

## THANKS FOR YOUR INTEREST IN SPENCERWORKS™

Nothing complements the traditional architecture of your home like our hanging storm windows. SpencerWorks™ windows are designed to custom fit your existing window openings. This allows our windows to match the architectural features of your home while providing the benefits of extraordinary storm windows.

### SPENCERWORKS OFFERS THREE TYPES OF WINDOWS

We manufacture three types of wood framed windows for your historic home. All of our windows are custom built to your homes specific windows.

#### ALL-SEASON HANGING WINDOW™

The flag ship of our line, the patented All-season is the last storm windows that will ever hang on your home. A combination storm and screen with a concealed lower slider set in an anodized aluminum track. The lower sash operates in the space between your homes window and the wood frame exterior. All that appears on the exterior of the house is the wood frame just like a traditional storm. The All-Season doesn't require seasonal removal and storage, yet they hang and remove in a snap.

#### TRADITIONAL STORM

Our traditional storm is the last you'll ever buy. Using the 1901 replica hanging system you'll find seasonal removal and installation a snap. In warmer climates consider ordering your windows with low-E glass and keep more of the cool in.

#### TRADITIONAL SCREENS

Like our traditional Storms our Screens are also the last you'll buy. Options for screening material include bronze, aluminum and commercially available vinyl.

## ORDERING SPENCERWORKS™ WINDOWS

We are certain our windows will exceed your expectation when installed properly. The following outlines the steps for ordering your windows in the most efficient and timely manner.

1. Download and review SpencerWorks™ All-Season Hanging Windows™ Measuring Guide and Measuring Form (may be included in this packet). SpencerWorks™ All-Season Hanging Windows™ are designed to custom fit your existing window openings. This allows our windows to match the architectural features of your home while providing the benefits of a true storm window. It pays to take the time and carefully measure and fit your windows. Properly installed windows will give years of service and add value to your home.

*Note: If you are uncomfortable following the measuring instructions, have a capable contractor or carpenter do the measuring for you.*

2. Complete the Measuring Form, be careful to record the information accurately and in the correct column. Using the information from your down-loaded form, complete the order form on-line or send in as follows. In addition to your measurements, it is important that you fully complete the contact information to facilitate any questions that your project generates.
3. Mail, fax or E-mail the Measuring form to:  
**Spencer Works, Inc.**  
**716 South 4th St.**  
**Lincoln, NE 68508**  
**Fax: 402 474-4214**  
**E-mail [www.info@spencerworks.com](mailto:www.info@spencerworks.com)**
4. Once your measurements have been received, a proposal will be made for your custom windows and returned to you. Proposals take one to two weeks from date of receipt.
5. Upon receiving your proposal and accepting the terms, please confirm by signing the proposal and making the appropriate deposit.
6. Windows will be delivered within 6-8 weeks of confirmation and when the balance has been received.