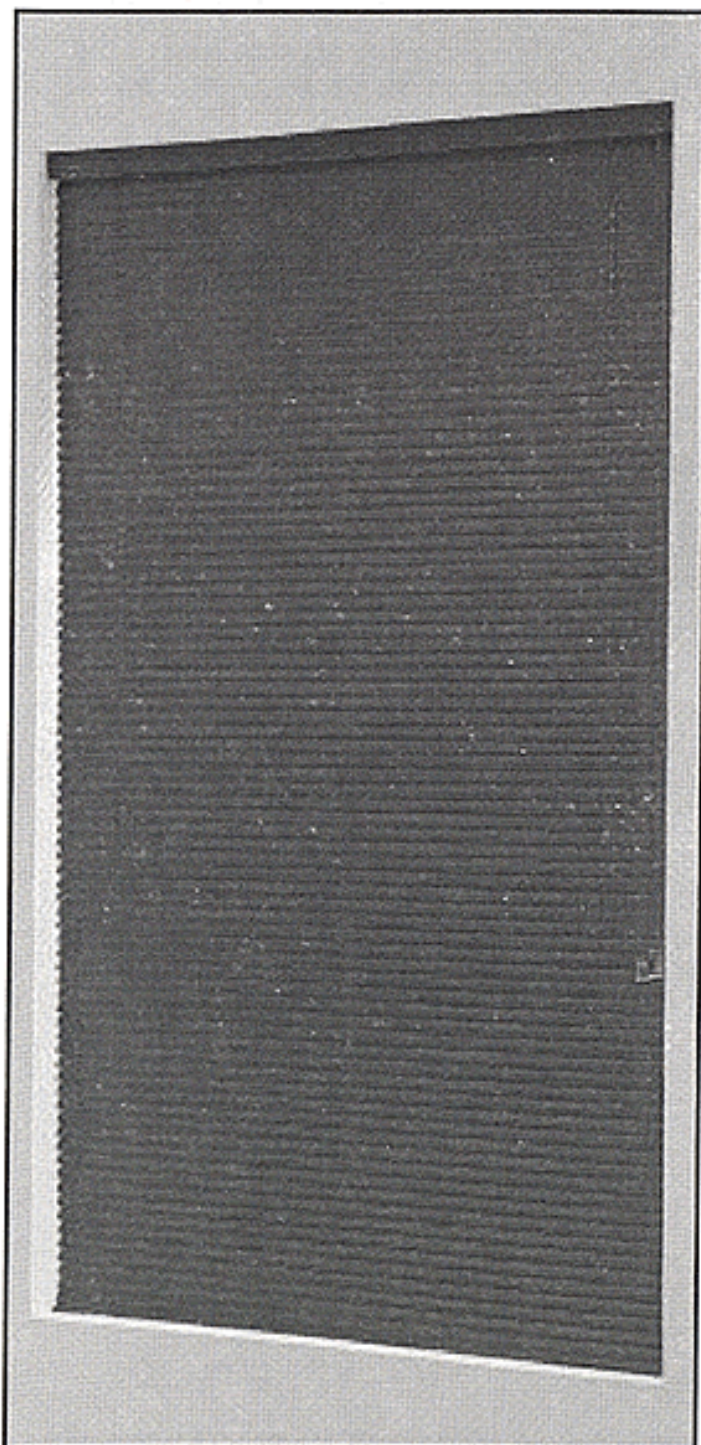


# VALENCIA<sup>SM</sup>

ALUMINUM HORIZONTAL BLINDS

## INSTALLATION INSTRUCTIONS



Your quality **VALENCIA<sup>SM</sup>** Horizontal Blind has been custom crafted to your ordered measurements and comes with the necessary installation hardware for mounting the blind inside or outside the window frame.

## HOW TO INSTALL YOUR VALENCIA<sup>SM</sup> BLIND

Please take a few minutes to read these instructions. When properly installed, your Valencia Blind will provide many years of beauty and dependable service.

