

*Sheer Horizontal Shadings*

# **CORD LOOP**

**Designer Head Rail**



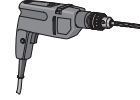
**Installation & Care Instructions**

152053B  
1/17/2020

# GETTING STARTED

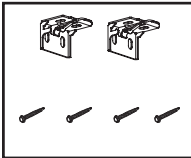
A few simple tools are required:

- Measuring tape
- Power drill, drill bits
- 1/4" Hex head and/or Phillips driver bit
- Pencil



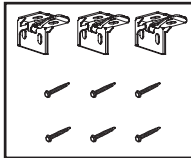
Additional fasteners other than those sent with your shade may be required depending on the mounting surface. Wallboard and plaster require the use of anchors such as expansion or toggle bolts. Brick, tile or stone need special plugs and drill bits. Remember to always pre-drill holes in wood to avoid splitting.

PN: CKIT013Q2



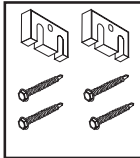
Mounting Brackets for Shades with Head Rail  
2 pack

PN: CKIT013Q3



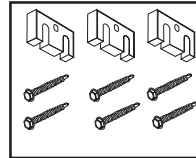
Mounting Brackets for Shades with Head Rail  
3 pack

PN: KIT2011



Spacer Block (optional)  
2 pack

PN: KIT2013



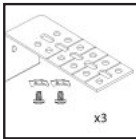
Spacer Block (optional)  
3 pack

PN: KIT2013



Head Rail Extension and Side Mount Bracket (optional)  
2 pack

PN: KIT2014



Head Rail Extension and Side Mount Bracket (optional)  
3 pack

PN: KIT9108



Hold Down Bracket (optional)

# STEP 1: BRACKET INSTALLATION

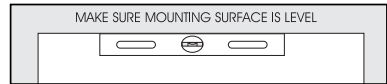
## SHADES WITH HEAD RAIL

Shades are shipped with the required number of brackets for proper installation. End brackets should be located approximately 3” from either end. Depending on the width of the shade, additional brackets may be necessary, evenly spaced between the two end brackets.

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

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.



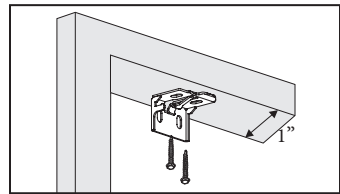
## INSIDE MOUNT

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

A minimum of 3 ¾” is needed to fully recess the shading.

Make sure the brackets are level and aligned.

Attach each bracket using two screws.



### Inside Mount

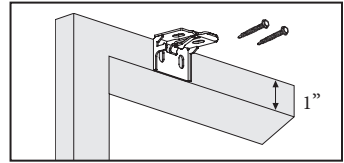
Shallow Mount - Minimum 1” surface  
Flush Mount - Minimum 3 ¾” surface

## OUTSIDE MOUNT

The minimum mounting height for outside mounted shadings is 1”.

Make sure the brackets are level and aligned.

Attach each bracket using two screws.



**Outside Mount**

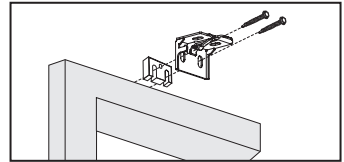
Minimum ¾” surface

## SPACER BLOCKS (OPTIONAL)

Each spacer block projects brackets ¾” 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.

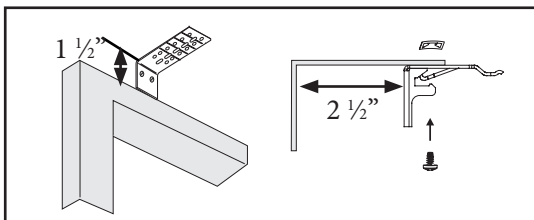


**Outside Mount with Spacer  
Blocks**

## EXTENSION BRACKETS (OPTIONAL)

Optional extension brackets are used to project the back of the shading 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**

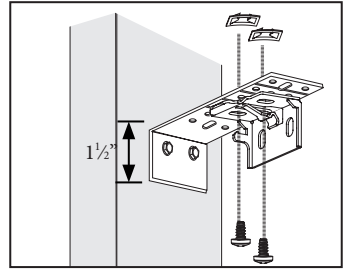
Minimum 2” surface

## 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 to confirm 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.

