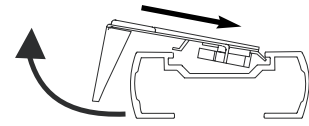


BEFORE INSTALLING THE SHADE YOU MUST REMOVE THE SHADE FROM THE PACKAGING.

Cut the tie wraps with scissors, do NOT use a knife. Open the top of the cardboard clamps and remove the shade.

Remove the bracket from the headrail by pressing the bracket against the headrail and rotating upward (see picture).

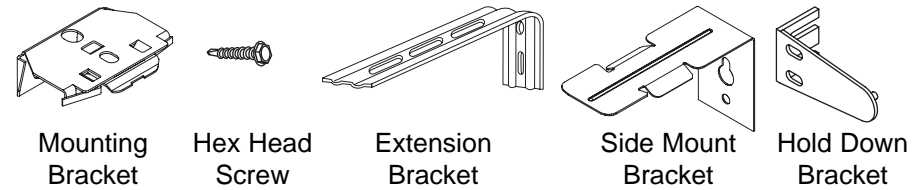


BASICS

A few simple tools are required:

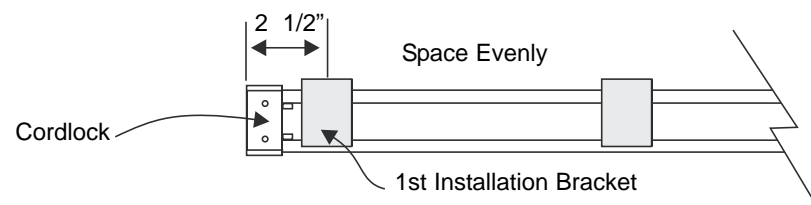
- Measuring tape
- Power drill, drill bits
- Hex head and/or Phillips driver bit
- Pencil

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.



BRACKET PLACEMENT

Shade Width	# of Brackets
<= 38"	2
38" >= 72"	3
72" >= 84"	4

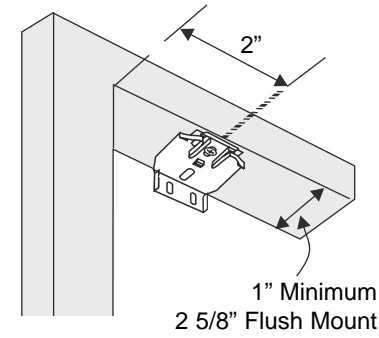


Note: Measure and mark all bracket locations before installing.

- Bracket placement is the same for inside and outside mounts.
- Measure 2 1/2" in from the ends of the headrail and mark the bracket location on the mounting surface.
- Space additional brackets evenly between the end brackets.
- Adjust the bracket placement to accommodate obstructions to the bottom rail, such as window cranks or handles.

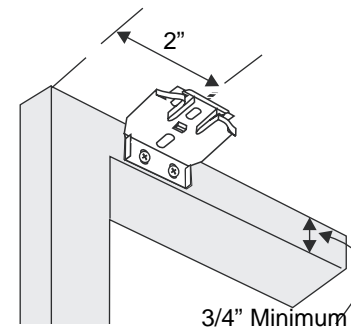
INSIDE MOUNT APPLICATIONS

- Align the tops of each installation bracket to the top of the window opening and attach using two screws per bracket.
- The minimum mounting depth for an inside mount is 1".
- A minimum of 2 5/8" is needed to fully recess the shade.
- Align the brackets to the inside of the mark on the mounting surface.
- Adjust the bracket placement to accommodate obstructions to the bottom rail, such as a window crank or handle.
- Use a carpenter's level to check that the brackets are level and aligned. Attach using two screws.



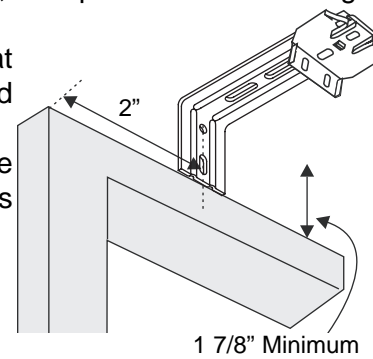
OUTSIDE MOUNT APPLICATIONS

- Attach the back of each installation bracket using two screws per bracket.
- Align the brackets to the inside of the mark on the mounting surface.
- The minimum mounting height for outside-mounted shades is 3/4".
- Use a carpenter's level to check that the brackets are level and aligned.



