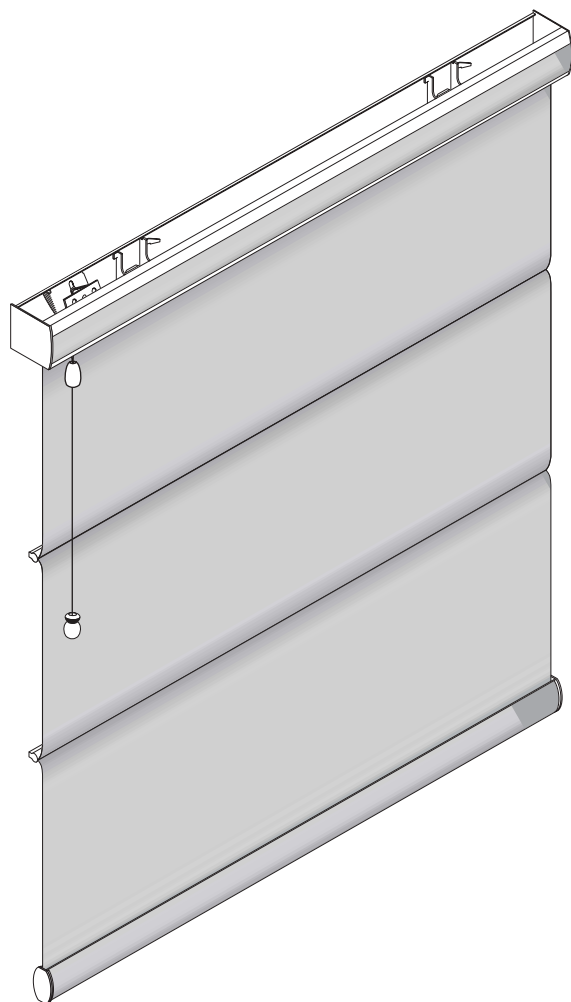


Installation and Care Instructions

Roman Shades



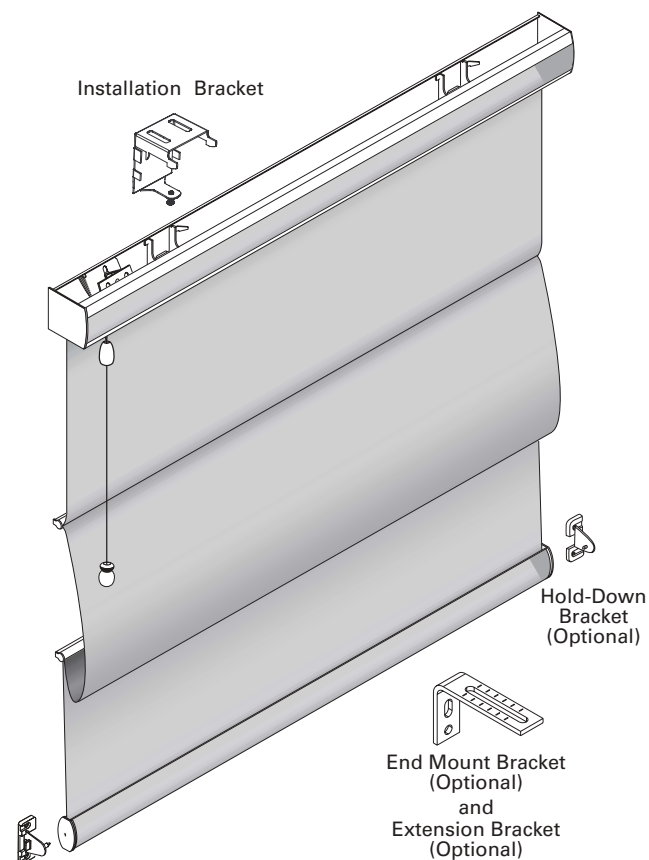
HunterDouglas

LIGHT CAN CHANGE EVERYTHING™

THANK YOU for purchasing a Hunter Douglas window covering. Your new shade has been custom built for you from the highest quality materials. Once in your window, it will provide you with a lifetime of beauty and trouble-free use.

