

# INSTALLATION INSTRUCTIONS

## WOOD BLINDS

1-3/8", 2" and 2-3/8" SLAT SIZES

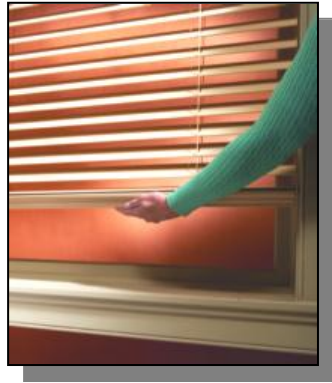
## FAUX WOOD BLINDS

2" and 2-1/2" SLAT SIZES

### STANDARD



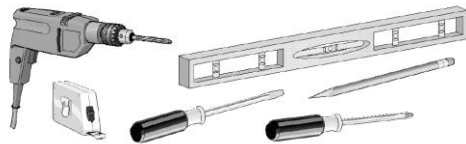
### CORDLESS LIFT






Thank you for your purchase. This blind has been custom built for you from the highest quality materials. To avoid errors and save valuable time, please read these instructions before installing your new blind.

## TOOLS YOU WILL NEED

1. Pencil or Marker
2. Measuring Tape
3. Flat-Head Screwdriver
4. Phillips Screwdriver
5. Carpenter's Level
6. Power Drill
7. Mounting Fasteners



Mounting Surface	Fastener
Drywall, Plaster	Wall Anchors, Expansion Bolts (Not Provided) 
Metal	Sheet Metal Screws (Not Provided) 
Wood	No. 6 Hex Head Screws (Provided) 

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## GETTING STARTED

All of the required installation components are wrapped in your package along with these instructions. Check that the parts you have correspond to the parts shown below. **NOTE:** Some parts may vary depending upon your chosen mounting options, whether intermediate brackets are required or your chosen control system options.

### STANDARD PARTS

- Installation Brackets .....
- Center Support Brackets (blinds over 48" wide) .....
- Short or Long Extension Brackets (optional) .....
- 3/8" or 3/4" Spacer Blocks (3/8" comes with 2-3/8" & 2-1/2" slats).....
- Adjustable-Magnetic Valance Clips .....
- Hold Down Brackets (2 versions, optional) .....
- Bracket Shims .....
- Installation Screws .....
- Cord Cleats .....



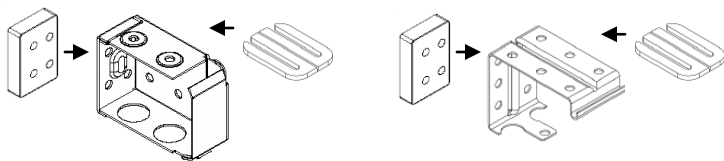
## STEP 1: MOUNTING THE BRACKETS

The installation brackets may be used for **INSIDE**, **OUTSIDE** or **CEILING** mounts. The brackets are stamped R.H. (right hand) and L.H. (left hand) for easy identification.

Mounting the brackets level is essential for proper operation of the blind. Shim the brackets if necessary to achieve a level alignment.

SPACER BLOCKS (3/8" standard for 2-3/8" & 2-1/2" slats):

- Spacer blocks will be attached to the end of each bracket.
- If installing extension brackets, do not use spacer blocks.



*spacer block to end of bracket, shim to top of bracket (if necessary)*

Blind Width	Center Support Brackets
12" to 48"	0
48-1/8" to 60"	1
60-1/8" to 120"	2

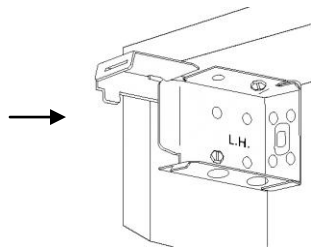
### **INSIDE MOUNTS:**

For inside mounts the installation brackets may be screwed in place either through the side or through the top holes of each bracket.

ATTACH THE BRACKETS:

- For better side mounting, screw through one side and one top hole.
- For limited surface depths, screw through two diagonal side holes.
- For top mounting, screw through the two top holes.

