

## How to Install Custom Roman Shades

Before you begin your installation:

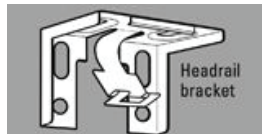
### READ ALL INSTALLATION INSTRUCTIONS!

- Make sure that you have all tools and hardware needed for installation.
- Check the installation surface (wall, ceiling, or window frame) to ensure that you have suitable fasteners and tools for the material.
- Double check the headrail and shade for proper width and length. If you are installing several sets of shades, be sure to match them with the appropriate window.
- Check the parts list shipped with the product to confirm that you have the correct number of brackets.

### TOOLS YOU MAY NEED (NOT INCLUDED):

- Tape Measure
- Level
- Pencil
- 1/4" Wrench (if using extension brackets)
- Flat-blade or Philips Head Screwdriver
- Hex Nutdriver (optional for mounting screws)
- Drill with Bits (1/16" drill bit may be used to pre-drill for screws)
- Drywall Anchors
- Safety glasses
- Ladder

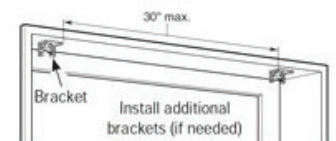
### CORDED MODELS — INSIDE MOUNT



### STEP 1

Mark the bracket locations

- Verify that window casing has a minimum depth of 3/4".
- If flush-mount is desired, place the brackets 2-1/4" recessed inside the top of the window frame.
- Place the bracket on the inside top of the window frame, 2" in from the ends. Space any remaining brackets evenly across the window frame, no more than 30" apart.
- With a pencil, mark two drill hole locations through the top holes of the bracket.

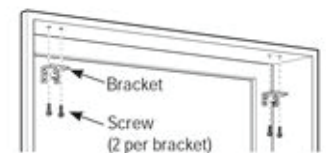


### STEP 2

Install the brackets

- On wood and metal surfaces, pre-drill the screw holes using the pencil marks as a guide.
- Install bracket with surface marked "top" facing up. Secure each bracket with two screws per bracket, ensuring brackets are square with each other.

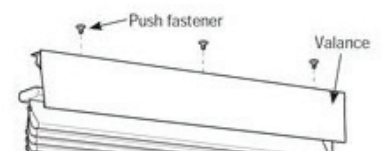
**NOTE:** Two mounting screws are provided per bracket.



### STEP 3

Install Valance

- Align the holes in the valance rail with the holes in the top of the headrail.
- Press the push fasteners fully into the holes to secure the valance in place.

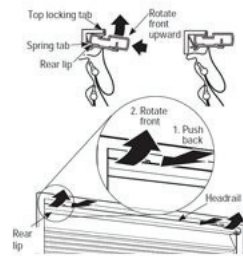


## STEP 4

Install shade on brackets

- Hook the rear lip of the headrail on the mounting bracket spring tab (valance not shown).
- While pushing back against the bracket, rotate the front of the headrail upward to engage the top locking tab of the mounting bracket. The shade will easily snap onto the bracket.

**TO REMOVE THE SHADE:** While pushing back on the headrail, rotate the front of the headrail down. Never force the spring tab beyond the back of the bracket.



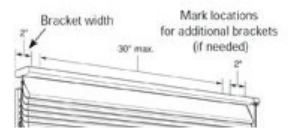
## CORDED MODELS — OUTSIDE MOUNT



## STEP 1

Mark the bracket locations

- Measure headrail width.
- End brackets should be approximately 2" in from each end of the headrail. Space any remaining brackets evenly across the headrail, no more than 30" apart.
- With a pencil, mark the mounting screw locations through the rear holes of the bracket, two per bracket. Use a level to ensure bracket alignment.



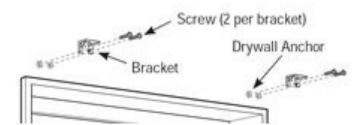
## STEP 2

Install the brackets

- Using pencil marks as a guide, start the screw holes by pre-drilling (wood and metal mounting surfaces only).
- Hold bracket with surface marked "top" facing up. Holding bracket in place, secure with screws, two per bracket.
- Repeat for each bracket.
- Use a level to confirm brackets are level.

Example: Installation on drywall using drywall anchors (not included) and included screws.

**NOTE:** Two mounting screws are provided per bracket.

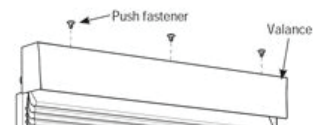


## STEP 3

Install valance

**NOTE:** Valance returns are self-supporting and do not require additional installation.

- Align the holes in the valance rail with the holes in the top of the headrail.
- Press the push fasteners fully into the holes to secure the valance in place.

