



REQUIRED MAINTENANCE NOTICE

All windows & doors, regardless of style, design or manufacturer, do require some level of maintenance on an annual basis. The more organic the composition of your windows and doors the more frequent and involved the maintenance will be. (Example: all wood windows & doors require a large amount of maintenance and up-keep on an almost continual basis. Where an all vinyl window or fiberglass door requires very little maintenance on a much less frequent schedule.) Please make special note of these steps as neglect can lead to products being excluded from Vendor and Old Mission Windows warranties.

All wood products (wood exterior / wood interior)

Quarterly

- All wood products require the most maintenance and a regular and consistent attention
- Inspect exterior of frame and sash looking for any finish failure, cracks or joint separation
- Inspect bottom & top of each sash (wood frame that holds glass) ensure finish is in good condition and covers 100% of all wood
- Inspect glazing point where glass meets wood on exterior for potential separation of glazing.
- Inspect interior glazing point where glass meets wood for any discoloration from condensation
- Inspect weather-strips and door sweeps for proper fit & finish as well as wear & tear
- Expect to have to touch up or reapply exterior finish and finish @ top and bottom of sash on regular basis (every two to three years, maybe more in damp, shady, or forested areas)
- Simply stated, all wood windows require extra care to maintain

Clad / wood products (aluminum clad exterior / wood interior)

Twice a year (fall & spring)

In addition to the steps outline within the “All wood products” above:

- Clad / wood products require far less maintenance than all wood but are still a wood product that does require attention and occasional maintenance.
- Inspect the top and bottom of each operating sash to ensure finish is in good shape, pay particular attention to bottom corners
- All wood surfaces on the sash require a high-quality finish that covers 100% of all wood parts
- Inspect glazing point where glass meets clad on exterior for potential separation of glazing.
- Inspect interior glazing point where glass meets wood for any discoloration from condensation

- Inspect weather-strips and door sweeps for proper fit & finish as well as wear & tear
- Expect to have to touch up freshen up the bottom edges of the wood sash every 5 to 7 years depending on exposure.

Vinyl window products (all vinyl interior & exterior)

Once a year inspection

- Vinyl products require very little maintenance and for the most part will only require a once a year inspection
- Since there are no wood parts, will only need to inspect and look for any potential damage to the exterior vinyl, weather-stripping, or difficult operation
- Inspect glass for any signs for seal failure in the glass; usually noted by fog or condensation between the panes of glass.
- Check and possibly lubricate operating mechanical items such as hinges and tracks on doors and windows

Condensation on interior (room side of glass)

- Condensation is not a failure of the windows or glass and in most cases indicates the exact opposite. Newer modern windows are very energy efficient to the point that most windows let very little, if any, air infiltration in or out of the home. The result is humidity levels in our homes is generally elevated simply by our everyday activities such as showers, laundry, cooking, dishes, pets, plants, breathing, etc. Windows, regardless of quality level, will still be the coolest surface in any home, therefore attracting moisture. Even with all the technology in the glass industry, glass is one of the best conductors of heat/cold. When it is cold outside, all glass surfaces will be the coldest surface in the home. You combine this with elevated humidity, and you get condensation that forms on the glass portion of the window.

There are only two ways to reduce or eliminate the issue. 1.) decrease the humidity in the home 2.) increase the surface temperature of the glass itself. The real solution is usually a combination of both. See suggestions below for combating condensation:

- a.) Leave blinds lifted or open as much as possible to allow air circulation around the windows (when closed, leave bottom 4" open for air to get behind blinds)
- b.) Run ceiling fans on low as much as possible to increase downward air flow to windows
- c.) Crack bathroom windows or run fan during and after showers
- d.) Close door to laundry room when doing laundry, crack or run vent
- e.) Make sure all air vents directly under or above windows are open and unobstructed to provide warm air circulation to glass
- f.) Adjust humidity in home: As it gets colder outside, your humidity inside needs to be lower to prevent condensation (see recommended max levels in maintenance guide based on exterior temps).
- g.) Measure your humidity with a good quality humidistat (do not use your HVAC gauge to measure as they are not accurate and do not measure actual room humidity)