

**VERTICAL BLIND
INSTALLATION
INSTRUCTIONS**

**INSTRUCCIONES PARA
INSTALAR LA PERSIANA
VERTICAL**

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VERTICAL BLIND INSTALLATION INSTRUCTIONS

CONGRATULATIONS on purchasing the finest vertical blinds made. We are confident that you will be pleased with their ease of installation, function, fashion, and quality. Please read completely the instructions below before beginning the installation process. Before beginning installation, remove all parts from box and check the parts list to make sure you have received all parts needed for installation. Double check the carton for parts before discarding it.

PARTS LIST

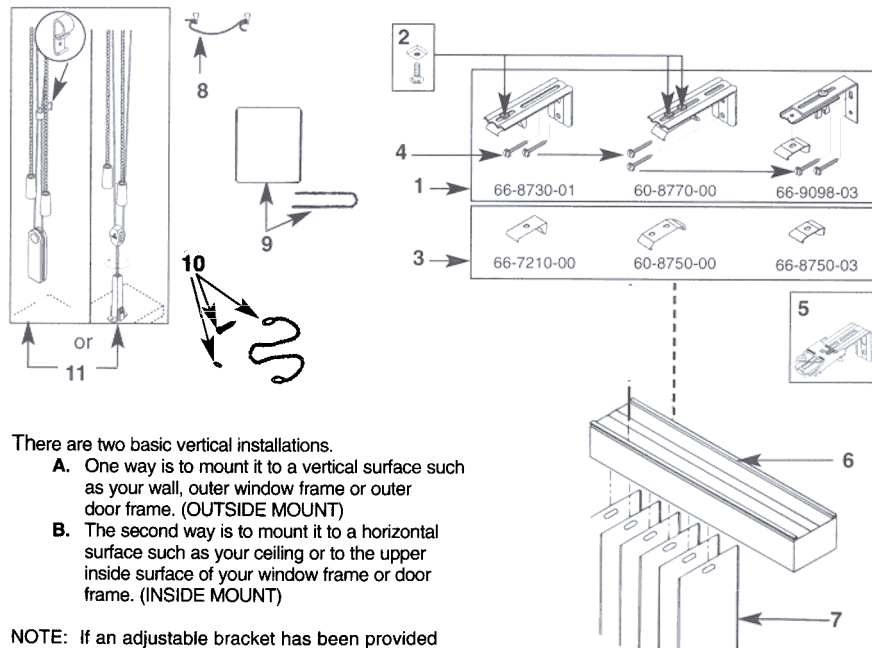
1. Wall Bracket Assembly

- | | |
|----------------------------------|------------|
| 2. Nuts and Bolts | 66-8730-01 |
| 3. Mounting Clips | 60-8770-00 |
| | 66-9098-03 |
| | 62-0010-00 |
| | 66-7210-00 |
| | 60-8750-00 |
| | 66-8750-03 |
| 4. Mounting Screws | 8-782-0 |
| 5. Adjustable Bracket (optional) | 60-8720-03 |
| | 60-8722-01 |
| | 60-8730-01 |

Valance Parts

- | | |
|--------------------------|---------------|
| • Dust Cover Valance | See Section D |
| • Stafford Valance . . . | See Section E |
| • Horizon Valance . . . | See Section F |

6. Headrail
7. Louvers (cloth, aluminum or vinyl)
NOTE: Cloth louvers may have weights sewn in the bottoms
8. Chain and Clip, Optional, (Cloth Louvers Only)
9. Chain and Spacer Card, Optional. (Aluminum and Vinyl Louvers Only) (Not Used On Vinyl Louvers With Cloth Inserts)
10. Tie down clip, Chain Connector and Screw
11. Cord Weight and cord clip, for EZ open option, or Tension Pulley attached w/cord, and 2 pull tassels attached w/chain.
NOTE: You will receive only one of the styles shown here. (For corded blinds only)

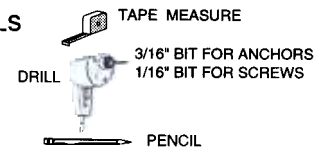


There are two basic vertical installations.

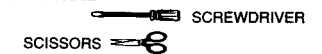
- One way is to mount it to a vertical surface such as your wall, outer window frame or outer door frame. (OUTSIDE MOUNT)
- The second way is to mount it to a horizontal surface such as your ceiling or to the upper inside surface of your window frame or door frame. (INSIDE MOUNT)

NOTE: If an adjustable bracket has been provided follow Section A Steps 1-4, then go to the top of page 5 Section C.

TOOLS



CENTER PUNCH OR NAIL



A 1/4" nut driver will ease driving the mounting screws but, a standard screwdriver can be used.

SUGGESTED FASTENER GUIDE



ANCHORS* (not supplied)
Plastic or lead anchor insert.
Plastic anchor insert for lightweight blinds only, in drywall, paneling, etc.



