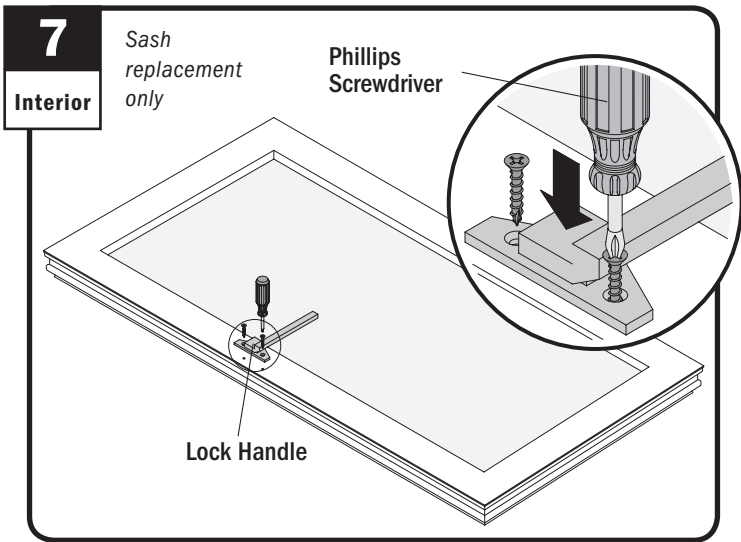
Remove nylon receivers from frame and dispose of properly.



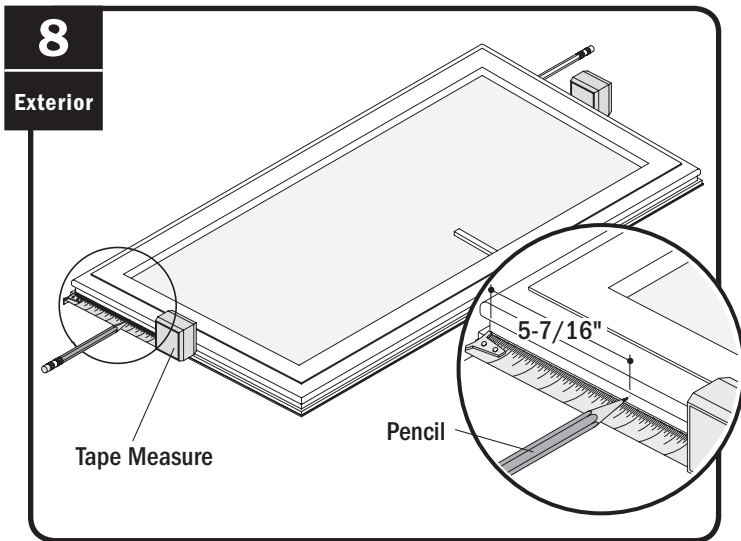
Fill old holes in frame and sash.



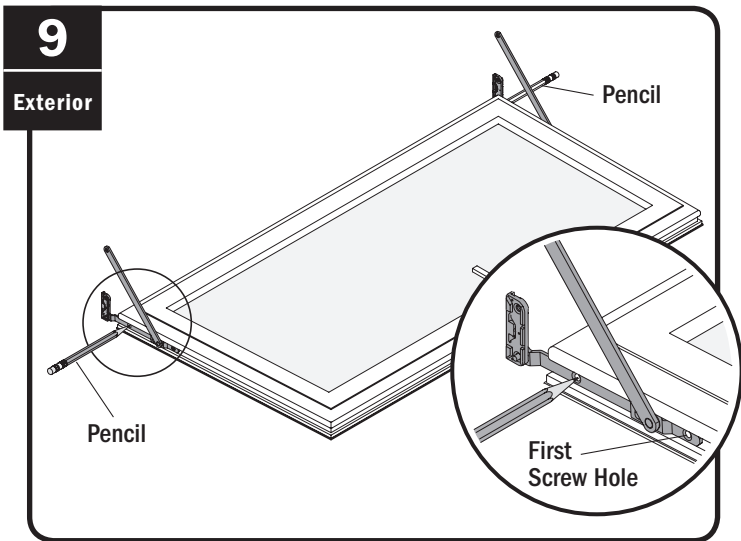
For **sash replacement only**, remove screws from lock handle and save for reinstallation.



