



# **Aluminum** --- **PrivacyBlind**

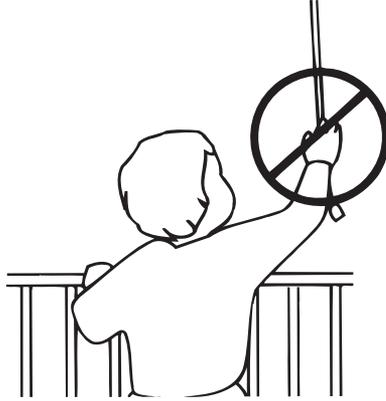
owner's handbook





# **WARNING**

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Young children can STRANGLE in cord and bead chain loops. They can also wrap cords around their necks and STRANGLE.

- Always keep cords and bead chains out of children's reach.
- Move cribs, playpens, and other furniture away from cords and bead chains. Children can climb furniture to get to cords.
- Do not tie cords together. Make sure cords do not twist together and create a loop.
- Always ensure that inner cord stop devices are within 6 inches (153 mm) of the head rail when the blind is in the fully lowered position. See adjustment instructions.



## INSTALLATION INSTRUCTIONS

### Step 1. Check Package Contents

Missing part? Call 800-264-1190

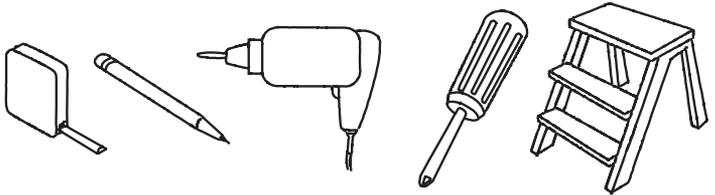
Mounting hardware kit includes the following:

Part	Quantity
a	mounting bracket 2
b	center support 0 (blinds up to 48" wide) 1 (blinds 49" to 72" wide)
c	1 $\frac{1}{8}$ " screws 4 per bracket
d	hold down bracket 2
e	1 $\frac{1}{2}$ " screws 4 (for hold down brackets)
f	valance 1
g	valance slats 2
h	valance clips 2 (blinds up to 36" wide) 3 (blinds 37" to 62" wide) 4 (blinds 63" to 72" wide)

Note: one extra screw of each noted size is included for convenience

### Step 2. Tools Required

Screwdriver, tape measure, pencil, drill, step ladder, scissor



Note: use #6 plastic anchors for dry wall or plaster mounting.

### Step 3. Bracket Location and Installation

Your blind may be installed either inside the window frame or outside the window frame.

#### For Outside Mounting:

Place a bracket on both ends of the head rail

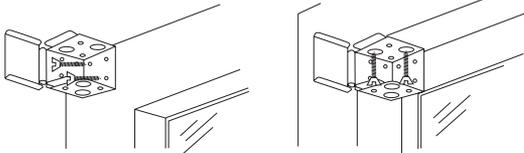
Hold the blind level at the height desired and center it over the window opening - mark the exact location of each bracket with a pencil

Remove the brackets from the head rail and position each bracket at the marked location and screw each bracket into the wall or window molding using the 1 $\frac{1}{8}$ " screws, predrill the screw holes using a 5/64" drill bit.

Center support: required for larger blinds

The top of the center support must be even with the top of the end brackets

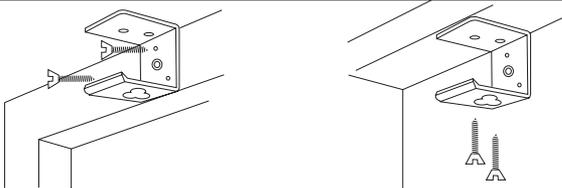
Screw into place approximately midway between the end brackets – make sure that the center support does not interfere with the lift cords or ladder cords of the blind.



Outside Mounting - Inside Mounting

**For Inside Mounting:**

Place a bracket on both ends of the head rail  
 Hold the blind in place and make a pencil mark at the rear of each bracket where it contacts the inside of the window frame. Remove the brackets from the head rail and align them with the marks.  
 Attach each bracket using the 1½” screws, predrill the screw holes using a 5/64” drill bit.  
 Center support: required for larger blinds



Outside Mounting - Inside Mounting

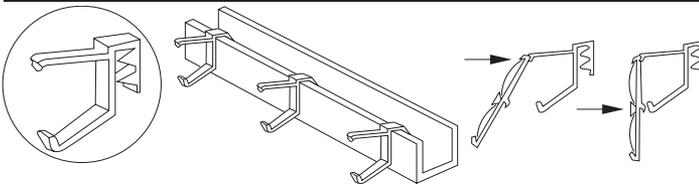
Screw into place approximately midway between the end brackets – make sure that the center support does not interfere with the lift cords or ladder cords of the blind.

**Step 4. Securing the Head Rail**

Note: install the valance clips before securing the head rail (see step 5)

Lift the head rail into position – make sure it is properly seated in the brackets and center support.  
 Close the hinged doors of the end brackets

**Step 5. Valance Installation**



Place the valance clips on the head rail.  
 Slide the valance slats into the valance.  
 Align the top of the valance with the top of the clips – press the valance inward until it snaps into the lower portion of the clips.

