



Installation Instructions

Lifting Systems

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[R-Series Clutch](#)

[SL-Series Clutch / Accu-Rise](#)

[Spring Roller](#)

[Board Mounted](#)

[Roman Shade](#)

[Exterior Roller w/ Cable Guide](#)

Fascia

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[Light Blockout](#)

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Installation Instructions

Small Cassette, Modern, Modern Plus,
and Large Cassette



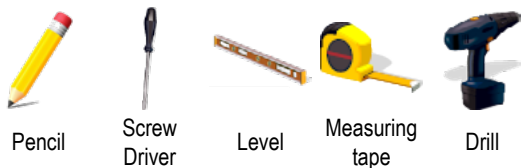
Thank You

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

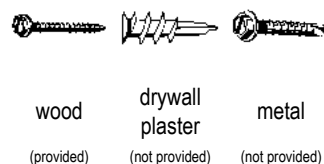
Before Installing

Remove shade from the package. Keep all packaging until shade operates to your satisfaction.
Contents of your hardware package may vary depending on options chosen.
Additional fasteners may be needed on your specific mounting surface.

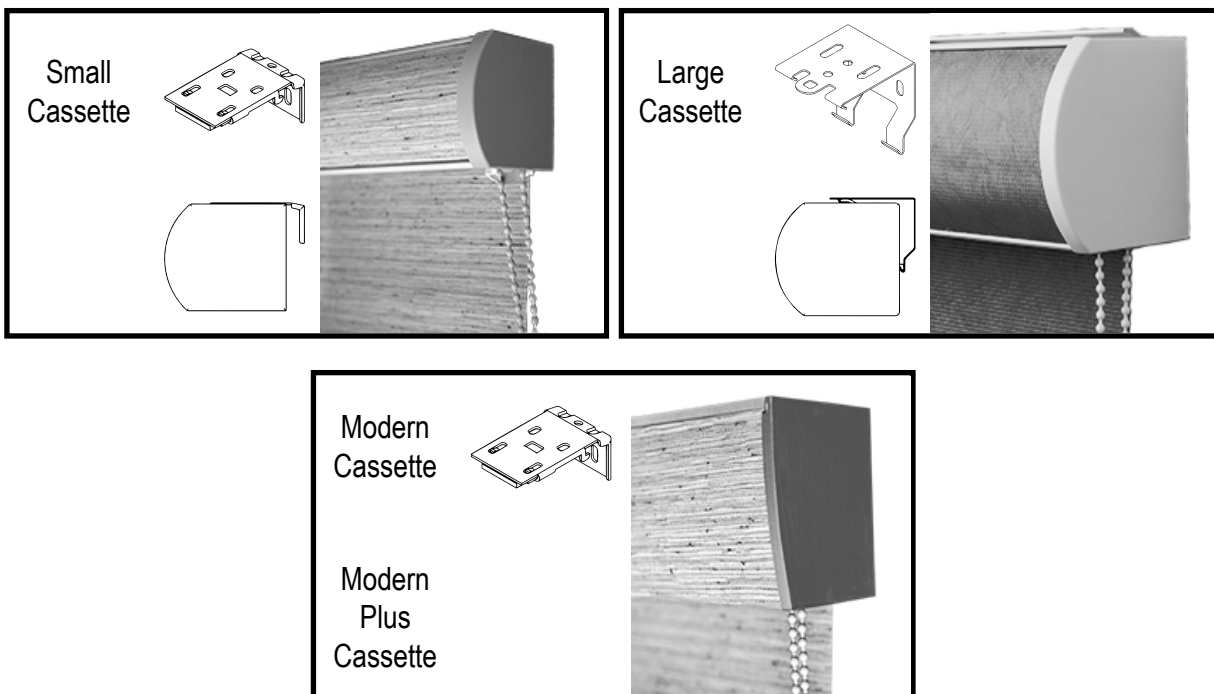
Tools



Fasteners



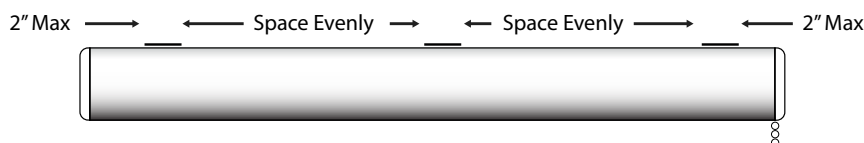
Your Shade



Installation Instructions

Step 1 Space Brackets in Window

Measure 2" in from each end of the headrail and mark the bracket location on the mounting surface. Space additional brackets evenly between the end brackets.



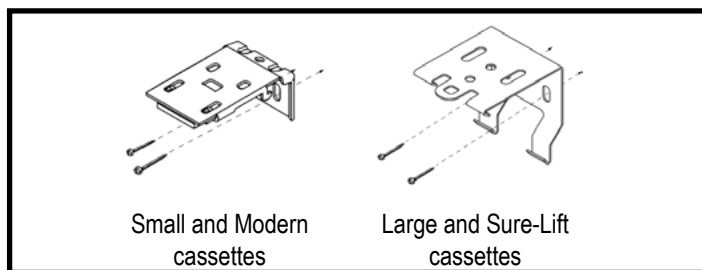
If spacer blocks are being used, place in between mounting surface and bracket before attaching with screws

Shade Width	Brackets Required	2-on-1 Headrail
15" - 48"	2	If using 2-On-1 headrail option, a center bracket is required at center gap.
48 1/16" - 72"	3	
72 1/16" - 90"	4	
90 1/16" - 120"	5	
120 1/16" - 156"	6	

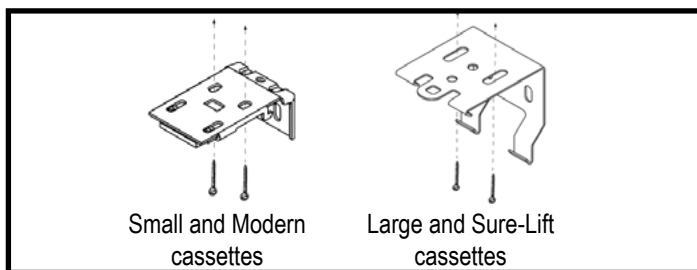
Step 2 Install the Brackets

Use two screws (and appropriate fasteners if needed) to attach each installation bracket to the top of the window. Brackets **must** be level and aligned.

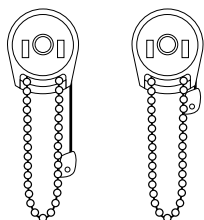
Outside Mount



Inside Mount



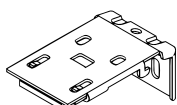
Step 3 Install the Shade



Too Low Correct

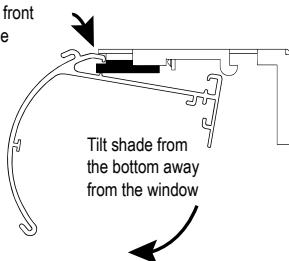
Make sure that the shades are rolled up to the roller before installation

Small, Modern and Modern Plus Cassettes



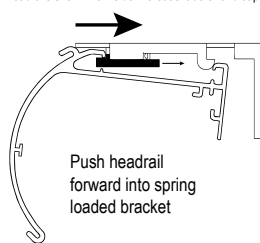
Small and Modern Cassettes

Insert the spring loaded tab on the bracket into the front groove on the top of the headrail

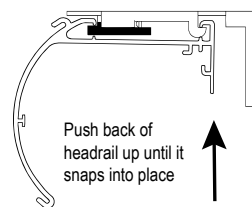


Tilt shade from the bottom away from the window

*headrails shown from side without shade or end caps.



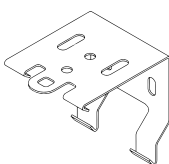
Push headrail forward into spring loaded bracket



Push back of headrail up until it snaps into place

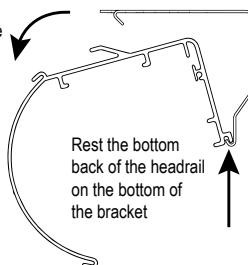
Installation Instructions

Large and Sure-Lift Cassettes



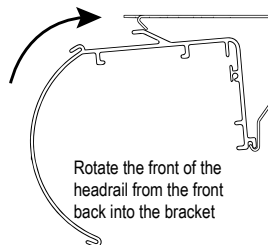
Large and Sure-Lift Cassettes

Tilt the front of the headrail Down

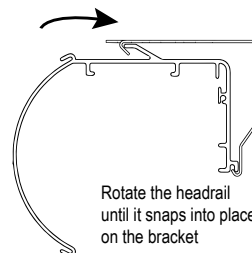


Rest the bottom back of the headrail on the bottom of the bracket

*headrails shown from side without shade or end caps.



Rotate the front of the headrail from the front back into the bracket



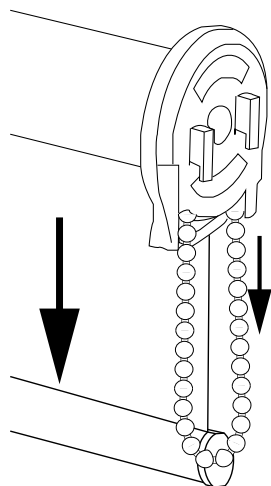
Rotate the headrail until it snaps into place on the bracket

Important: After Cassettes are installed check Each Bracket to make sure they are properly installed and the Cassette is properly seated to ensure proper operation

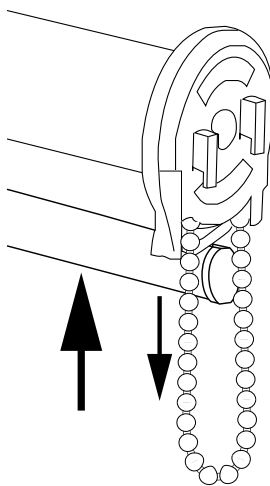
Step 4

Operate the Shade

Check Shade for proper operation. If shade Skews left or right (does not roll up straight), check that the headrail is level.
If headrail is level and the shade still skews, it may require shimming.

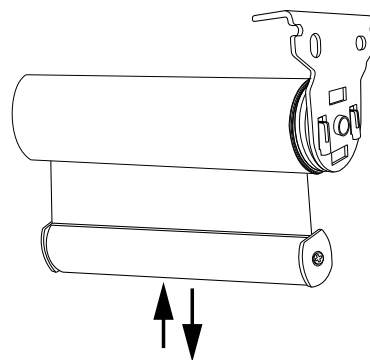


Pull gently on the back side of the chain to to lower it.



Pull gently on the front side of the chain to to raise it.

Accu-Rise

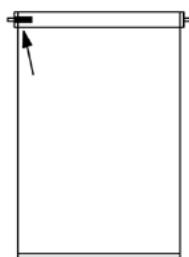


Pull Accu-Rise shade gently from the center of the shade to lower it. Push up from center to raise it.

Cassette not shown for clarity

Installation Instructions

Shimming



If shade veers toward the right (Fig. A)

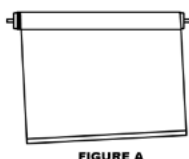


FIGURE A

Lower the shade 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.

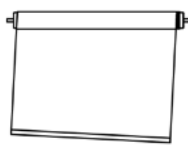
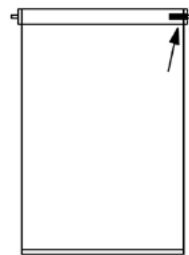


FIGURE B

If shade veers toward the left (Fig. B)

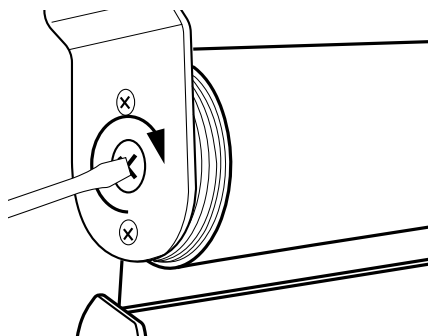


Lower the shade completely and place a 4" strip of masking tape on the roller on the right side. Repeat as necessary until a straight roll is achieved.

EZ Lift

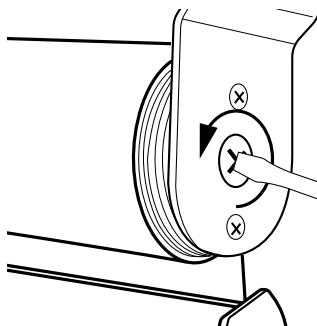
Adjust Tension

Remove any Bracket Covers and locate Control Side



If control side is on the left, the tension is set Counter Clockwise

Start with a Quarter Turn and then raise and lower to check tension until proper tension is achieved



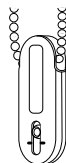
If control side is on the right, the tension is set Clockwise

Start with a Quarter Turn and then raise and lower to check tension until proper tension is achieved

Step 5

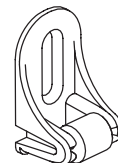
Install Cord Tensioner, Hold Downs

Cord Tension Lock



See Cord Tension Lock installation instructions

Hold Downs

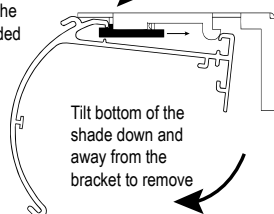


See Hold-Down installation instructions

Shade Removal

Small and Modern Cassettes

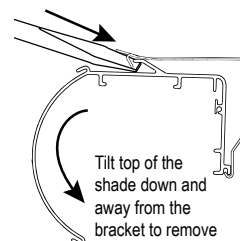
Push the headrail in toward the spring loaded bracket



Tilt bottom of the shade down and away from the bracket to remove

Large and Sure-Lift Cassettes

Insert a flat blade screwdriver into the middle of the bracket under the tab



Tilt top of the shade down and away from the bracket to remove

Installation Instructions

R-Series Clutch



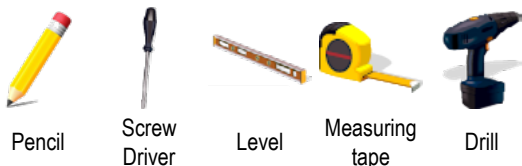
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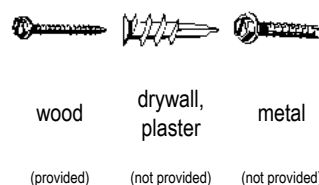
Before Installing

Remove shade from the package. Keep all packaging until shade operates to your satisfaction. Contents of your hardware package may vary depending on options chosen. Additional fasteners may be needed on your specific mounting surface.

