



WINDOWS • DOORS  
**Andersen**<sup>®</sup>

Caring For  
Your Andersen<sup>®</sup>  
Double-Hung  
Windows

WINDOWS • DOORS  
**Andersen**<sup>®</sup> 

The complete Andersen Owner-To-Owner<sup>®</sup> limited warranty  
is available at: [www.andersenwindows.com](http://www.andersenwindows.com).  
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**A**ndersen® windows are designed for beauty, efficiency and convenience. This booklet shows you how to care for your windows — how to help keep them looking and working like new.

If you have questions about your Andersen windows that are not answered in this booklet, please contact your Andersen dealer.

The instructions contained in this booklet are general guidelines only. For additional service procedures, installation guidelines, product information or support, log on to [www.andersenwindows.com](http://www.andersenwindows.com). You may also call Andersen customer service toll-free at 1-888-888-7020.

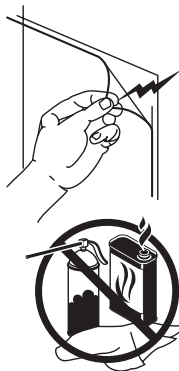
*Thank you for buying Andersen products.*



Please read the following manufacturer's instructions for proper care and maintenance of Andersen® products.

## ⚠ WARNING

- If a ladder or scaffolding is needed to reach and remove the protective film from the glass, make sure ladder or scaffolding is secure and care is taken during removal of the film. Failure to do so may result in injury.
- Protective film may pose suffocation hazard to children. Properly dispose of film immediately after removal and keep out of reach of children.
- Peeling off protective film may result in a static charge that could cause a shock or spark.
- Static charge and spark can pass through to the OTHER SIDE of glass.
- Solvents, cleaners and foam insulation must be dry and all flammables must be properly stored before removing protective film.
- Misting glass with water may reduce static charge and spark.
- For best results, protective film should be removed within 9 months of installation in temperatures above 32°F.



### REMOVE FROM AREA:

- Thinners
- Cleaners
- Mineral spirits
- Foam insulation cans
- Solvent-soaked rags

## ⚠ CAUTION

- Glass on Andersen® 200 Series windows is protected by a translucent film.
- Andersen® 400 Series products come standard with High-Performance™ Low-E4™ glass. This glass package has a low-maintenance exterior coating and removable protective film. The low-maintenance exterior coating is highly durable but may be damaged by scratching with hard objects. DO NOT use metal razor blades to clean glass or remove paint/stain from glass surface. Scratching of the exterior glass surface could damage the low-maintenance coating.
- DO NOT use metal razor blades to remove the protective film. Peel back protective film at a corner using a fingernail or clean plastic scraper.
- DO NOT allow any sealants (including silicone) to contact the exterior glass surface. Sealants may cause damage to the exterior low-maintenance coating of the glass.
- DO NOT use abrasive cleaners on any glass surface, or on the exterior of High-Performance™ Low-E4™ glass.
- DO NOT apply any after-market films to glass. Thermal stress conditions resulting in glass damage may occur.
- Tape glass edge with painter's tape prior to finishing or painting. Protective film is not a substitute for edge masking.
- The use of movable insulating materials such as window coverings, shutters and other shading devices may damage glass or vinyl. In addition, excessive condensation may result, causing deterioration of the window unit.
- Acid solutions used to wash masonry will damage glass, fasteners, hardware and metal flashing. Follow the acid solution manufacturer's instructions carefully. Protect and/or cover Andersen products during cleaning process to prevent acid contact. If acid does come in contact with window unit, immediately wash all surfaces with clean water.

Before painting or staining Andersen® products, please familiarize yourself with these general finishing guidelines:

DO NOT paint weatherstripping, gaskets, interlocks, jamb liners, silicone beads, insect screens or any surface that has sliding contact with other parts.

DO NOT allow painted surfaces to come in contact with other surfaces until thoroughly dry.

For a clean, attractive stained appearance, the use of a pre-stain or primer is strongly recommended.

Abrasive cleaners or solutions containing corrosive solvents should not be used on Andersen® products.

Before painting, use a fast-dry alkyd primer.

