

# Installation Instructions for CUSTOM ROMAN SHADE with CORD CONTROL

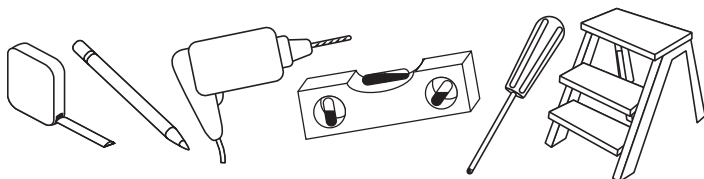
## Mounting hardware kit includes the following:

Part	Quantity
a. Mounting Brackets	2 (shades up to 36" wide) 3 (shades 36" to 48" wide) 4 (shades 48" to 96" wide) 5 (shades 96" to 120" wide)
b. 1-1/4" Screws <i>[1 Set-Screw included for each Inside Mount bracket]</i>	2 for Outside Mount (up to 36" wide) 8 for Inside Mount (up to 36" wide) 3 for Outside Mount (36" to 48" wide) 12 for Inside Mount (36" to 48" wide) 4 for Outside Mount (48" to 96" wide) 16 for Inside Mount (48" to 96" wide) 5 for Outside Mount (96" to 120" wide) 20 for Inside Mount (96" to 120" wide)
c. 3/4" Screws for Outside Mount	2 (shades up to 36" wide) 3 (shades 36" to 48" wide) 4 (shades 48" to 96" wide) 5 (shades 96" to 120" wide)
d. Screws for Tension Device	2 (1/4") Phillips head 1 (1/2") Phillips head per bracket for Inside Mount

Wallboard or Plaster: use anchors specifically designed for hollow walls (not included).  
Concrete, Stone, Brick: use a masonry drill bit and anchors or screws specifically  
designed for masonry (not included).

## Tools Required:

Pencil, tape measure, level, screw driver, step stool, drill, utility knife.



## Installation:

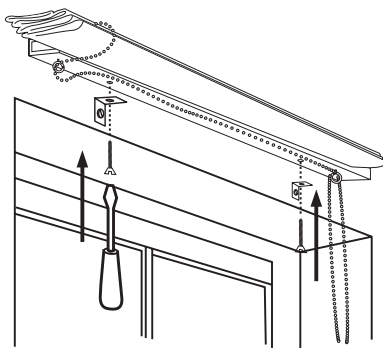
### For Outside Mounting

One bracket should be positioned about 2" to 6" from each end of the head rail. For wider shades that require 3 or more brackets, these should be spaced evenly between the two outermost brackets. Hold the shade in place and mark the desired bracket locations with a pencil.

The brackets must be level – use a Spirit Level if necessary to assure proper alignment.

The brackets will be attached to the top of the head rail, so attach the brackets to the wall or window frame first. Pre-drill the mounting holes using a 5/64" drill bit, and then screw the brackets in place.

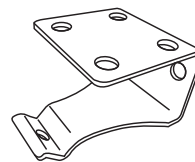
Place the head rail against the brackets as illustrated – center the shade over the window opening – then mark the location of each mounting hole on the head rail. Pierce the fabric at the hole locations using the tip of a screw, then pre-drill the mounting holes using a 5/64" drill bit. Attach the shade to the brackets using the 3/4" screws provided.



## For Inside Mounting:

The dedicated Inside Mount brackets are designed to simplify installation.

However, extra steps are required to realize this benefit.

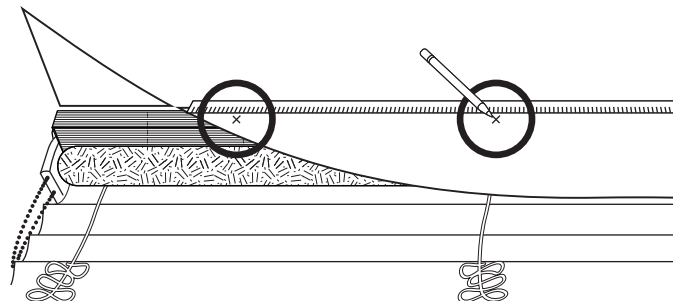


Specifically, you must slit the fabric of the Back Valance for Inside Mount Cord Control shades.

