

Clutch Operated Roller Shade Installation Instructions



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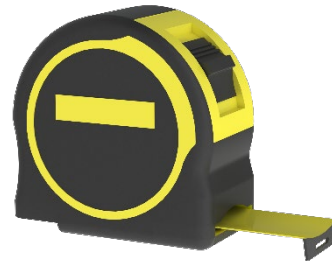
1.0 Overview

The following installation instructions are for The Custom Shade's clutch operated roller shades. The hardware options available are: Exposed roll and Fascia. Manual clutch shades come fully assembled and ready for installation.

1.1 Tools Needed



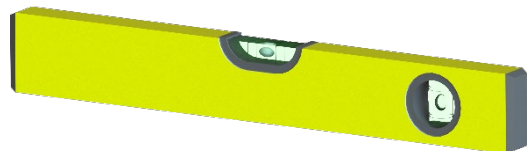
Drill with appropriate attachments



Tape Measure



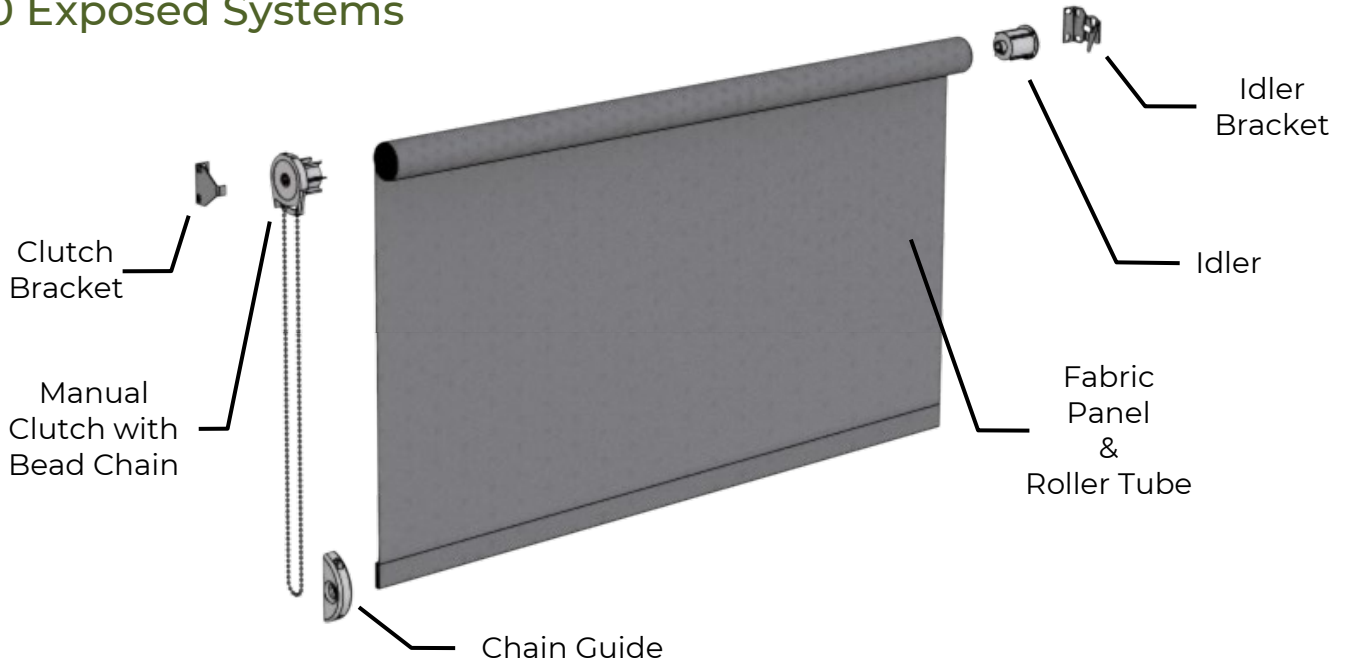
Pliers



Level

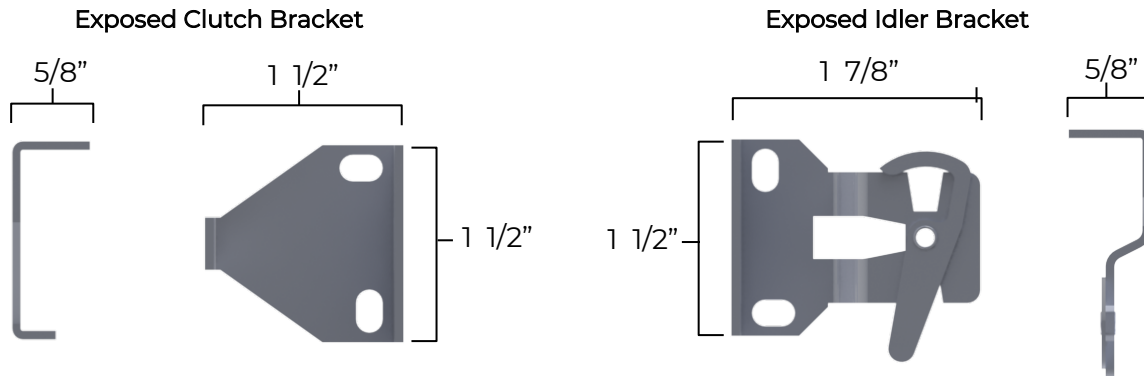
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2.0 Exposed Systems



2.1 Exposed Bracket Options

Clutch brackets and Idler brackets are different, so it matters which side each one is mounted. Exposed brackets can be used for both ceiling and wall mount applications.