Properly prepared wood surfaces absorb finish materials more easily. Prior to finishing wood interiors, lightly sand the surfaces with fine sandpaper or steel wool. Sandpaper and steel wool should not contact glass surface. Remove dust particles with a soft, dry cloth.



## WARNING

- Sanding, staining, painting, varnishing and other finishing procedures should always be done in well-ventilated areas. Follow all manufacturer's warnings, cautions and instructions. Failure to do so may result in injury or illness.

## Exterior Finishing

Thoroughly read the paint or stain manufacturer's instructions prior to applying the finish. Failure to do so may result in poor appearance or damage to your window.

The exterior frame of Andersen® double-hung windows is covered with rigid vinyl. Paints and stains may cause damage to the rigid vinyl exteriors. Sandtone or Terratone® color frame exteriors may be painted any color lighter than Terratone using quality oil-base or latex paint. Submit color samples to Andersen for approval when painting White-colored units any other exterior color. Submit color samples to Andersen for approval when painting Sandtone or Terratone colors or any color darker than Terratone. Do not paint units with Forest Green-colored exteriors. Creosote-based stains should not come in contact with Andersen products. For vinyl painting instructions and preparation, contact your Andersen dealer. Andersen does not warrant the adhesion of paint to vinyl surfaces.

Prior to finishing the sash exterior, lightly sand the sash with fine sandpaper or steel wool. Care should be taken to avoid contact of abrasive materials to the glass surface. Use painter's tape around the perimeter of the sash and grilles to further protect the glass surface during finishing. Andersen 400 Series and 200 Series products come standard with protective film which should be removed after installation, construction, finishing and cleaning has been completed. Remove dust particles with a clean, dry cloth, and then apply a fast-dry alkyd primer. Paint can be applied according to paint manufacturer's instructions.

## Interior Finishing

To finish the natural wood interiors, use a high-quality oil-base stain, oil-base paint or latex paint. Properly mask off the perimeter of the sash using painter's tape. When finishing the **200 Series window**, you need to remove the sash from the frame. Paint or stain the **400 Series window** with the sash open, and do not close the sash until the finish has dried thoroughly. All stains should dry overnight before topcoat is applied. After staining, the surfaces should be topcoated with a quality conventional lacquer, varnish, or polyurethane. Never clean up paint or stain on glass surface with a metal razor blade. Use a clean cloth or clean plastic scraper to avoid damage to the glass surface. Some hidden areas on double-hung windows must be finished. See unit-specific installation guides for details. Installation guides are available online at [www.andersenwindows.com](http://www.andersenwindows.com).

Please read and follow all cautions and directions when painting or cleaning both the low-maintenance exteriors and natural wood interiors.

### CAUTION

- **DO NOT** expose unfinished wood to high moisture conditions, excessive heat or humidity. Finish interior wood surfaces immediately after installation. Unfinished wood surfaces will discolor, deteriorate and/or may bow and split.
- **DO NOT** stain or paint weatherstrip, silicone beads, vinyl, glass or hardware.

## Specialty Windows

Andersen® specialty units include Flexiframe®, custom arch, arch, Springline™, Circle Top™, quarter round, elliptical, circle and oval windows. The maintenance and finishing instructions contained in this guide also apply to these products.

## Finishing Wood Interior Grilles

### CAUTION

- **Thoroughly read the paint or stain manufacturer's instructions prior to applying the finish. Failure to do so may result in poor appearance or damage to your grilles.**

The exterior side of each wood interior grille is painted to match the window's exterior. This side should not be finished. Always finish removable grilles before installing them on the sash. Prior to finishing the interior side, lightly sand the inside face of the grilles with fine sandpaper or steel wool. Remove dust particles with a soft, dry cloth. Use a high-quality oil-base stain, oil-base paint or latex paint. Apply paint or stain in an open, well-ventilated area. All stains should dry overnight before further finishing is attempted. After staining, the grille surfaces should be finished with a quality conventional lacquer, varnish, or polyurethane.

