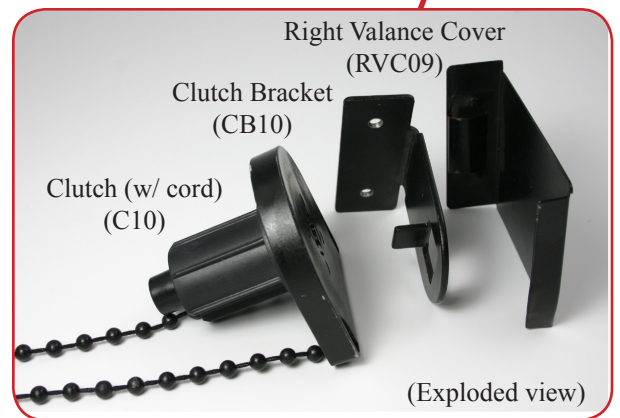
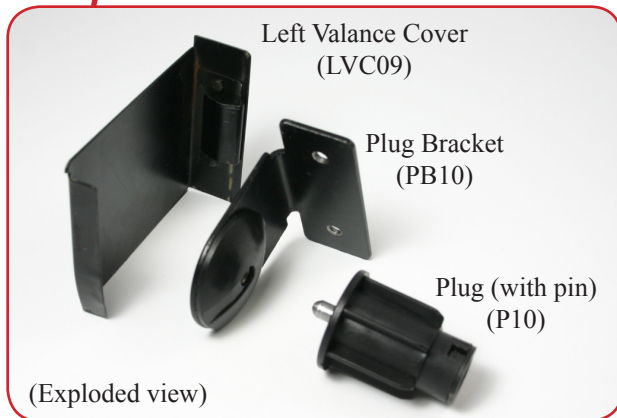
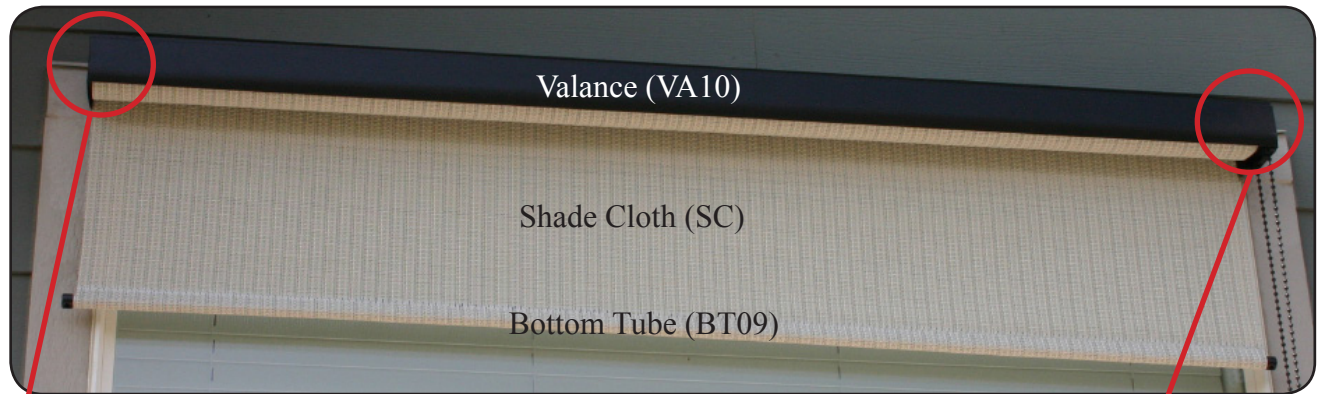


