

Arch and Half Arch Accordia™ Cellular Shades

Thank you for making Levolor a part of your home. You have chosen the finest cellular shades available, backed by the world renowned Levolor name. Learn more about Levolor and discover a resource of information, ideas, and support at www.levolor.com.

**Read all
installation instructions
before installing.**

LEVOLOR®

! DANGER STRANGULATION HAZARD

- Keep cords out of the reach of children.
- Move cribs and furniture away from cords.
- Remove objects below windows.
- Loops will appear when the shade is in the raised position.
- Do not tie cords together.
- Install a cord tensioner or cord cleat.



EMERGENCY FIRST AID FOR STRANGULATION.



- Remove cord from child's neck
- Call 911 or Emergency Center
- Clear throat
- Check breathing and heart beat
- Begin CPR

Contacting Us

To contact Levolor customer service regarding any questions or concerns you may have about your new shades, you may reach us at:

1-800-LEVOLOR (9:00 am – 6:00 pm EST)

www.levolor.com

Additional Parts and Services

- **Purchasing extra or replacement parts**
Should the need arise, you may have your Levolor shades repaired or restrung through our repair center. Please contact Levolor customer service through www.levolor.com for a return authorization number.

To remove the shade

- Remove all T-pins and untie cord.
- Push the front of the headrail back against the spring tab until the headrail disengages from the locking tab (about 1/8"), then rotate the front of the headrail up away from the locking tab.
- Never extend the spring tab beyond the back of the bracket.



Care and cleaning

- Like any piece of fine furniture, your shade should be dusted regularly. Use a brush-type vacuum attachment or feather duster for dusting; stroke lightly over the shade.
- To clean with water, use a damp sponge and lightly dab.
- Avoid contact with window cleaning products.
- Do not immerse shade in water.

Important Information

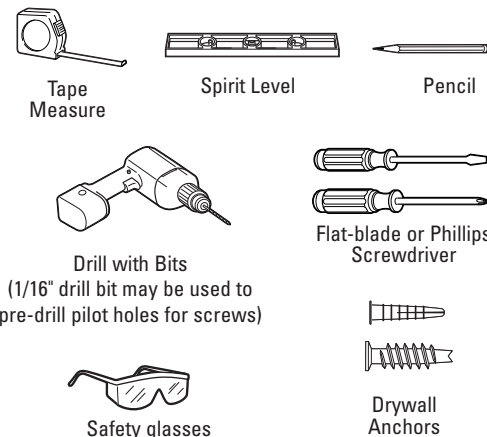
Please read the Window Covering Manufacturers Association, Inc. warning included in these instructions, on the tag attached to the lift cords and on the permanent label on the bottomrail of your shade. Do not remove the permanent label. This assures that future owners of this product will be aware of potential dangers associated with shade cords and children.

Warranty:

Please refer to the enclosed pamphlet for warranty information. **NOTE:** A sales receipt is required for all claims.

Tools and hardware you may need (not included)

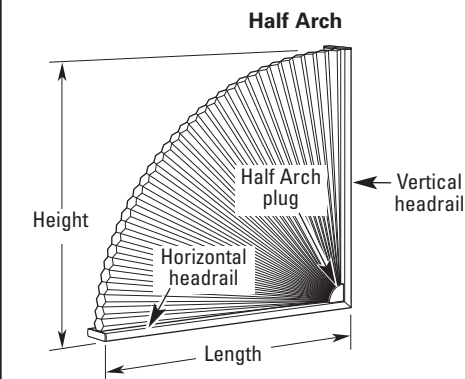
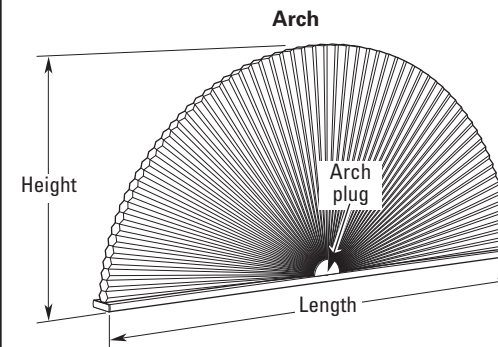
The tools and hardware that you will need for installing your blinds will vary, depending on the installation surface and mounting bracket type. Tools typically used for installation include:



Before you begin your installation:

Read all installation instructions before you begin!

