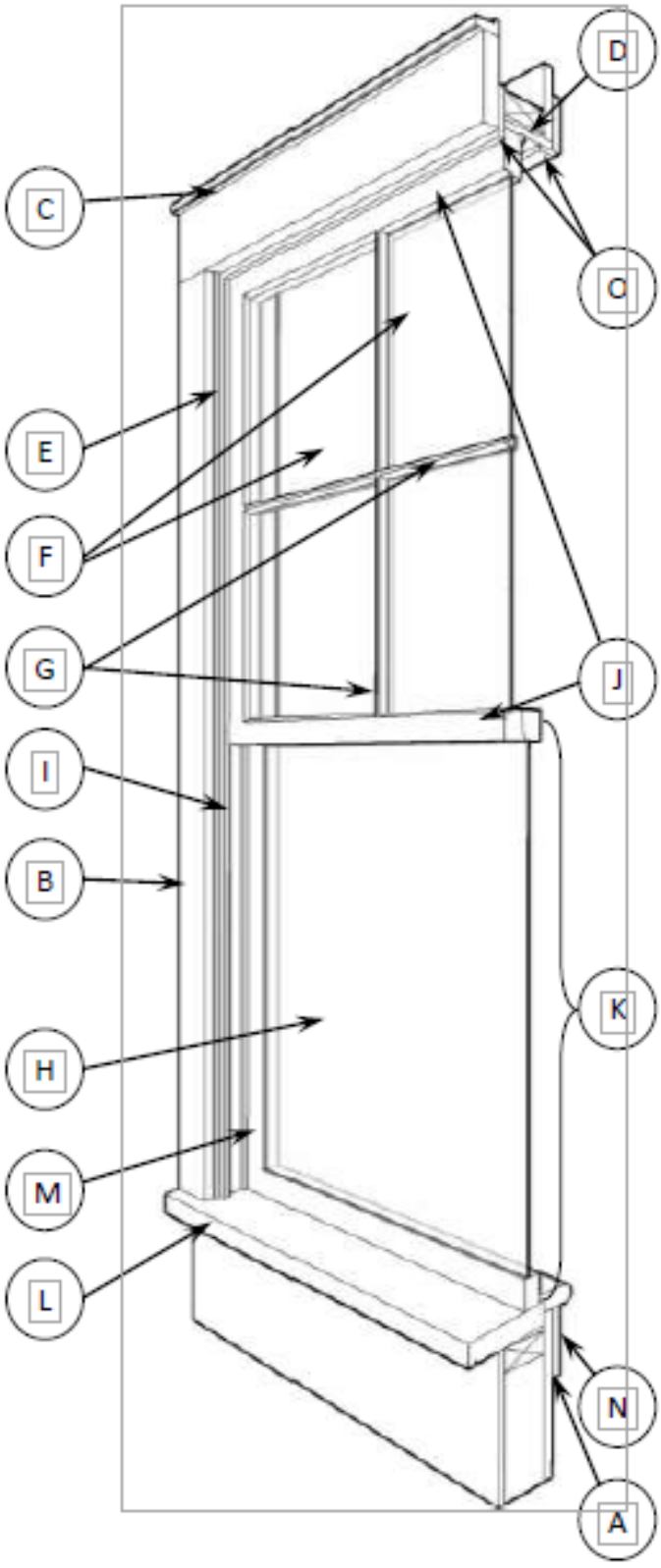
Window Components

A. **Apron**: Non-moving, interior portion of the window below the sill.
B. **Casing**: The finished, visible framework around a door or window.
C. **Drip cap**: A usually small, horizontal molding strip located above a door or window casing; designed to shed water, causing it to drip beyond the outside of the frame.
D. **Frame**: The fixed, outer portion of the window that holds the sash.
E. **Jamb**: The vertical member at each side of the window frame.
F. **Lights**: The glass within the window; can refer to the number of divided areas of glass.
G. **Muntins**: Secondary framing members that hold the panes of glass within a window or window wall.
H. **Pane**: A single piece of window glass.
I. **Parting Bead**: The vertical strip on each jamb that separates the sashes of a double-hung window.
J. **Rail**: Horizontal members of the sash.
K. **Sash**: The framework into which panes are set. Sash lock: (not pictured): mechanism that, in the locked position, pulls the upper and lower sash together. Also called a Cam lock.
L. **Sill**: The exterior horizontal portion at the bottom of a window. The sill keeps the jamb boards lined up properly and is angled to drain water off the surface. The sill should be watched for moisture damage and rot.
M. **Stile**: Any vertical member of a sash.
N. **Stool**: The interior casing or molded piece running along the base of a window and contacting the bottom rail on the inside of a building. Also known as the interior sill.
O. **Stop**: The removable vertical strip against which a window sash rest