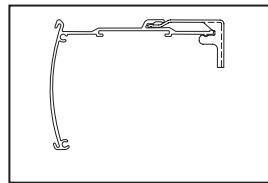
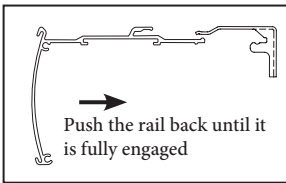


**Side Mount**

Minimum 1 1/2" surface

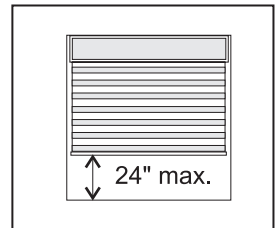
## STEP 2: SHADE INSTALLATION

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



## OPERATION

Pulling down on the back cord will lower the shading. When the window shading is completely lowered, pulling down on the back cord will open the vanes. Continued pulling in this direction will raise the fabric with the vanes in the open position. The window shading must only be raised a maximum of 24" in this manner to avoid damaging the fabric.



Pulling down on the front cord will close the vanes and then raise the shading.

## CHILD SAFETY - INSTALL TENSION DEVICE



### WARNING

To avoid entanglement and strangulation, keep cords out of reach of young children. Move cribs and furniture away from shading cords.

### TENSION DEVICE

The tension device reduces the hazards of strangulation and entanglement of young children by limiting access to the control cord.

The cord tensioner must be installed to make the shading fully operable.

**Read the instructions in the mounting hardware packet prior to installing the tensioner.**

### SAFETY LABELS

In compliance with WCMA/ANSI safety standards, the warning labels on the bottom rail are designed to be permanent. **DO NOT** remove the permanent warning label on the bottom rail. This assures that future owners of this product will be aware of potential dangers associated with corded window shades.

## SKEW ADJUSTMENT (IF NECESSARY)

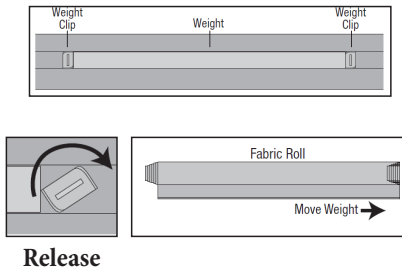
If the fabric is moving to one side as the shading is raised (skewing), first check that the installation brackets are level. Shim to level, if necessary. If the brackets are level it may be necessary to adjust the bottom rail weight.

To release the weight clip, insert a flat blade screwdriver into the weight clip and turn clockwise.

Move the weight in 1" increments toward the side where the fabric is gathering.

Secure the weight clips in position by turning them counterclockwise after making the adjustment.

Test and, if necessary, adjust again.

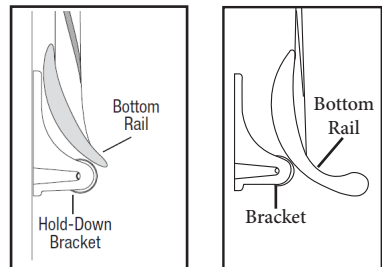


## HOLD DOWN BRACKETS (OPTIONAL)

Lower the shading, keeping the vanes closed.

Place the magnetic hold down bracket onto the bottom rail just inside the end cap, oriented as shown.

Hold the bracket while opening and closing the vanes (it may be necessary to have someone assist you). Adjust the bracket to the best overall position.



Mark the screw location using the mounting options shown to the right.

### OUTSIDE MOUNT



Preferred



Alternate

The screw should be placed in the middle of the slot. This will allow for adjustment.

Drill the screw holes using a  $\frac{3}{32}$ " drill bit.

### INSIDE MOUNT



Preferred

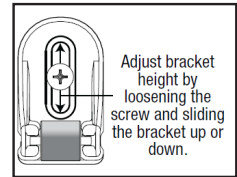


Alternate

**IMPORTANT:** Use drywall anchors when mounting into drywall.

Attach the hold down brackets to the mounting surface using the screws provided.

If necessary, adjust bracket height by loosening the screw and sliding the bracket up or down.

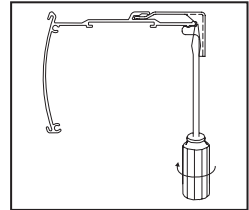


## SHADING REMOVAL

Partially lower the shading 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.



## CLEANING AND CARE

The shading 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.