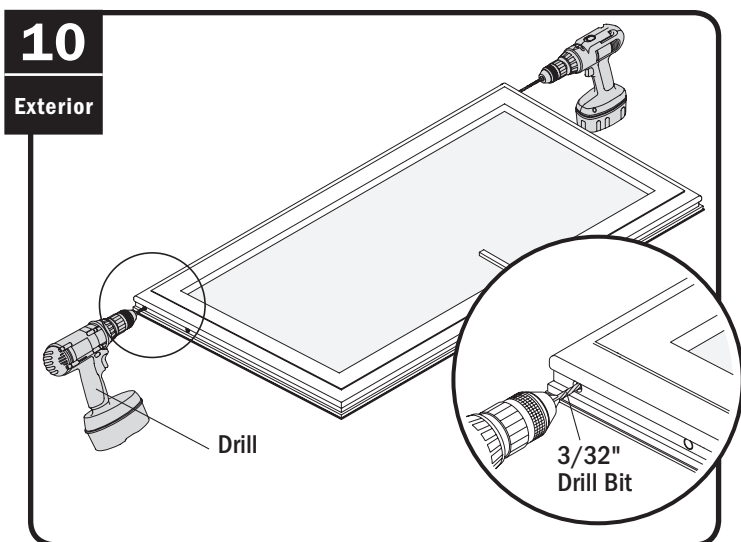
Reinstall lock handle at predrilled hole locations, if needed. **Do not** over tighten screws.



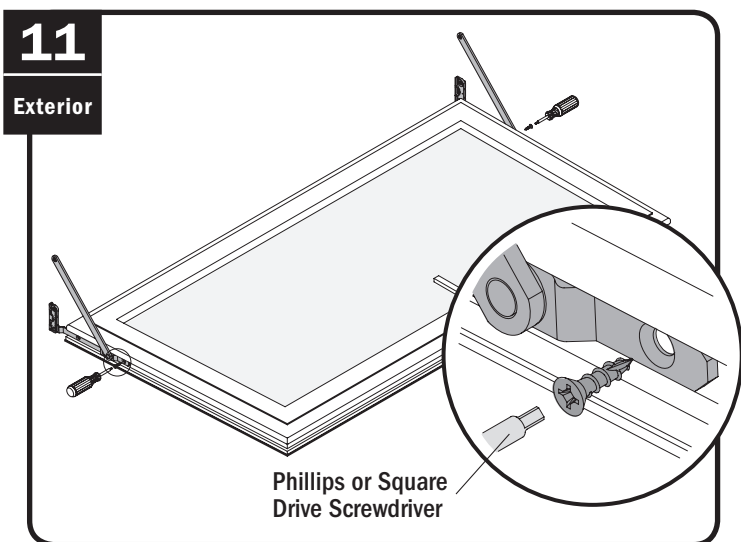
Place sash exterior side up. Mark first screw hole 5-7/16" from top of sash down hinge channel as shown.