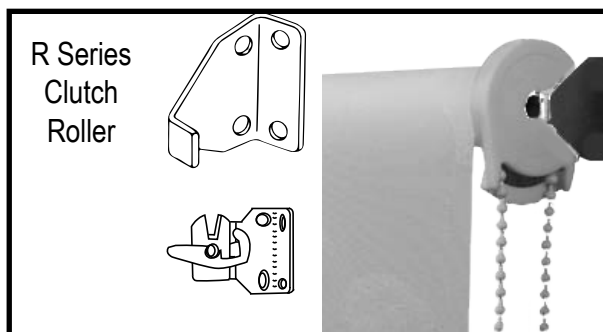
Tools



Fasteners



Your Shade

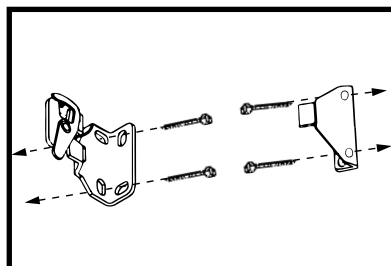


Step 2 Install Brackets

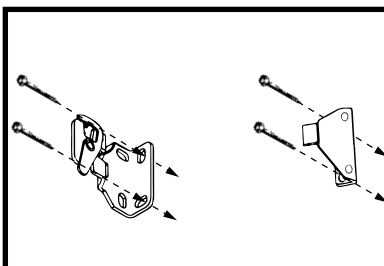
Clutch Installation brackets are universal and can be used for inside, outside, ceiling, and reverse roll mounting.

Attach brackets with screws to window frame, molding, wall, or ceiling.
Ensure that brackets are mounted level and flat against mounting surface so they are not at an angle

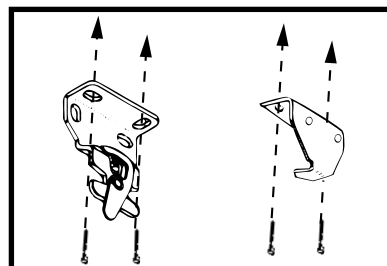
Outside Mount



Inside Mount



Ceiling Mount

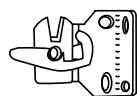


If the clutch is on the Left, reverse the bracket position.

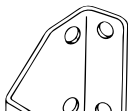
Installation Instructions

Step 3

Install the Shade



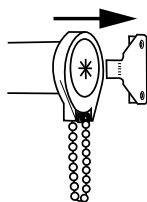
Retainer Arm
bracket



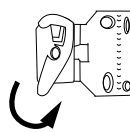
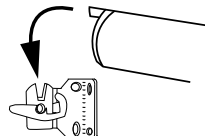
Tabbed bracket

Push the clutch straight
onto the flat tab of the
bracket.

The bottom of the clutch
should always point
straight down



Lower the lug on end plug
onto the "V" of the locking
bracket

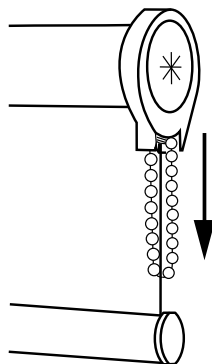


Turn Retainer Arm on bracket
until the lug is enclosed

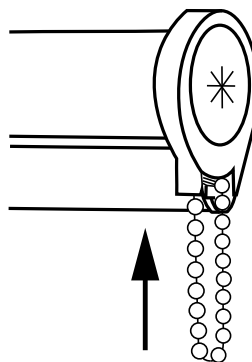
The shade should fit securely in the
brackets with just a little play.

Step 4

Operate the Shade



Pull gently
on the back
side of the
chain to
lower it.



Pull gently
on the front
side of the
chain to
raise it.

Shimming

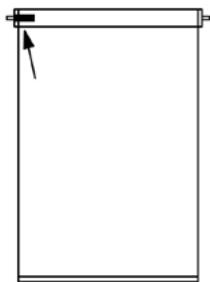


FIGURE A

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



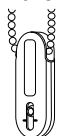
FIGURE B

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

Step 5

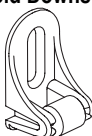
Install Cord Tensioner, Hold Down

Cord Tension Lock



See Cord
Tension Lock
installation
instructions

Hold Downs



See Hold-
Down
installation
instructions

Installation Instructions

SL-Series Clutch and Accu-Rise

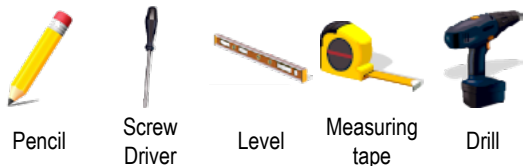
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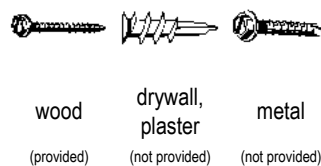
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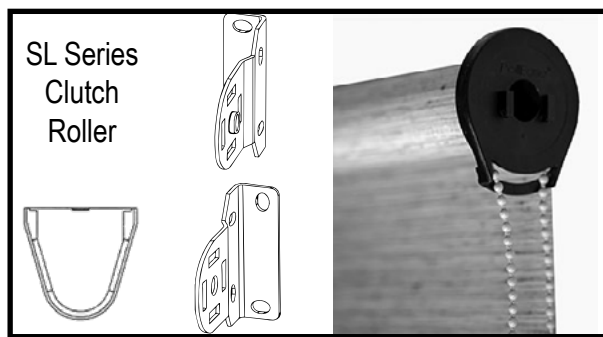
Tools



Fasteners



Your Shade



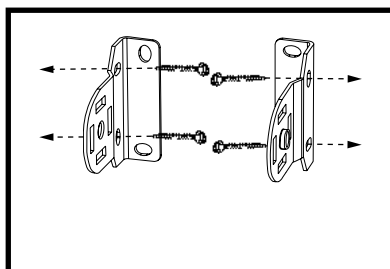
Step 1

Install Brackets

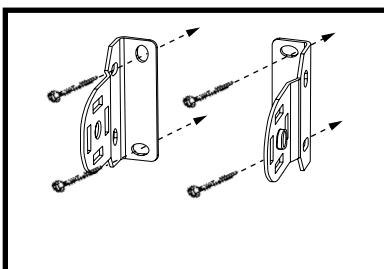
Clutch Installation brackets are universal and can be used for inside, outside, ceiling, and reverse roll mounting.

Attach brackets with screws to window frame, molding, wall, or ceiling.
Ensure that brackets are mounted level and flat against mounting surface and not at an angle.

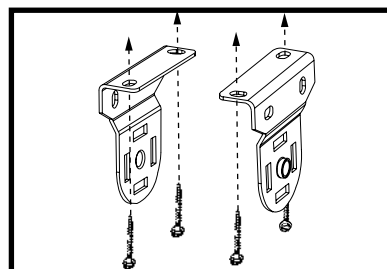
Outside Mount



Inside Mount



Ceiling Mount



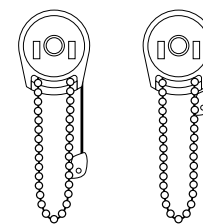
Make sure Brackets are mounted Level or the shade will not roll straight.

Installation Instructions

Step 2

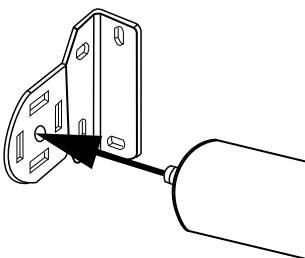
Install the Shade

Make sure that the shades are rolled up to the roller before installation



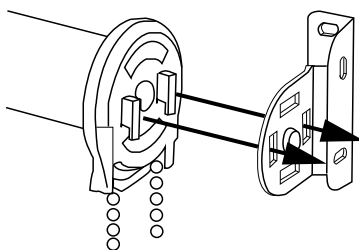
Too Low Correct

Step 1



Insert the Spring Loaded Pin end into the round hole in the bracket

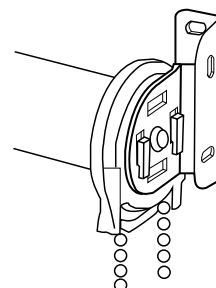
Step 2



Keeping the pin end in the bracket, insert the Hook Arms on the clutch straight into the receiving slots on the bracket.

The bottom of the clutch should always point down.

Step 3

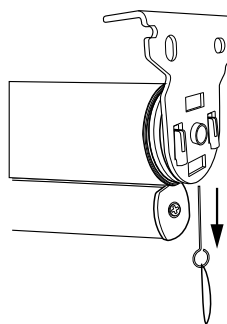
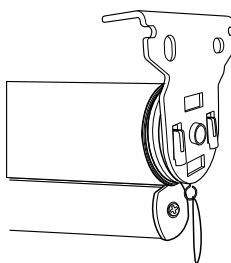


Gently push the hook arms down onto the bracket to lock them in place.

CAUTION: DO NOT remove the retainer pin before shade is fully installed and seated in brackets

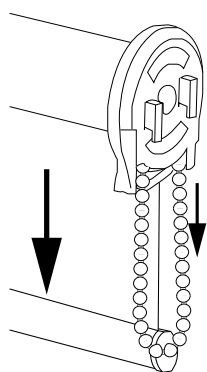
Accu-Rise

Remove retainer pin after shade is fully installed and the hook arms are fully seated in the bracket.

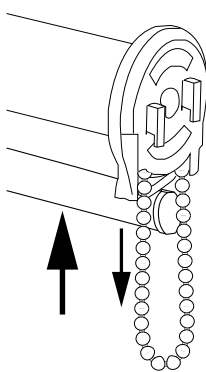


Step 3

Operate the Shade

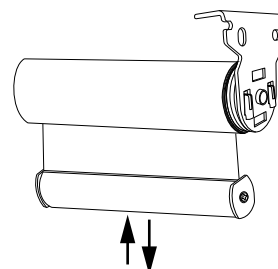


Pull gently on the back side of the chain to to lower it.



Pull gently on the front side of the chain to to raise it.

Accu-Rise



Pull Accu-Rise shade gently from the center of the shade to lower it. Push up from center to raise it.

Check Shade for proper operation. If shade Skews left or right (does not roll up straight), check that the brackets are level. If brackets are level and the shade still skews, it may require shimming.

Installation Instructions

Shimming

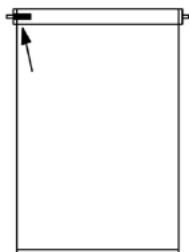


FIGURE A

If shade veers toward the right (Fig. A)

Lower the shade 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.



FIGURE B

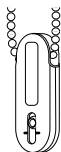
If shade veers toward the left (Fig. B)

Lower the 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.

Step 4

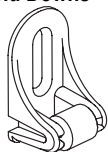
Install Cord Tensioner, Hold Downs, Bracket Covers, Bead Stop

Cord Tension Lock



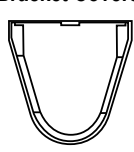
See Cord Tension Lock installation instructions

Hold Downs

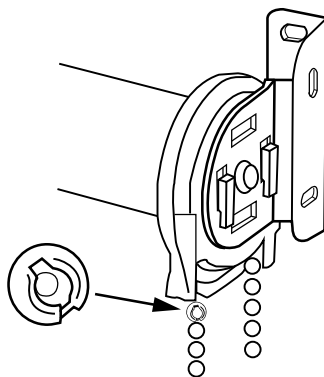
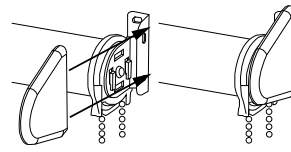


See Hold-Down installation instructions

Bracket Covers



Slide Bracket Covers over the installation brackets until snapped into place.



Lower Shade to desired length.

On the front of the chain directly below the clutch, attach the round stop to the first bead on the chain.

This will prevent the shade from being lowered beyond the desired length.

Installation Instructions

Spring Roller



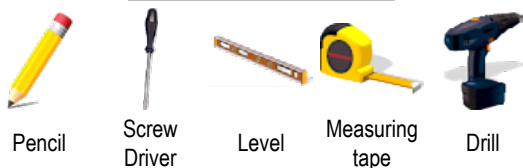
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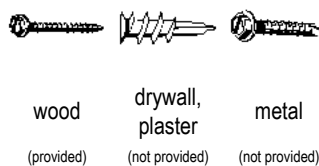
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Additional fasteners may be needed on your specific mounting surface.

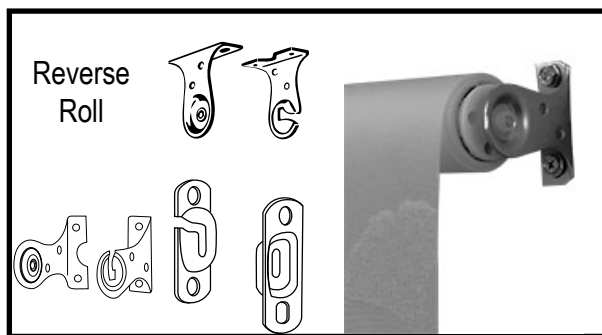
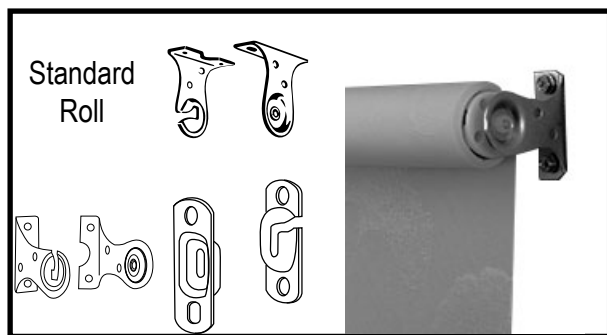
Tools



Fasteners



Your Shade

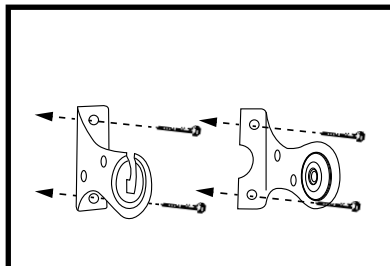


Step 1

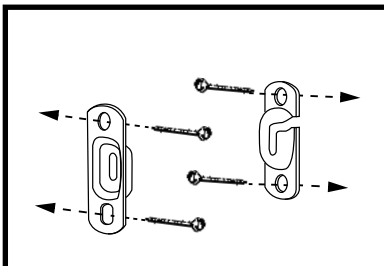
Install Brackets

Attach brackets with screws to window frame, molding, wall, or ceiling.
Ensure that brackets are mounted level and flat against mounting surface and not at an angle.

