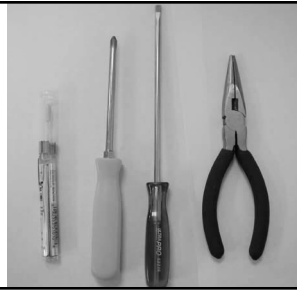


Instructions for oiling the balances.

TOOLS REQUIRED (FIGURE 1):

- Oil: provided
- Screwdrivers:
Phillips and a long narrow standard if available
- Pliers: preferably a needle nose

FIGURE 1



1. First prop door halfway open to allow easy access to both sides.
2. Next lower the sash partway to allow access to the balance cavity. (Figure 2)
3. Now locate the screws below the balance on the inside of the door (Figures 2–3). Choose the left or right side of the door and remove this screw with the Phillips screwdriver (some models may not have this screw; if yours does not, skip this step).
4. With the screw removed, you will be able to see the plastic end of the balance. Using the pliers with a firm grip, grab the plastic end (Figure 4) and pull down the balance almost to the bottom without letting go (Figure 5). If it is too difficult to grab onto the balance, you may need to use the long narrow screwdriver to push down the balance from the top as follows:
 - A. Locate the balance cavity above on the inside of the door (Figure 6).
 - B. Carefully use the screwdriver to find the top end of the balance and push down (Figure 7). You may need more than one person for this step.
 - C. The end of the balance should now be exposed (Figure 8).

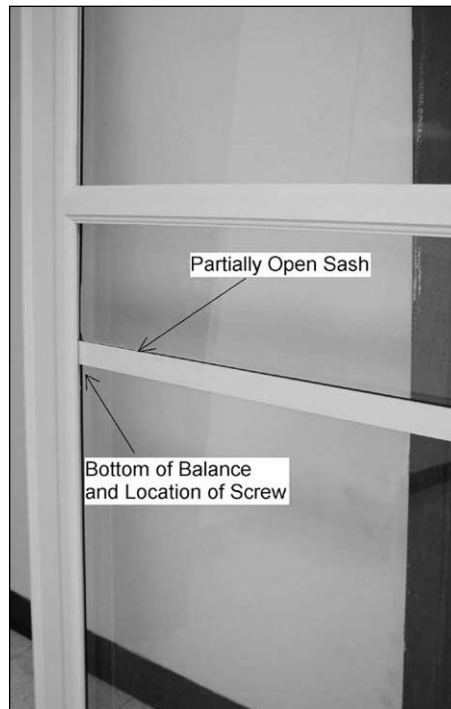


FIGURE 2



FIGURE 3



FIGURE 4

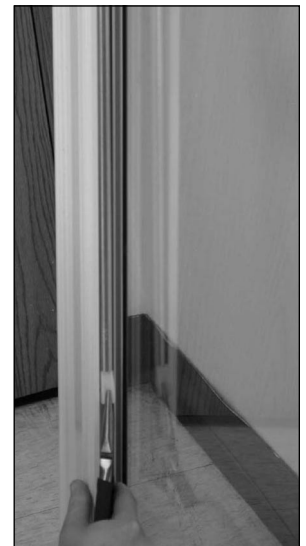


FIGURE 5

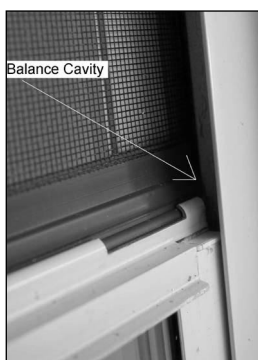


FIGURE 6



FIGURE 7



FIGURE 8



Instructions for oiling the balances (continued)

5. Next, while firmly holding the balance, turn bottom of the balance so that the cord and pulleys face you (Figure 9). Care must be taken so that the balance channel is not bent.
6. With the balance turned, place several drops of oil on each set of rollers (Figures 10 and 11). Be generous and make sure that both sets of rollers are covered with oil.
7. Now carefully turn the balance back and with a strong grip, slowly raise the balance back into place. Make sure the balance is seated squarely in place as it was before.
8. Replace screw below the balance (Figure 3).

Repeat steps 3 through 8 with the other side of the door.



FIGURE 9



FIGURE 10



FIGURE 11