If window casing or trim has already been installed, it must be removed prior to first step. You may want to consult with the job contractor or carpenter for this.

1. After removing sashes, insert putty knife behind top inside edge of side jamb cover and pry gently so as not to damage the cover. Once it starts coming loose, work your way down the entire length of the the cover until removed.

2. Next step is to remove the plastic jambliner insert or the strike. This is done by removing the two #6 x 3/4” screws and sliding the strike above the balancer to take out the track.

3. At this point, tension must be released on balancers. EXTREME CAUTION MUST BE USED FOR THIS STEP. As a pre-mature release of balancer shoe can cause damage to balancer and/or window unit. Use a medium sized flat blade screwdriver to rotate cam in shoe 90° (either direction) while applying moderate inward and downward pressure on forward end of screwdriver. Remember also, to keep the screwdriver horizontal to refrain from slipping out of shoe. (Will cause balancer to “slam” against the header) Slowly allow balancer to return towards top of the window.
6. Finally, the jambliner can be removed. From the exterior side, insert putty knife in behind jambliner at about center and pry up gently, working in both directions until center two-thirds of jambliner has come loose from track in wood. (See Fig. 6) Do this from the interior side in the same manner. Once the center of the jambliner has been pried loose, continue to gently “bow” the jambliner out at center by hand in an effort to refrain from damaging sill gasket when pulling out. (Pull bottom of jambliner out first-as you are bowing jambliner, then pull jambliner down out of header) Reverse this process for re-installing.

Figure 4

Figure 5

Figure 6