

STEP 1



Unlock the window.

STEP 2



Raise the bottom sash and lower the top sash to allow access to the screen.

STEP 3



With a finger hold on the screen, move it from right to left and remove it from the outside track.

STEP 4



Raise the sash to the level that best allows room to bring the screen inside. Note the screen latches on the left side of the screen.

STEP 5



To replace the screen, place the screen through the window opening. Be sure the spring latches remain on the left side.

STEP 6



Position the screen on the left side, split the difference on the sash, and bring the screen back into the track on the right side.