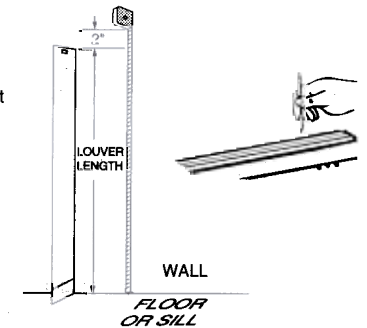
HOLLOW WALL ANCHORS* (not supplied)
Hollow wall anchor. For heavy blinds.
Hollow wall toggle bolt. For heavy blinds.

A. OUTSIDE MOUNT MOUNTED ON A VERTICAL SURFACE (WALL, WINDOW OR DOOR FRAME)

- Mark "HEIGHT" on wall at Louver Length + 2"
- Center headrail over window at "HEIGHT" mark. Make about a 2" long mark on wall about 4" in from each end.

For blinds over 62" wide, make marks on wall for every bracket. Spaced evenly.

0-62" WIDE	2 BRACKETS
62-98" WIDE	3 BRACKETS
98-134" WIDE	4 BRACKETS
134-170" WIDE	5 BRACKETS
170-192" WIDE	6 BRACKETS



- Hold brackets up to 2" marks and mark mounting holes on wall.

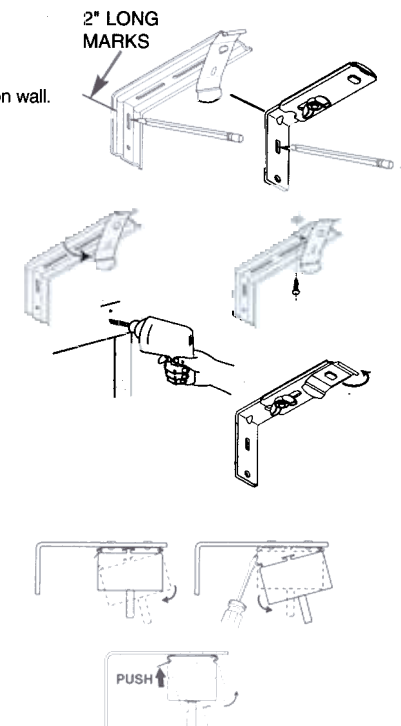
- You may find it easier to mark wall and mount wall brackets if the clip is twisted out of the way. For brackets with two screws, remove one screw and loosen the other then twist clip 1/4 turn. For bracket without screw, mark wall and mount wall bracket first. Then put the clip on bracket and twist to secure.

- Drill holes at these marks. If mounting into drywall, use wall anchors (not included) and push into drilled holes. Screw brackets into place. Use 2 screws per bracket.

- Twist all clips back to original position and tighten all screws. Snap headrail in place by inserting front edge in mounting clips and rotating back. (Note: Put cord on right for right draw and on left for left draw.)

- To remove blind, release headrail by inserting a screwdriver between headrail and release tab or push the tab on the clip up with thumb.

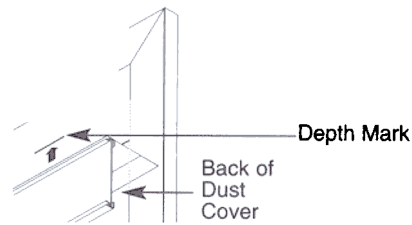
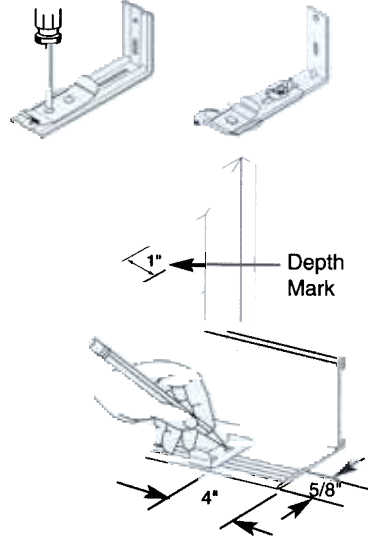
- For valance installation go to section D, E, or F.



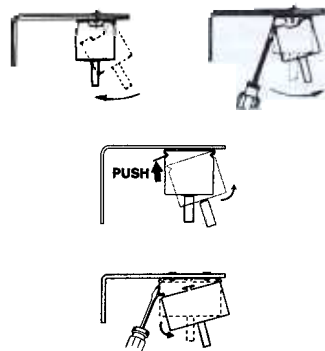
B. INSIDE MOUNT MOUNTED ON HORIZONTAL SURFACE (CEILING OR UPPER INSIDE DOOR/WINDOW FRAME)

Note: This mounting method can be used for dust cover valance. For Stafford see section E.

