

**CAUTION!**

Because high-tension springs are involved, please wear safety glasses for this project.

**Tools Needed**

- Safety Glasses
- Flathead Screwdriver
- Phillips Screwdriver

STEP 1



Remove the sash.

STEP 2



Once the sash is removed, you can clearly see the balance. With a flathead screwdriver, release the tension from the balance shoe, bringing it all the way up to the balance assembly springs.

STEP 3



Note the screw in the middle of the balance. Loosen this screw so the balance floats freely in the track.

STEP 4



**TIP** There are notches on the track that make it easier to work the balance assembly out of the frame. Use a flathead screwdriver to pry out the worn balance assembly.

STEP 5



Once the worn balance assembly is removed, note the part number on the springs. Make sure the replacement part number matches this number on the old spring.

STEP 6



To install the replacement balance, start with the lead part of the spring facing the inside of the track.

STEP 7



With a flathead screwdriver, start at the top of the assembly, inserting it in the notch. Work the springs in place, then the balance shoe until it is securely in the track.

STEP 8



Locate the pilot screw hole on the balance and line up the holes. Using a Phillips screwdriver, screw the shoe back into place.

STEP 9



Take the balance shoe down. There will be some tension when turning the cam counter-clockwise until it's locked back into place.

STEP 10



Replace and lock the sash.