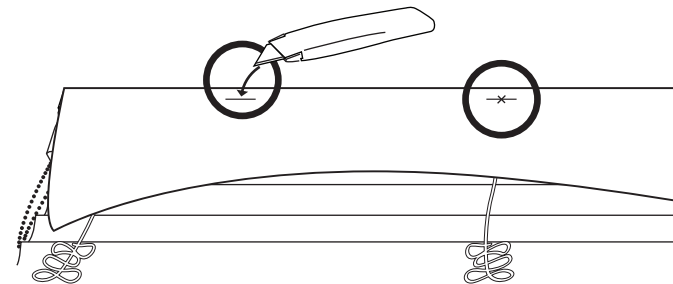
*[Note: if used for Outside Mounts it is necessary to cut through the liner and face fabric.]*

The recommended installation sequence is as follows:

1. Place the shade face down on a clean surface – using a tape measure, mark the bracket locations – brackets should be centered between the lift cords – pencil mark the bracket locations, and jot-down the distances from the edge of the head rail (on this piece of paper for instance) as these will be the center points for each bracket when attached to the window frame.



2. Using the pencil marks from Step 1 as center points, pencil mark 1-1/2" wide lines where the fabric meets the bottom edge of the head rail. Pierce the fabric at one end of each line with a utility knife, and slit the fabric for the entire length of the line – a sawing motion with the knife works best.



*[Remember that for Outside Mount shades, you are cutting through two layers of fabric.]*

3. Attach the Brackets to the top-inside of the window opening. Use the measurements from Step 1 and pencil mark the bracket locations.  
**Important:** right becomes left and vice versa when the shade is mounted in the window opening – in other words the back-left of the shade becomes the front-right

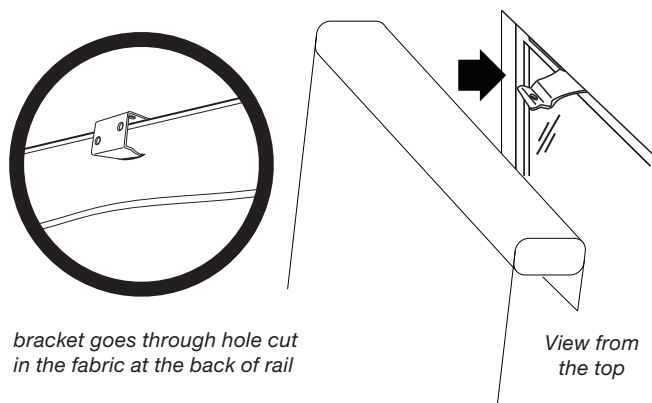
# Installation Instructions for CUSTOM ROMAN SHADE with CORD CONTROL

when turned around to go into the window.

Center the brackets at the pencil marks, and then mark the screw hole locations for each bracket.

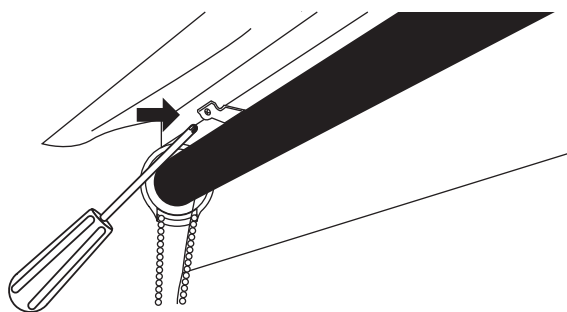
Pre-drill the screw holes with a 3/32" drill bit and attach the brackets with the screws provided.

4. Position the shade so that the bottom-front of each bracket goes through the holes cut in the fabric at the back of the head rail. A second set of hands is useful, but it can be done by one person.  
Slide the head rail fully into the brackets.
5. Attach the shade to the brackets using the 1/2" screws provided.



Inside Mount – lift the front of the shade to attach the set-screws.

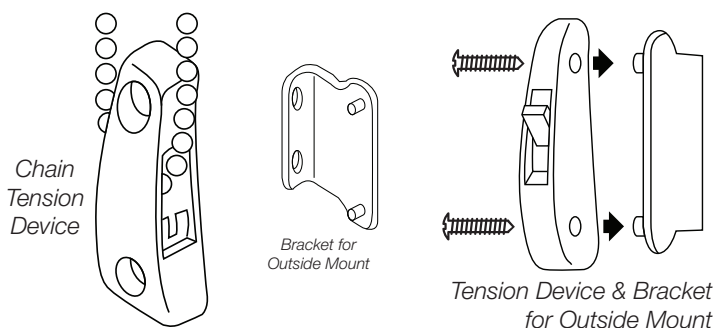
Outside Mount – lift the front valance to attach the set-screws.



## Attach the Chain Tension Device

The Tension Device must be attached per these instructions in order for your shade to function properly.

