

# Vertical Blind

## Installation and Troubleshooting Instructions



Questions? We can help! Call Vista's Hot Line for quick assistance. 1-800-726-3380  
If you are missing parts or have questions about the operation of your blind, call our Hotline. Please have the Vista order number available, it can be found printed on a sticker affixed to the headrail or shipping label.

To install your Vista blinds, you will need a few basic tools: pencil, level, drill and drill bits, measuring tape, and screwdriver. Before you begin, please read the instructions all the way through to acquaint yourself with the recommended procedures.

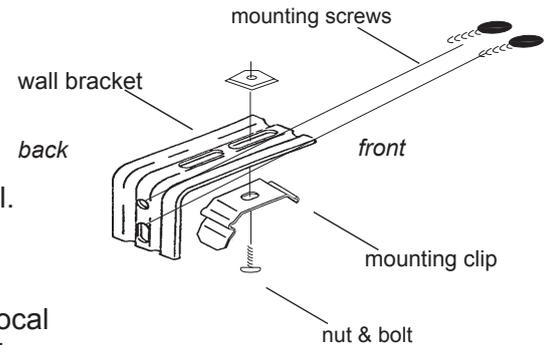
### Outside or Wall Mount - Headrail (Track) and Valance Installation

#### Bracket Installation

The wall bracket should be mounted so that the top of the bracket is 3/4" taller than the total height of blinds - this allows for clearance at the bottom (if floor length). It should also be at least 2" above the door or window to allow for height of the bracket. Brackets should be mounted approximately 3" from each end of the headrail. Additional brackets should be equally spaced between end brackets.

Fasten wall brackets to wall. If you are installing into a hollow wall, you'll need to purchase the appropriate hollow wall anchors. Seek the advice of an expert at your local hardware store. A screw in plain drywall or plaster will NOT provide a lasting installation.

After brackets are securely mounted to wall, position the mounting clip so the front of the clip is flush with the front of the wall bracket. Turn mounting clip on wall bracket sideways to allow easy access to the top screw hole in bracket. Secure the mounting bracket by tightening the nut and bolt.



#### Install the Headrail

Snap headrail in place by inserting edge of headrail into front edge of mounting clip and rotating back until headrail snaps firmly in place.

**Note:** *Contour Plus Valances should be installed prior to the headrail. See Next Page.*

#### Install the Valance

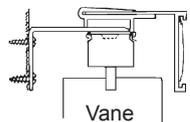
Snap valance clips onto top of the headrail by setting front of clip retainer into front grooves of headrail first, then push down firmly on rear of valance clip until it snaps into place. Valance clips should be placed 4" from each end, remaining clips should be spaced evenly.

#### Square Corner or Round Corner Valance

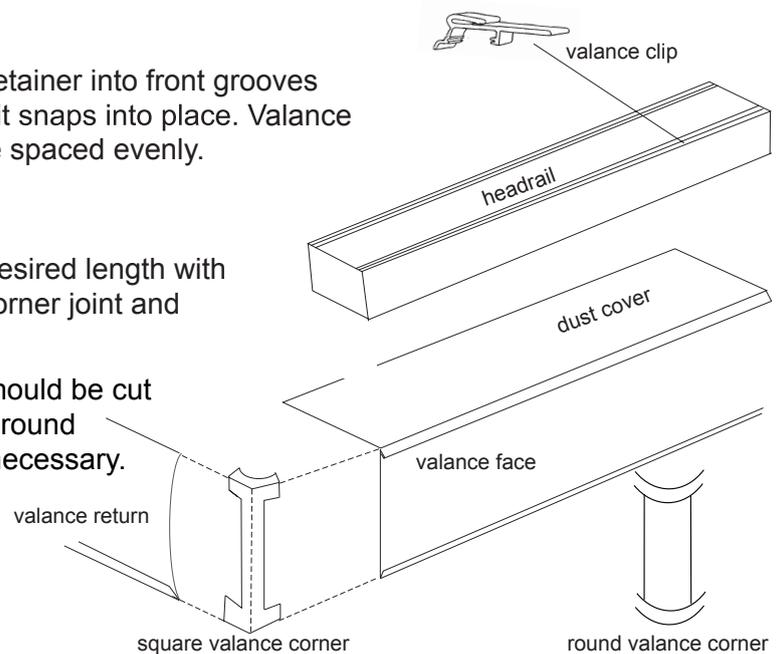
Square Corner valance returns along with insert should be cut to desired length with heavy scissors. The valance return is then inserted into valance corner joint and attached at each end of the valance.