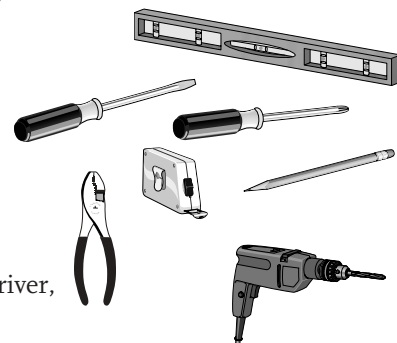
Getting Started

- Remove the shade from the package. Keep the packaging until the shade operates to your satisfaction.
- Check the diagram to make sure you have the necessary parts.



Tools needed for installing your shade:

- Carpenter's Level
- Flat Blade Screwdriver
- Measuring Tape
- Pencil
- Phillips Screwdriver
- Pliers
- Power Drill, $\frac{1}{4}$ " Hex Driver, and Drill Bits



For assistance, call the
Hunter Douglas
Customer Information Center at
1-888-501-8364
7:00 AM to 4:30 PM MST, Mon.-Fri.
Visit our web site at hunterdouglas.com

In addition, you will need fasteners designed to work with your specific mounting surfaces:

Mounting Surface	Fastener
Wood	No. 6 Hex Head Screws (Provided) 
Drywall, Plaster	Wall Anchors, Expansion Bolts (Not Provided) 
Metal	Sheet Metal Screws (Not Provided) 

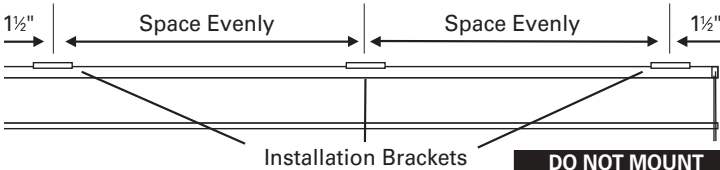
Contents of your hardware package may vary depending upon how the shade was ordered and whether the shade will be mounted inside or outside the window opening.

1 Mount the Brackets

Bracket Requirements

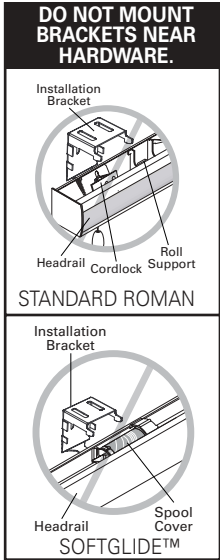
Bracket Type	Brackets Required*			
	18" to 36"	36½" to 72"	72½" to 96"	96½" to 120"
 Installation Bracket	2	3	4	5
 Extension Bracket (Optional)				
 End Mount Bracket (Optional)	2			
 Hold-Down Bracket (Optional)	2			

Bracket Placement



- Bracket placement is the same for inside and outside mounts.
- Measure 1½" in from the ends of the headrail and mark the bracket locations on the mounting surface.
- Space additional brackets evenly between the end brackets.
- Adjust the bracket placement to accommodate obstructions to the bottom rail, such as window cranks or handles.

NOTE: Do not mount brackets over cordlock or support located in the standard roman shade headrail or the top of the clear plastic spool covers located in the SoftGlide™ headrail.



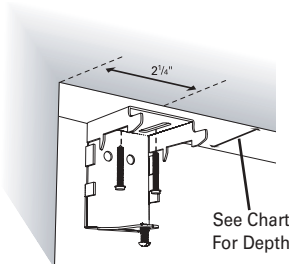
Inside Mount Applications

The depth required for an inside mount depends upon the application.

Depth Chart For Bracket Placement

Bracket Type	Minimum	Fully Recessed
Installation Bracket	¾"	1½"

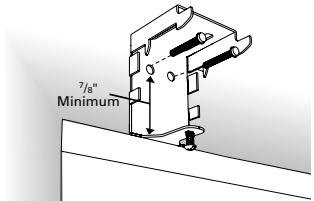
- Center each bracket over a mark on the mounting surface.
- Use a carpenter's level to check that the brackets are level and aligned. Attach using two screws.



Outside Mount Applications

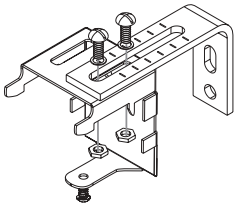
The minimum mounting height for outside mounted shades is 7/8".

- Center each bracket over a mark on the mounting surface.
- Use a carpenter's level to check that the brackets are level and aligned. Attach using two screws.



