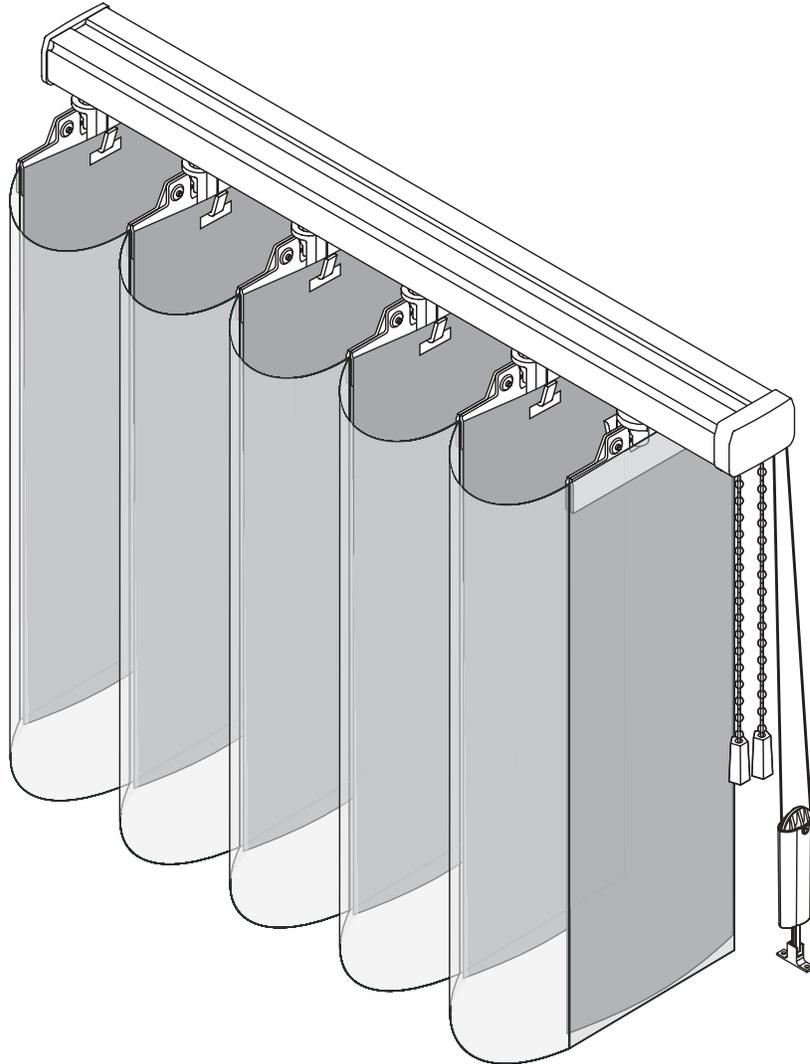


Drapery Sheer

Installation and Care Guide



Drapery Sheer Vertical Blinds represent a design breakthrough in style, efficiency and function. The unique fabric structure and hardware system are designed to provide years of reliable service when properly installed.

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

Keep these instructions for future reference

Table of Contents

I	Basics	Page 4
II	Hardware	
	A. Standard (No Valance) and Wood Fascia	Page 5
	B. Aluminum Valance	Page 5
III	Bracket Installation	Page 5
	A. Standard (No Valance) and Wood Fascia	
	1. Inside Mount	Page 6
	2. Outside Mount	Page 6
	3. Side Mount	Page 6
	B. Aluminum Valance	
	1. Inside Mount	Page 7
	2. Outside Mount	Page 7
	3. Side Mount	Page 7
IV	Track Installation	Page 8
V	Cord Tensioner Installation	Page 8
VI	Cord Length Adjustment	
	A. Side Stack	Page 9
	B. Split Stack	Page 9
VII	Fabric Panel Install	
	A. Fabric Hanger Install (No Room Darkening Option)	Page 10
	B. Fabric Hanger Install (Room Darkening Option)	Page 13
VIII	Room Darkening Vane Installation	Page 16
IX	Fabric Panel Removal	Page 17
X	Top Treatment Installation	
	A. Aluminum Valance	Page 18
	B. Wood Fascia	Page 18
XI	Cleaning and Care	Page 19
XII	Trouble Shooting	Page 20

Options

Drapery Sheer Verticals are available with three different top treatments - Standard (No Valance), Aluminum Valance, or Wood Fascia. Tracks may be side stack or split stack and be either Cord Control or Wand Control. Determine which options you have before beginning installation by reading the packing list.

I BASICS

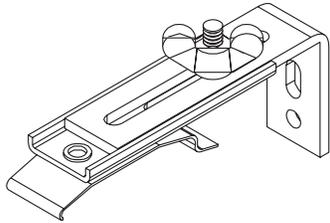
A few simple tools are required:

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

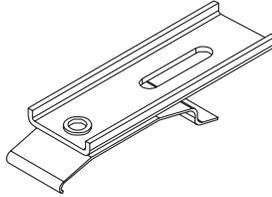
Additional fasteners other than those sent with your blind may be required depending on the mounting surface. Wallboard and plaster require the use of anchors such as expansion or toggle bolts. Brick, tile or stone need special plugs and drill bits. Remember to always pre-drill holes in wood to avoid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

II HARDWARE

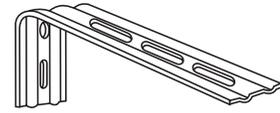
A. Standard (No Valance) and Wood Fascia



Outside Mount Bracket



Inside Mount Bracket



Extension Bracket
(used for Side Mounting)

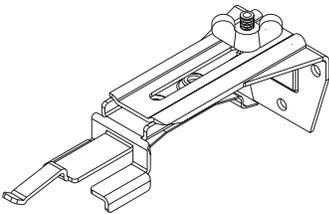


1 1/4" Hex Head

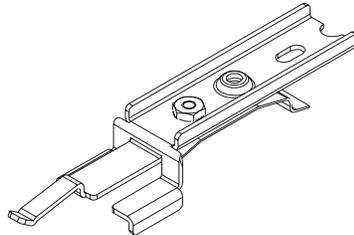


3/4" Round Head
Tensioner Screw

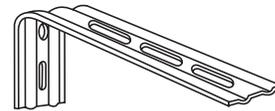
B. Aluminum Valance



Outside Mount Bracket



Inside Mount Bracket



Extension Bracket
(used for Side Mounting)