- The mounting clips may come to you attached to the mounting brackets. The brackets are not used with this way of mounting. Loosen and remove the screw on the bottom of the bracket. If your bracket has two screws, remove both of them. If your bracket has no screw twist the clip to loosen the clip from the bracket. Do this on all wall brackets. Discard brackets and adjusting screws and keep just the clips.
- You will need to make marks on two things. One is your door/window frame or ceiling and the other is the valance.
- For marks on your door/window frame or ceiling, hold your valance up, centered over door or window and mark the width of your valance (WIDTH MARK). At the valance width marks you just made, measure out 1" from wall and make pencil marks (DEPTH MARKS).
- Center a clip at 5/8" from the edge and about 4" or less from each end. For blinds over 62", evenly space all additional clips and mark all hole locations.
- Hold valance up. Line back of dust cover (on valance) up with DEPTH marks (step 3). Drill holes through valance at the mounting hole marks. If mounting into drywall, use wall anchors (not included) and push into drilled holes.



- Hold valance and clips up to the holes and drive screws through clip and valance and into your ceiling or sill.
- Snap headrail in place by inserting front edge in mounting clips and rotating back. (Note: Put cord on right for right draw and left for left draw)
- Remove blind:
For Dura-Vue, Insert a screwdriver between headrail and release tab to release headrail.
For G-71 Super-Vue, push the release tab upward with your thumb or with a screwdriver to release headrail.
For G-98 Perfect-Vue & Ultra-Vue, push the release tab upward with your thumb to release headrail.
- For valance assembly go to section D, E, or F.



C. ADJUSTABLE BRACKET

There are two adjustable brackets which come with two different style headrails.

ADJUSTABLE BRACKET WITH PLASTIC LOCKER (OPTIONAL)

For outside mount.

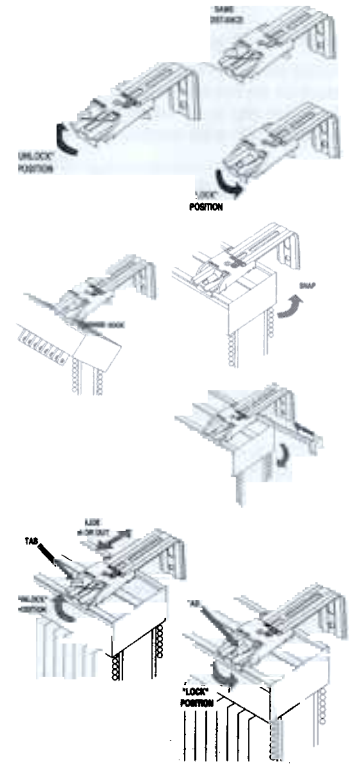
- Make sure brackets are in the "UNLOCK" position. Slide all brackets out until they are the same distance from the wall to the tip. Push tab into the "LOCK" position.

Note:

The rail is reversible. Put cord on right for right draw and on left for left draw.

Hook the front edge of the headrail into the front of the mounting clips.

- Rotate back until the rail snaps in place.
- To remove blind, release headrail by inserting a screwdriver between headrail and release tab.
- Adjust the projection of the blind by pushing tab to "UNLOCK" position on all brackets.
- Slide entire blind in or out.
- Then, push tab back to "LOCK" position on all brackets.

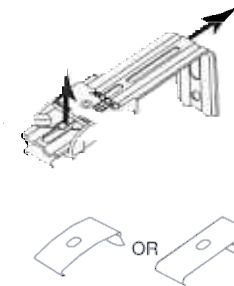


For Ceiling Mount (Inside Mount)

If you are going to do a ceiling or inside mount or, if you are going to use extension brackets you must first take the existing brackets apart. Follow the instructions below that best fit your blind.

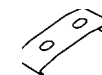
- First, lift up on the small clear tab.

Look at the metal clip inside the clear plastic part. If the clip looks like one of these at the right (one hole), simply rotate the clip out of the clear plastic part.

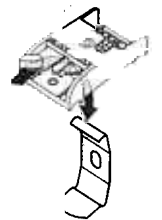


OR

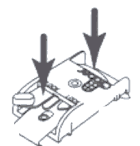
If the metal clip looks like this one (two holes), follow the instructions at right to take the brackets apart.



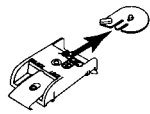
- Second, pull the metal L-shaped bracket completely out while holding the small clear tab up.



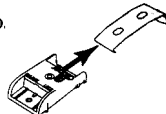
- Press down on the front and rear of the clear lever until it snaps out.



- Remove the clear lever.

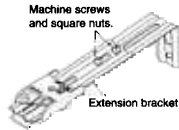


- Remove the metal clip.



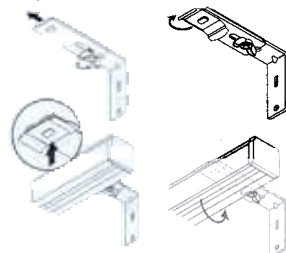
Extension Brackets

Attach extension bracket to L-shaped bracket with two machine screws and square nuts as shown at right. Re-attach clip by reversing the steps you used above or, attach with extra machine screw(s) and nut(s).



