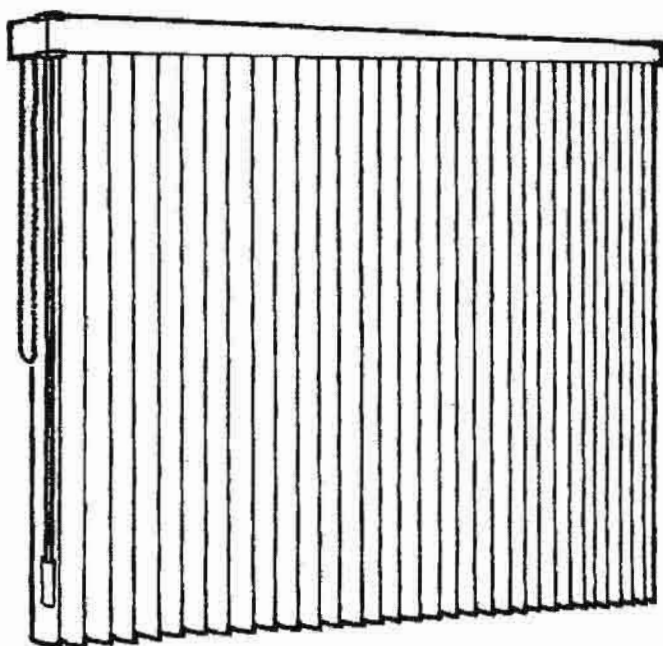


Vertical Blind Installation Instructions



Ultima®

Transitions®

Congratulations on the purchase of your new window covering. Vertical Blinds provide excellent light control and energy efficiency and will add a fashionable look to your home or office. Included with your purchase is all of the hardware you will need to successfully install your new blind. Please take a moment to read these instructions before beginning.

3 DAY BLINDS®

America's Window Covering Specialists® Since 1978

1-800-590-SHOP
www.3day.com

Tools & Hardware

Please make sure that you have the following:

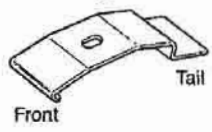
- Steel tape measure
- Power drill and drill bits (if desired)
- Flathead and Phillips screwdriver
- Pencil
- Level (for outside mount)
- Awl (or tool for starting a screw hole)

Included are the screws needed for a normal installation. Depending on the mounting surface, fasteners other than the screws provided may be required. Wall board and plaster require the use of anchors such as expansion or toggle bolts. Bricks, tile or stone need special plugs and drill bits. Wood should always be pre-drilled to avoid splitting.

Professional installation is available at most 3 Day Blinds locations.

Hardware

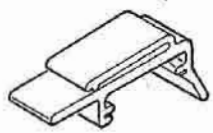
Mounting Brackets



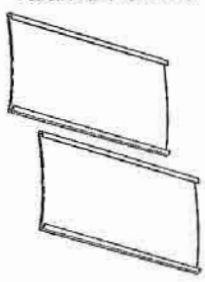
Screw



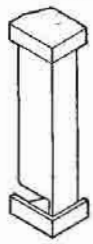
Outside Mount Valance Clip



Valance Returns



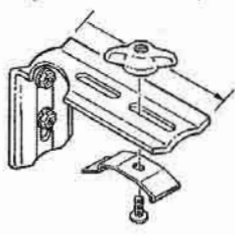
Valance Corner (Open)
For Fabric Blinds



Valance Corner (Closed)
For Vinyl & Aluminum Blinds



Extension Bracket
(For Outside Mount)



Fabric Vane Chain



Fabric Vane Weight



Figure A

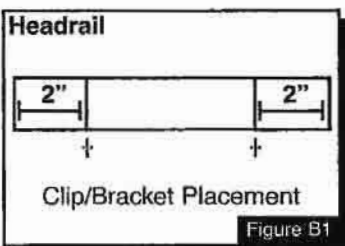
Mounting Clips & Bracket Installation

With your blind, you have received the required number of mounting clips and brackets for proper installation as seen in Chart 1 below. For your blind to function properly, you must install the mounting clips in accordance with Chart 1 and the applicable figure below.

