

Install Double Hung Sash

Tools Needed

- Gloves



- Sash has been removed
- Balance shoes are 3-5" from sill



- Center of the shoe is open and straight up
- Align pivot pin to balance shoe

Install Double Hung Sash



Insert Pivot Pin into balance shoe



Align and insert other pivot pin into balance shoe

Install Double Hung Sash



- Rotate Sash up 90 degrees
- Activate tilt latches to secure sash



- Raise sash
- Pivots and shoes should travel with sash
- Sash should stay in raised position

Install Double Hung Sash



If sash does not stay in raised position -

- This is likely due to a pivot pin which is not engaged with balance shoe.
- Repeat the processes of [Remove Double Hung Sash](#)
[Install Double Hung Sash](#)