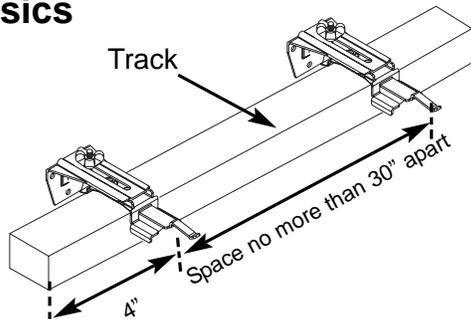


1 1/4" Hex Head



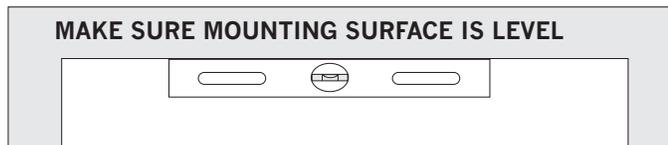
3/4" Round Head
Tensioner Screw

III BRACKET INSTALLATION Basics



The mounting surface must be level for the vertical to operate correctly. The brackets may need to be shimmed for out of level windows.

Choose the appropriate mounting option for your application. End brackets should be located with centerlines 4" in from each end. Additional brackets should be spaced no more than 30" apart.

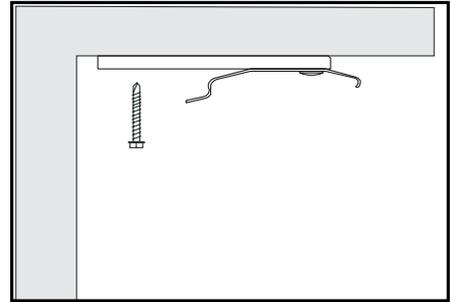


A. Standard (No Valance) or Fascia Bracket Installation

1. Inside Mount

The back of the mounting bracket must be 1/8" from any obstruction.

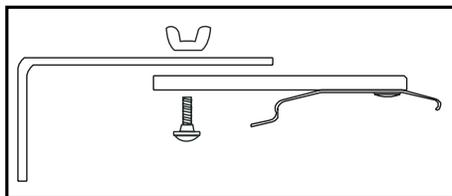
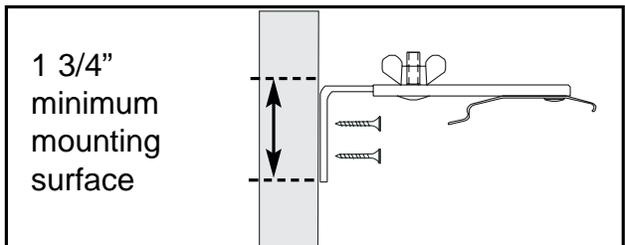
Temporarily rotate mounting clip to install second screw. When repositioning the clip, make sure that the rivet used to attach the clip is all the way to the back of the slot.



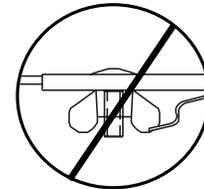
2. Outside Mount

A mounting surface of at least 1 3/4" is required for an OB or wall mount.

Assemble the mounting bracket with the wing nut and bolt provided.

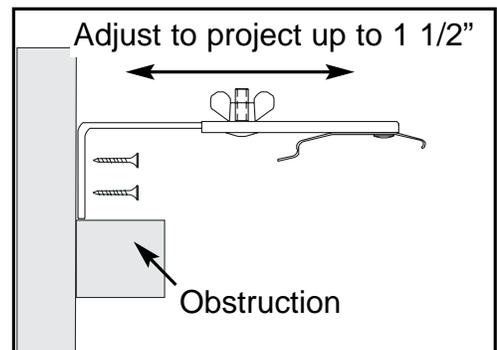


Place the wing nut up, so that it does not interfere with the mounting clip.



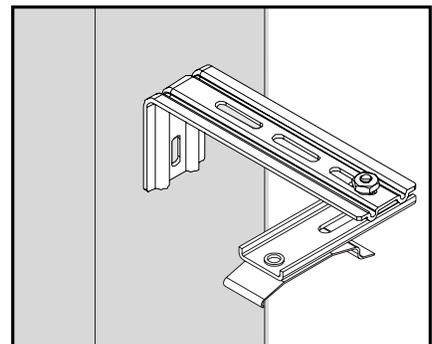
Position the top surface of the mounting bracket at the desired height. Secure bracket to the mounting surface with two screws. Make sure that all brackets are aligned and level.

If mounting above a molding or other possible obstructions, loosen the wing nut and adjust the bracket to project the mounting bracket beyond the obstruction. This will ensure that the sheer fabric and vanes do not hit or rub the obstruction. Brackets will adjust to project the blind up to 1 1/2".



3. Side Mount

Bolt an inside mount bracket to an extension bracket as shown.

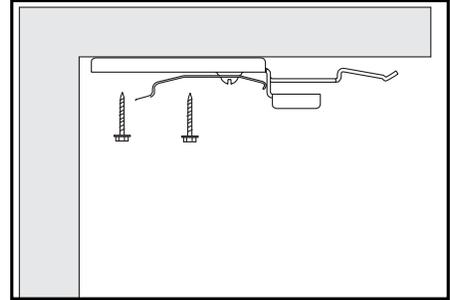


B. Aluminum Valance Bracket Installation

1. Inside Mount

The back of the mounting bracket must be 1/8" from any obstruction.

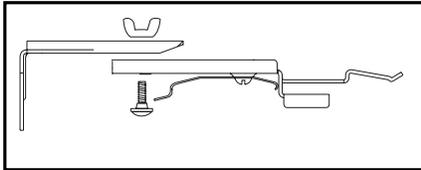
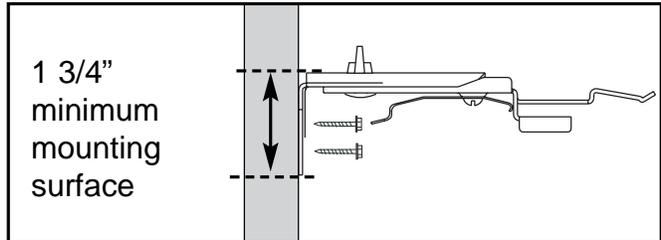
Temporarily rotate mounting clip to install second screw. When repositioning the clip, make sure that the rivet used to attach the clip is all the way to the back of the slot.



