

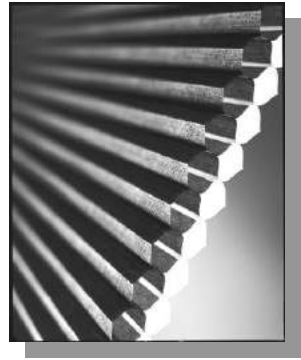
# INSTALLATION INSTRUCTIONS

## HONEYCOMB SHADES

### STANDARD RECTANGULAR CORDLESS LIFT & LOCK

Thank you for your purchase. This shade has been custom built for you from the highest quality materials.

To avoid errors and save valuable time, please read these instructions before installing your new shade.



## TOOLS YOU WILL NEED

1. Pencil or Marker
2. Measuring Tape
3. Needle-nose Pliers
4. Phillips Screwdriver
5. Carpenter's Level
6. Power Drill
7. Mounting Fasteners



| Mounting Surface | Fastener                                     |
|------------------|--|
| Drywall, Plaster | Wall Anchors, Expansion Bolts (Not Provided) |
| Metal            | Sheet Metal Screws (Not Provided)            |
| Wood             | No. 6 Hex Head Screws (Provided)             |

## GETTING STARTED

All the required installation components are wrapped in your package along with these instructions. Check that the parts you have correspond to the parts shown below. *NOTE: Some parts may vary depending upon your chosen mounting options.*

### PARTS

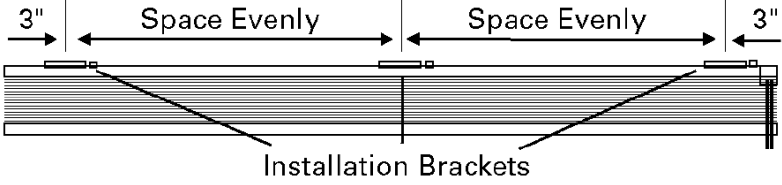
- Standard Installation Brackets .....
- Fabric-wrapped Rail Installation Brackets.....
- Swivel Brackets (not all shades) .....
- Extension Bracket (optional) .....
- Spacer Blocks (optional) .....
- Hold Down Brackets (optional) .....
- Cord Cleats .....
- Screws .....

# STEP 1: MOUNTING THE BRACKETS

Standard and fabric-wrapped rail installation brackets may be used for **INSIDE** or **OUTSIDE** mounts. Swivel brackets may be used for **INSIDE** mounts only. The  $\frac{3}{4}$ " brackets also accommodate  $\frac{1}{2}$ " double cell fabric shades.

**Mounting the brackets level is essential for proper operation of the shade.** Shim the brackets if necessary to achieve a level alignment.

The bracket requirements and placements are the same for inside and outside mounts. Refer to the following spacing diagram and bracket requirement chart.



Installation Bracket Requirement Chart

| Shade Width      | Brackets Required |
|------------------|-------------------|
| 12" to 31"       | 2                 |
| 31-1/8" to 79"   | 3                 |
| 79-1/8" to 127"  | 4                 |
| 127-1/8" to 174" | 5                 |

## **INSIDE MOUNTS:**

For inside mounts the standard and fabric-wrapped rail installation brackets will be screwed in place through the top hole of each bracket. For swivel brackets, either of two top holes may be used depending upon the available mounting depth. Refer to the depth chart below.

Inside Mount Depth Requirements

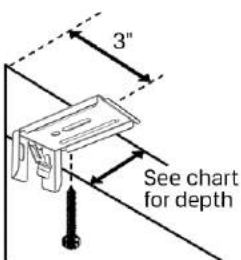
| Bracket Type                | Minimum Depth | Fully Recessed |
|-----------------------------|---------------|----------------|
| 3/8" Standard               | 1"            | 1-1/2"         |
| 3/4" Standard               | 1"            | 2-1/4"         |
| Fabric-wrapped Rail Bracket | 1"            | 2-1/2"         |
| 3/8" Swivel                 | 1/2"          | 1-1/8"         |
| 3/4" Swivel                 | 1/2"          | 2"             |

NOTE: Prior to mounting the brackets, add any clearance depth required to avoid obstructions such as window cranks or handles.