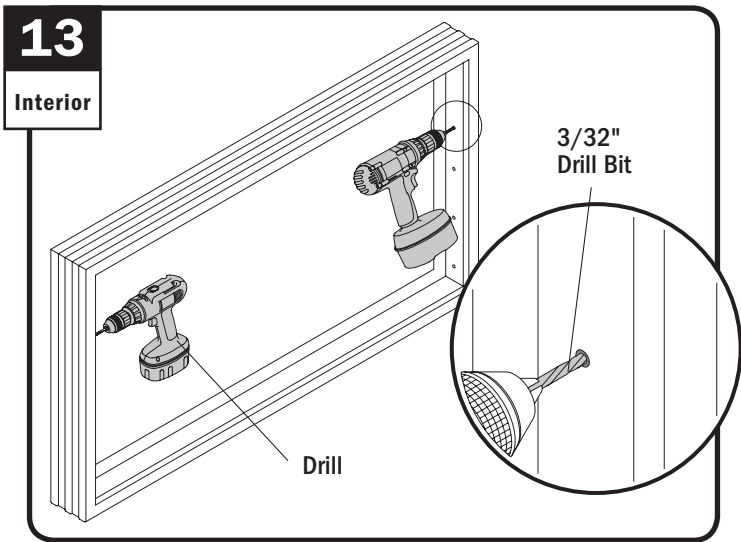
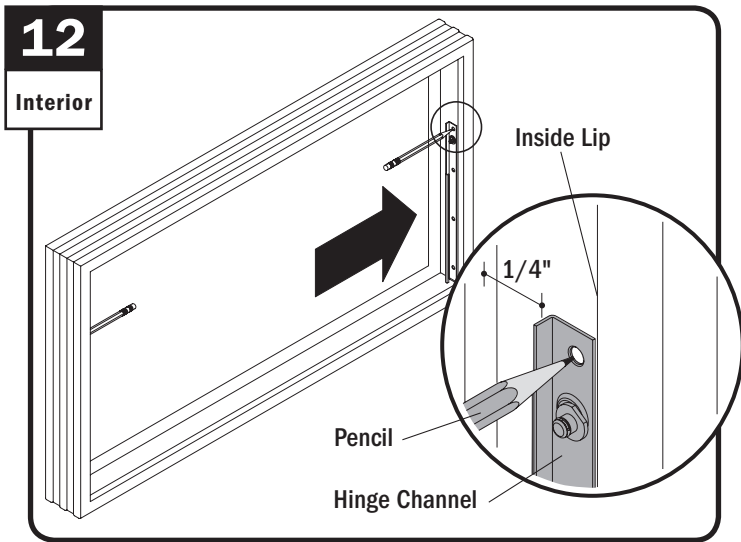
Position hinge with first screw hole over marked location and mark remaining hole.



Drill holes at marked locations 1/8" deep using 3/32" drill bit.

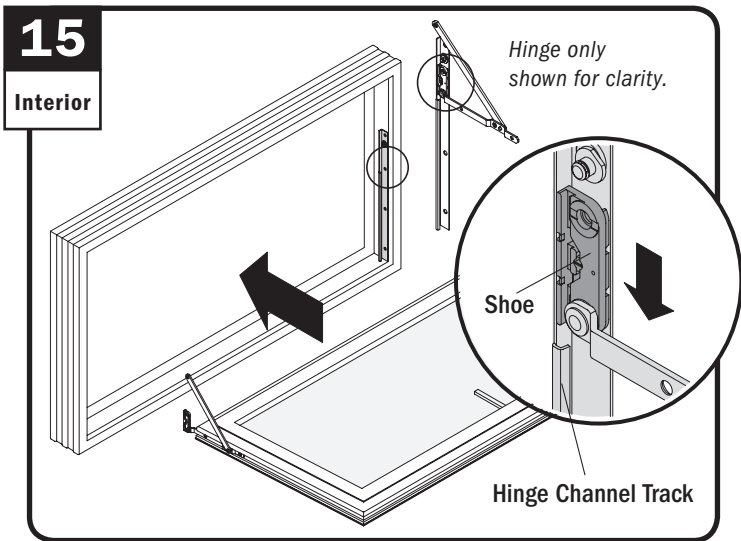
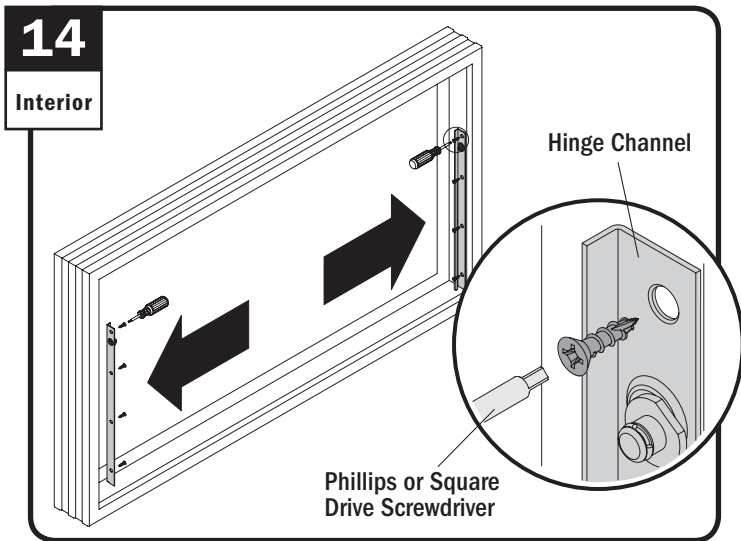