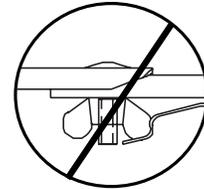
2. Outside Mount

A mounting surface of at least 1 3/4" is required for an OB or wall mount.

Assemble the mounting bracket with the wing nut and bolt provided.

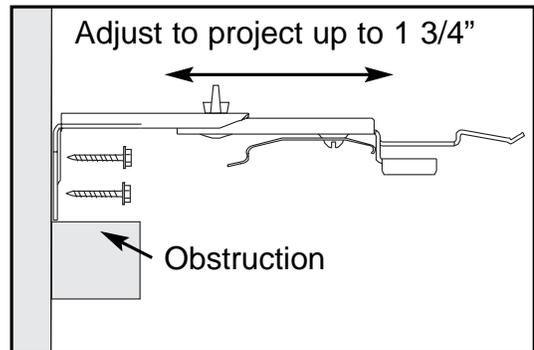


Place the wing nut up, so that it does not interfere with the mounting clip.



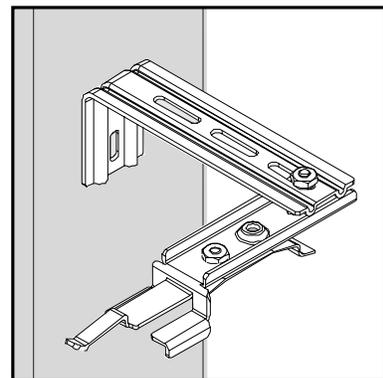
Position the top surface of the mounting bracket at the desired height. Secure bracket to the mounting surface with two screws. Make sure that all brackets are aligned and level.

If mounting above a molding or other possible obstructions, loosen the wing nut and adjust the bracket to project the mounting bracket beyond the obstruction. This will ensure that the sheer fabric and vanes do not hit or rub the obstruction. Brackets will adjust to project the blind up to 1 3/4".



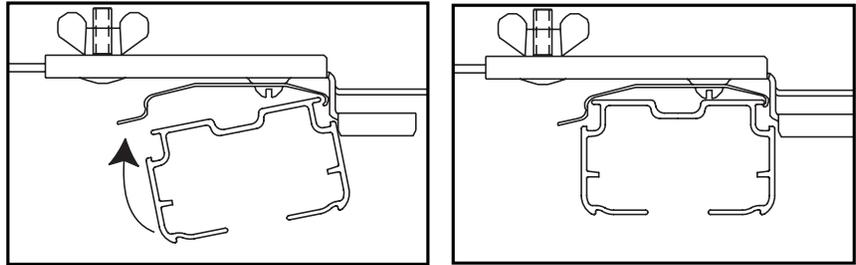
3. Side Mount

Bolt an inside mount bracket to an extension bracket as shown.



IV TRACK INSTALLATION

Insert the front groove of the track into the front of the mounting clip, then push the back of the rail up to snap into the back of the mounting clip.



V CORD TENSIONER INSTALLATION

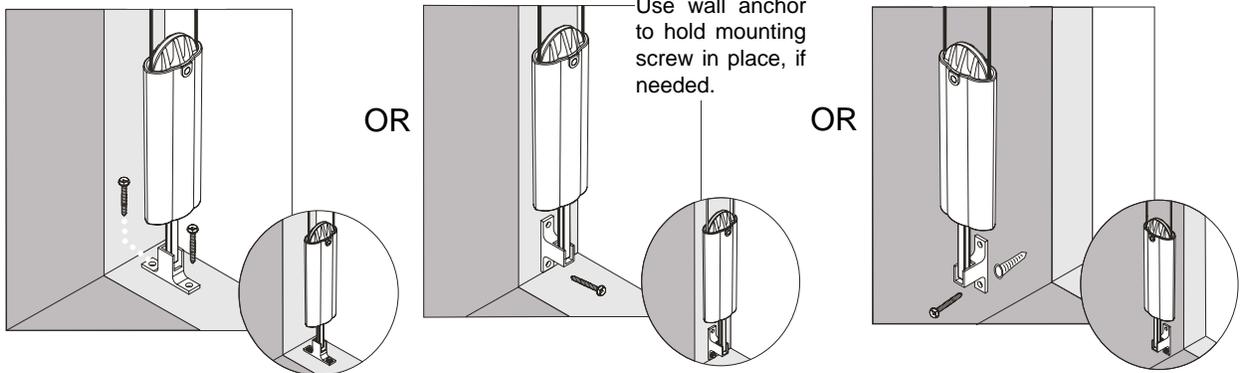
The cord tensioning device is necessary for child safety and for proper operation of the blind. The cord may droop from the track if the tensioner is not installed.

- 1) Choose the best mounting location for the specific installation. The tensioning device may be mounted to the sill, to the jamb or to the wall.
- 2) Fully extend tensioning device. Lock into extended position by rotating the post 45 degrees.

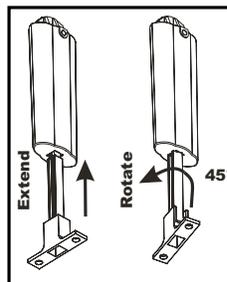
VERSION ONE: SILL MOUNT

VERSION TWO: JAMB MOUNT

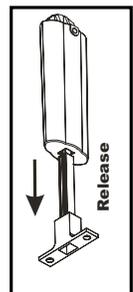
VERSION THREE: WALL MOUNT



3) Hold the cord tensioner at the desired mounting position with the cord taut and the cord tensioning device in extended position. Screw the tensioning device to the mounting surface. If the specific installation requires that the cord tensioning device be placed in a position so that there is not tension on the cord, the cord length will need to be adjusted (see Cord Adjustment on page 9).



4) Rotate and release cord tensioning post.



VI CORD LENGTH ADJUSTMENT

If the cord droops from the track or if the cord is not taut when the tensioning device is installed, the cord length will need to be adjusted.

A. Side Stack

To reduce cord length on a Side Stack:

1) Operate the track so that the carriers are in the stacked position.

