



Climate Seal™ Order Submittal Checklist Reading, from Left to Right on Measuring Form

1. The Window # states the physical number associated for that window as a reference in that order, Example: 1,2,3,21,22,29,30 etc..... This column is **NOT** meant for quantities.
2. The location is meant for the customer during installation and for long term placement within the home and the factory for manufacturing purposes. We can, at customers request, write the room location on the back of each window for large orders or at request.
3. Color refers to the window frames color. Your standard options are: White and Dark Chocolate Brown.
4. The sill column is to determine what bottom horizontal option is needed for the window insert. The "Pad" option is typically used for In-Jamb mounts (See #5 for In-jamb/flush mount option) because the Pad has a built-in grab handle for removal of the window insert. The magnet option is used either when you want additional magnetic hold for the window insert or there is not a sill or enough of a sill for the window insert to rest on.
5. The Pad column only applies to window inserts requiring a Pad design. "In" (standard) means that the incorporated handle is facing in towards the room for easy removal, however the Pad in its standard form (In) sticks out approx. 1/2" beyond the window inserts magnetic vertical molding. This may cause the insert to extend beyond the sill and thus compromising performance due to lack of sill space. In this case, ask for the Pad facing "out". This will reverse the pad so the handle faces out towards the exterior. Write "I" for Pad In or "O" for Pad Out. If the bottom rail is magnetic draw a dash across this field because it is not needed.
6. The Mounting column determines whether we deduct from the Rough Opening measurements or add to the Rough Opening measurements. Your options are: In-Jamb (between the vertical jambs) or Flush Mount (around the window trim perimeter). **Climate Seal will deduct 1/4" off of the width and the height of the rough opening measurements or In-Jamb windows unless otherwise specified.** The Climate Seal insert must have a slight amount of flexibility to perform correctly. The 1/4" deduction allows this to occur. Once deductions are taken, we now have the TTT or Tip-To-Tip manufactured panel size for installation. **Climate Seal will add 7/8" per side that is outside of the rough opening for Flush Mount windows. These additions allow for the window insert to sit around the perimeter of your window opening onto the attachment system properly. Note: do not add 7/8" to the bottom if the window insert is sitting on a sill.**
7. The attachments column is most critical. This decides what type of steel attachment is needed to meet the needs of the Climate Seal window insert, your existing windows design and overall product performance with an eye on aesthetics and ease of use. There are (2) types of steel attachments: (1) is the steel L-angle and the other is the steel tape. The L-angle dimensions and colors are as follows:
 - 15/16" x 15/16" (standard white, black)
 - 15/16" x 15/16" (white only for shallow openings)
 - 3/4" x 15/16" (bronze only)
 - 9/16" x 15/16" (white only)7/8" flat steel banding (comes in white) w/ double faced tape on the backside for mounting (do not use on untreated wood-surfaces).



All L-angles should be prepped with either a 1/16" thick (in-jamb) or 1/8" thick (flush mount) acoustic weather strip foam on the mounting leg to the jamb. The weather strip foam in addition to the cleaners and cloths are necessary accessory items that are to be purchased separately and will maintain both the window insert and the warranty for the life of the product. The steel tape has a double-sided tape applied to it and foam is not needed for this attachment option.

The Rough Opening measurements columns are critical to ensure your windows "story" is told. Many times these measurements will not be consistent. We will use the smallest width (A,B,C dimensions) and height (D & E dimensions) for manufacturing purposes. It is your responsibility to either make up the difference by adding filler trim or to request that the window be made "out-of-square" which will incur a \$45 surcharge per window for additional manufacturing costs. In some cases, (your F & G dimensions) will vary. If these cross diagonal measurements vary by a 1/4" or more you again have the ability to square off the frame with fillers or have the window custom made out-of-square. Note: The \$45 fee will only be applied once per window insert even if both the width, height or diagonal measurements vary and you wish to have the window made out-of-square.

Tip-To-Tip column will be filled in by Climate Seal sales staff. This column determines the actual size for manufacturing of the window insert.

PICTURES:

It is helpful to send the following digital pictures to our sales staff along with the filled out measuring form to assure proper fit of your Climate Seal window insert.

1. Picture of all four corners with tape measure or ruler shown clearly in picture.
2. Picture of full window unit from a distance.
3. Picture of maximum and minimum window sill depth.
4. Picture showing any existing window treatments.

CUSTOM OPTIONS: - Please contact our professional sales staff for assistance.

Molding and frame custom options. (paint or wood veneer).

We will soon be adding Mocha (dark tan) to our standard line soon. It may be available upon request now. Call the your salesman to confirm. We offer painting as a **Custom Option**. We use the Sherman Williams Color Preview Chart. Visit the following website to find your local Sherman Williams dealer: <https://www.sherwin-williams.com/architects-specifiers-designers/color>. Any colors not from Sherman Williams must be matched to Sherman Williams. Provide color sample for proper match with Sherman Williams paint. We will only guarantee the proper color within (1) shade of desired color. When ordering windows with paint, you must provide the Sherman Williams paint code # and the descriptor name associated with that code. Your sheen options are semi and high gloss ONLY!

Acrylic glazing/glass: (tinting, privacy, abrasion resistance, and museum quality UV filtering).

Custom window shapes: (arched tops, circles, eyebrows, etc.)