Position hinge over drilled locations and fasten to sash. **Do not** over tighten screws.



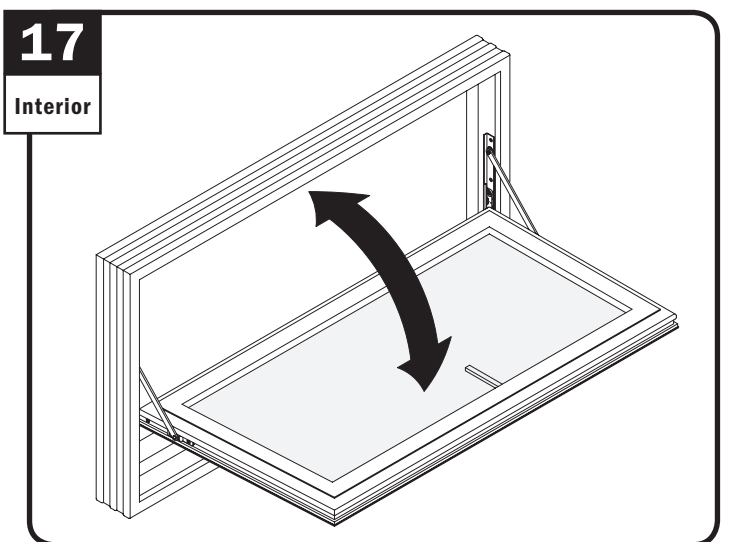
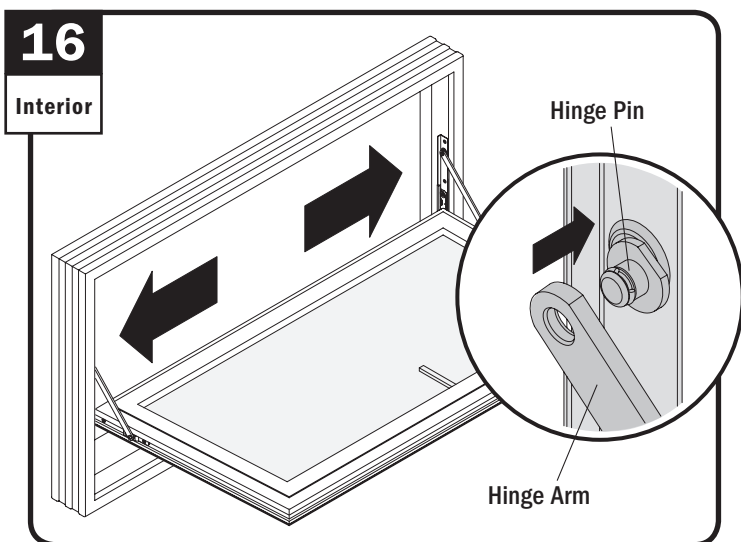
Position hinge channel to bottom of frame (hopper) or top of frame (awning) and tight against inside lip on frame and mark screw locations.

Drill holes for hinge channel on frame at marked locations using 3/32" drill bit.



Position hinge channel over drilled locations and fasten to frame. **Do not** over tighten screws.