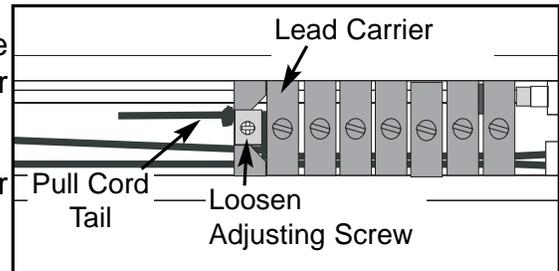
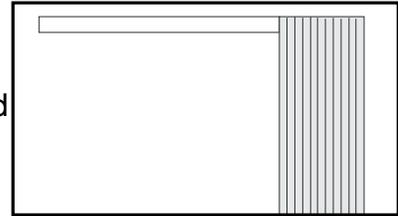
2) Locate 1/2" cord tail in front of lead carrier.

3) Loosen adjusting screw, just enough to be able to pull the cord. If loosened too much the other cord may slip out of position.

4) Pull cord tail until the cord has the proper tension.

5) Tighten adjusting screw. Make sure to tighten enough to prevent the cords from slipping.

6) Cut excess cord.



B. Split Stack

To reduce cord length on a Split Stack:

1) Place the carriers in the closed position.

2) Locate cord tails behind the lead carrier on the side of the track opposite the control.

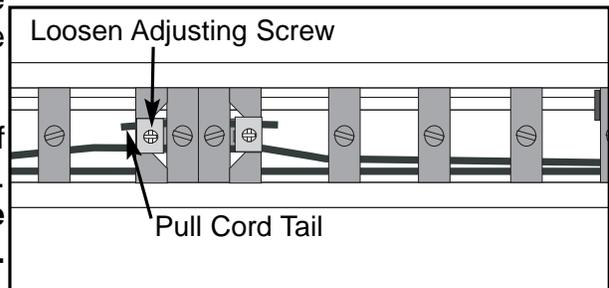
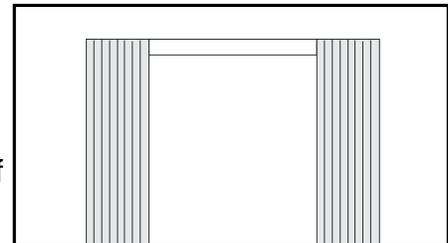
3) Loosen adjusting screw, just enough to be able to pull the cord. If loosened too much the other cord may slip out of position.

4) Select a 1/2" cord tail and pull slightly. If any carrier movement is observed **stop**. Select the other cord. **Caution - cutting the wrong cord will cause irreparable damage.**

5) Pull the cord tail until the cord has the proper tension.

6) Tighten the adjusting screw. Make sure to tighten enough to prevent the cords from slipping.

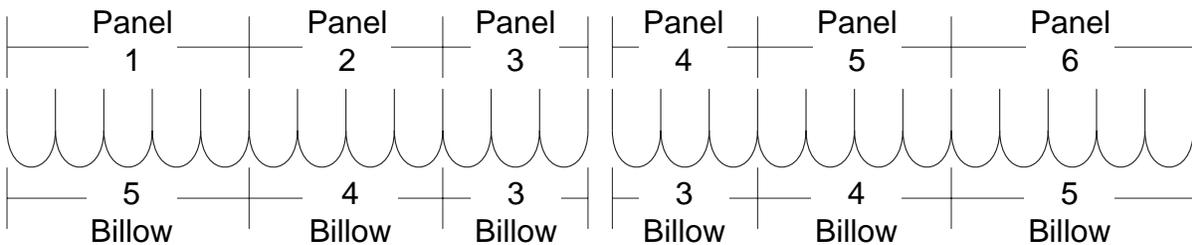
7) Cut excess cord.



VII FABRIC INSTALLATION

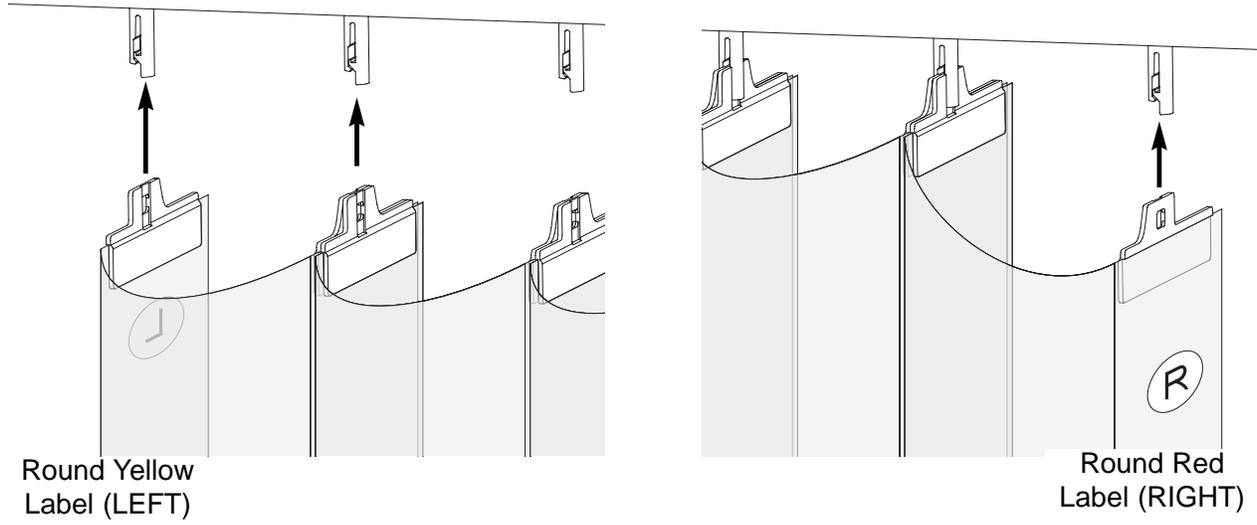
A. Fabric Hanger Installation (No Room Darkening Option)

NOTE: When installing a Split Stack shade, separate the left fabric panels from the right fabric panels. There should be an equal amount of panels for each side with the same amount of billows. Treat each side as a separate shade when installing the fabric panels.



