CORDLESS

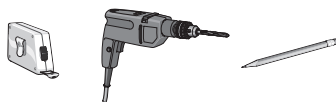# Installation & Care Instructions

GETTING STARTED

A few simple tools are required:
- Measuring tape
- Power drill, drill bits
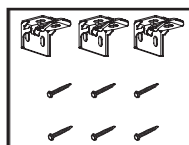- ¼" Hex head and/or Phillips driver bit
- Pencil

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.
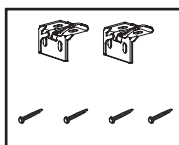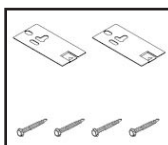
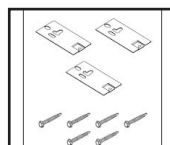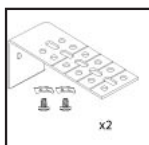| PN: CKIT013Q2	PN: CKIT013Q3	PN: CKIT022Q2	PN: CKIT022Q3
Mounting Brackets for Shades with Head Rail - 2 pack	Mounting Brackets for Shades with Head Rail - 3 pack	Mounting Brackets for Shades with Valance - 2 pack	Mounting Brackets for Shades with Valance - 3 pack

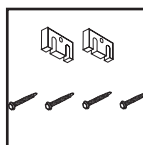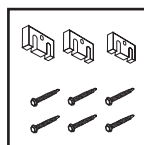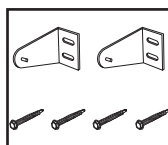| PN: KIT2013	PN: KIT2014	PN: KIT2011	PN: KIT2012	PN: CKIT028
Head Rail Extension Bracket (optional) and Side Mount Bracket - 2 pack	Head Rail Extension Bracket (optional) and Side Mount Bracket - 3 pack	Spacer Block (optional) - 2 pack	Spacer Block (optional) - 3 pack	Hold Down Bracket (optional)
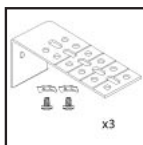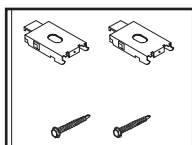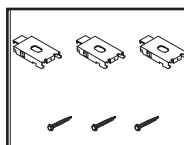
PN: CKIT012Q2	PN: CKIT012Q3	PN: CKIT060x (sm) CKIT061x (lg)	PN: CKIT059	PN: CSR1005W CSR1005B CSR1005BLK
Mounting Brackets for Shades without Head Rail - 2 pack	Mounting Brackets for Shades without Head Rail - 3 pack	No Head Rail Bracket Covers (Outside mount or optional for inside mount)	Bottom Rail Handle	End Cap Label

1

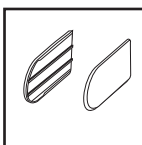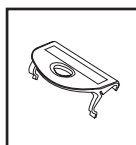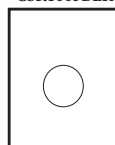# STEP 1: BRACKET INSTALLATION

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

Using the installation bracket as a template, measure to the edge of the bracket and mark the hole locations with a pencil for drilling.

Brackets must be in line and level. Shim brackets on inside mounts if necessary. The head rail must be level for the shade to operate properly.

Shade Width	# of Brackets
Up to 40"	2
>40" - 72"	3
>72"- 84"	4
>84" and up	5

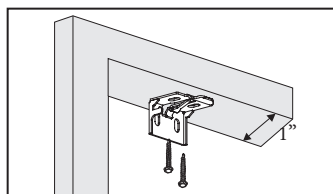MAKE SURE MOUNTING SURFACE IS LEVEL
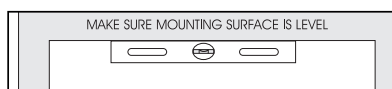
SHADES WITH HEAD RAIL

INSIDE MOUNT

The minimum mounting depth for an inside mount is 1".

A minimum of 3 ¾" is needed to fully recess the shade.

Make sure the brackets are level and aligned.

Attach using two screws.