**Step 6. How to Operate the Privacy Blind**

Please review the following operating instructions to insure the proper performance of the privacy blind.  
 Always rotate the slats to the “open” horizontal position before raising or lowering. This assures smooth operation and increases the life of the blind.

If the blind is fully raised with the slats in the “closed” position, the cord lock might not release when you attempt to lower the blind. If this happens simply rotate the tilt wand such that the slats are in the “open” position and the cord lock will function normally.

To lower blind: move cord to the left while pulling down gently until cord lock releases – allow cord to slip through fingers until blind reaches desired level – move pull cord to the right and release – blind will lock automatically

To raise blind: pull cord downward slowly until blind reaches desired height – release cord and blind locks automatically

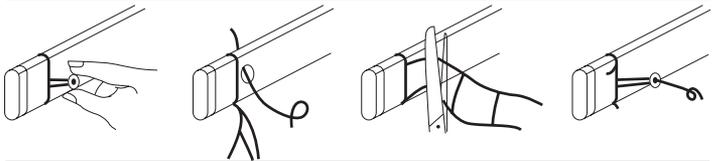
To tilt blind: rotate wand to attain desired slat position – the “closed” position can only be achieved with convex side of the slats facing into the room – this is the position to be used for maximum privacy and minimum light penetration.

Note: due to the unique construction of this blind, the bottom rail will curve back slightly when the blind is raised. This is normal and does not effect performance in any way.

Make sure the cord stops are properly positioned – see step 8 below

**Step 7.** How to Shorten (for ready made blinds - does not apply to custom blinds)

After the blind is installed:



Remove the buttons from the bottom rail with a screw driver or knife.

Untie or cut off the knot in each lift cord. Grasp each lift cord at the point that you wish to shorten to and pull it up and out of all slats below this point, then remove all of these slats and the bottom rail. Put the bottom rail back into the cord ladders at the shortening point.

Cut off the excess ladder cords, but leave one ladder step below the bottom rail (at least one inch of cord).

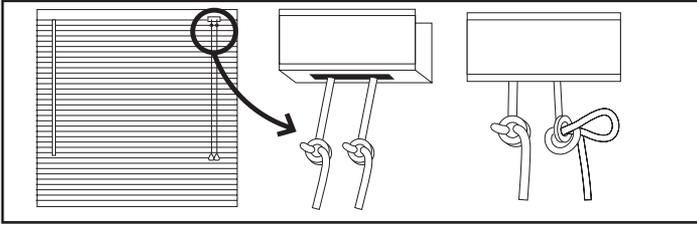
Place the lift cords back through the bottom rail and tie a knot.

Push the ladder cord material into the holes in the bottom rail and replace the buttons.

If it is necessary to shorten or equalize the length of the lift cords, do so now. Mark the cords at the desired height. Slide the tassels above this point, re knot the cord, and then cut off the excess cord. **BE CERTAIN TO ADJUST THE SAFETY CORD STOPS AS DESCRIBED NEXT.**

**Step 8.** Adjust Safety Cord Stops

**! WARNING**



REDUCE RISK OF STRANGULATION TO INFANTS AND TODDLERS.  
POSITION SAFETY CORD STOPS BEFORE USING BLINDS.

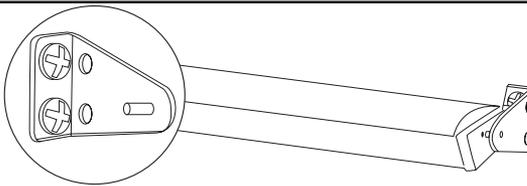
Lower blind to maximum desired length and lock into place.

Measure the distance from head rail to cord stops. If cord stops are 1 to 6" below the head rail, no further adjustment is needed. If not, loosen but do not untie the knot surrounding the cord stop. Move the cord stop as close to the head rail as possible and tighten knot by pulling firmly on tassel. Repeat process for each lift cord.

**Step 9.** Installing hold down brackets

Hold down brackets are provided for optional use. These brackets should be used only if the blind is to be in a permanently lowered position.

With the blind fully lowered, make pencil marks at the outside ends of the bottom rail. The outside edge of each bracket should be lined up to the pencil marks and screwed into place using the 1/2" screws. Insert the pins protruding from the brackets into the holes on both ends of the bottom rail (see illustration)



**CLEANING YOUR BLINDS**

Dusting: use a soft cloth, feather duster, cylindrical dust brushes specifically designed for blinds or vacuum using the soft brush attachment.

Washing: use a cloth, sponge or soft brush and a mild detergent. Use warm or cold water, not hot water. Place toweling on the floor and/or window sill and wash the blind in sections. Smaller blinds can be washed in a sink or tub; blinds can also be gently hose washed outdoors. Rinse off suds thoroughly. Drain the head rail and bottom rail; remove end caps if necessary. Towel dry to avoid water marks.

To have your blinds cleaned professionally, check the local telephone directory for a venetian blind cleaning service or laundry.

## **REPLACEMENT PARTS**

In the event that replacement parts are ever needed,  
you may call: 1-800-264-1190

Please be sure to provide the following information, if possible:

- The complete model or catalog number of your product
- A description of the product
- A description of the part needed