






INSTALLATION INSTRUCTIONS FOR INTERIOR MASTERPIECES™, ELEMENTS AND ESSENTIALS FABRIC SHADES

Thank you for choosing an Interior Masterpieces fabric shade. With proper installation and care your shade should provide many years of beauty and performance.

Mounting Surface	Fastener
Wood	3" #6 Hex Head & Washer Provided 
Drywall, Plaster	Wall Anchors Not Provided 
Metal	Sheet Metal Not Provided 

Tools Needed

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

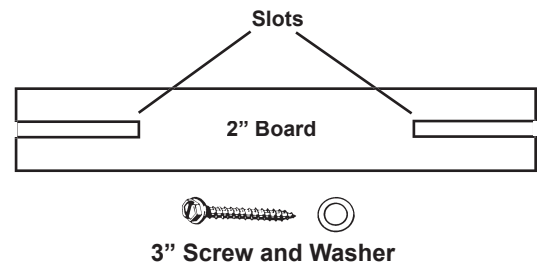





Inside Mount Installation

3" screws and washers are sent for inside installations. The manufacturer will pre-cut a 2 1/2" slot into the header board for placement of the screws and adjustment for any obstruction in the window. The slots are in the middle of the header on each end and then spaced evenly based on the width. The board is covered with fabric on the top and bottom.

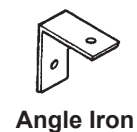
- Locate the slots in the header board.
- Place the shade in the window to mark for screw placement.
- Use a utility knife to slit the fabric on the header board for the screws.
- Insert a screw into a washer and then through the slot in the board to attach to the window. On shades with more than two screws, attach the first screw to the middle slot for ease of installation.

Shade Width	Screws Required
Up to 48"	2
48 1/8" - 72"	3
72 1/8" - 96"	4



Mounting Surface	Fastener
Wood	3/4" #6 Hex Head to Attach Bracket to the Board 
Drywall, Plaster	Wall Anchors Not Provided 
Metal	Sheet Metal Not Provided 

Shade Width	Brackets Required
Up to 48"	2
48 1/8" - 72"	3
72 1/8" - 96"	4

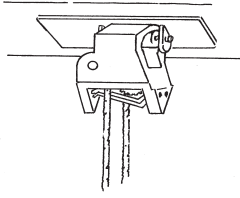


Outside Mount Installation

Angle Iron or L brackets will be sent based on the projection ordered.

- Center the shade over the window to mark for bracket placement.
- Attach brackets to the wall using two screws and the appropriate fasteners if needed.
- Use a utility knife to slit the fabric on the back valance for the bracket.
- Place the shade on top of the brackets and screw the board to the brackets with 3/4" hex screws provided.

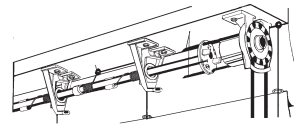
Standard Operation



Pull cord toward
outside to release

Pull cord straight
down to lock

Achieva Clutch Operation



Continuous Cord Loop System. Pulling the back side of the cord loop will lower the shade. You can stop pulling when the shade reaches the sill, or continue pulling and the shade will raise back to the top of the window.

Install Cord Cleats or Guides

Cord cleats or cord guides reduce the hazards of strangulation and entanglement of children and pets by limiting the access to the cord control. Always keep cords out the reach of children. Move cribs, playpens and other furniture away from cords. All cord lock shades will be sent with cord cleats. All Achieva shades will be sent with a cord guide.

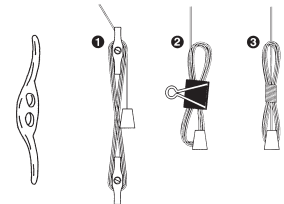
Install Cord Guide

- Lower the shade.
- Hold the cord guide upright as shown in the picture.
- Position the cord guide on the window frame or wall so that the cord guide and control chain do not interfere with raising and lowering the shade. The cord guide should be installed without stretching or pulling down on the control chain. Do not twist or cross the control chain.
- Holding the cord guide upright, and in position as shown, insert and secure the screw through the hole. The mounting screw must be secured into a solid surface or wall fastener.



Install Cord Cleats

Attach two cord cleats 6" to 12" apart at a height where they will be out of the reach of children. 3/4" screws are sent for attachment to the wall or casement. Take into account that a child may stand on furniture in an attempt to reach the cords. Be sure the cleats are firmly secured. Once the cleats are attached, wrap the excess cord around them after each use of the shade.



Care and Cleaning

Regular vacuuming with a soft bristle attachment will maintain a like-new appearance for fabric shades.