Extension Brackets (Optional)

Extension brackets project installation brackets up to 1¾" away from the mounting surface. This allows for additional clearance for obstructions such as window cranks or handles.



- Use a carpenter's level to check that the extension brackets are level and aligned. Attach using two screws.
- Attach the extension brackets to the top of the extension bracket using machine screws and nuts.

NOTE: Attach each installation bracket to the same holes on each extension bracket to ensure that the headrail is level.

End Mount Applications (Optional)

End mount the headrail when conventional mounting techniques will not work.

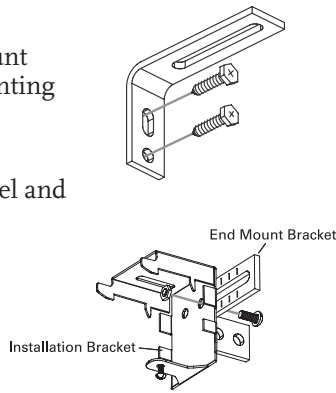
End mounting is not recommended for shades wider than 48". The minimum mounting height for end mounted shades is 1".

Bracket Placement

- Lower the shade completely and hold it in the window opening at the ordered height.
- Keeping the headrail level, mark where the top of the headrail is in the opening.
- Be sure that the marks on each side are at the same height.

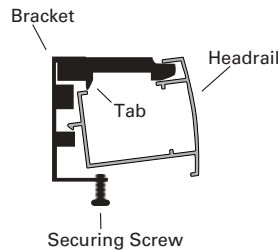
Bracket Installation

- Align the top of each end mount bracket to a mark on the mounting surface.
- Use a carpenter's level to check that the brackets are level and aligned. Attach using two screws.
- Attach the installation bracket to the end mount bracket using machine screws and nuts.



2 Install the Shade

- With the colored side of the shade facing you, insert the front edge of the headrail onto the top of each installation bracket.
- Starting from the center, push upward and back until the back edge of the headrail snaps into the back tab of the installation bracket.
- Tighten the securing screw until the screw touches the bottom of the headrail.
- Repeat this process for each bracket.

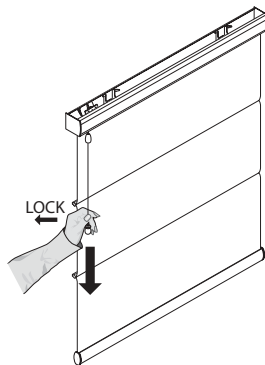


3 Operate the Shade

Standard Shade

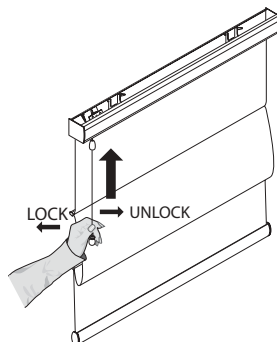
To Raise the Shade

- Hold the cord and pull until the shade is at the desired height. Pull the cord towards the outside of the shade to lock into position.



To Lower the Shade

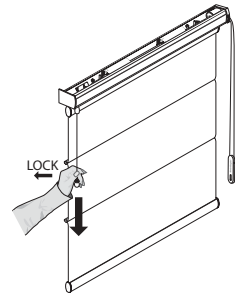
- Pull the cord towards the inside of the shade to unlock. Holding the cord, let the shade lower to the desired level. Move the cord to the outside to lock.



SoftGlide™ Top-Down/Bottom Up Shade

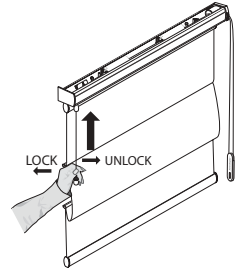
To Raise the Bottom of the Shade

- Hold the tasseled cord and pull until the shade is at the desired height. Pull the cord towards the outside of the shade to lock into position.



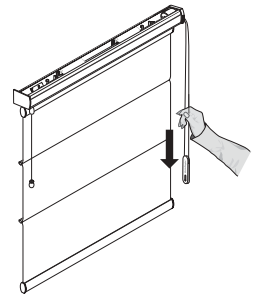
To Lower the Bottom of the Shade

- Pull the tasseled cord towards the inside of the shade to unlock. Holding the cord, let the shade lower to the desired level. Move the cord to the outside to lock.