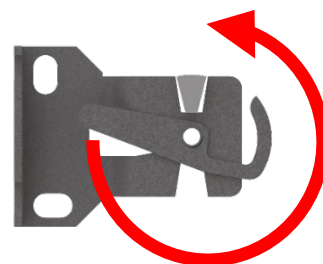
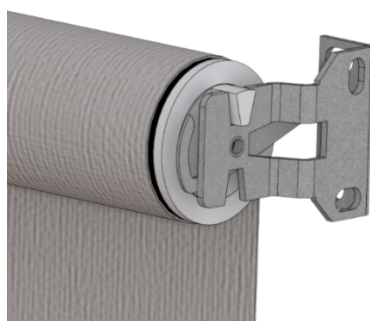
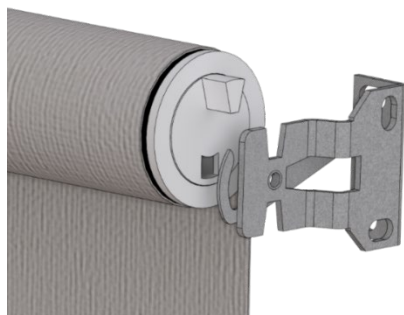
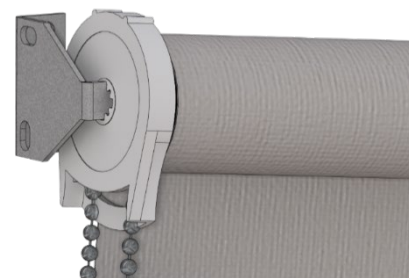
2.2 Bracket Location and Mounting

Confirm the operator side of the shade. Mark the location of the brackets noting that the bracket-to-bracket width equals the shade order width. For proper shade operation, brackets must be mounted perfectly level. Verify using a level.

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2.3 Shade Installation

1. Install the shade by carefully inserting the clutch directly into the blade of the bracket and make sure it is fully seated. The clutch should be installed so the chain hangs straight down.
2. Take the idler side of the shade and rest the idler lug in the "V" of the idler bracket. Make sure the lug is fully seated, then rotate the hook to lock the idler in place.