# Cord Operated Exterior Sun Shade (with Valance)



Part #	Description	Qty	Location
VA10	Valance	1	Pre-installed
SC	Shade Cloth	1	Pre-installed
BT09	Bottom Tube	1	Pre-installed
LVC09	Left Valance Cover	1	Pre-installed
RVC09	Right Valance Cover	1	Pre-installed
PB10	Plug Bracket	1	Pre-installed
P10	Plug with Pin	1	Pre-installed
C10	Clutch (with cord)	1	Pre-installed
CB10	Clutch Bracket	1	Pre-installed
CSD17	Cord Safety Device	1	Pre-installed
BTP09	Bottom Tube Plug	2	Pre-installed
VB09	Valance Bracket	2-3	In hardware box
S09	Screw	8	In hardware box
CSDS17	Cord Safety Device Screw	2	In hardware box
BUN09	Bungee System	2	In hardware box

Note: some parts may be slightly different than shown in this manual. We recommend two (2) people install this shade.

# BEFORE YOU START

Determine your type of installation. Your solar shade can be hung from a wall or a ceiling. See Figures A and B.

Your shade is shipped with a protective film to prevent scratching during shipping. Remove this film prior to installation.

WALL INSTALLATION



Fig A

CEILING INSTALLATION



Fig B

## Step 1: Install the Valance Brackets

Your shade includes a paper template. Use of the template is optional, but recommended. The template is designed to help you align your pilot holes for your Valance Brackets. To use your template, temporarily adhere the template (using tape, staples, etc.) to the installation surface. Make sure the template is level, flat and unwrinkled before adhering it to your surface. The template is the full width of your shade; so if the template fits in your installation area, your shade will fit as well. Before drilling the pilot holes, please consider the following:

1. Your shade includes 2-3 Valance Brackets (depending on the size of your shade), you must install at least two (2) of them.
2. Install one (1) Valance Bracket near each end of the shade. Note: the Valance Brackets cannot be installed on the extreme edges of the shade, you will need to allow at least 2 inches (5.08 cm) at the ends of each side. We recommend installing the brackets on the closest stud to each end of the shade, remembering to allow at least 2 inches (5.08 cm) from each end.
3. If you are installing a third bracket, install it near the center of the shade. (ideally on a wood stud)
4. Install the Valance Brackets into wood studs. If wood studs are not available, you will need to use anchors (not included). See your local hardware store for more information.

For wall installations, you need to allow at least 1 inch (2.54cm) above the bracket to allow the shade to hook onto the bracket (only if there is a ceiling that overhangs the shade). See Figure C.

WALL INSTALLATION

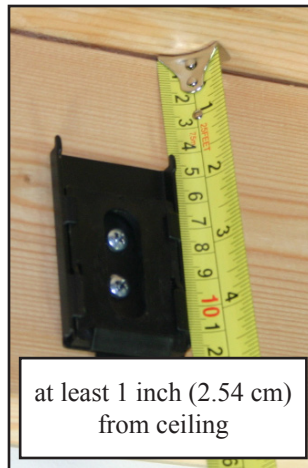


Fig C

For ceiling installations, you need to allow at least 1 inch (2.54cm) behind the bracket to allow the shade to hook onto the bracket (only if there is a wall behind the shade). See Figure D.

CEILING INSTALLATION

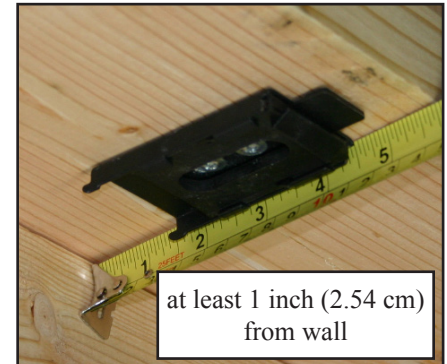


Fig D

It is very important that your brackets are perfectly aligned with each other (your shade will not install correctly unless your brackets are perfectly aligned with each other). We recommend using a laser level or the provided template to align the screw holes.

For a wall installation, make sure the plastic tabs on your Valance Brackets are pointing towards the ground (Fig E).