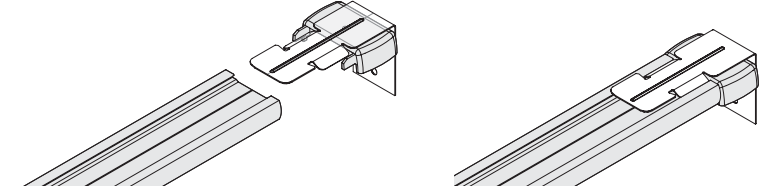
EXTENSION BRACKETS (OPTIONAL)

- Extension brackets project installation brackets up to 3" away from the mounting surface. This allows for additional clearance for obstructions such as window cranks or handles.
- To shorten the extension brackets, use pliers to break along the indentations.
- Use a carpenter's level to check that the extension brackets are level and aligned. Attach using two screws.
- Attach the installation brackets to the underside of the extension brackets using the provided screws and nuts.



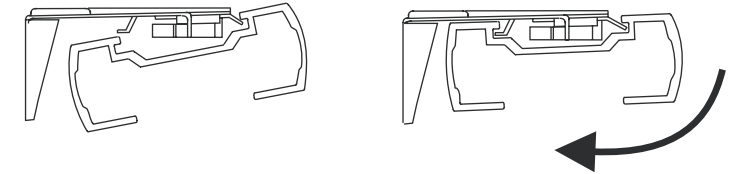
SIDE MOUNT APPLICATIONS

- Side mount the headrail when conventional mounting techniques will not work, for example, in an arched window opening. The maximum width of an side mounted shade is 48".
- Mount the extension brackets on a surface at least 1 1/2" wide, as shown.
- Attach the installation brackets to the extension brackets using the machine screws and nuts provided.



INSTALL THE SHADE

- With the colored side of the shade facing you, insert the headrail at an angle so the back tab on the bracket fits into the back groove on the headrail.
- Rotate upward to snap into place.



To remove shade, reverse procedure.

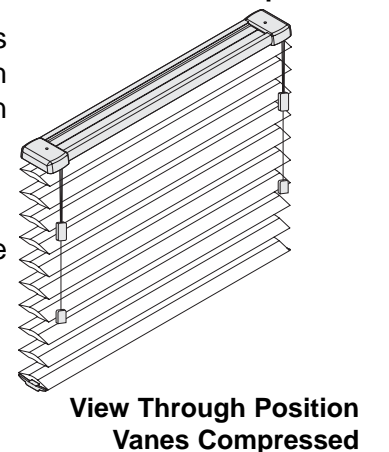
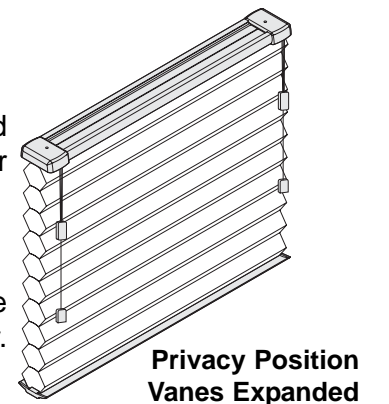
OPERATE THE SHADE

Pull the vane cord straight down and outward toward the edge of the blind for view through.

Pull the vane cord inward toward the center of the blind and release for privacy.

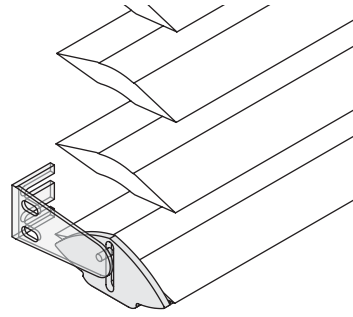
When the blind is raised and the vanes are compressed in the view through position, you must fully lower the blind in order to completely expand the vanes.

The other cord on the opposite end of the headrail raises and lowers the blind.



HOLD-DOWN BRACKETS (OPTIONAL)

- When installing blinds with hold down brackets, they must be installed with the vanes in the view through condition in order to provide maximum “view through”.
- The pin should be located at the top of the slot on the end cap when the hold down bracket is attached.
- Check that the brackets are level and aligned. Attach using two screws.



CARE AND CLEANING

Convertible shades are made of an anti-static, dust-resistant fabric which repels dirt and dust. The following options are available if your shade needs cleaning.

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.

Spot-Cleaning

- Prepare a solution of warm water and mild dishwashing detergent.
- Dampen a clean cloth in the solution and wring it out.
- Dab the spot with the dampened cloth until the spot is gone. Do not rub the fabric fabric.
- Allow the shade to dry in the completely lowered and expanded position.



Ultrasonic Cleaning

Convertible shades, except those made with light-dimming fabrics, can be ultrasonically cleaned by a professional.

- Specify that a mild detergent solution be used.
- Never immerse the headrail in the solution.
- Allow the shade to dry in the completely lowered and expanded position.