Round Corner valance has a continuous valance insert. Returns should be cut to desired length with heavy scissors. Slide valance insert through round corner connector and into return pieces on both ends and trim as necessary.

The valance dust cover is then slid into valance clips.



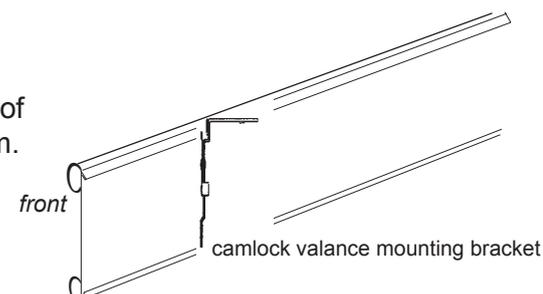
Be certain to allow adequate clearance between vanes and back of valance (1/4" to 1/2").



#### Contour Valance (Single Valance)

Insert the front edge of the Valance Mounting Bracket behind the lower lip on the back of the valance. Using your thumb, press down and rotate the swivel (camlock) mechanism. Ensure that the lower tab on the swivel bracket slips under the upper lip of the valance trim edge.

The valance mounting bracket should be fastened to the wall mount bracket assembly using the nut & bolt provided.



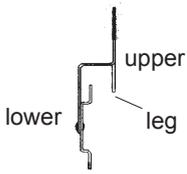
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### Contour Plus Valance (Double Valance)

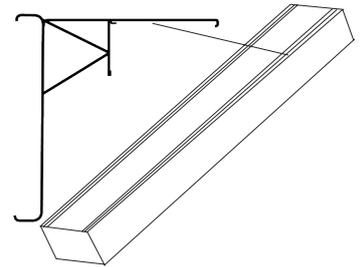
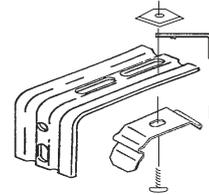
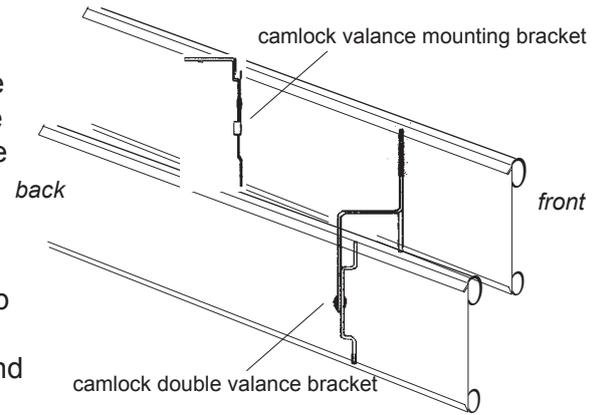


Insert the upper portion of the double valance bracket under the top lip of the valance trim edge of the upper valance. Rotate the bracket so that the leg slides under the bottom lip of the valance trim edge. When the bracket is locked in place it should be perpendicular to the valance.

To assemble the lower valance to the upper valance, lay the valances face down with the lower valance overlapping the bottom edge of the upper valance. Line up the lower portion of the double valance bracket with the trim edges of the upper valance and rotate into locking position. The swivel bracket slips under the top and bottom lip of the valance trim edges.

