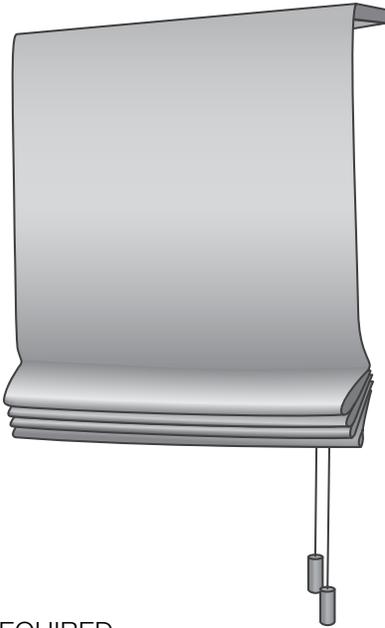


FABRIC SHADES

INSTALLATION INSTRUCTIONS



MOUNT INSTALLATION

INSIDE MOUNT INSTALLATION (IS)

1. Raise the shade into the open position. The front of the shade should face the room and the rings and lift cords should face towards the window.
2. Position the shade into its desired location within the window casing.
3. Locate the pre-drilled holes in the headrail. An "Install Here" label will mark hole locations.
4. Secure shade in place by anchoring directly into the window casing using the #8 x 1 1/2" screws provided (figure 1). Use the 1/16" drill bit to drill pilot installation holes in the window frame if desired. When the method of shade operation is a clutch mechanism or motor, it is necessary to install the screws at an angle to prevent interference from the lifting mechanism (figure 2).
5. Install safety devices (see the reverse of this page for instructions).

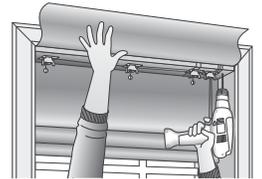


figure 1

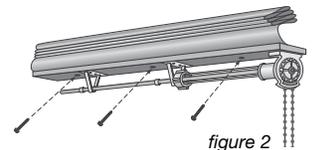


figure 2

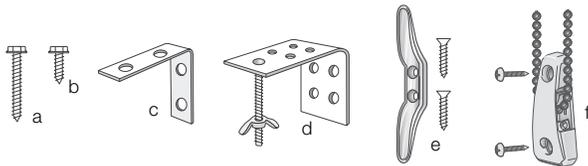
TOOLS REQUIRED

- Power Driver
- 1/4" Hex Bit or Phillips Bit
- 1/16" Drill Bit
- Pencil
- Tape Measure
- Level
- Appropriate Wall Fasteners
- Utility Knife

INSTALLATION HARDWARE (INCLUDED)

Quantity and type of hardware included depends on shade width and specifications.

- a. #8 x 1 1/2" Wood Screws
- b. #6 x 5/8" Wood Screws
- c. L Brackets (for outside mount— old style)
- d. New York Brackets (for outside mount— traditional style)
- e. Cord Cleat with 3/4" Screws (for cord-operated shades)
- f. Tension Device with 1 1/4" Screws (for clutch-operated shades)

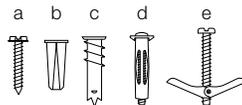


FASTENERS

Brackets and other hardware must be securely mounted to wall or other installation surface. Each installation surface is different and may require fasteners that are not provided. Please be sure to use appropriate fasteners for your situation.

Some common fasteners are:

- a. #8 Screws for Wood (provided)
- b. Plastic Insert Plugs (drywall or plaster)
- c. Self Drilling Anchor (drywall)
- d. Molly Bolts (drywall)
- e. Toggle Bolts (drywall, or lath & plaster)



OUTSIDE MOUNT INSTALLATION (OS) – L BRACKETS

1. Position the shade where you want it to hang on the molding or on the wall above the window. Make sure it is centered over the window. Using a pencil, mark the wall along the bottom of the headrail where you will install the brackets, 2" in from either side and every 12" to 18" in between, making sure brackets will not interfere with operation (figure 3). Set the shade aside.
2. Starting at one side of the window, position bracket so that the top of the bracket aligns with bottom of marks. Pre-drill pilot holes using the 1/16" bit and install using #8 x 1 1/2" screws and appropriate fasteners. If using fasteners (not provided), you may need a larger drill bit. (figure 4).
3. Working from one side of the window to the other, install remaining brackets following step 2. Use a level to ensure that each bracket is aligned with the first bracket installed (figure 5).
4. Place shade headrail on L bracket. Use #6 x 5/8" supplied wood screws to screw up through bracket holes into headrail.

