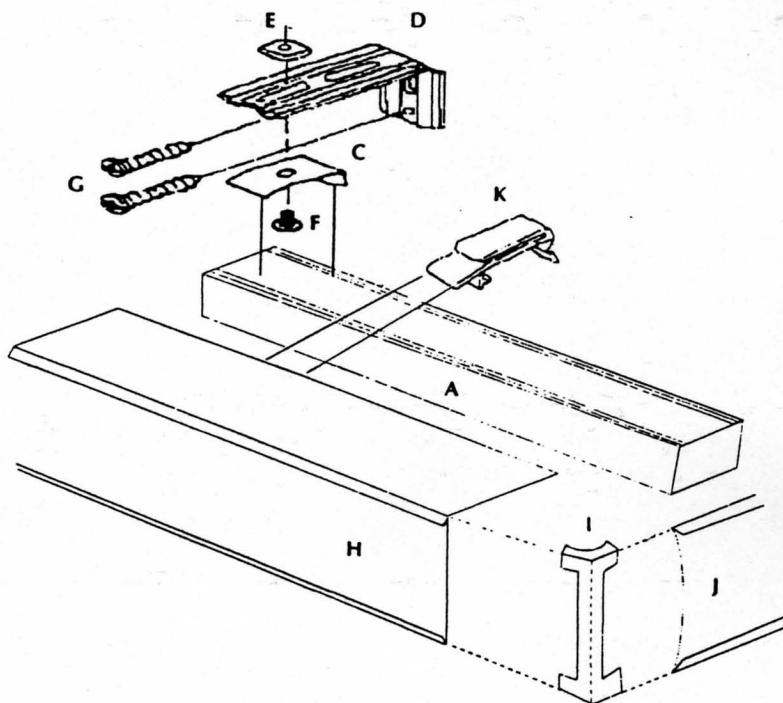**CONGRATULATIONS!** You have purchased the best vertical blind product made in America by C&M Shade Corp. Please read the instructions completely before beginning. Proper installation of this product will provide years of reliable operation and enjoyment.

Bracket Requirements

0" to 48" = 2	144¹/₈" to 192" = 5	
48¹/₈" to 96" = 3	192¹/₈" to 240" = 6	
96¹/₈" to 144" = 4		

PARTS LIST

A. Headrail

B. Vanes (Cloth, Aluminum, or Vinyl)

C. Mounting Clip

D. Wall Bracket (Wall Mounts Only)

E. Nut (Wall Mounts Only)

F. Bolt (Wall Mounts Only)

G. Mounting Screws

H. Valance (optional)

I. Valance Corners

J. Valance Ends

K. Valance Clips
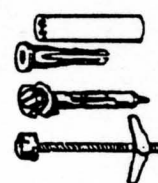(with Wall Mount Valances Only)

Tools required for installation

Screwdriver
Drill with 1/16" Bit
Pencil
Metal Tape Measure

Fastener Guide: Mounting screws are included for wood or sheet metal surfaces.

Alternative Fasteners:
Available at hardware stores.

Vinyl or lead anchor for masonry. Use with enclosed screws.

Hollow wall anchor

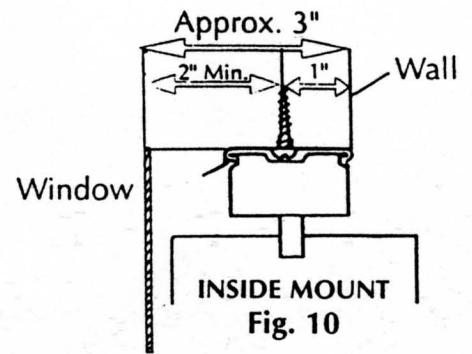Hollow wall toggle bolt

OPERATING YOUR VERTICAL

To open vertical - Pull chain or beaded cord rotating the louvers to the open position. Next located and pull the cord traversing the vanes across the headrail. Stacking will vary depending on the draw of the vertical (i.e.: Split Draw, One Way Right, One Way Left)

To realign vanes that are out of sync - Pull chain or beaded cord to close vanes completely, continue pulling until you hear clicking sound. Pull chain again rotating the vanes to close them in the other direction and pull once more until you hear clicking sounds.

PROFESSIONAL INSTALLATION IS RECOMMENDED IN COMPLIANCE WITH THE FOLLOWING INSTALLATION INSTRUCTIONS.

INSIDE MOUNT WITHOUT VALANCE

6) Requires approximately 3" of depth for proper installation - See Fig. 10. Mounting clips should be at least 2" (2¼" is suggested) from glass or back wall for rotating vanes and 3" from each end. Refer to steps 3, 4, 5, 6, and 8 for the remainder of installation.

