



## OPERATING, MAINTENANCE AND CLEANING INSTRUCTIONS

### **Model 3001 Horizontal Sliding Window**

*Caution: Window Maintenance Should Be Performed By A Qualified Window Installer.*

Description: Model 3001 is a horizontal sliding window. All sash can operate, but there is a handedness to this product in that there is a primary sash. On windows with a three lite (side vent) configuration, the sash at each side (end vents) operate (slide) for ventilation. This product is supplied as standard with an outside full screen. The center sash of a side vent configuration is fastened in place with an angle.

Operation: Unlock the window's lock by releasing the automatic sash lock at the jamb. This enables the sash to operate. To re-lock, push each sash firmly back into the jamb of the window's master frame.

Maintenance: Model 3001 is basically a maintenance free product.

Sash Removal For Cleaning: To remove the operable sash, first open the window a few inches. Grab the operable sash with one hand on each side. Lift the sash upward pushing the top of it further up into the master frame of the window. Pull the bottom of the sash inward and downward at the same time. This will allow you to bring the sash inside the building. The center sash of side vent windows are held in place with an angle at the sill. Remove one of the screws in this angle (the one attached to the sash) before attempting to remove the sash. The sash locks always face the interior.

Re-glazing a Sash: Remove the sash to be re-glazed. Lay insert flat on saw horse or 2 x 4's. Unscrew phillips head screws at each corner. Gently remove metal frame from the soft vinyl that surrounds the glass. Remove vinyl from glass, making sure to remove all broken pieces of glass from vinyl. Dispose of the old glass and reverse the above steps to replace the new glass. You will reuse the vinyl material.

### Removal of Screen Insert and Screen Mesh Replacement:

1. Remove the operable window sash.
2. Remove screen by pushing up on the top of the screen frame so that the sill of the screen's master frame is pulled free of its lower track.
3. Grasp screen frame and pull it diagonally through the open window.
4. The mesh itself can be replaced using standard industry procedures. Roll in a soft vinyl spline into the screen frames spline channel. Typical screen mesh materials available from Peerless is 18 x 16 nominal mesh in charcoal on brite aluminum or charcoal colored fiberglass. Stainless steel mesh in a 0.009" gauge can also be rolled into our standard screen frames.

### Cleaning and Lubricating:

1. The glass may be cleaned using commercially available cleaning solutions intended for this purpose.
2. The aluminum portion of the window should be cleaned in accordance with AAMA publication number 610 "Voluntary Guide Specification for Cleaning and Maintenance of Painted Aluminum Extrusions and Curtain Wall Panels" or AAMA 609 "Voluntary Guide Specification for Cleaning and Maintenance of Architectural Anodized Aluminum." The most current versions of these publications can be ordered by contacting the Architectural Aluminum Manufacturers Association at 1827 Walden Office Square, Suite 104, Schaumburg, IL 60173-4268. Phone: (847) 303-5664 or Fax: (847) 303-5774.
3. The sill, jambs and head of the window master frame should be cleaned and lubricated at least once per year (more often if local conditions dictate).
4. To clean, use a mild non-abrasive cleaner and wipe down the interior pockets of the sill, jamb and head of the window's master frame. Also, clean the four surfaces of the operable sash.
5. A clean, soft cloth should be used to dry the frame and operable sash.
6. Lightly spray the sill, jamb, and head of the window with a silicone spray. This will lubricate the window and help it operate more easily and smoothly.

### Annual Maintenance/Record Keeping:

1. Peerless recommends an annual inspection of your windows and the installation by a qualified window installer.
2. Check the general appearance of the windows and installation. Specifically note the seal integrity of the insulating glass, the proper locking and operation of the window, and all caulking surrounding the window. Check all fin seal weather stripping for condition and continuity.
3. Clean the window frame and glass as recommended in the Cleaning section.
4. Maintain a window log indicating the date of the annual inspection or any service work performed on the windows. Note the person(s) who did the work, the condition of each window, and what service work or cleaning was performed.
5. Submit a photostatic copy of this log when requesting any warranty service work from Peerless.