# **LEVOLOR**

# How to Install Custom Panel Track 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.
- 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
- Level
- Pencil
- 3/8" Wrench
- · Flat-blade or Philips Head Screwdriver
- 1/4" Nutdriver
- · Drill with Bits
- Drywall Anchors

### THESE INSTALLATION INSTRUCTIONS APPLY FOR THE FOLLOWING HEADRAIL STYLES:







Three Channel



Four Channel

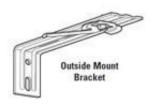


Five Channel

## STEP 1

Mounting brackets
Outside Mount

Proceed to 2A



Inside Mount

Proceed to 2B



Inside Mount Bracket

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### STEP 2A

Mark the bracket locations — outside mount

- Position one bracket at each end of the headrail, 4" in from the ends
- Space any remaining brackets evenly, not more than 48" apart.
- Mark the bracket mounting hole locations at the desired height, making sure they are level and square. Allow at least 1/2" clearance for panels above the floor or sill.



### STEP 2B

Mark the bracket locations — inside or ceiling mount

- Position one bracket at each end of the headrail, 4" in from the ends.
- Space any remaining brackets evenly, not more than 48" apart.
- Mark the bracket locations, making sure they are in a straight line that is parallel to the wall.



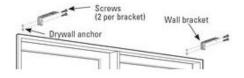
Determining the correct distance from the wall or window:

Position the center of the brackets a min. 2-1/4" in front of the window frame or any protruding trim or handles.

### STEP 3A

Install the brackets — outside mount

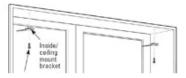
- Example: Installation using included screws and any needed fasteners or wall anchors.
- Using the marks made in step 2 as a guide, attach the brackets, using two screws per bracket.
- · Continue to step 4A.



### STEP 3B

Install the brackets — inside or ceiling mount

- Example: Installation in a window frame using the included screws.
- Using the marks made in step 2 as a guide, attach the brackets, using one screw per bracket.
- · Continue to step 4B.



## STEP 4A

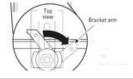
Attach the headrail — outside mount

NOTE: for wide windows and sliding glass doors, two people are recommended for installing the headrail.

 With the bracket arm positioned as shown, and the hook and loop strips on the panel carriers facing out, fit the tabs into the channel on the top of the headrail. You may need to turn the bracket arm slightly to line up the tabs with the channel.



 Turn the bracket arm until the tabs lock the headrail to the bracket.



## STEP 4B

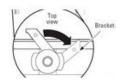
Attach the headrail — inside or ceiling mount

NOTE: for wide windows and sliding glass doors, two people are recommended for installing the headrail.

- For models with a valance, the valance clips must be installed before attaching the headrail. See step 7 "A Attach the valance clips".
- With the bracket arm positioned as shown, and the hook and loop strips on the panel carriers facing out, fit the tabs into the channel on the top of the headrail. You may need to turn the bracket arm slightly to line up the tabs with the channel.



• Turn the bracket arm until the tabs lock the headrail bracket.



## STEP 5

Attach the panels

- · Remove the panels from their packaging.
- Draw the cord so that the carriers are traversed across the entire headrail. Install one panel at a time, working from back to front.
- Unroll a panel completely to expose the hook and loop strip at the top of the panel.
- · Attach the panel hook and loop strip on the backmost carrier, starting at one end and pressing the strips together.
- Repeat for the remaining panels.



• To remove panels, grasp the top corner of the panel at the hook and loop strip and gently pull away from the carrier. Do not pull the fabric only; it may stretch or damage the panel at the hook and loop attachment.





For corded panel track, go to step 6. For cordless panel track, go to step 7.

## STEP 6

Attach the tension device (cord control only)

· Refer to instructions in the hold-down tension device.



### STEP 7

Wand instructions

### **Split Draw**

- · Completely close the shade so that entire window is covered.
- · Locate the panel that is the most centered on the window. It will be a front panel—this is the wand attachment panel.
- · Proceed to Step 1.

# One Way

- · Completely open the shade so that entire window is open.
- Locate the front-most panel—this is the wand attachment panel.
- · Proceed to Step 1.

Step 1: Hold the wand parallel to the ground and attach the hook to the slotted tab on the wand attachment panel that you've chosen.

Step 2: Rotate the hook down so that the wand is hanging from the bottom of the slotted tab.

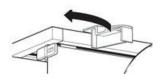
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## STEP 8

Install the optional valance (not for all models)

## A - Attach the valance clips:

- Starting at one end, hold the valance clip at an approximately 45° angle to the headrail, then hook the tabs into the channel on the front of the headrail
- · Rotate the valance clip to lock it into place.
- Space the remaining valance clips evenly along the length of the headrail.

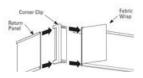




## **B** – Attach returns (on some styles):

**NOTE:** Check for proper return length before taping the fabric in place. Returns can be trimmed with heavy kitchen scissors, if needed.

- Remove the tape holding the fabric to the back of the valance.
- Holding the fabric out of the way, press the corner clip onto the end of the valance as shown.
- Press the return piece into the corner clip, making sure the groovers face out.
- Wrap the fabric around the return, tucking the edges into the groovers.
- Peel the backing off the double sided tape on the fabric and tape the fabric to the back of the return.
- · Repeat for the other return.



# C – Attaching the valance to the valance brackets:

Centering the valance over the headrail, slide the top of the front valance panel into the valance clips until the ridge on the valance locks into each clip.

