

LEVOLOR®

PREMIER™

Cellular Shade Collection

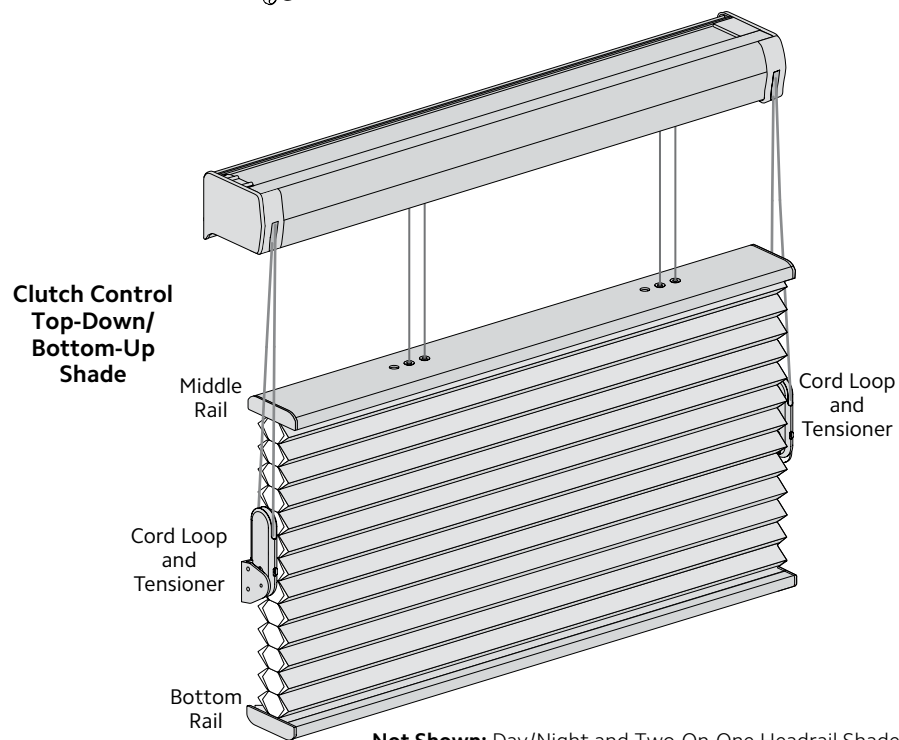
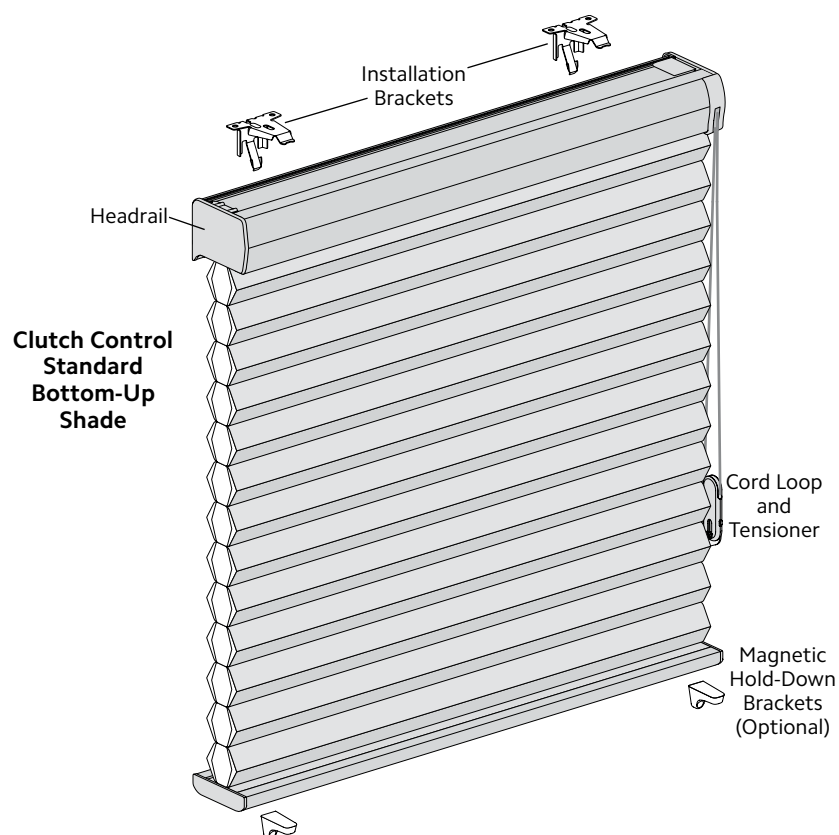
Clutch Control Installation Instructions



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Product View



GETTING STARTED

Thank you for purchasing the LEVOLOR® PREMIER™ Cellular Shade Collection. With proper installation, operation, and care, your new shades will provide years of beauty and performance.

Please thoroughly review this instruction booklet and the enclosed packing list before beginning the installation..

Tools and Fasteners Needed

- Flat blade and Phillips screwdrivers
- Level (laser level is recommended)
- Measuring tape and pencil
- Power drill, $\frac{3}{32}$ " drill bit, and $\frac{1}{4}$ " hex driver

In addition, you will need fasteners designed to work with your specific mounting surface(s).

