# **LEVOLOR**

## How to Install Custom Cellular Circle Shades

Before you begin your installation:

### **READ ALL INSTALLATION INSTRUCTIONS!**

- Make sure that you have all tools and hardware needed for installation.
- · Check the installation surface (wall, ceiling, or window frame) to ensure that you have suitable fasteners and tools for the material.
- Double check the headrail and shade for proper width and length. If you are installing several sets of shades, be sure to match them with the appropriate window.
- · Check the parts list shipped with the product to confirm that you have the correct number of brackets.

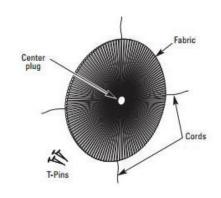
## **TOOLS YOU MAY NEED (NOT INCLUDED):**

- · Tape Measure
- Tack Hammer
- Pencil
- Safety glasses
- Ladder

#### **IMPORTANT:**

The four cords on your shade do not operate the shade. They are used to suspend the shade within a circular window, and are needed for final installation.

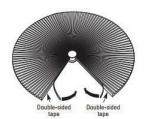
Do not remove them from the shade. If any of the cords fall out, simply fan the shade open and thread the cord(s) through the cells at an equal distance from each other.



### STEP 1

Expand the Shade

• The fabric is cut to the proper length, with doublesided tape preinstalled on one end. Remove the backing from the double-sided tape.



• Being careful not to trap the strings in the tape, fan the shade open around the center plug to form a circle. Press the ends firmly together.



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## **MOUNTING OPTIONS**

Your shade can be installed as either an:

Inside mount (2A) — the entire shade fits inside the window casing, or an

Outside mount (2B) — the shade attaches to the wall around the window.

The mounting type is specified when ordering the shade, and determines where the T-pins are installed.

## STEP 2A

Installing the T-pins - inside mount

- Using the tape measure and pencil, mark mounting locations for the T-pins at the top, bottom, and each side of the window casing. Be sure to space them at an equal distance from each other and from the window.
- Using a tack hammer, attach the T-pins at the marked locations.



#### STEP 2B

Installing the T-pins – outside mount

- Measure the diameter of the shade.
- Using the tape measure and pencil, mark mounting locations for the T-pins at the top, bottom, and each side around the window. Space them evenly around the window at distance slightly smaller than the diameter of the shade.
- Using a tack hammer, attach the T-pins at the marked locations. Once the shade is installed, the pins will be concealed behind the shade.



### STEP 3

Attach the shade to the T-pins

- Position the shade in the window and use the four cords to center it between the T-pins.
- Once the shade is in the desired location, tie the cords to the T-pins.