ADJUSTABLE BRACKET WITH METAL EXTENSION (STANDARD) FOR OUTSIDE MOUNT ONLY (PERFECT-VUE, ULTRA-VUE)

- Loosen the knob on the extension. Slide the extension out to the position you want, then do the same to the rest of the brackets and tighten knobs. Put all clips on brackets and twist them to secure.
Note: The rail is reversible. Put cord on right side for right hand draw and on the left side for left hand draw.



- Hook the front edge of the headrail into the front of the mounting clips. Rotate back until the rail snaps into place.

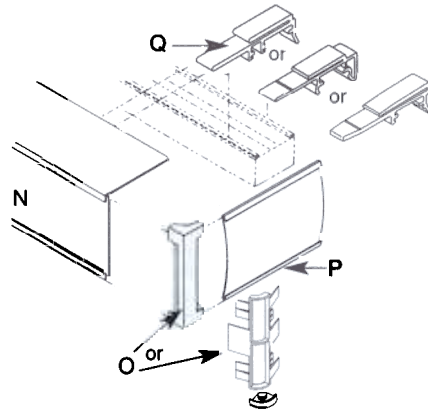
- To remove blind, release headrail by pushing tab on the clip at the back of headrail upward.



D. DUST COVER VALANCE

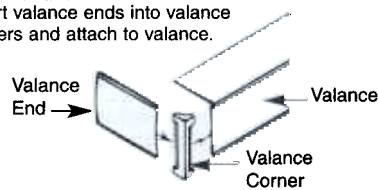
Valance Parts

- N. Valance
- O. Standard Valance Corners or Deluxe Valance Corner and Cap
- P. Valance Returns
- Q. Valance Clips



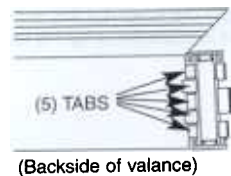
VALANCE CORNER ASSEMBLY

- **For Standard Corner Valance**
Insert valance ends into valance corners and attach to valance.

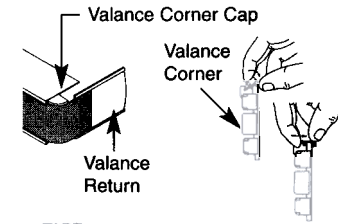


- **For Round Corner Valance**

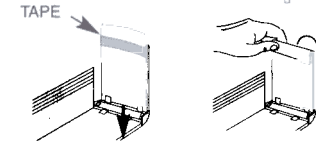
- Unfold fabric from valance ends. Push the side of the corner that has (5) tabs onto the valance ends. It should fit snug behind the trim.



- Wrap fabric around the corners and slide valance returns over fabric and onto corner. Make sure the tape on the valance return is not in the corner.



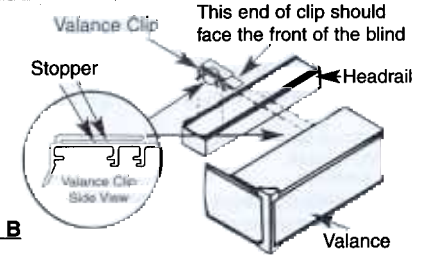
- Snap caps onto corners. First hook the caps onto the corner and press it down. Then press it forward (repeat for all four caps.)



- Peel backing off tape, fold fabric over valance returns and press the fabric against the tape.

Attach Dust Cover Valance to vertical blind.

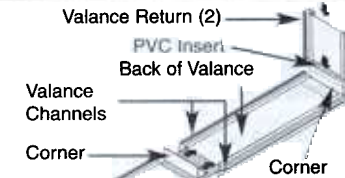
- **For Outside Mounting**
Snap one clip onto headrail about 2" from each end. Space remaining clips evenly on headrail. Slide valance into clips and be sure that at least one valance groove is engaged into a stopper on valance clip.



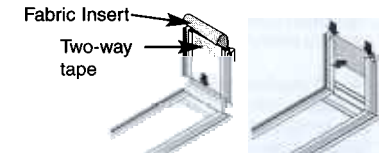
- **FOR INSIDE MOUNTING - GO TO SECTION B**

E. STAFFORD VALANCE INSTALLATION INSTRUCTIONS

- PVC Insert**
Insert corners into channels in back of valance. Slide valance returns over insert and onto corners.

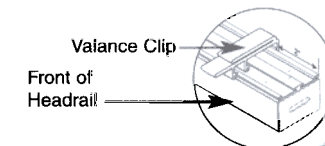


- Fabric Insert**
Insert corners into channels in back of valance. Slide valance returns over insert and onto corners. Remove backing from two-way tape. Fold fabric around edge of return, insert fabric into channel in back of valance. Press insert onto the adhesive.