INSIDE MOUNT WITH VALANCE

7) 3" of depth is required for proper installation - see Fig. 11 and a minimum of 2" of clearance is required from the window or backwall and the back of the valance (2 ¼" is suggested). Locate center of inside top window reveal and make a small pencil mark at least 2" from window glass, drill a 1/16" pilot hole.

8) Now turn valance upside down as indicated in Fig. 12, and make a pencil mark in the center of the dust cover and 2 ¼" from the back of the valance face - Fig. 12.

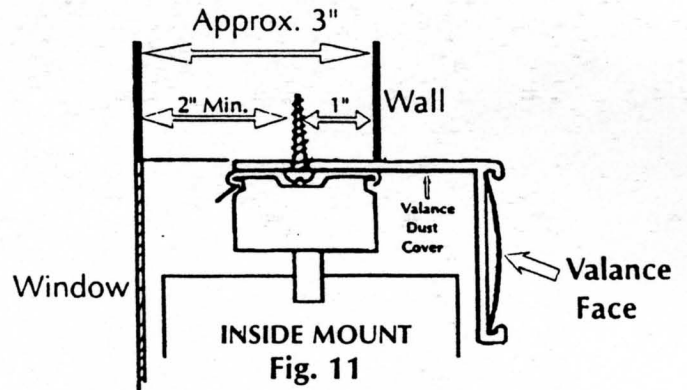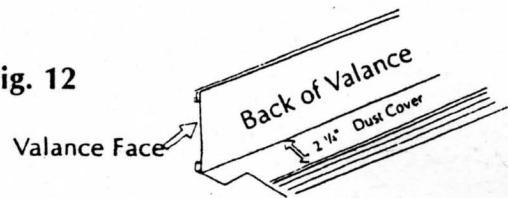9) Drill a 1/16" pilot hole, then place mounting screw into pilot hole of valance dust cover.

INSIDE MOUNT
Fig. 10

INSIDE MOUNT
Fig. 11

Fig. 12

TENSION CORD PULLEY

10) Tension Cord Pulley should be mounted slightly toward the back so as to allow for free rotation of the vanes. A light amount of tension should be used - too much tension will interfere with smooth operation of blinds.
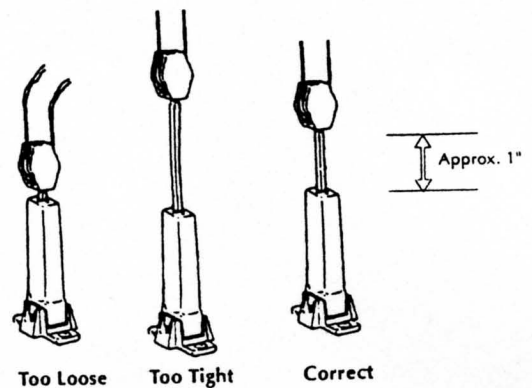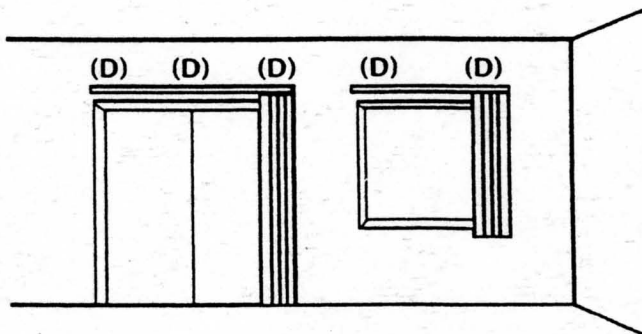

Too Loose   Too Tight   Correct

Fig. 13

OUTSIDE WALL MOUNT

1) Wall Bracket (D) should be mounted so that the top of bracket is 3/4" taller than the total height of blinds - this allows for clearance at the bottom (if floor length). It should also be at least 2" from the door or window to allow for height of the bracket. Brackets should be mounted approximately 3" from each end of the headrail. Additional brackets should be equally spaced.
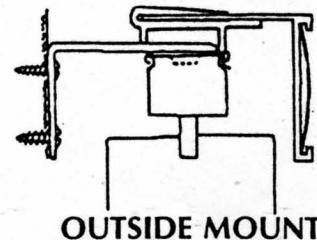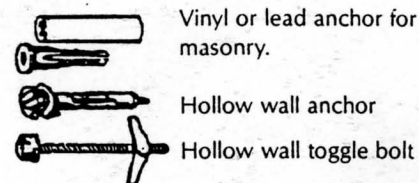
OUTSIDE MOUNT

Fastener Guide

Mounting screws are included for wood or sheet metal surfaces.

