

# ROMAN SHADE INSTALLATION INSTRUCTIONS

## Getting Started:

Carefully unpack your shades and check to make sure you have the following installation parts. We recommend reading through these instructions before starting the installation.

## Parts Included:

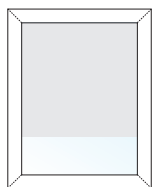
- Screws
- Mounting brackets (only needed for outside mount)
- Cord cleat (standard control)
- Tension device (continuous control)

\*According to the Window Covering Manufacturers Association Inc., all labels must not be removed from the product.

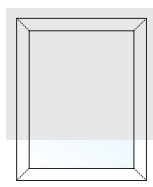
\*To comply with child safety standards, all tension devices must be installed per the installation instructions provided in step 2B.

## Tools You Will Need:

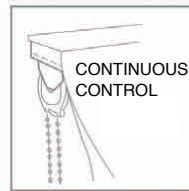
- Drill with a 1/8" bit and a hex head and/or Phillips bit
- Screwdriver
- Metal tape measure



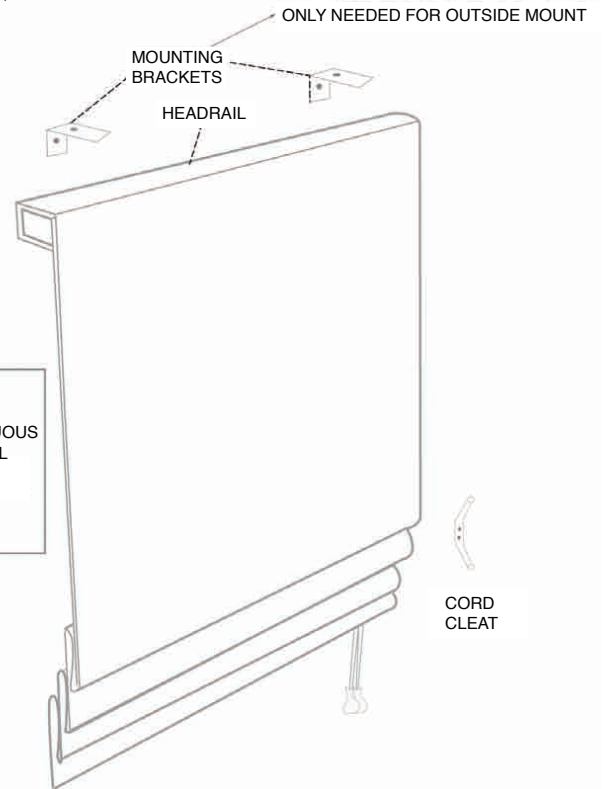
INSIDE MOUNT



OUTSIDE MOUNT

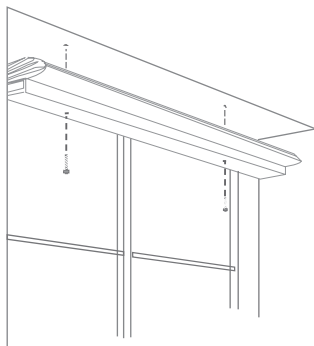


CONTINUOUS CONTROL

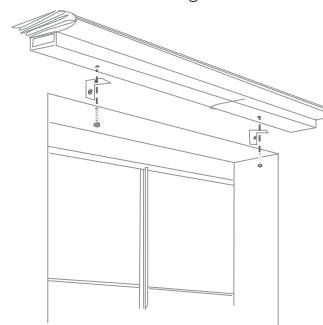


## I. Mounting Your Shades:

**Inside Mount:** Position the shade as you want it to hang in the window, with the front of the shade facing into the room. Center the shade inside the window frame at the required depth. Place the shade in the position you selected. Align the shade and make sure the draw cords are free. Install the shade using the screws provided by drilling straight through the headrail and into the window frame.



**Outside Mount:** Position the shade as you want it to hang on the molding or wall above the window opening. Make sure it is centered. On the wall or molding, mark the positions where you will install the L-brackets, 2" in from each side of the shade. For wider shades, position the third L-bracket at or near the center of the shade, making sure it does not interfere with a screw eye on the shade. Mark the position. Make sure all L-brackets are level and aligned. Remove the shade. Attach the L-brackets to the wall or molding, using the screws provided. Ensure that the L-brackets are level and evenly spaced before installing the shade. Place the shade on the L-brackets and push it back against the wall or window frame. Center it, and make sure the drawcord is not snagged and is freely available. Attach the headrail to the L-brackets using the 3/8" screws provided, being careful not to drill through the fabric at the top of the headrail.



Please note that your brackets must be securely attached to the mounting surface. If your screws do not hit wood studs you'll have to use a different fastener which can be found at any local hardware store.

# ROMAN SHADE INSTALLATION INSTRUCTIONS (continued)

## **2A. Attaching the Cord Cleat (Standard Control):**

To protect small children, you should install the cord cleat to keep the control cord out of harm's way. Simply mount the cord cleat to the wall or window frame next to the shade with the screws provided.

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. Its fast, easy and safe.



## **Troubleshooting:**

If the shade will not raise or lower: make sure the draw cords are not caught under the mounting brackets or screws. If only one side of the shade moves when the cords are pulled; make sure the shade is not caught on an obstruction, such as a window crank, latch, etc. or one of the draw cords may have come untied.

## **Care and Cleaning:**

Minimal care and cleaning is needed to maintain the beauty of your shades. To dust use the upholstery attachment on your vacuum or a hand held, low suction vacuum. If the shades are in need of a more thorough cleaning, then have them professionally cleaned.