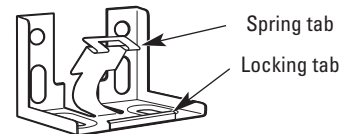
- Make sure that you have all tools and hardware needed for installation.
- Check the installation surface (wall, ceiling, or window frame) to ensure that you have suitable fasteners and tools for the material.
- Double check the headrail and shade for proper width and length. If you are installing several 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.



Parts Included

- Arch/Half Arch Shade (*keep banded until installed*)
- Installation brackets
- Installation bracket screws
- End caps
- T-pins
- Arch/Half Arch plug

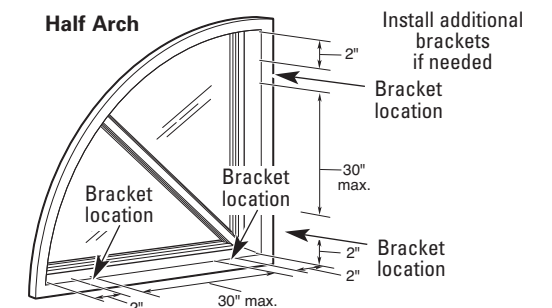
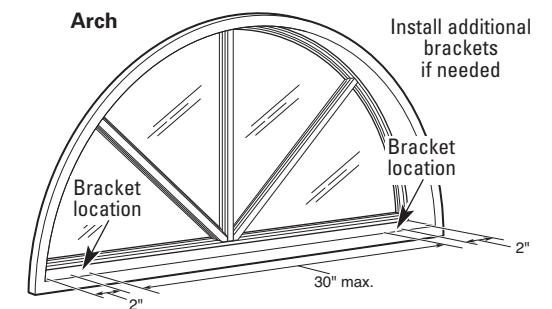
1 Mounting brackets



Two mounting screws needed per bracket.

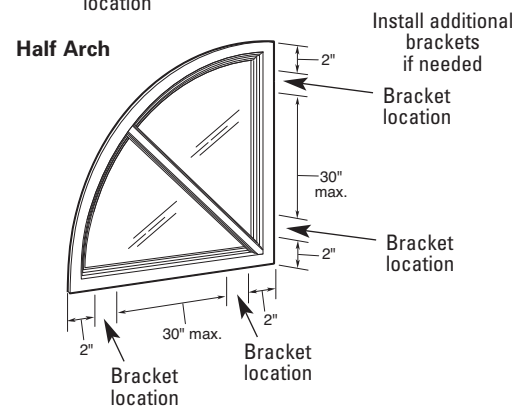
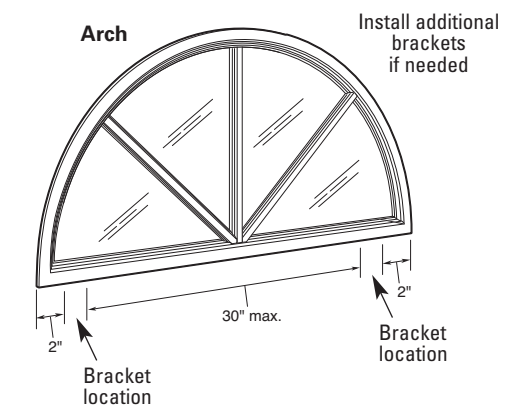
1A Mark the bracket locations— inside mount installation (installation inside window casing)

- 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.



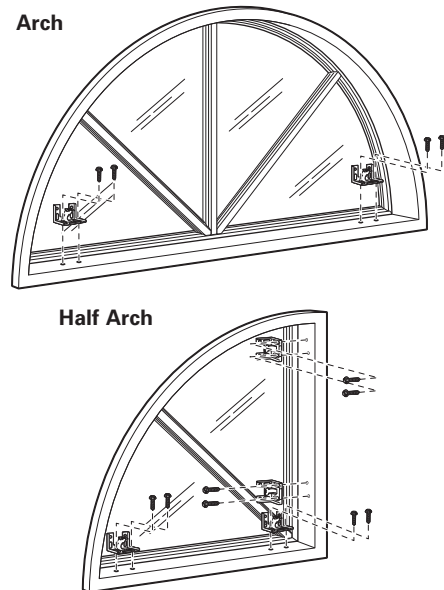
1B Mark the bracket locations— outside mount installation (installation outside window casing)

- 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.