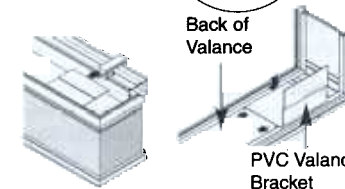


SINGLE VALANCE: (SOME ASSEMBLY REQUIRED) OUTSIDE MOUNT

- Snap valance clips onto headrail about 2" from each end. Space remaining clips evenly onto the headrail.
Note: For clips with notches on its tab break the tab along notch so that the valance will fit better on window



- Attach PVC valance brackets to back of valance. Space to correspond with the valance clips on the headrail.



- Slide valance brackets onto clips.

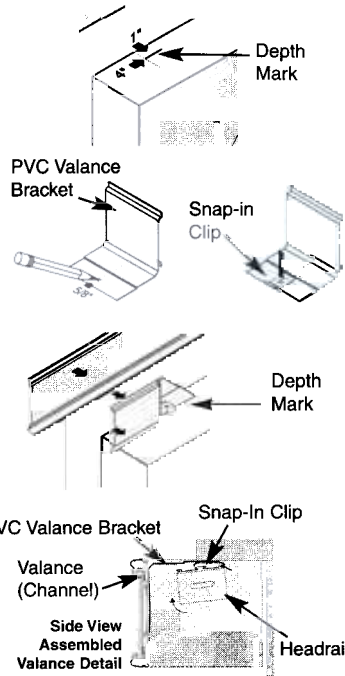
END CAP INSTALLATION (INSIDE MOUNT ONLY)

- Insert endcaps into channels on back of valance.
- Lift edge of valance insert over tabs for finished look.



INSIDE MOUNT MOUNTED ON HORIZONTAL SURFACE (CEILING, UPPER INSIDE DOOR OR WINDOW FRAME) SINGLE VALANCE ONLY

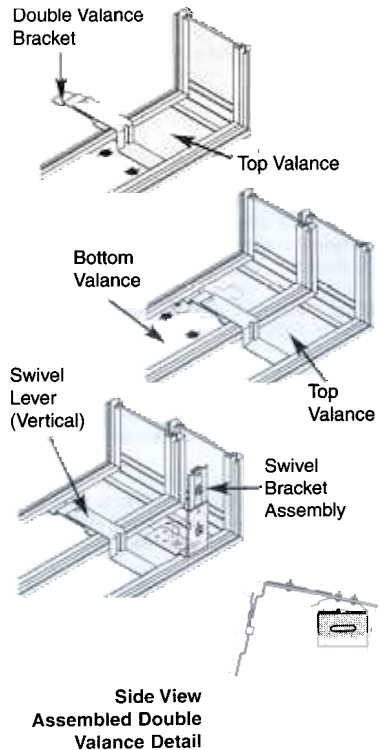
1. Mark your door/window frame or ceiling. Measure 1" from wall and make visible pencil marks 4" from inside edge of frame or ceiling. Evenly space the remaining pencil marks (Depth Marks) the length of the blind, based on how many valance brackets are provided.
2. Mark PVC valance brackets with a pencil at center of brackets, 5/8" from the back edge of the brackets.
3. Center a snap-in clip on the pencil mark on the PVC bracket, and drill holes in the PVC brackets through the holes in the snap-in brackets.
4. Line up back edge of bracket with the depth marks, and secure snap-in clip and PVC bracket to the ceiling or frame with screws provided. If mounting into drywall, use wall anchors (not provided) and push into drilled holes.
5. Hook top back channel of valance onto top edge of PVC bracket.
6. Flex the bottom edge of the PVC bracket, and snap into back channel of valance.
7. Snap headrail in place.



DOUBLE VALANCE: (SOME ASSEMBLY REQUIRED) OUTSIDE MOUNT (ONLY)

1. Attach the double valance bracket to the top portion of the valance by rotating the bracket to a vertical position inside the back edge of the valance. With rotating part of double valance bracket in the horizontal position, slide bottom portion of the valance inside the top valance.

Rotate bracket inside the back edge of the bottom valance to the vertical position until it secures the top and bottom valance together. Space evenly over the length of the valance.
2. With the swivel lever locked in the vertical position, rotate the swivel bracket assembly inside the back edge of the top portion of the valance. Space remaining brackets evenly the length of the valance, making sure they will not interfere with the mounting brackets on the headrail when mounting.
3. **Mount valance to the headrail**
Hook back of the snap-in clips to the back of the headrail, rotate valance towards front, and snap in place.



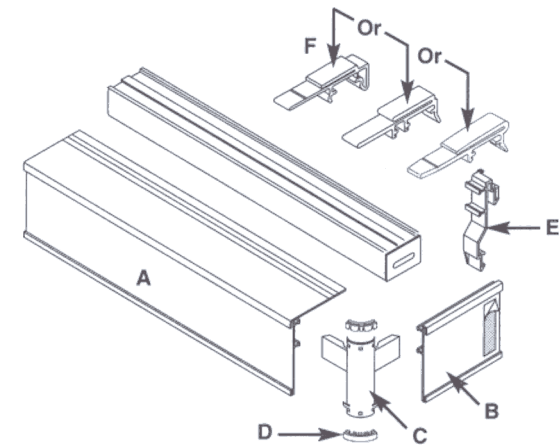
Note: (Outside Mount Only)

To move valance closer to the wall, loosen square nuts on the headrail mounting brackets by rotating, no more than 3/4 turn, counter clockwise. Push headrail with valance until the returns touch the wall, and retighten nuts.