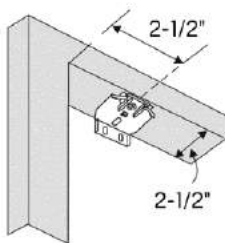
## ATTACH THE BRACKETS:

- Screw standard and fabric-wrapped rail bracket through top hole to desired window sill location.
- Screw swivel bracket through top front hole if 1" sill depth is available.
- Screw swivel bracket through top back hole if  $\frac{1}{2}$ " sill depth is available.

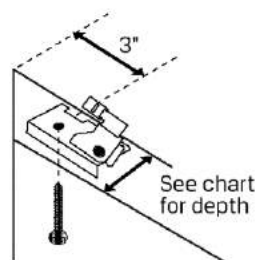
Standard Bracket



Fabric-wrapped Rail Bracket



Swivel Bracket



## **OUTSIDE MOUNTS:**

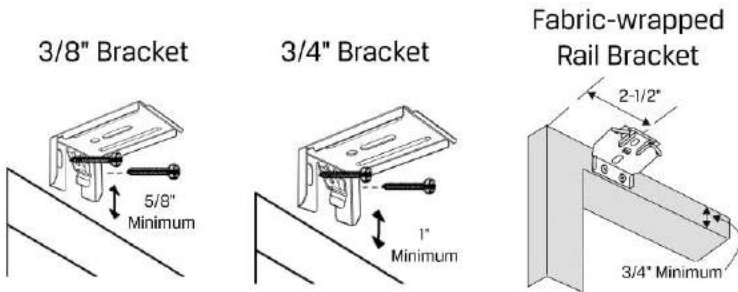
For outside mounts the installation brackets will be screwed in place through the two back holes of each bracket. Refer to the minimum surface height chart below.

### Outside Mount Surface Height Requirements

| Bracket Size                | Minimum Height |
|-----------------------------|----------------|
| 3/8" Bracket                | 5/8"           |
| 3/4" Bracket                | 1"             |
| Fabric-wrapped Rail Bracket | 3/4"           |

#### ATTACH THE BRACKETS:

- Screw brackets through two back holes to desired location.



#### SPACER BLOCKS (optional):

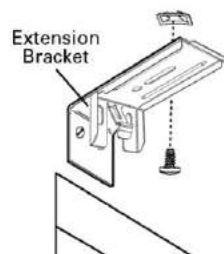
- Spacer blocks will be attached to the end of each bracket.
- Ensure the screws are long enough to secure brackets to surface.
- Do not use more than three spacer blocks per bracket.
- If installing extension brackets, do not use spacer blocks.

#### EXTENSION BRACKETS (optional):

- Position the extension brackets to the desired wall location.
- The bracket tops must be aligned and level to one another.
- Mount the extension brackets through the back holes with two screws.
- Attach the installation brackets to the extension brackets.

*Installation brackets attached to extension brackets with the included screws and nuts.*

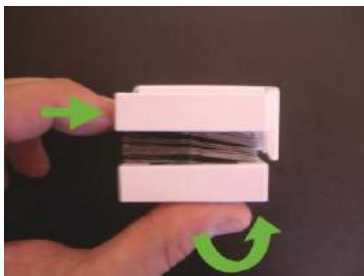
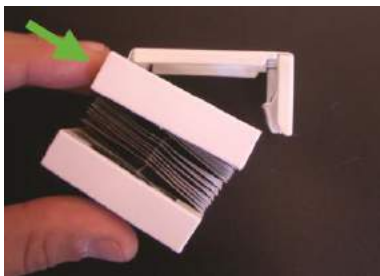
*Use the same holes for all brackets to ensure even projection from the surface.*



## STEP 2: INSTALLING THE SHADE

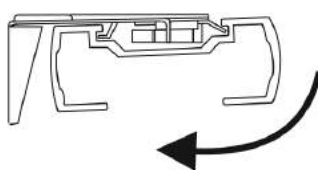
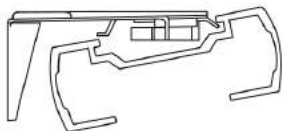
### MOUNT THE HEADRAIL – STANDARD BRACKETS:

- With the front (colored) side of the shade facing you ...
- Tilt the headrail slightly backward to angle the front inside lip to the brackets.
- Rotate headrail upward to snap in it into place.



