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## WINDOWS – USE, CARE AND MAINTENANCE

We hope you enjoy the added comfort from your new windows for many years to come. The awning openings will provide greater ventilation and when properly closed, should also provide better sound isolation. The windows are Argon filled and have a UV film that should help reduce heat buildup and fading of carpets, flooring and fabrics.

Please note that windows in all units are COMMON ELEMENTS, owned by the Corporation. They cannot be altered in any way by owners and residents. **Window coverings must not be directly attached to window frames as this will void the warranty and suite owners will be responsible for full replacement costs.**

### DO's

TO OPEN, lift up latches on both sides, rotate the crank handle counter-clockwise. Windows will open up to 4 inches, the maximum permitted by provincial safety regulations.

1. TO CLOSE, ensure that both latches are in the open position then turn the crank handle clockwise. Close latches only after the window is shut.
2. LEAVE WINDOWS CLOSED when using air conditioning or heating.
3. PLEASE REPORT any failures to the Management Office.

### DO NOT's

1. DO NOT operate awnings with latches closed. Always open both latches before opening or closing windows.
2. DO NOT use abrasive substances for cleaning windows or frames.
3. DO NOT paint the window frames.

Board of Directors,  
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