### HARDWARE INCLUDED

- Mounting Brackets
- Wood Screws
- Support Brackets  
*(For larger blinds)*
- Optional Hardware:  
*(If ordered)*
  - Extension Brackets
  - Spacer Blocks
  - Hold-down Brackets

### TOOLS NEEDED

- Pencil
- Drill
- Level
- Screw Driver
- Drill Bits

### FASTENERS FOR OTHER SURFACES

(NOT INCLUDED)

The screws provided are for mounting the blind to a wood surface only. For other surfaces, use the following:

- **Wallboard or Plastic** - Pre-drill holes for suitable hollow wall anchors or toggle bolts.
- **Metal Surfaces** - Pre-drill holes and use short metal screws.
- **For Concrete, Stone, Brick or Tile** - Use a carbide drill and appropriate plugs, or anchor with screws.

## BEFORE MOUNTING THE BLIND

- Hold the blind against the window opening to determine that it fits inside or outside the opening. (See Figs. 1 and 2.)



Inside Mount  
FIG. 1

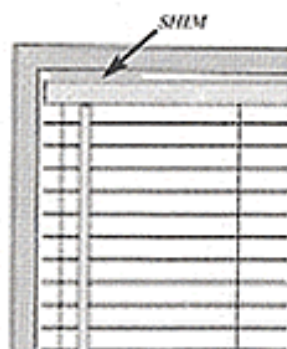


Outside Mount  
FIG. 2

- If blind is for inside mount installation, and if the window frame is *not* even or level (Fig. 3), use shims to make sure that the headrail *will* be level when installed. (See Fig. 4)



Uneven Frame  
FIG. 3



Shim as necessary  
FIG. 4

- If the headrail is outside mounted on the frame, wall or ceiling, it *must* be level, so that the blind will operate properly.
- Also make sure that the blind is the proper length and that it will clear any obstructions. (Spacer blocks or extension brackets may need to be installed, so that blind clears any obstructions.)

Continued other side ►

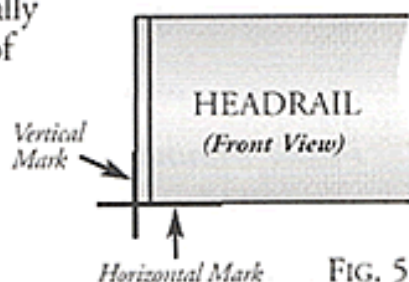
## MOUNT INSTALLATION BRACKETS

### MOUNTING INSIDE THE WINDOW FRAME

- Mount the brackets 1 to 6 inches in from the corners of the jambs, making sure that they are positioned to clear any headrail components.
- Make sure headrail is level. Shim if necessary.

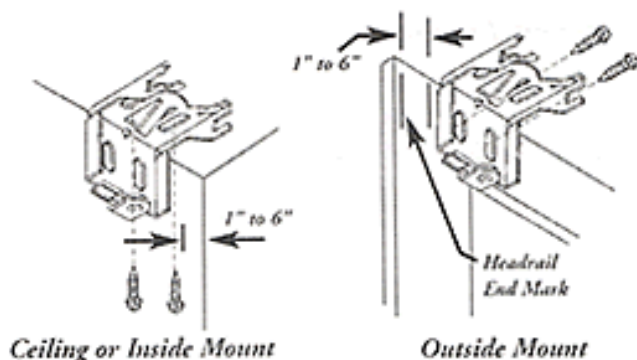
### MOUNTING OUTSIDE THE WINDOW FRAME

- Hold the blind level at the desired height and mark the window frame (or wall) lightly at each end horizontally along the bottom of the headrail. (See Fig. 5)
- Center the blind on the window opening, line up the bottom of the headrail with marks and then put a vertical mark at each end of the headrail.
- The installation brackets should be positioned 1 to 6 inches in from the vertical end marks of the headrail and lined up with the horizontal marks.



