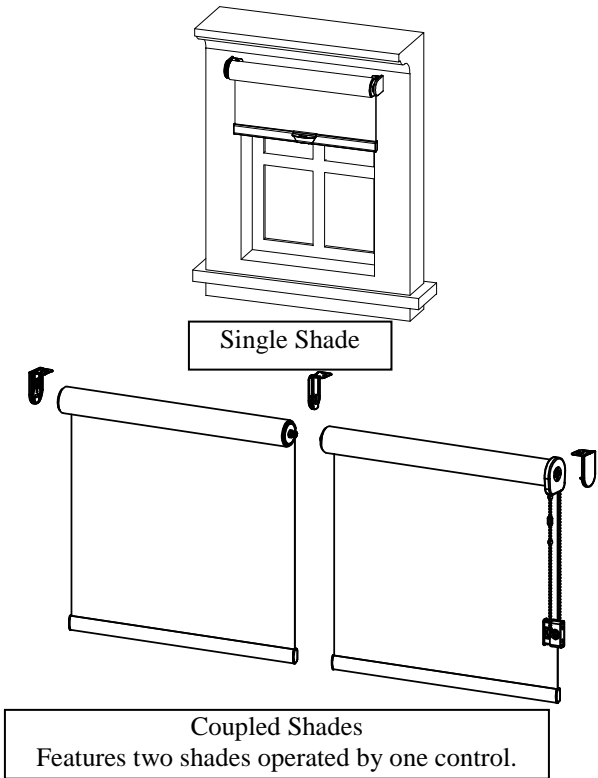


Roller Shade Installation Instructions
(Without Top Treatment)



Recommended Tools

- Screw gun / Drill
- Tape Measure
- Screwdriver
- Level
- Pencil



Hardware Included

1. Screws needed for installing

Hardware	Drawing	Usage
1 1/4" Hexagon screw		To install shade brackets
2" Flat head screw		To install safety tension device
3/4" Round head screw		To install traditional hold down bracket and top light guard holder
5/8" Flat head screw		To install magnet catch

2. Hardware for single unit Roller Shade

Hardware	Drawing	Usage
Shade bracket		To install shade (on Control Side)
Shade bracket		To install shade (on End Plug side)
Bracket cover		Shade bracket cover (Pre-installed on the shade bracket)
Handle		For Cordless Shades
Installation Template		Used for single shades

3. Hardware for Coupled Roller Shades

Hardware	Drawing	Usage
Link bracket		Coupled Shades Link System
Male Drive		
Female Drive		
Installation Template		Used for coupled shades

4. Optional hardware

Traditional Hold Down Bracket	Magnet Catch (For magnetic hold down)	Spacer Block

5. Hardware for light guard system

Hardware	Drawing	Usage
Top light guard holder		To install top light guard
Transparent Adhesive Tape		To join the spliced aluminum light guard
Aluminum light guard end cap		Pre-installed on the top of the aluminum light guard

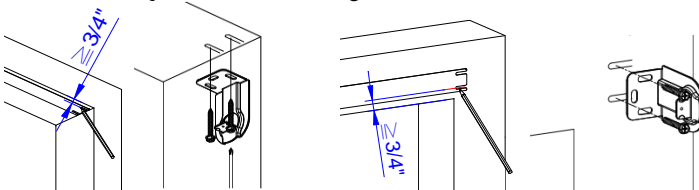
6. Mounting Brackets and Spacer Block Qty

Shade Type	Shade width (X)	Mounting Brackets Qty	Spacer Block Qty -1 Layer	Spacer Block Qty -2 Layers
Single Shades	All	2	2	4
Coupled Shades	All	3	3	6

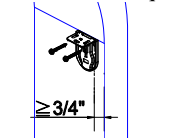
Shade Bracket Installation

For Single Shades

Remove the tape from the installation template. Place the template on the wall and use it to mark the mounting hole positions with a pencil. Then remove the template. Make sure the distance from the template's front mounting hole to the front edge of the window frame is at least 3/4". The shade brackets must line up with each other horizontally. Each shade bracket will require two 1 1/4" hexagon screws for the installation.



Do not use installation template for side mount. First, put the bracket covers over the shade brackets to assemble them, and then screw the brackets into the wall. Make sure that the distance from the brackets' front mounting hole to the front edge of the window frame is at least 3/4". The shade brackets must line up with each other horizontally. Each shade bracket will require two 1 1/4" hexagon screws for the installation.

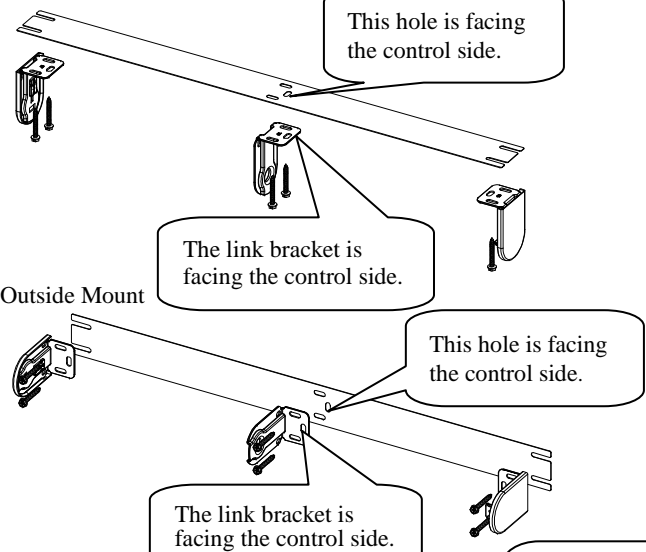


Inside-Side Mount

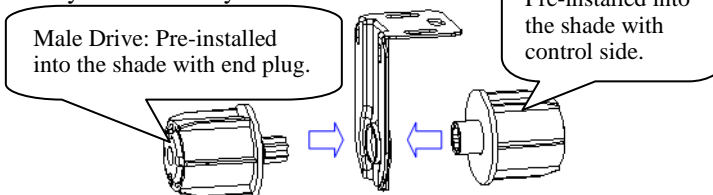
For Coupled Shades

First, place the installation template on the wall and mark the mounting hole positions with a pencil. Make sure the distance from the template's front mounting hole to the front edge of the window frame is at least 3/4". Then remove the template. Next, install the brackets. Make sure that the center of both the link bracket and the shade brackets line up and are level with each other. Each shade bracket will require two 1 1/4" hexagon screws for the installation.

Please ensure the link bracket is facing the control side.
Inside Mount

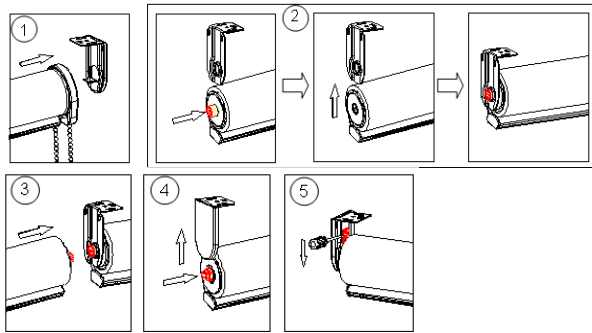


Link system assembly



Link system installation:

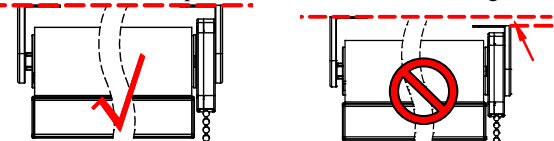
- Step 1: Install the control side into the bracket for the control side.
Step 2: Press the female shaft and put it into the opening of the link bracket.
Step 3: Insert the male drive into the shaft of the female drive.
Step 4: Install the end plug into the bracket for the end plug side.
Step 5: Slide down the lock pin into the end plug.