- 1)** Remove a fabric panel from a polybag and carefully remove the low-tack tape from fabric panel.
- 2)** Lay the wrapped fabric on a clean smooth surface and unfold the fabric by flipping the slip sheet end for end until the top of the fabric is reached.
- 3)** Carefully remove the low-tack tape from the top of the fabric panel and discard the slip sheet.
- 4)** Unfold the top layers of the fabric panel and identify the left and right side of the fabric panel. Labels are placed at the top left and top right side of the panel just below the plastic Fabric Hangers. The round yellow label is the left side of the panel and the round red label is the right side. The left and right Fabric Hangers are halves of a Fabric Hanger set.
- 5)** Starting from the left end, one by one grasp and orient each of the Fabric Hangers so the sheer billows of the fabric between each Fabric Hanger is facing you.

NOTE: Handle the fabric with care to prevent any damage to the fabric panel.

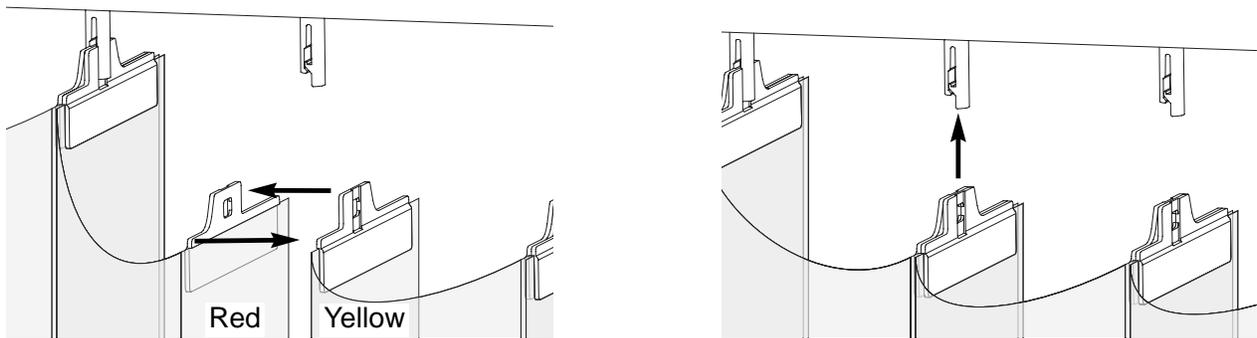


6) Starting from the left end side of the track and fabric panel, one by one insert the Fabric Hangers into the carriers of the track so the billows of the fabric are facing the inside of the room. This is done by simply positioning the hole in the Fabric Hanger below the carrier and pushing it up until the Fabric Hanger is snapped and secured inside the carrier.
NOTE: Be sure not to stretch the fabric when inserting the hangers into the carriers.

7) When the last Fabric Hanger on the right side of the panel is reached do **not** fully snap it into the carrier. Instead, push it up into the carrier so it rests in the end of the carrier and so the fabric does **not** hang freely. If the end Fabric Hanger is fully snapped into the carrier, it cannot be properly attached to the next panel. If the end Hanger is fully snapped into the carrier, then refer to IX Removal of Vanes From Carriers on page 17.

8) Repeat steps 1 - 5 for the next panel.

9) Connect the 1st and 2nd panels. This is done by removing the last Fabric Hanger on the right side of the 1st panel (already hanging) from the carrier and snapping it to the Fabric Hanger on the left end of the 2nd panel. Make sure the tabs on the Fabric Hanger from the 2nd panel fully snap into the holes on the Fabric Hanger from the 1st panel.



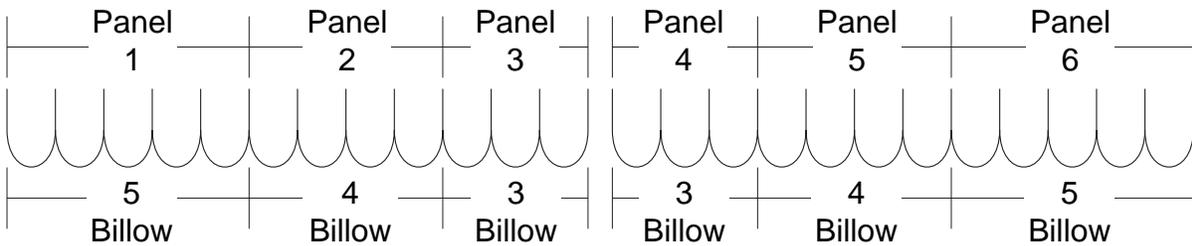
NOTE: For Split Stack, be sure **NOT** to connect the two center Fabric Hangers in the middle that separates the shade into a left and right side.

10) Repeat steps 6 - 9 to install the second panel.

11) Repeat all steps for remaining panels. On the very last carrier, fully snap the Fabric Hanger into the carrier.

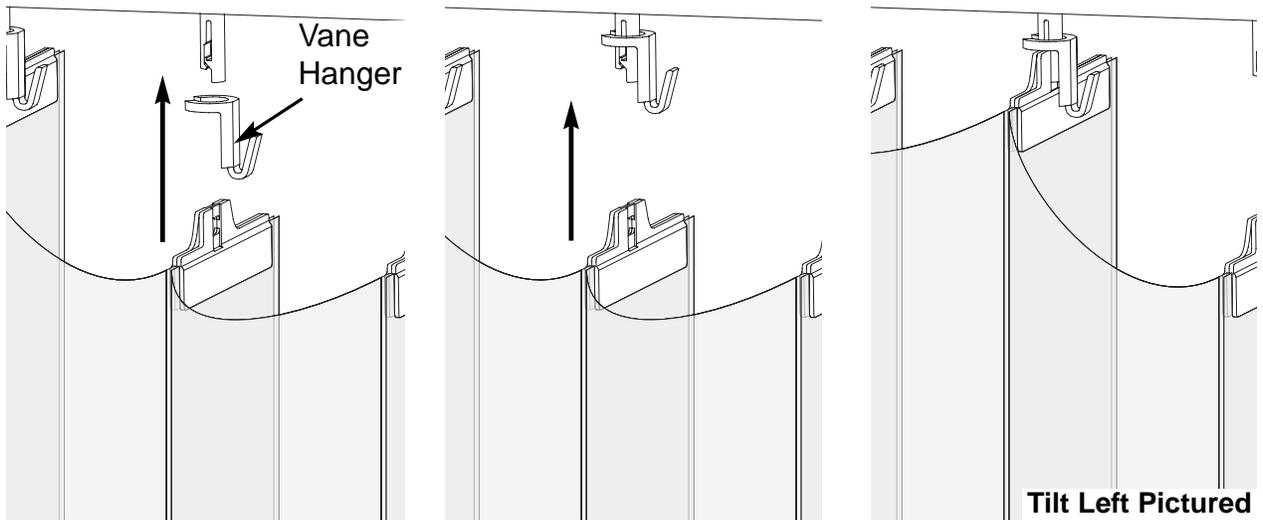
B. Fabric Hanger Installation (Room Darkening Option)

NOTE: When installing a Split Stack shade, separate the left fabric panels from the right fabric panels. There should be an equal amount of panels for each side with the same amount of billows. Treat each side as a separate shade when installing the fabric panels.