Injection/Extraction

Convertible shades can be professionally cleaned using the injection/extraction method (On-Site cleaning).

- A dry method of injection/extraction is required for light dimming fabrics.

CHILD SAFETY

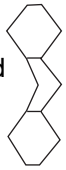
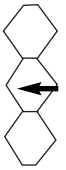
Be aware that it is possible for children to strangle in window covering cords. To reduce the occurrence of accident, all cords must be kept out of the reach of children, including infants. Cord cleats are an effective way to implement this essential precaution.



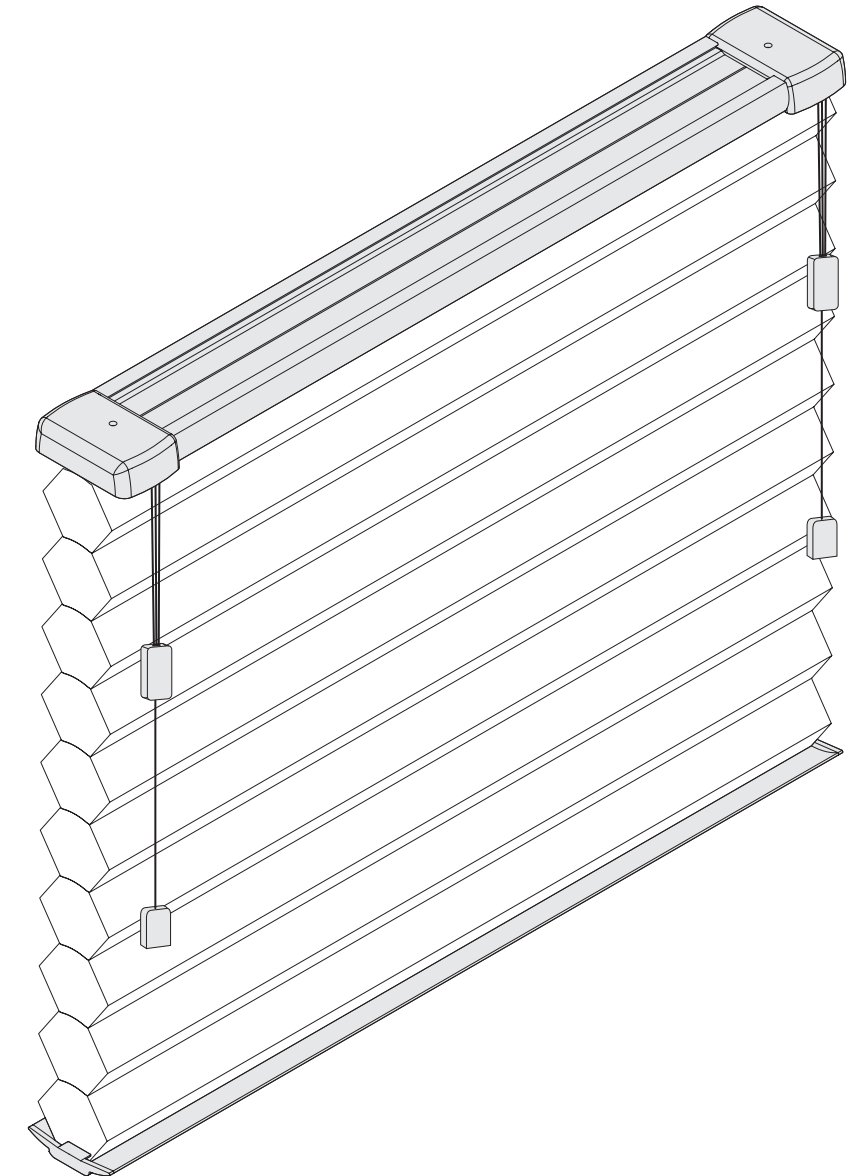
Mount the cord cleat at a safe height, taking into account furniture or other objects upon which a child may climb. Then, after each use of the shade, simply wrap the excess cord around the cleat. It's fast, easy and safe.

To protect your children, we are pleased to provide cord cleats free of charge upon request.

TROUBLESHOOTING

PROBLEM	SOLUTION
<p>One or several vanes are pushed in (concaved).</p>  <p>Concaved Cells</p>	<p>Use your hands to manually push the vane out.</p>  <p>Push Out Concaved Cells With Your Finger</p>
<p>The lift cords appear loose or wavy.</p>	<p>Operate the cord until any slack is taken up, and the cords appear taut. The ‘wavy’ lines should disappear.</p>

Installation Instructions for Standard Insulating Blinds



Our window fashions represent a design breakthrough in style, efficiency and function. The unique hardware system is designed to provide years of reliable service when properly installed.

Please take a few minutes to read through these instructions before beginning.