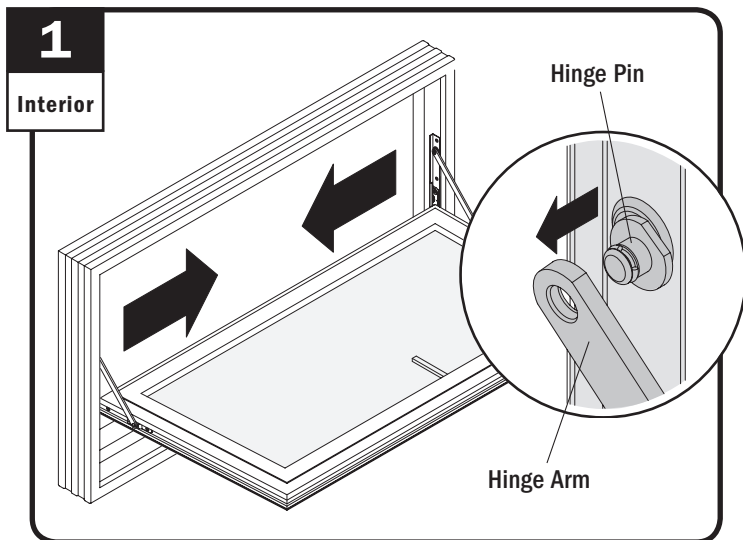
Attach sash to frame by sliding hinge shoes into hinge channel tracks on frame.



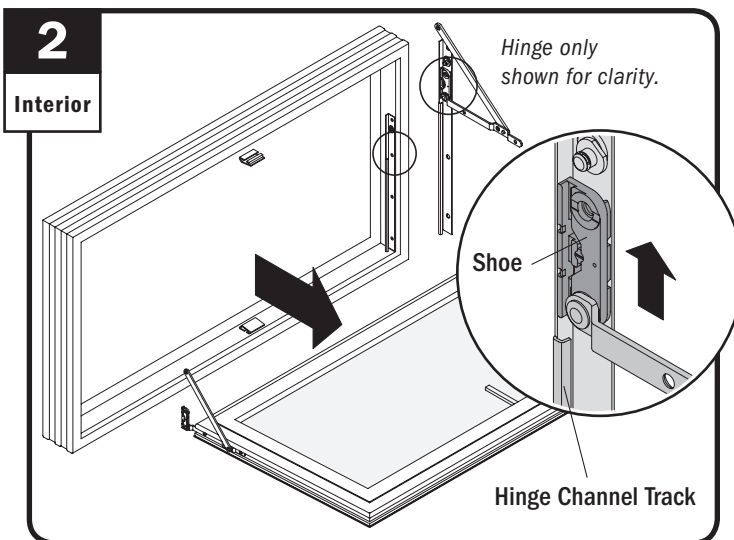
Attach hinge arms to hinge pins on frame.

Check sash operation.

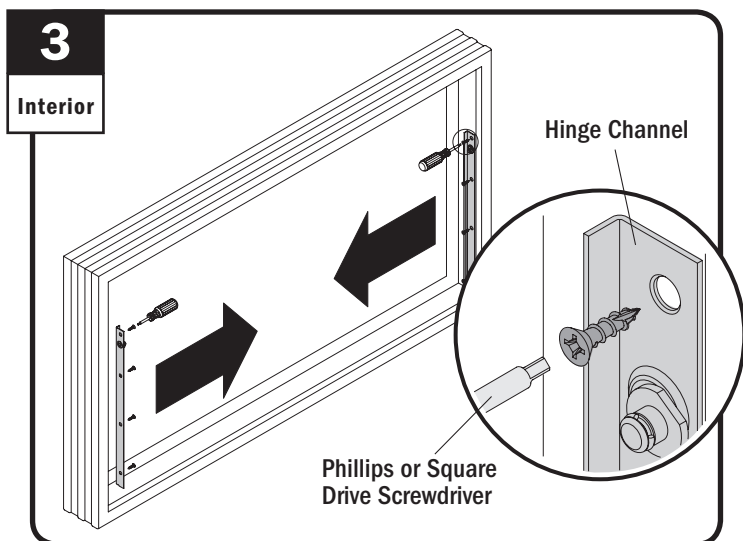
## Current Style Hinge and/or Sash Replacement