Inside Mount
Shallow Mount - Minimum 1" surface
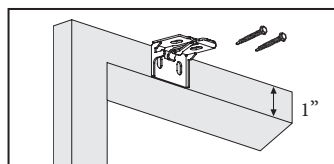Flush Mount - Minimum 3 ¾" surface

OUTSIDE MOUNT

The minimum mounting height for outside mounted shades is 1".

Make sure the brackets are level and aligned.

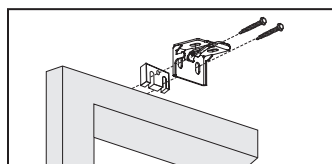Attach each bracket using two screws.

Outside Mount
Minimum 1" surface

SPACER BLOCKS (OPTIONAL)

Each spacer block projects brackets $\frac{3}{8}$" away from mounting surface.

Make sure the brackets are level and aligned.

Attach each bracket using two screws. Screws should be long enough to secure the bracket to the mounting surface.
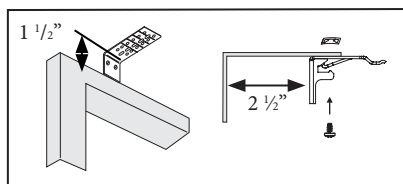
**Outside Mount
with Spacer Blocks**
Additional $\frac{3}{8}$" projection

EXTENSION BRACKETS (OPTIONAL)

Optional extension brackets are used to project the back of the shade up to 2 ½" from the mounting surface.

Attach the mounting bracket to the extension bracket with the nut and bolt provided.

Outside Mount with Extension Brackets
Minimum 1 ½" surface

SIDE MOUNT (OPTIONAL)

Measure from window sill up to desired mounting position on each side of the window frame. Mark position.

Mount side mount brackets on each side of window frame as shown. Make sure the head rail will sit perfectly level.

Once side mount brackets are installed and properly positioned, attach the mounting brackets using the nuts and bolts provided.
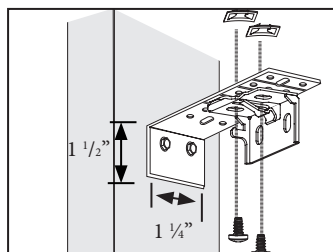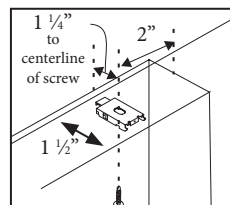
Side Mount
Minimum 1 ½" surface height
Minimum 1 ¼" surface depth

3

SHADES WITH NO HEAD RAIL

INSIDE MOUNT

Attach brackets so that the plastic tab is facing the window.

Make sure that the screw head is fully recessed inside the clear plastic part of the mounting bracket.
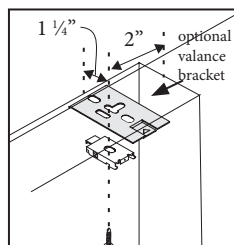

Inside Mount
Minimum 1 ½" surface

INSIDE MOUNT WITH OPTIONAL FABRIC VALANCE

(AVAILABLE WITH SPECIFIC FABRICS ONLY)

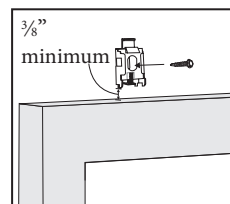Attach brackets as shown, making sure that the plastic tab is facing the window.

Inside Mount with Valance Brackets

OUTSIDE MOUNT

Attach brackets as shown so that the plastic tab is facing up.

Make sure that the screw head is fully recessed inside the clear plastic part of the mounting bracket.
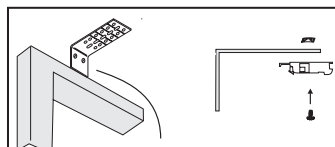

Outside Mount
Minimum 1 ½" surface

EXTENSION BRACKETS (OPTIONAL)

Optional extension roller brackets are used to provide additional clearance.
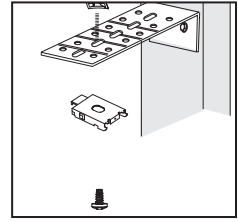
Mount in the same manner as above.

