SASH WEDGE REPLACEMENT INSTRUCTIONS

FIGURE 1

IF THE CLEAR WEDGES WERE BROKEN OFF AND UNABLE TO BE REMOVED FROM THE TOP OF THE SASH, LIFT THE SASH UP 18” OR MORE AND MOVE IT SIDE TO SIDE. THIS WILL CAUSE THE PIECE OF THE BROKEN WEDGE TO SETTLE TO THE BOTTOM. PULL IT OUT OF THE SASH AND DISCARD IT. REPEAT FOR OTHER SIDE OF SASH IF NECESSARY.

FIGURE 2

INSTALL BOTTOM SASH PER FIGURES 5 & 6. IT IS VERY IMPORTANT THAT THE SASH IS SEATED CORRECTLY TO AVOID THE SITUATION SHOWN IN FIGURE 4.

FIGURE 3

FIGURE 4

IF THE BOTTOM SASH IS NOT SEATED CORRECTLY THE SASH LOCK WILL TYPICALLY NOT ENGAGE BY 1/16” TO 1/8” AS SHOWN ABOVE.

NOTE: THE STYLE OF YOUR SASH LOCK MAY BE DIFFERENT THAN THE ONE SHOWN ABOVE. NO MATTER THE STYLE OF YOUR LOCK, THIS PROBLEM CAN STILL OCCUR IF THE BOTTOM SASH IS NOT INSTALLED CORRECTLY.
It is very important that the sash is seated correctly. The illustration shown above shows a bottom sash that is seated correctly. This view is from the inside of the door. Notice how the bottom sash is seated inside the track of the door sill.

If the sash is seated incorrectly there may not be enough room for the lock to latch.

Install 2 new sash wedges as shown in figures 1 and 2 (one on each side of the bottom sash). The wedges may need to be tapped into place. Do not use a pointed object or it may damage the wedges. The wedges should be tight against the top of the insert when installed correctly. Install a screw into each wedge.

Note – do not operate the top sash until the wedges are screwed into place because the interlock between the top and bottom glass could lift the bottom insert out of the door sill and cause the lock not to latch again.