*Inside mount bracket screwed  
through side and top holes.*



CENTER SUPPORT BRACKETS (if required):

- Space evenly between the two end brackets.
- Adjust if necessary to avoid interference with internal headrail parts.
- Attach with screws through two diagonal holes.

## Inside Mount Depth Requirements

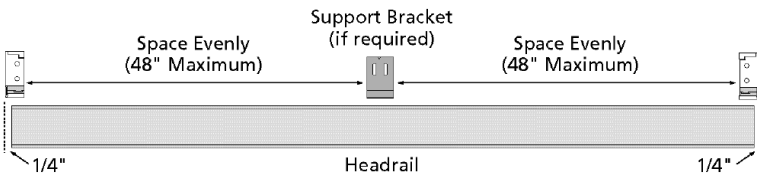
Slat Size	Bracket Depth	Flush To Valance Depth
1-3/8"	1-1/8"	3-1/2"
2"	1-1/8"	3-1/2"
2-3/8"	1-1/8"	3-7/8"
2-1/2"	1-1/8"	3-7/8"

## **OUTSIDE MOUNTS:**

For outside mounts, ensure that a 1-3/4" high, flat vertical surface is available for securing the brackets. The brackets will be screwed through the back holes.

### MARK THE BRACKET POSITIONS:

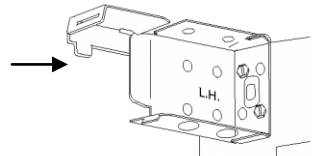
- Mark where the ends of the headrail will be positioned. Either...
- Hold headrail up and mark or measure headrail and mark length.
- Then mark 1/4" from the headrail marks for the installation brackets.



### ATTACH THE BRACKETS:

- Position the outside edge of the brackets to the outer markings.
- The bracket tops must be aligned and level to one another.
- Attach the brackets with screws through two diagonal holes.

*Outside mount bracket screwed diagonally through back holes.*



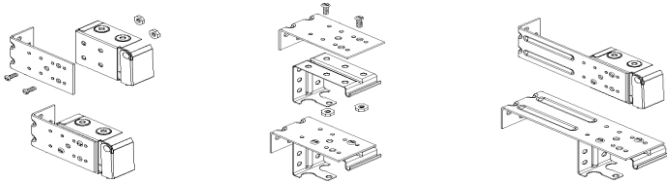
### CENTER SUPPORT BRACKETS (if required):

- Space the center bracket(s) evenly between the two end brackets.
- Adjust if necessary to avoid interference with headrail mechanisms.
- Attach with screws through two diagonal holes.

### EXTENSION BRACKETS (optional):

- Position the extension brackets to the wall markings made above.
- The bracket tops must be aligned and level to one another.
- Mount the extension brackets with screws through diagonal holes.
- Attach the installation brackets to the extension brackets.

*Installation brackets and center support brackets are attached to extension brackets with the included screws and nuts.*



## **CEILING MOUNTS:**

For ceiling mounts, ensure that a 1-3/4" high, flat vertical surface is available for securing the installation brackets. The brackets will normally be screwed in place through the top holes, but see optional attachments below.

### MARK THE BRACKET POSITIONS:

- Mark where the ends of the headrail will be positioned. Either...
- Hold headrail up and mark or measure headrail and mark length.
- Then mark 1/4" from the headrail marks for the installation brackets.

### ATTACH THE BRACKETS:

- For normal ceiling mounts, screw through the top holes.
- If brackets sides are also flat to wall, screw through top & side holes.
- If brackets backs are flat to wall, screw through top & back holes.

## **STEP 2: INSTALLING THE BLIND**

With the installation brackets in place, the headrail may be mounted –

### OPEN THE INSTALLATION BRACKET DOOR LATCHES:

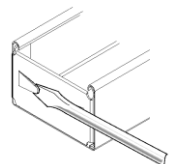
- Press up on the bracket bottoms while lifting the bracket doors open.

### MOUNT THE HEADRAIL:

- Tilt the headrail slightly backwards to lower the back-side lip.
- Slide the headrail into the brackets and push it all the way back.
- The front lip of the headrail should hook to the center support lips.