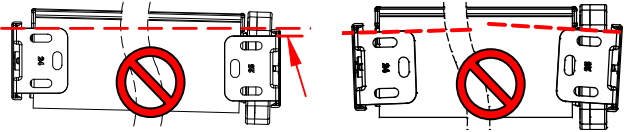
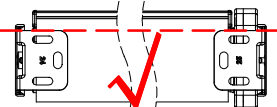
Shade Bracket installation tips

Ensure the right set of shade brackets is being used. Please note that bracket sizes will vary based on order size.

- ① Make sure the top and bottom of the brackets align on both sides.



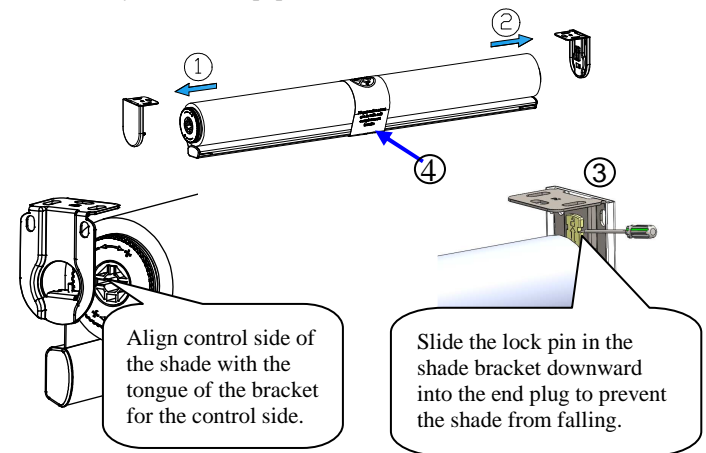
- ② Make sure the front and back of the brackets align on both sides.



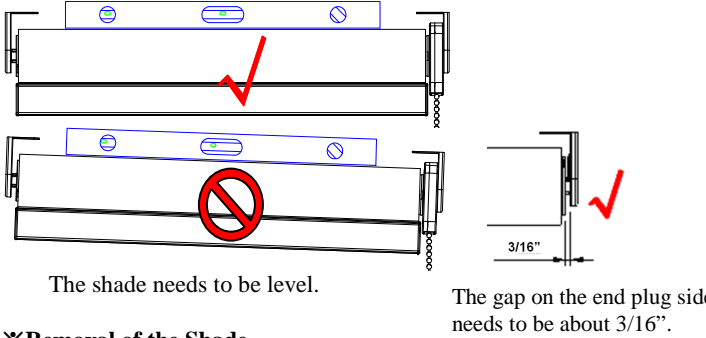
Shade Installation and Removal

※ Installation of the Shade

- ① First, insert the control side into the tongue of the bracket for the control side.
- ② Second, press the end plug and insert the end plug into the hole of the bracket on the other side.
- ③ Third, slide the lock pin in the end plug bracket downward into the end plug to prevent the shade from falling.
- ④ Finally remove the paper band from the shade.

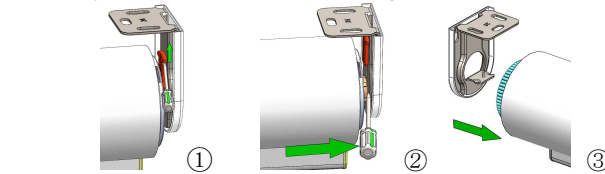


Shade installation tips: After shade is installed into shade brackets, use a level to check if the fabric roll is horizontal; if not, please adjust the position of shade brackets to keep the fabric roll level.



※ Removal of the Shade

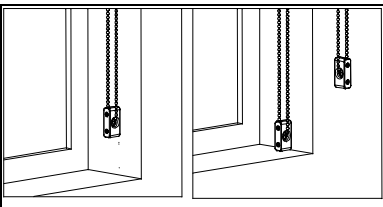
- ① Use a tool to push the lock pin on the end plug bracket upward.
- ② Use tool to draw back the end plug from bracket.
- ③ Finally, remove shade from mounting bracket on the other side.



Continuous Cordloop Installation

Install Safety Tension Device

Use two 2" flat head screws to install the safety device. The beaded chain should be fully extended upon installation of the device.

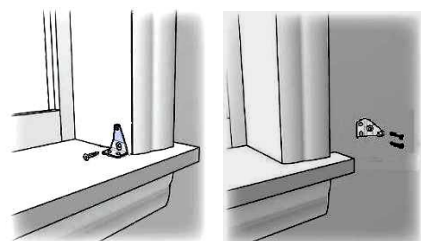


N300772-H

Hold Down Bracket Installation (optional)

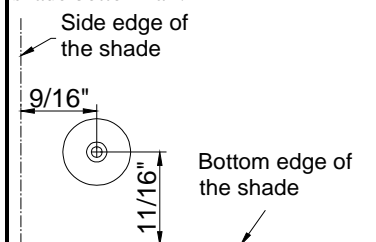
A. Traditional Hold Down Bracket

Use 3/4" round head screw to secure each bracket.

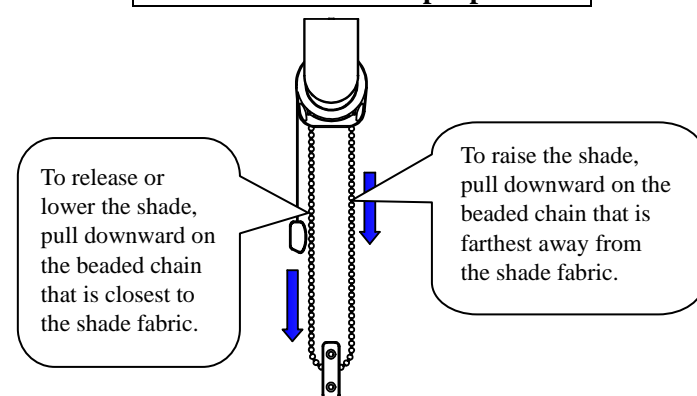


B. Magnetic Hold Down

Use 5/8" flat head screw to secure the magnet catch at the below location. Make sure the magnet catch aligns with the pre-installed magnet on shade bottom rail.