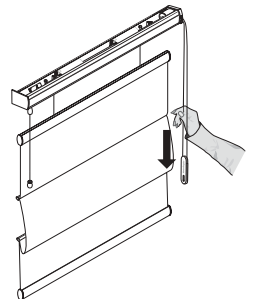
To Lower the Top of the Shade

- Hold the front continuous cord and pull down until the shade is at the desired height.



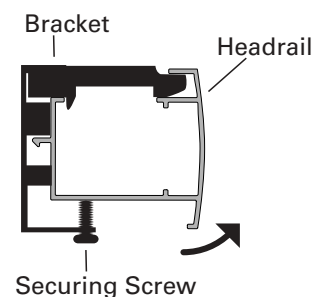
To Raise the Top of the Shade

- Hold the back continuous cord and pull down. Pull until the shade is at the desired height.



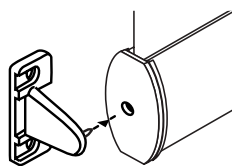
4 Remove the Shade

- Remove the headrail from each bracket working from the left to the right.
- Unscrew the securing screw.
- Turn the bottom of the headrail away from the bracket until the bracket clicks, then pull the headrail forward.



5 Attach Accessories

Hold-Down Brackets (Optional)

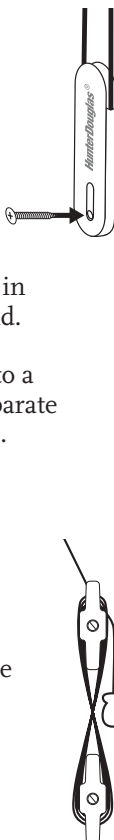


- Lower the shade and place the pins from the hold-down brackets into the bottom rail end caps.
- Mark the bracket hole locations.
- Check that the brackets are level and aligned. Attach using two screws.

NOTE: If the hold down brackets are requested after initial order, replacement end caps will accompany brackets.

Universal Cord Tensioner Installation

- Lower the shade.
- Hold the Tension Device upright.
- Position the Tension Device on the window frame or the wall so that the Tension Device and the control cord do not interfere with the raising or lowering the shade. DO NOT twist or cross the control cord.
- Holding the Tension Device upright, taught and in position, insert and secure the screw into the hold.



NOTE: The mounting screw must be secured into a solid surface. For additional instructions, see separate universal cord tensioner installation instructions.

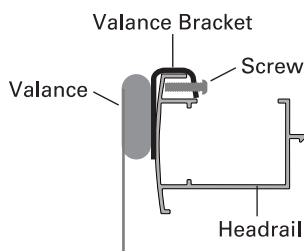
Cord Cleat Installation

- Attach the cord cleats 6" to 12" apart at a height where they will be out of reach for children.
- Once the cleats are mounted, simply wrap the excess cord around the cleats after each use of the shade.
- Children may stand in or on furniture in an attempt to reach loose cords. Please utilize child safety hardware.



Valance Installation (Optional)

- Place the brackets over the headrail so that the screws align with the top groove of the headrail.
- Align the valance flush with the edges of the headrail.
- Using a Phillips screwdriver, tighten all screws.

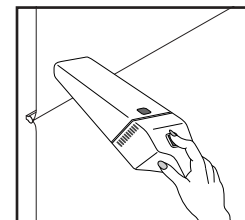


6 Care and Cleaning

Roman shades are made of anti-static, dust-resistant fabrics which repel dirt and dust. For most fabrics, the following options are available if your shade needs cleaning.

Dusting

Regular light dusting with a feather duster is all the cleaning that is needed in most circumstances.



Vacuuming

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

Spot Cleaning

- Prepare a solution of warm water and mild dishwashing detergent.
- Dampen a clean cloth in the solution and wring it out.
- Dab the spot with the dampened cloth until the spot is gone. Do not rub the fabric.
- Allow the shade to dry in the completely lowered position.

For more comprehensive cleaning instructions, call the Hunter Douglas Customer Information Center toll free at:

1-888-501-8364

7 Troubleshooting

PROBLEM	SOLUTION
The shade does not raise and lower evenly.	Make sure the mounting brackets are level and aligned.
The shade will not raise.	If hold-down brackets are used, make sure they have been released.



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