

Sash Removal & Shoe Replacement



1
Release the Sash Lock and then release the snap latches by pushing the tilt knobs inwards.



2
Slide the Sash upwards to clear the internal rebate.



3
Tilt sash inwards to allow access to the tilt restrictor arm.

NOTE: Take care when completing the next sequence, as once the restrictor arms are disengaged there is nothing to prevent the sash from falling inwards.

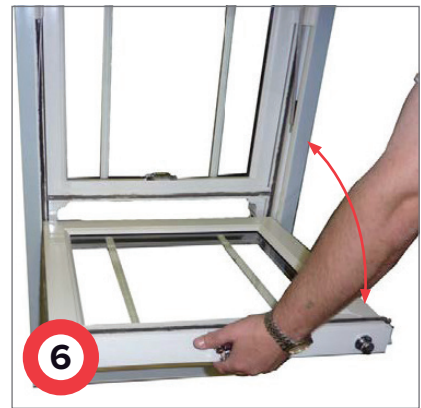


4
Depress retaining clip to allow restrictor arm to be disengaged.



5
Slide restrictor arm upwards to remove from channel.

Repeat the sequence on the opposite side of the window.



6
Now the restrictor arms are disengaged this will allow the sash to tilt fully inwards, in order to remove the sash from the pivot shoe the sash needs to be at an angle of 90° to the main frame.

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In order to disengage from the shoe one side of the sash should then be lifted upwards.



Once one side of the sash has been disengaged from the shoe this will then allow the other side of the sash to also be disengaged and the sash removed.

Once the sash is removed it should be possible to determine which shoe is damaged and requires replacing.



Consideration next needs to be given to the length of the sash stop.



It is advisable to mark the length of the sash stop with a pen or pencil.



Carefully remove the end cover cap from the frame stop taking care not to damage the frame or sash stop.



Once the end cover cap has been removed mark a pencil line to indicate where the end of the sash stop is located.

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13 Use a screwdriver or similar to carefully prise the clip fit sash stop from its location groove.



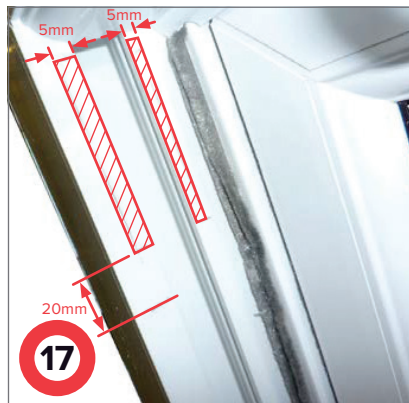
14 The retaining groove for the coil springs and shoe is now clearly visible.



15 Carefully measure 20mm up from the pencil line and mark the outer frame.



16 From both sides of the retaining groove measure back 5mm and mark the frame.



17 Using a portable router or similar remove the shaded portion of the outer frame.

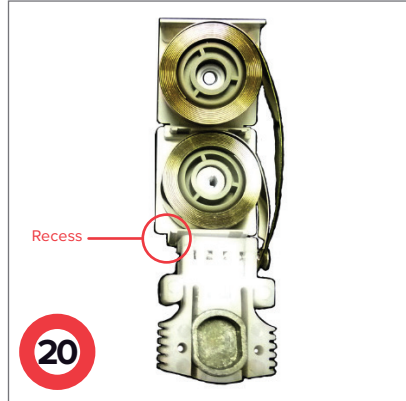


18 Remove the screws securing the springs.

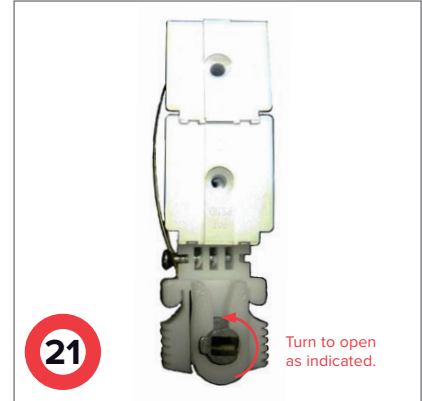
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Once all the screws have been removed slide the spring assembly to the top of the frame and remove by sliding the assembly through the aperture that has been made in the frame, remove the damaged shoe through the same aperture and replace.



When fitting the new shoe and spring retainer ensure the small recess is at the bottom, failure to do so will affect the operation of the sash.



In order to slide the shoe assembly to its location ensure the shoe is in the closed position.

Prior to reinstalling the sash ensure the shoe is in the open position, this will allow the pivot bar to be located correctly.

PLEASE NOTE: The shoe is currently shown in the closed position.