While holding the tension device in one hand, pull the plunger away



from the bead chain with the other hand. Lift the bead chain out of the bead locking groove and slide the tension device to the bottom of the chain loop.

Remove the twist-tie from the Cord Control Mechanism.

Pull the tension device down until the bead chain is fully tensioned (plunger will be at the top) and then move the tension device up approximately 1/8".

Mark the screw locations on the wall with a pencil.

**Inside Mount:** If mounting into wood, pre-drill screw holes and then install the tension device using the 1 1/4" Phillips head screws provided.

If not securing into wood, use appropriate anchors for the substrate and follow anchor manufacturer's instructions.

**Outside Mount:** Align the mounting bracket screw holes with the pencil marks.

If mounting into wood, predrill screw holes and then install the mounting bracket using the 1 1/4" Phillips head screws provided.

If not securing into wood, use appropriate anchors for the substrate and follow manufacturer's instructions.

Press the tension device onto the mounting bracket posts. Carefully install the 1/2" Phillips head screws provided, through the tension device into the mounting bracket using a Phillips head screwdriver.

## DO NOT OVER-TIGHTEN!

### How to Operate Cord Control Shades

Pulling gently on the cord in one direction raises the shade; pulling it in the other direction lowers it.

### Care Instructions

The packaging and shipping of soft treatments frequently results in minor wrinkling of the fabrics used.

There are different characteristics and handling needs for the variety of fabrics offered in this program.

Please refer to the descriptions below for guidance on how to remedy minor wrinkles upon delivery.

First, allow all items to hang for a few days so wrinkles relax and begin to fall out.

#### Silk fabrics:

- Natural irregularities give the fabric its unique and desired character. The appearance of slubs, nubs, loops and barre ridges are universally accepted as normal and should not be considered defects.
- If necessary, steam silk to remove stubborn wrinkles. Please note that a good quality steamer is needed so water spots won't form from water spitting out from the steaming device.

#### Rayon/Poly blends:

- If necessary, steam rayon/poly to remove stubborn wrinkles. Please note that a good quality steamer is needed so water spots won't form from water spitting out from the steaming device.

#### 100% Polyester:

- If necessary, steam polyester or gently iron on a low heat

# Installation Instructions for CUSTOM ROMAN SHADE with CORD CONTROL

setting to remove stubborn wrinkles. 100% Polyester fabrics release wrinkles easily. Steam or iron on the Polyester / Synthetic Fabrics setting (Low), but be aware that Polyester will melt if the iron is too hot.

## **Cotton/Poly blends:**

- If necessary, gently iron on a Blended Fabric (Medium) setting to remove stubborn wrinkles.

## **100% Cotton and 100% Linen:**

- If necessary, gently iron on a Cotton (High) setting to remove stubborn wrinkles.

## **General Cleaning Guidance:**

- Dry Cleaning is the best method to clean soiled soft window treatments.
- However, on 100% Polyester, Cotton/Poly blends and 100% Cotton or 100% Linen you may: Spot clean with warm soapy water using mild detergent and a clean sponge. Air-dry and then steam or iron as guided above.

## **LIMITED LIFETIME WARRANTY**

The enclosed product is warranted to the original residential retail purchaser as long as the product remains in the original window.

### **Covered**

**Lifetime:** Entire product against manufacturing defects (i.e. a flaw in the product design, materials, or workmanship that causes the product to no longer function.

**3 Years:** Cords, including internal cords such as those found in cordless blinds or shades.

**5 Years:** All fabric

### **Not Covered**

1. Normal wear and Tear
2. Any product that fails due to:
  - Abuse
  - Exposure to salt air
  - Improper installation
  - Accident
  - Extraordinary use
  - Improper operation
  - Alterations
  - Improper cleaning
  - Misapplication
  - Damage from pests/insects/pets
  - Improper handling
  - Misuse
3. Natural Wood Products that have:
  - Loss of color intensity
  - Variations in color, grain or texture
  - Warping of wood slats in high humidity areas
4. Costs associated with:
  - Product removal
  - Brand label removal
  - Product reinstallation
  - Incidental or consequential damages
  - Transportation to and from the retailer
  - Product re-measure
  - Shipping

In the event there are multiple blinds/shades in the same room, only the defective blind/shade will be replaced

### **To Report Shipping Damage:**

If damage occurred during shipping, call the place of purchase and report within 7 calendar days, or you may be denied credit for your damaged product.