F. HORIZON VALANCE INSTALLATION INSTRUCTIONS (OUTSIDE MOUNT ONLY)

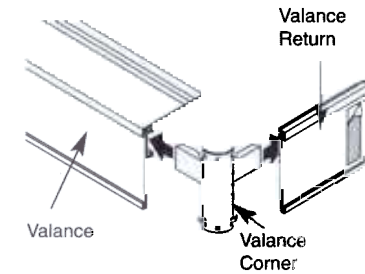
VALANCE PARTS LIST

- A. Valance
- B. Double Valance/Returns
- C. Valance Corners
- D. Valance Corner Caps
- E. Double Valance Extension Clip
- F. Valance Clips



VALANCE CORNER ASSEMBLY

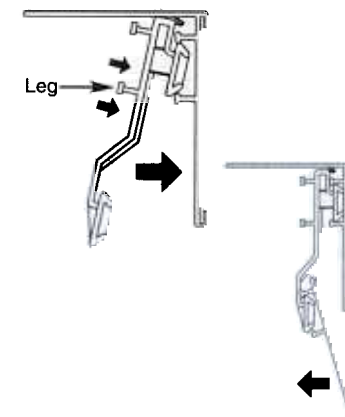
1. Insert corners into channels in back of valance.
 2. Slide insert to make even on both sides of valance.
 3. Slide valance returns over insert and onto returns. Make sure insert is even on both sides.
 4. For fabric inserts, remove backing from two-way tape, on return and press insert onto adhesive.
- Note:** Two-way tape is located at rear of return. (For fabric inserts only)



DOUBLE VALANCE INSTRUCTIONS (OUTSIDE MOUNT ONLY)

1. Follow steps 1-4 in single valance instructions
2. Attach double valance extension to single valance and returns.

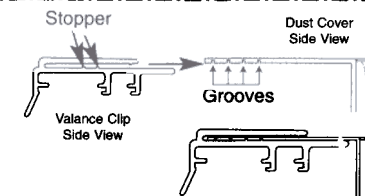
Note: Apply even pressure at arrows by holding leg with index finger and thumb.
3. Snap bottom/double valance into valance extension clips.



ATTACH VALANCE TO VERTICAL BLIND

Follow standard instructions for dust cover valance.

Caution: At least 1 groove on valance must be engaged into stopper.



G. VALANCE CLIP SCHEDULE

Blind Width	Single Valance No. of Clips	Double Valance No. of Clips
0" - 62"	2/Blind	3/Blind
63" - 98"	3/Blind	5/Blind
99" - 134"	4/Blind	7/Blind
135" - 170"	5/Blind	9/Blind
171" - 191"	6/Blind	11/Blind

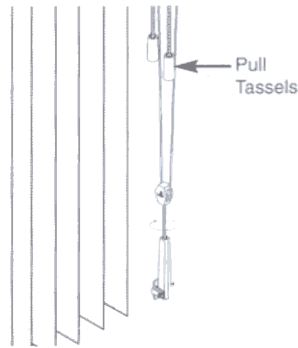
H. TENSION PULLEY (STANDARD)

To Avoid Strangulation, A Cord Weight or Cord Tension Pulley should be attached to the cord and then secured to the wall. Two pull tassels should be attached to the chain.

INSTALL CORD TENSION PULLEY

Note: Do Not Pre-Drill Holes

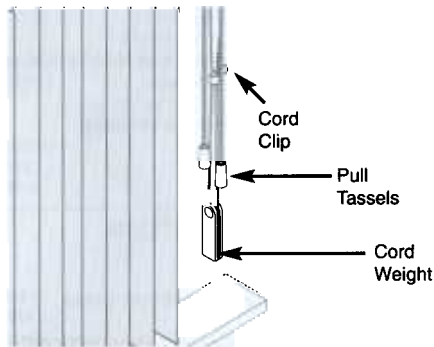
For inside mounts, pulley should be positioned toward back of sill so that it will not interfere with the louver rotation.



CORD WEIGHT AND CORD CLIP WITH EZ OPEN OPTION (OPTIONAL)

1. INSTALL CORD CLIP

Position Cord Clip on wall about 3" above the cord weight and screw into position.



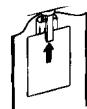
I. CLIP FOR DOMED LOUVERS UNDER 48" LONG

Attach louver clips to louvers by putting the clip tabs into the slots in louvers then, twist clip 1/4 turn so the notch is towards the bottom.



Remove louvers by inserting credit card between louver clip and long leg of stem.

