LEVOLOR®

Roller Shades–Fabric/Solar

Cortinas enrollables: en tela / solares

Stores à enroulement automatique – Tissu/solaire

INSTALLATION • OPERATION • CARE
INSTALACIÓN • MANEJO • CUIDADO
INSTALLATION • UTILISATION • ENTRETIEN

Motorized Lift Control–Open Roll

Control de elevación motorizado: rodillo abierto

Commande de levage automatisé – Rouleau ouvert

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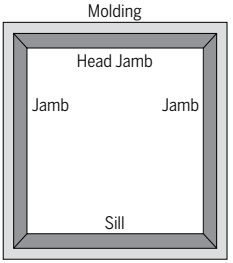
Thank you for purchasing LEVOLOR® Roller Shades. With proper installation, operation, and care, your new roller shade will provide years of beauty and performance. Please thoroughly review this instruction booklet before beginning installation.

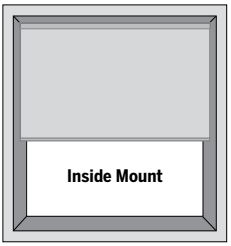
MOUNTING TYPES AND WINDOW TERMINOLOGY

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.



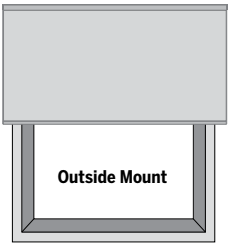
Window Components Terminology

- Collectively, the sill and jambs are called the "window casement" or "frame".



Inside Mount

- Shade fits within window opening.
- Great for windows with beautiful trim.



Outside Mount

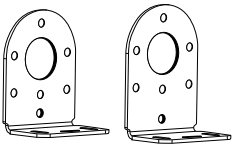
- Shade mounts outside window opening.
- Increased light control and privacy.

INSTALLATION OVERVIEW

- **Shade sticker/wrapping must be kept on the product through installation.**
- Confirm that the headrail and shade are the proper width and length.
- If installing several sets of shades, be sure to match them with the appropriate window.
- Check the installation surface to ensure that you have suitable fasteners and tools.
- Lay out and organize all parts and components.

COMPONENTS INCLUDED IN THE BOX

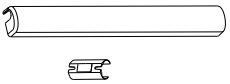
Roller Shade



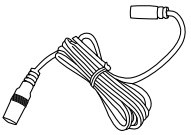
Mounting Brackets–Inside Mount or Outside Mount

Hex Head Screws (2 per Bracket)

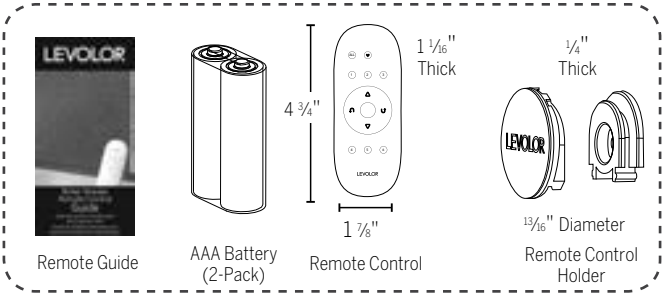
Standard Battery Pack Tube



Satellite Battery Mounting Kit



Extension Cable



Remote Control Kit (optional)

- Shade
- Mounting Brackets
- Installation Hardware

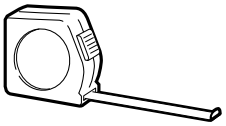
Optional items will be included, if selected at time of shade order.

- Other items that are not required but may be included based on your selections at time of shade order.
  - — Remote Control Kit

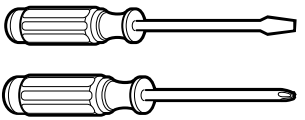
TOOLS AND FASTENERS YOU MAY NEED (not included)

The tools you will need for installing your shade will vary, depending on the installation surface and mounting bracket type.