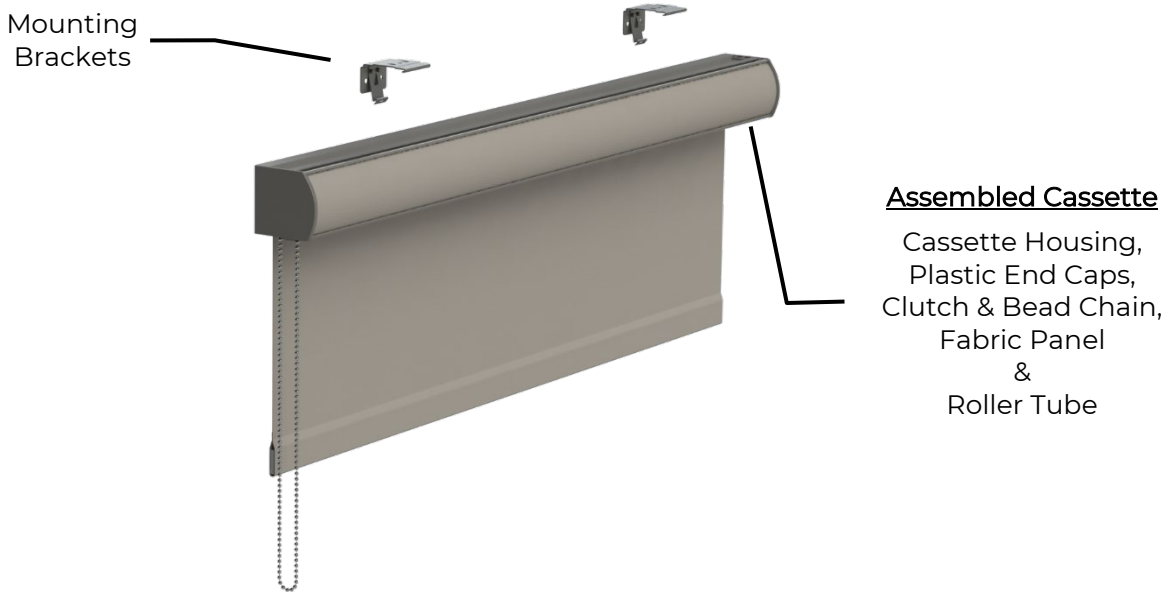
For Chain Guide Installation and Setting Shade Limits, please go to section 5.0

2.4 Shade Removal

To remove the shade, reverse the above installation instructions. Begin by rolling the shade all the way up to its highest position, then remove the chain guide screws. Rotate the idler hook to unlock the idler. Push up on the idler side of the shade to remove the idler from the bracket. Pull away from the clutch bracket to allow the clutch to come out of the blade of the bracket.

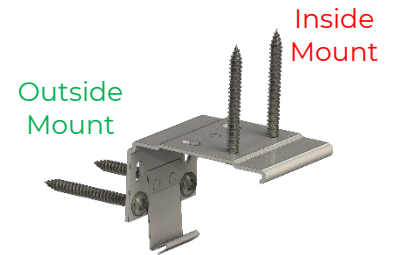
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3.0 Cassette



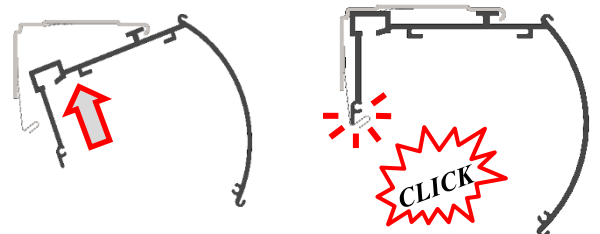
3.1 Cassette Mounting Brackets

Cassette systems are shipped fully assembled. These systems utilize mounting brackets that can be mounted for inside or outside mount. Mount two outer brackets roughly 2" in from the end. On wider units install center bracket(s) supplied.



3.2 Shade Installation

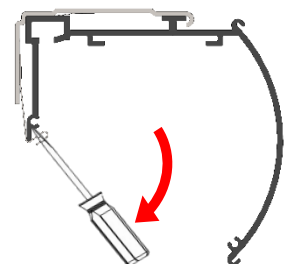
Hook the top of the extrusion into the front of the mounting brackets as shown. Rotate the back bottom corner of the cassette up and snap into the brackets.