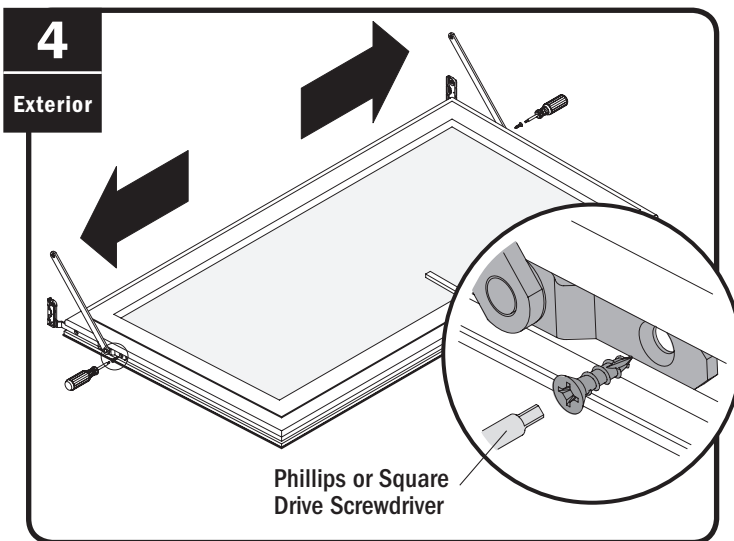
Open sash and pry hinge arms from hinge pins.



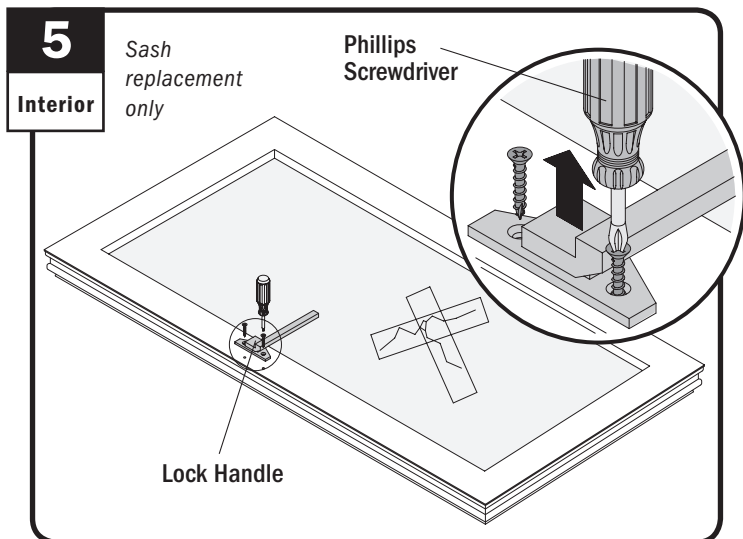
Slide hinge shoes off hinge channel tracks and remove sash.



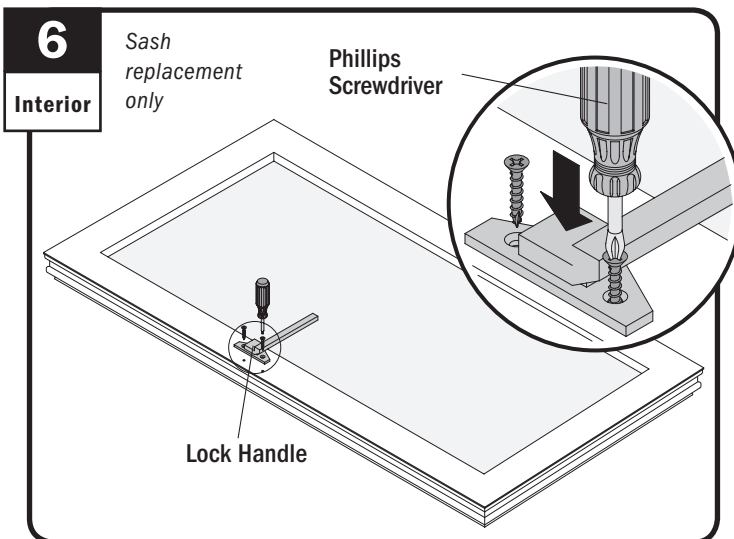
Remove hinge channels from frame.