Pull chain to rotate all the stems so that you can see through the stem slots. Push louver clip and louver up into stem until it clicks twice. Be sure the long leg of the stem is on the outside of the clip. Gently pull down on louver to insure it catches on stem hook. If louvers will not rotate, check to see if all louvers are overlapped the same. If not, remove louvers and carefully reinstall them.

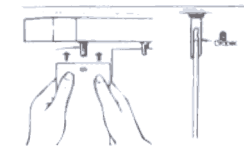


J. LOUVER INSTALLATION

ALL STYLES

1. INSTALL THE LOUVERS

Rotate stems so that you can see through the stem slots. Push louvers up into stem. Gently pull down on louver to insure it catches on stem hook. For cloth louvers, all hems should face the same direction. For One Touch® wand control, all louver crowns should face the control side. If louvers will not rotate, check to see if all louvers are overlapped the same. If not, remove louvers and carefully reinstall them. Remove louvers by inserting credit card between louver and long leg of stem.



2. INSTALL BOTTOM HARDWARE (OPTION)

For Fabric Louvers With Sewn In Weights:

Chains may be installed to the front or rear of the louvers. Slide clip onto fabric louver at the location shown to left.

For Fabric Louvers With Standard Weights:

If weights are not sewn into pockets, insert weights in pockets at bottom of louvers. Attach clips to front holes of weights starting with the louver at the stationary end of the blind. At the leading louver, drape chain across face of louver and attach clips to back holes of weights. Thread loose end of chain through one loop on the tie down clip. Join chain ends using chain connector. Attach clip to window casing or floor with screw.

HEAVIER, THICKER FABRICS



Stationary louver

Leading louver

Weight

Loop chain across face of louver

LIGHTER, THINNER FABRICS

For PVC Louvers With Keyholes Located At The Center Of The Louver:

Keep spacing with spacer card. Attach tie down clip to end of bead chain. Screw clip to floor.



K. HINGED BLIND

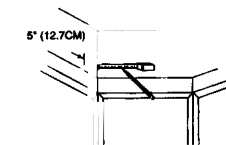
WALL MOUNT

Follow standard instructions except, cam lock holders are used instead of mounting clips.

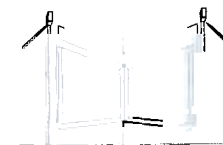


1. Each headrail section will require 2-4 brackets. Using tape measure and pencil, mark bracket locations on wall 5" (12.7cm) from each window corner and spaced evenly between corners.

Sections up to 62" (1.6m) wide . . . 2 brackets
62" (1.6m) - 98" (2.5m) 3 brackets
98" (2.5m) - 134" (3.4m) 4 brackets
134" (3.4m) - 170" (6.7m) 5 brackets
170" (6.7m) and up 6 brackets
Total blind must not exceed 192".



2. Using tape measure and pencil, mark bracket height at each bracket position from Step 1.



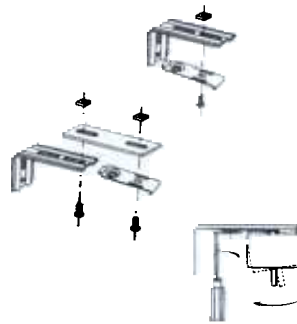
Bracket Height = Louver Length Plus 2 1/4" (5.7cm) for Floor Clearance or Plus 1 3/8" (4.8cm) for Sill Clearance (NOTE: If carpet will be installed later, add allowance for its thickness so that louvers will clear carpet.)

- Attach Cam-Loc Holders to brackets using nuts and bolts. Tighten nuts so bolt is 2 1/16" (5.2cm) plus depth of any window projection (i.e. window handles) away from wall.

Optional:

Extension Brackets available from Springs if deeper projection is required.

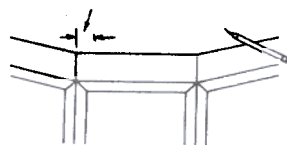
Twist cam lock into groove on headrail with a screwdriver.
NOTE: For standard valance installation go to Section D Step 8.



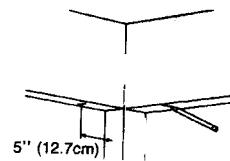
CEILING MOUNT WITHOUT VALANCE

Sections up to 62" (1.6m) wide2 clips
62" (1.6m) - 98" (2.5m)3 clips
98" (2.5m) - 134" (3.4m)4 clips
Sections up to 62" (1.6m) wide2 clips
62" (1.6m) - 98" (2.5m)3 clips
98" (2.5m) - 134" (3.4m)4 clips
134" (3.4m) - 170" (6.7m)5 clips
170" (6.7m) and up6 clips
Total blind must not exceed 192".		

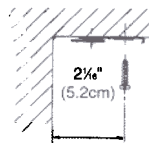
- Each headrail section will require 2-4 Cam-Loc Holders. Using tape measure and pencil mark holder locations on ceiling or window sill, 5" (12.7cm) from each window edge and spaced evenly between edges.