### VERIFY HEADRAIL FIT:

- If the headrail moves left or right more than 1/8", adjust...
- Using a flat head screwdriver, bend the end stiffener tabs out.



### CLOSE THE BRACKET DOOR LATCHES:

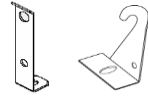
- Snap the door shut over the locking tab to secure.

## STEP 3: INSTALLING OPTIONAL COMPONENTS

With the blind properly mounted and in place, these optional components may now be attached. They include the hold-down brackets and wand tilter (if ordered).

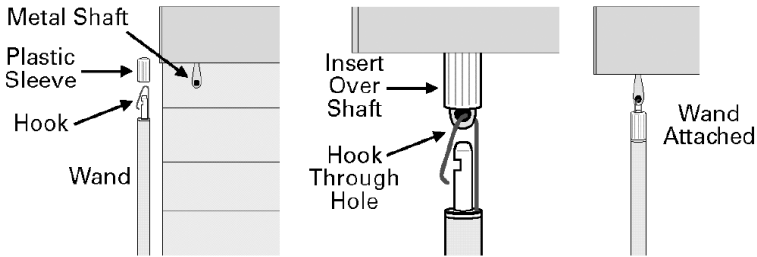
ATTACH THE HOLD DOWN BRACKETS (if ordered):

- Attach brackets to the window sill or an outside surface.
- Lower the blind, align bottom rail pins to the hole or hook. 2 hold down types



ATTACH THE WAND (optional):

- Remove plastic sleeve from wand tip and slide it up the metal shaft.
- Slip exposed wand hook through the tilter stem hole.
- Push plastic sleeve back down and over the wand hook until secure.
- Operate the wand by rotating between fingers.

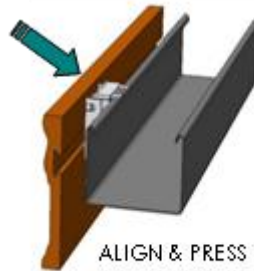


Your valance comes with adjustable magnetic valance clips for quick and easy valance attachment and multi-position valance adjustment capabilities. The magnetic clips have two plastic stop lips tabs on the top. These tabs will be aligned to and rest on the top front lip of the headrail when installing the valance.

### QUICK STEPS - INSTALLING THE VALANCE:



TWIST MAGNETIC CLIPS INTO VALANCE ROUTE UNTIL STRAIGHT



ALIGN & PRESS

VALANCE GENTLY FORWARD UNTIL

1. **TWIST** the magnetic clips into the backside valance routes until straight.
2. **PROJECT** the magnetic clips outward to their widest projection (3 notches out).
3. **ALIGN** the valance to the headrail using the magnetic clip stop lip tabs.
4. **PRESS** the valance gently forward until the magnets adhere to the headrail.
5. **ADJUST** projection by pressing valance forward (face flush or returns to wall).

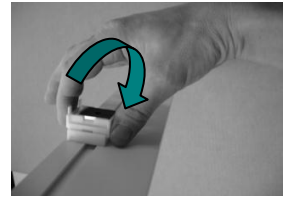
## DETAILED STEPS – INSTALLING THE VALANCE:

1. **TWIST:** Twist all magnetic clips into the backside valance route until straight. There are at least 2 clips and each should be positioned 10" in from the ends of the valance. (5 ½" in valances under 36") Additional clips should be spaced evenly between the 2 end clips.

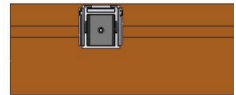
- Lay the valance face down with the back side up. Turn each clip to the side, insert the clip's dovetail (knob) into the route and twist the clip until it's straight.



TWIST



TWIST UNTIL STRAIGHT



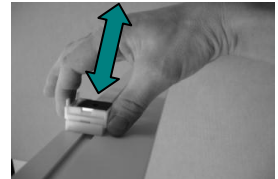
CORRECT

### CLIP COUNT CHART:

- |                              |                    |
|------------------------------|--------------------|
| ▪ Valance up to 36" wide     | = 2 magnetic clips |
| ▪ Valance 36" up to 52" wide | = 2 magnetic clips |
| ▪ Valance 52" up to 82" wide | = 3 magnetic clips |
| ▪ Valance 82" wide & up      | = 4 magnetic clips |

2. **PROJECT:** Project the magnetic valance clips by pulling them outward after attaching the them to the backside valance route.