Tools typically used for installation include:



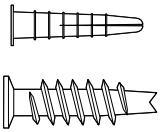
Metal Tape Measure



Screwdrivers
(both flat and Phillips head)

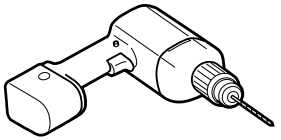
¼" Nutdriver

Safety Glasses

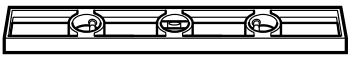


Drywall Anchors

Pencil



Drill with Bits



Level

Ladder

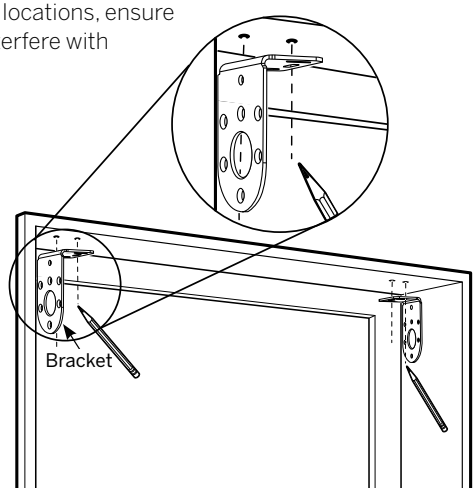
CAUTION: Use drywall anchors when mounting into drywall. (Not provided.) Failure to properly anchor shade could cause shade to fall possibly resulting in injury.

INSIDE MOUNT (IM)

STEP 1: MARKING THE BRACKET LOCATIONS

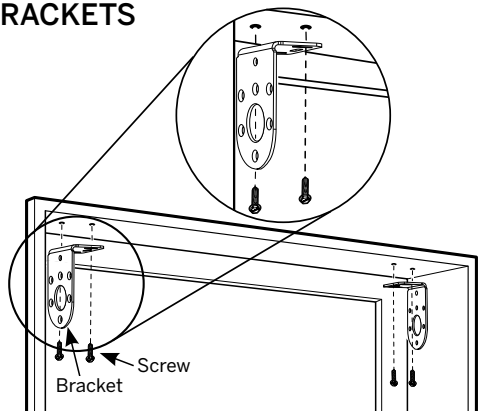
IMPORTANT: Before marking bracket locations, ensure that your bracket placement will not interfere with any components inside the headrail.

- Verify that your window casing has a minimum depth of 1 ½" which allows for a partially recessed headrail mount.
- If flush mount (fully recessed mount) is desired, a minimum mounting depth of 2 ½" is required.
- Place brackets at either end of inside mount frame.
- Mark screw location for each end bracket.



STEP 2: INSTALLING THE BRACKETS

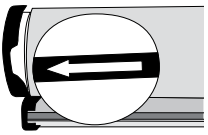
- Pre-drill screw holes.
  - — If installing brackets into wood, use supplied screws.
  - — If installing into drywall, use anchors in combination with supplied screws.
- Screw in brackets at marked locations.
- Ensure all brackets are square with each other.
- Slide bracket end cap over bracket on left side to prepare for shade installation.



CAUTION: Be sure the brackets are properly engaged before operating the shade. Failure to do so may result in the shade falling and possible injury.

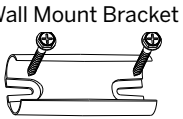
INSIDE MOUNT (IM)

STEP 3: INSTALLING THE SHADE

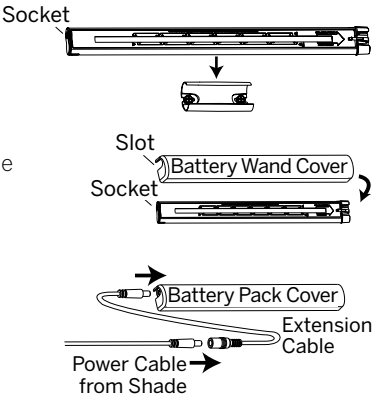


- Locate the left side shade bracket.
- Align the notch in end cap to alignment mark on the shade.
- Insert shade left side first, and while the right side is still free/not installed, check for movement by lightly rotating shade so that bottom rail rotates toward the window.
  - — If the shade resists movement, the groove and tape are aligned.
  - — If the arrow rotates and no longer points to the groove, you will need to remove shade and restart.
- Insert right side of shade until the shade clicks into the bracket.
  - — Make sure the thin power cord does not get caught between bracket and motor.
- Slide bracket end cap over bracket on the right side for a finished appearance.
- Remove all materials securing the shade (tape, arrows, plastic).

STEP 4: INSTALLING THE SATELLITE BATTERY PACK



- Mark position of satellite battery wall mount bracket.
  - — The satellite battery may be mounted in any orientation.
  - — Position the battery pack close to the power cable.
  - — The double-side tape is optionally provided to aid installation.
- Screw in the wall mount bracket.
- Insert batteries into battery wand, following the markings for correct orientation.
- Install the battery pack into the wall bracket.
- Attach the optional battery wand cover over the satellite bracket assembly.
  - — Note that the cover is paintable.
- Plug power cord into battery wand.
- Plug the other end of the extension cable into the socket in the battery pack.