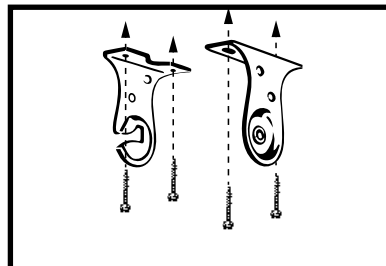
Outside Mount



Inside Mount



Ceiling Mount

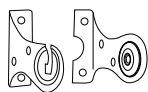


Make sure Brackets are mounted Level or the shade will not roll straight.

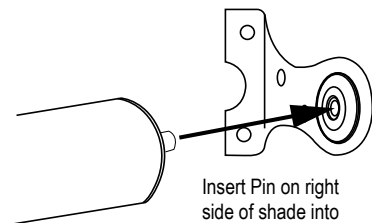
Step 2

Install the Shade

Step 1

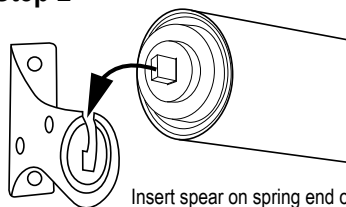


Outside/Ceiling Bracket



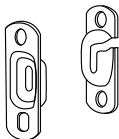
Insert Pin on right side of shade into bracket

Step 2

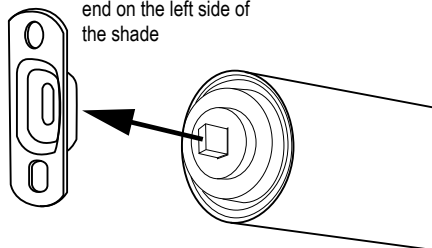


Insert spear on spring end on the left side of the shade into the opposite bracket

Step 1

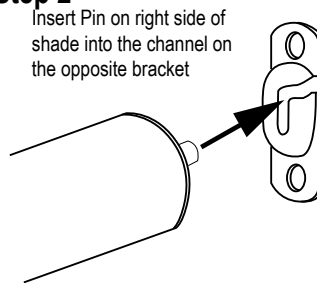


Inside Bracket



Insert spear on spring end on the left side of the shade

Step 2



Insert Pin on right side of shade into the channel on the opposite bracket

lower shade and Pin end down to the bottom of the bracket channel

Reverse Roll shades will have the brackets on opposite sides

Step 3

Operate the Shade

Adjusting Roller Tension

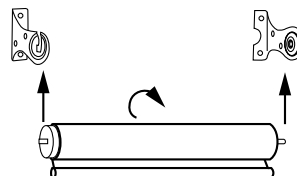
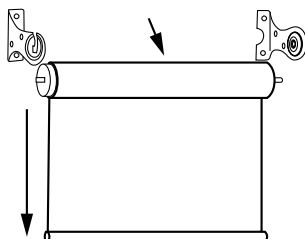
Occasionally during shipping the spring in the roller may lose tension.

Use the following instructions to adjust the tension.

Draw shade down about 18" and remove from brackets

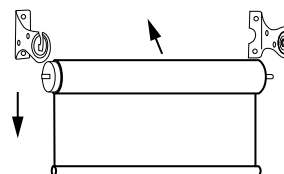
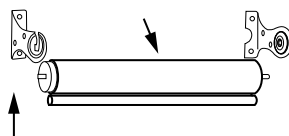
Roll up shade by hand and replace in brackets

When the shade does not roll up, the spring is too loose.



To Tighten:

When the shade rolls up too fast, the spring has too much tension.



To loosen:

Raise shade all the way up and remove from brackets

Unroll shade about 18" and replace in brackets

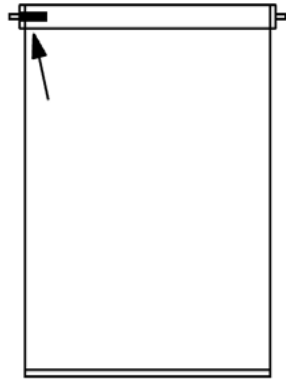
Repeat as necessary to achieve proper tension

Installation Instructions

All spring roller shades should be pulled from the bottom center of the shade.
If shade Skews left or right (does not roll up straight), check that the brackets are level.

If brackets are level and the shade still skews, it may require shimming.

Shimming



If shade veers
toward the Right

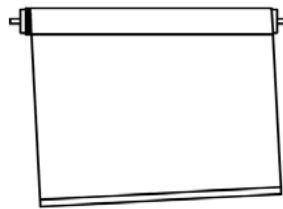


FIGURE A

Lower the shade 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

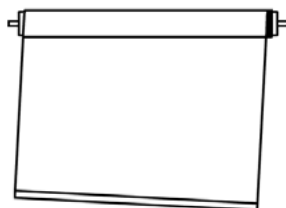
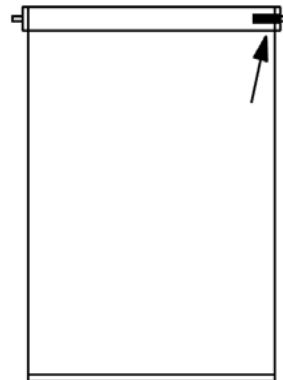


FIGURE B



Lower the 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.

Step 4

Install Hold Downs

Hold Downs



See Hold-Down installation instructions

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.

Installation Instructions

3" and 4" Fascia

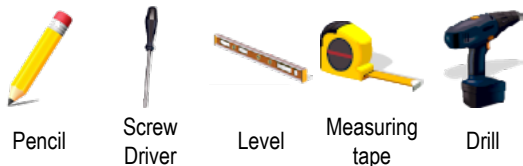
Thank You

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

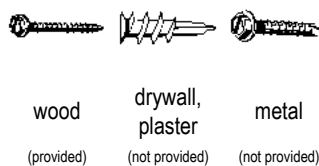
Before Installing

Remove shade from the package. Keep all packaging until shade operates to your satisfaction. Contents of your hardware package may vary depending on options chosen.
Additional fasteners may be needed on your specific mounting surface.

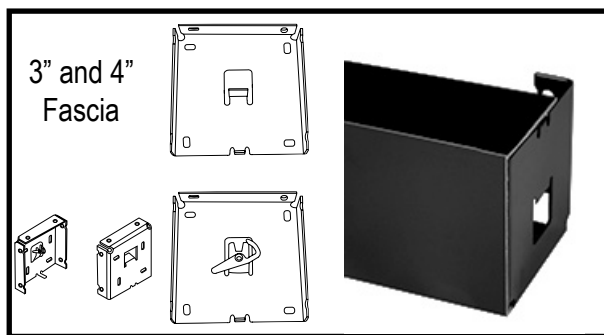
Tools



Fasteners



Your Shade

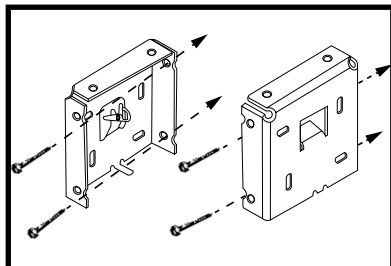


Step 1

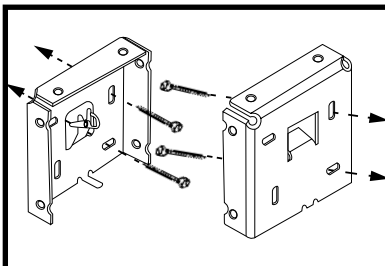
Install Brackets

The Open End of each bracket faces Downward, as shown below.
Use at least two screws per bracket, and make sure screw heads clear the clutch.

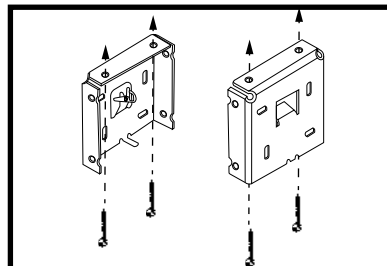
Outside Mount



Inside Mount



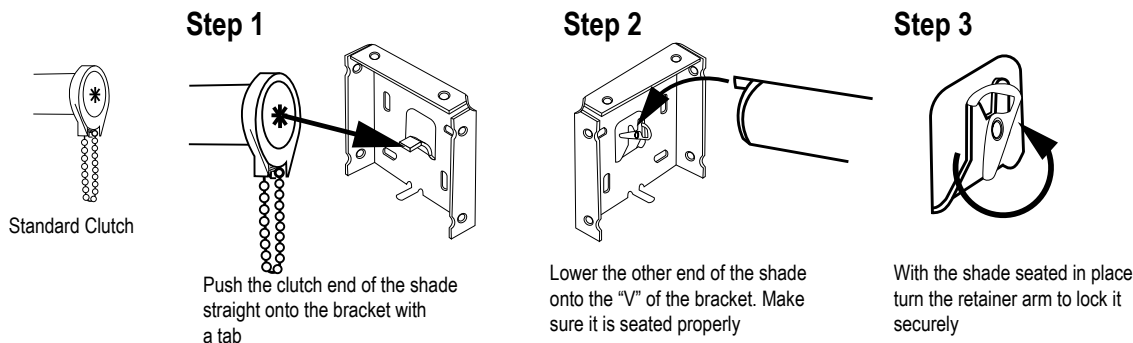
Ceiling Mount



Make sure Brackets are mounted Level or the shade will not roll straight.

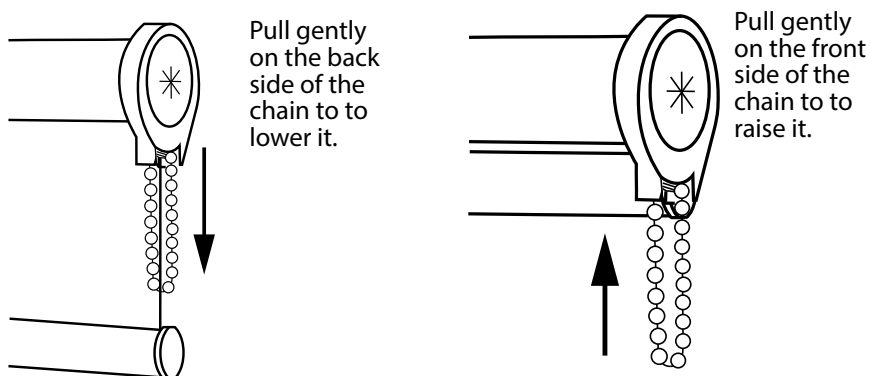
Step 2

Install the Shade



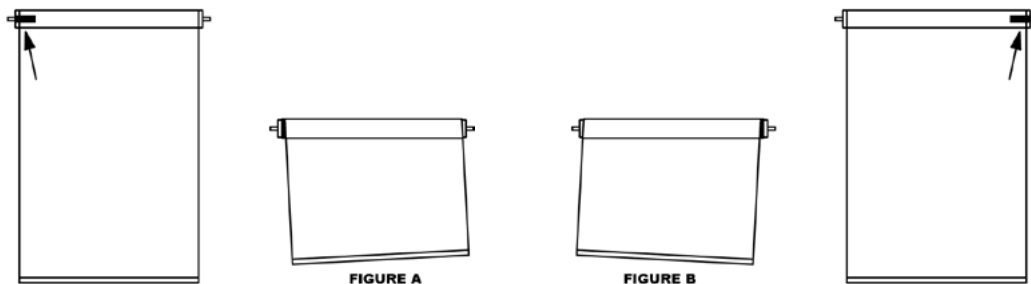
Step 3

Operate the Shade



Check Shade for proper operation. If shade Skews left or right (does not roll up straight), check that the brackets are level. If brackets are level and the shade still skews, it may require shimming.

Shimming



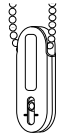
If shade veers toward the right (Fig. A) lower the shade completely and place a 4" strip of masking tape on the roller on the left side. Repeat as necessary until a straight roll is achieved.

If shade veers toward the left (Fig. B) lower the 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.

Step 4

Install Cord Tensioner, Hold Down, Chain Stop

Cord Tension Lock

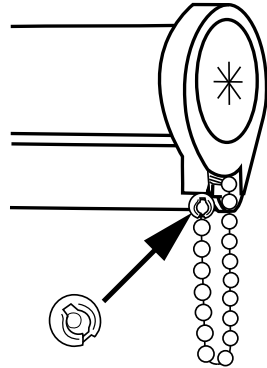


See Cord Tension Lock installation instructions

Hold Downs



See Hold-Down installation instructions



Lower Shade to desired length.

On the front of the chain directly below the clutch, attach the round stop to the first bead on the chain.

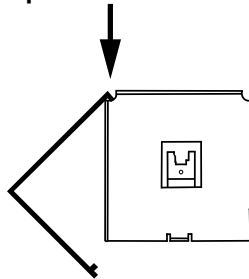
This will prevent the shade from being lowered beyond the desired length.

After the shade is installed and operates correctly, proceed to install the fascia

Step 5

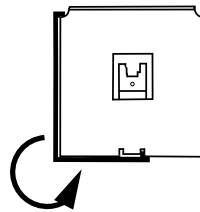
Install the Fascia

Step 1



Tilt fascia so that the lip at the top of the fascia can rest into the slots in the top of the bracket

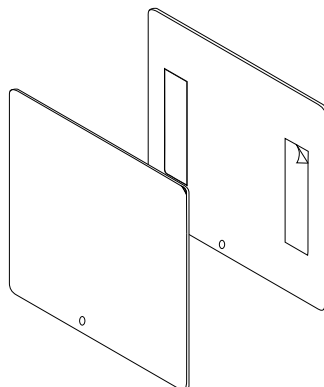
Step 2



Tilt the fascia forward until it snaps onto the bottom bracket tabs

Step 6

Install the Bracket Covers



Outside Mount

Peel off the paper and affix the metal bracket cover to the fascia end

Installation Instructions

5" Fascia Single

SL clutch and Motorized



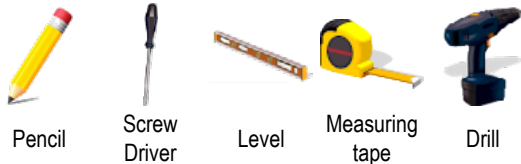
Thank You

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

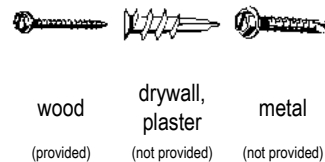
Before Installing

Remove shade from the package. Keep all packaging until shade operates to your satisfaction. Contents of your hardware package may vary depending on options chosen.
Additional fasteners may be needed on your specific mounting surface.