### **To Obtain Service:**

If you suspect this product has a manufacturing defect in materials or workmanship:

- Locate the sales receipt
- Call place of purchase

Any unauthorized returns will not be accepted.

### **Warranty Remedy:**

This shall be your sole remedy under this limited warranty.

If this product is found to have a manufacturing defect in materials or workmanship, we

will, at our discretion, do one of the following:

- Repair the product
- Replace the product
- Refund the cost of the product

Colors may vary from lot to lot and may not exactly match sample swatches or previous purchases.

Discontinued items or color selections will be replaced with the closest equivalent current product.

**Your rights under state law:** This lifetime limited warranty gives you specific legal rights, and you may have other rights which vary from state to state. Some states do not allow limitations on how long a warranty lasts, so the above limitations may not apply to you. No agent, representative, dealer or unauthorized employee has the authority to increase or alter the obligation of this warranty. This lifetime limited warranty supersedes any previous versions.

## **WARNING**



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

- Always keep cords and bead chains out of children's reach.
- Move cribs, playpens, and other furniture away from cords and bead chains. Children can climb furniture to get to cords.
- Attach tension device to wall or floor. This can prevent children from pulling cords and bead chains around their necks. Fasteners provided with the tension device may not be appropriate for all mounting surfaces. Use appropriate anchors for the mounting surface conditions.

# Motorized Roman Shades Installation Instructions

## INSTALLATION INSTRUCTIONS

INSTALL THE SHADE BEFORE ATTEMPTING TO OPERATE THE MOTOR.

### Installation Kit Includes:

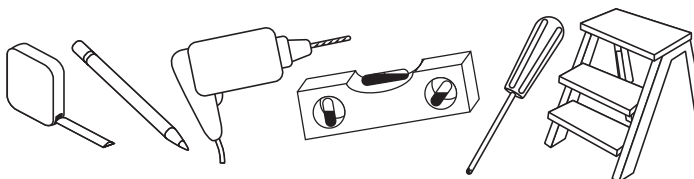
Part	Quantity
a. Mounting Brackets (Outside Mount Only!)	2 (shades up to 36" wide) 3 (shades 36" to 48" wide) 4 (shades 48" to 96" wide) 5 (shades 96" to 120" wide)
b. 1 1/4" Screws	2 (for shades up to 36" wide) 3 (for shades 36" to 48" wide) 4 (for shades 48" to 96" wide) 5 (for shades 96" to 120" wide)
c. 3/4" Screws for Outside Mount	2 (shades up to 36" wide) 3 (shades 36" to 48" wide) 4 (shades 48" to 96" wide) 5 (shades 96" to 120" wide)
d. Radio Frequency Remote	1
e. Wall Holder for Remote	1

*Wallboard or Plaster: use anchors specifically designed for hollow walls (not included).*

*Concrete, Stone, Brick: use a masonry drill bit and anchors or screws specifically designed for masonry (not included).*

### Tools Required:

Tape measure, pencil, drill, drill bits, level, step stool or ladder.



*Note: use a 5/64" drill bit to pre-drill the screw holes (for attachment to a wall stud or header board). Use Wall Anchors (not included) for hollow dry wall or plaster mounting.*

### Installation:

#### For Outside Mounting

One bracket should be positioned about 2" to 6" from each end of the head rail. For wider shades that require 3 or more brackets, these should be spaced evenly between the two outermost brackets. Hold the shade in place and mark the desired bracket locations with a pencil.

The brackets must be level – use a Spirit Level if necessary to assure proper alignment.

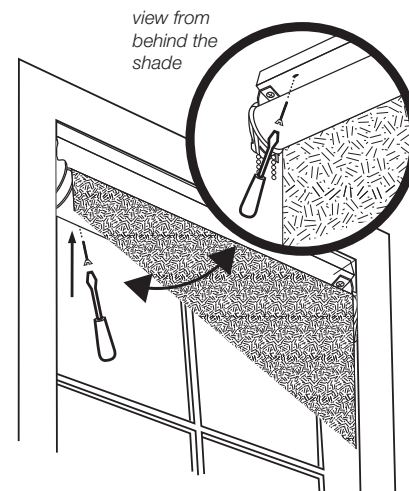
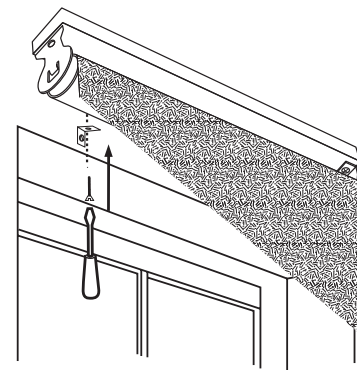
The brackets will be attached to the bottom of the head rail, so attach the brackets to the wall or window frame first. Pre-drill the mounting holes using a 5/64" drill bit, and then screw the brackets in place.