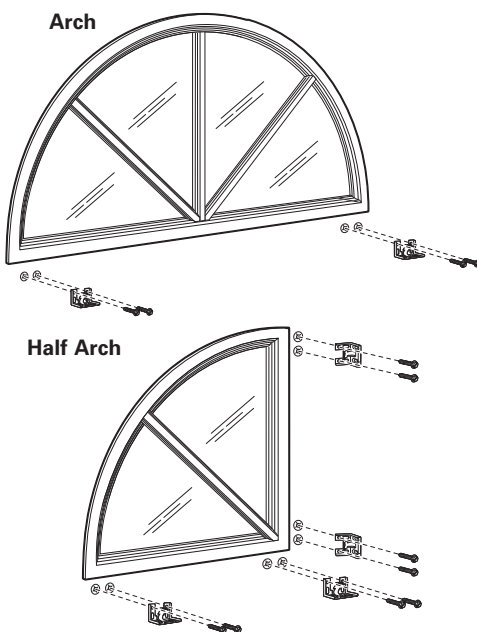
2A Install the brackets— inside mount installation (installation inside window casing)

- 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.



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.

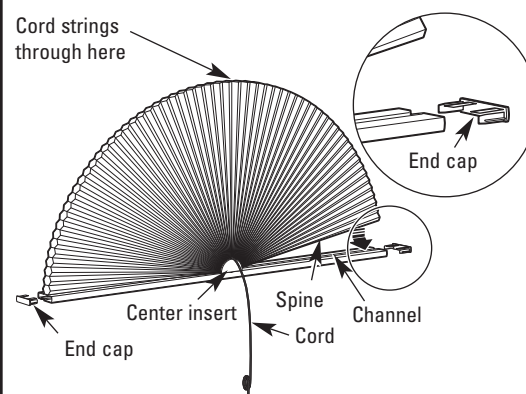


3 Install shade on brackets

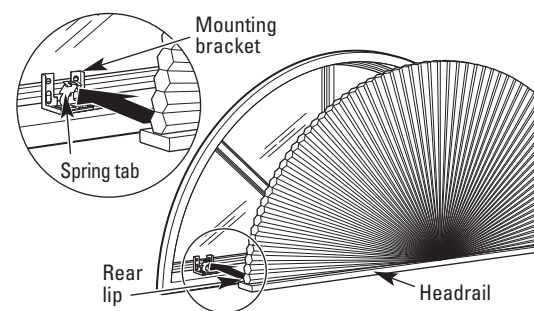
ARCH SHADE

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.

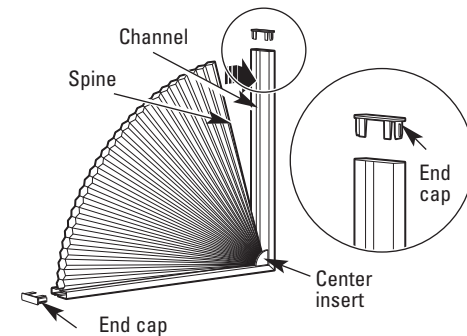


3 Install shade on brackets (cont.)

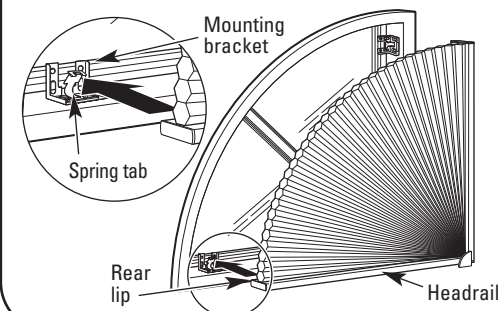
HALF ARCH SHADE

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.

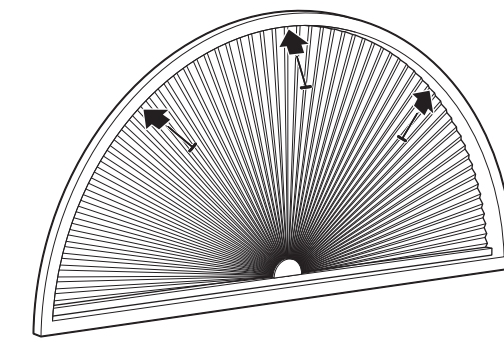


- Hook the rear lip of the headrail under the spring tab on the mounting brackets, then press the headrail back toward the window until the headrail locks into the brackets.
- Arrange the fabric for best appearance.
- Go to Step 4.



4 Install T-pins

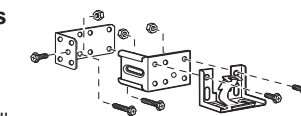
- Metal arch T-pins are provided to hold fabric in position.
- Choose T-pin position based on whether the shades are installed inside or outside the window casing.
- Install the arch T-pins at regular intervals across the upper portion of the shade. Use clock positions (10, 11, 12, 1, 2) as a reference.
- 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.



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 an 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.