- **#7 Hex Screws, Square-Drive Head (Provided).** Two 1½" screws are provided per installation bracket.
- **Longer #6 Hex Head Screws (Not Provided).** If using spacer blocks, use #6 screws long enough for a secure attachment.
- **#6 Flat Head Screws (Provided).** If end mounting the shade, use two 1½" screws per installation bracket.
- **Speed Nuts and Screws (Provided).** Extension brackets come with speed nuts and screws.
- **Drywall Anchors (Not Provided).** Use drywall anchors when mounting into drywall.



**#7 x 1½"
Hex Head Screw**
(Provided)



**Longer #6 Hex Head Screw
for Use with Spacer Blocks**
(Not Provided)



**#6 Flat Head Screw
for Use with End Mounts**
(Provided)



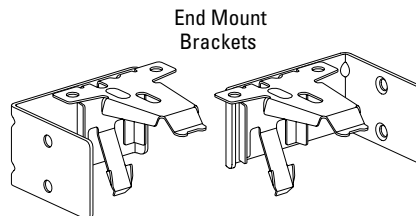
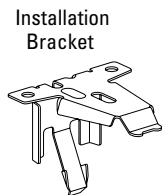
**Speed Nut
and Screw**
(Provided with Each
Extension Bracket)

Installation Overview

■ Your order will include the correct number of installation brackets for your shade width, as shown in the table.

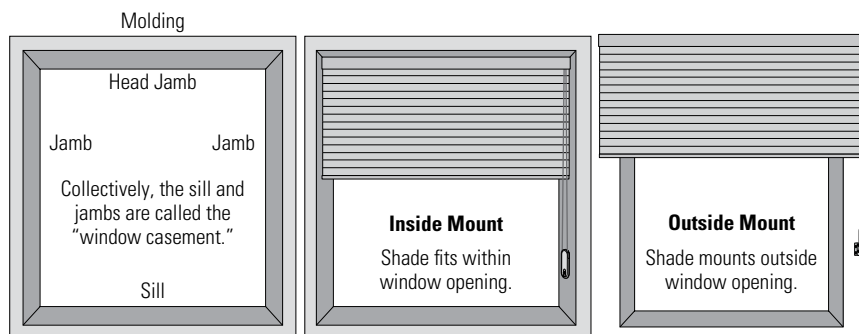
- There are two sizes of installation brackets, one for $\frac{3}{8}$ " and $\frac{3}{4}$ " pleat sizes and a larger one for the $1\frac{1}{4}$ " pleat size.
- For end mounts, only two brackets are used up to the maximum width of 72".

Shade Width	Brackets Required
12" – 36"	2
36 $\frac{1}{8}$ " – 72"	3
72 $\frac{1}{8}$ " – 108"	4
108 $\frac{1}{8}$ " – 144"	5
144 $\frac{1}{8}$ " – 174"	6



Mounting Types and Window Terminology

If the installation brackets are mounted correctly, the rest of the installation process follows easily. To prepare for this important first step, review the mounting types and basic window terminology illustrated below.



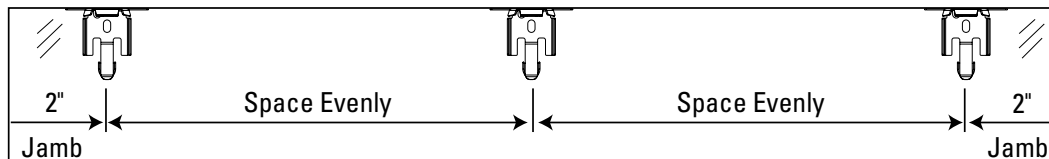
Refer to the appropriate page below based on your order:

- **Inside Mount — Page 4**
- **Outside Mount — Page 5**
- **End Mount — Page 7**

Mount the Installation Brackets — Inside Mount

- Measure 2" from each jamb for bracket location.

➤ If more than two installation brackets came with your order, space additional bracket(s) evenly between the two end brackets and mark their location. Mount into wood whenever possible.

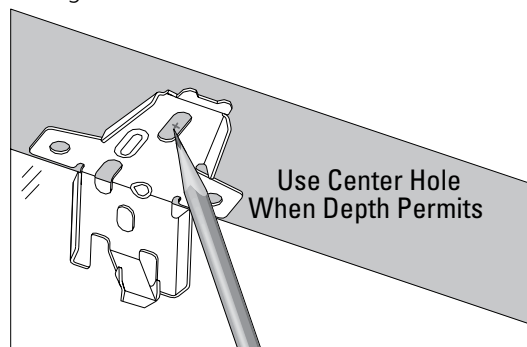
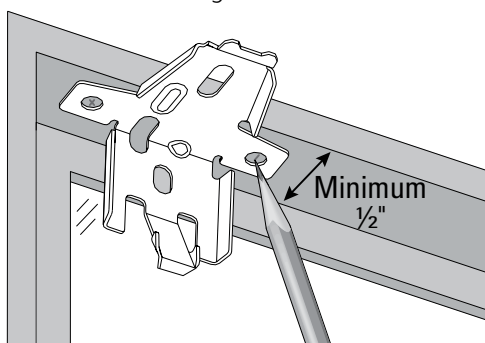


- Center the brackets on your marks and mark the location of the screw holes.

➤ The minimum casement depth for mounting the installation brackets is $\frac{1}{2}$ ". With shallow casement depths, mark both of the winged screw holes.