For Chain Guide Installation and Setting Shade Limits, please go to section 5.0

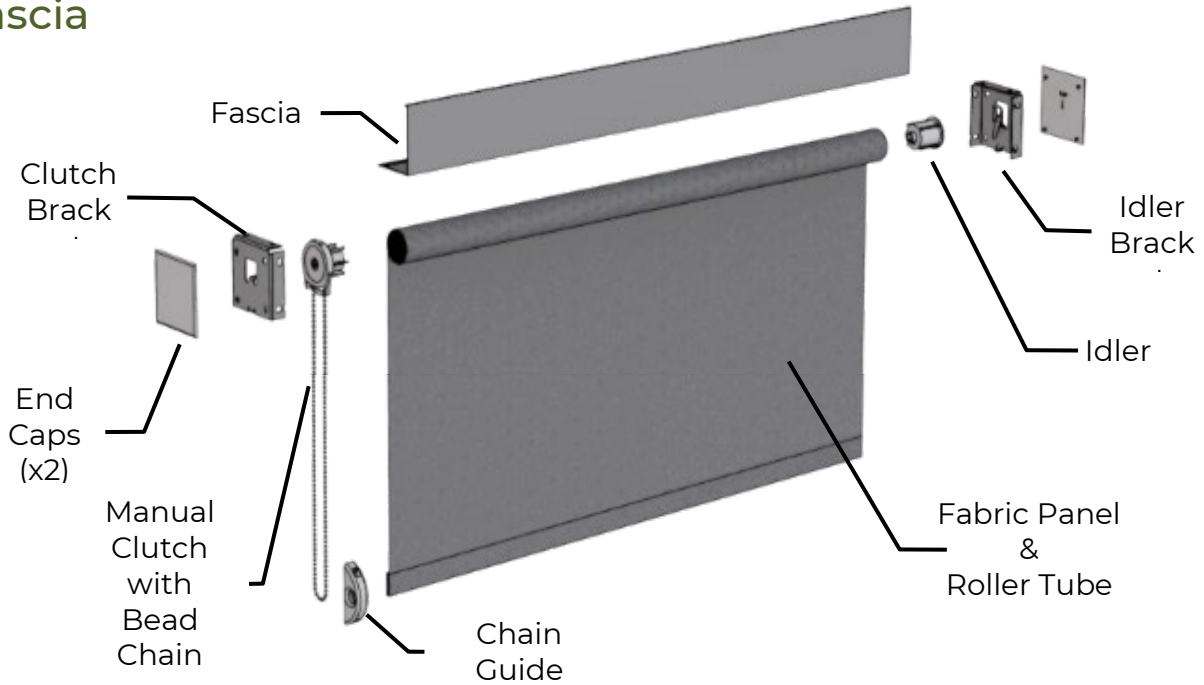
3.3 Shade Removal

To remove cassette, insert a flat head screwdriver into the mounting bracket slot, then rotate back to release the cassette.



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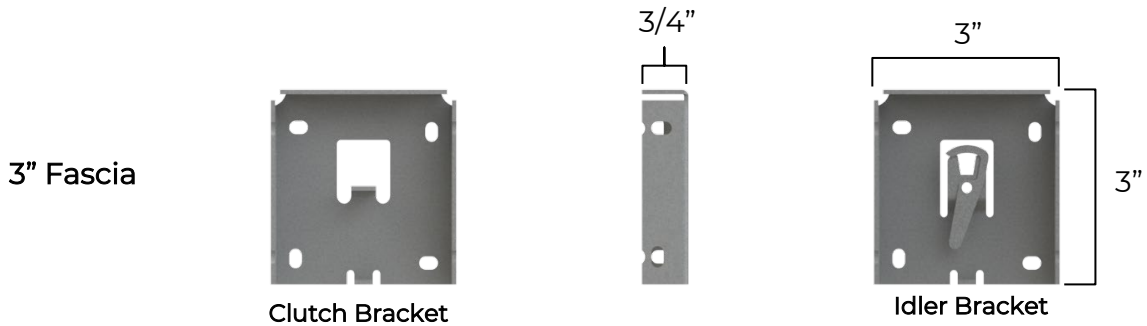
4.0 Fascia



4.1 Fascia Brackets

Clutch brackets and Idler brackets are different, so it matters which side each one is mounted. Fascia brackets can be used for both ceiling and wall mount applications.

