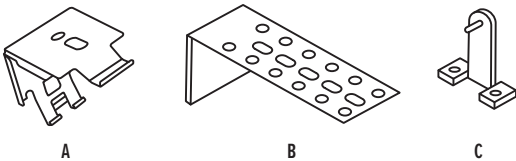Thank you for choosing Rowley's Cellular Shades. With proper installation and care, your new shades will provide many years of beauty and performance. To install your Rowley shades, you will need a few basic tools:

Measuring Tape   **Phillips Screwdriver**
Power Drill and Drill Bits   **Scissors**
Long Flat Blade Screwdriver

Mounting screws are included for wood or sheet metal surfaces. Expansion or toggle bolts are required with non-solid surfaces, such as drywall, lath or plaster. They are available at any hardware store.

Installation Bracket
A. Mounting Bracket
B. Standard Extension Bracket
C. Hold Down Bracket
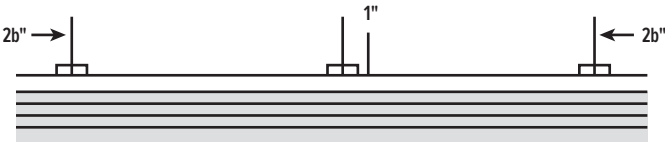

A   B   C

The installation instructions are organized into simple steps as easy as 1, 2, 3. Before you begin, please read the instructions all the way through to acquaint yourself with the recommended procedures.

Installation brackets are attached either to the inside or outside of the window casement depending upon whether the shade was ordered as an inside or outside mount. On outside mounts, spacer blocks or extension brackets can be used with installation brackets to allow the shade to clear obstructions. Hold down brackets are optional installation components used on doors to prevent the bottom of the shade from swaying. The installation hardware you received with you shades was based on your installation needs.

STANDARD INSTALLATION

BRACKET SPACING
Bracket spacing is the same for both inside and outside mounts. Two installation brackets are positioned on the mounting surface so that their centerlines will be 2 b" in from the ends of the shade. If more than two brackets are required (see chart), additional brackets are evenly spaced between the two end brackets. Measure and mark all bracket centerlines.
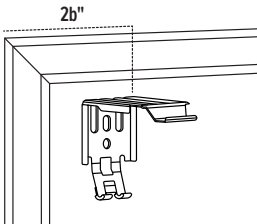

2b" →   1"   ← 2b"

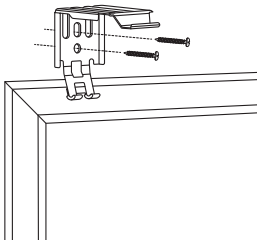| Bracket Spacing	
SHADE WIDTH	NUMBER OF BRACKETS
Up to 31"	2
31" to 65"	3
65" to 96"	4
96" to 126"	5
126" to 144"	6

INSIDE MOUNT APPLICATIONS

With inside mount applications, one mounting screw is used to attach the top of each bracket to the top of the window opening. Locate the screws on the centerline you 2b" marked and position the brackets so that their front edges are aligned. To attach the brackets, the flat surface of the window casement recess the shade must be at least 1 1/2" deep. To fully recess the shade, the flat surface must be at least 2 1/2" for rail.

Add to this minimum depth the dimension of any obstruction to shade movement, such as a window crank or handle.
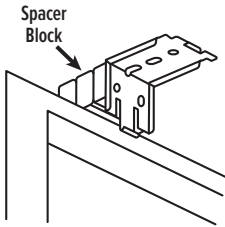

2b"

OUTSIDE MOUNT APPLICATIONS

Mount the ends of the installation brackets on a flat vertical surface at least ¾" high. Two screws are used to attach each bracket. Center the brackets on the centerlines you marked and attach them with the appropriate fasteners. Before tightening the screws, check to be sure the tops of the installation brackets are perfectly horizontal and aligned at the same height.
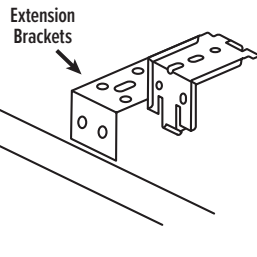

OPTIONAL SPACER BLOCKS

Spacer blocks are used to project the installation brackets away from the mounting surface when additional shade clearance is needed. Each spacer block increases clearance by ½"; use a maximum of three per installation bracket. Check that your mounting screws are long enough to securely attach the installation bracket and the spacer blocks. The solid side of the blocks should face the mounting surface. As with all outside mount installations, make sure the tops of the installation brackets are perfectly horizontal and aligned at the same height.

Spacer Block

OPTIONAL EXTENSION BRACKETS

Extension brackets can project the installation brackets up to 2½" away from the mounting surface. Position the bracket on the centerlines you marked and use two screws to attach them. Be sure the tops of the extension brackets are perfectly horizontal and aligned at the same height.
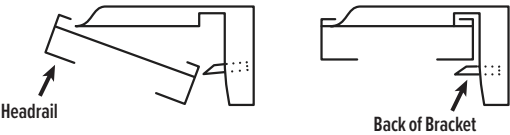
Connect the installation brackets with the machine screw and speed nut which are included with each extension bracket. Be sure to use the same hole on all extensions brackets, so that each installation bracket projects the same distance from the mounting surface. Indentations are cast into the extension bracket between the holes. Before mounting the bracket any unneeded length may be cut off at one of the indentations.

Extension Brackets

INSTALL THE SHADE
Standard Installation Brackets

With the front side of the fabric facing you, slip the headrail into the installation brackets. The front lip on the bracket fits into the front groove on the top of the rail.
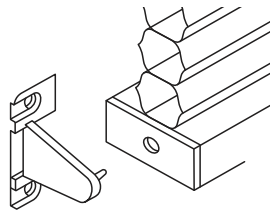

Headrail   Back of Bracket

While holding the rail in the front groove of the bracket, make sure there is no fabric caught between the back of the bracket and the rail. Then push the rail up into the back of the bracket until you hear it snap in place.

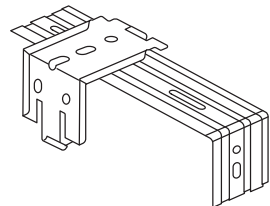## OPTIONAL HOLD DOWN BRACKETS

Open up the center hole in the end caps with a screw or other pointed device. The hole is covered by a thin layer of plastic and will open easily.

With the shade at its full drop, place the pins on the hold down brackets into the holes in the bottomrail end caps and mark where to drill the mounting hole locations. Attach the hold down brackets with one screw through the side hole or two screws through the end holes. Be sure both bracket pins are aligned and level.

END MOUNT INSTALLATION

Hold the shade assembly in the window opening and mark where to drill holes for mounting bracket screws. Use a level to make sure the rail is perfectly horizontal. After making and drilling the mounting screw holes, again reposition the shade assembly in the window opening. Gently pull the fabric forward to install the mounting screw. Be careful not to damage or wrinkle the fabric.

When end mount brackets are used with a stand alone arch, the bracket ends point up toward the top of the arch, instead of down. To fully recess the arch, the window opening must be at least 3 1/2" deep for large rail.