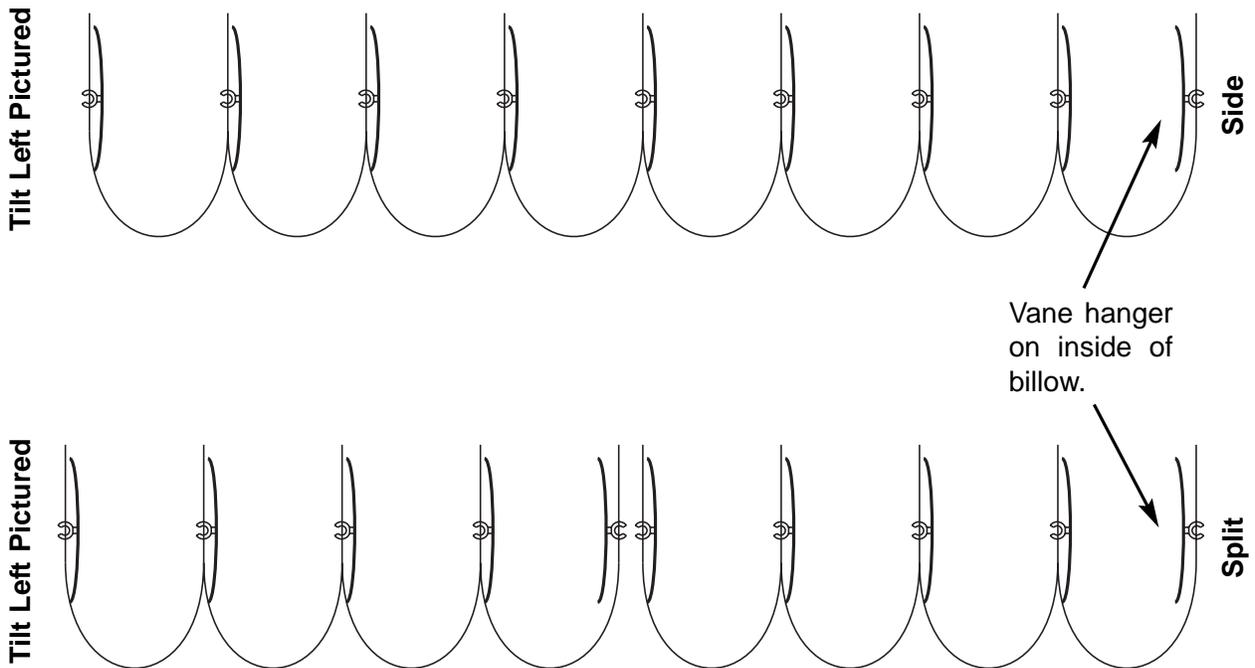
- 1) Remove a fabric panel from a polybag and carefully remove the low-tack tape from fabric panel.
- 2) Lay the wrapped fabric on a clean smooth surface and unfold the fabric by flipping the slip sheet end for end until the top of the fabric is reached.
- 3) Carefully remove the low-tack tape from the top of the fabric panel and discard the slip sheet.
- 4) Unfold the top layers of the fabric panel and identify the left and right side of the fabric panel. Labels are placed at the top left and top right side of the panel just below the plastic Fabric Hangers. The round yellow label is the left side of the panel and the round red label is the right side. The left and right Fabric Hangers are halves of a Fabric Hanger set.
- 5) Starting from the left end, one by one grasp and orient each of the Fabric Hangers so the sheer billows of the fabric between each hanger is facing you.

NOTE: Handle the fabric with care to prevent any damage to the fabric panel.



6) Starting from the left end side of the track and fabric panel, slide a Vane Hanger onto the left side of the carrier if your desired tilt direction is to the right. Slide the Vane Hangers on the right side of the carriers stems if the desired direction of tilt is to left and insert the fabric hangers into the carriers of the track so the billows of the fabric are facing the inside of the room. Then simply positioning the hole in the Fabric Hanger below the carrier and pushing it up until the Hanger is snapped and secured inside the carrier.

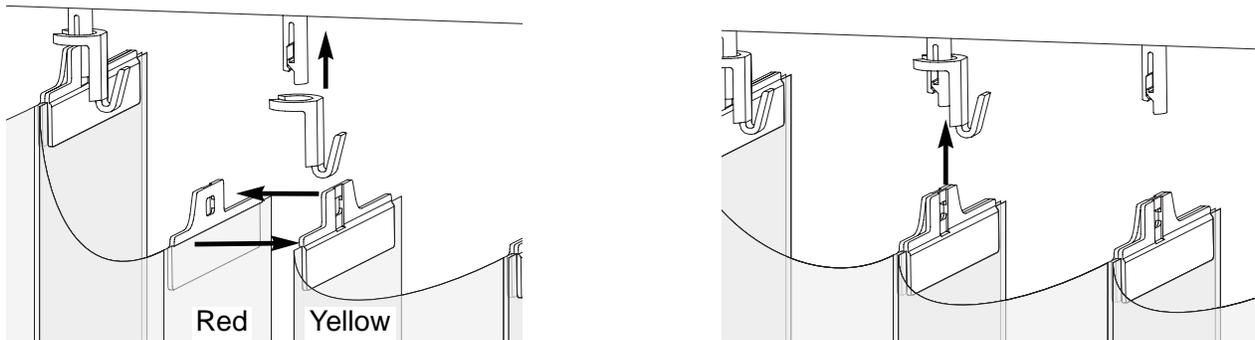
NOTE: Be sure not to stretch the fabric when inserting the hangers into the carriers.