Optional plastic end caps are available, but keep in mind the plastic end caps add a total of 1/4" to the bracket-to-bracket width.



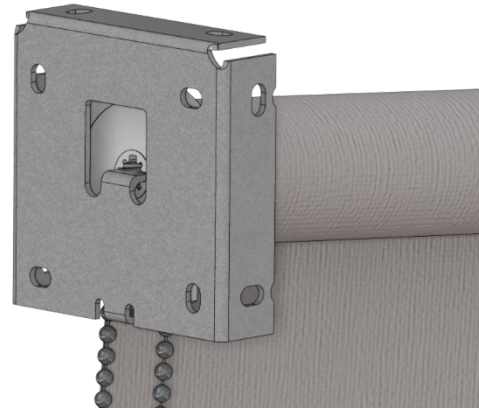
4.2 Bracket Location and Mounting

Confirm the operator side of the shade. Mark the location of the brackets noting that the bracket-to-bracket width equals the shade order width. For proper shade operation, brackets must be mounted perfectly level. Verify using a level.

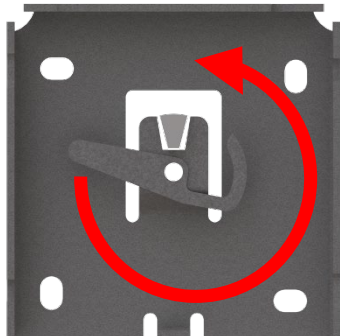
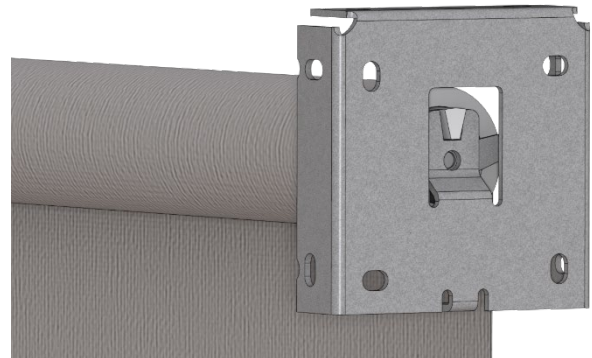
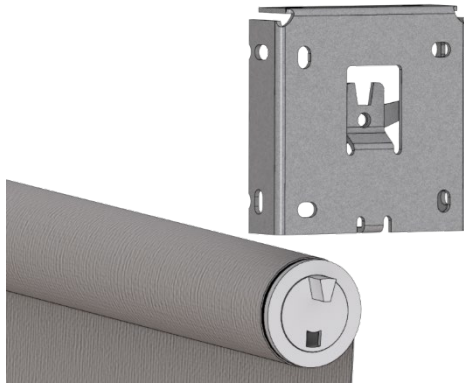
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4.3 Shade Installation

1. Install the shade by carefully inserting the clutch directly into the blade of the bracket and make sure it is fully seated. The clutch should be installed so the chain hangs straight down.



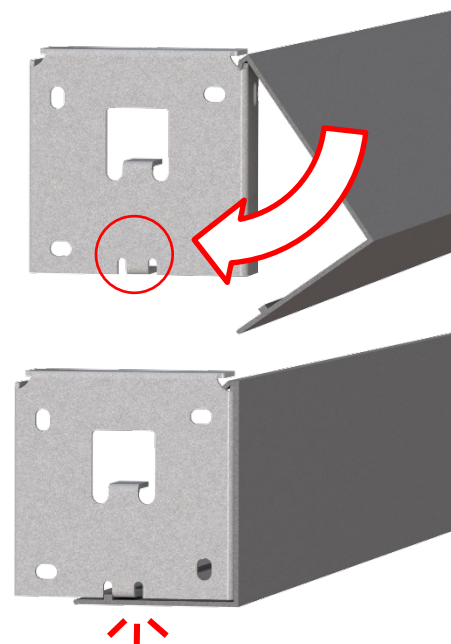
2. Take the idler side of the shade and rest the idler lug in the "V" of the idler bracket. Make sure the lug is fully seated, then rotate the hook to lock the idler in place.