Insert the front edge of the valance mounting bracket behind the lower lip on the back of the valance. Using your thumb, press down and rotate the swivel (camlock) mechanism. Ensure that the lower tab on the swivel bracket slips under the upper lip of the valance trim edge.

The valance mounting bracket should be fastened to the wall mount bracket assembly using the nut & bolt provided. Additional brackets are recommended for wider window applications.



### Fauxwood Crown Valance (VX200 Headrail Only)

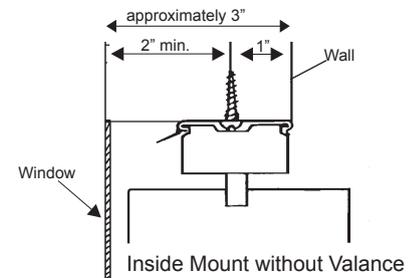
Snap valance clips onto top of the headrail by setting rear of clip retainer onto rear grooves of headrail first, then gently pull out and down on front of valance clip until it catches onto the front groove of headrail. Valance clips should be placed 4" from each end, remaining clips should be spaced evenly.

Now the valance snaps into the valance clips.

### Inside or Ceiling Mount Headrail (Track) and Valance Installation

#### Installation without a Valance

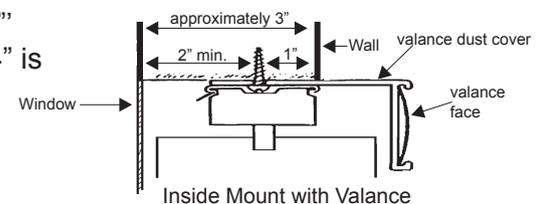
The inside mount without valance requires approximately 3" of depth for proper installation. The center of mounting clip should be at least 2" from glass (2 1/4" is suggested) or back wall for rotating vanes. Mounting clips should be mounted 3" from each end of headrail. Additional clips should be spaced evenly. Proceed to Install Mounting Clips.



#### Installation with a Valance

NOTE: Valance is designed to be approximately 1" wider than window opening.

For proper installation a 3" depth is required on a inside mount valance. A minimum 2" clearance is required from the window or back wall and the back of the valance (2-1/4" is suggested). Locate the center of inside top of window and make a small pencil mark at least 2 inches from window glass, drill a 1/16" pilot hole.

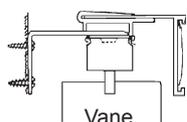


### Square Corner or Round Corner Valance

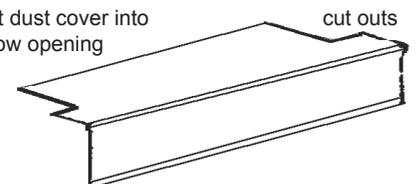
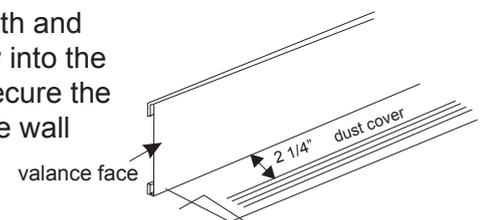
Turn the valance upside down and make a pencil mark in the center of the dust cover width and 2-1/4" from the back of the valance face. Drill a 1/16" pilot hole, place the mounting screw into the pilot hole of the valance dust cover. Align the two pilot holes (valance and window) and secure the screw almost tight for now. Rotate the valance as required so that valance is square to the wall and tighten the valance securely.

**Note:** The valance is designed so that the face will extend beyond the window opening on each side. The dust cover is cut out on each end to allow the valance to protrude into the window opening at the desired depth.

If the two pilot holes do not align because the valance face cannot be pushed inside the window, the first pilot hole should be moved out to align with the pilot hole in the valance dust cover.



Be certain to allow adequate clearance between vanes and back of valance (1/4" to 1/2").