## Cleaning Double-Hung Windows

To keep Andersen® products attractive and functioning efficiently, you should clean them occasionally. In most regions they may require cleaning only a few times per year. However, some coastal areas, industrial areas or agricultural areas contain high amounts of airborne particles and may require more frequent washing of your windows.

### WARNING

- Use extreme care when working around window openings. Never leave a window opening unattended when children are present. Falling from a window opening may result in personal injury or death.
- Use of ladders and/or scaffolding and working at elevated levels may be hazardous. Follow equipment manufacturer's instructions for safe operation.
- Use extreme caution when working around window and door openings. Injury and/or falls could occur.

You can remove dust, dirt, smoke, film, soot and salt spray by using a mild detergent and water solution and a soft cloth or brush. To remove heavy dirt or grime from glass, first wipe loose debris from the glass surface with a soft, dry cloth. Then apply a cleaning solution, such as mild soapy water, vinegar or a liquid window cleaner, and wipe in a circular motion. Remove cleaning solution with a squeegee or a clean, lint-free cloth. As a general practice, you should never clean glass in direct sunlight. To avoid damage to the glass, never use razor blades on glass surface.

## Cleaning 400 Series Woodwright® Double-Hung Windows

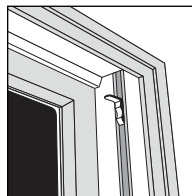


Fig. 1

Andersen® 400 Series Woodwright® double-hung windows may be washed from the inside. Start by opening the lower sash about three (3) inches. Locate the right and left wash assists at the top of the jamb liner (Fig. 1), and slide the wash assists down to the top of the lower sash.

Press them between the sash and jamb liner until they snap in place. The finger rest on each wash assist must contact the top of the sash (Fig. 2).

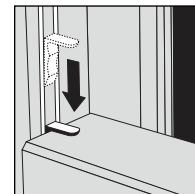


Fig. 2



Fig. 3

Grip the top of the sash and pull inward to 90°. Keep the sash supported by positioning a chair or another piece of furniture below it (Fig. 3). To prevent injury or breakage, do not place anything on glass.

### WARNING

- Support sash during removal and reinstallation. Failure to support sash may result in injury, product, and/or property damage.

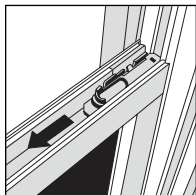


Fig. 4

To tilt the upper sash inward for cleaning, start by sliding the wash assists back to the top of the jamb liner. The upper sash will not tilt out until both wash gaskets are at the top of the jamb liner. Pull the upper sash down until it is about two (2) or three (3) inches above the lower sash. Grip the tilt-latches on the top of the sash, and slide them toward the center (Fig. 4). Pull inward.

After cleaning the exterior glass, grip the tilt-latches and slide them inward as you position the sash back into the frame, then release them. Slide the sash down a few inches to make sure it is engaged in the jamb channel. Make sure the tilt-latches are engaged by pushing gently back and forth on the sash.

To position the lower sash back into the frame, grip both corners, and tilt it up into its original vertical position. Press firmly on both corners until it snaps back into the jamb liner. Slide the lower sash down and lock the windows, taking care to avoid pinching your fingers.

## Cleaning 400 Series Tilt-Wash Double-Hung Windows

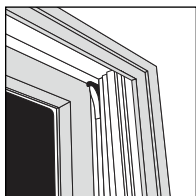


Fig. 5

Andersen® 400 Series tilt-wash double-hung windows may be washed from the inside. Start by opening the lower sash about three (3) inches. Locate the right and left wash assists at the top of the jamb liner (Fig. 5) and slide the wash assists down to the top of the lower sash (Fig. 6).

Press them between the sash and jamb liner until they snap in place. The finger rest on each wash assist must contact the top of the sash.

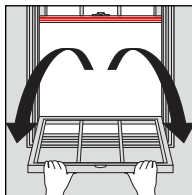


Fig. 7

Grip the top of the sash and pull inward to 90° (Fig. 7). Keep the sash supported by positioning a chair or another piece of furniture below it. To prevent injury or breakage, hold the sash firmly and do not place anything on glass.

