

# How To Install

## A CORDLESS ROMAN SHADE

### INSTALLATION AND OPERATING INSTRUCTIONS

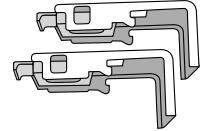
Carefully remove the roman shade and the mounting parts from the packaging. We recommend reading through these instructions before starting the installation. This roman shade includes a pleated shade, tension dial, both supported by a headrail. The headrail is meant to be mounted to a window frame using two provided brackets. A handle is attached to the lower edge on the rear side of the panel and is used to adjust the vertical height of the shade desired.

### CARE AND CLEANING

Minimal care and cleaning is needed to maintain this beauty. To vacuum: Use hand held, low suction speed. To dust: Use a soft, clean cloth or feather duster. Spot clean with a damp white cloth, blot to remove any excess water and then let air dry. If shades are in need of more thorough cleaning, have them professional cleaned.

### MOUNTING HARDWARE INCLUDED

- (2) L- Brackets
- (4) Screws

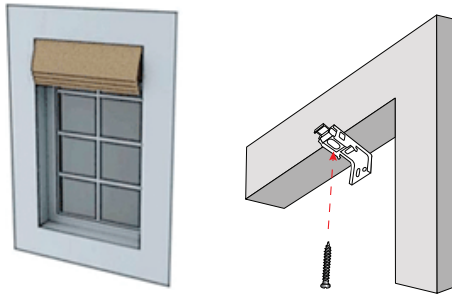


### RECOMMENDED TOOLS

- Tape Measure
- Pencil
- Screwdriver
- Power drill

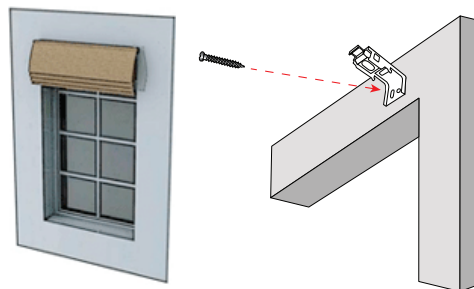


### TO MOUNT THE SHADE INSIDE A WINDOW



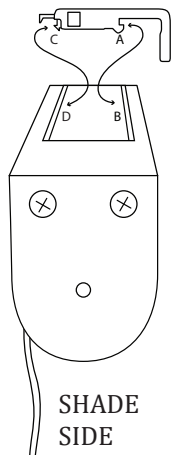
- Place the L-shaped bracket inside the window frame as shown in the diagram and at least 3" away from the end of the headrail.
- Use a screwdriver and two provided screws to secure each bracket to the top of window frame.
- Repeat this step to install the bracket on the other side.

### TO MOUNT THE SHADE OUTSIDE A WINDOW



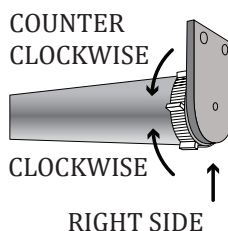
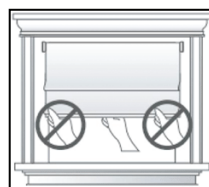
- Use a tape measure to measure the desired height of the shades's headrail above the upper edge of the window frame and with a pencil make a "height mark" adjacent to each "end of headrail".
- Place the L-shaped bracket above the window as shown in the diagram and at least 3" away from the end of the headrail.
- Use a screwdriver and two provided screws to secure each bracket to the top of window frame.
- Repeat this step to install the bracket on the other side.

### MOUNTING THE HEADRAIL TO THE BRACKET



- Slide back rail (B) onto the back catch of the bracket (A) which has been mounted to the window frame.

- Roll the front rail (D) of the shade up to the front catch of the bracket (C). Push in the plastic piece and then release once the rail is in place.



### TO OPERATE THE INSTALLED SHADE

- To operate up or down, always pull the shade using the handle which is located along the lower edge of the rear panel.
- To adjust the spring tension of the roman shade, pull down shade 20"-24" from top. Simply pull back top right corner of outer panel (held by hook and loop). Rotate the tension adjustment wheel located at one end of the roller in clockwise direction, until there is sufficient tension to allow the roller to fully retract the roman shade to its highest position and faster speed. (Shade will move up as you turn wheel). If shade moves too quickly we highly recommend you readjust the tension wheel in the counter clockwise direction to slow it down. Adjusting spring too high can damage the spring.