Continuous Cord Loop Operation



Cordless Installation

Handle Installation and Removal

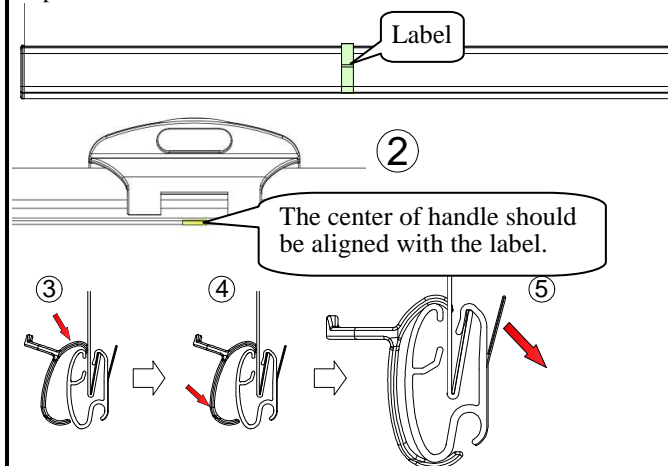
● Attach Handle to Hem Bar

Step one: Turn over hem bar and take notice of the label attached at the center.

Step two: Align the center of the bottom handle with the label.

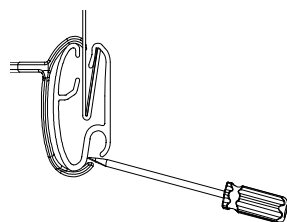
Step three: Hook the handle to the hem bar beginning at the top, and then click the handle into place at the bottom of the hem bar.

Step four: Remove the label from hem bar.

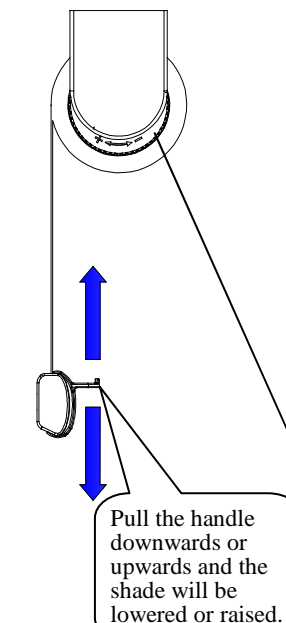


● Remove handle from hem bar

Use a flat head screwdriver to pry the bottom of the handle from the hem bar.



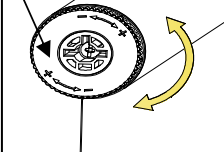
Cordless Operation



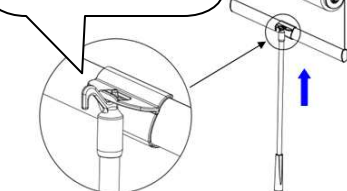
The tension in our cordless roller shades can be adjusted to provide optimal light control and to ensure easy and dependable operation on a variety of window types and sizes. If a cordless shade begins to slide down on its own or it fails to roll up, the issue can be easily fixed by turning the adjustment dial towards "+" to increase the tension.

Conversely, if the cordless shade cannot stop at the desired height and tends to roll up by itself, the tension can be decreased by turning the adjustment dial towards the "-".

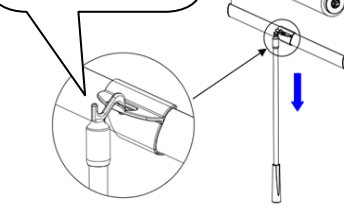
The shade must be installed on the brackets when adjusting.



Place the U-shaped channel of pole under the handle and push up to lift the shade.



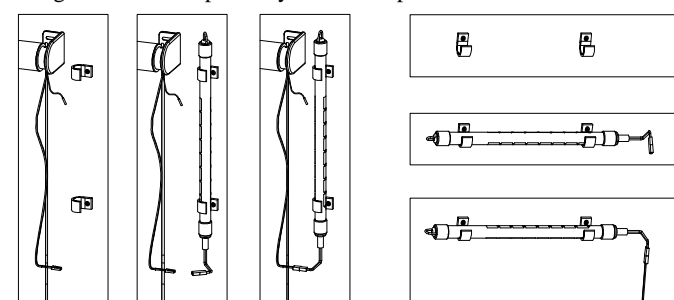
Use the "hook" portion to hook the handle to lower the shade.



Motorized Installation

Battery Wand Installation

Battery wands for motorization can be easily installed horizontally or vertically using the battery wand clips. Simply line the clips up in a straight line and snap battery wand into place.

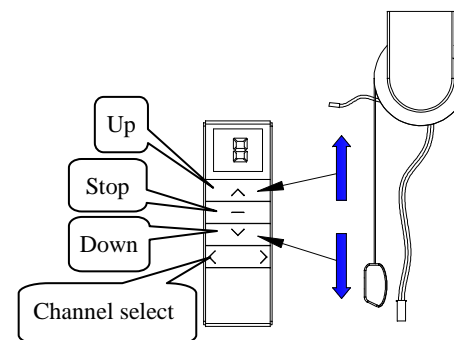


Vertical

Horizontal

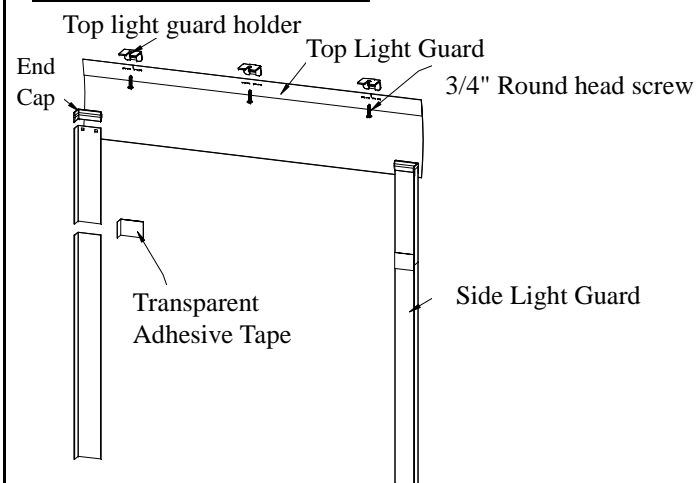
Motorized Operation

All motorized shades are pre-programmed before shipping. Operating channel numbers have been pre-set based on the customer's request. All units can also be controlled via Channel "0".



Installation of Light Guard System

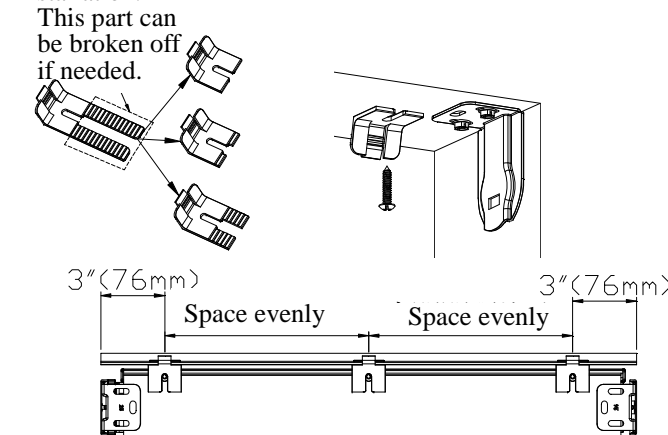
Light Guard System drawing



Installation of Top Light Guard

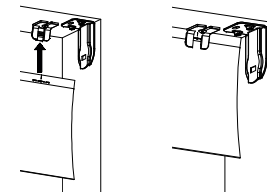
● Install top light guard holders

Each top light guard holder needs one 3/4" round head screw for installation. This part can be broken off if needed.