### SECURING THE BRACKETS

- Each bracket is designed to be mounted with two screws (one screw can be used in an overhead mount). Typical installation of inside mounts are to the window frame or wall, or to the ceiling. (See Fig. 6)



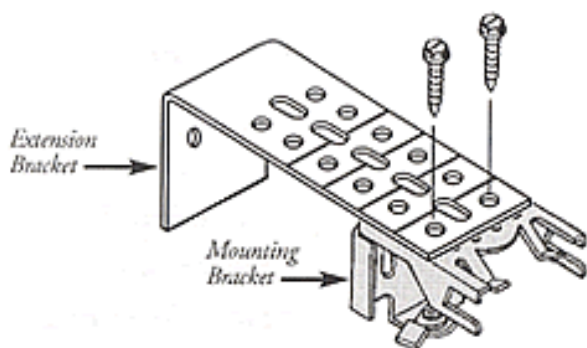
WITHOUT SPACER  
FIG. 6

## EXTENSION BRACKETS / SPACER BLOCKS

### OPTIONAL EXTENSION BRACKETS

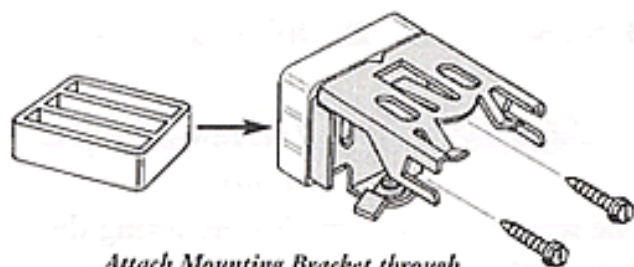
If you ordered extension brackets (so that the blind will clear any obstruction, such as a window crank), or end mount brackets, they must be installed first, using the same installation bracket positioning marks.

- Mount the extension brackets using two diagonally placed screws. (Fig. 7)
- Use appropriate fasteners to bolt the mounting brackets to the extension brackets.
- If **Spacer Blocks** are used, attached the installation brackets to the mounting surface through the spacer blocks. (Fig. 8)



Extension Bracket allows for offsets from 3/8 inch to 3 inches

FIG. 7



Attach Mounting Bracket through Spacer Block to clear obstructions

FIG. 8

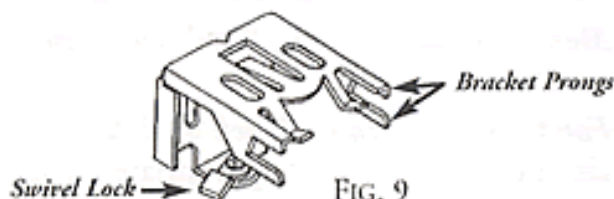


FIG. 9

## SUPPORT BRACKETS

### SUPPORT BRACKETS

(For Extra Large or Wide Blinds)

If your blind is wider than 50 inches or larger than 50 square feet in area, additional installation brackets (evenly spaced) must be installed.

- Brackets should be spaced no more than 60 inches apart.
- Blinds larger than 50 square feet should have two brackets, one on each side of the cordlock spaced 4 inches apart. (Fig. 10)

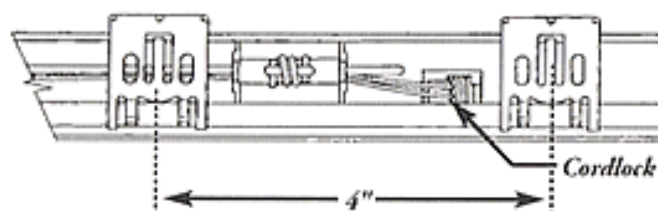


FIG. 10

**NOTE:** For blinds over 50 inches wide or 96 inches in length, or for multiple blinds on one headrail, an additional installation bracket should be placed close to the cord lock(s) to counteract the pull force from raising and lowering large blinds. The brackets should not, however, interfere with the components in the headrail.

### INSTALL HEADRAIL INTO BRACKETS

After all the necessary brackets have been installed, the blind headrail can now be installed.

- On all brackets, position the swivel lock straight out.

- Check the headrail to be sure all cords and tape ladders operate freely. Install inside lip of headrail in between prongs of all brackets.