For a ceiling installation, make sure the plastic tabs on your Valance Brackets are pointing out, towards you (Fig F).

WALL INSTALLATION

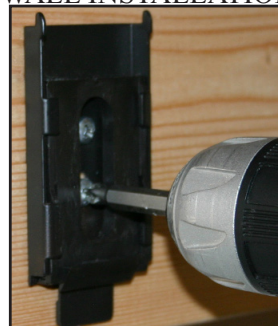


Fig E

CEILING INSTALLATION



Fig F



## Step 2: Install the shade

For wall installations, first hook the back of the Valance on the top of Valance Brackets (Fig G), then rotate the shade down and click into place (Fig H).

Note: you may need to push the plastic tabs on the Valance Brackets to help the shade click into place.

### WALL INSTALLATION



Fig G



Fig H

For ceiling installations, first hook the back of the Valance on the back of the Valance Brackets (Fig I), then rotate the Valance upwards and click it into place (Fig J).

Note: you may need to push the plastic tabs on the Valance Brackets to help the shade click into place.

### CEILING INSTALLATION



Fig I



Fig J

## Install the Cord Safety Device

The Cord Safety Device secures the Cord to reduce the risk of strangulation. The Cord Safety Device is pre-installed on the cord. To secure the Cord Safety Device, drill two (2) Cord Safety Device Screws into a wall/post (Fig K). Make sure the cord is tight before you secure the Cord Safety Device. If a wood stud is not available, you will need to use an anchor (not included). See your local hardware store for more information. Note: Your Cord Safety Device may look different than the one in Figure K. The installation process however, does not change.

This is a very important step, we strongly recommend that you utilize your Cord Safety Device.

**Note: if you do not install this device, your cord will not operate your shade properly.**



Fig K

## Install Bungee System

Your shade includes a two (2) Bungee and Hooks to secure the bottom of your shade.

To install the Bungee System, start by feeding the Bungee through the Bottom Tube Plugs located at the end of your Bottom Tube (Fig L).

Then insert the Bungee into the Hook and drill the Hook into a wall/post using one (1) screw (Fig M).

To prevent fabric stretching/damage, hooks should be installed directly underneath the Bottom Tube Plugs and so there is equal tension on each bungee.

Important: your shade should be rolled up during windy conditions. The Bungee System is only effective in light wind.



Fig L



Fig M

# Switching Cord to the Left Side of the Shade

1. Place your shade on the floor, with the front of the Valance towards you.
2. Remove both Valance Covers (RVC09 and LVC09). When removing the Valance Covers, use a blunt object to help remove the covers. After you have removed the Valance Covers, switch their positions (move the left cover to the right side of the shade, and move the right cover to the left side of the shade).
3. Next, remove both Brackets (Clutch and Plug) by loosening the screws and set the Brackets on the ground. It is not necessary to completely remove the screws; you only need to loosen the screws. Do NOT reverse their positions.
4. Remove the Valance (leaving the shade on the ground) and reverse (turnover) the Valance so the front of the Valance is now facing away from you. You do not need to reverse the shade. You reversed the Valance Covers earlier, so they are now on the correct side of the Valance.
5. Replace both Brackets and both Valance Covers. IMPORTANT: when replacing the Brackets, be sure to push them in completely before tightening the screws. The screws should align with the threaded screw holes.

## Reversing the roll direction of your shade

If you want to reverse the roll of your fabric, simply roll the shade down completely. After the fabric is completely lowered, continue rolling the shade.....it will roll itself back up in the opposite direction.

## Maintenance

To clean your shade, simply rinse with water and soap and scrub with a soft brush. Note: using bleach or an abrasive cleaner will void your warranty. Roll the shade down to air dry. Your shade should be rolled up during high wind conditions.

## Additional information

An instructional video is available on our website ([www.Shadeinfo.com](http://www.Shadeinfo.com)) if you need additional help installing your shade.

Don't forget to send us your warranty/registration card.