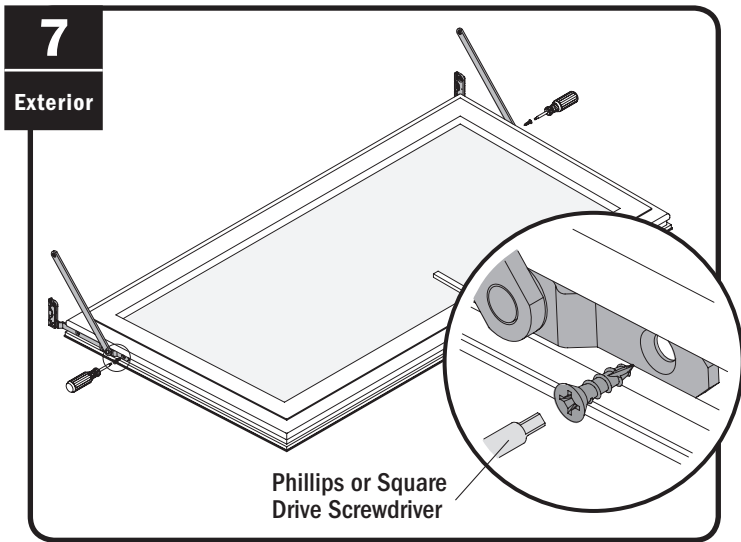
Remove hinges from sash.



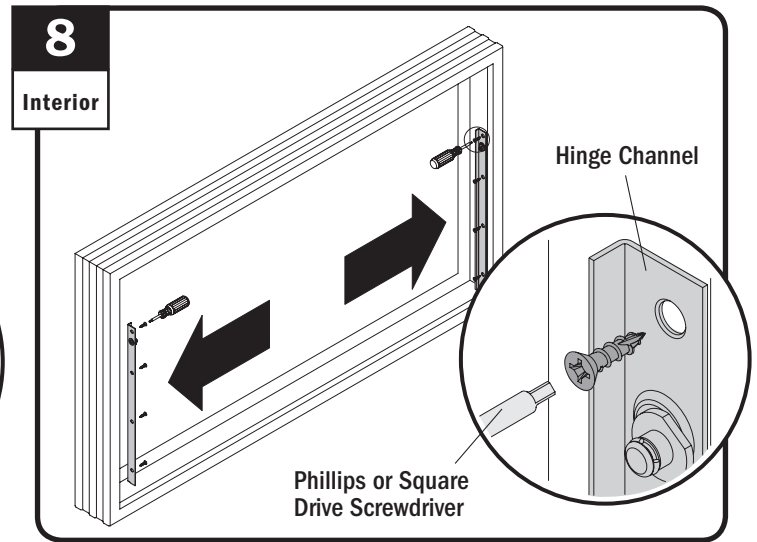
For **sash replacement only**, remove screws from lock handle and save for reinstallation.



