Reversing the Roll Direction of your Fabric (optional step)

The default fabric roll direction of your shade is "forward". That is, the fabric rolls from the front side of the top tube. If you want the fabric to roll towards the back of your shade, simply roll your shade down until the fabric begins to roll itself back up on the other side of the shade.

Install Bungee System (optional step)

The shade includes two (2) Bungee to secure the bottom of both sides of your shade. To install the Bungee System, start by feeding the Bungee through the Bottom Tube Plugs located at each end of your Bottom Tube (Fig. J). Then insert the Bungee into the Hook and drill the Hook into a wall/post using one (1) Bracket Screw (Fig.J) from your hardware box. To prevent fabric stretching/damage, hooks should be installed directly underneath the Bottom Tube Plugs and so there is equal tension on each bungee.

Important: Your shade should be rolled up during windy conditions. The Bungee System (J) is only effective in light wind. When using your shade, we recommend leaving at least one (1) roll of fabric wrapped around the top tube.
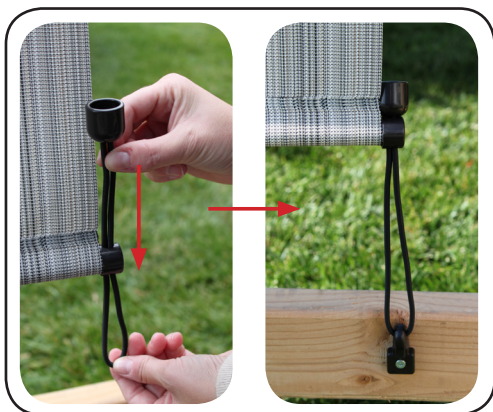
Figure J

Need Help?

Complete installation video is available at www.shadeinfo.com

Maintenance

To clean your shade simply rinse with water and scrub with any non-abrasive cleaner (using bleach or other abrasive cleaners will void your warranty). Roll the shade down to air dry.

Don't forget to send us your warranty/registration card.

INSTALLATION INSTRUCTIONS

Customer Service

Contact us at 303.652.6164 for additional information. English speaking customer service representatives are available Monday through Friday, from 7am - 4pm (MST). Please visit www.ShadeInfo.com to register your shade purchase or to view an installation video.

Important Information

We recommend two (2) people install this shade. This shade is safe for indoor and outdoor use. Retain these instructions for future use. A power drill, tape measure, leveling device, and Phillips screwdriver bit are recommended for installation (not included). Some parts shown in this manual may differ slightly than the product you have purchased.

Part List

Please lay out and take an inventory of all parts prior to assembly. Please give us a call if you are missing any parts. Read instructions in their entirety prior to beginning assembly and installation. Note: this shade must be installed into wood studs. If woods studs are not available, anchoring hardware must be used (not included).

PARTS THAT ARE PRE-INSTALLED

Clutch (w/ cord) (C18) x 1

Plug (with pin) (P18) x 1

Bottom Tube Plug (BTP09) x 2

Cord Safety Device (CSD17) x 1

PARTS THAT ARE IN THE HARDWARE BOX

Clutch Bracket (CBWV18) x 1

Plug Bracket (PBWV18) x 1

Bracket Cover (BCC18) x 2

Bungee Tie Down (BUN09) x 2

Screw (S09) x 4

Cord Safety Device Screw (CSDS17) x 2

Figure A   Note: your parts and fabric may differ in color than shown in this manual

Your shade can be installed against a wall (Fig B) or against a ceiling/overhang (Fig C).

Your shade is already prepared for either installation; no changes to the brackets are necessary.

WALL MOUNT   CEILING MOUNT

Figure B   Figure C

Step 1: Mark holes for installation

Before you can hang your shade, it will help to mark the holes where you will put your screws.

An installation template has been provided, you can use it to help position your pilot holes. Start by temporarily attaching your template to your mounting surface (Fig. D).

Then drill your pilot holes in the four marked dark zones (Fig E).
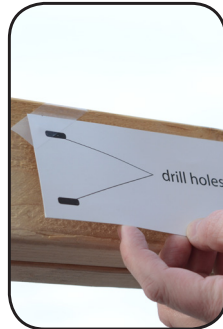
drill holes

Figure D   Figure E

Be sure to mount the brackets to a wood stud. If a wood stud cannot be located, an anchor must be used (not included). Visit your local hardware store for more information.

Step 2: Install brackets

Before you installing your brackets, make sure the Bracket Covers are installed.

Install the Clutch Bracket and Plug Bracket with the provided Bracket Screws (see Fig. F).

Note: the Clutch Bracket (and cord) can be installed on either the left or right side of the shade.
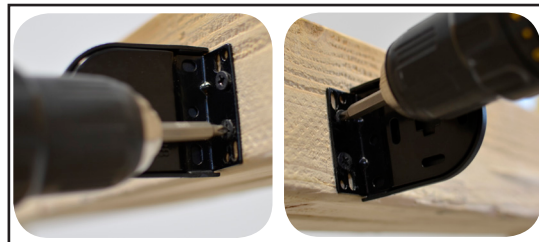
Figure F

Step 3: Install shade

To install your shade, start by attaching the Clutch (with cord) to the Clutch Bracket (Fig G). You will need to insert the hooks into the bracket and slide the bracket downwards to engage the hooks. Note: make sure the cord hangs down, towards the ground.

Next, depress the Pin and insert the Plug with Pin into the Plug Bracket (see Figure H).
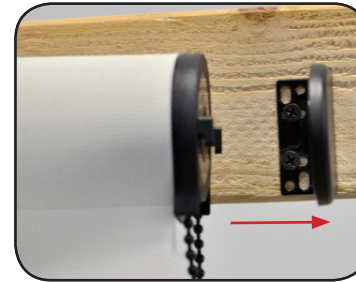
Figure G   Figure H

If your shade moves side-to-side, it is recommended that you adjust the brackets to reduce any movement between the shade and the brackets.

To adjust your brackets, remove the shade from the brackets, and loosen the screws slightly on the brackets. Push the brackets in, towards each otherand retighten screws. Re-install the shade.

Step 4: Install Cord Safety Device

The Cord Safety Device keeps the Cord secure and reduces the risk of strangulation. This is a very important step, we strongly recommend that you utilize your Cord Safety Device. **Note: You must install this device for your shade to work properly** The Cord Safety Device is pre-installed on the Cord.

Make sure the cord is tight before you secure the Cord Safety Device. To secure the Cord Safety Device, drill two (2) Cord Safety Device Screws into a wall/post (Fig I). If a wood stud is not available, you will need to use an anchor (not included). See your local hardware store for more information.

Figure I