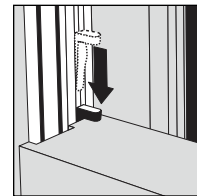


Fig. 6

## WARNING

- Support sash during removal and reinstallation. Failure to support sash may result in injury, product, and/or property damage.

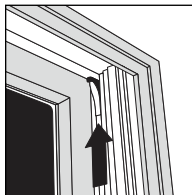


Fig. 8

Slide the wash assists back to the top of the jamb liner (Fig. 8). The upper sash will not tilt out until both wash assists are at the top of the jamb liner. Pull the upper sash down until it is two (2) or three (3) inches above the lower sash. Press the right jamb liner with one hand, and firmly grip the top corner of the upper sash with the other hand. Slide the corner of the sash forward (Fig. 9). Repeat with the left side, and pull the sash inward.

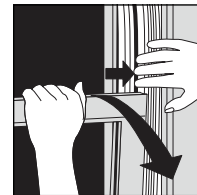


Fig. 9

To position the sash back into the frame on Andersen® 400 Series tilt-wash windows, grip both corners, and tilt it up into its original vertical position. Press firmly on both corners until it snaps back into the jamb liner. Slide the sash up. After washing the lower sash, tilt it up into its original position in the jamb liner. Slide the lower sash down and lock the windows, taking care to avoid pinching your fingers.

## Cleaning 200 Series Tilt-Wash Double-Hung Windows

Andersen® 200 Series tilt-wash windows may be washed from the inside. To tilt the sash inward for cleaning, start by opening the lower sash three (3) inches. Grip the latches on the lower sash, and slide them toward the center of the sash (Fig. 10). Pull sash inward. Keep the sash supported by positioning a chair or another piece of furniture below it (Fig. 11). To prevent injury or breakage, do not place anything on glass. Once the lower sash is down, repeat the procedure with the upper sash by sliding it down slightly to access the sliding tilt-latches.

To position the sash back into the frame, tilt the upper sash up into its original position. Grip the tilt-latches and slide them inward as you position the sash back into the frame, then release them. Push the upper sash down approximately one (1) inch to make sure it is engaged in the jamb channel. Make sure the tilt-latches are engaged by pushing gently back and forth on the sash. Repeat with the lower sash.

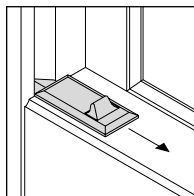


Fig. 10



Fig. 11

## WARNING

- After upper sash has been tilted back into the frame, upper sash **MUST** be pushed downward about one (1) inch to re-engage sash balance. If balance is not re-engaged, upper sash will quickly fall, potentially causing injury.

**Note:** After cleaning, lubricate all moving parts with a light oil or dry silicone spray. Lubricants or harsh abrasive cleaners are not recommended.

## Cleaning Grilles and Insect Screens

To remove dust, dirt, smoke, film, soot and salt spray from grilles, use a mild detergent water solution and a soft cloth or brush. To remove grease, oil or industrial solids, you may need to use stronger solutions such as Mr. Clean®, Soft Scrub® or rubbing alcohol. Glass surface should not come into contact with abrasive materials. Conventional insect screens and TruScene® insect screens are best cleaned with a soft cloth or sponge.

“Mr. Clean” is a registered trademark of the Procter & Gamble Company.

“Soft Scrub” is a registered trademark of the Clorox Company.



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## Maintaining Andersen® Hardware

Your Andersen® hardware has been manufactured of high-quality, fine metal. Fine metal requires periodic attention to maintain its beauty and characteristics. Climate, location, and exposure to corrosive environments such as industrial areas, pesticides, herbicides, or salts can affect the hardware's beauty and characteristics.

 **CAUTION**

- DO NOT use or apply harsh chemicals, abrasives and/or cleaners. Product damage could occur.
- DO NOT refurbish hardware. Contact a professional hardware restorer for refurbishing.

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## Bright Brass, Antique Brass, Satin Nickel, Distressed Nickel, White or Stone

- Wash hardware using a mild detergent and a soft cloth. Andersen bright brass and satin nickel hardware finishes are protected with a physical vapor deposition (PVD) coating process resulting in a beautiful finish that's resistant to scratching, corrosion and tarnish. Andersen satin nickel and bright brass are covered by the same 10-year transferable limited warranty.