➤ The minimum casement depth for a fully recessed mount is $2\frac{1}{4}$ " for $\frac{3}{8}$ " and $\frac{3}{4}$ " pleat sizes and 3" for the $1\frac{1}{4}$ " pleat size. Mark the center screw hole when depth permits.

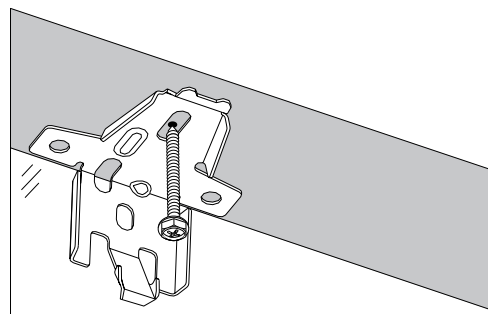
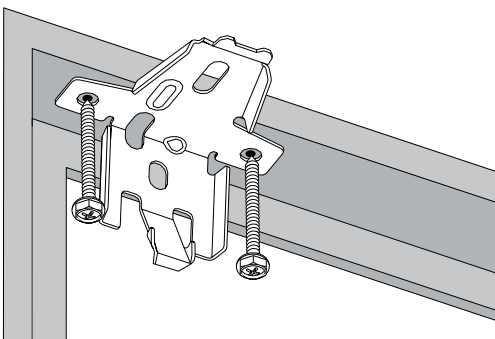
IMPORTANT: The front edges of the brackets must be level and aligned to each other.



- Drill the screw holes using a $\frac{3}{32}$ " drill bit.

CAUTION: Use drywall anchors when mounting into drywall.

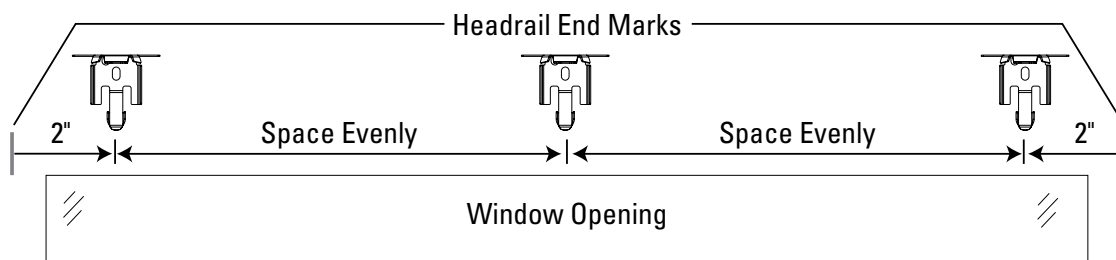
- Use a level to check that the mounting surface is level. Shim the brackets if necessary.
- Attach the installation brackets using the screws provided.



Proceed to "Install the Shade" on page 8.

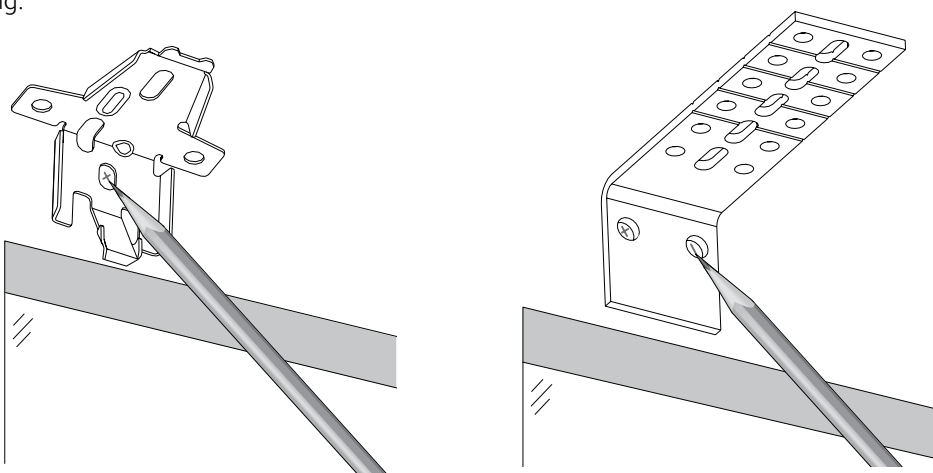
Mount the Installation Brackets — Outside Mount

- Center the headrail over the window opening at the desired height. Use a pencil to lightly mark each end of the headrail on the mounting surface.
 - Alternatively, measure the width of the headrail and use that width to mark the headrail end points over the window opening.
- Mark 2" from each end of the headrail.
 - If more than two installation brackets came with your order, space additional bracket(s) evenly between the two end brackets and mark their location. Mount into wood whenever possible.



- Center the installation brackets on your marks and mark the location of the screw holes.
 - A minimum mounting surface height of 1 1/4" for installation brackets or extension brackets is required.
 - The top of the installation brackets or extension brackets should be at the desired height. The brackets should be level and aligned.
 - When using extension brackets, mark two screw holes per bracket.

CAUTION: The rear of the brackets must be flush against a flat mounting surface. Do not mount brackets on curved molding.