Extension Bracket

SIDE MOUNT/EXACT (OPTIONAL)

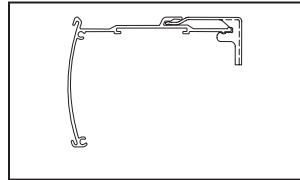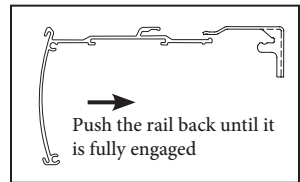Use this method only if shade was ordered as a side mount/exact.

Side Mount

STEP 2: SHADE INSTALLATION

SHADES WITH HEAD RAIL

Center the shade in the window opening and push the head rail into the mounting brackets as shown.
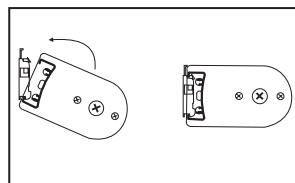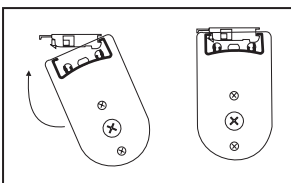

Push the rail back until it is fully engaged

SHADES WITH NO HEAD RAIL

INSIDE MOUNT OR EXTENSION BRACKET

Hook the rail onto the front of the bracket and rotate it until the back of the rail securely snaps into place.

OUTSIDE/WALL MOUNT

Hook the rail onto the bottom of the bracket and rotate it until the back of the rail securely snaps into place.

OPERATION

To lower the shade simply pull down on the bottom rail, stopping when you've reached the desired level.

To raise the shade, gently pull down on the bottom rail and release. The shade will automatically retract.

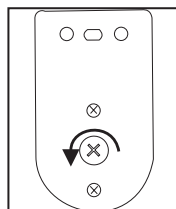## TENSION ADJUSTMENT (IF NECESSARY)

If the shade does not retract fully, you may need to increase the tension by using a flat head screwdriver.

On a STANDARD ROLL the adjustment is made at the LEFT end of the shade. On a REVERSE ROLL the adjustment is made at the RIGHT end of the shade.
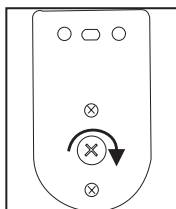
Increase Tension Decrease Tension

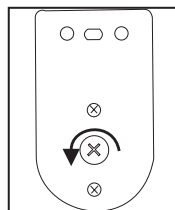## UPSTOP ADJUSTMENT (IF NECESSARY)

If the bottom rail grip will be used, skip to the next section.

Retract the shade and let it stop at the top. If you do not like where the upstop is set it can be adjusted using a flat head screwdriver.

On a STANDARD ROLL the adjustment is made at the RIGHT end of the shade. On a REVERSE ROLL the adjustment is made at the LEFT end of the shade.
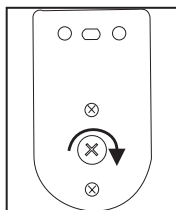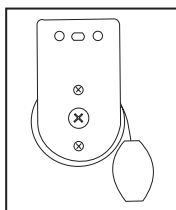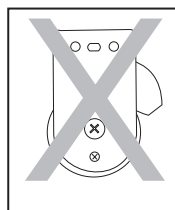
Lower Bottom Rail   **Raise Bottom Rail**

Be sure the shade is fully raised before making adjustments.

Warning: When setting the upstop, DO NOT allow the bottom rail to jamb between the installation brackets. This will result in damage to the fabric.
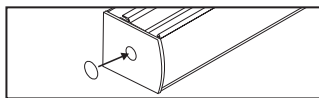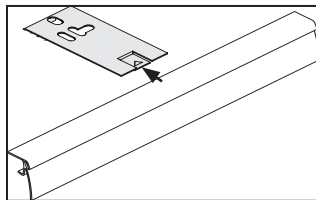
Correct   **Incorrect**

6

APPLY END CAP LABEL

When any necessary tension adjustments are complete, apply the included head rail label over the hole in the end cap.