### MOUNT THE HEADRAIL – FABRIC-WRAPPED RAIL BRACKETS:

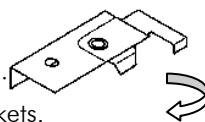
- Hold the shade up near the brackets and insert the front clip of the bracket into the front groove of the rail.
- Make sure the shade is centered in the window opening.
- Push the rail back and up until the back clips of the bracket are inserted in the back groove of the rail.



- To **REMOVE** shade, reverse the procedure.

### MOUNT THE HEADRAIL – SWIVEL BRACKETS:

- Open the swivel brackets by rotating the swivel tab.
- With the front (colored) side of the shade facing you ...
- Position the headrail against the back side of the brackets.
- Close the swivel tab (rotate back) until it grabs **UNDER** the headrail.
- Ensure the tab is flush against the headrail to lock in place.



## STEP 3: OPERATING THE SHADE

### TO RAISE AND LOWER A STANDARD RECTANGULAR SHADE:

- Pull the **single lift cord** toward the center of the shade to disengage the cord lock.
- Pull the cord to raise or lower shade to desired position, then...
- Move the cord toward the original position to **re-engage the cord lock**.

### TO RAISE AND LOWER A CORDLESS LIFT & LOCK SHADE:

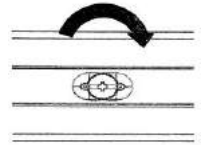
- Push and hold the **button** on the bottomrail handle.
- Raise or lower the shade to the desired position.
- Release the button to **lock the shade into place**.

## STEP 4: ADJUSTING THE SHADE

- Raise and lower the shade several times.
- If the length is incorrect or the bottomrail is not level, use the following steps to correct.

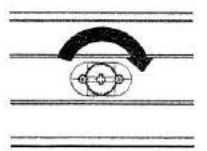
### BOTTOMRAIL SHADE ADJUSTMENT:

- Lift bottomrail on the side to be adjusted. This will take the weight off the cord.
- Use a screwdriver or dime.
  - Turn screw clockwise to lift that side of the shade
  - Turn screw counter clockwise to lower that side of the shade
  - Half a revolution is  $\frac{1}{4}$ " adjustment (maximum adjustment is  $\frac{1}{2}$ " )



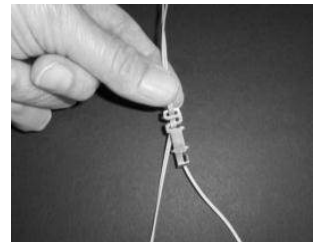
### INTERMEDIATE RAIL SHADE ADJUSTMENT:

- Lift intermediate rail on side to be adjusted. This will take the weight off the cord.
- Use a screwdriver or dime.
  - Turn screw clockwise to lift that side of the rail
  - Turn screw counter clockwise to lower that side of the rail
  - Half a revolution is  $\frac{1}{4}$ " adjustment (maximum adjustment is  $\frac{1}{2}$ " )



### CORD EQUALIZER LENGTH ADJUSTMENT STEPS:

- **STEP 1: Unwrap Cords:** Slide the Equalizer Cover up and away from the Adjuster Plate. Unwrap the cords from the Adjuster Plate, leaving the cords weaved through the top slots.



- **STEP 2: Adjust Length:** Adjust the shade length by sliding the Adjuster Plate up or down. Temporarily slide the Cover down over the Adjuster Plate and check the shade length by holding on to the end of the lift cords and lowering the shade. **DO NOT LET GO OF CORDS WHILE LOWERING SHADE.** Repeat this step until shade is desired length.