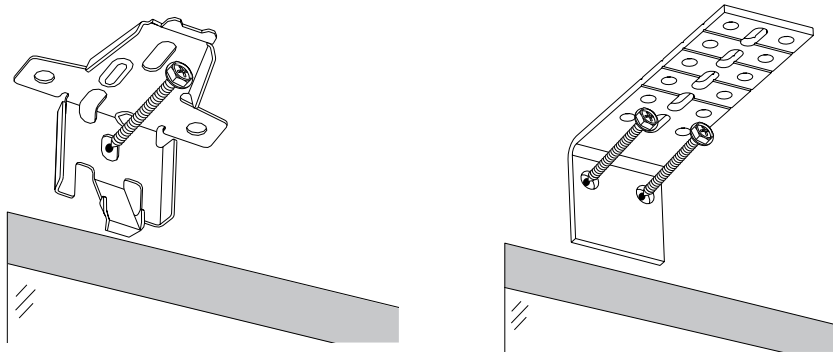
- Drill the screw holes using a 3/32" drill bit.

CAUTION: Use drywall anchors when mounting into drywall.

INSTALLATION

- Attach the installation or extension brackets using the screws provided.

IMPORTANT: The front edges of the installation brackets must be level and aligned to each other.



- If using spacer blocks, first attach the installation bracket to the ½" spacer block before stacking additional spacer blocks together.

- Insert the legs of the installation bracket into the tabs on the spacer block.
- Then rotate the installation bracket back.

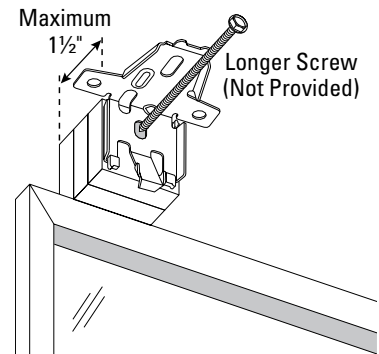
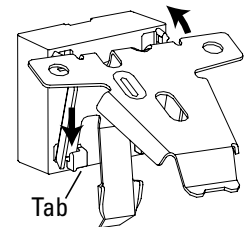
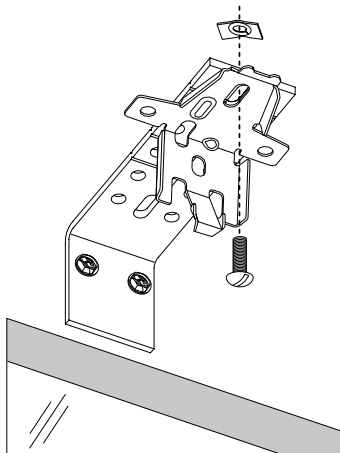
- Attach the spacer block(s) and installation bracket to a flat vertical mounting surface with a #6 mounting screw long enough for a secure installation.

- A maximum of 1½" of spacer blocks per installation bracket is recommended.
- The top of the spacer blocks should be at the desired shade height.

IMPORTANT: The front edges of the installation brackets must be level and aligned to each other.

CAUTION: Use drywall anchors when mounting into drywall.

- If using extension brackets, attach an installation bracket to the underside of each extension bracket using the provided screws and speed nuts.



Proceed to "Install the Shade" on page 8.

Mount the Installation Brackets — End Mount

End mount the headrail when conventional mounting techniques will not work — for example, in an arched window opening.

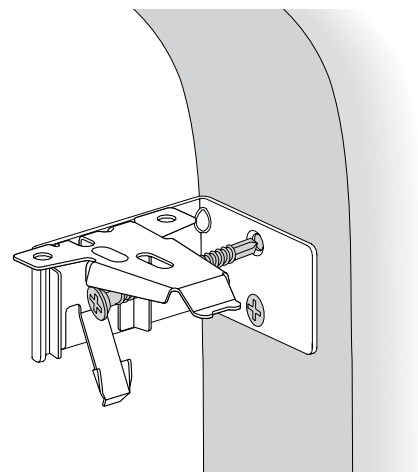
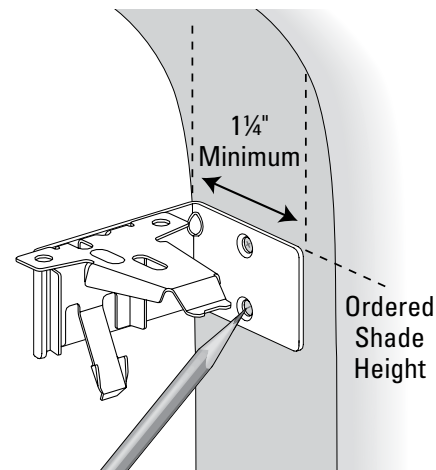
- Position the end mount brackets so that the top of the attached installation brackets is at the ordered height of the shade.

CAUTION: Both brackets must be installed at the same depth and height.

- Mark both screw holes.
 - The mounting surface must be vertical and flat, not part of an arched curve.
 - Minimum mounting depth is 1 1/4" for 3/8" and 3/4" pleat sizes and 2" for the 1 1/4" pleat size. Minimum mounting depth for a fully recessed end mount is 2 3/8" for 3/8" and 3/4" pleat sizes and 3" for the 1 1/4" pleat size.
- Drill the holes using a 3/32" drill bit.
 - Attach the end mount installation brackets using the flat head screws provided.

IMPORTANT: Drywall mounting is not recommended.

