

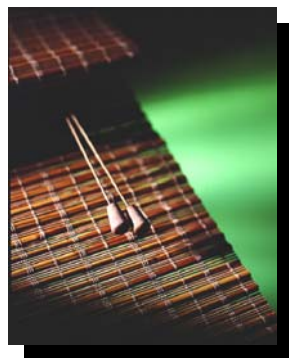
# INSTALLATION INSTRUCTIONS

## WOVEN WOOD SHADES

### STANDARD RECTANGULAR , CONTINUOUS CORD LOOP and REMOTELIFT (motorized shades)

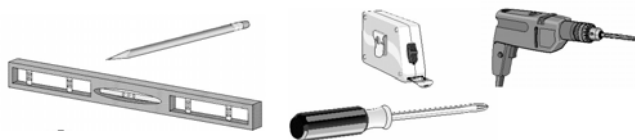
Thank you for your purchase. This shade has been custom built for you from the highest quality materials.




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. Phillips Screwdriver
4. Carpenter's Level
5. Power Drill
6. 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 below.

**NOTE:** Some parts may vary depending upon your chosen mounting options.

### PARTS

- Standard Installation Brackets ..... 
- Ceiling Mount Brackets (optional) ..... 
- Extension Brackets (optional) ..... 
- Spacer Blocks (optional) ..... 
- Hold Down Brackets (optional) ..... 
- Cord Cleats ..... 
- Screws ..... 
- Battery Wand Mounting Clips (optional) ..... 

## OPTIONAL REMOTELIFT COMPONENTS

- IR and RF Single Battery Wand or dual wand option



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### Infrared (IR) Only

- IR Satellite Eye option



- Infrared (IR) Remote Control  
(Note: separate remote control operating instructions are provided)



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### Radio Frequency (RF) Only

- RF Remote Control (1-channel or 5-channel)  
(Note: separate remote control operating instructions are provided)



- RF Wireless Wall Switch  
(1-channel or 5-channel)



- RF Transformer



- RF Timer

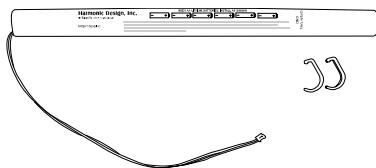


# INSTALL THE BATTERY WAND

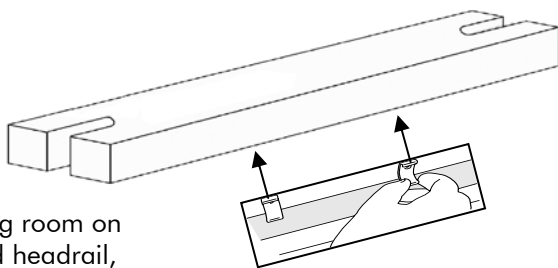
- For RemoteLift Motorized Woven Woods only.
- For Standard Shades without motorization, proceed to the next section – mounting the installation brackets.

## Single Battery Wand Installation

- Your new battery wand comes with mounting clips that attach to the wood headrail or to the wall.

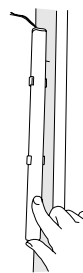


- **Headrail Mount –**  
Attach the mounting clips to the wood headrail, approximately 8 inches apart. Attach the battery wand to the clips.



**IMPORTANT:** There is mounting room on the rear-underside of the wood headrail, behind the motor tube. Make sure the clips and battery wand do not interfere with the motor tube.

- **Wall Mount –**  
Attach clips to surface using included screws.  
Attach battery wand.



- Once battery wand is securely seated in the appropriate mounting clip, plug the battery cable into the back of the motor. Do not force, cable will plug in easily. Install shade according to the following instructions. Make sure mounting brackets do not interfere with battery wand.

## Dual Battery Wand Installation

- Follow previous instructions for mounting clips. Install the Battery Wand with the motor connector closest to the motor. Install the second Battery Wand adjacent to the first battery wand. Connect battery wands with short connection cable.