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## Polished Chrome or Brushed Chrome

- Wash hardware using a mild detergent and a soft cloth. Avoid abrasive cleaners, pads, or brushes.
- Polish chrome finishes using a commercially available chrome polish following manufacturer's instructions.

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## Oil-Rubbed Bronze or Distressed Bronze

- Handling and frequent use create the bronze patina that is the hallmark of the oil-rubbed bronze and distressed bronze finishes. Oil-rubbed bronze and distressed bronze are "living finishes" with no protective coating. With use, your hands will polish away the darker material exposing the bronze beneath. The appearance of these finishes will vary depending on usage and environmental conditions.
- Occasionally apply light mechanic oil to deepen the color and sheen of the product. Cover metal parts with oil entirely, allow the oil to stand for a few minutes, then gently rub off excess using a clean cloth.

**Note:** For additional hardware performance and warranty information visit our website: [www.andersenwindows.com](http://www.andersenwindows.com)

## Removing/Installing Standard Insect Screens

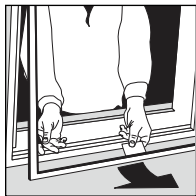


Fig. 11

To remove insect screens on Andersen® 400 Series double-hung windows and 200 Series Narroline® units, open the bottom sash. From the interior, use the finger lift at the bottom of the insect screen to hold it in place as you unlock the wing fastener blades on the sides. Carefully push the insect screen outward to clear the sill. (Fig. 11). Lower insect screen, turn slightly, and bring it into the home. To reinstall an insect screen, simply reverse the procedure, making sure the wing fastener blades are completely engaged in the window frame.

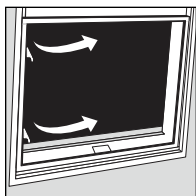


Fig. 12

Andersen® 400 Series Woodwright® tilt-wash double-hung windows may feature an optional half insect screen that allows thorough ventilation without affecting the view through the upper sash. To remove this insect screen for cleaning, start by raising the lower sash to the full open position. From the interior, unlock the upper and lower latches on one side of the insect screen. While holding onto the upper and lower insect screen pulls (Fig. 12), gently push the insect screen away from the window. The two locked latches act as hinges and then slide out when the insect screen is disengaged from the frame. Turn the insect screen slightly, and carefully bring it through the opening and into the home. To reinstall the half insect screen, simply reverse the procedure, inserting the locked latches into the insect screen channel to make hinge points. Use the upper and lower

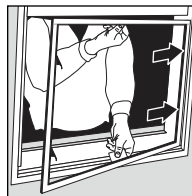


Fig. 13

screen pulls (Fig. 13) to draw the insect screen into place, and secure the unlocked latches.

The insect screens on Andersen® 200 Series double-hung windows feature clips on the top of the screen

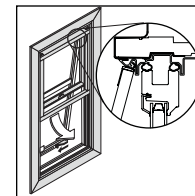


Fig. 14

frame that fit into a groove at the head of the window exterior (Fig. 14). These clips help to hold the insect screen in place. To remove the insect screen, start by raising the lower sash to the full open position. From the interior, grasp the two latch tabs on the bottom of the insect screen frame and gently push them toward the center of the insect screen.

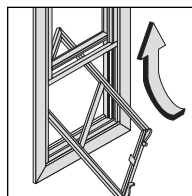


Fig. 15

Carefully push the insect screen outward at an angle, and disengage clips at the head of the window. Then pull the insect screen through the window opening into the home. To reinstall the insect screen, simply reverse the procedure (Fig. 15), making sure the clips on the top of the insect screen frame are completely engaged in the insect screen groove. Pull the insect screen inward and, once the insect screen is in position, push the latches outward to secure it in place.

**Note:** The initial installation of the insect screen for Andersen 200 Series double-hung windows requires some minor assembly. See the installation guidelines at [www.andersenwindows.com](http://www.andersenwindows.com) for more details.

