LEVOLOR®

How to Install Custom Cellular Arch Shades

Before you begin your installation:

READ ALL INSTALLATION INSTRUCTIONS!

- Make sure that you have all tools and hardware needed for installation.
- Check the installation surface (wall, ceiling, or window frame) to ensure that you have suitable fasteners and tools for the material.
- Double check the headrail and shade for proper width and length. If you are installing several sets of shades, be sure to match them with the appropriate window.
- Check the parts list shipped with the product to confirm that you have the correct number of brackets.

TOOLS YOU MAY NEED (NOT INCLUDED):

- Tape Measure
- Level
- Pencil
- Flat-blade or Philips Head Screwdriver
- Drill with Bits (1/16" drill be may be used to pre-drill pilot holes for screws)
- Drywall Anchors
- Safety glasses
- Ladder

PARTS LIST

- Arch/Half Arch Shade (keep banded until installed)
- Installation brackets
- Installation Bracket Screws
- End Caps
- T-Pins
- Arch/Half Arch Plug
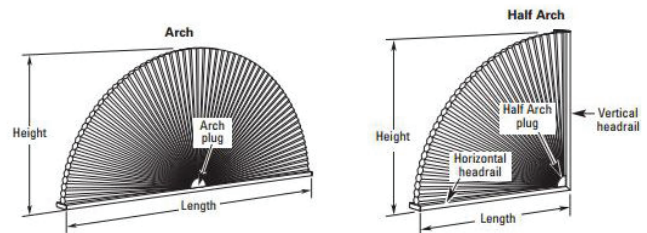
OPTIONAL BRACKETS

Extension brackets
(Offers clearance for obstructions)

Outside mounting extension brackets will provide 1–3" clearance between the headrail and mounting surface. Assemble extension bracket as shown. Secure a extension bracket to each standard mounting bracket

Spacers
(Projects to clear molding)

Outside mounting spacers will provide an additional 3/8" clearance as shown. If spacers are used, longer screws may be required to ensure a secure installation. Utilize one spacer behind each bracket.

Side-Mount Brackets

Alternative mounting method when no frame or wall is available above the window for mounting.
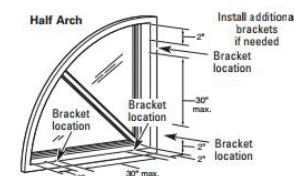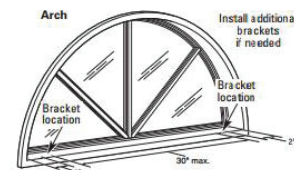
STEP 1

Mounting Brackets
Two mounting screws needed per bracket.

Spring tab
Locking tab

STEP 1A

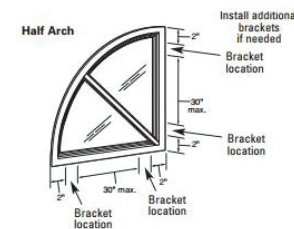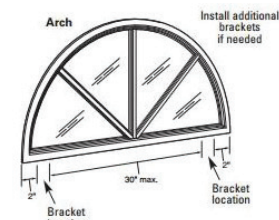Mark the bracket locations — inside mount installation (installation inside window casing)

- Divide the number of brackets evenly for use on the horizontal (arch and half arch) and vertical (half arch only) window casing sections.
- Verify that window casing has a minimum depth of 5/8".
- Place the bracket on the inside bottom of the window frame 2" in from each end of the casing (both vertical and horizontal headrail for half arch). Space any remaining brackets evenly across the headrail, no more than 30" apart.
- With a pencil, mark the mounting hole locations through the bottom holes of the bracket, two per bracket. Use a level to ensure bracket alignment.
- Go to Step 2A.

STEP 1B

Mark the bracket locations — outside mount installation (installation outside window casing)

- Divide the number of brackets evenly for use on the horizontal (arch and half arch) and vertical (half arch only) headrail.
- Determine the width and height (half arch only) of your shade.
- End brackets should be approximately 2" in from each end of the headrail (both vertical and horizontal headrail for half arch).
  Space any remaining brackets evenly across the headrail(s).
- With a pencil, mark the drill hole locations through the rear holes of the bracket, two per bracket. Use a level to ensure bracket alignment.
- Go to Step 2B.

STEP 2A

Install the brackets — inside mount installation
(installation inside window casing)

- Using pencil marks as a guide, drill 1/16" pilot holes (wood and metal mounting surfaces only).
- Holding bracket in place, secure with screws, two per bracket.
- Repeat for each bracket, making sure that brackets are square with each other.
- Go to Step 3.
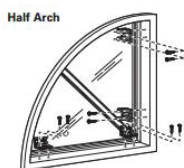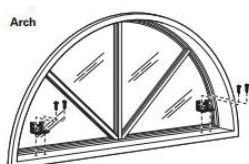
STEP 2B

Install the brackets — outside mount installation
(installation outside window casing)

- Using pencil marks as a guide, drill 1/16" pilot holes (wood and metal mounting surfaces only).
- Holding bracket in place, secure with screws, two per bracket.
- Repeat for each bracket.
- Use a level to confirm brackets are level and square.
- Go to Step 3.

STEP 3

Install shade on bracket

ARCH SHADE

Assembly and Installation

- Remove the rubber bands and fan open the shade.
- Install the center insert by placing it in the center of the headrail where the center hole of the shade will be.
- Slide the spine holding the shade fabric into the opposite end of the channel on the headrail.
- Press the end caps into the headrail ends until they are fully seated.

- Hook the rear lip of the headrail under the spring tab on the mounting brackets, then press the headrail back toward the window until the headrail locks into the brackets.
- Arrange the fabric for best appearance.
- Go to Step 4.

HALF ARCH SHADE

Installation

- Install the vertical headrail in position first.
- Fan open the shade.
- Slide the spine holding the shade fabric into the channel of the vertical headrail.
- Press the end caps into the headrail ends until they are fully seated.

- Hook the rear lip of the headrail under the spring tab on the mounting brackets, then press the headrail back toward the window until the headrail locks into the brackets.
- Arrange the fabric for best appearance.
- Go to Step 4.

STEP 4

Install T-pins

- Metal arch T-pins are provided to hold fabric in position.
- Choose T-pin position based on whether the shades are installed inside or outside the window casing.
- Install the arch T-pins at regular intervals across the upper portion of the shade. Use clock positions (10, 11, 12, 1, 2) as a reference.
- Firmly press pin through the shade fabric and into the mounting surface. **Note pin position shown in drawing.**
- Tie cord on the T-pin in the 12 o'clock position.