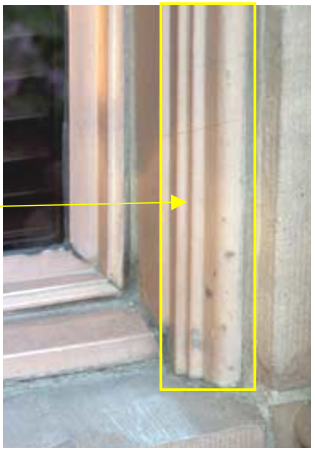
Window Components, continued

Brickmold - external trim that frames windows and doors in masonry walls.

Brick Mould – wood trim used on masonry buildings to cover the gap where the brick meets the window sash. It also provides a visual frame around the window.

Brick Mould

Window Sash – Frame of window

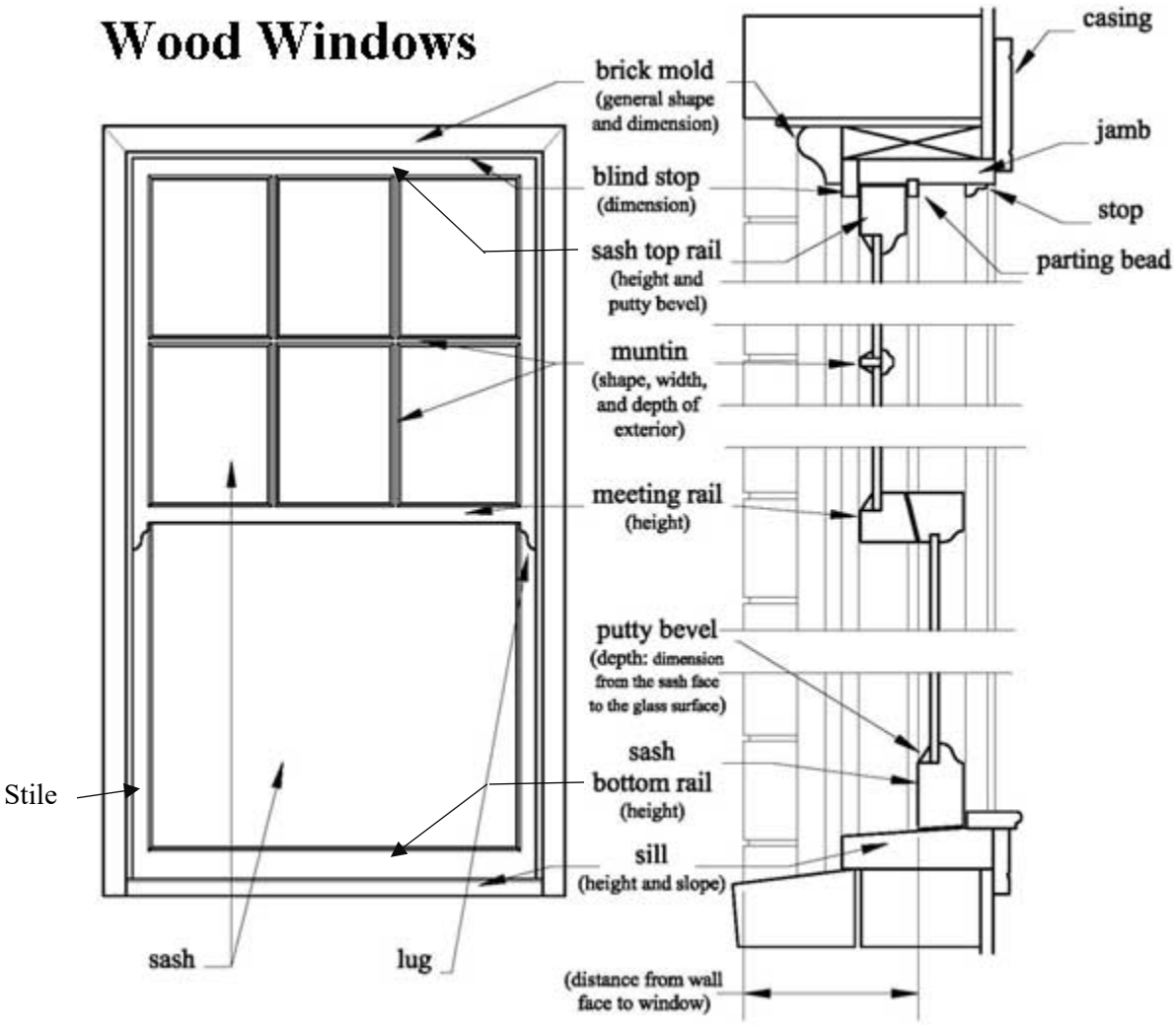


Mullions – Vertical member between window units in a series. These elements offer structural support for the windows and are character-defining features of a building and must be retained.

ABOVE LEFT: This is a factory mulled window. The mullion is very thin as the side-by-side windows were fabricated as one large window unit.

ABOVE RIGHT: This example shows mullions as separate and dominant structural elements within the larger window opening. This is how window openings were originally constructed; these elements must be retained.

Window Dimensions



Measurements

Sash Top Rail _____

Meeting Rail _____

Sash Bottom Rail _____

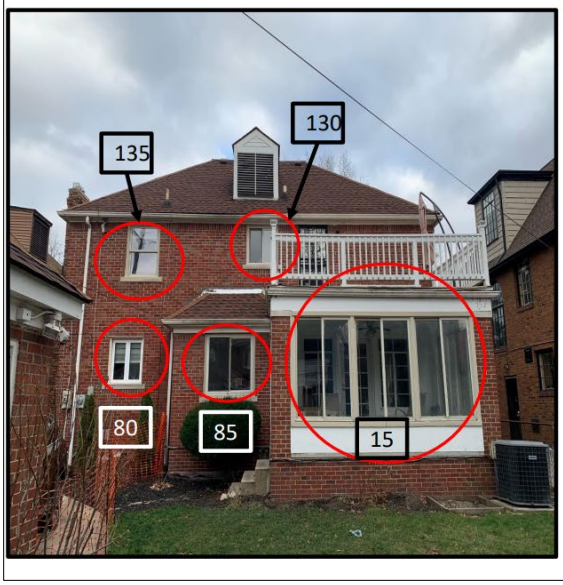
Muntin _____

Stile _____

Exterior Photographs

- Photo(s) of each side of the building where windows are proposed to be replaced. Please identify each side of the building (front, left/right side, rear).
- Photos must clearly show each window opening. When windows are boarded over, remove boards from windows in order to take photographs, or take photos from the inside of the building if the window frames are visible.
- Submit multiple photos of the sides of the house, if needed, so all windows are clearly shown.