7) When the last Fabric Hanger on the right side of the panel is reached do **not** slide a Vane Hanger onto the carrier or fully snap the Fabric Hanger into the carrier. Instead, push the Fabric Hanger up into the carrier so it rests in the end of the carrier and so the fabric does **not** hang freely. If the end Fabric Hanger is fully snapped into the carrier, it cannot be properly attached to the next panel. If the end Hanger is fully snapped into the carrier, then refer to IX Removal of Vanes From Carriers on page 17.

8) Repeat steps 1 - 5 for the next panel.

9) Connect the 1st and 2nd panels. This is done by removing the last Fabric Hanger on the right side of the 1st panel (already hanging) from the carrier and snapping it to the Fabric Hanger on the left end of the 2nd panel. Make sure the tabs on the Fabric Hanger from the 2nd panel fully snap into the holes on the Fabric Hanger from the 1st panel.



NOTE: For Split Stack, be sure **NOT** to connect the two center Fabric Hangers in the middle that separates the shade into a left and right side.

10) Repeat steps 6 - 9 to install the second panel.

NOTE: Make sure the far left and far right Vane Hangers are on the inside of the ends of the fabric. This will ensure that the Rooms Darkening Vanes will be on the inside of the fabric billows.

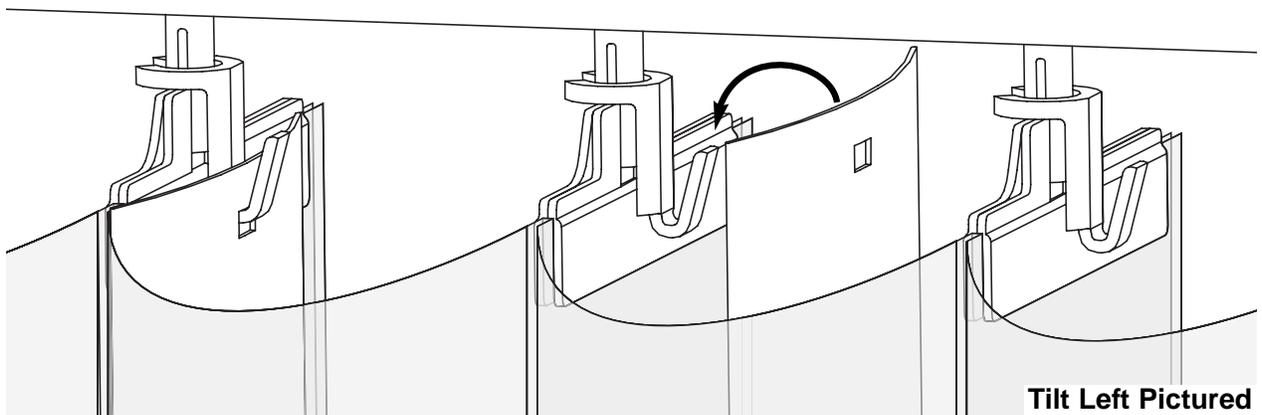
11) Repeat all steps for remaining panels. On the very last carrier, fully snap the Fabric Hanger into the carrier.

VIII ROOM DARKENING VANE INSTALLATION

1) Take a Room Darkening Vane and reach behind the fabric to place the hole on the Room Darkening Vane onto the hook of the Vane Hanger.

*****Depending on the desired direction of tilt, the curved surface of the vane should be oriented so it faces the room when the fabric is tilted.*****

2) To install the remaining Room Darkening Vanes, repeat step 1. Separate the panels (every 3, 4, or 5 billows) to slide the Room Darkening Vanes between the fabric in order to reach behind the fabric.

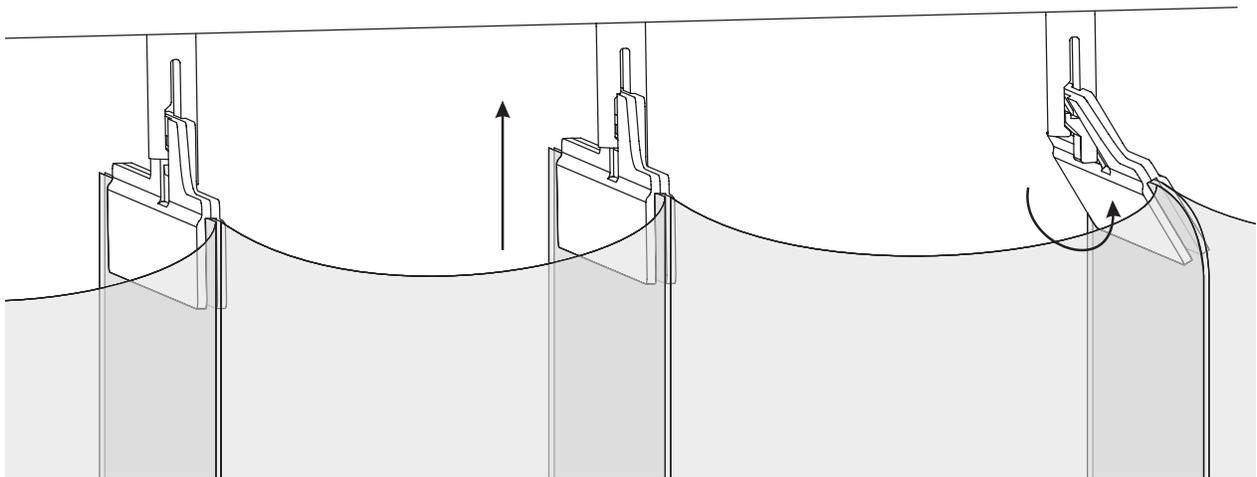


IX REMOVAL OF VANES FROM CARRIERS

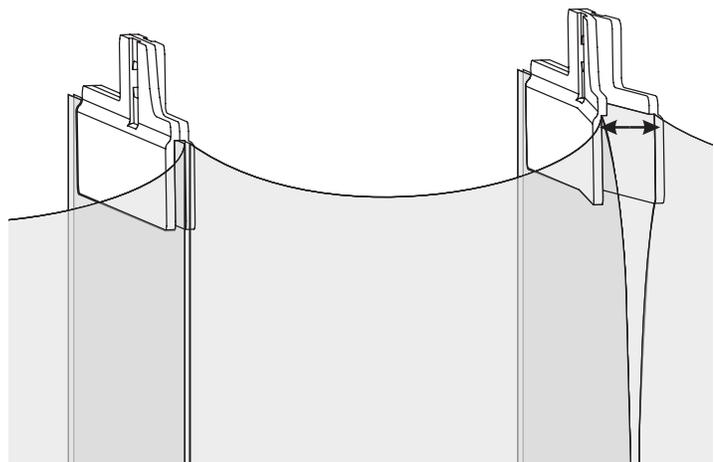
(These steps are needed only if a fabric panel needs to be repositioned during install or for cleaning, or replacement)

