




CUSTOM WINDOW SHADES R-SERIES CLUTCH INSTALLATION INSTRUCTIONS

Thank you for choosing Genesis Custom Window Shades. With proper installation and care, your new shades will provide many years of beauty and performance.

Tools and Fasteners Needed

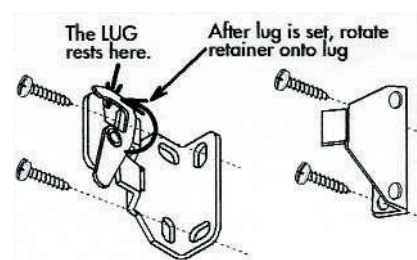
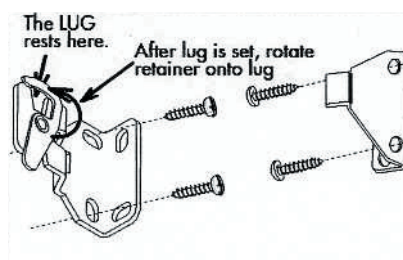
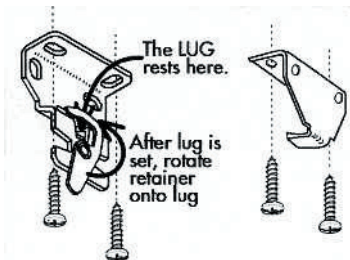
Power Drill, 1/4" Driver and drill bits
Tape Measure
Flat blade Screwdriver
Phillips Screwdriver
Pencil
Level



Mounting Surface	Fastener
Wood	#6 Hex Head Provided 
Drywall, Plaster	Wall Anchors Not Provided 
Metal	Sheet Metal Not Provided 

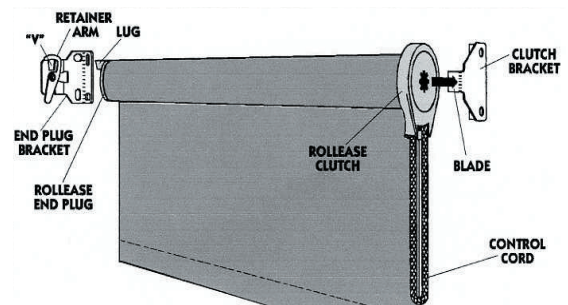
MOUNT THE BRACKETS

- Clutch installation brackets are universal and can be used for inside, outside, ceiling, and reverse roll mounting.
- If the clutch is on the right side, as shown in drawing above, attach brackets to window frame, molding, wall or ceiling.
- If the clutch is on the left reverse the bracket position.
- **Make sure the brackets are mounted level or the shade will roll crooked.**
- Install brackets against a flat mounting surface so they are not angled to the inside or outside.



INSTALL THE SHADE

- Push the clutch straight onto the blade of the clutch bracket. The bottom of the clutch where chain comes out should always point straight down.
- Lower the lug on the end plug onto the "V" of the locking bracket.
- Turn lock on bracket until the lug is enclosed.
- The roller should fit securely in the brackets with just a little play.

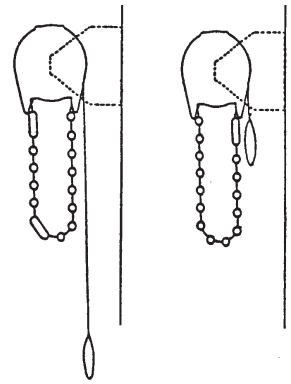


OPERATE THE SHADE.

Pull gently on one side of the chain to raise the shade, on the other side to lower it.

On shades where the fabric rolls toward the window, the front of the chain will raise the shade.

On shades where the fabric rolls toward the room, the back of the chain will raise the shade.



SHADE DOES NOT ROLL STRAIGHT

All shades are hung and inspected in the factory to ensure a straight roll. All spring roller shades should be pulled from the center of the bottom of the shade. Pulling the shade from the sides can cause the shade to roll crooked and possibly damage the material. Masking tape used on the roller will act as a shim. Use the following instructions to correct.

If shade veers toward the right (Fig. A) lower completely and place a 4" strip of masking tape on the roller on the left side. Repeat as necessary until a straight roll is achieved.