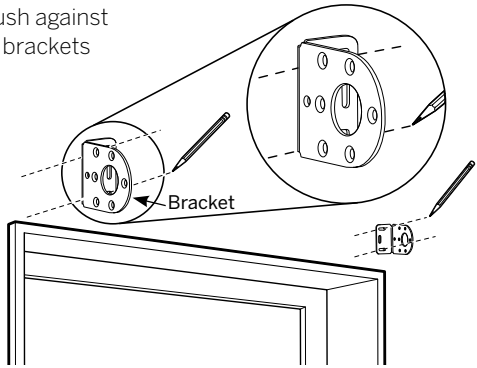


OUTSIDE MOUNT (OM)

STEP 1: MARKING THE BRACKET LOCATIONS

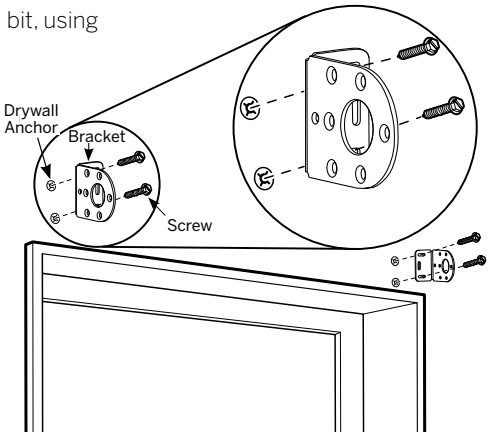
IMPORTANT: The brackets must be flush against a flat mounting surface. Do NOT mount brackets on curved molding.

- Center the shade over the window opening at the desired height.
- Mark screw location for each end bracket, 2 holes per bracket.
  - — Use a level to ensure all brackets are aligned.



STEP 2: INSTALLING THE BRACKETS

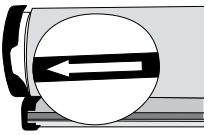
- Pre-drill screw holes using a 1/16" drill bit, using pencil marks as a guide.
  - — If installing brackets into wood, use supplied screws.
  - — If installing into drywall or other, use anchors in combination with supplied screws.
- Screw in brackets at marked locations, 2 screws per bracket.
  - — Bracket with attached circular mount should be on left side (idle side).
  - — Bracket with attached slots should be on right side (motor side).
- Ensure all brackets are square with each other.
- Slide bracket end cap over bracket on left side to prepare for shade installation.



CAUTION: Be sure the brackets are properly engaged before operating the shade. Failure to do so may result in the shade falling and possible injury.

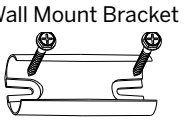
OUTSIDE MOUNT (OM)

STEP 3: INSTALLING THE SHADE

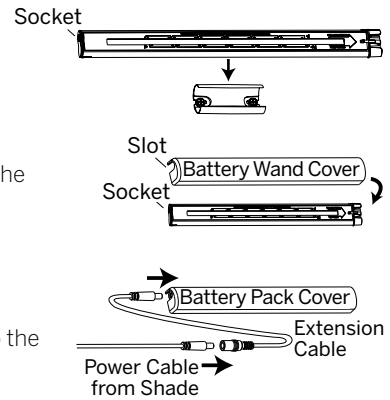


- Locate the left side shade bracket.
- Align the notch in end cap to alignment mark on the shade.
- Insert shade left side first, and while the right side is still free/not installed, check for movement by lightly rotating shade so that bottom rail rotates toward the window.
  - — If the shade resists movement, the groove and tape are aligned.
  - — If the arrow rotates and no longer points to the groove, you will need to remove shade and restart.
- Insert right side of shade until the shade clicks into the bracket.
  - — Make sure the thin power cord does not get caught between bracket and motor.
- Slide bracket end cap over bracket on the right side for a finished appearance.
- Remove all materials securing the shade (tape, arrows, plastic).
- Insert batteries into battery wand.

STEP 4: INSTALLING THE SATELLITE BATTERY PACK



- Mark position of satellite battery wall mount bracket.
  - — The satellite battery may be mounted in any orientation.
  - — Position the battery pack close to the power cable.
  - — The double-side tape is optionally provided to aid installation.
- Screw in the wall mount bracket.
- Insert batteries into battery wand, following the markings for correct orientation.
- Install the battery pack into the wall bracket.
- Attach the optional battery wand cover over the satellite bracket assembly.
  - — Note that the cover is paintable.
- Plug power cord into battery wand.
- Plug the other end of the extension cable into the socket in the battery pack.

