

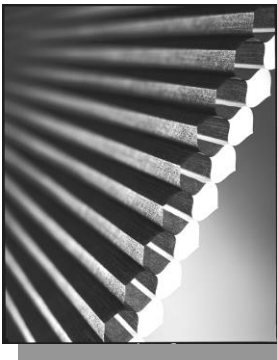
# INSTALLATION INSTRUCTIONS

## HONEYCOMB SHADES

### STANDARD RECTANGULAR

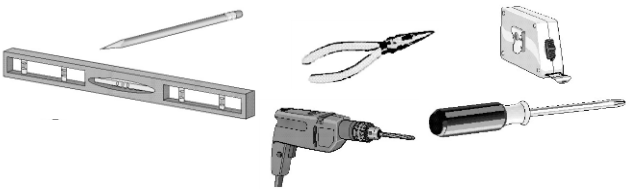
Thank you for your purchase. This shade has been custom built for you from the highest quality materials.

To avoid errors and save valuable time, please read these instructions before installing your new shade.



### TOOLS YOU WILL NEED

- 1. Pencil or Marker
- 2. Measuring Tape
- 3. Needle-nose Pliers
- 4. Phillips Screwdriver
- 5. Carpenter's Level
- 6. Power Drill
- 7. Mounting Fasteners



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

### GETTING STARTED

All the required installation components are wrapped in your package along with these instructions. Check that the parts you have correspond to the parts shown below. *NOTE: Some parts may vary depending upon your chosen mounting options.*

### PARTS

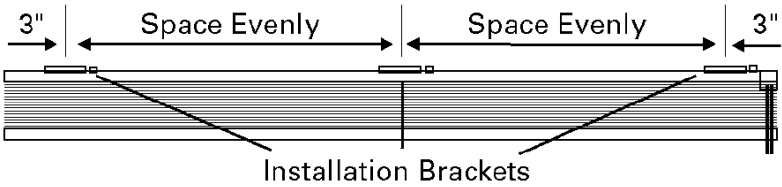
- Standard Installation Brackets .....
  - Swivel Brackets (not all shades) .....
  - Extension Bracket (optional) .....
  - Spacer Blocks (optional) .....
  - Hold Down Brackets (optional) .....
  - Cord Cleats .....
  - Screws .....
-

# STEP 1: MOUNTING THE BRACKETS

Standard installation brackets may be used for **INSIDE** or **OUTSIDE** mounts. Swivel brackets may be used for **INSIDE** mounts only. The 3/4" brackets also accommodate 1/2" double cell fabric shades.

**Mounting the brackets level is essential for proper operation of the shade.** Shim the brackets if necessary to achieve a level alignment.

The bracket requirements and placements are the same for inside and outside mounts. Refer to the following spacing diagram and bracket requirement chart.



Installation Bracket Requirement Chart

Shade Width	Brackets Required
12" to 31"	2
31-1/8" to 79"	3
79-1/8" to 127"	4
127-1/8" to 174"	5

## INSIDE MOUNTS:

For inside mounts the standard installation brackets will be screwed in place through the top hole of each bracket. For swivel brackets, either of two top holes may be used depending upon the available mounting depth. Refer to the depth chart below.

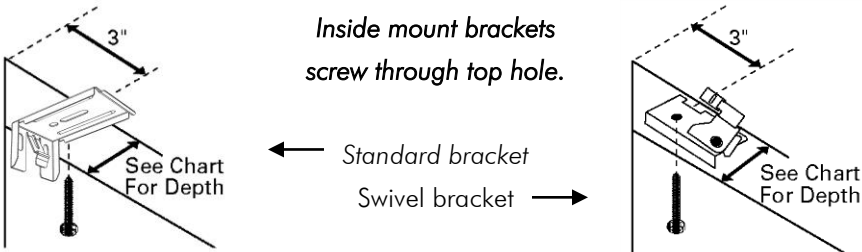
Inside Mount Depth Requirements

Bracket Type	Minimum Depth	Fully Recessed
3/8" Standard	1"	1-1/2"
3/4" Standard	1"	2-1/4"
3/8" Swivel	1/2"	1-1/8"
3/4" Swivel	1/2"	2"

**NOTE:** Prior to mounting the brackets, add any clearance depth required to avoid obstructions such as window cranks or handles.

## ATTACH THE BRACKETS:

- Screw standard bracket through top hole to desired window sill location.
- Screw swivel bracket through top front hole if 1" sill depth is available.
- Screw swivel bracket through top back hole if 1/2" sill depth is available.



**OUTSIDE MOUNTS:**

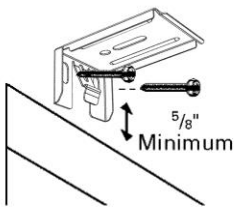
For outside mounts the standard installation brackets will be screwed in place through the two back holes of each bracket. Refer to the minimum surface height chart below.

**Outside Mount Surface Height Requirements**

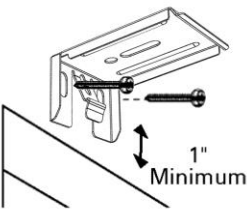
Bracket Size	Minimum Height
3/8" Bracket	5/8"
3/4" Bracket	1"

**ATTACH THE BRACKETS:**

- Screw standard brackets through two back holes to desired location.



