

# INSTALLATION INSTRUCTION

## Crown Horizontal Sheer Shades

### Step 1. Check Package Contents

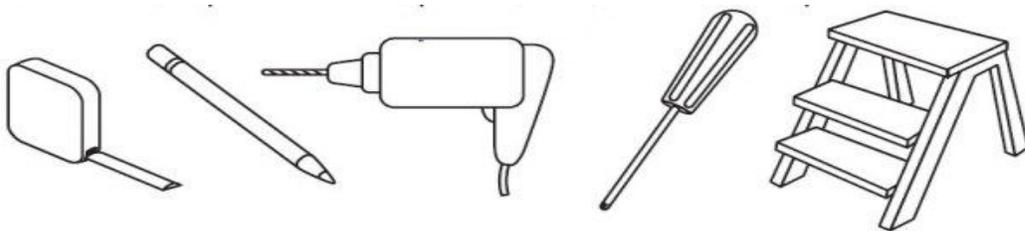
Mounting hardware kit includes the following:

Part	Quantity
Mounting Brackets	(for 18" to 36" wide 2 shades)(for 36" to 48" wide 2 shades)(for 48" to 72" wide 2 shades)  (for 72" to 96" wide 2 shades)
11/8" Screws	2 per bracket
Hold Down Brackets	2 per shade
½" Screws	2 per bracket (for hold downs)
Handle for Bottom Rail	1 (cordless shades only!)
Handle for Middle Rail	1 (TDBU cordless shades only!)

[Note: one extra screw of each noted size is included for convenience]

### Step 2. Tools Required

Screwdriver, tape measure, pencil, drill, drill bits, step ladder.



[Note: use #6 plastic anchors for dry wall or plaster mounting (not included). Drill Bits: for screws, use a 3/32" drill bit – for wall anchors, use 1/4" drill bit.]

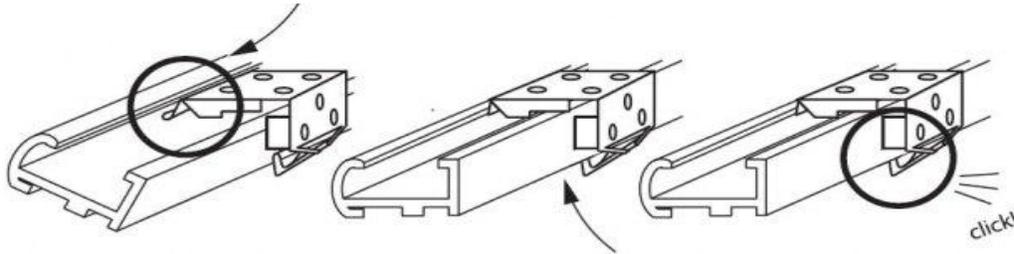
### Step 3. Bracket Location and Installation Your shade may be installed either inside the window frame or outside the window frame.

A mounting bracket should be positioned about 1" to 6" from each end of the head rail. For wider shades that require 3 or more brackets, these should be spaced evenly between the two outermost

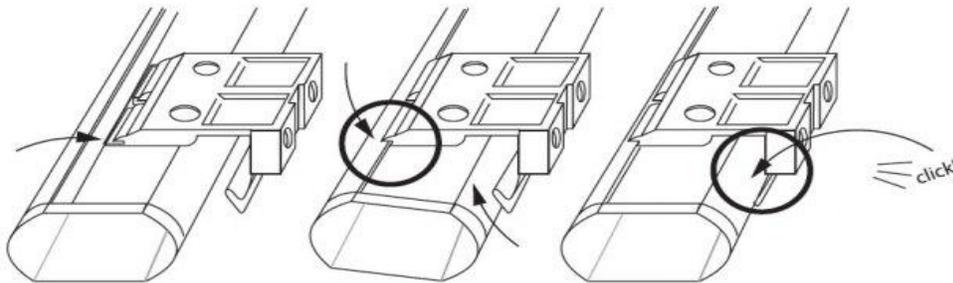
brackets. Always position the brackets such that there is no interference with the cords and/or mechanisms inside the head rail. The procedure outlined below will assure proper bracket placement.

**Attaching the brackets:**

The shape of head rails and mounting brackets varies by style of shade.



Lift the head rail into position such that the front edge of each bracket is under the inner front edge of the head rail. Push the head rail upward until the flexible tab at the bottom of each bracket snaps onto the back of the head rail. Check carefully to assure that each bracket is properly secured.



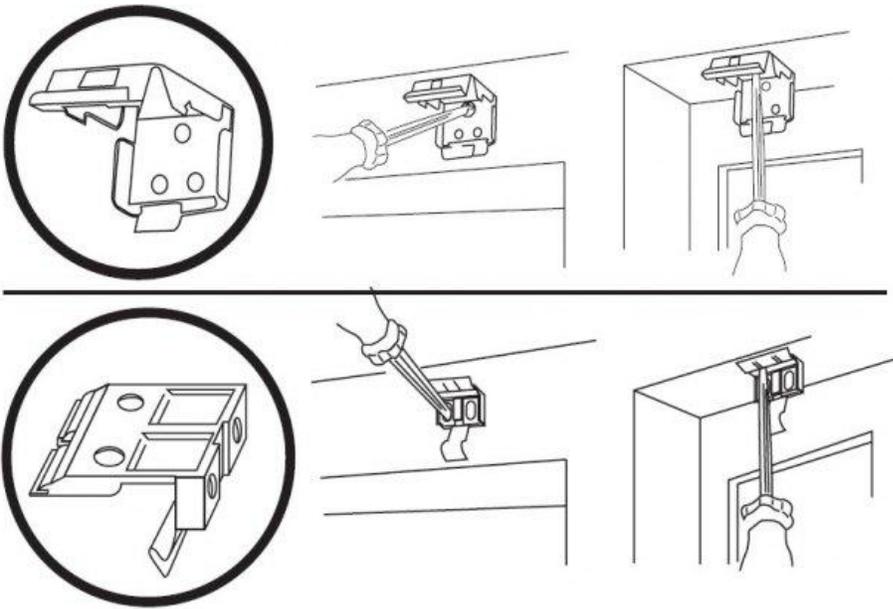
Lift the head rail into position such that the inner front edge of the head rail slides into the slot at the front of each bracket. Push the head rail upward until the flexible tab at the bottom of each bracket snaps onto the back of the head rail. Check carefully to assure that each bracket is properly secured.