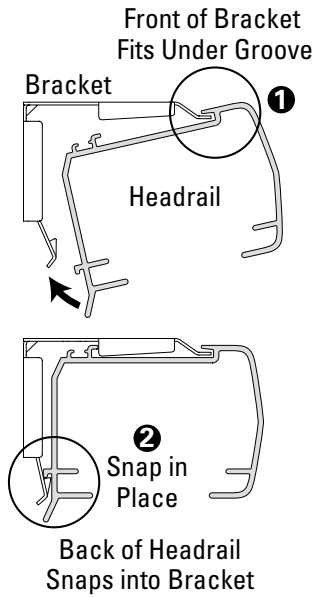
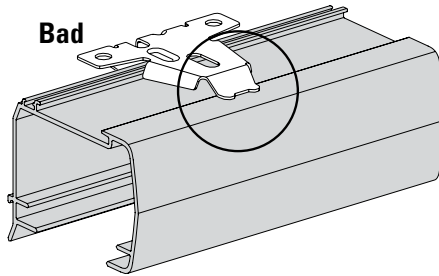
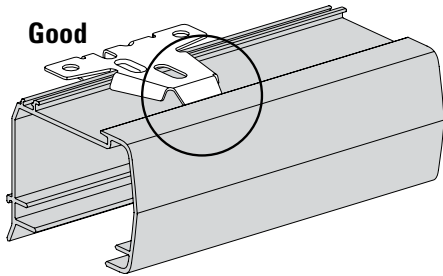
IMPORTANT: For instructions on installing an arch over a rectangular shade, see the Installation, Operation, and Care instructions that came with your arch shade.



Proceed to "Install the Shade" on page 8.

Install the Shade

- Fit the front channel on top of the headrail onto the front lip of installation brackets.
- Push the headrail up and back until it snaps into place.
- Check to ensure the headrail is securely in the brackets.
 - Check that the bottom of the headrail is snapped into the base of each bracket.
 - Check that the front lip of each bracket is in the front channel of the headrail.
- If any brackets are not installed correctly, release the shade and reinstall. See "Removing the Shade, If Necessary" on page 15.



Attach the Universal Cord Tensioner(s)

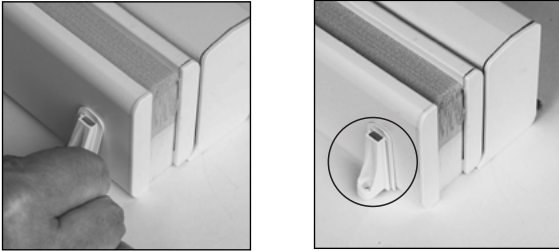
- For cord loop and bead chain products, see the Universal Cord Tensioner Installation Instructions on levolor.com/premier.

Attach Magnetic Hold-Down Brackets (Optional)

Hold-down brackets provide stability and prevent swaying by securing the bottom rail, for example on French door applications. Hold-down brackets can only be used on outside mount shades.

Check the Magnet Polarity

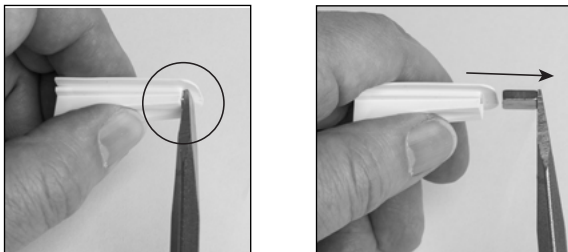
- Place the magnetic hold-down bracket near one end of the bottom rail.
 - The magnet should attract to the magnet that is already in the bottom rail.
 - If the magnet in the bracket is repelled by the magnet in the rail, reverse the polarity of the magnet as described in "Reverse Bracket Magnet Polarity (If Needed)".



Reverse Bracket Magnet Polarity (If Needed)

The magnet within the magnetic bracket must be attracted to the magnet located within the bottom rail. In the event that they repel each other, the magnet within the magnetic bracket can be removed and flipped.

- To remove the magnet, hold a small steel flat blade screwdriver up to the magnet in the bracket and pull the magnet out with the screwdriver.



- Then flip the magnet over and place it back into the bracket.

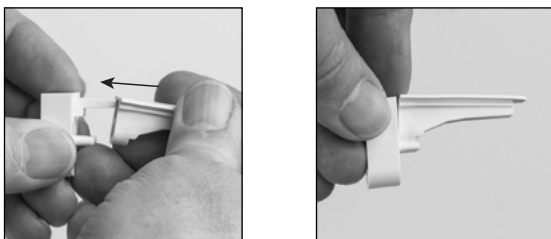
Mark the Bracket Location

- Lower the shade to the closed position.
- Mark the location on the door where the bracket will be placed.



For Shades with 1¼" Fabric ONLY: Attach the Spacer to the Bracket

- Slide the bracket onto the bracket spacer.



■ Attach the Bracket



- Drill the pilot hole using a $\frac{3}{32}$ " drill bit
- Attach the bracket (and spacer assembly, for shades with 1 $\frac{1}{4}$ " fabric) using the screw provided.

IMPORTANT: Do not over-torque the screw.

For Shades with $\frac{3}{4}$ " Fabric ONLY:

■ Mark the Position for the Second Pilot Hole

- Slide the bracket cover over the bracket

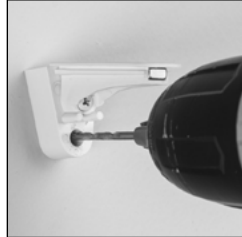


■ Mark for the second pilot hole.