Place the head rail against the brackets as illustrated – center the shade over the window opening – then mark the location of each mounting hole on the head rail. Pierce the fabric at the hole locations using the tip of a screw, then pre-drill the mounting holes using a 5/64" drill bit. Attach the shade to the brackets using the 3/4" screws provided.

#### For Inside Mounting:

Mounting holes are pre-drilled in the Head Rail. Screw the 1-1/4" screws into the head rail until the tips of the screws extend very slightly beyond the top of the head rail. Align the front of the shade with the front edge of the window opening (or position as desired), making sure that the shade is centered in the window opening – then push up

on the screws so that the screw heads leave tiny impressions in the top of the window frame. Now, use the impressions as a guide and pre-drill the mounting holes using a 5/64" drill bit – then screw the shade in place



## Operating the Shade

### IMPORTANT

See the dedicated programming and operating instructions that came with the shade.  
If you cannot locate these instructions, please call Customer Service.

**CUSTOMER SERVICE: 1-800-264-1190**

### Cleaning

To clean the shade fabric, use a feather duster or vacuum lightly using the soft brush or upholstery attachment. For spot cleaning, use warm (not hot!) water with a mild soap to damp clean.

### REPLACEMENT PARTS

In the event that replacement parts are ever needed, you may call: 1-800-264-1190

Please be sure to provide the following information, if possible:

- The complete model or catalog number of your product
- A description of the product
- A description of the part needed

### LIMITED LIFETIME WARRANTY

The enclosed product is warranted to the original residential retail purchaser as long as the product remains in the original window.

#### Covered

**Lifetime:** Entire product against manufacturing defects (i.e. a flaw in the product design, materials, or workmanship that causes the product to no longer function).

**3 Years:** Cords, including internal cords such as those found in cordless blinds or shades.

**5 Years:** All fabric

**3 Years:** Battery Operated Motors

#### Not Covered

1. Normal wear and Tear

2. Any product that fails due to:

- Abuse • Alterations • Exposure to salt air • Improper cleaning • Improper installation • Misapplication
- Accident • Damage from pests/insects/pets • Extraordinary use • Improper handling
- Improper operation • Misuse

3. Natural Wood Products that have:

- Loss of color intensity • Variations in color, grain or texture
- Warping of wood slats in high humidity areas

4. Costs associated with:

- Product removal • Transportation to and from the retailer • Brand label removal • Product re-measure
- Product reinstallation • Shipping • Incidental or consequential damages

In the event there are multiple blinds/shades in the same room, only the defective blind/shade will be replaced

#### To Report Shipping Damage:

If damage occurred during shipping, call the place of purchase and report within 7 calendar days, or you may be denied credit for your damaged product.

#### To Obtain Service:

If you suspect this product has a manufacturing defect in materials or workmanship:

- Locate the sales receipt
- Call place of purchase

Any unauthorized returns will not be accepted.

#### Warranty Remedy:

This shall be your sole remedy under this limited warranty.

If this product is found to have a manufacturing defect in materials or workmanship, we will, at our discretion, do one of the following:

- Repair the product
- Replace the product
- Refund the cost of the product

Colors may vary from lot to lot and may not exactly match sample swatches or previous purchases.

Discontinued items or color selections will be replaced with the closest equivalent current product.

Your rights under state law: This lifetime limited warranty gives you specific legal rights, and you may have other rights which vary from state to state. Some states do not allow limitations on how long a warranty lasts, so the above limitations may not apply to you. No agent, representative, dealer

or unauthorized employee has the authority to increase or alter the obligation of this warranty. This lifetime limited warranty supersedes any previous versions

## ! WARNING



- Always keep cords out of children's reach.
- Move furniture away from cords and bead chains. Children can climb furniture to get to cords.

**THIS PRODUCT HAS BEEN ENGINEERED AND MANUFACTURED TO MEET THE SAFETY STANDARDS ESTABLISHED BY THE WINDOW COVERING SAFETY COUNCIL.**

#### IMPORTANT INFORMATION ABOUT YOUR ROMAN SHADE

This product is designed to make your shade safer for children and pets. However, this shade is substantially different than the traditional shades that you might be accustomed to.

The cording system on the back of the shade is designed to help minimize the possibility of a child or pet becoming entangled in the cords.