



You Will Need:

One insulated glass unit per sash to be reglazed. Obtain this from Sun Window, Inc.
Glazing material. We recommend silicone caulk or professional quality glazing tape.
Tools: utility knife, putty knife, hammer, phillips screwdriver, and a small nail set.
Other materials needed include several 1" finish wire nails, gloves suitable for handling glass, and eye safety glasses or goggles.
Double hung top sash reglazing kits will have a new wood check-rail.

Warning: Always wear protective eye ware when working with glass!

Deglazing Instructions

1. Remove the sash from the window.
2. Place the sash, wood side up, on a flat working surface. A large piece of scrap carpet or other non-abrasive material will help prevent scratches or damage to the exterior surface.
3. On all sash except the top double hung sash carefully remove the four wood glazing stops. Remove the two side stops first, then the top and bottom stops. Use the putty knife to carefully pry the stops out from the wood frame of the sash. Be careful not to damage these pieces. They will be re-installed after replacing the glass. Hint: use a utility knife to trace the seams between the sash frame and the stops. This will reduce chipping paint and help loosen the stops.

On double hung top sash only, remove the two side stops and the top stops as directed above. The bottom stop is actually part of the check-rail. Remove the screws that fasten it to the bottom aluminum piece and then carefully pry the piece up and out. **DO NOT BEND OR DISFIGURE** the aluminum extrusion that holds this piece.

4. After all the glazing stops have been removed, flip the sash over, aluminum side up. Using the utility knife, cut through the glazing (between the aluminum extrusion and the glass) all around the perimeter of the sash. Cut as deep as possible, especially at the corners, to be sure the glazing is cut all the way through.

Hint: dipping the knife blade in water will help keep the old glazing from re-sealing during this process.

5. After cutting through the glazing, the old glass should easily drop out of the sash. If it does not, re-cut the glazing in the areas where it seems to be sticking. Save the black glazing blocks for the new glass.

Reglazing Instructions

1. Clean all the residue of old glazing from the glazing surface.
2. Apply the new glazing (silicone caulk or glazing tape) all the way around the aluminum glazing surface. Keep the glazing close to the outer edge of the glazing surface, not in the angle near the wood.
3. Be sure the glass setting blocks are properly located on the bottom sash rail. The setting blocks support the insulated glass unit when the sash is in its installed position.
4. Locate the sealed corner of the new insulated glass. This is the corner where the beginning and end of the glass spacer meet and have been sealed together. The other corners are a continuous wrap around. The sealed corner should always be one of the top corners of the sash. Place the new insulated glass unit in the sash with the sealed corner up. If the glass is Low-E glass, the side with the Low-E label should face the interior of the structure. Make sure the bottom of the glass is resting on the setting blocks.
5. Prepare the wood glazing stops to be re-installed by removing the factory staples. If the foam glazing tape is damaged it must be replaced before the stops can be re-installed.
6. On all sash except the top double hung sash, re-install the wood glazing stops, top and bottom first, then the sides. Make sure the stops are pressed firmly in place then fasten with 1" finish wire nails. Set the brad heads.

On double hung top sash only, install the new bottom check-rail piece by sliding it in and down at the same time. Press it firmly in place and fasten with the screws. Apply the top stop and then the side stops as described above.