## Removing/Installing Andersen® Removable Interior Grilles

Andersen® 400 Series tilt-wash and 200 Series Narroline® double-hung windows have built-in interior grommets for easy grille removal and attachment. To remove grilles, carefully pull the grilles away from the sash grommets, one at a time. To install grilles, start at the bottom of the sash, snapping them into place as you work your way up. Brand new windows may have thin pieces of plastic covering the grommets.

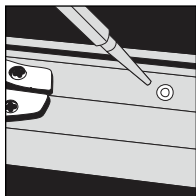


Fig. 16

Drill or punch out these plastic pieces with a screwdriver, small drill bit or a nail set (**Fig. 16**), using care not to damage the window unit. You may have to bow the grille slightly as you install it, but excessive bending may damage it. Take care to avoid catching your fingers under the grille during installation.

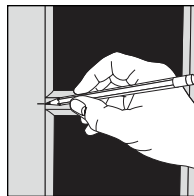


Fig. 17

Andersen® 400 Series Woodwright® double-hung windows, and other units such as elliptical, circle and oval windows, do not feature pre-installed slots or grommets. On these units, you must secure the grilles with an installation tool and metal fasteners (packaged with the grilles). Start by placing the grilles in position against the windows.

Use a pencil to mark the locations of the fasteners (**Fig. 17**). (Each grille end that contacts the sash should be secured by a fastener.) Then, carefully press the fastener into the marked points, using the installation tool, to create slots in the glazing bead. Press the fasteners into the slots (**Fig. 18**), and snap the grille into position.

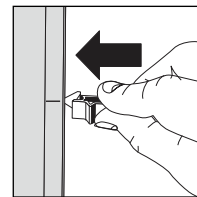


Fig. 18

To remove interior removable wood grilles, carefully pull the grille leg away from the fastener clips one at a time until complete grille is removed.

For more details, see the installation instructions at [www.andersenwindows.com](http://www.andersenwindows.com).

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### Removing/Installing Andersen® 200 Series Tilt-Wash Grilles

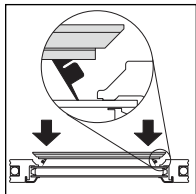


Fig. 19

To remove interior grilles on Andersen® 200 Series tilt-wash windows, carefully pull the grille member away from the sash, one vertical member at a time. The end of each grille member contains a grille fastener, which pivots down to fit between the glass surface and sash lip, securing the grille in place (Fig. 19). To install these grilles, position them against

the glass pane and apply light pressure on both ends of a single vertical member to begin engagement of the fasteners. Continue until all grille fasteners are engaged.

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### Replacing Glass Panes

In most cases, it is easier and more economical to replace the entire window sash, rather than the glass. If a window pane is broken, always cover the damaged area with tape for safety – and cover the floors to avoid damage from falling glass.

Consult a qualified glazier or Andersen dealer.

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### Avoiding Trouble

Movable insulating materials such as window coverings, shutters and other shading devices may cause thermal stress or excessive condensation, damaging the windows. Andersen Corporation is not responsible for product performance when these kinds of materials or devices are used with our products.

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### Preventing Condensation

Most condensation problems are the result of interior atmospheric conditions, such as humidity. For more information, consult an Andersen dealer and ask for a copy of the “Controlling Indoor Condensation” brochure or DVD.

**Apron:** Inside flat trim member which is used under the stool at the bottom of the window.

**Astragal:** The center member of a double door, which is attached to the fixed or inactive door panel.

**Bay window:** A composite of three windows, usually made up of a large center unit and two flanking units at 30- or 45-degree angles to the wall.

**Bow window:** A composite of four or more window units in a radial or bow formation.

**Casing:** A flat, decorative moulding which covers the inside edge of the jambs and the rough openings between the window unit and the wall.

**Cladding:** A low-maintenance material that makes up the exterior or is attached to the exterior of the window or patio door unit.

**Double glazing:** Use of two panes of glass in a window to increase energy efficiency and provide other performance benefits.

**Drip cap:** A moulding placed on the top of the head brick mould or casing of a window frame to divert water.

**Extension jambs:** Flat wood parts that are fastened to the inside edges of the window jamb to extend it in width and adapt to a thicker wall. The inside edge of extension jambs should be flush with the finished wall surface.