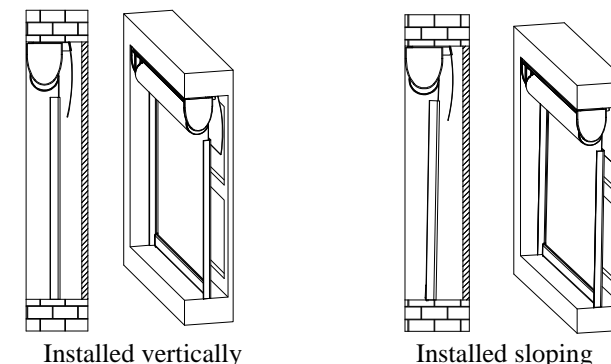
● Install Top Light Guard

Insert top light guard into the back of the top light guard holders, and make sure the top light guard meets the top of the window firmly.



Installation of Side Light Guard

- Fully lower the shade and place the wider side of the light guard next to the back of the shade fabric.
- Tear off the double-sided tape on the narrow side, and stick the light guard to the window frame.
- For better light blocking, the top of the light guard should be placed next to the shade fabric, and the bottom of the light guard should be sloping, or angled, toward the front.



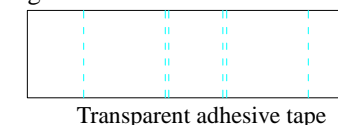
Installed vertically

Installed sloping

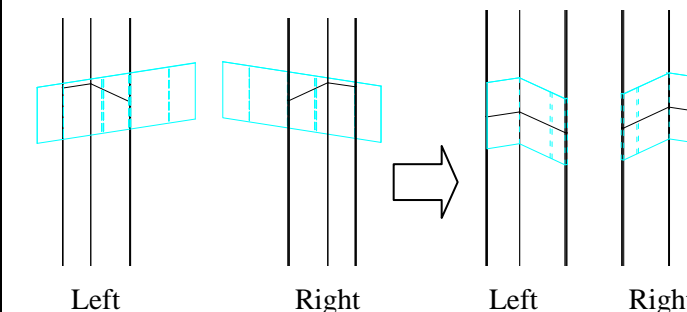
Installation of Transparent Adhesive Tape

Transparent adhesive tape is included for aluminum light guard length >96" and spliced into 2 parts.

Installation: Align the double dotted line with the edge of the light guard, and fold the transparent adhesive tape on both sides, as shown in the figure below.



Transparent adhesive tape

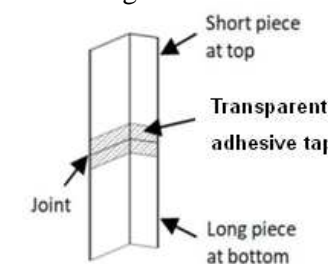


Left

Right

Left

Right



Short piece at top

Transparent adhesive tape

Long piece at bottom

How to Care for Your Shades

Dusting: Regular light dusting with a feather duster is recommended. Do NOT wash or use strong detergents and spot removers. Dry cleaning is not recommended.

Vacuuming: Use a hand-held vacuum with low suction for more thorough dust removal.

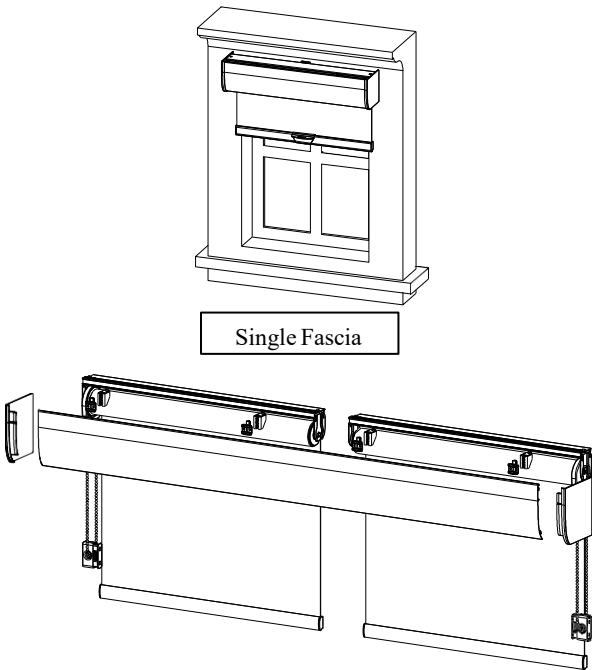
CAUTION: DO NOT use abrasive or harsh chemicals which will damage the surface of the shade. Be careful not to bend the fabric while cleaning.

Need Assistance?

Customer service is available by calling 1-855-558-1222 or send an email to help@venetawindowfashions.com.

N300774-G

Roller Shade Installation Instructions (With Top Treatment)



Single Fascia

Common Fascia
Cover two individual shades with one top treatment

Recommended Tools

- Screw gun / Drill
- Tape Measure
- Screwdriver
- Level
- Pencil



Hardware Included

1. Screws needed for installing

Hardware	Drawing	Usage
1 1/4" Hexagon screw		To install shade brackets
2" Flat head screw		To install safety tension device
3/4" Round head screw		To install traditional hold down bracket
5/8" Flat head screw		To install magnet catch

2. Hardware for Roller Shade

Hardware	Drawing	Usage
Mounting Bracket		To install raceway (for inside mount)
		To install raceway (for outside mount)
Valance bracket		To install fascia / valance (mounted on raceway)
Valance clip		To install fascia / valance (placed on fascia/valance)

Square Fascia end cap		For Square Fascia
Curved Fascia end cap		For Curved Fascia
Valance return connector		To connect fabric valance returns
Handle		For Cordless Shades

3. Optional hardware

 Traditional Hold Down Bracket	 Magnet Catch (For magnetic hold down)	 Spacer Block
-----------------------------------	----------------------------------------------	------------------

4. Hardware for light guard system

Hardware	Drawing	Usage
Transparent Adhesive Tape		To join the spliced aluminum light guard
Aluminum light guard end cap		Pre-installed on the top of the aluminum light guard

5. Mounting Brackets and Spacer Block Qty

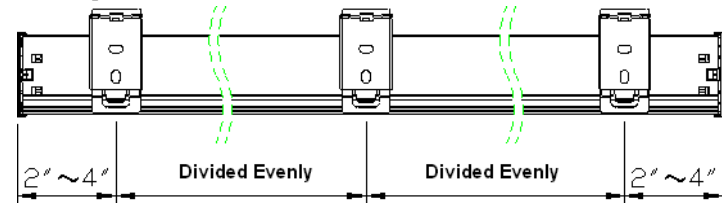
Shade Type	Shade width (X)	Mounting Brackets Qty	Spacer Block Qty -1 Layer	Spacer Block Qty -2 Layers
Single Shades / Dual Shades	8" ≤ X ≤ 40"	2	2	4
	40" < X ≤ 80"	3	3	6
	X > 80"	4	4	8

Shades Installation and Removal

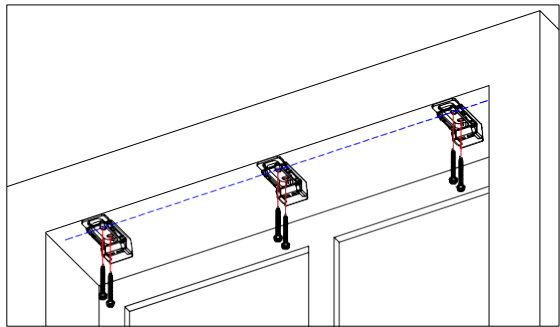
Installation of mounting brackets

When installing the mounting bracket, the distance from the bracket's front mounting hole to the front edge of the window frame should be at least 3/4". Make sure all brackets line up with each other horizontally. Each bracket will require two 1 1/4" hexagon screws for the installation.