Tools

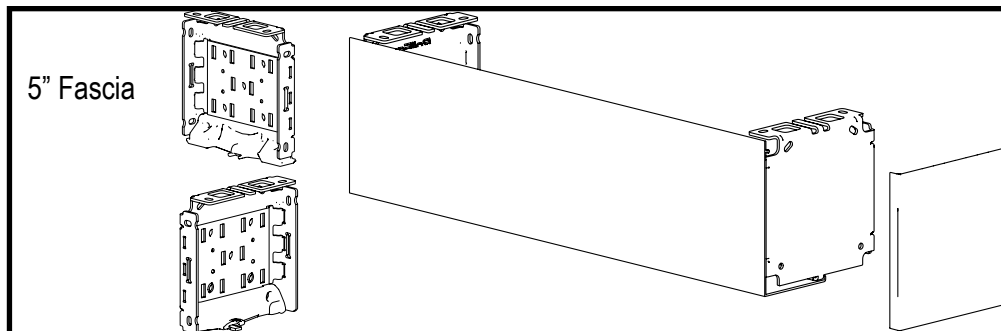


Fasteners



Your Shade

Single Shade SL/Motorized with 5" Fascia

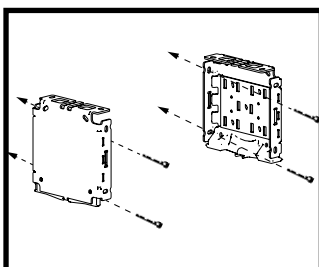


Step 1

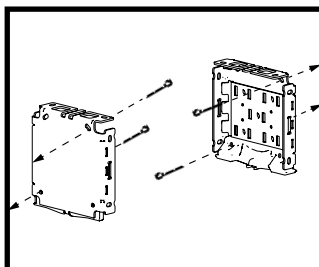
Install Brackets

The Open End of each bracket faces Downward, as shown below.
Use at least two screws per bracket, and make sure screw heads clear the clutch.

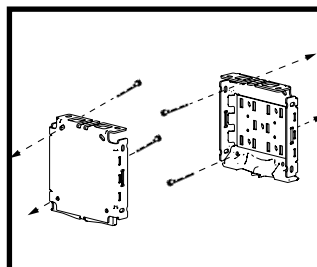
Outside Mount



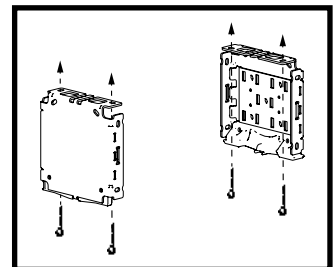
Inside Mount



Partial Inside Mount



Ceiling Mount

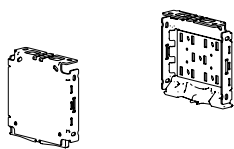


Make sure Brackets are mounted Level or the shade will not roll straight.

Installation Instructions

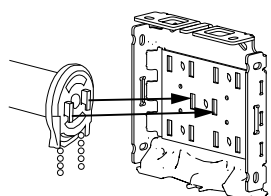
Step 2

Install the Shade



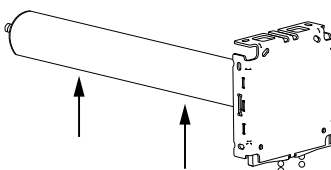
5" Fascia Brackets

Step 1



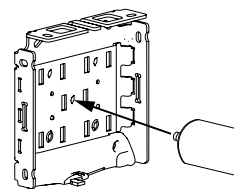
Install the clutch end or motor end of the shade first by inserting the tabs into the holes on the plate of the bracket

Step 2



Be sure to support the shade in the middle and not to rest it completely on the tabs of the clutch or motor to avoid damaging them

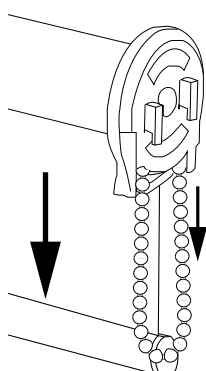
Step 3



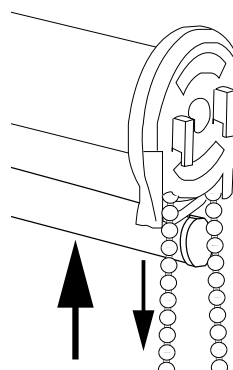
insert the spring loaded pin end of the idler end into the corresponding hole on the opposite bracket

Step 3

Operate the Shade



Pull gently on the back side of the chain to lower it.



Pull gently on the front side of the chain to raise it.

Check Shade for proper operation. If shade Skews left or right (does not roll up straight), check that the brackets are level. If brackets are level and the shade still skews, it may require shimming.

Shimming

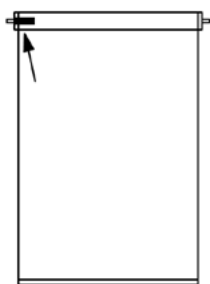


FIGURE A

If shade veers toward the right (Fig. A) lower the shade 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.



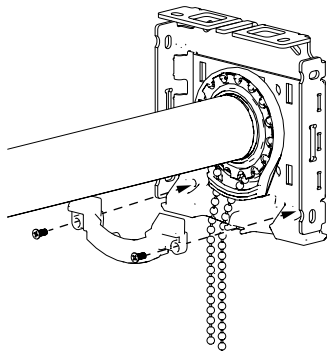
FIGURE B

If shade veers toward the left (Fig. B) lower the 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.

Step 4

Install Cord Tensioner, Hold Downs, Chain Stop, Chain Guide Cover

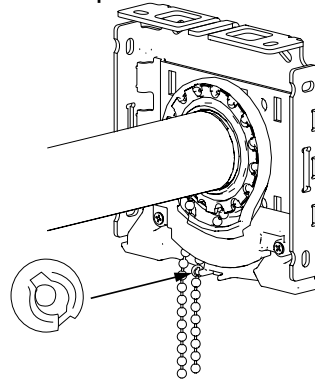
Chain Guide Cover



Align chain on the chain guide to the rear of the bracket to clear Fascia

Attach the Chain Guide Cover to secure chain

Chain Stop

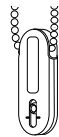


Lower Shade to desired length.

On the front of the chain directly below the clutch and Chain Guide Cover, attach the round stop to the first bead on the chain.

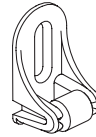
This will prevent the shade from being lowered beyond the desired length.

Cord Tensioner



See Cord Tension Lock installation instructions

Hold Downs



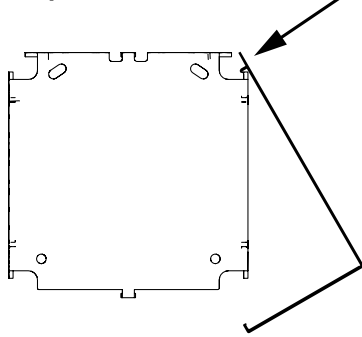
See Hold-Down installation instructions

Step 5

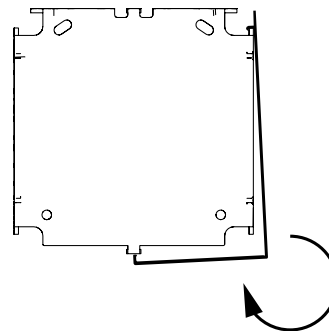
Install the Fascia

Tilt fascia so that the lip at the top of the fascia can hook onto the top of the bracket

Step 1

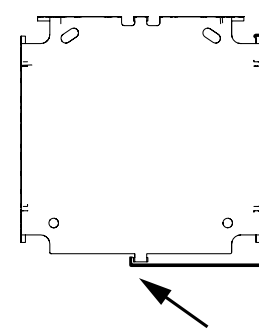


Step 2



Tilt the fascia forward towards the bottom of the bracket

Step 3

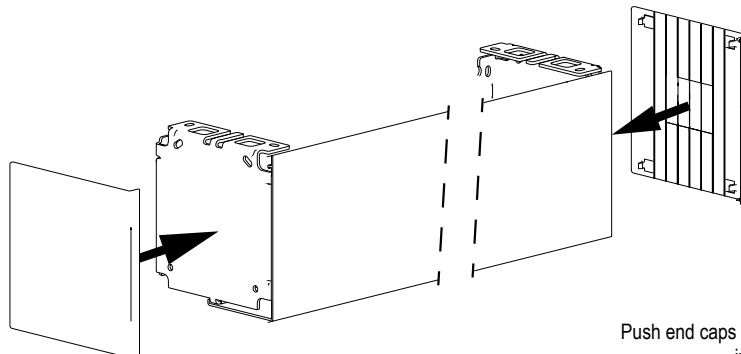


Make sure that the fascia snaps into place on the bracket tab

After the shade is installed and operates correctly, proceed to install the fascia

Step 6

Install the Bracket Covers



Push end caps onto brackets and snap into place

Installation Instructions

5" Fascia DUAL

SL clutch and Motorized



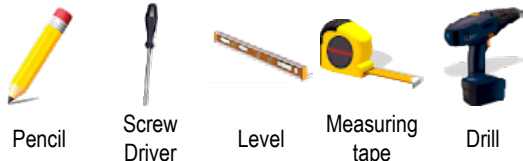
Thank You

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

Before Installing

Remove shade from the package. Keep all packaging until shade operates to your satisfaction. Contents of your hardware package may vary depending on options chosen.
Additional fasteners may be needed on your specific mounting surface.

Tools



Pencil

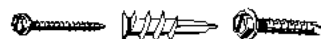
Screw
Driver

Level

Measuring
tape

Drill

Fasteners



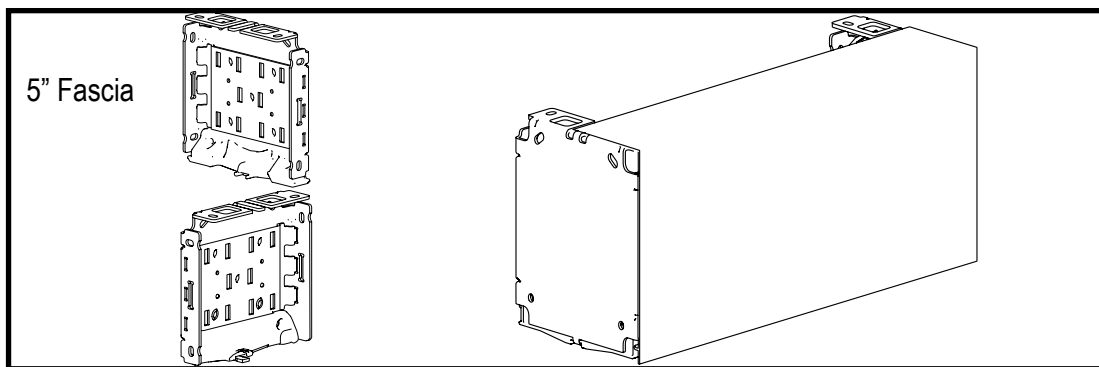
wood
(provided)

drywall,
plaster
(not provided)

metal
(not provided)

Your Shade

Dual Shade SL/Motorized with 5" Fascia



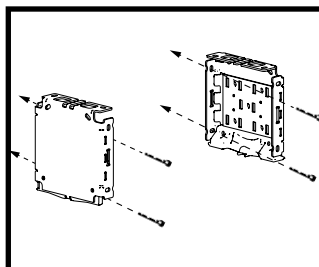
Notice: the Fascia is installed differently on Dual Shades attaching from the top of the brackets

Step 1

Install Brackets

The Open End of each bracket faces Downward, as shown below.
Use at least two screws per bracket, and make sure screw heads clear the clutch.

Outside Mount

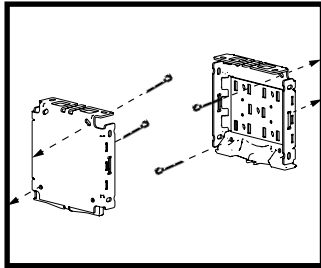


Make sure Brackets are mounted Level or the shade will not roll straight.

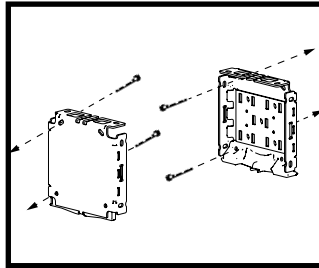
Installation Instructions

If your installation is **Inside Mount**, **Partial Inside Mount**, or **Ceiling Mount** the Fascia and brackets need to be pre-assembled and installed at one time

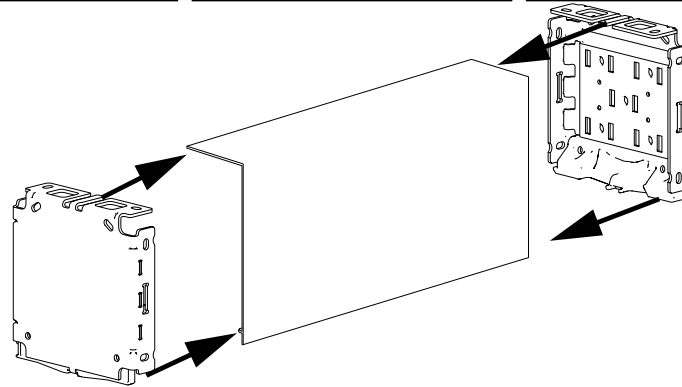
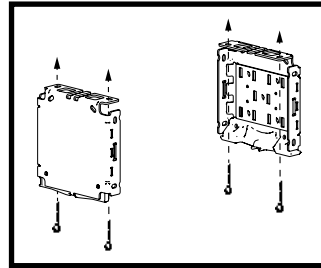
Inside Mount



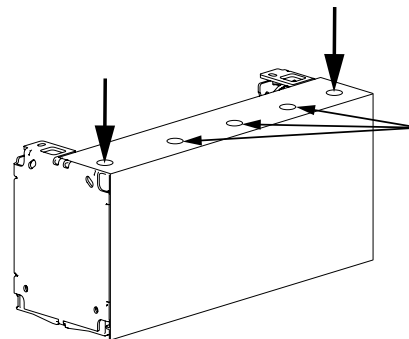
Partial Inside Mount



Ceiling Mount



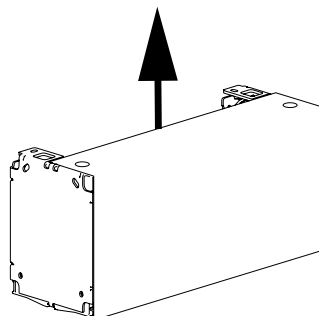
Slide Brackets into Fascia so they lock into the tabs of the Fascia



Additional holes may be drilled in the middle to make installation easier for one person

For **Ceiling Mount** installations holes need to be pre-drilled into the Fascia over the bracket holes for the screws to attach to mounting surface.