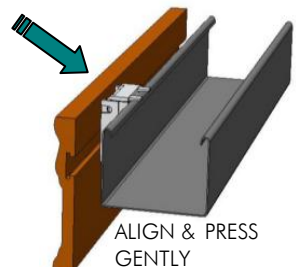
- Lightly grasp & squeeze each clip on the top and bottom with your forefinger and thumb and pull it outward. (3 notches out = widest projection).



PULL TO PROJECT

3. **ALIGN:** Align the valance to the headrail.

- Hold the valance securely from the front side with both hands, approach the headrail and position the magnetic clip's **stop lip tabs** to the top-front lip of the headrail until it is level and in position.



ALIGN & PRESS GENTLY

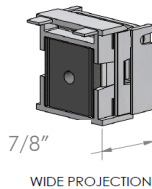
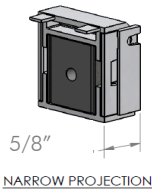
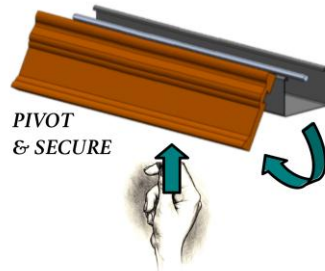
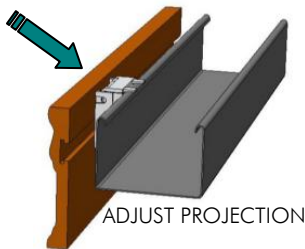
4. **PRESS:** Press the valance GENTLY forward just enough so the magnetic clips adhere to the headrail.

- Do not press forward too hard or the magnetic clips will adjust to their narrow projection.

5. **ADJUST:** the valance projection as follows;

FOR INSIDE MOUNT VALANCES – continue pressing the valance forward until it is flush with the wall or until the magnetic clips are in their fully compressed position.

FOR OUTSIDE MOUNT VALANCES – continue pressing the valance forward until there is a 1/8" clearance gap between the valance returns and the wall or until the valance returns are touching the wall (for a tighter fit).



The clip projection diagrams measure the distance between the back of the valance and the front of the headrail.

For outside mounts with 3" valance returns, the standard clip projection is 1 notch out from the clip's narrow (fully compressed) position.

**VALANCE HEIGHT ADJUSTMENTS** - The magnetic valance clips allow for limited valance height adjustments by carefully sliding the valance up or down while the magnets are adhered to the headrail. The magnetic clip's **stop lip tabs** rest on the top front lip of the headrail, keeping the valance level and preventing the valance from adjusting lower beyond that point.

**CAUTION: THE ENTIRE SURFACE AREA OF THE MAGNET INSIDE EACH CLIP NEEDS TO MAINTAIN CLEAN CONTACT WITH THE FRONT SURFACE AREA OF THE HEADRAIL AT ALL TIMES.**



## STEP 5: OPERATING THE BLIND

Please refer to the ordered control system options below for instructions on how to properly operate your blind.

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### STANDARD RECTANGULAR BLINDS:

TO TILT THE SLATS:

- Pull on one of two **tilt cords** to rotate slats forwards or backwards.
- Rotate the **wand tilter** (if ordered) to rotate slats forwards and backwards.

TO RAISE AND LOWER THE BLIND:

- Tilt the slats to the open position (flat and parallel to headrail).
  - Pull the **single lift cord** down and toward the center of the blind.
  - Raise or lower blind to desired position, then...
  - Move the cord **toward the outside of the blind to lock**, then release.
- 

### CORDLESS LIFT BLINDS:

TO TILT THE SLATS:

- Pull on one of two **tilt cords** to rotate slats forwards or backwards.
- Rotate the **wand tilter** (if ordered) to rotate slats forwards and backwards.