## (Optional) RF Transformer

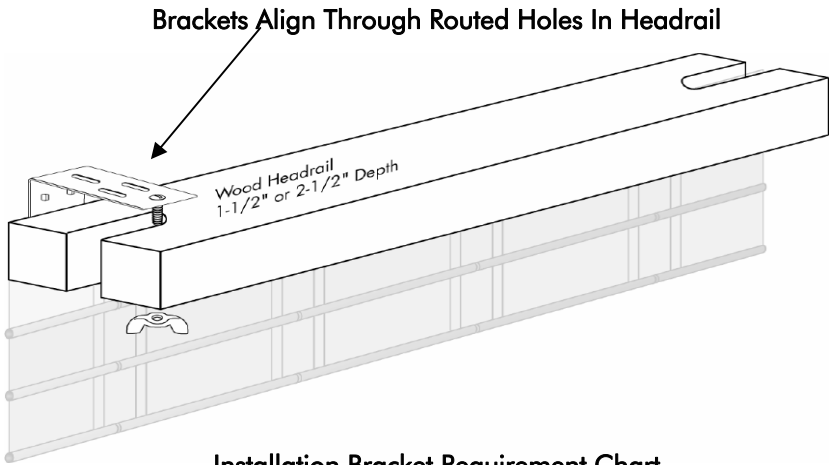
- If the optional RF transformer was ordered, the motor connector plugs into the motor in place of the battery wand.

# STEP 1: MOUNTING THE BRACKETS

Standard installation brackets may be used for **INSIDE** or **OUTSIDE** mounts. The (optional) ceiling mount brackets will normally be used for **OUTSIDE** ceiling mounts, but may also be used for limited surface-depth **INSIDE** mounts. All installation brackets accommodate either of the standard 1-1/2" and 2-1/2" depth shade headrails.

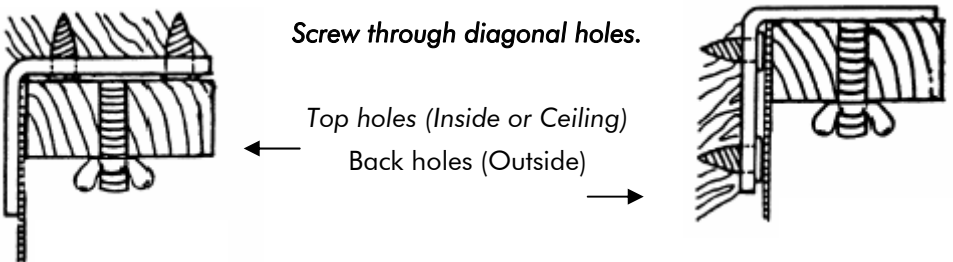
**Mounting the brackets level is essential for proper operation of the shade.** Shim the brackets if necessary to achieve a level alignment.

The bracket requirements and placements are the same for inside and outside mounts. Brackets will be aligned to the routed holes in the shade's headrail for mounting. Refer to the following diagrams and recommended bracket requirement chart.



Shade Width	Brackets Required
10" to 36"	2
36-1/8" to 72"	3
72-1/8" to 96"	4
96"+ (2 and 3 on 1)	5

## Bracket Mounting Diagrams [INSIDE, OUTSIDE & CEILING MOUNTS ]



## **INSIDE MOUNTS:**

For inside mounts the standard (or extension) brackets may be screwed in place through two diagonal back (to wall surface) or top (to ceiling surface) bracket holes. Refer to the depth chart below.

**Inside Mount Depth Requirements**

<b>Bracket</b>	<b>Minimum Depth</b>	<b>Fully Recessed Shade * 1-1/2" Depth Headrail</b>	<b>Fully Recessed Shade * 2-1/2" Depth Headrail</b>
Standard	1-1/8"	2-1/2"	2-1/2"
Ceiling	1-1/8"	2-1/2"	2-1/2"
Extension	1-7/8"	1-1/8"	3-1/2"

\* The "**Fully Recessed**" depth requirements include space for the woven wood material attached to the front (valance) and back (shade) sides of the headrail. These are AVERAGE depths as the different woven wood materials have varying degrees of thickness. Verify your individual shade's depth (front to back) before mounting and then position brackets accordingly for an EXACT flush mount.

