

PLEATED STANDARD RECTANGULAR SHADES

Installation Instructions



Our window fashions represent a design breakthrough in style, efficiency and function. Our Cellular shades feature 100% non-woven polyester fabric providing a soft diffused light and high level of privacy. The unique hardware system is designed to provide years of reliable service when properly installed. Please take a few minutes to read through these instructions before beginning.

BASICS

A few simple tools are required:

- Measuring tape
- Power drill, drill bits
- Hex head and/or Phillips driver bit
- Pencil

Additional fasteners other than those sent with your shade may be required depending on the mounting surface. Wallboard and plaster require the use of anchors such as expansion or toggle bolts. Brick, tile or stone need special plugs and drill bits. Remember to always pre-drill holes in wood to avoid splitting.



Bugle Head or Dry
Wall Screw only for
Shallow Mount back
holes



Hex Head Screw
for any other hole

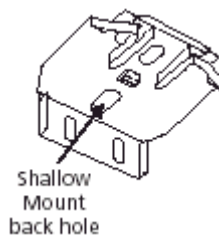
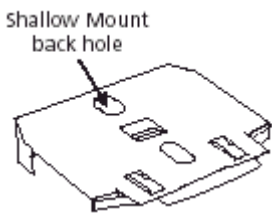


Hold Down Bracket
(Optional)



Extension Bracket
(Optional)

Our Honeycomb shades are constructed to be hung as either an inside mount or an outside mount. The installation bracket can be mounted inside the window opening, for an inside mount, or on the molding or wall above the window for an outside mount. The extension bracket and the hold down bracket are optional items requested at the time of ordering the shade. The extension bracket provides projection of the installation bracket in order to clear obstructions. The hold down bracket keeps the shade from swaying and is often used for installation on door windows.

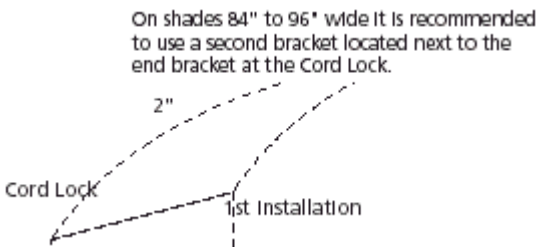


BRACKET INSTALLATION

Shades are shipped with the required number of brackets for proper installation. End brackets should be located with centerlines 2" in from each end. Depending on the width of the shade, additional brackets may be necessary—evenly spaced between the two end brackets.

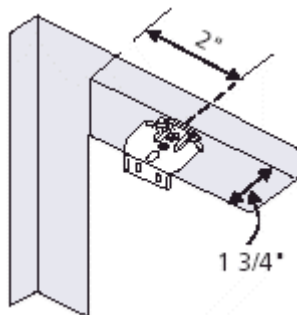
For shade widths of:	For shade widths of: of brackets:
Up to 40"	2
40" to 72"	3
72" to 84"	4
84" and up	5

Using the installation bracket as a template, measure and mark the center lines. When mounting brackets, make sure they are in line and level.



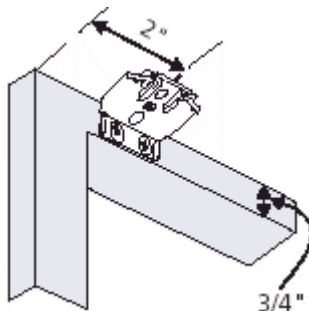
INSIDE MOUNT

The brackets are mounted flat against the top sill surface. Place the bugle head screw through the hole closest to the front of the bracket. To fully recess the shade requires a flat surface with a minimum depth of 1 3/4". Shallow mounting requires 1/2" minimum. Our window fashions represent a design breakthrough in style, efficiency and function. Our Cellular shades feature



OUTSIDE MOUNT

The brackets are mounted with two bugle head screws through the back end of the bracket flat against the window molding or the wall above the window. The bracket requires a minimum surface 3/4" high.



SIDE MOUNT

1. Line up the bracket top with the desired height of the top of the headrail.
2. Mark holes for screws. Brackets must be level. Remove brackets and drill holes.

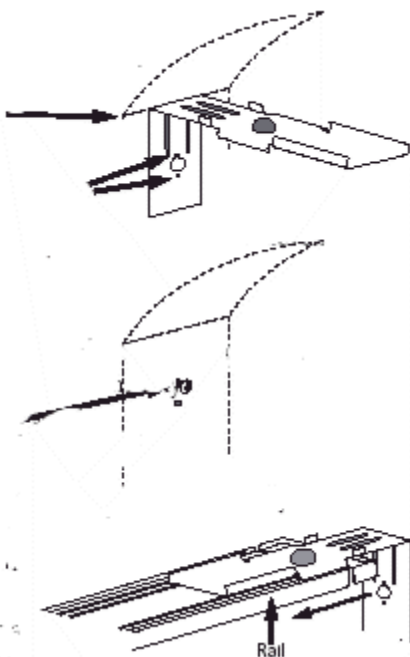
3. Insert bugle head screws for keyhole slots only. Approximately 1/8" of the screw should be left protruding.