■ Drill the pilot hole using a $\frac{3}{32}$ " drill bit



$\frac{3}{4}$ "



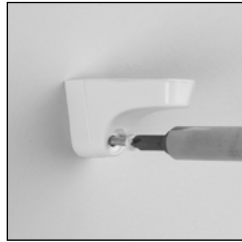
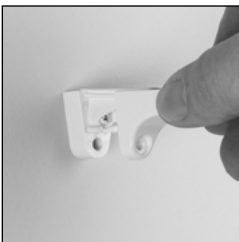
1 $\frac{1}{4}$ "

Install the Bracket Cover

■ Slide the bracket cover over the magnetic hold-down bracket.

■ Attach the cover using the screw provided.

IMPORTANT: Do not over-torque the screw.



Place and Attach Second Bracket

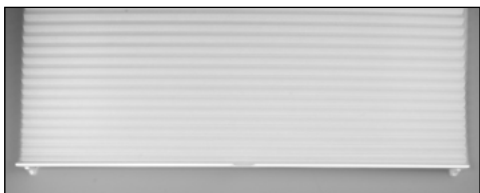
Repeat the process from “Check the Magnet Polarity” on page 9 to install the second magnetic hold-down bracket.

IMPORTANT: Make sure the bottom rail is level when marking the second bracket location.



Final Adjustments

Verify that the bottom rail is level.

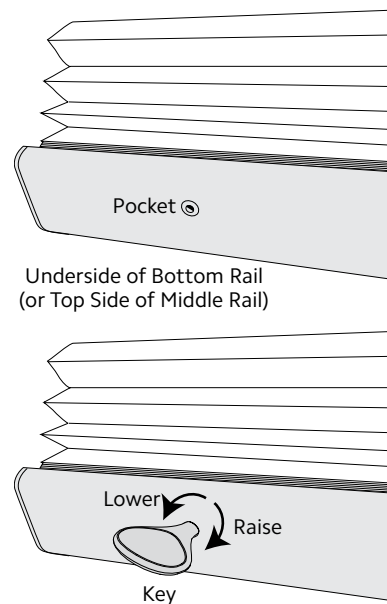


Level the Rail(s), If Necessary

- Lift the bottom rail to locate the pockets on the underside of the rail.
 - With the middle rail on Top-Down/Bottom-Up shades, the pockets are on the top side of the rail.
 - See below for the middle rail adjustment on Day/Night shades.
- Gently pull down on the bottom rail (or up on the middle rail) to fully insert the $\frac{7}{64}$ " rail adjust key into the pocket. The key is fully inserted when the base of the key abuts to the pocket.
 - Lift up the rail slightly before turning the key. Turn the key clockwise to raise that side of the rail, or counter-clockwise to lower it.
 - One quarter turn of the key equals approximately $\frac{1}{4}$ ".

IMPORTANT: The rail adjust key must be fully inserted to avoid stripping the mechanism. Do not pull down on the rail while turning the key.

- If there are more than two pockets, adjust the outer pockets first. Then adjust inner pockets as necessary, to maintain equal tension across the rail. As pocket adjustments are made, it is recommended that the shade be raised and lowered to check that it is level.

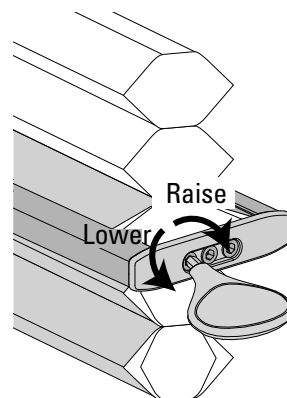


Adjusting the Day/Night Middle Rail

- Hex bolts are found at the ends of the exposed middle rail.
- Insert the rail adjust key so that its hex-shaped portion is about halfway into the pocket.
- Turn the key clockwise to raise that end of the rail or counter-clockwise to lower it.
 - One full turn of the key equals approximately $\frac{1}{8}$ ".

IMPORTANT: When adjusting bolts on one side, turn all the bolts at the other side in the same amount.

- On shades over 60" wide, there will be two hex pockets in the right end of the middle rail. Use the rear hex pocket to adjust the tension in the center cord after adjusting the outer cords to level the rail.



Operate the Shade

IMPORTANT: Day/Night and Top-Down/Bottom-Up shades have two operating cords. Standard Bottom-Up shades have one operating cord.

