

# Parasol™ Plantation Pleat

## Achieva Clutch

### Installation Instructions

Thank you for choosing Parasol™ Plantation Pleated Shades with Achieva clutch operating system. With proper installation and care, your Parasol shades will provide many years of beauty and performance. Be sure the shade will be mounted clear of window cranks, trim work, etc. Shade should not be mounted where it will hit anything while being lowered. Pencil mark locations for brackets to wall or frame.

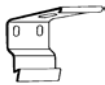
Tools Needed		Shade Width	Brackets
Measuring Tape	Phillips Screwdriver	Up to 36"	2
Power Drill & Bits	Scissors	36" to 71"	3
Long Flat Blade Screwdriver	Wall Anchors if needed		

#### TIPS FOR MOUNTING THE BRACKETS

Try to keep at 1/4" from the edge of the wood to avoid splitting it. You may drill holes for the screws using a 5/64" drill bit. If the mounting surface is metal, you just pre-drill holes for the #6 screws. Use a #31 steel drill bit, .120 diameter. If the surface is brick, tile, stone or concrete, it will be necessary to use a carbide drill bit and suitable anchors, plugs or screws. Wall board will need pre-drilled holes for anchors. Follow manufacture recommendations for these types of fasteners.

#### Mounting Hardware

Mounting hardware was specified at the time the shades were ordered. The hardware may include:



Achieva Installation



Extension Brackets



Hold Down Bracket



Cord Cleats

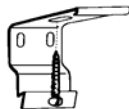
#### 1. ATTACH THE INSTALLATION BRACKETS

##### MARKING THE BRACKET LOCATION

Hold the shade up to the desired mounting position and make pencil marks on the window at each bracket location. Open the shade to check the position and be sure the shade is level. The end brackets should be placed within 6" in from each end of the shade.

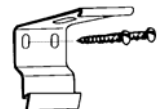
##### Inside Mount

Drive screws through the top of the bracket. Use one screw per bracket.

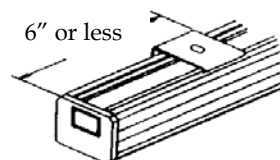
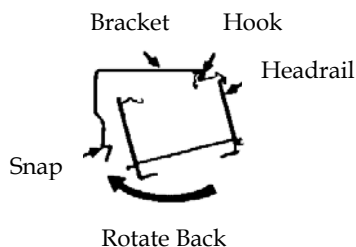


##### Outside Mount

Drive screws through the back of the bracket. Use two screws per bracket.

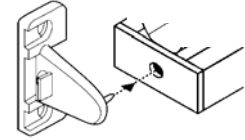


Place any additional brackets evenly across the width of the headrail. If ordered, mount the extender brackets first. Then assemble the brackets using one screw and one nut as pictured in **Mounting Hardware** section. Be sure all the brackets are the same distance from the wall to the tip. Hook the top of the headrail in the bracket, rotate back until it snaps in.



## OPTIONAL HOLD DOWN BRACKETS

Hold down brackets are used to prevent the bottom of the shade from swaying. Typically used on doors or Top Down/Bottom Up shades. To install brackets, first press the pin of the bracket into the hole at the center of the bottom rail end caps to break the thin layer of plastic that covers the hole. Next, insert a bracket into each end of the bottom rail and mark the location where the brackets will be mounted. Mount each bracket at the marked location using 2 screws per bracket. Be sure to mount the brackets so they can flex to allow you to insert and remove the bottom rail.



## CORD CLEAT INSTALLATION CHILD SAFETY

**Warning:** Keep cords out of the reach of children. See instructions included with cord cleats for installation.

## OPERATION AND CARE OPERATION

Pull the cord to the back of the headrail to lower. Pull the cord to the front of the headrail to raise it. Or just pull the cord to the back of the shade and when it reaches the bottom, continue pulling the cord and it will go back up. Be sure the shade is mounted clear of window cranks, trim, etc. If the shade hits something while being lowered, it may hang unevenly. Remove the obstruction and continue lowering it all the way to the bottom, then raise it. This should automatically straighten the shade.

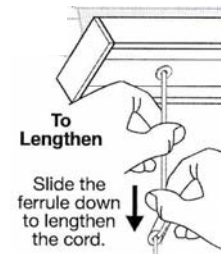
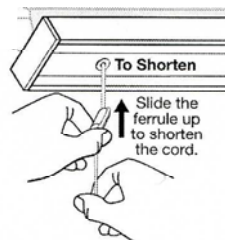
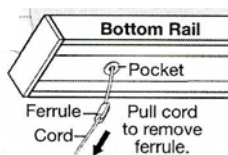
## CARE AND CLEANING

Because Parasol fabric is anti-static, it requires very little cleaning. A light sweep with your vacuum cleaner brush attachment is all that is needed to keep it dust-free. For a more thorough cleaning, the entire shade may be gently wiped with a soft damp cloth using lukewarm water and a mild cleaner. Take special care when handling opaque fabrics to avoid creasing, and do not immerse in water. Professional Ultrasonic cleaning is another option except for shades made with opaque fabrics.

## BOTTOM RAIL LEVEL ADJUSTMENT

Leveling the bottom rail can be accomplished by adjusting the cord on the underside of the bottom rail.

- Locate the ferrule which is seated in a pocket on the bottom rail.
- Remove the ferrule by pulling on the excess cord. If the cord has been trimmed, use needlenose pliers to access it.
- To shorten the cord, hold the cord tight under the ferrule. Then slide the ferrule up toward the pocket.
- To lengthen the cord, hold the cord tight under the ferrule. Then slide the ferrule down.
- After adjusting, place the ferrule fully back into the pocket.
- Once you are certain of the final adjustments, trim the cord flush with the ferrule and bottom rail.



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