Use a 3/16" drill bit

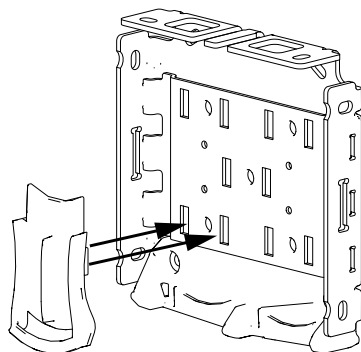


With fascia and brackets assembled and any holes needed pre-drilled, raise assembled Fascia and Brackets into window and attach brackets with appropriate fasteners

Installation Instructions

Step 2

Install the Chain Guide

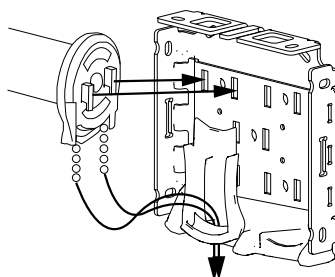


Insert the tabs of the Chain Guide into the lower left slots of the bracket and slide down into place

Step 3

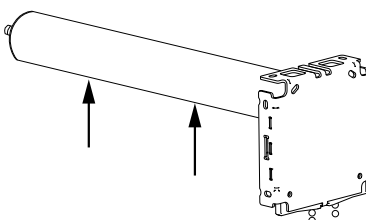
Install the Shades

Step 1



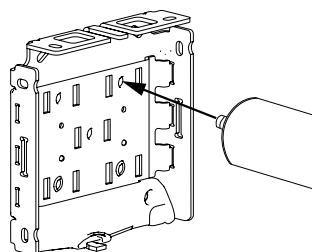
Install the clutch end or motor end of the shade first by inserting the tabs into the holes on the plate of the bracket. Guide chain through the Chain Guide

Step 2



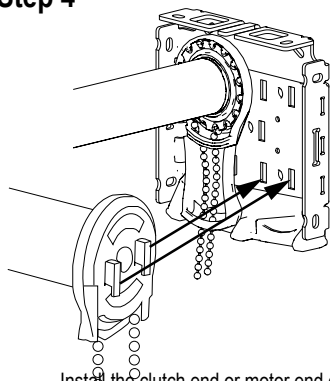
Be sure to support the shade in the middle and not to rest it completely on the tabs of the clutch or motor to avoid damaging them

Step 3



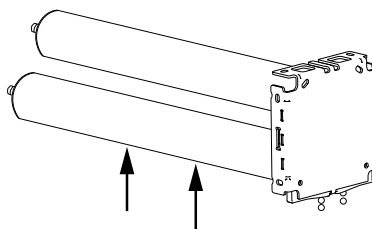
insert the spring loaded pin end of the idler end into the corresponding hole on the opposite bracket

Step 4



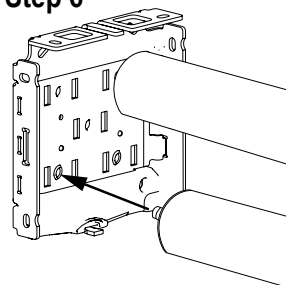
Install the clutch end or motor end of the shade first by inserting the tabs into the holes on the plate of the bracket

Step 5



Be sure to support the shade in the middle and not to rest it completely on the tabs of the clutch or motor to avoid damaging them

Step 6

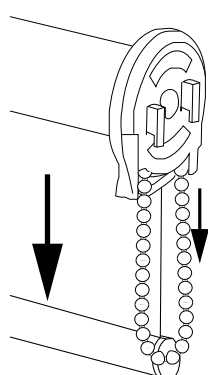


insert the spring loaded pin end of the idler end into the corresponding hole on the opposite bracket

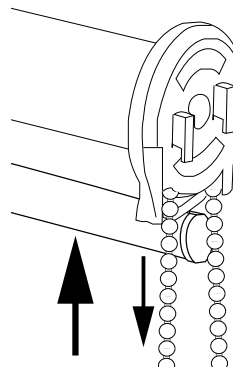
Installation Instructions

Step 4

Operate the Shades



Pull gently on the back side of the chain to lower it.



Pull gently on the front side of the chain to raise it.

Check Shades for proper operation. If shades skew left or right (does not roll up straight), check that the brackets are level. If brackets are level and the shade still skews, it may require shimming.

Shimming

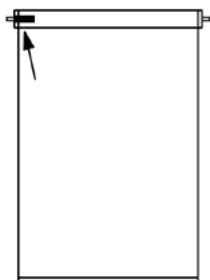
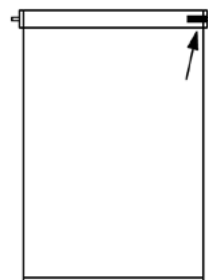


FIGURE A



FIGURE B



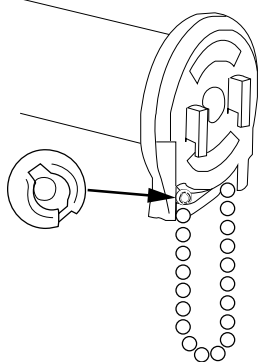
If shade veers toward the right (Fig. A) lower the shade completely and place a 4" strip of masking tape on the roller on the left side. Repeat as necessary until a straight roll is achieved.

If shade veers toward the left (Fig. B) lower the 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.

Step 5

Install Cord Tensioner, Hold Downs, Chain Stop, Chain Guide Cover

Chain Stops



Lower Shade to desired length.

On the front of the chain directly below the clutch, attach the round stop to the first bead on the chain.

This will prevent the shade from being lowered beyond the desired length.

Repeat for each shade

Cord Tensioners



See Cord Tension Lock installation instructions

Hold Downs



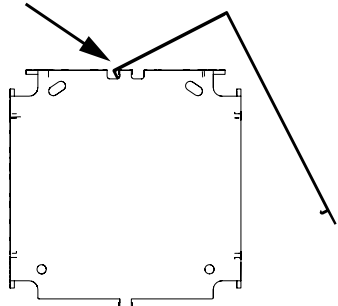
See Hold-Down installation instructions

Installation Instructions

After the shade is installed and operates correctly, proceed to install the fascia

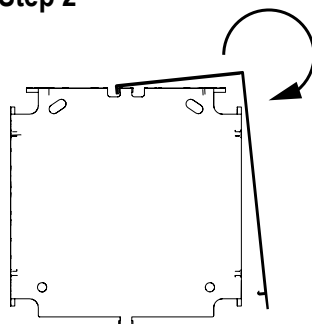
Step 6 Install the Fascia for Outside Mount

Step 1



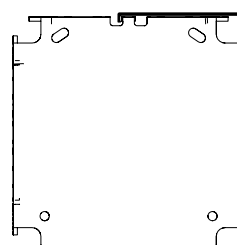
Tilt fascia so that the lip at the top of the fascia can hook onto the top of the bracket

Step 2



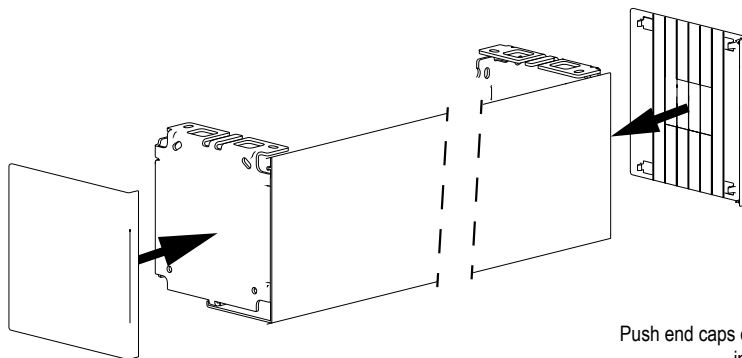
Tilt the fascia forward towards the bottom of the bracket

Step 3



Make sure that the fascia snaps into place on the bracket tab

Step 7 Install the Bracket Covers for Outside Mount



Push end caps onto brackets and snap into place

Installation Instructions

Light Blockout System

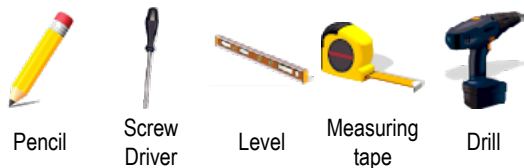
Thank You

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

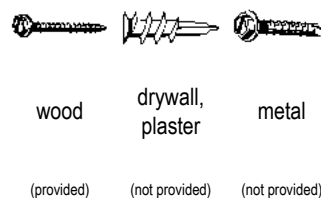
Before Installing

Remove shade from the package. Keep all packaging until shade operates to your satisfaction. Contents of your hardware package may vary depending on options chosen. Additional fasteners may be needed on your specific mounting surface.

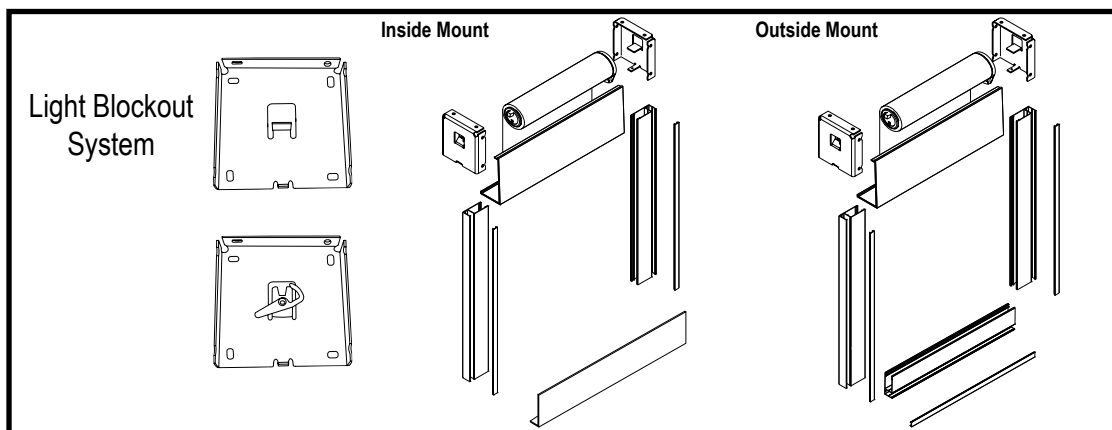
Tools



Fasteners



Your Shade



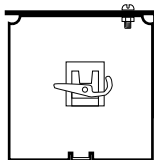
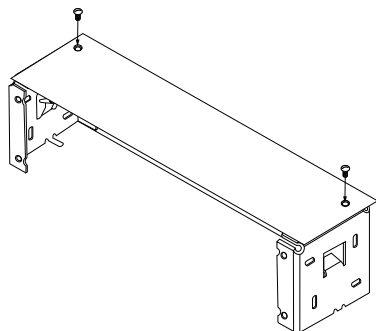
Step 1

Attach Top/Rear Fascia

Use the pre-drilled holes in the fascia to attach the Top/Rear cover using the bolts and nuts provided

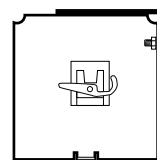
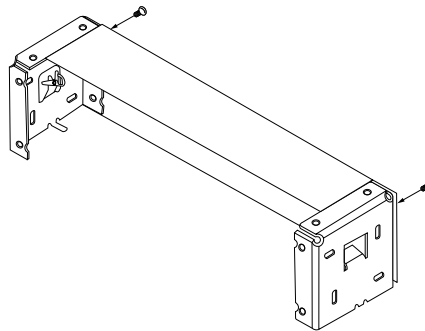
Outside Mount

For Outside Mount installation, the wide face of the Top/Rear Fascia is oriented on the Top of the brackets



Inside Mount

For Inside Mount installation, the wide face of the Top/Rear Fascia is oriented towards the Rear of the brackets



Step 2

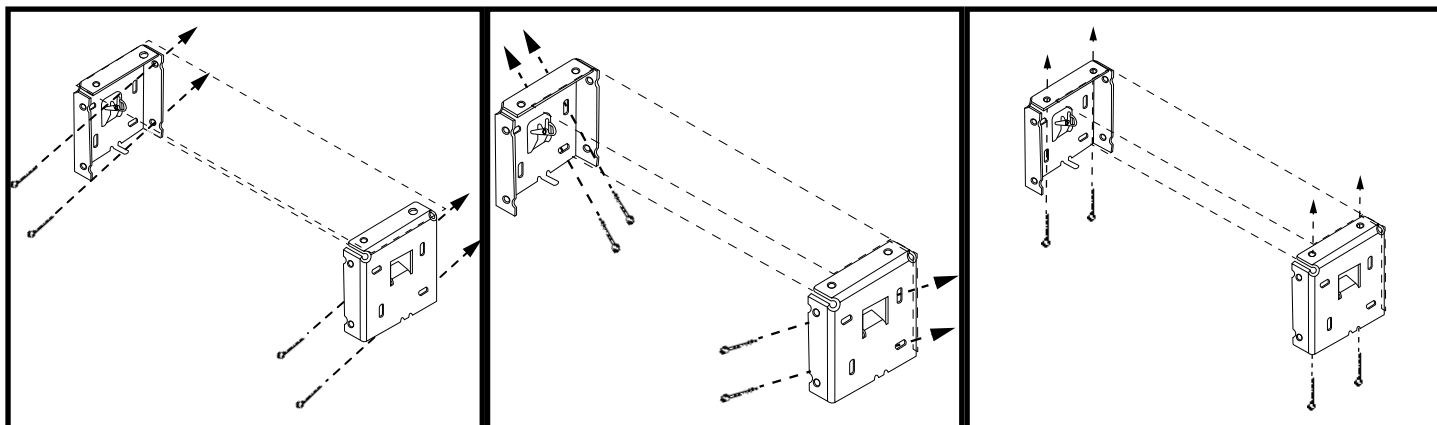
Install Brackets

The Open End of each bracket faces Downward, as shown below.
Use at least two screws per bracket

Outside Mount

Inside Mount

Ceiling Mount

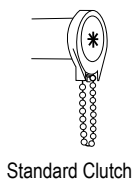


Use a Level to make sure Brackets are mounted level or the shade will not roll straight.

