

Sun Vinyl Window Sash Reglazing Instructions

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.

Other materials needed include gloves suitable for handling glass, and eye safety glasses or goggles.

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

Deglazing Instructions

1. Remove the sash from the window.
2. Place the sash, with glazing stops face 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. Carefully remove the four vinyl glazing stops. Use a putty knife to carefully pry the top and bottom stops out from the frame of the sash. Starting at one end of the glazing stop, insert the putty knife into the seam between the sash frame and glazing stop. Carefully pry the stop from the frame. Once started, pull the stop away from the frame, toward the center of the glass. The glazing stop should roll free from the frame. **Do Not** pull the stop toward the outside of the frame, this will go against the snap in groove and damage the stop.

Remove the side glazing stops by gripping one end of the stop with needle nose pliers and pulling toward the center of the glass. Once started, they should pull free without much effort. **Do Not** pull the stop toward the outside of the frame, this will go against the snap in groove and damage the stop.

Be careful not to damage these pieces. They will be re-installed after replacing the glass.

4. After all the glazing stops have been removed, flip the sash over. Using the utility knife or putty knife, cut through the glazing (between the vinyl 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. Be careful not to gouge or cut into the vinyl sash frame.

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 vinyl sash glazing surface. Keep the glazing close to the outer edge of the glazing surface.
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. The setting blocks should be saved from the original glazing.
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. Re-install the vinyl glazing stops, top and bottom first, then the sides. Make sure the stops are pressed firmly in place (snap in place).