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

### **MARK THE BRACKET POSITIONS:**

- Attach brackets to shade, placing the screw bolt through each route hole.
- Hold shade up, reach underneath and mark the bracket or drill hole positions.
- Put the shade down and remove the brackets.

### **ATTACH THE BRACKETS:**

- Align brackets to marked positions and secure through two diagonal holes.
- Verify that the bracket tops are aligned and level to one another.

## **OUTSIDE & CEILING MOUNTS:**

For outside mounts the standard (or extension) brackets may be screwed in place through two diagonal back (to wall surface) or top (to ceiling surface) bracket holes. For ceiling mounts the optional ceiling mount brackets only have top holes. Refer to the minimum surface chart below.

### **Outside Mount Surface Space Requirements**

<b>Bracket</b>	<b>Minimum</b>
Standard	1-1/8"
Ceiling	1-1/8"
Extension	1-1/4"

#### **MARK THE BRACKET POSITIONS:**

- Attach brackets to shade, placing the screw bolt through each route hole.
- Hold shade up, reach underneath and mark the bracket or drill hole positions.
- Put the shade down and remove the brackets.

#### **ATTACH THE BRACKETS:**

- Align brackets to marked positions and secure through two diagonal holes.
- Verify that the bracket tops are aligned and level to one another.

#### **SPACER BLOCKS (optional):**

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

## STEP 2: INSTALLING THE SHADE

### MOUNT THE HEADRAIL:

- With the front side of the shade facing you ...
- Lift the shade into bracket bolts until bolts are visible through headrail.
- Tightly secure each bolt with wing nuts.
- To **REMOVE** shade, maintain hold on shade and loosen wing nuts.

### FOR CONTINUOUS CORD LOOP SHADES (ONLY):

- It is imperative that the cord tensioner be properly secured to the wall or window frame to reduce children's access to the cord loop. Young children can strangle in cord loops. They can also wrap cords around their necks and strangle.
- Furthermore, the shading will not operate properly unless the cord tensioner is secured. A cord tensioner installation kit has been included with your shading. Follow the instructions in the kit to correctly secure the cord tensioner.

**IMPORTANT:** See the Child Safety Warning on page 10.

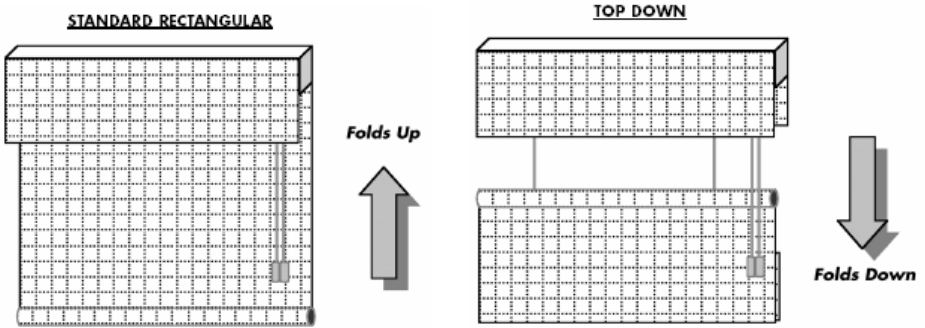
# STEP 3: OPERATING THE SHADE

## STANDARD AND TOP-DOWN SHADES

TO RAISE AND LOWER THE SHADE:

- Pull the **lift cord(s)** 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.

NOTE: Do not try to raise the shade any higher than it was intended to go. If the shade binds, check the cord alignment to see that the cords are not jamming. If the shade does not raise evenly, adjust individual cords and draw cords through equalizer ring to maintain tension.