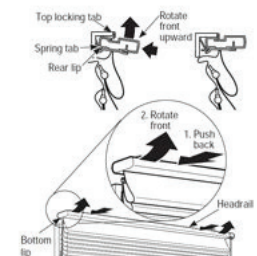


## STEP 4

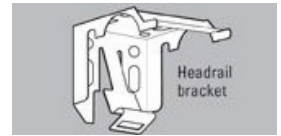
Install shade on brackets

- Hook the rear lip of the headrail on the mounting bracket spring tab (valance not shown).
- While pushing back against the bracket, rotate the front of the headrail upward to engage the top locking tab of the mounting bracket. The shade will easily snap onto the bracket.

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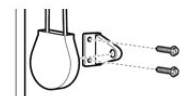
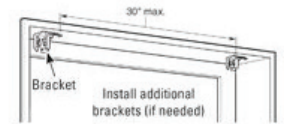
## CORDLESS / CONTINUOUS CORDLOOP MODELS — INSIDE MOUNT



### STEP 1

Mark the bracket locations

- Verify that window casing has a minimum depth of 3/4".
- If flush-mount is desired, place the brackets 2-1/4" recessed inside the top of the window frame.
- See the removable bracket installation stickers located on the headrail for proper bracket placement. Place the bracket on the inside top of the window frame, 2" in from the ends. Space any remaining brackets evenly across the window frame, no more than 30" apart.
- With a pencil, mark two drill hole locations through the top holes of the bracket.

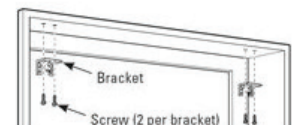


- Attach the tension device (cord/chain control only). Refer to instructions in the hold-down tension device.

### STEP 2

Install the brackets

- On wood and metal surfaces, pre-drill the screw holes using the pencil marks as a guide.
- Install bracket with surface marked "top" facing up. Secure each bracket with two screws per bracket, ensuring brackets are square with each other.



**NOTE: Two mounting screws are provided per bracket.**

### STEP 3

Install valance

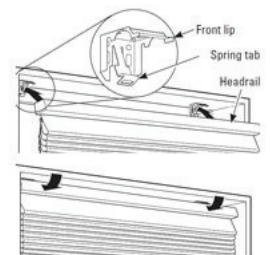
- Hook the top of the valance over the top lip of the headrail.
- Carefully press the valance down and back against the headrail until the valance clips into place.



### STEP 4

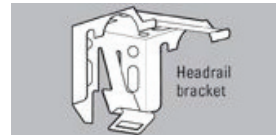
Install the shade on the brackets

- Hang the curved front side of the headrail on front lip of brackets (valance not shown).
- Rotate headrail backward toward window until a snapping sound is heard. This will let you know that the shade is engaged into brackets.



**TO REMOVE HEADRAIL FROM BRACKET:** Insert flat head screwdriver into square opening on bracket tab. Push backward to disengage tab from headrail.

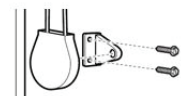
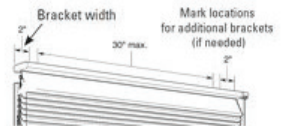
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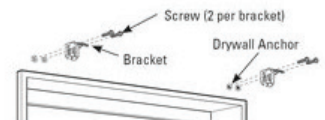


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### STEP 2

Install the brackets

- Using pencil marks as a guide, start the screw holes by pre-drilling (wood and metal mounting surfaces only).
- Hold bracket with surface marked "top" facing up. Holding bracket in place, secure with screws, two per bracket.
- Repeat for each bracket.
- Use a level to confirm brackets are level.



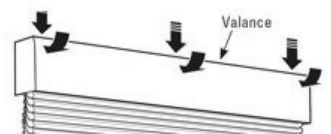
Example: Installation on drywall using drywall anchors (not included) and included screws.

**NOTE:** Two mounting screws are provided per bracket.

### STEP 3

Install valance

- Hook the top of the valance over the top lip of the headrail.
- Carefully press the valance down and back against the headrail until the valance clips into place.
- Clip the returns (on some models) onto the headrail endcaps once the front of the valance is in place.

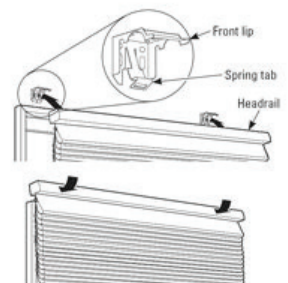


**NOTE:** Continuous cordloop models will not include returns.

### STEP 4

Install the shade on the brackets

- Hang the curved front side of the headrail on front lip of brackets (valance not shown).
- Rotate headrail backward toward window until a snapping sound is heard. This will let you know that the shade is engaged into brackets.



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