## INSIDE MOUNT VALANCE INSTALLATION (AVAILABLE WITH SPECIFIC FABRICS ONLY)

Align the valance with the valance brackets. Gently push at each bracket location until the valance is fully seated.

BOTTOM RAIL HANDLE (OPTIONAL)

Center the Handle on the bottom rail.

Hook the top handle legs onto the bottom rail. Rotate the handle down and push until the bottom legs snap into place.
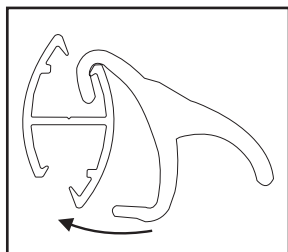
SKEW ADJUSTMENT (IF NECESSARY)

If the shade does not raise evenly, first make sure the mounting brackets are mounted level with each other.

If the shade is level and it still skews, operate the shade to the full down position. Prepare a strip of masking tape approximately 5" long. On the side of the shade opposite of the skewing direction, and as close to the end of the roller as possible, lift the fabric toward the back of the shade using your fingers and slide the tape with the sticky side facing the roller up as far as possible. The tape should be running parallel to the roller.

Roll the shade up and check for skewing. If the shade is still skewing, add another strip of tape on top of the first one. If the shade is now skewing in the opposite direction, tear off about 1" of tape from the last strip installed. Tear the tape off the end closest to the center of the shade.
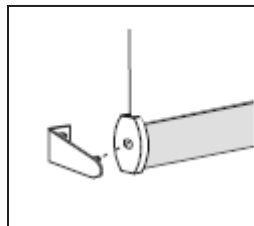

Fabric Roll

Place tape at this end
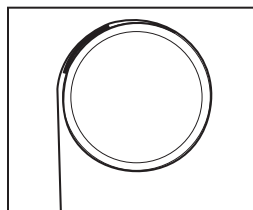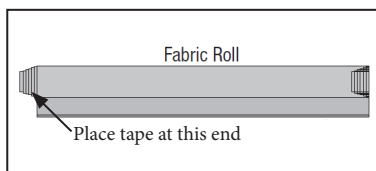
HOLD DOWN BRACKETS (OPTIONAL)

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.
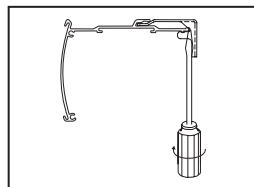
SHADE REMOVAL

HEAD RAIL

Partially lower the shade and insert a flat head screwdriver as shown.

Twist the screwdriver until the head rail disengages from the bracket.
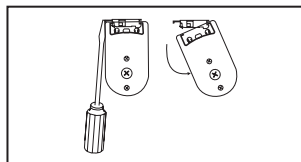
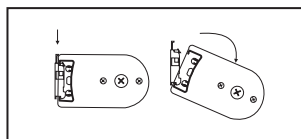As you release the brackets, support the head rail to keep it from falling.

NO HEAD RAIL

INSIDE MOUNT

Partially lower the shade and use a flat head screwdriver to press the clear tab on the mounting bracket. Rotate the shade to remove.

OUTSIDE/WALL MOUNT

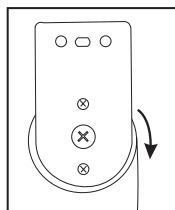Press down on the clear tab and then rotate shade to release.

CLEANING AND CARE

The shade fabric is easy to care for. Regular dusting with a feather duster or vacuum cleaner brush is recommended. Most stains can be blotted with a damp sponge and mild detergent. Before using anything stronger than mild detergent and lukewarm water, test an unobtrusive corner of the shade. If you have any questions, call your dealer for advice.
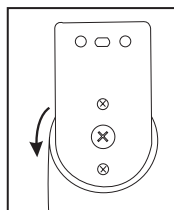
TROUBLESHOOTING

OVER-EXTENDED SHADE (STUCK IN THE DOWN POSITION):

If the shade is pulled down past the ordered length to full extension of the fabric it may not unlock. If this happens the roller needs to be turned by hand to unlock the release device. Turn the roller a ¼ turn in the direction that lowers the shade. Then release to allow the shade to raise.

Standard Roll   **Reverse Roll**