

## Your Quick Guide on how to use

## **PVCu Sliding Sash Windows**

How to open the sashes

Step 1 - Unlock the window by turning the catch, leave the lock in the open position.



Step 5 - Using the D handle or ring pull (optional) slide down the top sash.



Step 2 - Slide up the bottom sash using the lift hooks. The sash can only go as far up as the sash stops on either side to keep the sash level.



Step 6 - On the top of the sash locate the tilt catches and slide both at the same time.



Step 3 - To tilt the window in push the tilt knobs on the top of the bottom sash.



Step 7 - Tilt the window inwards.



Step 4 - Once the bottom sash is tilted you can tilt in the top sash.



You can leave the window tilted at any level.



## How to close the sashes

Step 1 - Push the top sash back and make sure it is located fully in the frame.



Step 2 - Using the D handle or ring pull slide the sash back up to the top of the frame.





Step 3 - Keeping the sash level, push the bottom sash back into the frame fully.



Step 4 - Once back slide the sash down to the cill.



Step 5 - Lock the window.



Always keep the sashes level and the lock open when operating.