

How to Measure

New Construction Windows:

- 1) When measuring or talking about window sizes, it's always width first then height. *(See Figure 1 on next page)*
- 2) You will need to measure three different places where the window is installed, which is called the rough opening.
- 3) First, find the opening's width by measuring in three places. One at the top, one at the center, and one at the bottom measuring from face of stud to face of stud. Circle the smallest measurement. This is your width size.
- 4) Next, find the opening's height. Again, you'll need three measurements. One on the far left, one on the center and one on the far right. Circle the smallest measurement. This is your height size. *(See Figure 2 on next page)*
- 5) The last measurement you'll need is the depth.

Replacement Windows:

Please note the following:

- The existing frame jamb depth ("pocket") must be 3 1/4" or greater.
- If the existing windowsill is not square, level, and plumb installation may be complicated and additional trim work may be needed. Consider professional installation assistance.
- Record each window's location in the house in a manner that clearly identifies it.
- If there is more than 1/8" deviation within each set of measurements, investigate the cause and seek professional assistance to correct problems.
- Perform all measurements on each window before going to the next window.
- Individually measure each existing window to be replaced. Do not assume similar looking windows are the same size.
- Measure accurately, to the nearest 1/8".
- If a group of windows on one wall are all very similar in height, consider using the smallest height measurement for all windows in the group. This will maintain a pleasing appearance. This choice however could result in additional trim work on installation.
- Measuring an existing sloped-sill picture or transom window for replacement is more difficult but the goal is the same. Measure the width between the side jambs, not including any stops/trim (wood-to-wood). Measure the height from the true sill to the head of the window. Partial disassembly of the existing window may be necessary. Due to the difficulty in measuring correctly, professional assistance is recommended.

- 1) Measure the width. Measure the width between the side jambs (wood surface to wood surface) in three places: top, middle, and bottom. Temporarily remove jamb liners if necessary and avoid any stops, weatherstrip, balance cords, pulleys, etc. Record your measurements. *(See Figure 3 on next page)*
- 2) Measure the height. Measure the height from the head to the sill in three places: left side, middle and right side. At the head, measure directly from the wood header avoiding any stops, weatherstrip and liners. At the sill, measure on the exterior side directly behind the sill stop at the highest point of the sloped sill. Record your measurements.
- 3) Check your sill angle. If installing your replacement window into a wood double-hung with a sloped sill, determine and record the slope angle on a worksheet.
- 4) Confirm squareness of existing window. Confirm the existing window is square by measuring both diagonals. If the two diagonal measurements differ by more than 1/4", an out-of-square adjustment in the width of the window must be made. The adjustment is determined by creating a plumb line (using a level) from each corner to the sill or head. Using a plumb line that falls within the window opening, measure the out of square adjustment. Subtract this measurement from the smallest width measurement. Record this adjustment width as the smallest width. *(See Figure 4 on next page)*

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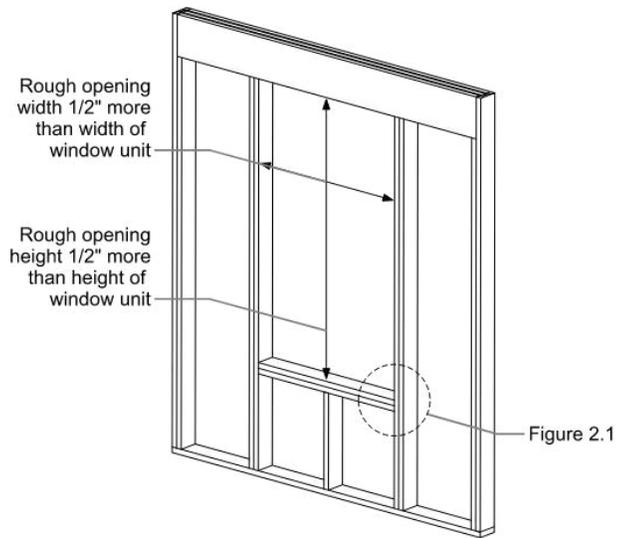


Figure 1

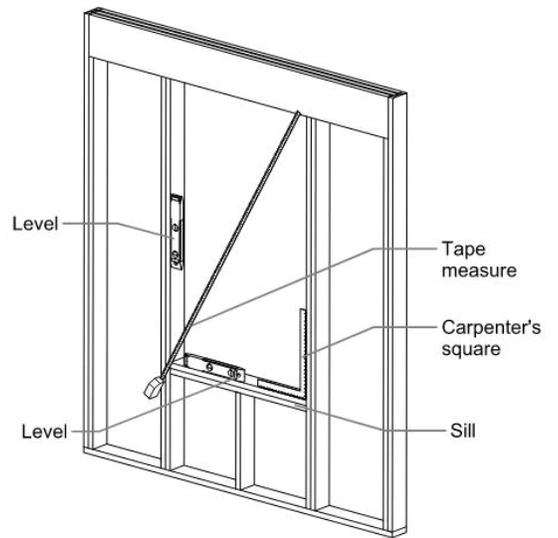


Figure 2

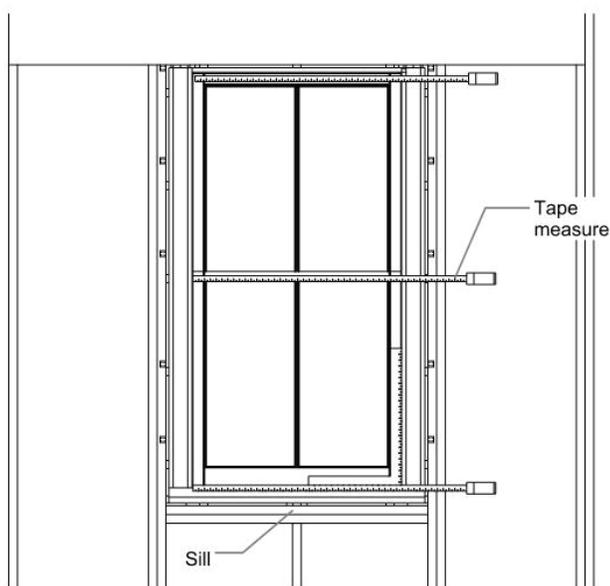


Figure 3

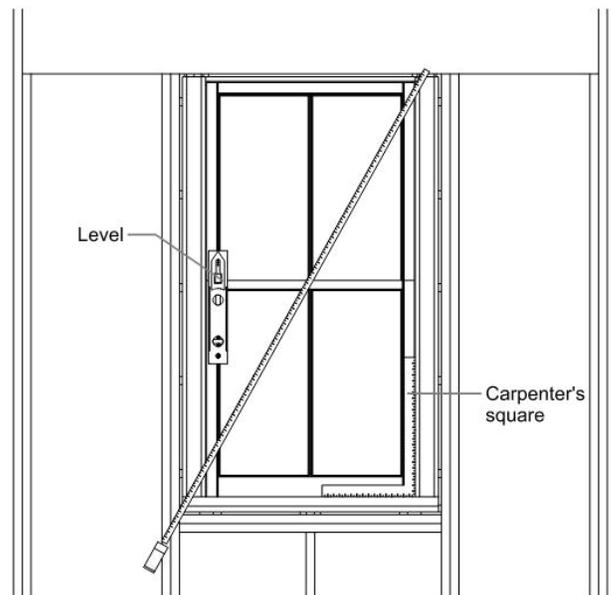


Figure 4