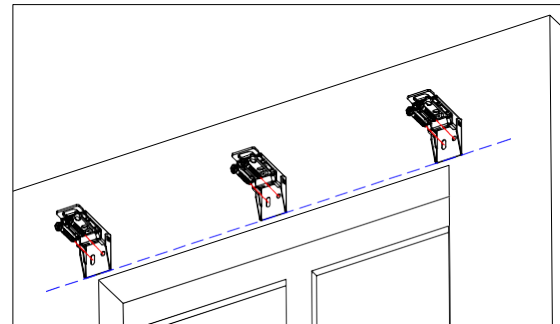
Brackets position:



Inside Mount:



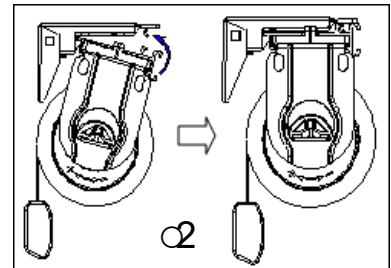
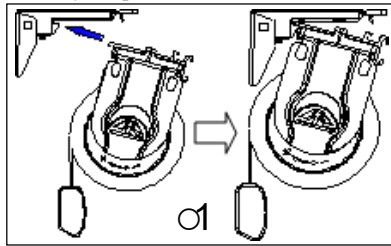
Outside Mount:



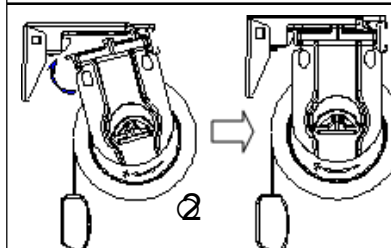
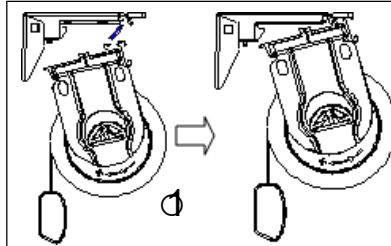
Installation of shade

There are two methods of installation.

1. Insert the back edge of the raceway into the back plastic part of the bracket, and then turn the raceway upwards so that the front rib of the raceway snaps into the bracket.



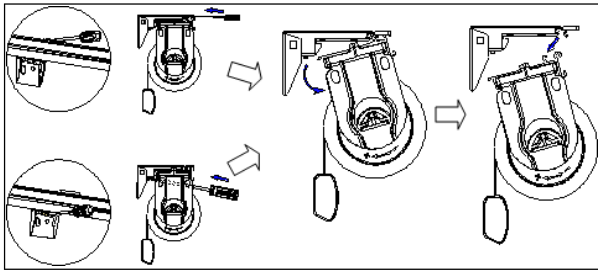
2. Snap the front rib of the raceway into the bracket, and then turn the raceway backwards and upwards so that the back of the raceway is stuck to the back plastic part of the bracket.



Removal of Shade

Use a tool to push back the front or back plastic part of the brackets, and then turn the back side of the raceway downward so that it detaches from the brackets.

Finally, remove the raceway by pulling it downward from the brackets.

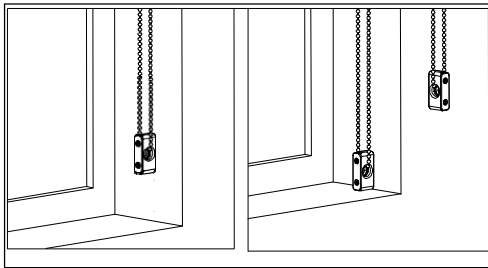


Continuous Cordloop Installation

Install Safety Tension Device

Use two 2" flat head screws to install the safety device.

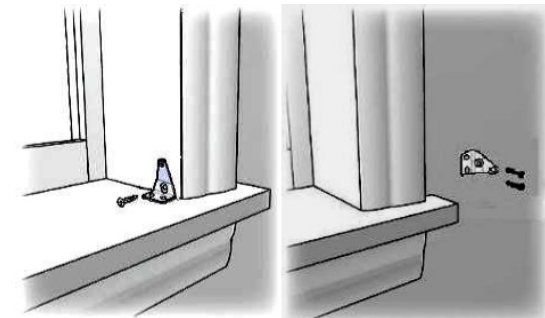
The beaded chain should be fully extended upon installation of the device.



Hold Down Bracket Installation (optional)

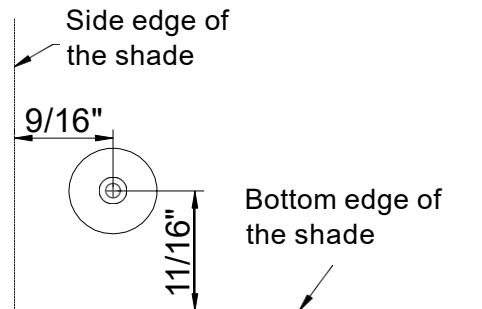
A. Traditional Hold Down Bracket

Use 3/4" round head screw to secure each bracket.



B. Magnetic Hold Down

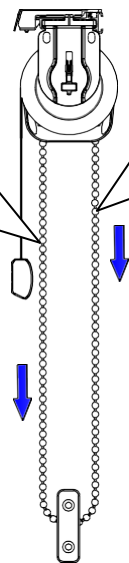
Use 5/8" flat head screw to secure the magnet catch at the below location. Make sure the magnet catch aligns with the pre-installed magnet on shade bottom rail.



Continuous Cord Loop Operation

To release or lower the shade, pull downward on the beaded chain that is closest to the shade fabric.

To raise the shade, pull downward on the beaded chain that is farthest away from the shade fabric.



Cordless Installation

Handle Installation and Removal

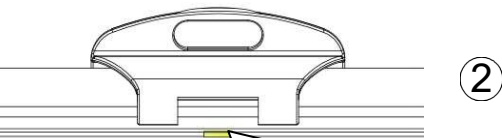
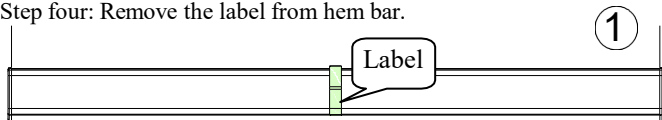
● Attach Handle to Hem Bar

Step one: Turn over hem bar and take notice of the label attached at the center.

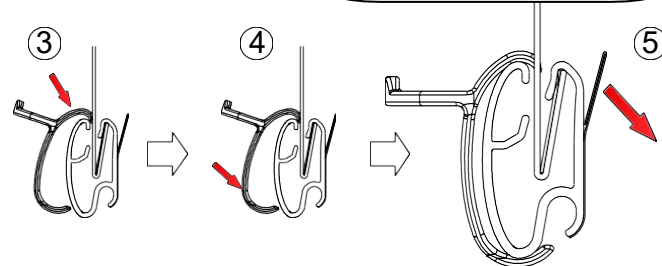
Step two: Align the center of the bottom handle with the label.