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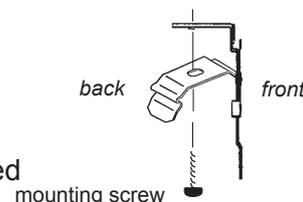
Square Corner valance returns along with insert should be cut to desired length with heavy scissors. The valance return is then inserted into valance corner joint and attached at each end of the valance.

Round Corner valance has a continuous valance insert. Returns should be cut to desired length with heavy scissors. Slide valance insert through round corner connector and into return pieces on both ends and trim as necessary.

### Contour Valance (Single Valance) or Contour Plus Valance (Double Valance)

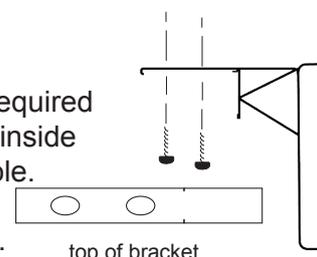
Follow the steps to assemble the valance and brackets as previously shown for Outside Mount.

For single or double valances, the valance mounting bracket should be fastened to the window frame/ceiling using the same mounting screw for the headrail mounting clip. Additional brackets recommended for wider window applications.



### Fauxwood Crown Valance (VX200 Headrail Only)

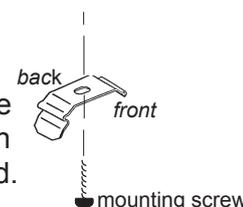
For proper installation a 3" depth is required on a inside mount valance. A minimum 2" clearance is required from the window or back wall and the back of the valance (2-1/4" is suggested). Locate the center of inside top of window and make a small pencil mark at least 2 inches from window glass, drill a 1/16" pilot hole. Valance clips should be placed 4" from each end, remaining clips should be spaced evenly. Position a mounting clip with the hole under the forward hole of the valance clip and screw into place.



Now the valance snaps into the valance clips.

### Bracket Installation

Position a mounting clip 3 inches from each end by first measuring and drilling a pilot hole through the valance and into the ceiling or wall approximately 2-1/4" from the back of the valance face. Place screws into mounting clips and install securely. If you are installing into a hollow ceiling, you'll need to purchase the appropriate hollow wall anchors. Seek the advice of an expert at your local hardware store. A screw in plain drywall or plaster will NOT provide a lasting installation. Additional mounting clips should be equally spaced. If an odd number of mounting clips are required, remove the centering top valance screw and add a mounting clip.



### Install the Headrail

Snap headrail in place by inserting edge of headrail into front edge of mounting clip and rotating back until headrail snaps firmly in place.

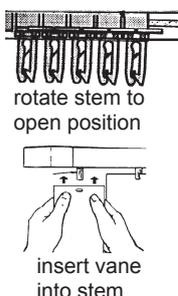


### Vane (Louver) Installation

Rotate louvers stems with chain so that vanes will be installed in the the open position.

Insert slotted end of vanes into stem as far as it will go, then gently pull down, approximately 1/4" to ensure that it catches on hook. Be certain that hems on cloth vanes all face in the same direction.

Vaness can be removed by inserting a credit card between the vane and the leg of the stem that has the hook on it.

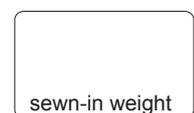


### Fabric Vertical Vanes

Fabric vertical vanes are produced with sewn-in weights or weights-and-chains or inserted into a clear edge freehang groover also known as channel panel. Weights are not available with groover.

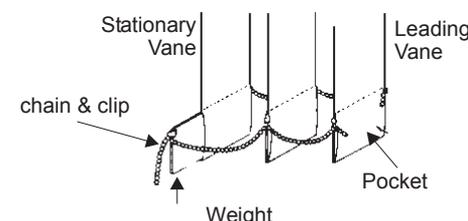
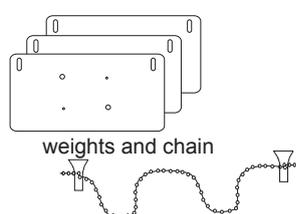
Sewn-in weights are solid and sewn into an open-sided pocket at the bottom of the vertical vane.