(Fig. 9 and 11)

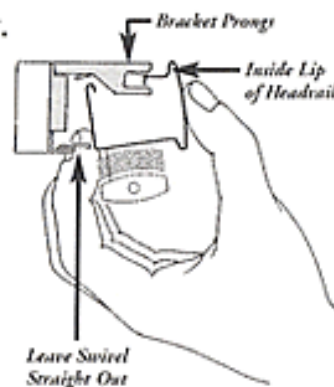


FIG. 11

## INSTALL HEADRAIL INTO BRACKETS

(CONTINUED)

- Starting at one end, push upwards on bottom of headrail while pushing back to snap headrail into place, one bracket at a time. (Fig. 12)

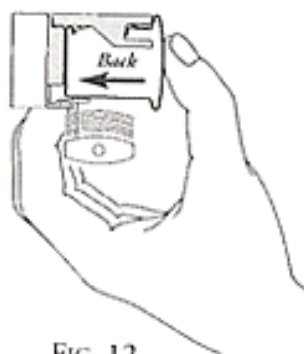


FIG. 12

## REMOVING THE HEADRAIL

To remove blind, such as for cleaning:

- On each bracket swing swivel back to the left.
- Unsnap headrail from brackets one at a time by pulling down on back bottom edge of headrail. While pulling down, pull forward to unsnap headrail.

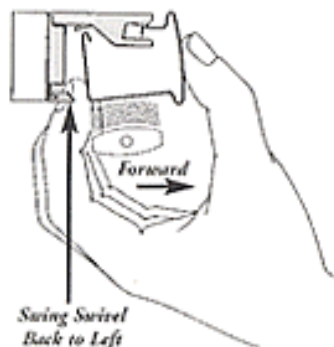
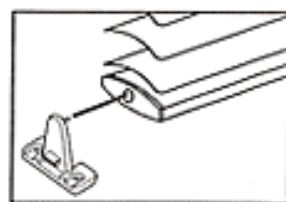


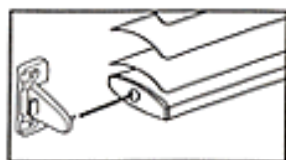
FIG. 13

## BOTTOM RAIL HOLD DOWN BRACKETS

- Lower blind to desired length and fit the pins on the **Hold Down Brackets** into the bottomrail endcap holes.
- Mark the positions of the holes in the brackets on the mounting surface (*window sill or frame, or door*). (See Fig. 14)
- Secure the hold down brackets with screws.



Sill Mount



Frame/Door Mount

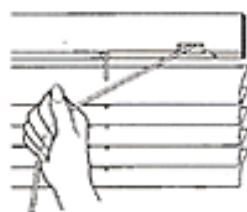
FIG. 14

Continued other side ►

## TO OPERATE YOUR BLIND

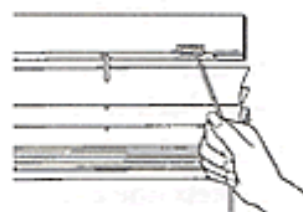
Your blind is equipped with an automatic locking mechanism that holds the blind at the desired height when the lift cords hang down vertically.

- To raise or lower the blind, pull and angle the lift cords toward the middle of the blind. (Fig. 15). A slight tug will release the cord lock allowing the blind to be moved up or down.
- At the desired height, return the cord to the vertical position to re-engage the cordlock. (Fig. 16)
- When raising or lowering the blind, the slats should be horizontal (open).



To Raise or Lower Blind

FIG. 15



To Lock Blind

FIG. 16

## CARE AND CLEANING

Occasional dusting or vacuuming with a brush attachment is all that is necessary to keep your blind looking new.

## CHILD SAFETY

To help protect children and pets from becoming tangled in lift cords, your blind comes with a Break-Thru® Safety Tassel, which breaks in two when pressure is applied. Simply snap the two halves back together.

An important consideration in any blind installation is child safety. To prevent serious injuries or strangulation, all cords must be kept out of the reach of children. Cord cleats or another method of keeping the lift cords from hanging within reach of a child should be utilized.