**For Outside Mounting:**

Clip the brackets onto the head rail as described above. Hold the shade level at the height desired and center it over the window opening. Mark the exact location of each bracket with a pencil. Remove the brackets from the head rail and position the top of each bracket at the marked location and screw each bracket into the wall or window molding using the 11/8" screws, pre-drill the screw holes using a 5/64" drill bit.

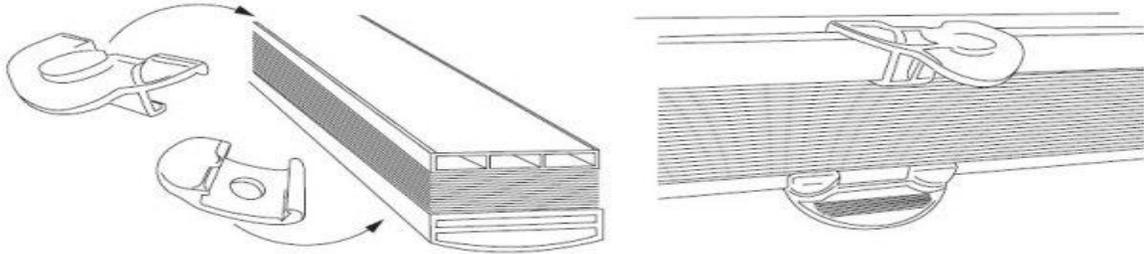
**For Inside Mounting:**

Clip the brackets onto the head rail as described above. Hold the shade in place and make a pencil mark at the rear of each bracket where it contacts the inside of the window frame. Remove the brackets from the head rail and align them with the marks. Attach each bracket using the 11/8" screws, pre-drill the screw holes using a 5/64" drill bit.



#### Step 4. Attach Handle(s) [Applies to cordless shades only]

Attach the Handle to the bottom rail as illustrated. The handle is designed to minimize contact with the shade fabric. For TDBU cordless shades, attach the 2nd handle to the Middle Rail as illustrated.



#### Step 5. How to Operate

##### Standard Shade

To raise or lower the shade, pull the lift cords down and toward the center of the shade to release the cord lock. Adjust the shade to the desired height, and then move the lift cords toward the outside of the shade to lock in place.

##### Top-Down Bottom-Up Shade

The cords on the right side of the shade control Bottom-Up/Down function. The cords on the left side control Top-Down/Up function.

Operate the cords as described above.

## Semi-Cell & Sheer Roman 2-in-1 Shades

The cords on the right side of the shade control the Semi-Cell shade. The cords on the left side control the Sheer Roman shade.

Operate the cords as described above.

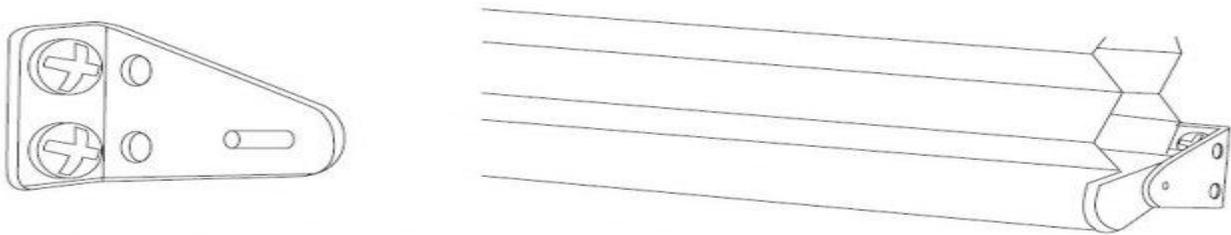
## Cordless Shade

Always raise and lower the shade SLOWLY(!) to assure that the pleated fabric stacks neatly. To lower the shade: grip the bottom-rail/handle and slowly pull straight down. To raise the shade: put one hand under the bottom rail (palm facing up) and lift slowly until the desired height is reached.

**Top-Down Bottom-Up Cordless Shade** To raise and lower the shade from the bottom, follow the directions above. To lower and raise the shade from the top: grip the middle rail handle and slowly pull straight down/up.

## Step 6. Installing Hold-Down Brackets

Hold down brackets is provided for optional use. These brackets should be used only if the shade is to be in a permanently lowered position. With the shade fully lowered, make pencil marks at the outside ends of the bottom rail. Brackets should be lined up to the pencil marks and screwed into place using the 1/2" screws. Insert the pins protruding from the brackets into the holes on both ends of the bottom rail (see illustration).



## CLEANING

The vinyl head rail and bottom rail can be wiped clean with a damp sponge. To clean the shade fabric, use a feather duster or vacuum lightly using the soft brush attachment.

## REPLACEMENT PARTS

In the event that replacement parts are ever needed, you may call: 1-800-933- 7115 please be sure to provide the following information, if possible:

- The complete model or catalog number of your product
- A description of the product
- A description of the part needed