Step three: Hook the handle to the hem bar beginning at the top, and then click the handle into place at the bottom of the hem bar.

Step four: Remove the label from hem bar.

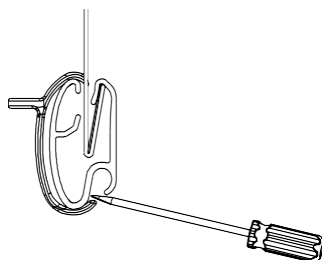


The center of handle should be aligned with the label.

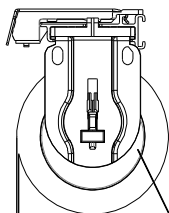


● Remove handle from hem bar

Use a flat head screwdriver to pry the bottom of the handle from the hem bar.



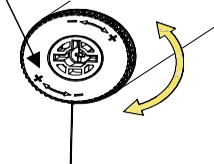
Cordless Operation



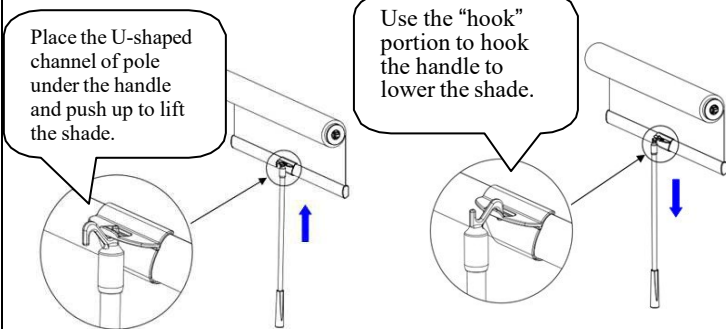
The tension in our cordless roller shades can be adjusted to provide optimal light control and to ensure easy and dependable operation on a variety of window types and sizes. If a cordless shade begins to slide down on its own or it fails to roll up, the issue can be easily fixed by turning the adjustment dial towards "+" to increase the tension.

Conversely, if the cordless shade cannot stop at the desired height and tends to roll up by itself, the tension can be decreased by turning the adjustment dial towards the "-".

The shade must be installed on the brackets when adjusting.



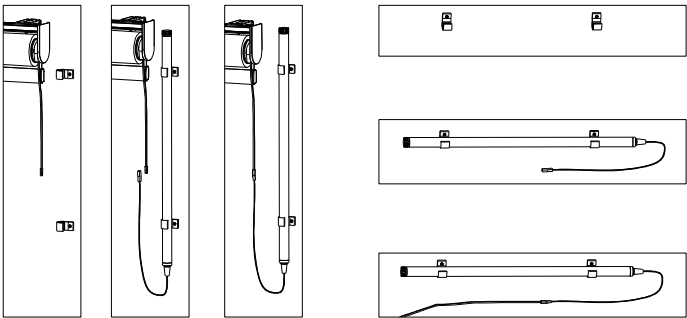
Pull the handle downwards or upwards and the shade will be lowered or raised.



Motorized Installation

Battery Wand Installation

Battery wands for motorization can be easily installed horizontally or vertically using the battery wand clips. Simply line the clips up in a straight line and snap battery wand into place.

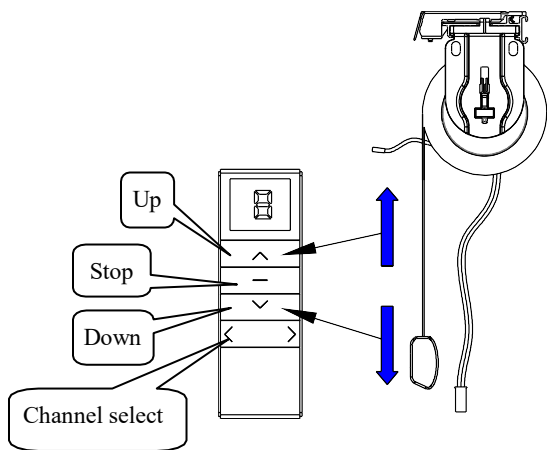


Vertical

Horizontal

Motorized Operation

All motorized shades are pre-programmed before shipping. Operating channel numbers have been pre-set based on the customer's request. All units can also be controlled via Channel "0".

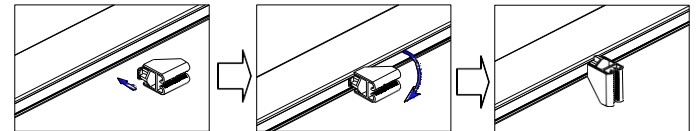


Fascia & Valance Installation

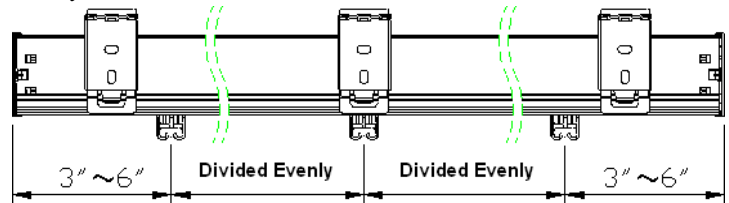
Valance Bracket Installation

Install the fascia or the valance after the shade is mounted. Align the valance bracket with the raceway first. And then push the bracket onto the raceway. The top groove of the valance bracket should hook onto the top of the raceway while the bracket's bottom groove clips into the bottom rib of the raceway, as shown below.

Valance Bracket on Raceway:



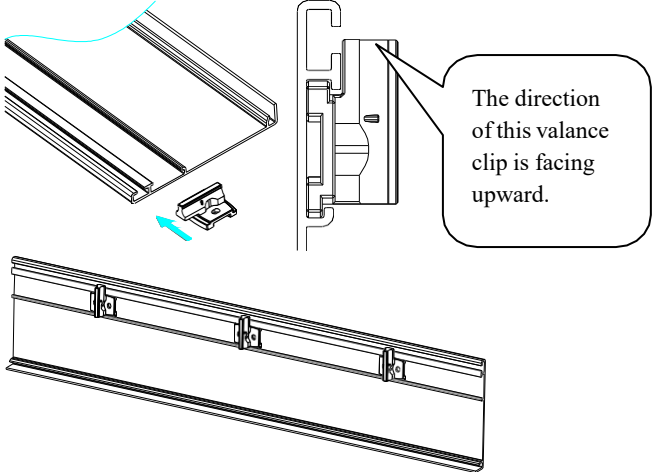
The drawing below shows the valance brackets installed in an ideal position. They are placed far enough apart so that the space is divided evenly.



