



## GENERAL CLEANING & CARE GUIDELINES

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**Dear Valued Customer,**

Thank you for choosing Complete Windows & Doors. We truly appreciate the trust you placed in our team and are proud to have been part of improving your home. Your new windows and doors are a long-term investment in comfort, efficiency, and value. This After-Care Package has been created to help you protect that investment and ensure years of reliable performance.

### **Protecting Your Investment**

Regular maintenance ensures longevity, smooth operation, and warranty compliance.

- Keep slider tracks on windows and patio doors clean to prevent wear and hardware failure
- Inspect caulking and weatherstripping regularly
- Repair minor issues promptly to avoid escalation
- All interior trim and jamb extensions should be painted within the first two weeks after installation to prevent cracking in the wood filler and latex finish.

If you notice cracked seals, damaged hardware, drafts, or operational changes, addressing them early can often prevent costly repairs.

### **Glass Care**

- Clean glass using mild dish soap and water or a non-abrasive glass cleaner.
- Use a soft microfiber cloth or squeegee.
- Avoid harsh chemicals, ammonia, alcohol-based cleaners, or abrasive pads, as these can damage coatings and cause streaking.

### **Frames & Hardware**

- Wipe frames with a soft cloth and a mild soap-and-water solution.
- Do not use abrasive cleaners (e.g., Comet) on frames.
- Keep all tracks free of dirt, dust, and debris.
- Lightly lubricate moving parts (hinges, locks, cranks, rollers) once or twice per year using a silicone-based lubricant only.

## Screens

- Exterior screens are often cleaned naturally by rainfall.
- For deeper cleaning, remove screens and wash with mild soap and warm water.
- Interior screens can be vacuumed using a soft brush attachment.
- Inspect screens for damage and repair or replace if needed.

## Steel & Fiberglass Door Care

- Steel and fiberglass doors should only be cleaned using a small amount of mild dish soap mixed with warm water.
- Use a soft microfiber cloth; rinse thoroughly and wipe dry.
- Do not use abrasive cleaners, solvents, alcohol-based products, pressure washers, or harsh chemicals, as these can damage the factory finish and protective coatings.
- Clean door surfaces periodically, especially around handles and locksets where oils and residue can build up.
- Inspect weatherstripping and door sweeps regularly and keep them clean to maintain a proper seal and smooth operation.

## Seasonal Maintenance Checklist

### Annually or Bi-Annually

- Clean interior and exterior glass surfaces.
- Clean frames, tracks, and hardware.
- Lubricate all operating components with silicone spray.
- Inspect interior and exterior caulking for cracks or gaps.
- Inspect weatherstripping for wear or buildup.

### Ongoing

- Keep tracks clear to ensure smooth operation.
- Wipe away condensation promptly if it appears.
- Address minor issues early to prevent larger problems.

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**BECAUSE YOU DESERVE THE BEST**