If shade veers toward the left (Fig. B) lower shade completely and place a 4" strip of masking tape on the roller on the right side. Repeat as necessary until a straight roll is achieved.

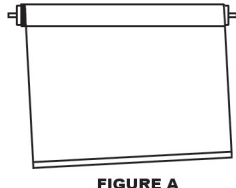
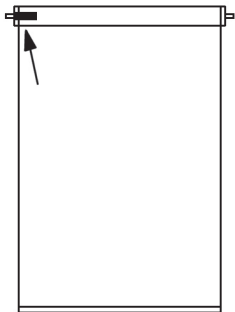


FIGURE A

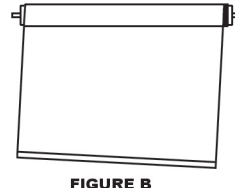
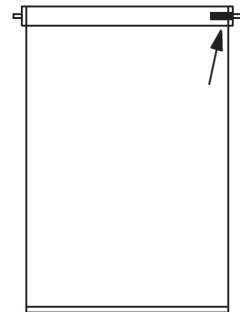
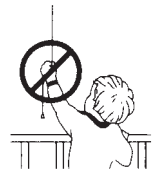


FIGURE B



INSTALL CORD TENSION LOCK

See separate instructions included for installation of the Cord Tension Lock for child and pet safety.



Attaching Decorative Pulls

All pulls are shipped separately to avoid shipping damage.
 All pulls are designed for a sewn hemline with a wood slat.
 Pulls are not available on Season-Vue or Solar Comfort shades.



Hem Grip

Remove wood slat from pocket, install hem grip, then slide slat inside hem.



Eyelet

Factory installs in center of hem line to attach a ring pull, tassel, wood tassel or Urn Cord Weight with a cord.



Higbee Button

Screw into the center of the hem line through the wood slat. Can attach a ring pull, tassel, wood tassel or Urn cord weight with a cord.



Ring Pull

Insert cord loop on the end of the ring pull through eyelet. Open cord and insert pull through loop. Pull to tighten. Can also attach with a Higbee Button.



Tassel

Insert cord loop on the end of the tassel through the eyelet. Open cord and insert tassel through loop. Pull to tighten. Can also attach with a Higbee Button.



Wood Tassel

Insert cord through tassel and make a knot. Tie other end to Eyelet. When using a Higbee Button, make a knot in the other end and push the pin through the knot when attaching to the wood slat.



Urn Cord Weight

Insert cord through Urn and make a knot. Tie other end to Eyelet. When using a Higbee Button, make a knot in the other end and push the pin through the knot when attaching to the wood slat.



Metal Pull

Screw into center of hem line through the wood slat.

Decorative Accents

Decorative Accents are shipped separate to avoid shipping damage. A decorative plate with screws will be sent for attachment to the front or back of the shade hemline. Screw holes will be pre-drilled at the factory.

Carpet Pull



Caterpillar Pull



Charleston Pull



Leather Pull



Decorative Hem with Poles and Finials

All poles and finials are shipped separately to avoid shipping damage. Insert the pole into the pockets and slide through. Attach finials.



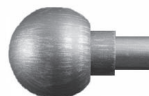
Cone Finial
 Item 10-1222-X
 Oak 7; Black 3



Funnel Finial
 10-1223-X
 Oak 7; Mahogany 2



Bird Cage Finial
 Item 10-1153-X
 Gold 8; Black 3



Ball Finial
 Item 10-1154-X
 Pewter 0; Ant. White 9



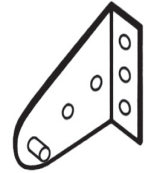
Globe Finial
 Item 10-1221-3
 Black



End Cap Finial
 Item 10-1162-X
 Gold 8; Black 3

INSTALL OPTIONAL HOLD-DOWNS

- Lower the shade and place the pins from the hold-down brackets into the end caps on the bottom rail.
- On the mounting surface, mark the bracket hole locations.
- Check that the brackets are level and attach them to the mounting surface using two screws.



CARE AND CLEANING

Regular vacuuming with a soft bristle attachment will maintain a like-new appearance for most cloth fabrics. Wiping with cold water and a mild detergent will take care of most vinyl fabrics.



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