TO RAISE AND LOWER THE BLIND:

- Tilt the slats to the open position (flat and parallel to headrail).
  - Hold the **center portion of the bottom rail** to ensure level movement.
  - Lower the blind by gently pulling downward to the desired position.
  - Raise the blind by gently pushing upward to the desired position.
-

## CLEANING INSTRUCTIONS

**DUSTING:** Like any piece of furniture, dust your blinds regularly. Use an ordinary soft, clean cloth, chemically treated dust cloth, dusting mitt or cylindrical dust brushes especially designed for blinds. Lower the blind to its full length, tilt the slats almost fully closed and dust. Then dust the reverse side of the slats in the same manner. In order to reach the dust where the slats overlap, it is best not to fully close the blind in either position.

**VACUUMING:** To use your vacuum for cleaning your blind, use the brush attachment provide with your vacuum. Use the same procedure as mentioned above.

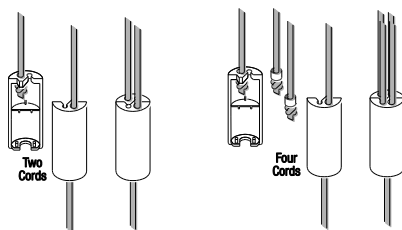
**DAMP CLEANING:** To wipe your blinds, use a soft cloth or sponge. Use warm or cold water - NOT hot water. Place toweling on the floor or sill and wipe the blind in sections.

**IMPORTANT NOTE:** Ultrasonic cleaning is NOT recommended for wood blinds.

## CORD CONNECTOR

### REASSEMBLY OF CORD CONNECTOR:

Reinsert any loose cords into the top notches of the cord stop. There is a notch on each side. Line up the right and left sides of the cord stop and snap the pieces back together.



## CORD CLEATS INSTALLATION

If standard cord is ordered install cord cleats.

Be aware that it is possible for children to STRANGLE in window covering cords. To reduce the possibility of such an accident, all cords must be kept out of the reach of children, including infants. Cord cleats are an effective way to do this.

Attach the cord cleats 6" to 12" apart at a height where they will be out of the reach of children. Move cribs, playpens, and other furniture away from the cords. Children can climb furniture to get this cords. Once the cleats are attached, TIGHTLY wrap the excess cord around them after each use of the shades or blind, as shown. It's fast, easy, and will make your windows covering safer.

To obtain additional cord cleats, please contact Customer Service.

## WARNING

Young children can STRANGLE in cord and bead chain loops and in the loop(s) above the cord connector. 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.

Inner cords can pull out to form a loop, which can STRANGLE a young child.

- Children can climb furniture to access inner cords. Move cribs, playpens, and other furniture away from window coverings.



## WARRANTY INFORMATION

### Lifetime Limited Warranty covering our Custom Made Blinds

We extend this lifetime limited warranty to the original purchaser. This warranty applies only to manually operated Custom Products properly installed in the window, door or interior area for which they were intended. Installation of the product must be in accordance with accompanying instructions. The product cannot be modified. It is the purchaser's responsibility to maintain and clean the product in compliance with the instruction provided. The product must be used only in the window for which it was purchased. Damage to the product resulting from misuse, abuse, direct exposure to salty air or discoloration due to sunlight or the passage of time is not covered by this warranty.

This warranty does not apply to conditions caused by normal wear and tear upon the product. This warranty is exclusive and in lieu of all other obligations, liabilities or warranties. In no event shall the Manufacturer be liable for incidental or consequential damages or for any other direct or indirect damage, loss, cost, expense or fee. Some states do not allow the exclusion or limitation of incidental or consequential damages, so this exclusion or limitation may not apply to you.

In the event of a defect under this warranty, we will repair or replace the product, at our option, provided it is returned to our store. Our warranty obligation excludes shipping charges and labor costs for measuring and installation. Repairs will be made with like or similar parts. This warranty gives you specific legal rights, and you may have other rights which vary from state to state.

Notes: Motorization Systems are warranted for five years from the date of purchase. Specialty Blinds and Shades are warranted for one year from the date of purchase.

This warranty does not apply to Commercial Orders.