

# HORIZONTAL BLIND INSTALLATION INSTRUCTIONS

## 1) Inside Mount Blind Installation:

**Tools required:** A hand, electric or cordless drill with a 1/4" nut driver or a slotted screwdriver bit, a 3/32" drill bit, and a pencil.

**Locate Parts:** Open packaging and locate the following for each blind: Two metal mounting brackets, screws, valance clips, center support brackets (for blinds over 72 inches wide).

**Secure Mounting Brackets:** Look at the two hinged-cover mounting brackets and notice they are stamped with either LH for left hand side or RH for right hand side. First, open the hinged cover and place one of the brackets inside the window opening on the appropriate side.

- For a typical flush with the front (wall) mount place the bracket 1/2" from the front edge of the window opening and flush with the top of the window jamb (Fig. 1 to the Right).

- Next, with a pencil mark two diagonal holes in the side of the mounting bracket (Fig 2 to the right). Repeat on the opposite side with the other bracket. Now using a drill with a 3/32" drill bit, drill holes approximately 1 inch deep on each your marks.

- Finally, replace each bracket over the holes. Using the screws supplied and a drill with a 1/4" nut driver or a slotted screwdriver bit, secure each bracket in place.(Fig. 3 to the right)

**Note:** If your blind is over 72" wide it will include a center support bracket. The easiest way to install this bracket is to first install the blind into the mounting brackets. Now place the center support bracket onto the head rail near the center making sure it does not interfere with the blind ladders. Mark the location with a pencil.

Take down the blind and replace the bracket on the marked location and mark two of the holes. Now using a drill with a 3/32" drill bit, drill holes approximately 1 inch deep on each your marks. Finally, replace each bracket over the holes and secure with screws (Fig. 4 to the right).

**Install Head rail and Valance:** For shipping, the blind cords are usually tucked into the head rail. Take the cords out of the head rail and locate the valance clips. Secure the valance clips approximately 12-18 inches apart on the head rail (Fig. 5 to the right). Slide the head rail into the mounting brackets and snap the hinged covers closed. Now insert the valance into clips and snap into place.

**Adjusting the Blind:** To raise or lower the blind pull the cords down and to the left. To lock the blind at a desired height, pull the cord back to the right and gently release. For large blinds it is recommended to support the bottom rail with one hand while raising and lowering the blind to prevent stress on the hardware mechanisms.

## 2) Outside Mount Blind Installation

**Tools required:** A hand, electric or cordless drill with a 1/4 inch nut driver or a slotted screwdriver bit, a 3/32 inch drill bit, and a pencil.

**Locate Parts:** Open packaging and locate the following for each blind: Two metal mounting brackets, screws, valance clips, center support brackets (for blinds over 72 inches wide).

**Secure Mounting Brackets:** Hold the blind level over the window at the desired location and with a pencil lightly outline each end of the headrail (Fig. 1 to the right).

- Now make another mark 1/8 inch outside each end mark (Fig. 2 to the right).

- Next look at the two hinged-cover mounting brackets and notice they are stamped with either LH for left hand side or RH for right hand side. First, open the hinged cover and place one of the brackets on your second mark.

- Next, with a pencil mark two holes in the back or top (if applicable) of the mounting bracket. Repeat on the opposite side with the other bracket. Now using a drill with a 3/32 inch drill bit, drill holes approximately 1 inch deep on each your marks.

- Finally, replace each bracket over the holes. Using the screws supplied and a drill with a 1/4 inch nut driver or a slotted screwdriver bit secure each bracket in place (Fig. 3 to the right).

**Note:** If your blind is over 72 inches wide it will include a center support bracket. The easiest way to install this bracket is to first install the blind into the mounting brackets. Now place the center support bracket onto the headrail making sure it does not interfere with the blind ladders.

Mark the location with a pencil. Take down the blind and replace the bracket on the marked location and mark two of the holes. Now using a drill with a 3/32 inch drill bit, drill holes approximately 1 inch deep on each your marks. Finally, replace each bracket over the holes and secure with screws (Fig 4 to the right).

\*Please note: If the mounting surface is brick, tile, stone, or concrete, it will be necessary to use a masonry or tile drill bit and the appropriate anchors. These items are carried in any hardware store or homecenter.

**Install Headrail and Valance:** For shipping the blind cords are usually tucked into the headrail. Take the cords out of the headrail and locate the valance clips. Secure the valance clips approximately 12-24 inches apart on the headrail (Fig. 5 to the right). Slide the headrail into the mounting brackets and snap the hinged covers closed. Now insert the valance into clips and snap into place.

**Adjusting the Blind:** To raise or lower the blind pull the cords down and to the left. To lock the blind at a desired height, pull the cord back to the right and gently release. For large blinds it is recommended to support the bottomrail with one hand while raising and lowering the blind to prevent stress on the hardware mechanisms.

### Optional Hold-Down Brackets and Spacers

- Hold-down brackets are available upon request at no additional charge. They mount to the frame, wall, or door and hold the blind bottomrail in place. To install simply hang the blind following the instructions above. Close the blind slats completely then place each bracket over the peg on the bottomrail and mark the holes with a pencil. Using a drill with a 3/32 inch drill bit, drill holes approximately 1 inch deep on each your marks. Replace each bracket over the holes. Using the screws supplied and a drill with a 1/4 inch nut driver or a slotted screwdriver bit secure each bracket in place.

- Spacers are also available upon request at no additional charge. They can be used with the mounting brackets to provide additional room between the mounting surface and the blind. A common use for spacers is with raised trim. To install simply place the spacers between the mounting brackets and the mounting surface prior to securing the brackets then secure the brackets as described above.