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4.4 Fascia Installation

1. The fascia has a notch on the clutch side to ensure the bead chain is out of the way and won't interfere when the shade is operating.
2. Insert the fascia into the top lip of both brackets. Rotate the fascia down until you hear an audible click on both sides. If the fascia is not secure, check the metal tongue to ensure it is not bent. If necessary, carefully bend the tang down so the fascia engages with the tongue.
3. For outside mount, secure the end caps. Remove the yellow adhesive protection on the end plates. Center the end plates on the fascia bracket and press to adhere the end plates to the brackets.



For Chain Guide Installation and Setting Shade Limits, please go to section 5.0

4.5 Shade Removal

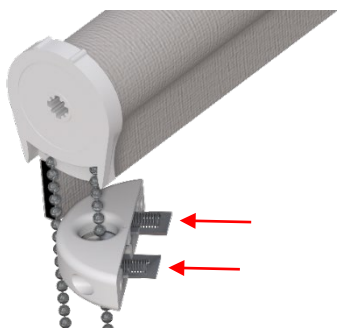
To remove the shade, reverse the above installation instructions. Begin by rolling the shade all the way up to its highest position, then remove the chain guide screws. Remove the fascia by pulling down on the bottom flap of the fascia near the brackets to ease the fascia over the edge of each bracket. Carefully remove the fascia and place on a scratch resistant surface. Rotate the idler hook to unlock the idler. Push up on the idler side of the shade and remove the idler from the bracket. Pull away from the clutch bracket to allow the clutch to come out of the blade of the bracket.

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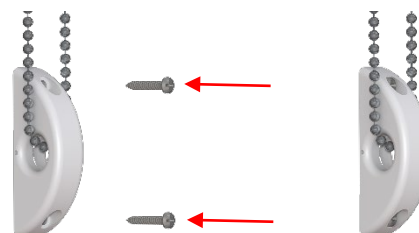
5.0 Chain Guide & Shade Limits

5.1 Chain Guide Installation

1. The chain guide is **required** to be installed to meet child safety standards. The chain guide comes attached to the bead chain on the shade. It is attached in a manner that you must release the chain guide from the bead chain for the shade to be fully operational.
2. Squeeze the spring/tension mechanism to release the chain guide from the bead chain.



3. Slide the chain guide down to the bottom of the chain loop. Press the chain guide against the mounting surface at the desired location and use the two screws provided to secure it to the mounting surface.

