

Porch & Patio Window Screen Replacement Instructions

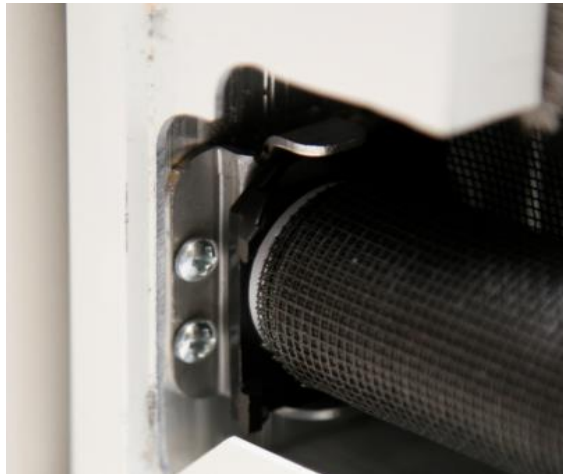
Tools Needed: Phillips Screw Driver, 2mm Allen Wrench (provided), Step Ladder, Wood Blocks, Pliers

Bottom Screen Replacement

Step 1: From the inside, remove the bottom screw cover and then remove the Phillips head screws. Lift the cover off to expose the screen. For larger units remove the two additional screws that are located on each end of the head cover.



Step 2: Ensure the bottom glass is all the way down and in the locked position. Remove the screen from the left side pivot bracket by rotating slightly and lift up the screen roll. Pull through the opening of the frame. Next release the screen roll from the right side bracket. *NOTE: The tension may release from the spring.*



Step 4: Unroll the screen fabric. Next remove the screen fabric from the bottom glass by pushing the hem from either the left or right side and pulling it out of the track.

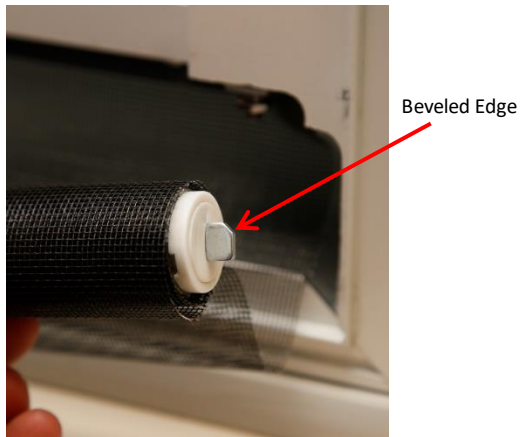


Installing the New Screen

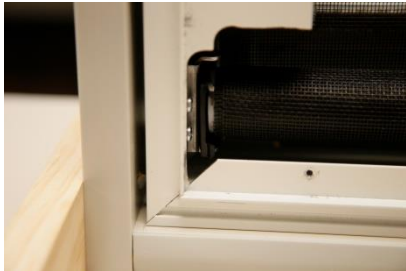
Step 5: Starting on either end, insert the screen hem into the track. Make sure the screen is rolling off the roll towards the outside and screen hem is level. TIP: You can carefully unroll the screen to place it on the ground to free both hands for this step.



Step 6: Roll the screen fabric up so approximately 6" of the screen is exposed. Next insert the right end of the screen roll with the beveled edge pointing up, into the slot. Do not twist the screen as tension may be lost. *(If tension is lost, follow re-tensioning steps at the end of this manual)*



Step 7: Next insert the pivot bracket into the left end of the screen roll and with the two legs of the bracket pointing toward you, push the screen roll into place. Once secured, rock the screen towards you to release the tension.



Step 8: Reinstall the screen cover and secure with all the Phillips head screws removed in step 1. Snap on the screw cover and test the operation.

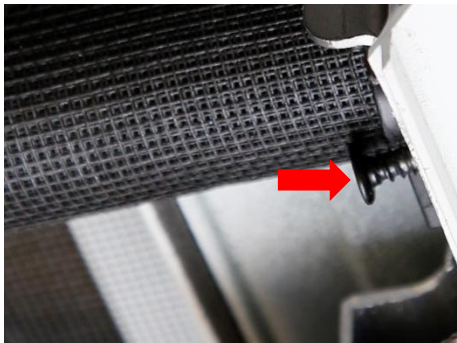


Top Screen Replacement

Step 1: From the inside, remove the top screw cover and then remove the Phillips head screws. Lift the cover off to expose the screen. For larger units remove the two additional screws that are located on each end of the head cover.



Step 2: On the right side, remove the screw next to the pivot bracket.



Step 3: Loosen both the left and right slider pad at the top corners of the top sash with the provided 2mm Allen wrench and slide to the middle to expose the notches.



Step 4: Before removing the top screen, relieve the glass tension by installing wood blocks (not supplied) under the sashes on the inside or outside (if accessible). For units over 3 feet wide, prop up both sides of the unit. DO NOT tear the bottom screen.



Step 5: Remove the screen roll from the right side pivot bracket by pulling the cable out of the way then pull the roll toward you (Figure 5a). Pull the left side screen roll out. Note: The screen tension will release once the roll is removed. (Figure 5b).



Step 6: Cut the screen and detach at the hem.

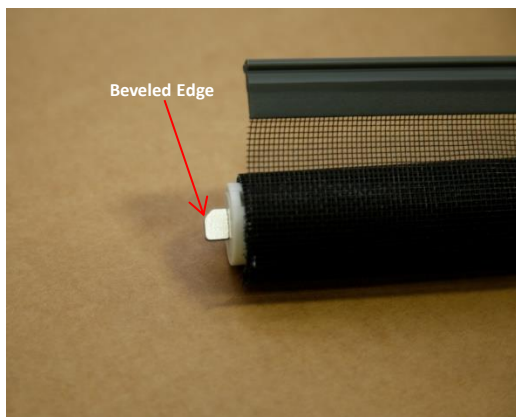
Step 7: Remove the screen hem from the track by pulling the hem towards the left notch until the hem is protruding out from the right notch. A pliers may be used. Then pull the screen hem out of the window track.



Step 8: Install the new screen hem back through the same notch (be careful not to tear the screen). Ensure the screen is unrolling toward the outside. TIP: Apply glass cleaner to the hem for easier installation once the screen is started in the track. Then slide the hem all the way to the other side of the unit and center the screen fabric.



Step 9: With approx. 6" of fabric unrolled, insert the left end of the screen roll behind the cable with the beveled edge facing up. Then install the pivot bracket onto the right side of the screen roll with the rounded tab facing up. Rotate the bracket all the way into the frame so the arrow is pointing straight up.



Step 10: Once secured, twist the screen up slightly to release the tension. (Figure 10a) Then reinstall the screw removed in step 2 next to the pivot bracket. (Figure 10b)



Figure 10a



Figure 10b

Step 11: Remove the wooden blocks.

Step 12: Slide the left and right slider pads back over the notches and secure by tightening the Allen screws.



Step 13: Reinstall the screen cover and secure with the Phillips head screws removed in step 1. Snap on the screw cover strip and test operation.



Spring Tensioning Guide:

(Only follow these instructions if the screen lost its tension)

Grip the rectangular end of screen roller assembly with a pair of locking pliers. Holding the screen roller assembly in the position shown, rotate the metal tab five (5) complete revolutions in the direction shown (clockwise when viewed from the end). Then, slowly rotate the metal tab in the opposite direction until the beveled edge of the tab is pointing down to the lock the spring into place.

Do not release until spring is locked. If done correctly the spring will not unwind.