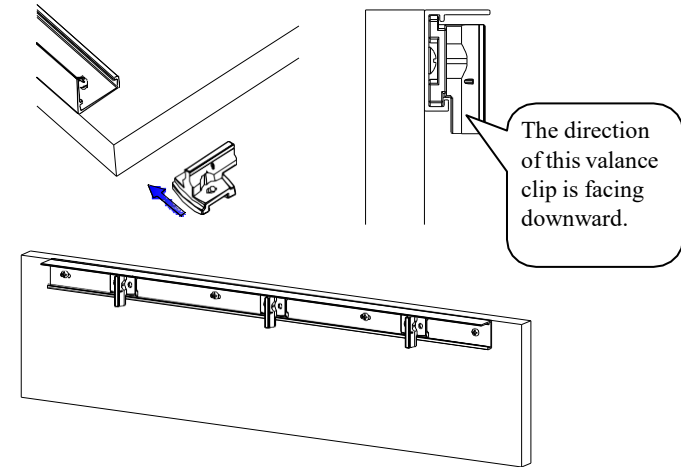
Valance Clip Installation

Insert the valance clip into the dedicated groove on the aluminum strip, paying special attention to the direction the valance clip. Valance clips should face upward for a fascia. For a fabric valance, valance clips should face downward. The valance clip location should align with the valance bracket as pictured below.

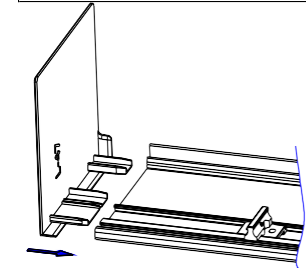
For Fascia:



For Fabric Valance (Dual Shades only):

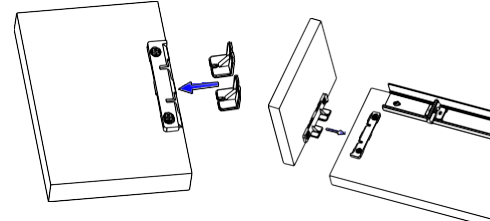


Attach Fascia End Cap to Fascia



Optional: Attach Fabric Valance Return to Valance

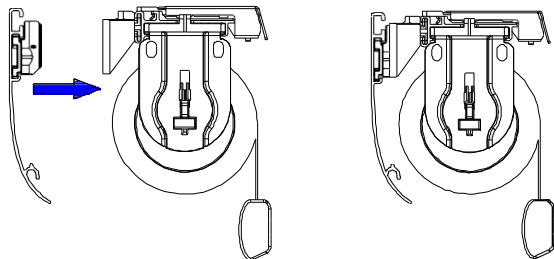
Insert valance return connector to return. Then attach return to valance.



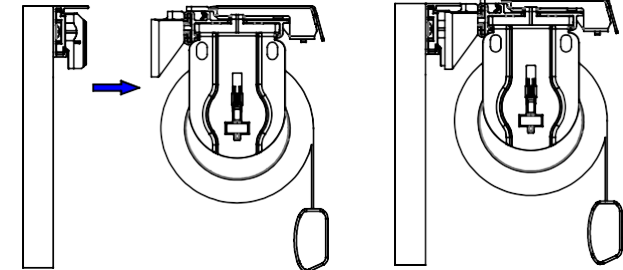
Attach Valance/Fascia to Raceway

Slide the valance clips to a position on the valance/fascia so that they are each aligned with a valance bracket on the raceway, and then push the valance clips into the valance bracket.

For Fascia:



For Fabric Valance:

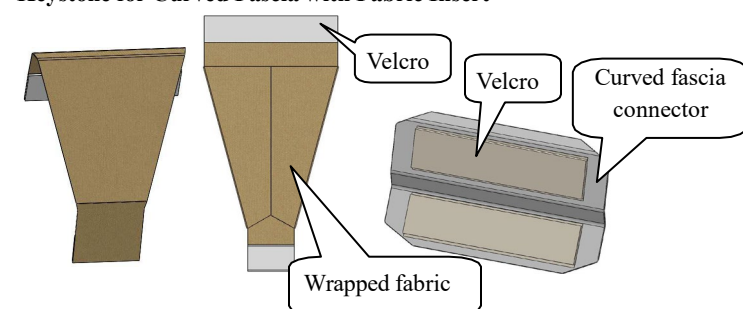


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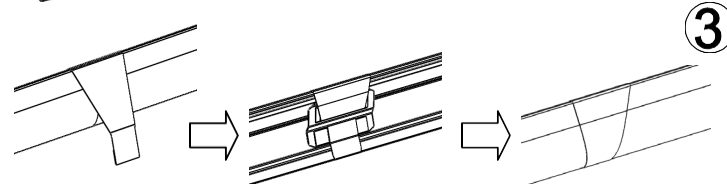
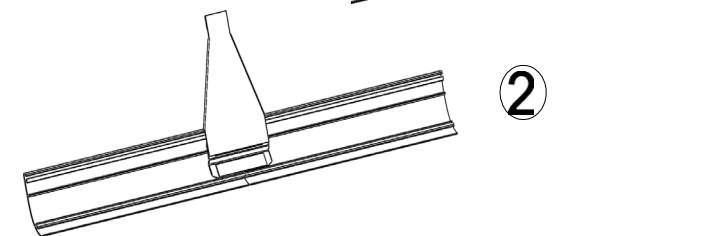
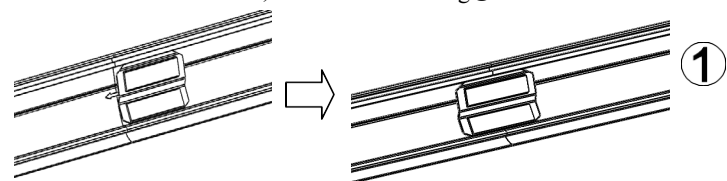
Fascia Keystone Installation

Keystones are for fascias that require splicing.

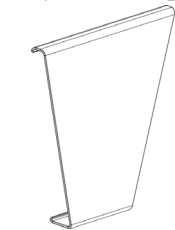
Keystone for Curved Fascia with Fabric Insert



- 1) Align left and right fascia, and then slip the fascia connector from left fascia to right fascia, as shown in drawing ①.
- 2) Attach the Velcro on the top back of the wide side of the keystone to the fascia connector, as shown in drawing ②.
- 3) Finally, wrap the keystone to the front of the fascia, from the bottom edge of the fascia to the back, and attach the Velcro to the lower part of the fascia connector, as shown in drawing ③.

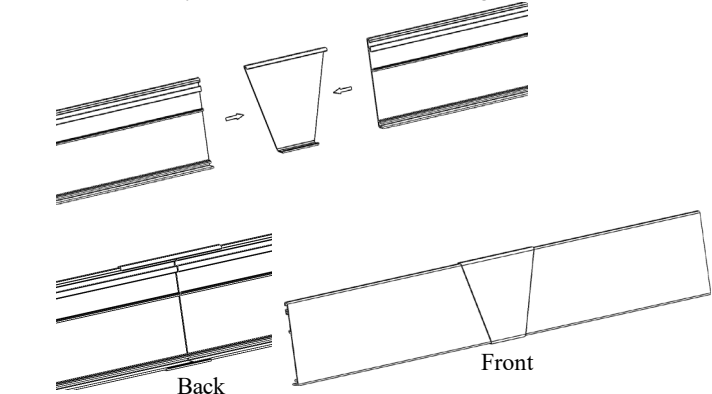


Keystone for Square Fascia

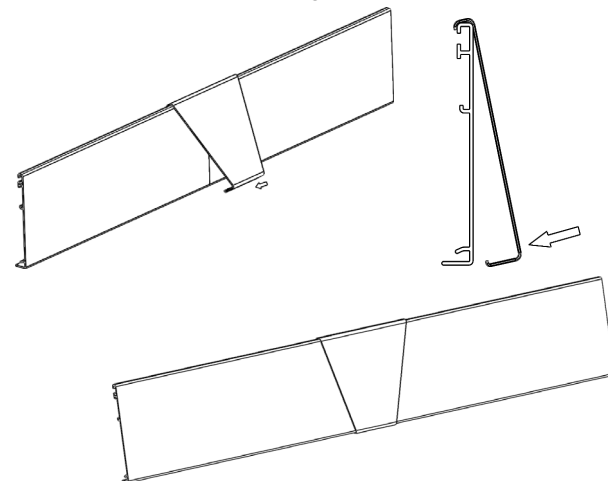


There are two connecting methods.

