



**IMPORTANT – PLEASE READ**

Duo-Corp.'s Vinyl Basement Window is a Hopper-Type window that opens to the inside. It is **ABSOLUTELY ESSENTIAL** that the window be installed with the locking handle to the inside and at the top of the window.

**REMOVING SASH FROM WINDOW**

While it is not necessary to remove the sash during installation, the window is designed with a detachable support arm for quick removal.



Open the window to the fully open position to expose the side hinges. Insert a coin or screwdriver into slot and pull disconnect clip (fig.1) down on both hinges. Pull hinge arms off of the rivet and lift sash out of mainframe.

*"The Finest Basement Window on the Market"*



## INSTALLATION

Duo-Corp. Vinyl basement windows are designed to install as you would install any wood basement window. Detailed below are the two most accepted methods.

1. Replacement Cement Block or Poured Concrete Wall using no Sash Block Fin  
(strip vinyl Sash Block Fin with utility knife)

**STEP 1.** Place window in opening (make sure locking handle is to the **INSIDE** and to the **TOP**.)  
Secure window to wood plate using two (2) #8 x 2" pan head or round head wood screws through **PRE-DRILLED** header holes.

**STEP 2.** Apply mortar wash to opening between top of block and bottom of window.  
Caulk the interior and exterior around main frame and wall.

**STEP 3.** Finish inside as desired.

2. Cement block using Sash Block Fin Installation for New Construction Only.  
(Can be installed by Block Mason or Carpenter before plate is placed on top of Block Wall.)

**STEP 1.** After window opening has been blocked-up, place window into opening by placing vinyl sash block fins into existing sash block slots. Drop window into opening.  
(Make sure cam lock is to the **INSIDE** and to the **TOP**).

**STEP 2.** Secure window to wood plate using two (2) #8 x 2" pan head or round head wood screw through **PRE-DRILLED** header holes.

**STEP 3.** Apply mortar wash to opening between top of block and bottom of window.  
Caulk the interior and exterior around main frame and wall.

**STEP 4.** Finish inside as desired.

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Duo - Corp. • P.O Box 313 • North Lima, Ohio 44452 • Phone: 330 - 549 - 2149 • Fax: 330 - 549 - 0316