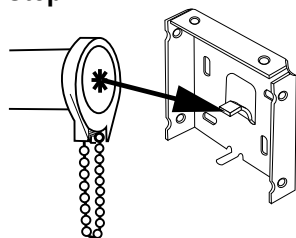
Step 3

Install the Shade

Step 1

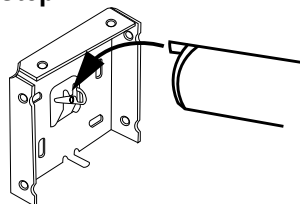


Standard Clutch



Push the clutch end of the shade straight onto the bracket with the tab

Step 2



Lower the other end of the shade onto the "V" of the bracket. Make sure it is seated properly

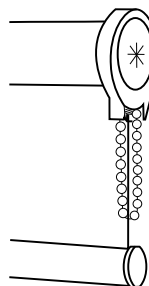
Step 3



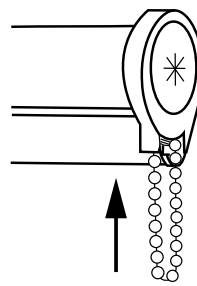
With the shade seated in place turn the retainer arm to lock it securely

Step 4

Operate the Shade



Pull gently on the back side of the chain to lower it.



Pull gently on the front side of the chain to raise it.

Check Shade for proper operation. If shade Skews left or right (does not roll up straight), check that the brackets are level.

If brackets are level and the shade still skews, it may require shimming.

Shimming

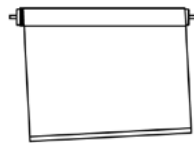
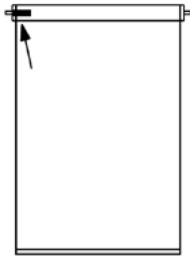


FIGURE A

If shade veers toward the right (Fig. A) lower the shade 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.



FIGURE B

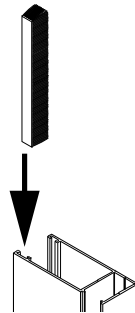
If shade veers toward the left (Fig. B) lower the shade completely and place a 4" strip of masking tape on the roller on the right side. Repeat as necessary until a straight roll is achieved.

Step 5

Install the Side Channels

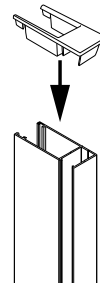
Step 1

Make sure that the pile is inserted into the channel on the room side of the side pieces



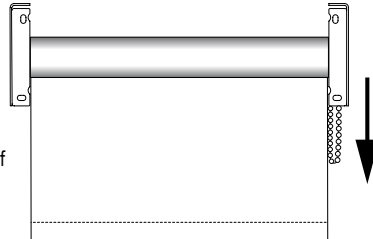
Step 2

Insert the Fabric Guide piece onto the tops of each side Channel



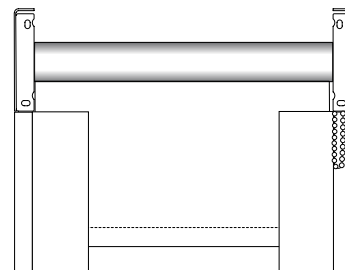
Step 3

Lower the shade slightly to fit the shade onto the top of the channel

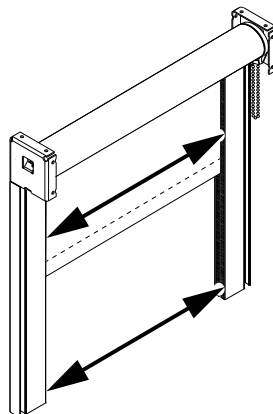


Step 4

Align the outer edge of the side channels with the outside of the brackets and hold them snug against the brackets



Step 5

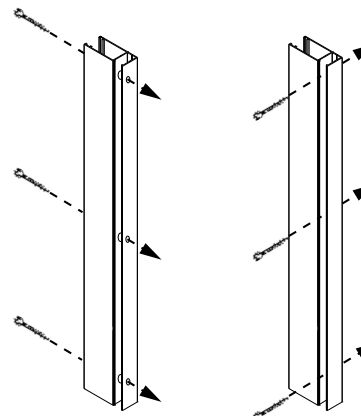


Make sure the Side Channels are the same distance apart on the top and bottom to ensure the opening is square.

Step 6

Inside Mount

Outside Mount

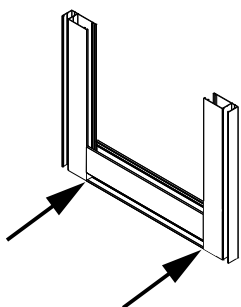


Use the screws provided to attach the side channels to the mounting surface through the pre-drilled holes in the side channels.

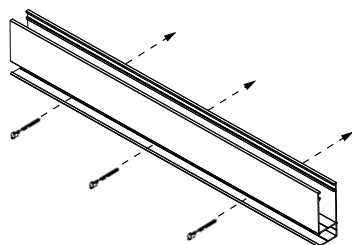
Step 6

Install the Bottom Channel

Outside Mount

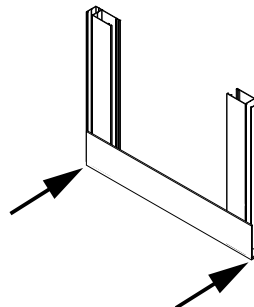


Align the bottom edge of the bottom channel with the bottom of the Side Channels

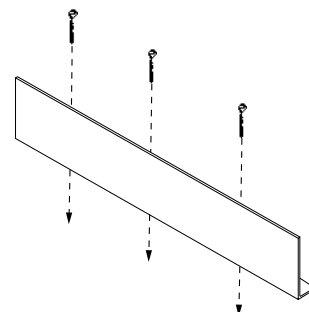


Run screws through the access channel to attach to mounting surface

Inside Mount



Slide the bottom channel underneath the bottom of the Side Channels and align

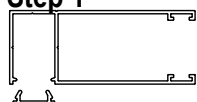


Screw down through the smaller side to attach to mounting surface

Step 7

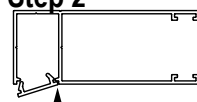
Install Access Channel Cover

Step 1



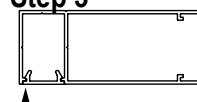
Align Access Channel Cover with Side Channel

Step 2



Push one side against the groove in the Side Channel

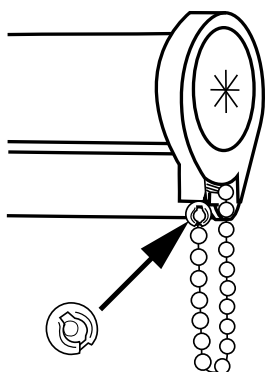
Step 3



Snap into place

Step 8

Install Cord Tensioner, Hold Down, Chain Stop

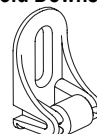


Lower Shade to desired length.

On the front of the chain directly below the clutch, attach the round stop to the first bead on the chain.

This will prevent the shade from being lowered beyond the desired length.

Hold Downs



See Hold-Down installation instructions

Cord Tension Lock



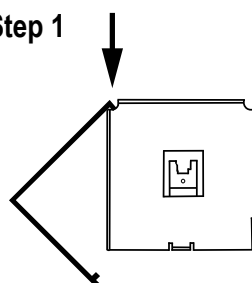
See Cord Tension Lock installation instructions

After the shade is installed and operates correctly, proceed to install the fascia

Step 9

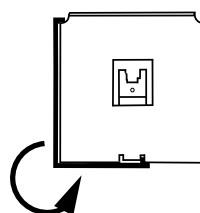
Install the Front Fascia

Step 1



Tilt fascia so that the lip at the top of the fascia can rest into the slots in the top of the bracket

Step 2



Tilt the fascia forward until it snaps onto the bottom bracket tabs

Installation Instructions

Board Mounted Shade and Accu-Rise

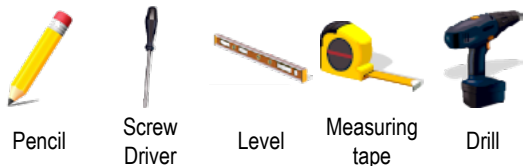
Thank You

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

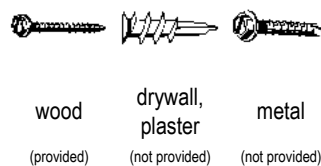
Before Installing

Remove shade from the package. Keep all packaging until shade operates to your satisfaction. Contents of your hardware package may vary depending on options chosen.
Additional fasteners may be needed on your specific mounting surface.

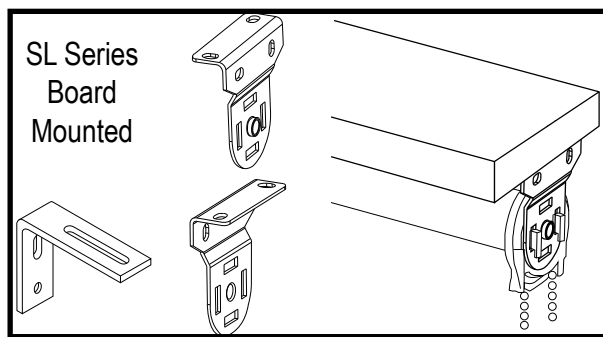
Tools



Fasteners



Your Shade

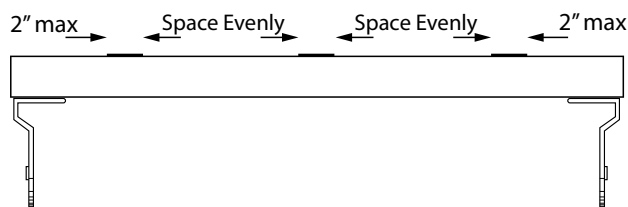


Step 1 Space Brackets in Window

For **Inside Mount** installations, no brackets are necessary.
3" screws are provided to secure shade directly to window opening, but they should still be spaced evenly across the board

For **Outside Mount** installations, brackets are necessary.
1 1/2" screws are provided to secure the bracket to the wall and
3/4" screws are provided to secure the bracket to the board

Measure 2" in from each end of the headrail and mark the bracket location on the mounting surface. Space additional brackets evenly between the end brackets.



Shade Width	Brackets Required
15" - 48"	2
48 1/16" - 72"	3
72 1/16" - 90"	4
90 1/16" - 120"	5
120 1/16" - 156"	6

Use a Level to make sure the mounting surface is level

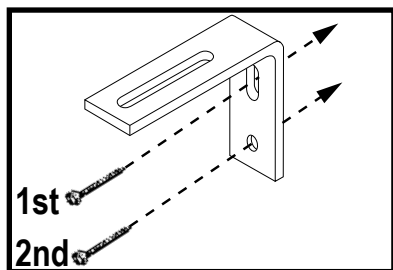
Installation Instructions

Step 2

Install Brackets

Once bracket locations are marked on the mounting surface begin installing the brackets

Outside Mount



Begin installing the brackets by using the elongated hole first in case any adjustments must be made.

The brackets **must be level** to ensure proper operation of the shade.

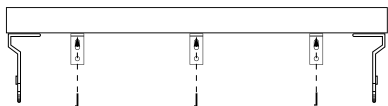
Once the brackets are properly aligned use the second, round hole on the bracket to secure to mounting surface

Step 3

Install Board

Once bracket locations are marked on the mounting surface begin installing the brackets

Outside Mount

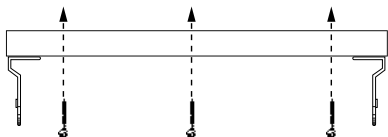


Place board on top of mounted brackets

Adjust shade side to side for optimal window coverage

Place 3/4" screw up from the bottom of the board and into the slotted channel on bracket

Inside Mount



Space screws the same way brackets would be spaced. 2" in from the ends and evenly space the rest needed given your opening width and mark where holes are needed

Pre-drill with a 1/8" drill bit

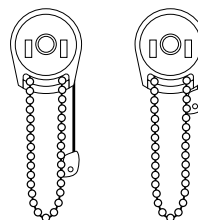
Run screws vertically through board into mounting surface

Installation Instructions

Step 4

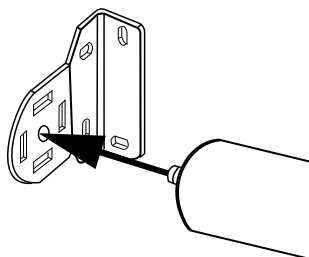
Install the Shade

Make sure that the shades are rolled up to the roller before installation



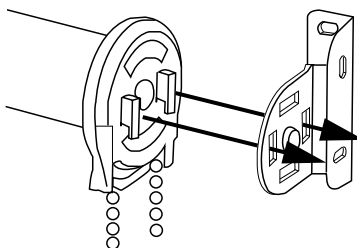
Too Low
Correct
Step 3

Step 1



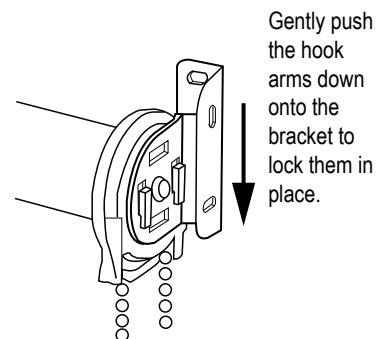
Insert the Spring Loaded Pin end into the round hole in the bracket

Step 2



Keeping the pin end in the bracket, insert the Hook Arms on the clutch straight into the receiving slots on the bracket.

The bottom of the clutch should always point down.