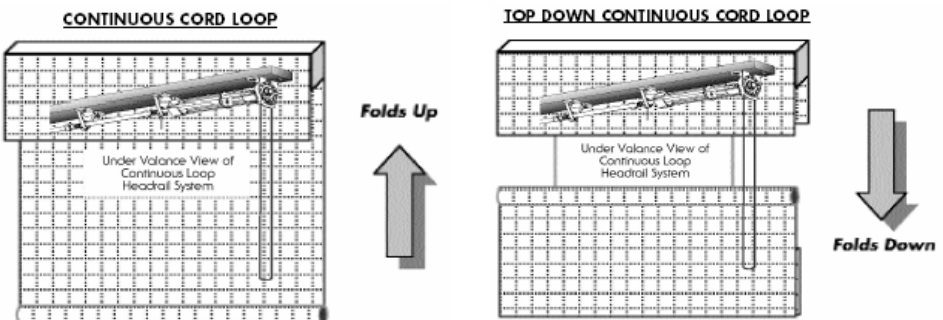


## CONTINUOUS CORD LOOP & TOP-DOWN CONT. CORD LOOP SHADES

TO RAISE AND LOWER THE SHADE:

- Pull down on the **cord loop** to raise and lower.
- One side of the loop will raise the shade and one side will lower it.
- If the same cord is continuously pulled after lowering, shade will begin to rise.

NOTE: Do not try to raise the shade any higher than it was intended to go. If the shade binds, check the rear cord alignment to see that the cords are not jamming. If the shade does not raise evenly, in most cases lowering the shades completely will allow cords to re-align themselves on the continuous cord loop shaft.





## OPTIONAL REMOTELIFT OPERATION

- Please refer to the separate remote control instructions for Infrared (IR) or for Radio Frequency (RF) systems which provide details on programming and operating your shading(s).

## STEP 4: INSTALL REMAINING ITEMS

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

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



## CHILD SAFETY



# WARNING

Young children can **STRANGLE** in cord loops. They can also wrap cords around their necks and **STRANGLE**.

- Always keep cords out of the reach of children.
- Move cribs, playpens and other furniture away from cords. Children can climb furniture to get to cords.
- Attach the cord tensioner on the cord loop to the wall or window casement. This can prevent children from pulling cord loops around their necks.
- A cord tensioner installation kit is provided, with instructions for attaching the cord tensioner. For the shading to operate properly, the cord tensioner must be correctly mounted and secured.
- Only the supplied cord tensioners and hardware should be used.

## SAFETY NOTES

**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 device (e.g. a binder clip).
- Wrap or tie the cord to itself.

**CORD TENSIONER:** Install the safety cord tensioning device according to the instructions included with the tensioner installation kit.

**IMPORTANT:** Locate the tensioner as close to the window as possible to minimize accessibility by children and pets. Ensure that the tensioner is not placed in the path of the woven wood shade material.



## CLEANING INSTRUCTIONS

Woven Woods are made of the highest quality materials for extended wear. If it is not damaged or exposed to a great deal of direct sunlight, it is not unrealistic to expect years of enjoyment with minimal care. Raising and lowering shades periodically help reduce most natural dust accumulation. If additional cleaning is desired, shades can be lightly brushed or carefully cleaned with a soft vacuum brush attachment. You can also use 3M Scotch guard spray on the shade for added stain protection in high traffic areas.

**IMPORTANT NOTE:** Woven Woods are hand crafted from a variety of quality natural bamboo, rattan, reed, jute and wood materials. As such, there is an inherently greater corresponding variation in color, grain, texture, cracking and warpage in the final manufactured shade. These variations are considered acceptable and are part of the unique beauty of woven woods.

**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.

**CAUTION:** Do not immerse woven wood shades in water. Do not ultrasonically clean woven wood shades.