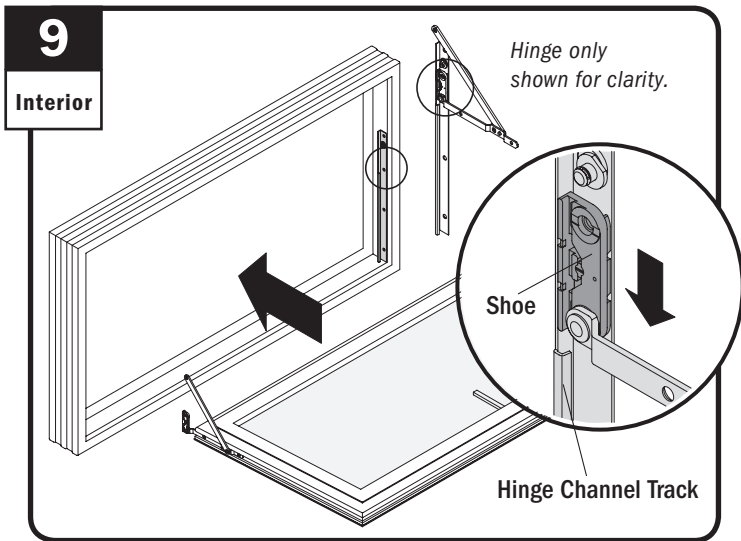
Reinstall lock handle at predrilled hole locations, if needed. **Do not** over tighten screws.



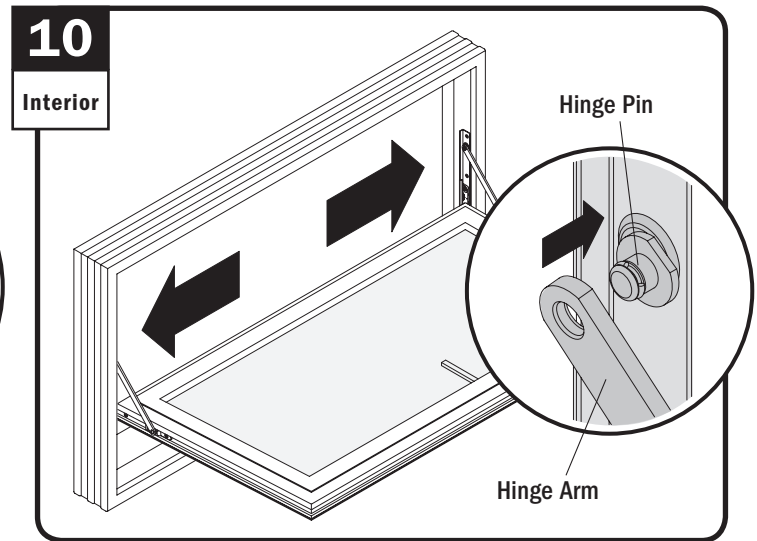
Position replacement hinges over predrilled holes and fasten to sash. **Do not** over tighten screws.



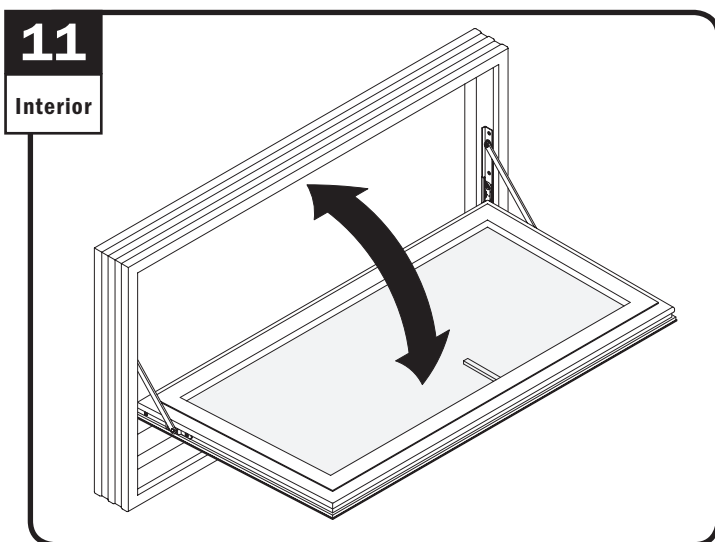
Position replacement hinge channels over predrilled holes and fasten to frame. **Do not** over tighten screws.



Attach sash to frame by sliding hinge shoes onto hinge channel tracks on frame.



Attach hinge arms to channel hinge pins.



Check sash operation.