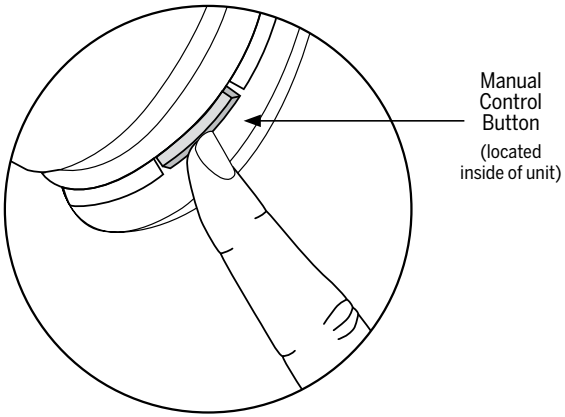


REMOTE OPERATION

- See the Remote Guide.

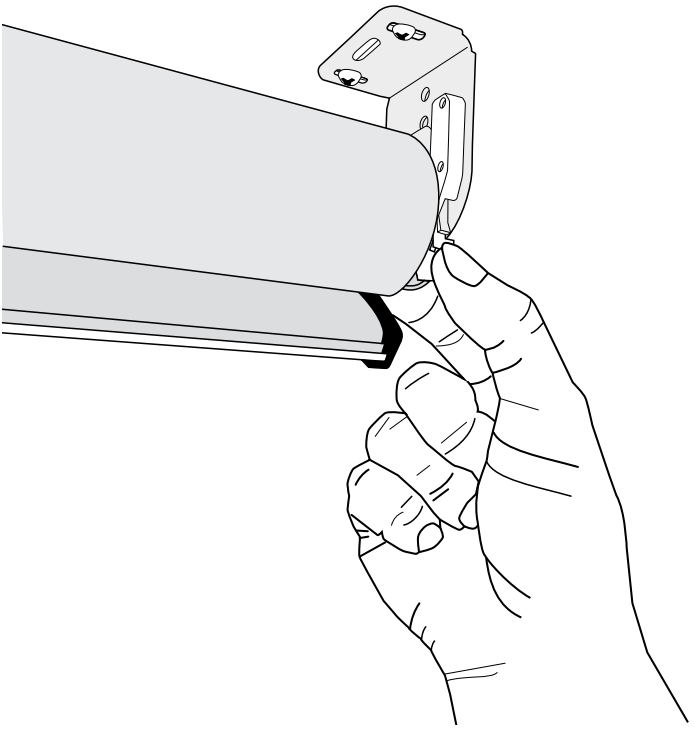
MANUAL OPERATION

- A manual control button is located on the motor side of the shade. This button can control the shade without the remote. This button is also used to program your remote.



REMOVING THE SHADE

- Fully raise the shade.
- Unplug battery pack from the shade.
- Starting at the right/motor side bracket, squeeze the ends of the mounting clip to release from the bracket.
- Slide the shade out of the right bracket, away from the window.
- Carefully pull the shade from the left bracket, fully releasing it from the brackets.
- Uninstall remaining brackets and battery pack if necessary.



CAUTION: Hold shade firmly when removing. Failure to do so may result in the shade falling and possible injury.

CLEANING PROCEDURES

All LEVOLOR Roller Shades have multiple cleaning options.

NOTICE: Avoid contact with window cleaning product. Improper cleaning may void warranty.

DUSTING

Use a feather duster for regular cleaning.

FORCED AIR

Blow away dirt and debris using clean compressed air.

PROFESSIONAL INJECTION/EXTRACTION CLEANING

Call local on-site blind/shade cleaner that injects a cleaning solution into the fabric and extracts the dirty solution at the same time. The service is typically performed at home so you do not need to remove your window treatments.

VACUUMING

Use a low suction vacuum with a brush-type cleaner attachment; stroke lightly over the shade to clean.

SPOT-CLEANING/STAIN REMOVAL AT HOME

Use warm water and a mild soap, like Woolite® or Scotchgard®, if needed. Do not immerse shade in water.

WARRANTY

For complete warranty information visit LEVOLOR.com or call Customer Service at 1-800-LEVOLOR or 1-800-538-6567.

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 (8:30 am – 6:30 pm EST)

www.LEVOLOR.com

ADDITIONAL PARTS AND SERVICES

Additional or replacement parts can be ordered, or shades can be repaired or restrung through our repair center. Please contact LEVOLOR customer service through www.LEVOLOR.com for a return authorization number.

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18-0053-028
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