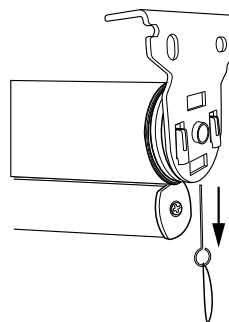
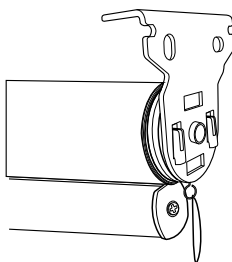


Gently push the hook arms down onto the bracket to lock them in place.

CAUTION: DO NOT remove the retainer pin before shade is fully installed and seated in brackets

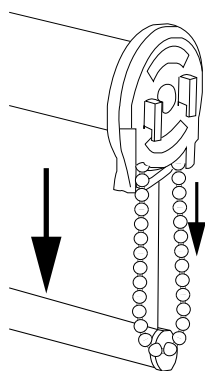
Accu-Rise

Remove retainer pin after shade is fully installed and the hook arms are fully seated in the bracket.

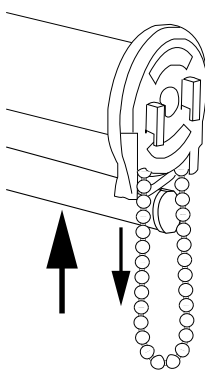


Step 5

Operate the Shade

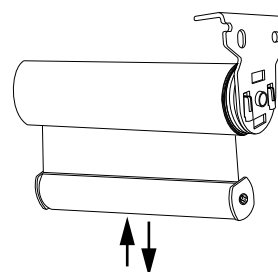


Pull gently on the back side of the chain to lower it.



Pull gently on the front side of the chain to raise it.

Accu-Rise



Pull Accu-Rise shade gently from the center of the shade to lower it. Push up from center to raise it.

Check Shade for proper operation. If shade Skews left or right (does not roll up straight), check that the brackets are level. If brackets are level and the shade still skews, it may require shimming.

Installation Instructions

Shimming

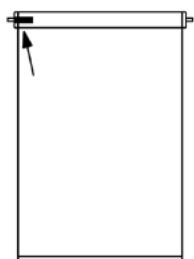
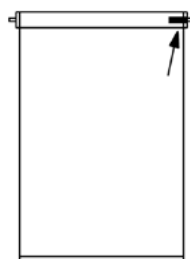


FIGURE A

If shade veers toward the right (Fig. A) lower the shade 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.



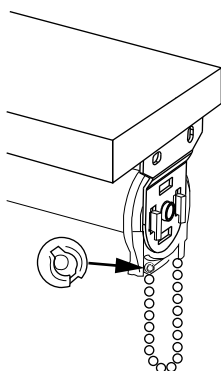
FIGURE B



If shade veers toward the left (Fig. B) lower the 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.

Step 6

Chain Stop, Cord Tension Lock, Hold Downs



Lower Shade to desired length.

On the front of the chain directly below the clutch, attach the round stop to the first bead on the chain.

This will prevent the shade from being lowered beyond the desired length.

Cord Tension Lock



See Cord Tension Lock installation instructions

Hold Downs



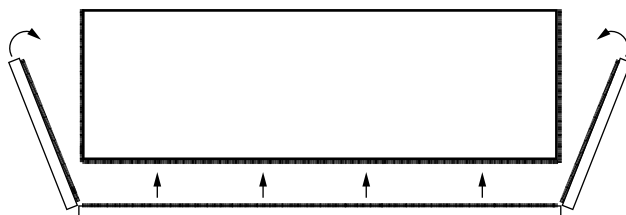
See Hold-Down installation instructions

Step 7

Attach Valance

Attach valance to velcro on headrail

Make sure to line top of valance up with top of board



For Valances with returns simply rotate them onto the velcro on the ends of the board after the front is attached

Installation Instructions

Exterior Roller Shade with Cable Guide

Thank You

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

Before Installing

Remove shade from the package. Keep all packaging until shade operates to your satisfaction. Contents of your hardware package may vary depending on options chosen. Additional fasteners may be needed on your specific mounting surface.

Tools



Pencil



Screw Driver



Level

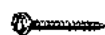


Measuring tape



Drill

Fasteners



wood



drywall,
plaster



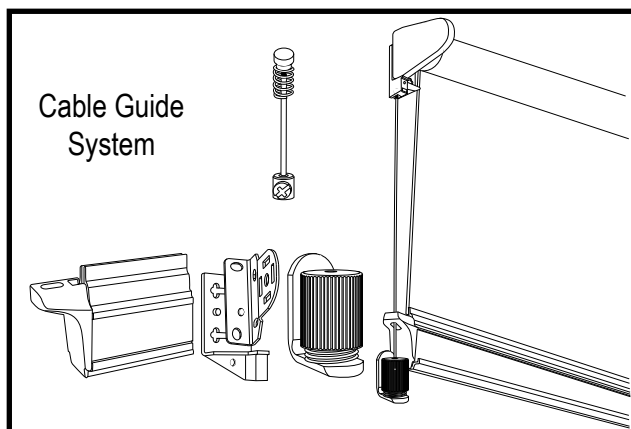
metal

(provided)

(not provided)

(not provided)

Your Shade



Step 1

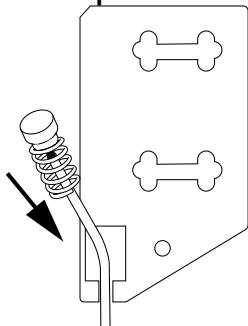
Build the Upper Cable Support Plate

Step 1



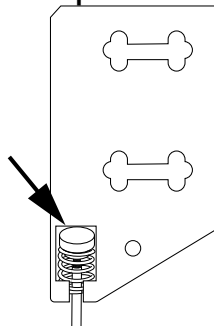
Slide the Spring up to the cable stop

Step 2



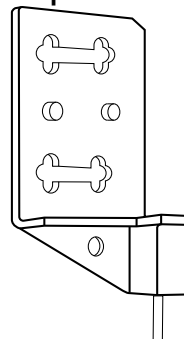
Guide the Cable through the bottom back of the Cable Support Plate

Step 3



Compress the Spring and insert the Spring and Cable Stop into the Cable Support Plate Retainer Slot

Step 4



The cable should come down neatly through the bottom of the Cable Support Plate

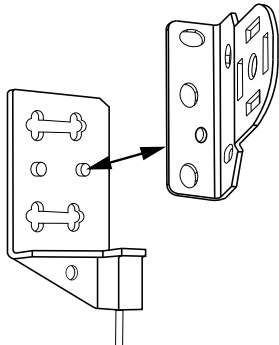
Repeat the process for both sides of the shade

Installation Instructions

Step 2

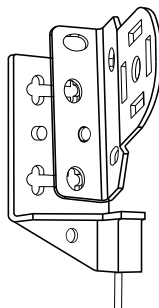
Attach Bracket to Cable Support Plate

Step 1



Align the Bracket with the peg on the Cable Support Plate

Step 2

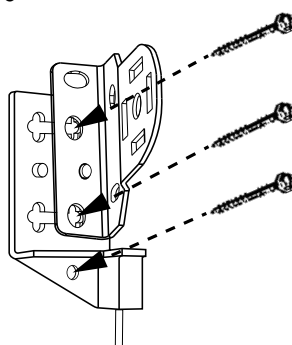


Line up the holes on the bracket so it is straight up and down

Line up outer edges at the outside of the ordered width and mark holes

Repeat the process for both sides of the shade

Step 3

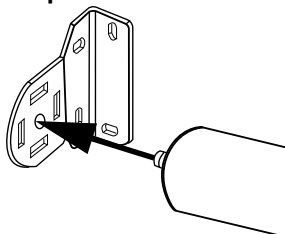


Pre-drill holes where marked and then use 3 screws to mount the Bracket and Cable Guide Assembly to mounting surface

Step 3

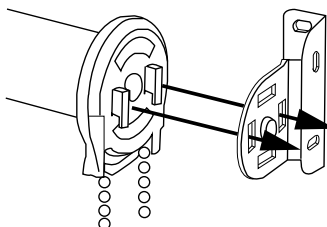
Install the Shade

Step 1



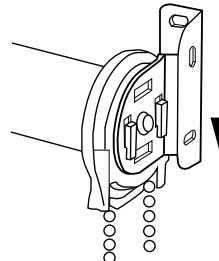
Insert the Spring Loaded Pin end into the round hole in the bracket

Step 2



Keeping the pin end in the bracket, insert the Hook Arms on the clutch straight into the receiving slots on the bracket.

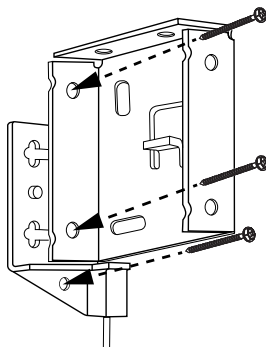
Step 3



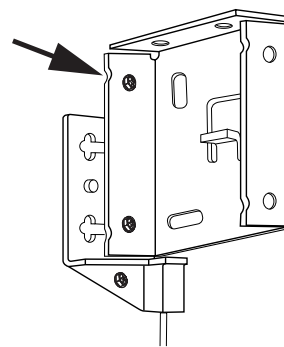
Gently push the hook arms down onto the bracket to lock them in place.

Fascia Instructions

Attach Fascia Bracket to Cable Support Plate



Pre-drill holes where marked and then use 3 screws to mount the Bracket and Cable Guide Assembly to mounting surface



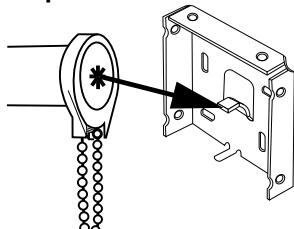
A shim is required on the top half of the Fascia Bracket to ensure that it is mounted evenly against the mounting surface

Repeat the process for both sides of the shade

Installation Instructions

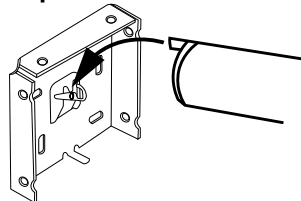
Install the Shade in Fascia brackets

Step 1



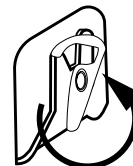
Push the clutch end of the shade straight onto the bracket with the tab

Step 2



Lower the other end of the shade onto the "V" of the bracket. Make sure it is seated properly

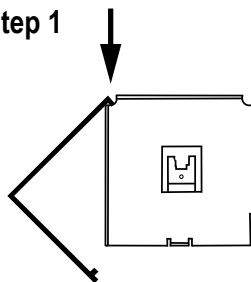
Step 3



With the shade seated in place turn the retainer arm to lock it securely

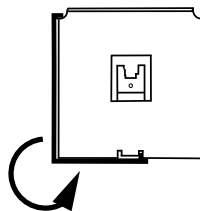
Install the Fascia

Step 1



Tilt fascia so that the lip at the top of the fascia can rest into the slots in the top of the bracket

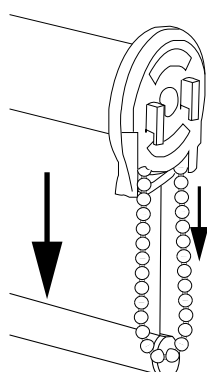
Step 2



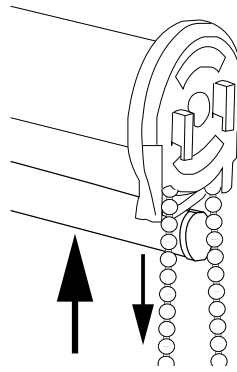
Tilt the fascia forward until it snaps onto the bottom bracket tabs

Step 4

Operate the Shade



Pull gently on the back side of the chain to to lower it.



Pull gently on the front side of the chain to to raise it.

Check Shade for proper operation. If shade Skews left or right (does not roll up straight), check that the brackets are level. If brackets are level and the shade still skews, it may require shimming.

Shimming

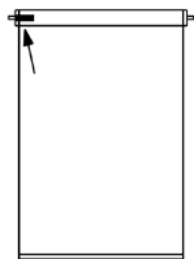


FIGURE A

If shade veers toward the right (Fig. A) lower the shade 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.

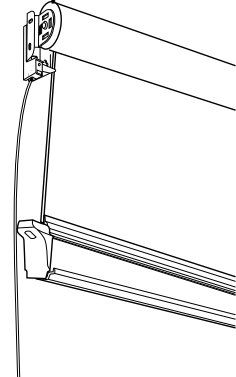


FIGURE B

If shade veers toward the left (Fig. B) lower the 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.

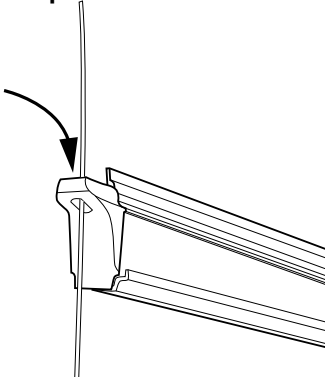
Step 5 Install Cable to the Shade

Step 1



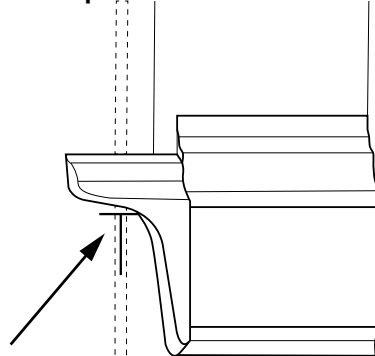
Lower the shade 12"

Step 2



Guide the Cable through the hole in the Hem Bar End Cap

Step 3

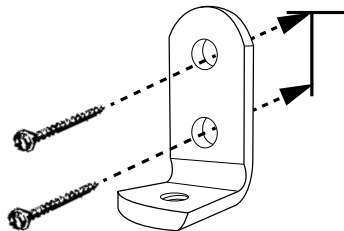


Lower the shade to the desired finished length and mark the location of the Cord and End Cap.

