

# Studio41 Window Program

# WINDOW INSTALLATION GUIDE



**INFINITY**  
from **MARVIN**  
REPLACEMENT WINDOWS

**STUDIO41**  
HOME DESIGN SHOWROOM

**CLIMATEGUARD**  
FILMINGS & DESIGN

# The Installation Process



The window installation process requires work to be done to the main structure of a building. The removal of existing windows and installation of new windows is a labor-intensive task that can be loud and disruptive. This is normal. Below is a checklist of items that can be used as a guide through the installation process.



## Measure and Inspection

We have made our best effort to visually inspect and assess the scope of work that is needed to install new windows in your home. There is always a possibility that unforeseen conditions are discovered when existing windows are removed. Please do not make any request for changes with our installers that were not expressed in your contract. Please contact your salesperson with questions. A change order request may be required before any additional work is done.

## Installation Schedule

Installation will be scheduled when your windows are ready and all necessary approvals have been attained. These include (but are not limited to): permits, association approvals, or financing authorization.



### Date and Time

Your installation date and time will be scheduled to best meet your desired timeframe. Please be aware that Saturday installation requests may lengthen the time it takes to schedule your installation.



### Weather Conditions

Installation dates are weather permitting. We use weather reports as our guide. We may reschedule an installation due to weather even if it is not raining at your home. This is because our installers use power tools and it may not be safe to attempt an installation if there is a high probability of rain.



### Contact

Please provide us with the phone number and email of whomever will be at the property during installation so we can notify them upon arrival.

# Installation Preparation Checklist

- Window Coverings, Shades, Blinds** - Remove all window treatments prior to installation. We are unable to take down or reinstall any blinds or draperies. We will make every effort to preserve the dimensions of each opening so original blinds can be reinstalled. Please confirm with your salesperson before installation.
- Window A/C Units** - Preexisting A/C units may not fit into your newly installed window. Our installers can remove A/C units, but Studio41 is not responsible for damages to the unit or for fitting the A/C unit into the new window. We cannot install A/C units.
- Valuable Items** - Valuable or sentimental collectable objects must be removed from the working area prior to installation.
- Window Alarm Devices** - Window alarm devices must be removed before the day of installation. Our installers are not authorized to reconnect any alarm system components. We will leave wires exposed whenever possible so that your alarm company can reinstall new contacts.
- Access Requirements** - All designated window openings will need at least 3 feet of clearance on the inside for our installers to work.
- Elevators** - If applicable, please reserve elevator access with coverings to protect the elevator during installation as required by your property manager.
- Parking** - For multi-family home projects, a parking space must be reserved for the installation crew as close to the working area as possible.
- Vacate Area** - For safety reasons, homeowners cannot be present in the work area while installation is in progress.
- Protecting Interior Space** - Our installers will use drop cloths, tarps, and other means to protect items in close proximity to each installed window. For lead abatement installations, our installers follow EPA guidelines for proper containment during installation.
- Protecting Exterior Grounds** - Our installers will use drop cloths, tarps, and other means to protect landscaping and the grounds around each installed window. For lead abatement installations, our installers follow EPA guidelines for proper containment during installation.



## After Your Installation



### Disposal of Windows Removed

Our installers will dispose of all window debris from the newly replaced windows.



### Interior Drywall, Woodwork, and Painting

Studio41 is not responsible for minor drywall and woodwork repairs that may be necessary after the removal/installation process unless specified in the sales contract. Studio41 will not paint or stain any woodwork unless specified in the sales contract.



### Exterior Finish Work

Our installers generally finish the exterior trim of each installed window with aluminum trim coil (capping) and caulk. Lintels, or the structural support beams above your windows and doors, are left exposed unless specifically agreed upon in the sales contract.



### Job Completion and Final Approval

Our installers will remove all debris and garbage generated during the installation, leaving the jobsite broom-clean. A representative will review the completed work with you for final approval. We will return to complete any punch list items in the case that they were not completed during initial installation.



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