4. Pull the cord lock assembly partially out of the headrail and slide the bracket on as shown. Push the cord lock assembly and bracket back all the way into the rail.

5. Remove the endcap from the opposite end of the headrail. Slide the remaining side mount bracket on the headrail. Replace the end cap before sliding the bracket all the way into the headrail.

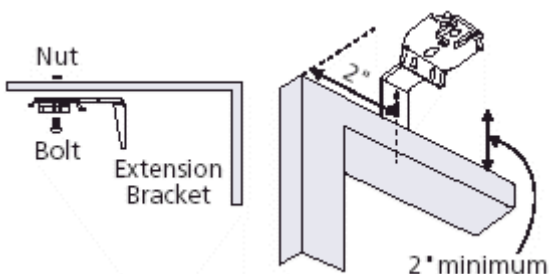
6. Hook one bracket onto the screw in the window frame, using the keyhole slot. Bring the other end bracket over the screw at the other side of the frame. Slide down, flexing bracket inward until the screw engages in the keyhole slot.

7. Make sure both brackets are slipped down all the way in the keyhole slot so that the screw is in the top portion of the keyhole slot. Install a screw in the bottom hole of each bracket. Tighten all screws.



OPTIONAL EXTENSION BRACKETS

Optional extension brackets are used to project the back of the shade up to 2 3/8" from the mounting surface. Attach the installation bracket to the extension bracket with the nut and bolt provided.



HANGING THE SHADE

Unwind the cord from the shade but keep the rubber band around the shade stack.

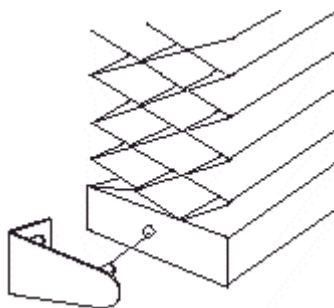
1. Hold the shade up near the brackets and insert the front clip of the bracket into the front groove of the rail.
2. Make sure the shade is centered in the window opening.
3. Push the rail back and up until the back clips of the bracket are inserted in the back groove of the rail.

To remove shade, reverse procedure.



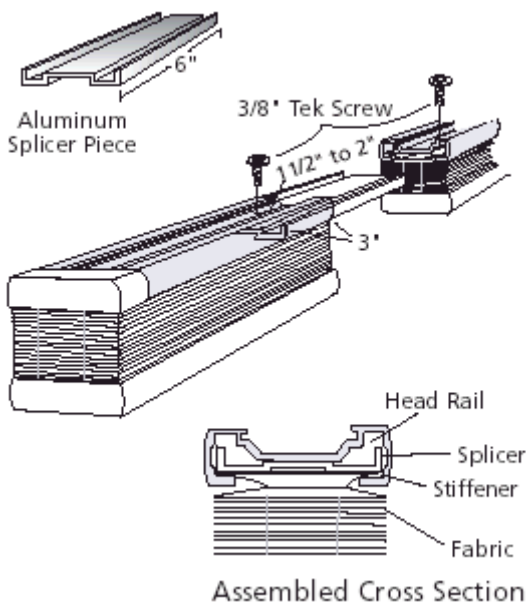
OPTIONAL HOLD DOWN BRACKET

Optional hold down brackets are mounted with the supplied screws. With the shade at its proper drop, place the pin of each hold down into the hole in each end cap and mark the screw holes. Make sure the pins are level and aligned. Raise the shade, then screw the hold down bracket into the mounting surface.



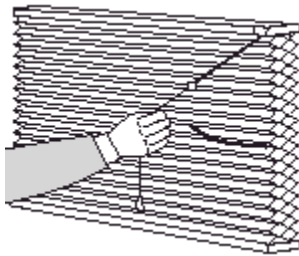
TWO-ON-ONE HEADRAIL SPLICER

For shades ordered as Two-on-One Headrail using the splicer piece, insert splicer in headrail of both shades as shown. Lock into place using 3/8" Tek Screws provided.



CORDLOCK OPERATION

To lower or release shade, pull the cord inward toward the center of the shade. To raise or lock shade, pull the cord straight down and outward toward the edge of the shade.