Alternative Fasteners:

Available at hardware stores.

Vinyl or lead anchor for masonry.

Hollow wall anchor

Hollow wall toggle bolt

2) Turn mounting clip on wall bracket sideways to allow easy access to the top screw hole in bracket. Fasten wall brackets to wall with fasteners suited for secure installation to your particular wall type. A screw in plain drywall or plaster will NOT provide a lasting installation. After brackets are securely mounted to wall, position the mounting clip (C) so the front of the clip is flush with the front of the wall bracket. Secure the mounting bracket by tightening the nut and bolt.

3) INSTALL HEADRAIL - (A) Snap headrail in place by inserting edge of headrail (A) into front edge of mounting clip (C) and rotating back until headrail snaps firmly in place.
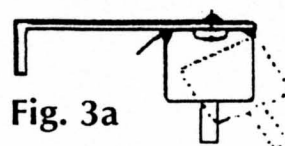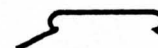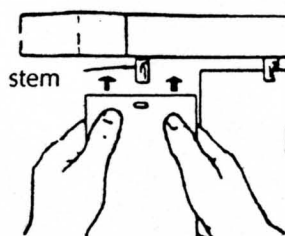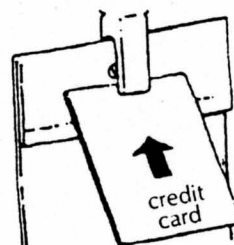
Fig. 3a

**Fig. 3b
Mounting Clip**

4) INSTALL LOUVERS - Rotate louvers stems with chain so that louvers will be installed in the open position. (Fig. 4)

**Fig. 4
Stem Open
Position**

stem

Fig. 5

Insert slotted end of louvers (Fig. 5) into stem as far as it will go, then gently pull down, approximately 1/4" to insure that it catches on hook. Be certain that hems on cloth louvers all face in the same direction.

Fig. 6

credit card

Louvers can be removed (Fig. 6) by inserting a credit card between the louver and the leg of the stem that has the hook on it.

Fig. 7

Valance End

Valance
Corner Joint

Valance

5) INSTALL VALANCE - Snap valance clip (K) onto top of headrail by setting front of clip retainer into front grooves of headrail first, then pushing down firmly on rear of valance clip until it snaps into place. Valance clips should be placed 4" from each end, remaining clips should be spaced evenly. (Fig. 9) Valance is then slid into valance clips. Valance ends (J) should be cut to desired length with heavy scissors. Valance end is then inserted into valance joint (I) and inserted to each end of valance. (Fig. 8) Be certain to allow adequate clearance between vanes and back of valance. (1/4" to 1/2")
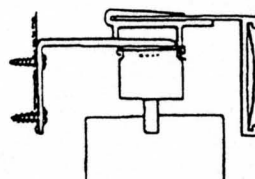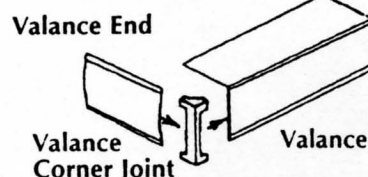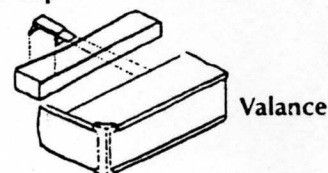
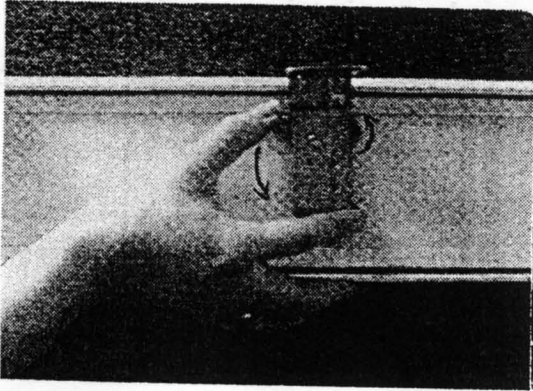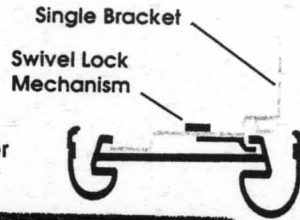**Fig. 8**