*Outside mount brackets  
screw through back holes.*



**SPACER BLOCKS (optional):**

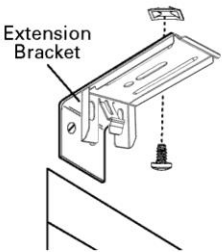
- Spacer blocks will be attached to the end of each bracket.
- Ensure the screws are long enough to secure brackets to surface.
- Do not use more than three spacer blocks per bracket.
- If installing extension brackets, do not use spacer blocks.

**EXTENSION BRACKETS (optional):**

- Position the extension brackets to the desired wall location.
- The bracket tops must be aligned and level to one another.
- Mount the extension brackets through the back holes with two screws.
- Attach the installation brackets to the extension brackets.

***Installation brackets attached to extension  
brackets with the included screws and nuts.***

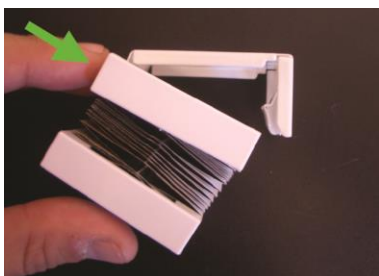
Use the same holes for all brackets to ensure  
even projection from the surface.



## STEP 2: INSTALLING THE SHADE

### MOUNT THE HEADRAIL – STANDARD BRACKETS:

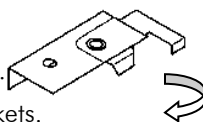
- With the front (colored) side of the shade facing you ...
- Tilt the headrail slightly backward to angle the front inside lip to the brackets.
- Rotate headrail upward to snap in it into place.



- To **REMOVE** shade, maintain hold on shade and loosen tabs with screwdriver.

### MOUNT THE HEADRAIL – SWIVEL BRACKETS:

- Open the swivel brackets by rotating the swivel tab.
- With the front (colored) side of the shade facing you ...
- Position the headrail against the back side of the brackets.
- Close the swivel tab (rotate back) until it grabs **UNDER** the headrail.
- Ensure the tab is flush against the headrail to lock in place.



## STEP 3: OPERATING THE SHADE

### TO RAISE AND LOWER THE SHADE:

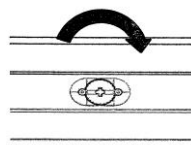
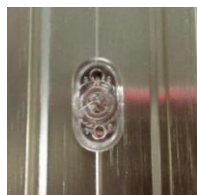
- Pull the single lift cord toward the center of the shade to disengage the cord lock.
- Pull the cord to raise or lower shade to desired position, then...
- Move the cord toward the original position to re-engage the cord lock.

## STEP 4: ADJUSTING THE SHADE

- Raise and lower the shade several times.
- If the length is incorrect or the bottom rail is not level, use the following steps to correct.

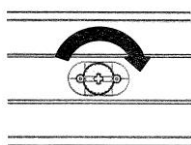
### BOTTOM RAIL SHADE ADJUSTMENT:

- Lift bottom rail on the side to be adjusted. This will take the weight off the cord.
- Use a screwdriver or dime.
  - Turn screw clockwise to lift that side of the shade
  - Turn screw counter clockwise to lower that side of the shade
  - Half a revolution is  $\frac{1}{4}$ " adjustment (maximum adjustment is  $\frac{1}{2}$ " )



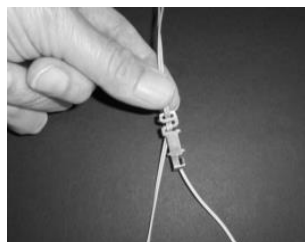
### INTERMEDIATE RAIL SHADE ADJUSTMENT:

- Lift intermediate rail on side to be adjusted. This will take the weight off the cord.
- Use a screwdriver or dime.
  - Turn screw clockwise to lift that side of the rail
  - Turn screw counter clockwise to lower that side of the rail
  - Half a revolution is  $\frac{1}{4}$ " adjustment (maximum adjustment is  $\frac{1}{2}$ " )



### CORD EQUALIZER LENGTH ADJUSTMENT STEPS:

- **STEP 1: Unwrap Cords:** Slide the Equalizer Cover up and away from the Adjuster Plate. Unwrap the cords from the Adjuster Plate, leaving the cords weaved through the top slots.



- **STEP 2: Adjust Length:** Adjust the shade length by sliding the Adjuster Plate up or down. Temporarily slide the Cover down over the Adjuster Plate and check the shade length by holding on to the end of the lift cords and lowering the shade. **DO NOT LET GO OF CORDS WHILE LOWERING SHADE.** Repeat this step until shade is desired length.



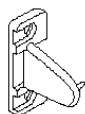
- **STEP 3: Wrap Cords:** Wrap the excess cords around the Adjuster Plate in a clockwise motion. Tuck the cord tails into the lock slot. Slide the Equalizer Cover down over the Adjuster Plate. If the Cover fits too tight, un-wrap the cords a couple of turns. Trim off excess cord lengths, if any.