1. Grasp the fabric hanger with two hands on each side of the carrier stem.
2. Push the fabric hanger up into the carrier stem. Push the top of the fabric hanger on an angle towards the short side of the carrier stem and pull down and out.

NOTE: Do not let the fabric hang freely. Hold the hangers that have been removed while removing the next hanger.



3. When removing a hanger that connects two panels (This can be found by locating the separation between billows of connecting panels) follow steps 1 and 2. Then carefully separate the two halves of the hanger by sliding your finger between them and unsnapping the halves.



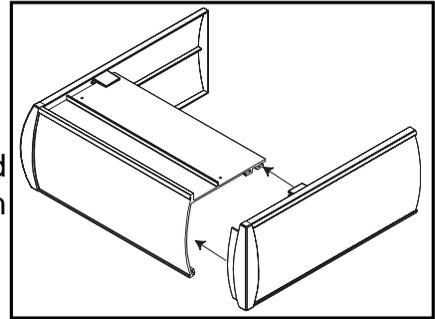
X TOP TREATMENT

A. VALANCE

Do not remove protective film until installation is complete. Install the track and vanes before attaching the valance.

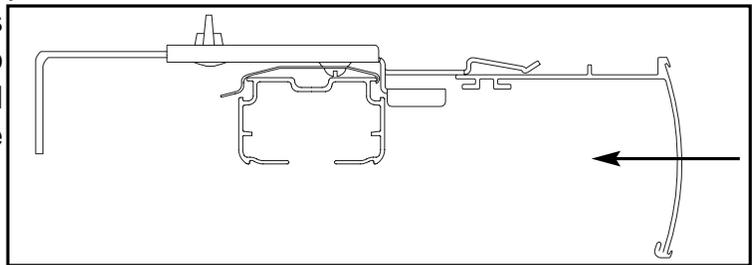
1. Assembly

If valance comes with returns, snap the return labeled *Right* onto the right end of the valance. Snap the return labeled *Left* onto the left end of the valance.



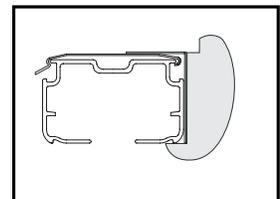
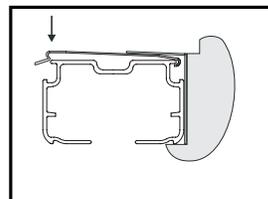
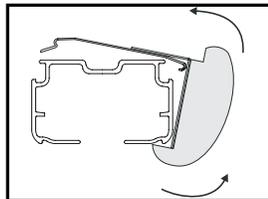
2. Installation

Hold valance in front of the Drapery Sheer Vertical and position where desired horizontally. The back of the flat-top of the valance will be inserted into the front of the bracket. Once the valance is aligned properly insert the edge into the bracket and press firmly until the edge of the valance is all the way in.



B. Wood Fascia (Outside Mount)

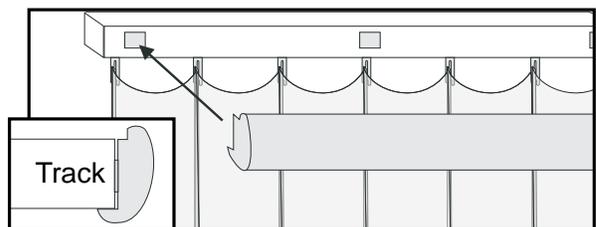
Install the track before attaching the fascia. Attach the fascia to the track as shown.



B. Wood Fascia (Inside Mount)

Install the track before attaching the fascia.

Hold the fascia in position. Press the Dual-Lock pieces on the back of the Fascia to the Dual-Lock on the track.



XI CLEANING & CARE

The sheer fabric may temporarily appear wrinkled upon initial installation. Although we package the fabric panels carefully, wrinkles sometimes occur during shipping. The wrinkles will dissipate over a short period of time. If you do not see an improvement after 24 hours, or the wrinkles are severe, you can steam the sheer.

All parts of the Drapery Sheer Vertical can be cleaned with a feather duster or a standard vacuum. We recommend doing either of the two regularly to keep your Drapery Sheer Vertical looking new.

Spills and stains can be lightly blotted with a cloth or damp sponge. More difficult stains may require gentle washing in water with mild soap. For this, remove the fabric panels from the carriers (see Section **IX**), and submerge, soak and rub lightly. Lay flat to dry or place back in window.

The fabric panels can be steamed if they become wrinkled.

Drapery Sheer Verticals can be ultrasonically cleaned.

XII TROUBLE SHOOTING

Problem: *Fabric Panel is wrinkled.*

Repair: Remove wrinkles by steaming the sheer.

Problem: *When the vanes are closed they slant.*

Cause: The headrail is not level.

1. The inside mount mounting surface may not be level.
2. Wings nuts are not allowing the headrail to sit properly in the mounting clip.
3. Mounting clips slid out of position during bracket installation.

Repair 1: Level mounting surface with shims.

Repair 2: Place the wing nut up so that it does not interfere with the mounting clip.

Repair 3: Slide mounting clip as far forward as it will go in the bracket. The rivet used to attach the clip should be at the back of the slot in the clip.

Problem: *Traverse cord is drooping from the track when the vanes are stacked.*

Cause: Traverse cord is too long or Cord Tensioner is not set correctly.

Repair: Move cord tensioner down to create more tension or shorten traverse cord. See cord adjustment section (see Section **V**) for instructions on adjusting cord length.