Repeat the process for both sides of the shade

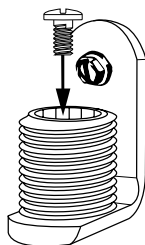
Step 6 Install Lower Cable Tensioner

Step 1

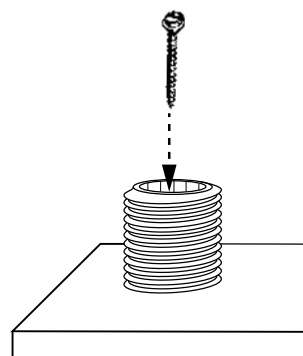


Use the mark you made in the previous step to line up the L bracket and use two screws to attach it to the mounting surface

Step 2



With the L bracket in place use the small screw to attach the Threaded Cable Adjuster



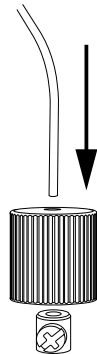
If you are mounting on a window sill or other horizontal mounting surface, attach the Threaded Cable Adjuster to that surface with a screw

Installation Instructions

Step 7

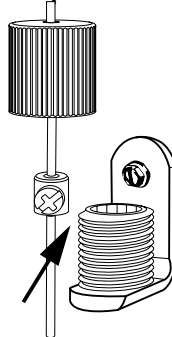
Install Cable into Lower Cable Tensioner

Step 1



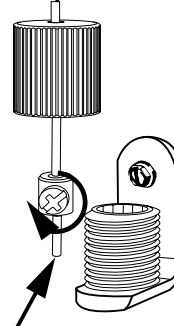
Insert cable through the Threaded Adjustment Cap first, and then the Cable Retainer Sleeve

Step 2



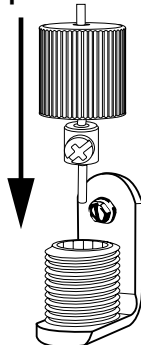
Line up the Cable Retainer Sleeve with the Top of the Threaded Lower Cable Tensioner

Step 3



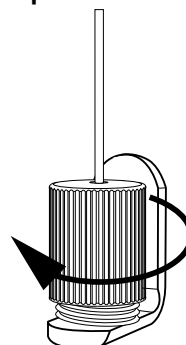
Tighten the set screw on the Cable Retainer Sleeve by turning the locking screw clockwise.
Cut the cable off 1/8" past the sleeve

Step 4



Insert the Cable and Retainer Sleeve into the Threaded Lower Cable Tensioner

Step 5

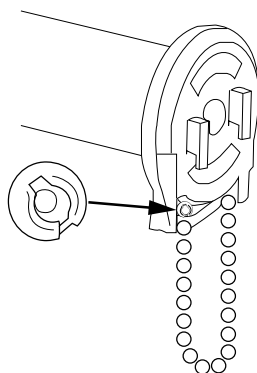


Twist on the Threaded Adjustment Cap and tighten until the cable is taut

Do not Overtighten

Step 8

Chain Stop, Cord Tension Lock



Lower Shade to desired length.

On the front of the chain directly below the clutch, attach the round stop to the first bead on the chain.

This will prevent the shade from being lowered beyond the desired length.

Cord Tension Lock



See Cord Tension Lock installation instructions

Installation Instructions

Roman Shade

Standard, Achieva, Quick Lift, CareRing, Top Down/Bottom Up

Specialty Shape-Roman Arches

Thank You

Thank you for choosing Genesis Custom Window Shades.

With proper installation and care, your new shades will provide many years of beauty and performance.

Before Installing

Remove shade from the package. Keep all packaging until shade operates to your satisfaction. Contents of your hardware package may vary depending on options chosen.

Additional fasteners may be needed on your specific mounting surface.

Tools



Pencil



Screw Driver



Level



Measuring tape



Drill

Fasteners

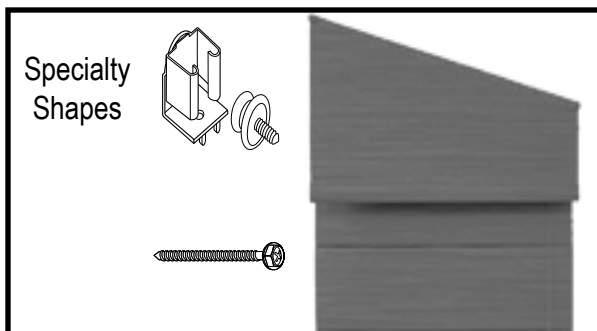
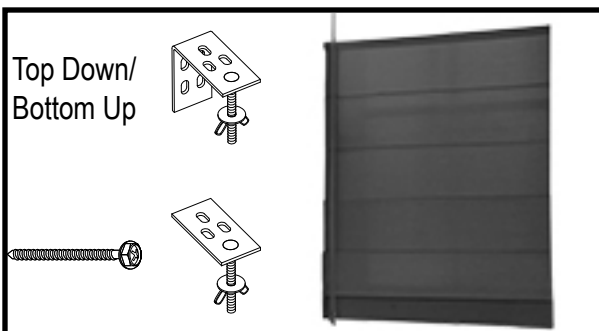
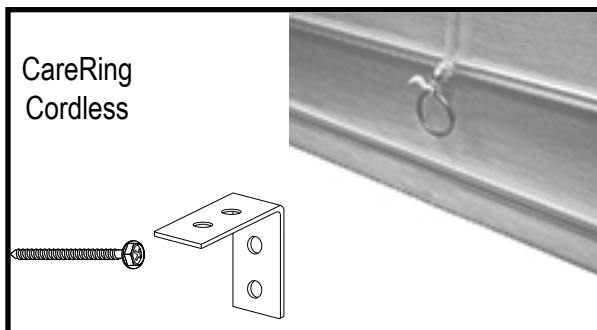
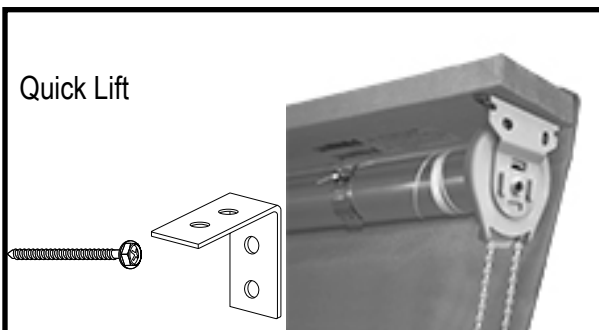
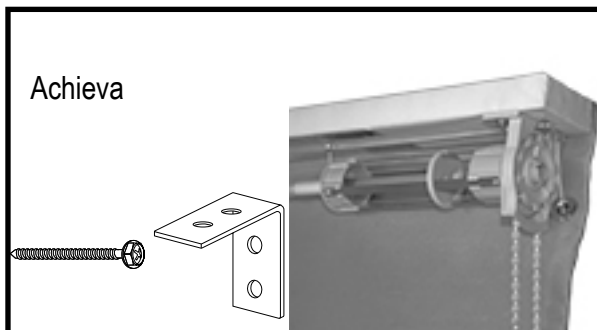
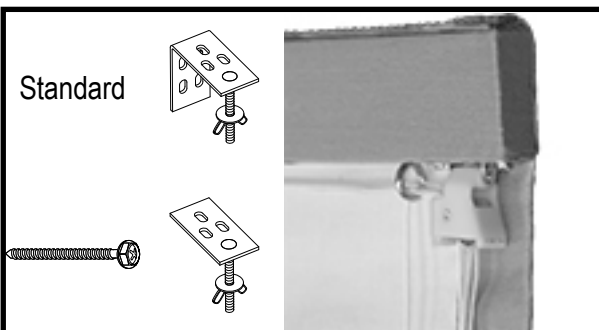


wood
(provided)

drywall,
plaster
(not provided)

metal
(not provided)

Your Shade

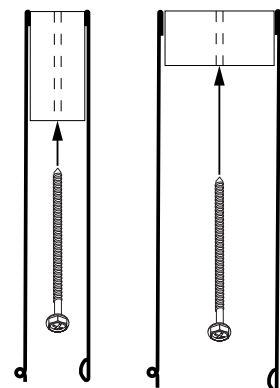


Installation Instructions

Inside Mount



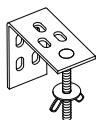
For **Inside Mounts** there are no brackets required



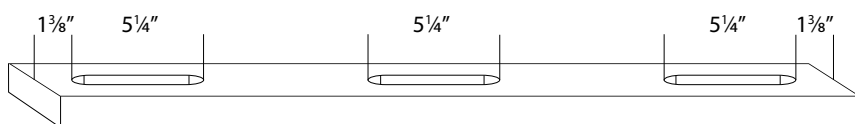
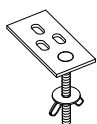
(Hardware removed for clarity)

- Space screw locations evenly on the headrail and pre-drill using an $\frac{1}{8}$ " drill bit
- Make sure that screws are clear of any hardware or moving cords that operate the shade
- Attach headrail to mounting surface using 3" screws

New York Brackets

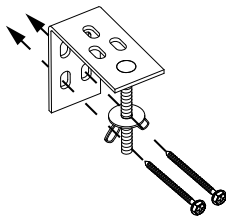


Shades using New York Brackets will have routs in the headrail. The routs are set in $1\frac{3}{8}$ " from the ends of the headrail and are $5\frac{1}{4}$ " wide. Any additional routs will be evenly spaced on the board.

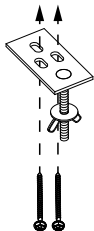


(Hardware and shade removed for clarity)

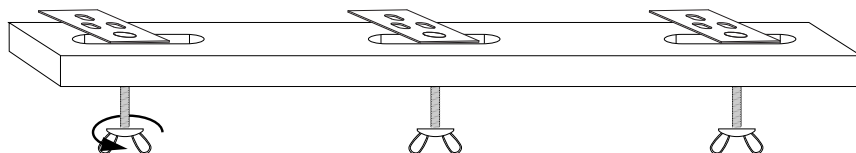
Outside Mount



Ceiling Mount



- Locate routs on headrail and place brackets to ensure their placement does not interfere with any hardware or moving cords
- Mark mounting surface and Pre-drill mounting surface using an $\frac{1}{8}$ " drill bit
- Attach brackets to mounting surface using 2 1 $\frac{1}{2}$ " screws



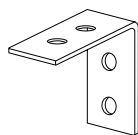
- With the brackets installed align the routs in the board with the bolts on the brackets and push through headrail

(An awl might be required to punch through fabric to avoid damage)

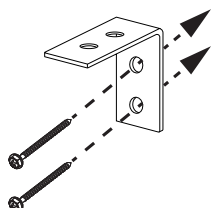
- Tighten wingnuts snug against the board by turning clockwise

Installation Instructions

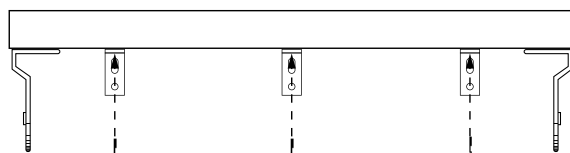
L Brackets



- Measure 2" in from the ends of the headrail
- Make sure that brackets are clear of any hardware or moving cords that operate the shade
- Mark the bracket location on the mounting surface.
- Space any additional brackets evenly on the headrail



- Mark mounting surface and Pre-drill mounting surface using an 1/8" drill bit
- Attach brackets to mounting surface using 2 1 1/2" screws

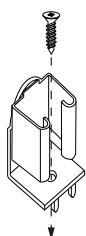


(Hardware and shade removed for clarity)

- With brackets installed use a 1 1/2" screw to attach the headrail

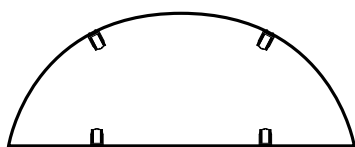
Specialty Shape

Inside Mount Only



- Space Button Catches evenly across your Specialty Shape and mark mounting surface
- Attach brackets to mounting surface using the screw provided

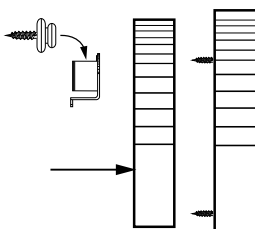
Step 1



Space Button Catches evenly in window opening

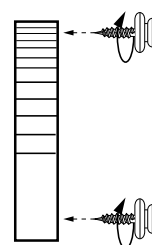
Step 2

(Hardware and shade removed for clarity)



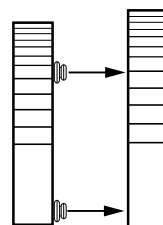
Place Buttons with screws into the Button Catches. Line up your Specialty Shape and press against screws

Step 3



Use the marks that the screws made as a guide to install the Button Screws by turning directly into the Specialty Shape

Step 4



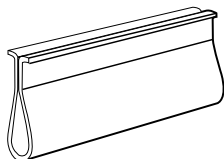
Snap buttons into the button catches in the opening to install the Specialty Shape

Installation Instructions

Decorative Accents and Pulls

Decorative Accents and Pulls are shipped separate to avoid damage in shipping. All pulls are designed for a sewn hemline and wooden slat

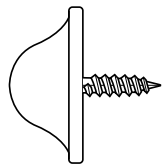
Plastic Hem Grip



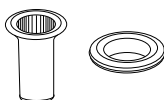
Remove wood slat from pocket, install hem grip, then slide slat inside hem.

Decorative Pulls

Higbee Button



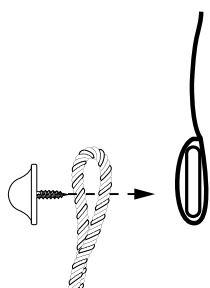
Eyelet



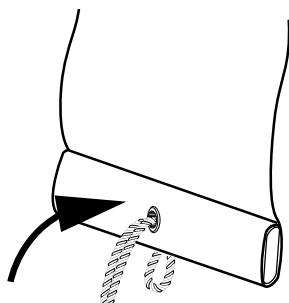
Ring Pull



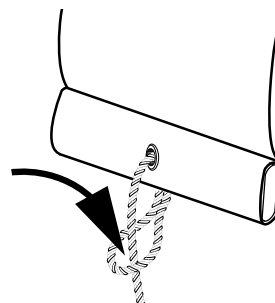
Tassel



If you have a Higbee Button, screw directly into the center of the bottom wooden hem and tighten on the loop of the pull



If you have a factory installed Eyelet in your hem, pull the Loop through the eyelet

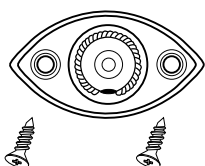


Then drop the Decorative Pull through the loop and pull snug to tighten

Decorative Accents

A Decorative plate with screws will be sent for attachment to the front of the shade hemline

Decorative Plate



Carpet Pull



Charleston Pull



Leather Pull