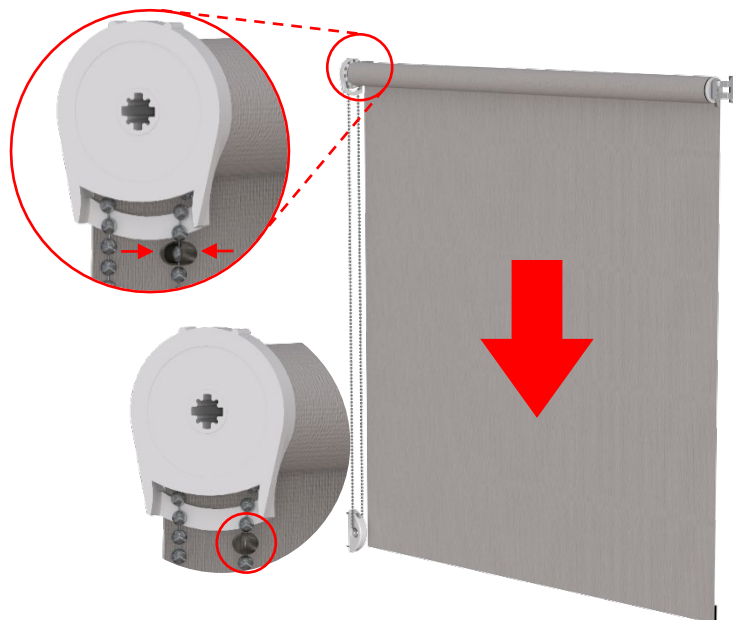


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5.2 Setting Shade Limits

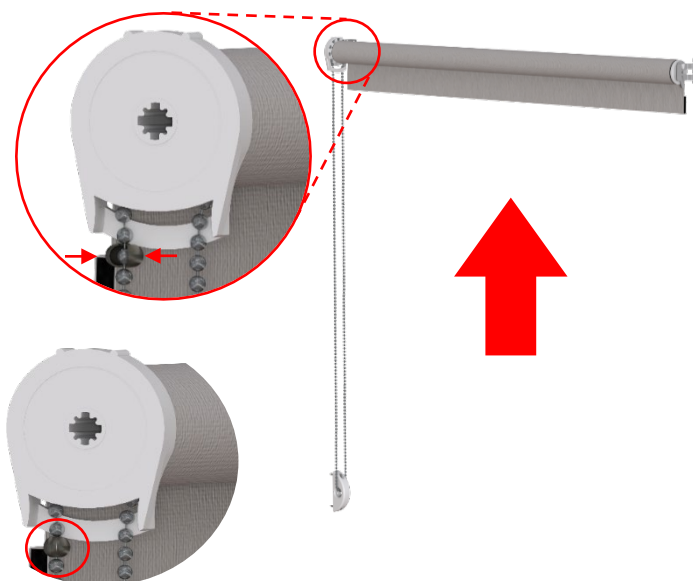
Lower Limit:

Roll the shade down to its desired lower position. Place one of the “stops” to the chain so it touches the mouth of the clutch to prevent it from rolling down any further. Confirm the stop location then clamp the stop closed. For metal chain, clamp the ball stop closed with pliers. Your lower limit is now set.



Upper Limit:

Roll the shade up to its desired upper position. Setting your upper limit too high can cause shade to lose a fabric wrap. Place the other stop to the chain so it touches the mouth of the clutch to prevent it from rolling up any further. Ensure that the chain connector is roughly between both upper and lower limits. Confirm the stop location then clamp the stop closed. Your upper limit is now set.



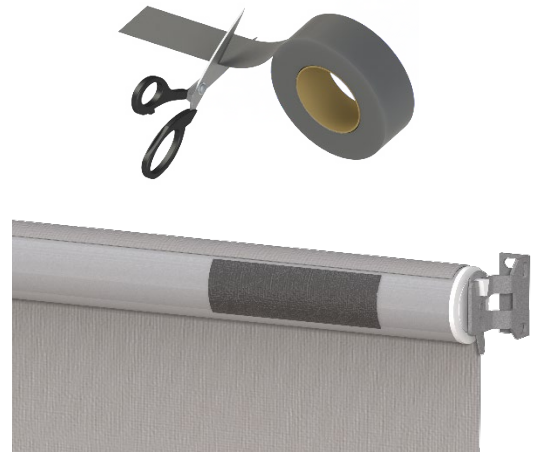
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6.0 Troubleshooting

6.1 Telescoping

Fabric telescoping is excessive horizontal movement of fabric while shade rolls up on the tube. Shades are tested and fabric telescoping is adjusted prior to shipment, but additional adjustments may be required depending on each specific application.

1. If fabric adjustments are required, roll the shade all the way down so the tube is exposed (this will require removal of shade from brackets).
2. Place a piece of masking or duct tape, 2"-4" in length, near the edge of the tube on the side opposite of the direction the fabric is moving.
3. Operate the shade up and down a few times. If the shade still telescopes, repeat the process. The correct amount of tape can only be determined by trial and error.



6.2 Losing a fabric wrap

Losing a fabric wrap is when the fabric starts to hang significantly lower than the upper and lower limits that have been set. This can occur if the shade is raised too quickly or if the fabric catches on an obstruction while being lowered. Luckily, this is an easy fix.

You will need to remove the fascia (if applicable) and roll the shade all the way up to the upper limit. Then take the extra fabric and wrap it around the tube in the same direction that the fabric naturally rolls. If the fabric still hangs lower than the original upper and lower limits, repeat this process until corrected.