## STEP 5: INSTALL REMAINING ITEMS

ATTACH THE (optional) HOLD DOWN BRACKETS – **OUSIDE MOUNTS (only):**

- Lower the shade and place the hold down pins into the bottom rail end caps.
- Mark the hold down bracket locations on the mounting surface.
- With the brackets level, attach them using two screws..



## CLEANING INSTRUCTIONS

Honeycomb shades are made of an anti-static, dust resistant fabric which repels dirt and dust. For most of these 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:** Use the following steps for spot cleaning: (1) Prepare a solution of warm water and mild dishwashing detergent. (2) Dampen a clean cloth in the solution and ring it out. (3) Dab the spot with the dampened cloth until it is gone. **DO NOT RUB THE FABRIC.** (4) Allow the shade to dry in the completely lowered position.

**CAUTION:** Avoid creasing Blackout fabrics during cleaning.

**DEEP CLEANING:** Use the following steps for deep cleaning: (1) Immerse shade in basin or bathtub filled with warm water and mild detergent. (2) Rinse with clean water. (3) Fully raise shade and tilt to eliminate excess water, (4) Reinstall damp shade, lower it, and let it dry completely.

**CAUTION:** Do not immerse Blackout or Lace fabrics. Do not immerse headrail in water.

**ULTRASONIC CLEANING:** Standard shades, except those made with Blackout or Blackout Lining can be ultrasonically cleaned by a professional.

- Specify that a mild detergent be used.
- Never immerse the headrail in the solution.
- Dry the shade completely in the lowered position.

**CAUTION:** Do not ultrasonically clean Blackout or Lace fabrics. Do not immerse headrail in water.

## SAFETY

**CORD CLEATS:** Cord cleats should be mounted at a height where they will be out of the reach of children. Take into account that a child may stand on furniture attempting to reach the cords.

- Attach the cord cleats so they are 6" to 12" apart.
- Wrap excess cord around the cleats after each use of the shade.
- Clip the cord onto itself using a clamping devise (e.g. a binder clip).
- Wrap or tie the cord to itself.



For more safety information  
call 1-866-662-0666 or go to  
[www.healthcanada.gc.ca/blindcords](http://www.healthcanada.gc.ca/blindcords)





# WARNING:



Young children can **STRANGLE** in cord and bead chain loops. They can also wrap cords around their necks and **STRANGLE**.

- Always keep cords out of children's reach.
- Move cribs, playpens, and other furniture away from cords and bead chains. Children can climb furniture to get to cords.
- Always wrap the cords around the cleats in a figure eight, up high, out of reach of children.

Mount the cord cleat at a safe height. (Recommended 64" from the floor), use the screws enclosed to ensure the cleat is safely fastened to the wall, taking into account furniture or other objects up which a child may climb. Then, after each use of the shade, simply wrap the excess cord around the cleat. It's fast and easy and safe.

All Shade-O-Matic products are covered with the Limited Lifetime Warranty. Products shall be free from defects in material and workmanship for so long as the original retail purchaser owns the products, provided that: (1) such products were properly installed in accordance with accompanying instructions in residential dwellings in the window or door for which they were purchased; (2) the products are manually operated custom products which have not been modified or altered.

This warranty does not cover damage to the product resulting from misuse, abuse, alterations, dry cleaning, cleaning with ultrasonic method, discolouration or colour change due to sunlight or passage of time, humidity, exposure to salty air or corrosive materials, warpage due to high humidity or excessive heat. This warranty does not apply to natural features of the products or conditions caused by normal wear and tear upon the product, including normal fading from sunlight.

Dye lots may vary with in commercial tolerances, therefore, colours of fabrics and woods may vary from the samples. Dye lots may not match samples of previous purchases. This applies to all product lines.

In the event of a defect under this warranty, Shade-O-Matic shall at its option repair or replace the product. Our warranty obligation excludes labour costs for measuring and installation out side of one year. Repairs will be made with like or similar parts. It is the responsibility of the Dealer to get the product from the endconsumer back to Shade-O-Matic for any warranty work.

Note: In the event there are multiple blinds or shades in the same room, only the defective blinds or shades will be repaired or replaced. Shade-O-Matic can not guarantee a dye lot match to existing blinds. Different warranty periods and terms apply for commercial applications.

This warranty is exclusive and in lieu of all other obligations, liabilities or warranties written or oral. In no event shall Shade-O-Matic be liable for incidental or consequential damages or for any other direct or indirect damage, loss, cost expense or fee.

Warranty Guidelines	
Product/Component	Period of Coverage
All moving parts, headrails, components	Limited Lifetime
All fabrics (except Sheer)	5 Years
Horizontal Shadings Fabrics	3 Years
Cording Systems	3 Years
Chaindrive Mechanisms	5 Years
Cordless Shade Mechanism	5 Years
Wood Slats, Faux Wood Slats, Aluminum Slats, PVC Slats and Vanes	3 Years
Woven Woods	1 Year
S48 / Solutions Products	1 Year
Commercial Orders	1 Year
Automated Blinds for All Products	
Motors, Remote Control, Switches, etc	5 Years