**OPERATION - LIFT & LOCK CORDLESS**

Operate by depressing the button and lock in place by releasing the button. Positive locking mechanism keeps shade securely in position.

Please Note: Ability to fully raise or lower the shade depends on the reach of the operator.

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**LEVELING THE BOTTOM RAIL**

**LIFT & LOCK CORDLESS SHADES**

Cellular shades use a system that allows for easy leveling of the bottom rail. It is designed to make slight adjustments (less than 1”) to level the moving rails of your shade. It is not designed to make shade length adjustments.

1. Make adjustment with leveling tool found in the bottomrail behind the right end cap. Remove the endcap and pull out the section labeled TOOL.
2. Push in on the adjustment screw with the tool and turn to adjust the rail. Turning clockwise will move the rail down, counter-clockwise will move the rail up.
3. When the rail is level, replace the tool and the endcap.

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**CORDED SHADES**

Cellular shades use a system that allows for easy leveling of the bottom rail. It is designed to make slight adjustments (less than 1”) to level the moving rails of your shade. It is not designed to make shade length adjustments.

Use a flat head screwdriver to turn the adjustment screw to raise or lower either side of the bottom rail.

The adjustment screw is located on the underside of the rail.

One quarter turn of the screw will move the bottom rail up or down approximately 1/4”. Over-turning the adjustment screw (more than 1”) can cause the cord to tangle or get pinched inside the rail. The screw should turn easily - Do Not Force.

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**OPERATION - LIFT & LOCK CORDLESS**

**CORD LIFT SHADES**

Standard heavy duty, low profile headrail in color-coordinated aluminum. Included for cord control shades, angle top shades, and corded top-down/bottom-up shades.

**LIFT & LOCK CORDLESS**

Standard heavy duty, low profile headrail used in conjunction with locking bottomrail. Press the bottomrail button to easily operate the blind then release the button to lock in position.

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**CARE AND CLEANING**

**DUSTING**

Use a soft, clean cloth, dusting mitt or cloth.

**VACUUMING**

Blinds may also be cleaned by vacuuming them with the brush attachment of a vacuum cleaner, tilting the blinds open and closed as just described.

**DAMP CLEANING**

Another way to clean blinds is simply by wiping them with a soft, damp rag.

**Important:** Ultra sonic cleaning of cellular shades is not recommended.
Mounting Brackets

Inside Mount

Position the first two brackets 2 1/2” from the ends of the shade. Evenly space any additional brackets between the two end brackets. Brackets may be mounted to ceiling or the top or inside of window frame. To attach the brackets, the flat surface of the window casement must be at least 1” deep for small rail or 1 5/8” deep for large rail. To fully recess the shade, the flat surface must be at least 1 5/8” deep for small rail 2 7/16” deep for large rail.

Outside Mount

Position the first two brackets 3” from the ends of the shade. The top of the bracket should be positioned at the desired height of the shade. Evenly space any additional brackets between the two end brackets. The brackets are mounted using the rear bracket holes. (Fig. 2) Mount the ends of the installation brackets on a flat vertical surface at least ¾” high.

Optional Spacers & Extensions

Spacer Blocks

Spacer blocks will project the installation bracket 1/2”. Check that your mounting screws are long enough to securely attach the installation bracket and the spacer blocks.

Extension Brackets

Extension brackets can project the installation brackets up to 2½” away from the mounting surface. Connect the installation brackets with the machine screw and speed nut included with each extension bracket.

Hold Down Brackets

Fits into pre-drilled hole in the bottom rail to secure the bottom rail in place. (Generally used on door shades.) (Fig. 3)

Install the Headrail

Unwind the cord from around the shade assembly and let it hang. 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. (Fig. 4) While holding the rail in the front groove of the bracket, make sure no fabric gets caught between the back of the bracket and the rail. Push the rail back and up into the back of the bracket until you hear it snap in place.

To remove shade, reverse the procedure.

Tassel Cord Length

Cord length is usually set to half the length of the fully closed shade. To shorten the length, slide the tassel up on the lift cord to the desired position, knot the cords, and trim the cords below the knot.

Child Safety

An important consideration in any shade installation is child safety. To prevent serious injuries or strangulations, all cords must be kept out of the reach of children. Cord cleats or other methods of keeping the cords from hanging within reach of a child should be utilized. Cellular Shades also include breakaway tassels that will separate and prevent the lift cords from traveling backwards through the cordlock.

WARNING:

Young children can become entangled and strangle in cords. Keep all cords out of the reach of children.