PROTECT YOUR CHILDREN

Be aware that it is possible for children to strangle in window covering cords. To reduce the occurrence of accident, all cords must be kept out of the reach of children, including infants. Cord cleats are an effective way to implement this essential precaution. Mount the cord cleat at a safe height, taking into account furniture or other objects upon which a child may climb. Then, after each use of the shade, simply wrap the excess cord around the cleat. It's fast, easy and safe. To protect your children, we are pleased to provide cord cleats free of charge with every shade that we manufacture.



MEASURING INSTRUCTIONS

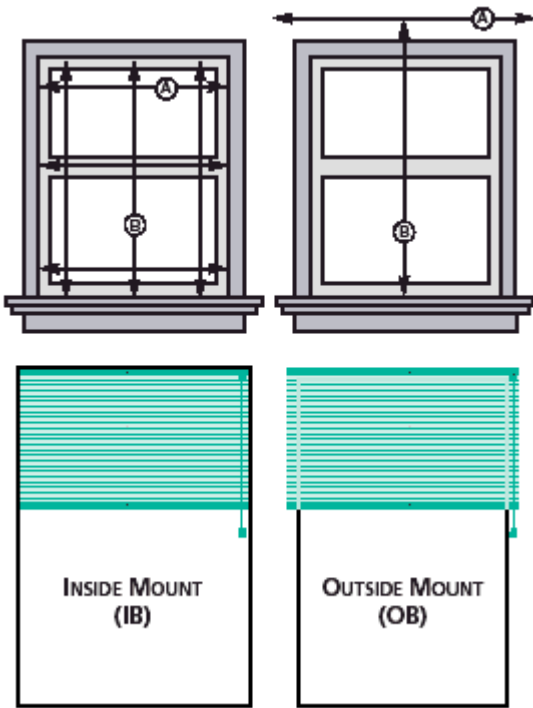
*Accurate measurements are essential, for both correct pricing and proper fit. Use only a hard-edged ruler or steel tape, never a cloth tape. For inside mounts, width measurements **A** should be rounded **down** to the nearest 1/8" to prevent blind from binding against the window casing.*

INSIDE MOUNT

Use a steel tape to measure the opening width **A** at three different places, and use the narrowest dimension when ordering. Be exact! The factory will make the shade 3.8" narrower so it will not rub against the window casing. Measure the height **B** of the window from the top (Soffit) down to the sill.

OUTSIDE OR CEILING MOUNT

Use a steel tape to measure the exact width **A** and height **B** of the area to be covered. It is recommended that the shades overlap the window by at least 11.2" on each side. When installation has no sill, allow the shade to overlap the bottom of the window casing by at least 11.2". Shade fabric will measure width indicated on the order form.



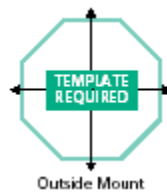
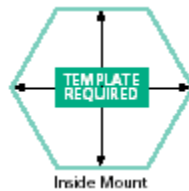
MEASURING FOR SPECIALTY SHAPES

HEXAGONS AND OCTAGONS

One or more sides of the shade are angled. These include hexagons, octagons and trapezoids.

Generally, the procedure for measuring hexagons and octagons is similar to that of rectangular shades.

1. Measure the window height and width appropriately for an inside or outside mount.
2. Measure the width at the shade's widest point.

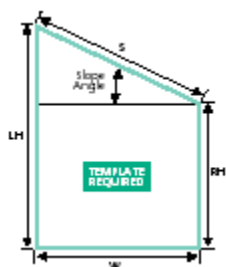


Template Required

ANGLED SHADES

Either the top or bottom of the shade is sloped or angled.

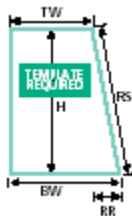
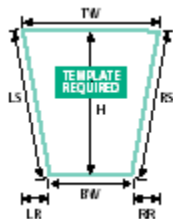
1. **Measure all four sides to ensure accurate fabrication.**
2. Measure the inside of the window opening for inside mounts.
3. For outside mounts, add the desired amount of overlap.
4. Slope angle must be measured in degrees using a protractor.
5. Record all measurements on the template you create for the shade.
6. Use the tallest height measurement when pricing the shade.



Template Required

TRAPEZOIDS

1. Measure the window height, the top and bottom widths, and the length of the sloped side(s).
2. Measure what the width reduction of the shorter rail will be on each side. The maximum differential is 9" per side.
3. Record all measurements on your template.
4. Use the widest width measurement when pricing the shade.



Template Required

ARCHES/QUARTER CIRCLES

Stationary arches are available only as perfect arches, i.e., height equals 1.2 width. Be sure that the window being measured adheres to this requirement.

1. For inside mounts, measure the exact width and height inside the window opening.
2. For outside mounts, measure the desired width and height (1.2 width).
3. Measure the height at its tallest point.