- At each holder location, mark screw hole by measuring out from wall or window 2 5/8" (5.2cm) plus depth of any window projection (i.e. window handles).



- Hold Cam-Loc Holders at holder position, lining screw holes up with marks from Step 2. Use drill to make pilot holes. Mount holders using screws provided or alternative fasteners. (See Fastener Guide).



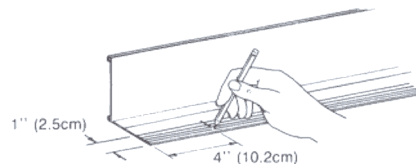
- For headrail and louver instructions, see WALL MOUNT SECTION A AND LOUVER INSTALLATION SECTION I or J.

CEILING MOUNT WITH VALANCE

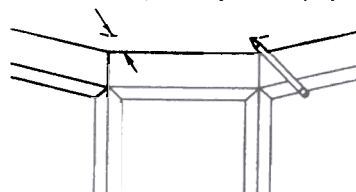
- Each headrail section will require 2-4 Cam-Loc Holders. Mark holder screw locations on valance sections. Holders should be positioned on the 1" (2.5cm) groove of valance sections, 4" (10.2cm) from each end and spaced evenly between ends.

Sections up to 62" (1.6m) wide2 clips
62" (1.6m) - 98" (2.5m)3 clips
98" (2.5m) - 134" (3.4m)4 clips
Sections up to 62" (1.6m) wide2 clips
62" (1.6m) - 98" (2.5m)3 clips
98" (2.5m) - 134" (3.4m)4 clips
134" (3.4m) - 170" (6.7m)5 clips
170" (6.7m) and up6 clips
Total blind must not exceed 192".		

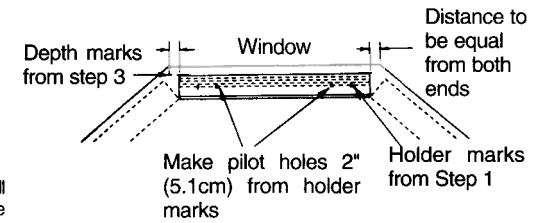
- Mark depth of valance placement on ceiling or top of window casing, 2" (5.1cm) plus depth of any window projection (i.e. window handles) out from wall or window.



2" (5.1cm) plus depth of any window projection



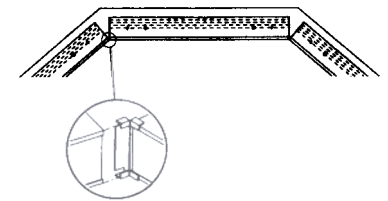
- Center middle valance section over window so back edge of valance lines up with depth marks (from Step 2). (For 2 section blinds, hold both valance sections up together to get even spacing).



Holding valance section in place, use drill to make 2 pilot holes in 1" (2.5cm) groove of valance approximately 2" (5.1cm) from holder marks. Using 2 screws, mount valance section to ceiling.

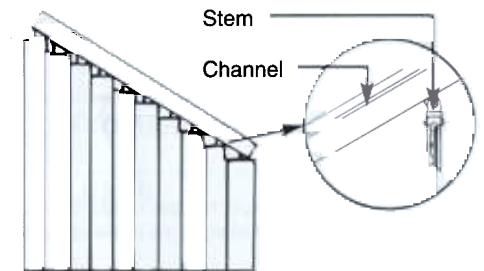
Repeat for remaining valance sections, so sections meet at front corners.

Note: Use valance hinges between valance sections.



L. ANGLE BLINDS

To allow the louvers to hang and rotate, a special stem has been provided. Hold the stem steady while inserting the louver.



Follow Headrail Mounting Instructions SECTION A or B. Follow Louver Installation Instructions SECTION I or J. Follow Valance Installation Instructions SECTION D. Valance must be mitered at time of installation. A Cord weight and cord cleat should be attached to blind instead of tension pulley and cord clip.

Since the blind is mounted at an angle, the louver holders will tend to slide "downhill." A cord cleat is provided to wrap the cord around and prevent the louvers from sliding.



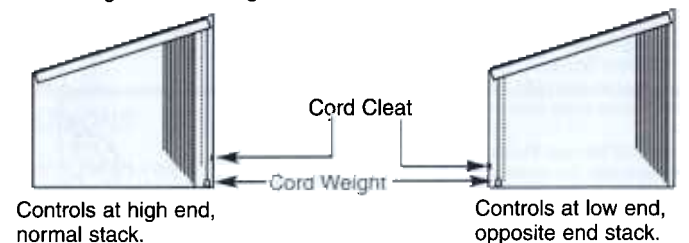
A cord weight will apply constant tension to the cord.

Install the cord cleat securely at a height to allow several turns of cord to be wrapped around it. (At least 18" above the cord weight.)

Cord Cleat

INSTALLATION OPTIONS:

INSIDE MOUNT: Stacking must be at high end.



In both above cases, the cord must be wrapped around the cord cleat to hold the blind open.