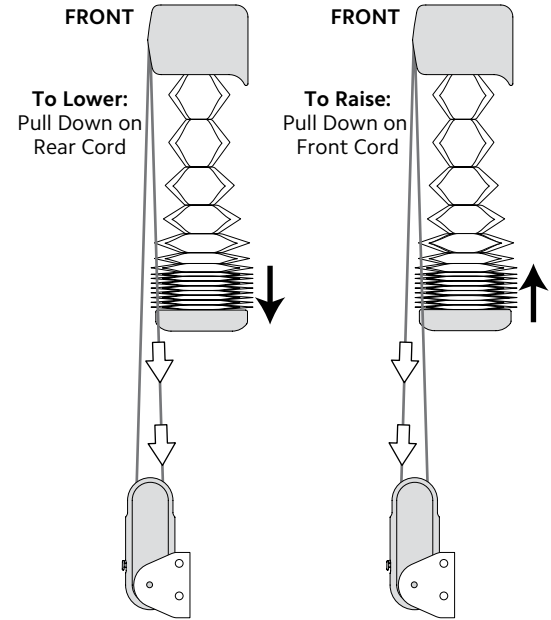
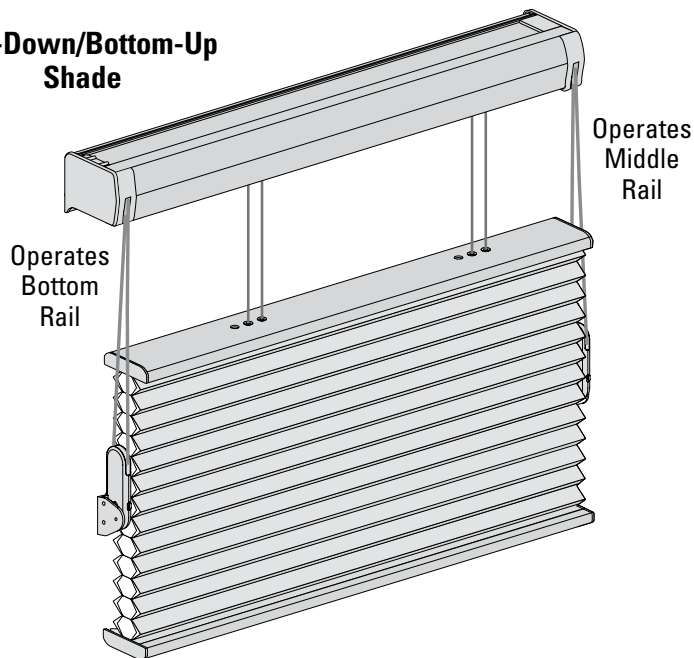
- Pull down slowly on the rear cord of the cord loop to lower the shade.
- Pull down slowly on the front cord of the cord loop to raise the shade.

IMPORTANT: If the cord tensioner moves up the cord, you have not secured it to the wall or window frame. You must do so for the shade to operate properly. See the Universal Cord Tensioner Installation Instructions on levolor.com/premier.

- To operate Day/Night and Top-Down/Bottom-Up shades, the right cord operates the middle rail and the left cord operates the bottom rail (unless reverse controls were specified on the order).

IMPORTANT: You must first lower the bottom rail before lowering the middle rail. Likewise, you must first raise the middle rail before raising the bottom rail.

Top-Down/Bottom-Up Shade



Troubleshooting

If your shade is not operating correctly:

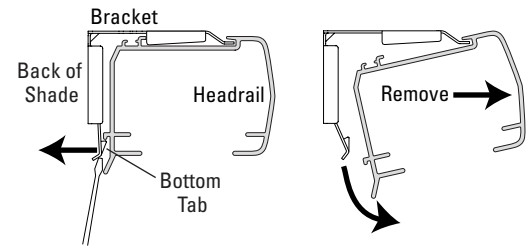
- Refer to the following troubleshooting procedures for specific solutions for your shade.

If questions remain, please contact LEVOLOR® PREMIER™ Consumer Support at **1-800-478-1538**.

Problem	The shade will not fit into the installation brackets.
Solution	Check that the installation brackets are level and aligned. Shim the installation brackets to level the headrail, if necessary. Be sure the heads of the screws are flush against the installation bracket. Check that the headrail is completely inserted into the installation brackets. See “Install the Shade” on page 8.
Problem	The shade is hard to raise or lower, or will not raise or lower.
Solution	Check that the cord tensioner is mounted correctly. See the Universal Cord Tensioner Installation Instructions on levolor.com/premier. For Day/Night and Top-Down/Bottom-Up Shades: The lift cords in the headrail may have “overturned.” Try the following: ■ If both rails are in the raised stacked position, at the top of the window, pull down the back cord of the cord loop that operates the bottom rail. ■ With all other problems, pull down the front cord of the cord loop that operates the middle rail. Make sure that the shade fabric is not caught between the installation bracket and the headrail. Check that the headrail and installation brackets are level and aligned. Shim the installation brackets to level the headrail, if necessary. Check that cord loops are not pinched or tangled. If hold-down brackets are used, make sure they have been released before operating the shade.
Problem	The shade raises or lowers unevenly or the bottom rail is uneven when fully raised.
Solution	Lower the shade completely to allow it to “self-correct” skewing. Pull the cord loop slowly to prevent the shade from further skewing. Check that the headrail and installation brackets are level and aligned. Shim the installation brackets to level the headrail, if necessary. For Day/Night and Top-Down/Bottom-Up Shades: Both the middle rail and the bottom rail may skew if the cord loop is pulled too quickly. Lower each rail completely to allow them to “self-correct.” Adjust the bottom rail. See “Attach Magnetic Hold-Down Brackets (Optional)” on page 9.
Problem	The universal cord tensioner has climbed to the headrail.
Solution	Properly mount the cord tensioner. See the see the Universal Cord Tensioner Installation Instructions on levolor.com/premier .
Problem	The universal cord tensioner grabs onto the cord upon operation.
Solution	Check that the universal cord tensioner is mounted properly. Reinstall, if necessary. See the see the Universal Cord Tensioner Installation Instructions on levolor.com/premier .

Removing the Shade, If Necessary

- Lower the shade approximately 4".
- While holding the headrail, push back on the bottom tab of the installation bracket to release the bottom edge of the headrail.
- Then roll the back of the headrail down and out from the bracket.



Cleaning Procedures

LEVOLOR® PREMIER™ Cellular Shades are made of anti-static, dust-resistant fabric which repels dirt and dust. For most cellular fabrics, the following cleaning options are available.