**Flashing:** A metal or plastic strip attached to the outside of the head or side jambs to provide a weather barrier and to help prevent leakage between the frame and the wall.

**Frame:** Outside member of a window unit that encloses the sash, composed of side jambs, head jamb and sill.

**Gasket:** A pliable, flexible continuous strip of material used to effect a weathertight seal between sash and frame of roof windows, much like the seal around a refrigerator door.

**Glazing:** The glass panes or lights in the sash of a window. Also the act of installing lights of glass in a window sash.

**Glazing bead:** A plastic or wood finishing strip applied to the window sash around the perimeter of the glass on the outside.

**Glazing stop:** The part of the sash or door panel that holds the glass in place.

**Grille:** Ornamental or simulated muntins and bars which don't actually divide the lights of glass. Generally made of wood on the interior side of the sash and Fibrex® material on the exterior. Some wood interior grilles can be removed for easier cleaning.

**Head:** The main horizontal member forming the top of the window or door frame.

**Head board:** A flat board cut to fit the contour of a bow or bay window and installed between the head jambs and the flat wall surface.

**Header:** A heavy beam extended across the top of the rough opening to prevent the weight of wall or roof from resting on the window frame.

**Insect screen:** Lightweight aluminum frame with screen mesh applied. Designed to keep insects out when window is open. Insect screens will not stop a child from falling out of the window. Keep children away from open windows.

**Interlock:** Part of the weatherstrip system. Two separate pieces of material attached to a gliding window or gliding patio door that meet and lock within each other to create a weathertight seal when the window or door is closed.

**Jack stud:** Framing members, generally 2 x 4's or 2 x 6's, which form the inside of the window or door rough opening. They run from the sole plate to the header, which is supported by them.

**Jamb:** The main vertical members forming the sides of a window or door frame.

**Jamb liner:** Metal, plastic or wood covering the inside surface and head jambs of sliding windows.

**Keeper:** The protruding, hook-shaped part of a casement or awning window lock, which is mounted on the sash.

**Lift:** A handle or grip installed on the bottom rail of the lower sash of a double-hung window to make it easier to raise or lower the sash.

**Mortise:** A recess or slot cut into a board that receives the projecting portion (tenon) of another member in order to form a joint.

**Muntin:** A short bar, used to separate glass in a sash into multiple lights. Also called a windowpane divider or a grille.

**Operator:** A metal arm and gear that allows for easy operation of closing of projecting windows such as casement, awning and roof windows.

**Pivot:** A mode of operation for venting windows which generally means the sash pivots on a central axis and turns 90 degrees or more.

**Protective film:** Low-density plastic film that is applied to the interior and exterior glass surfaces. This film protects units during manufacturing, delivery and construction.

**Sash:** The framework holding the glass in a window unit. Composed of stiles (sides) and rails (top and bottom).

**Shoe:** A piece of venting window hardware that connects the sash to the operator arm.

**Silicone bead:** A small strip of sealant that is applied to the full perimeter of the exterior of the glass surface where the sash/panel meets the glass. It adds protection and creates a finished look.

**Sill:** The horizontal member that forms the bottom of a window frame.

**Stop:** A wood trim member nailed to the window frame to hold, position or separate window parts. Often an interior cosmetic component, the stop is often moulded into the jamb liners on sliding windows.

**Tempered glass:** Glass manufactured to withstand greater than normal forces on its heat-treated surface. When it breaks, it shatters into small pieces to reduce hazard.

**Tenon:** A rectangular projection cut out of a piece of wood for insertion into a mortise.

**Transom:** A smaller window above a door or another window. A transom joint is also the horizontal joining area between two window units that are stacked one on top of the other.

**Vapor barrier:** A watertight material used to prevent the passage of moisture into or through structural elements (floors, walls, ceilings).

**Venting unit:** A window or door unit that opens or operates.

**Weatherstripping:** Metal, plastic, foam or felt strips designed to create a seal between a window sash and frame or stops to prevent weather infiltration.

**Wing blade fastener:** A small metal device that secures an insect screen or combination screen/storm panel into the window frame. Usually located on the sides of the insect screen or panel frame.