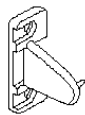
- **STEP 3: Wrap Cords:** Wrap the excess cords around the Adjuster Plate in a clockwise motion. Tuck the cord tails into the lock. Slide the Equalizer Cover down over the Adjuster Plate. If the Cover fits too tight, un-wrap the cords a couple of turns. Trim off excess cord lengths, if any.



## STEP 5: INSTALL REMAINING ITEMS

ATTACH THE (optional) HOLD DOWN BRACKETS – OUSIDE MOUNTS (only):

- Lower the shade and place the hold down pins into the bottomrail end caps.
- Mark the hold down bracket locations on the mounting surface.
- With the brackets level, attach them using two screws..



## CLEANING INSTRUCTIONS

Honeycomb shades are made of an anti-static, dust resistant fabric which repels dirt and dust. For most of these fabrics, the following options are available if your shade needs cleaning.

**DUSTING:** Regular light dusting with a feather duster is all the cleaning that is needed in most circumstances.

**VACUUMING:** Use a hand-held vacuum with low suction for more thorough dust removal.

**SPOT CLEANING:** Use the following steps for spot cleaning: (1) Prepare a solution of warm water and mild dishwashing detergent. (2) Dampen a clean cloth in the solution and ring it out. (3) Dab the spot with the dampened cloth until it is gone. **DO NOT RUB THE FABRIC.** (4) Allow the shade to dry in the completely lowered position.

**CAUTION:** Avoid creasing Blackout fabrics during cleaning.

**DEEP CLEANING:** Use the following steps for deep cleaning: (1) Immerse shade in basin or bathtub filled with warm water and mild detergent. (2) Rinse with clean water. (3) Fully raise shade and tilt to eliminate excess water, (4) Reinstall damp shade, lower it, and let it dry completely.

**CAUTION:** Do not immerse Blackout fabrics. Do not immerse headrail or Cordless Lift & Lock bottomrail in water.

**ULTRASONIC CLEANING:** Standard shades, except those made with Blackout or Blackout Lining can be ultrasonically cleaned by a professional.

- Specify that a mild detergent be used.
- Never immerse the headrail in the solution.
- Dry the shade completely in the lowered position.

**CAUTION:** Do not ultrasonically clean Blackout fabrics. Do not immerse headrail in water.

## SAFETY

**CORD CLEATS:** Cord cleats should be mounted at a height where they will be out of the reach of children. Take into account that a child may stand on furniture attempting to reach the cords.

- Attach the cord cleats so they are 6" to 12" apart.
- Wrap excess cord around the cleats after each use of the shade.
- Clip the cord onto itself using a clamping devise (e.g. a binder clip).
- Wrap or tie the cord to itself.



## **WARRANTY INFORMATION**

### **Lifetime Limited Warranty covering our Custom Made Blinds**

We extend this lifetime limited warranty to the original purchaser. This warranty applies only to manually operated Custom Products properly installed in the window, door or interior area for which they were intended. Installation of the product must be in accordance with accompanying instructions. The product cannot be modified. It is the purchaser's responsibility to maintain and clean the product in compliance with the instruction provided. The product must be used only in the window for which it was purchased. Damage to the product resulting from misuse, abuse, direct exposure to salty air or discoloration due to sunlight or the passage of time is not covered by this warranty.

This warranty does not apply to conditions caused by normal wear and tear upon the product. This warranty is exclusive and in lieu of all other obligations, liabilities or warranties. In no event shall the Manufacturer be liable for incidental or consequential damages or for any other direct or indirect damage, loss, cost, expense or fee. Some states do not allow the exclusion or limitation of incidental or consequential damages, so this exclusion or limitation may not apply to you.

In the event of a defect under this warranty, we will repair or replace the product, at our option, provided it is returned to our store. Our warranty obligation excludes shipping charges and labor costs for measuring and installation. Repairs will be made with like or similar parts. This warranty gives you specific legal rights, and you may have other rights which vary from state to state.

Notes: Specialty Blinds and Shades are warranted for one year from the date of purchase. This warranty does not apply to Commercial Orders.