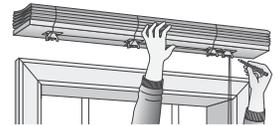


figure 3

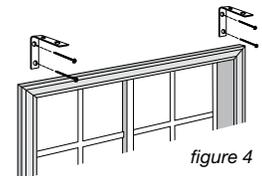


figure 4

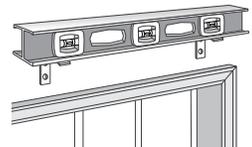


figure 5

MOUNT INSTALLATION CONTINUED

OUTSIDE MOUNT INSTALLATION (OS) – NEW YORK BRACKETS

1. Use a utility knife to cut fabric wrapped headrail where slots are indicated with "Install Here" stickers.
2. Attach New York brackets (provided) to headrail in each pre-drilled slot (figure 6). Hold the shade in its desired installed location against the wall or window casing. Using a pencil, mark the top of each bracket location (figure 7).
3. Remove brackets from headrail. Starting at one side of the window, match a bracket to the marking on the wall and mark the location of the holes. Pre-drill the holes using a $\frac{1}{16}$ " drill bit. If using fasteners (not provided), you may need a larger drill bit. Install bracket using #8 x $1\frac{1}{2}$ " screws (figure 8).
4. Working from one side of the window to the other, install remaining brackets following step 3. Use a level to ensure that each bracket is aligned with the first bracket installed (figure 9).
5. With the brackets installed level to one another, remove the wing nuts and hold the shade up into the bracket posts. Reinstall the wing nuts to the brackets and hand-tighten until snug (figure 6).

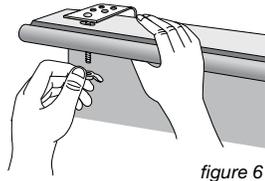


figure 6

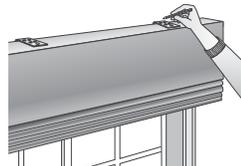


figure 7

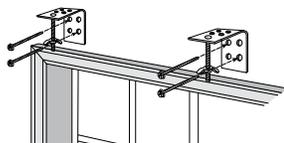


figure 8

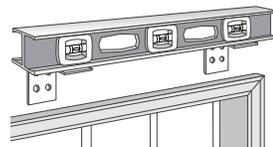


figure 9

OUTSIDE MOUNT INSTALLATION (OS) – FRONT TO BACK

1. Raise the shade into the open position. The front of the shade should face the room and the rings and lift cords should face towards the window.
2. Position the shade into its desired location on wall or door.
3. Locate the pre-drilled holes in the headrail. An "Install Here" label will mark hole locations if headrail is fabric wrapped. Use a level to ensure it is positioned squarely. (figure 10).
4. Secure shade in place by anchoring directly into the wall or door using the #8 x $1\frac{1}{2}$ " screws provided. Use the $\frac{1}{16}$ " drill bit to drill pilot installation holes in the door if desired.
5. Install safety devices (see instructions).

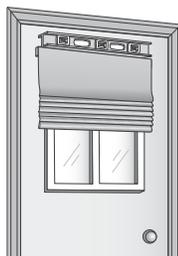


figure 10

SAFETY DEVICE INSTALLATION

CORD LOCK OPERATED SHADES

Install cord cleat(s) by finding a suitable location on the pull-cord side of the shade, making sure the cleat is installed at a height well out of reach of children. Drill a $\frac{1}{16}$ " pilot hole and anchor the cleat using the color coordinated installation screws (figure 11). If you do not have a wall or casing that is solid, use fasteners (not included).

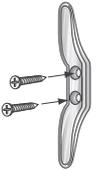
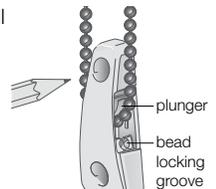


figure 11

CLUTCH OPERATED SHADES

Anchoring the tension device to the window casing or wall reduces the hazards of strangulation and entanglement of young children by limiting access to the cord loop. The tension device must be installed to make the shade fully operable and cannot be removed from the cord loop unless it is physically cut off.

1. Pull plunger away from bead chain.
2. Lift bead chain out of bead locking groove and slide tension device to bottom of chain loop.
3. Pull tension device down until bead chain is fully tensioned (plunger will be at the top). Do not twist or cross the cord loop.
4. Move tension device up approximately $\frac{1}{8}$ ".
5. Mark screw hole locations on window casing or wall.
6. Pre-drill screw holes and install tension device with 2 provided screws.



inside mount



outside mount

HELPFUL HINTS

HINT: DUAL SHADES

Roman / Roller Dualshades are premounted and are installed in the same manner as detailed in mount installation.

HINT: SPECIALTY SHADES

There are many specialty shade types, including curved headrails and slanted headrails. These are all installed in the same manner as detailed in mount installation.

DRESSING YOUR PRODUCT

1. In the event that minor wrinkling occurs, use a dry iron on low setting. Increase heat as needed; do not exceed medium setting. Do not use steam.
2. Pull up shade to full height, smooth bottom edge and keep raised overnight to establish fabric memory. Repeat process for up to a week if needed.

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