Method 1 – Recommended for inside mount. Insert the left & right fascias into the keystone, as shown in the drawing below.

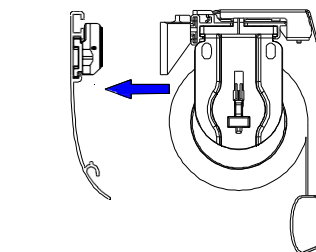


Method 2 – Suggested for semi-inside mount and outside mount. Place the keystone onto the joint where the two valance pieces meet, and hook the top of the keystone around the top edges of the fascia. Then push the bottom edge of the keystone into the bottom edges of the fascia, as shown in the drawing below.

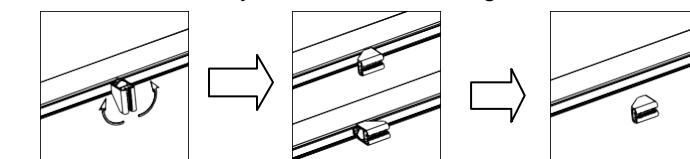


Valance/Fascia Removal

- First, remove valance/fascia with valance clips from the valance brackets.

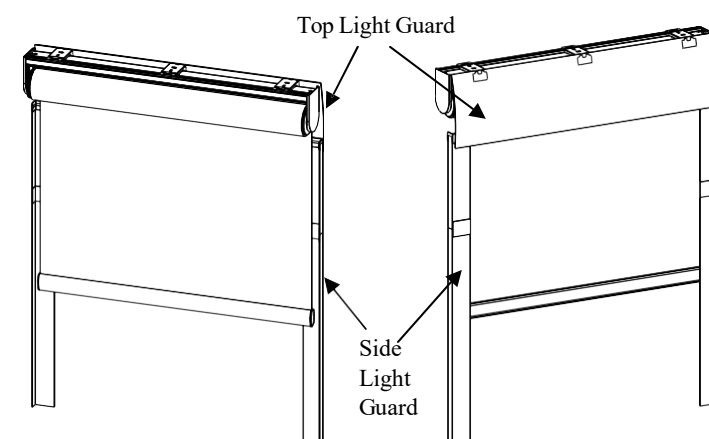


- Take shade down from mounting brackets before removing valance brackets from the raceway.
- Turn the valance brackets 90 degrees, and then take the brackets off of the raceway, as shown in the drawing below.



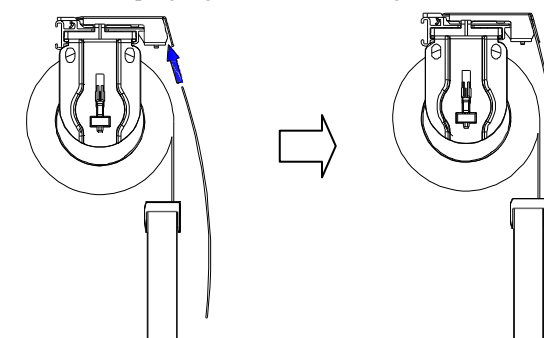
Note: The installation & removal for all fascias & valances are the same.

Installation of Light Guard System



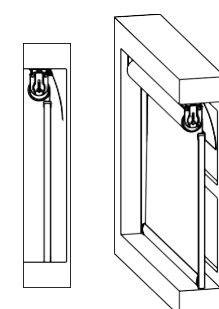
Installation of Top Light Guard

Insert the top light guard into the back groove of mounting brackets.

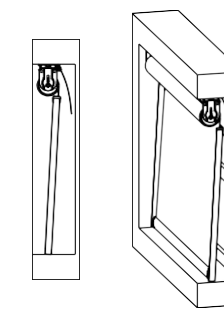


Installation of Side Light Guard

- Fully lower the shade and place the wider side of the light guard next to the back of the shade fabric.
- Tear off the double-sided tape on the narrow side, and stick the light guard to the window frame.
- For better light blocking, the top of the light guard should be placed next to the shade fabric, and the bottom of the light guard should be sloping, or angled, toward the front.



Installed vertically

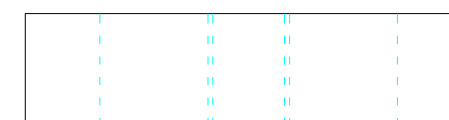


Installed sloping

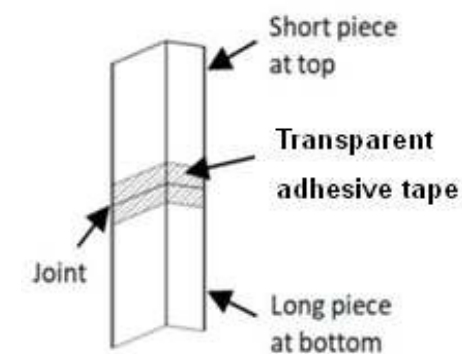
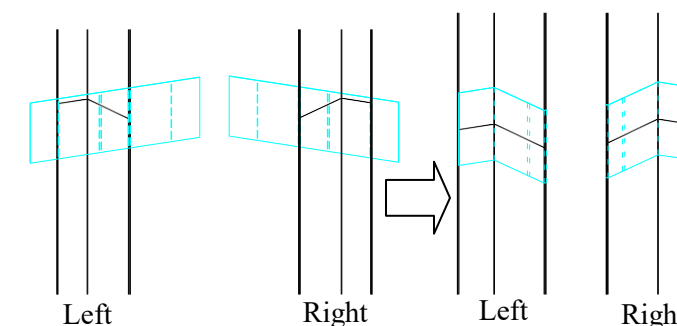
Installation of Transparent Adhesive Tape

Transparent adhesive tape is included for aluminum light guard length >96" and spliced into 2 parts.

Installation: Align the double dotted line with the edge of the light guard, and fold the transparent adhesive tape on both sides, as shown in the figure below.



Transparent adhesive tape



How to Care for Your Shades

Dusting: Regular light dusting with a feather duster is recommended. Do NOT wash or use strong detergents and spot removers. Dry cleaning is not recommended.
Vacuuming: Use a hand-held vacuum with low suction for more thorough dust removal.
CAUTION: DO NOT use abrasive or harsh chemicals which will damage the surface of the shade. Be careful not to bend the fabric while cleaning.

Need Assistance?

Customer service is available by calling 1-855-558-1222 or send an email to help@venetawindowfashions.com.