OUTSIDE MOUNT

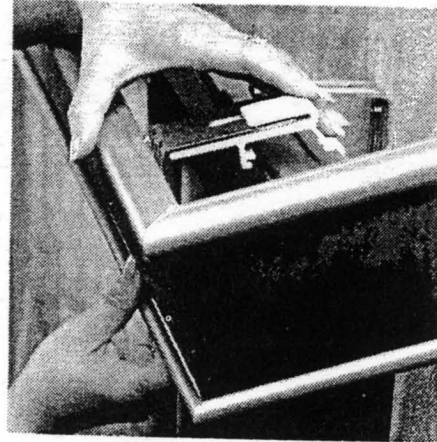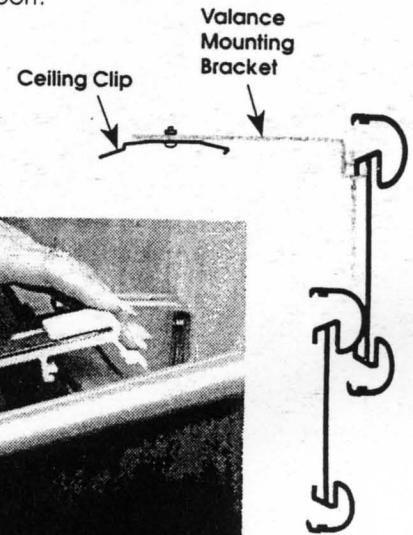Valance Clip

Headrail

Fig. 9

Valance

Valance Mounting Bracket (Single or Double Valance)

1. Insert the front edge of the **Valance Mounting Bracket** under the lip of the lower edge of the valance.

2. Using your thumb, press down and rotate the swivel lock mechanism. Ensure that the lower tab on the bracket **slips under the lip of the upper valance trim edge.**

Single Bracket
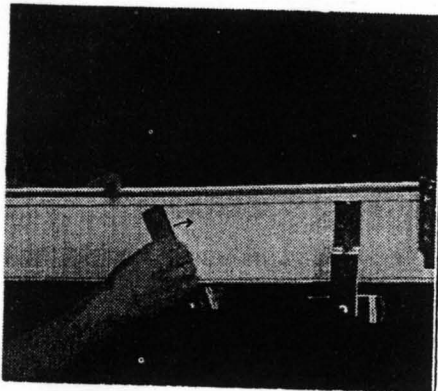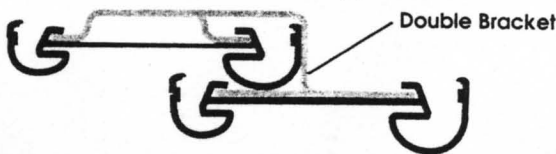
Swivel Lock Mechanism

Mounting The Valance

The single valance is mounted using standard OB mounting hardware. When mounting a double or triple valance, use a standard ceiling clip attached to the Valance Mounting Bracket with a screw, lockwasher, and nut for extra support.

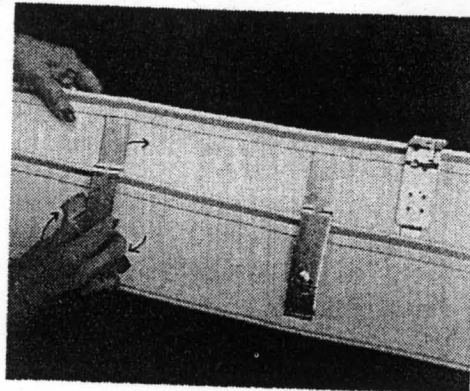**Ceiling Clip**   **Valance Mounting Bracket**

Double Valance Assembly

1. Insert the front edge of the **Double Valance Bracket** (1) under the lip of the top edge of the valance trim.

2. Rotate the bracket **clockwise** until it is perpendicular to the valance. **As the bracket is rotated,** ensure that the lower tab on the bracket **slips under the lip of the valance trim.** The lower valance bracket (2) should be rotated perpendicular to the upper bracket.
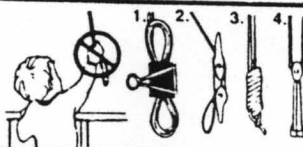
Double Bracket

3. Assemble the lower valance to the upper valance.

4. Insert the upper edge of the lower bracket (2) under the edge of the lower valance trim and rotate **clockwise** until it is perpendicular to the valance. **As the bracket is rotated,** ensure that the lower edge of the bracket **slips under** the **opposite lip** of the valance trim.

5. Assemble Valance Mounting Brackets as needed following the procedure described previously.

C&M SHADE CORP.