Dusting

- Regular light dusting with a feather duster is all the cleaning needed in most circumstances.

Vacuuming

CAUTION: Do *not* vacuum Oceanside.

- For deeper cleaning, vacuum gently with a brush attachment.

Compressed Air/Hair Dryer (Cool Setting)

- Use compressed air or a hair-dryer on a cool setting to blow dust and dirt off shades.

Spot-Cleaning

CAUTION: Do *not* spot-clean Harmony, Naturelle, Oceanside, or Sonora.

- Prepare a solution of warm water and a mild detergent.
- Dampen a clean cloth in the solution and wring it out.
- Dab the spot with the dampened cloth until it is removed. Do not rub the fabric.
- Allow the shade to dry in the completely lowered (or closed) position.

Ultrasonic Cleaning

CAUTION: Do *not* ultrasonically clean any room-darkening fabric.

- Specify that a mild detergent solution be used.
- **IMPORTANT:** Never immerse the headrail into the solution.
- Dry the shade completely in the lowered (or closed) position.

Injection/Extraction Cleaning

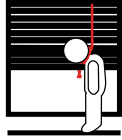
This type of professional cleaning injects a cleaning solution into the fabric and extracts the dirty solution in the same motion.

- Use only the dry method of injection/extraction for Oceanside fabrics.
- If using injection/extraction for Harmony or Naturelle, specify water only; no chemicals.
- Leave shades in closed position (stacked) for at least 15 minutes after cleaning.

Headrail Cleaning

CAUTION: Never use abrasive cleaning methods or harsh chemicals.

- Dampen a soft, clean cloth in warm water and wring it out.
- Gently wipe the headrail to remove dirt and dust.

! WARNING

Products with a Damaged, Loose, or Missing Tension Device Pose a Strangulation Risk to Children.

This Window Blind is equipped with a Tension Device

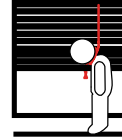
- Remove from use and repair or replace if tension device is damaged, loose, or missing
- Tension device must be securely attached to wall or floor
- Children can climb on furniture to reach cords
 - Fasteners provided with tension device may not be appropriate for all mounting surfaces
 - Use appropriate anchors for mounting surface conditions
- Tag to be removed only by end-user

! WARNING

STRANGULATION HAZARD – Young children can be strangled by cords. Immediately remove this product if a cord longer than 22 cm or a loop exceeding 44 cm around becomes accessible.

! MISE EN GARDE

RISQUE D'ÉTRANGLEMENT – Les enfants en bas âge peuvent s'étrangler avec des cordes. Enlevez immédiatement ce produit si une corde mesurant plus de 22 cm devient accessible ou si le contour d'une boucle de plus de 44 cm devient accessible.

! ADVERTENCIA

Productos con un Dispositivo Tensor Dañado, Suelto o Ausente Presentan un Riesgo de Estrangulamiento Para los Niños.

Esta Persiana está equipada con un Dispositivo Tensor

- Retire del uso y arregle o reemplace si el dispositivo tensor está dañado, suelto o ausente
- El dispositivo tensor debe estar firmemente sujeto a la pared o al piso
- Los niños pueden subirse a los muebles para alcanzar las cuerdas
 - Los taquetes proporcionados con el dispositivo tensor pueden ser inapropiados para todas las superficies de montaje
 - Utilice anclas apropiadas para los diferentes tipos de las superficie del montaje
- La etiqueta puede ser quitada solo por el último que la obtiene

NOTE: The warning labels on the bottom rails of corded window coverings contain important safety information. These warning labels are designed to be permanent, in accordance with the industry's safety standards, and must not be removed.

10-Year Limited Warranty



COVERED

by a 10-Year
Limited Warranty

- LEVOLOR® PREMIER™ products are covered for defects in materials, workmanship or failure to operate for 10 years from the date of purchase (unless a shorter period is provided below), provided that the original retail purchaser continues to own the product.
- All internal mechanisms.
- Fabric delamination.
- Components, brackets and operational cords.
- Repairs and/or replacements will be made with like or similar parts or products. Fabric style, color or components may vary depending on original purchase date.
- LEVOLOR PREMIER motorization components are covered for 5 years from the date of purchase.

NOT COVERED

by a 10-Year
Limited Warranty

- Any conditions caused by normal wear and tear.
- Abuse, accidents, misuse or alterations to the product.
- Exposure to the elements (sun damage, wind, water/moisture, salt air) and discoloration or fading over time.
- Normal maintenance associated with motors and related accessories including, but not limited to, recharging and replacement of batteries.
- Failure to follow our instructions with respect to measurement, proper installation, cleaning or maintenance.
- Shipping charges, cost of removal and reinstallation.

LEVOLOR PREMIER (or its licensed fabricator/distributor) will repair or replace the product or components found to be defective.

TO OBTAIN WARRANTY SERVICE:

- Contact your original dealer (place of purchase) for warranty assistance.
- Contact LEVOLOR PREMIER at 1-800-478-1538 for technical support, certain parts free of charge, for assistance in obtaining warranty service or for further explanation of our warranty.

NOTE: In no event shall LEVOLOR or its licensed fabricator/distributor be liable or responsible for incidental or consequential damages or for any other indirect damage, loss, cost or expense. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above exclusion or limitation may not apply to you. This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.

Different warranty periods and terms apply for commercial products and applications.