- Each window to be replaced must be identified by a number or letter. Consecutive numbering can be used, please do not start numbers over on each side of the building. Using numbers that relate to an obtained window order can also be used (as demonstrated in the below photographs).

19605 Stratford Road - Rear



135 – Bedroom 2:
Currently Single Hung without grid, putty color, seal broken causing condensation between panes
Planned: Double Hung with grid, black color

130 – Hall Bathroom:
Currently Slider without grid, putty color, obscure glass, seal broken causing condensation between panes
Planned: Double Hung, obscure glass, black color

80 – Kitchen: Currently casement without grid, white color, seal broken causing condensation between panes
Planned: Double Hung with grid, black color

85 – Breakfast Room: Currently sliding without grid, putty color, seal broken causing condensation between panes
Planned: Sliding Window with grid, black color

17 – Sunroom: Currently Sliding Door, aluminum color, gaps between frame and door allowing weather/draft
Planned: Double sliding door fixed, black color

15 – Sunroom: Currently 3 wide sliding without grid, putty color, windows do not close; unsecured
Planned: 3 wide sliding without grid, black color

Interior Photographs

- Photo(s) of each window opening that clearly shows the existing condition of the window sash (frame), glass, and decorative components/patterns. Submit as many photographs as needed to show damage. Each photograph must be identified with coordinating number/letter that was listed on the exterior photos or window order.