Chain weights are have a small hole on either side of the weight to allow for chain-and-clips to be attached. While the weights are already inserted into the pocket, you will need to attach the chain-and-clips. Chain weights are not sewn into the open-sided pocket.



Attach the clips to the front holes of weights, starting with the vane at the end of the blind.

Install chain clips to back of vanes in the same manner.



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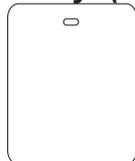


### Fabric Vertical Vanes



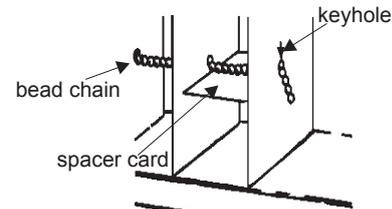
Adjustable louver tops - Adjustable louver tops allow each fabric louver to be individually adjusted to compensate for out of square windows. Raise or lower the vane by 1/8" by sliding the louver top left or right. Once you have adjusted properly, break off the tab that extends past the edge of the louver.

### Vinyl (PVC) Vertical Vanes



PVC vanes are constructed of rigid vinyl with a louver stem hole punched in the top center of the vane. Vinyl vanes hang freely, no weights or chains required. PVC bottom chain is available as an option but is not recommended. Bottom chain must be specified at time of order.

To Install PVC Bottom Chain - Thread the small bead chain through the key hole at the bottom of the vane using the spacer card provided to set the distance between vanes. Lock the bead chain into the key holes starting with the leading vane. Four inches of chain should be between each vane. Trim excess chain one inch beyond the first and last vane.



### Install the Tension Device

**WARNING!** Children can strangle in cord loops. They can also wrap loose cords around their necks and strangle. Always keep cords out of reach of children.

Note: All cord loops must be secured to the wall using supplied cord tensioner. See instructions included in mounting hardware packet.



### Operating Your Vertical

Standard Cord and Chain Control - Pull the chain or beaded cord to rotate the vanes open and closed. Locate and pull the cord to traverse the vanes across the headrail. Stacking will vary depending on the draw of the vertical (i.e. split draw, one way right, one way left).

Optional Wand Control - A single wand is attached to the lead carrier. Operate the blind by rotating the spinning the wand to rotate the vanes open and closed. Pull the wand across the headrail/track to traverse the vanes.

## Vertical Blind Troubleshooting Instructions

<u>Problem:</u>	<u>Check:</u>	<u>Solution:</u>
Vanes will not rotate completely closed	One or more vanes may be out of sync  One or more vanes may be hitting the wall on OB mount), the floor (on IB or OB mount), or the window (on IB mount)	Pull the rotation chain until the vanes have stopped rotating, then continue to pull chain until all vanes are aligned. NOTE: A loud clicking noise will be heard. This is normal and will not damage the headrail.  Move the brackets to clear the obstruction.
Vanes will not rotate	One or more vanes may be hitting the valance  All vanes should be overlapped on the same side.	Move the valance out away from the vanes.  Manually overlap the vanes so that they are all the same.
Cord is hard to pull.	Too much tension on the cord.	Adjust the mounting of the tension device so the cord is taut but not tight.
Too much spacing (light gap) between idle end (end without chain and cord) and first carrier	Is there a 3/8" spacer between the idle end and the first carrier?	Carefully remove the 3/8" spacer(s) from the pinion rod inside the headrail at the idle end. If there are multiple spacers, remove only one at a time.
Headrail sticks / jams half way across when traversing, but when pulled harder will finish traversing	Inside the headrail, look for a small silver bead crimped on the cord. This bead will sometimes lose its shape or become loose	Re-crimp the bead snugly to the cord keeping it as "round" as possible.

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