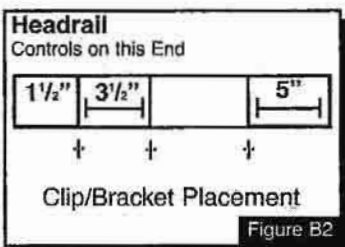
Blind Width	Chart 1 Mounting Clips & Extension Brackets
10" - 37"	2
37 1/8" - 41"	3
41 1/8" - 74"	4
74 1/8" - 106"	5
106 1/8" - 138"	6
138 1/8" - 170"	7
170 1/8" - 188"	8

Mounting Clip & Bracket Placement

1. If your blind is between 10" and 37" wide, you must install mounting clips and brackets on either end of the headrail. For blinds between 37 1/8" and 41", install the third mounting clip in the center of the headrail. (Figure B1)

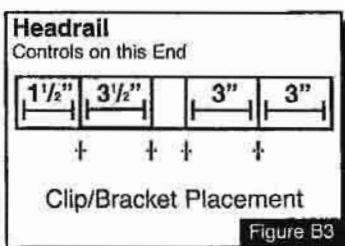


2. If your blind is between 41 1/8" - 188" wide and was ordered as a side draw OR If your blind is between 41 1/8" and 74" wide and was ordered as a reverse stack or center open, you must install mounting clips and brackets on the headrail. (Figure B2)



Important: Make sure that the mounting clips/brackets spaced at 1 1/2" and 3 1/2" are placed over the side of the headrail where the draw cord and tilt chain are located. Any additional mounting clips/brackets must be spaced and installed evenly over the remaining width of the headrail.

3. If your blind is between 74 1/8" and 188" and was ordered as a reverse stack or center open, you must install mounting clips and brackets on the headrail. (Figure B3)



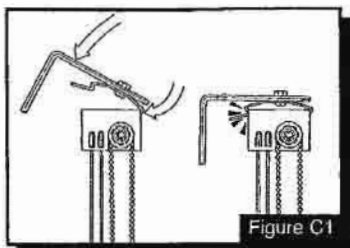
Important: Make sure that the mounting clips/brackets spaced at 1 1/2" and 3 1/2" are placed over the side of the headrail where the draw cord and tilt chain are located.

Outside Mount Bracket Installation

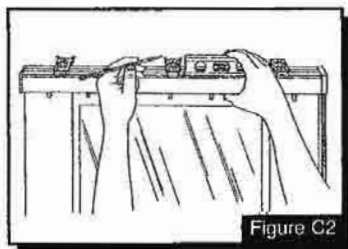
Note: Extension Brackets require a flat vertical mounting surface of 1 7/8" to install.

To install the Mounting Clips:

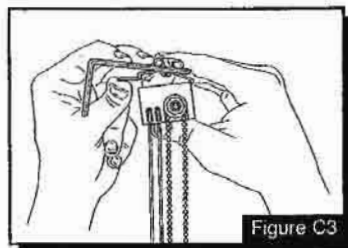
1. Attach each mounting clip to an extension bracket using the wing nuts and bolts provided. The "tail" of the mounting clip must be closest to the window. Make sure that all mounting clips are attached in the same position to the extension bracket, in the slot furthest forward on the extension bracket. (Figure C1)



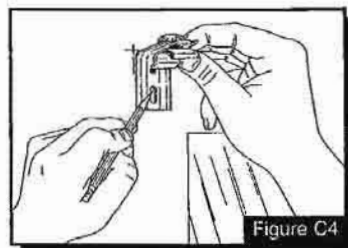
2. Snap the brackets onto the headrail as stated in the Mounting Clip & Bracket Placement section on page 2. (Figures B1 - B3)
3. Using the draw cord, traverse the carrier clips across the headrail.
4. Place one vane into the last carrier clip at each end of the headrail. (See "Vertical Vane Installation" on page 6 and Figure H2, page 8)
5. Hold the vertical headrail above the window opening so that the attached vanes are positioned at the desired length. (Floor length blinds should clear the floor by approximately 1/4").
6. Once the blind is level, mark the wall above and to the side of each bracket using a pencil. (Figure C2)



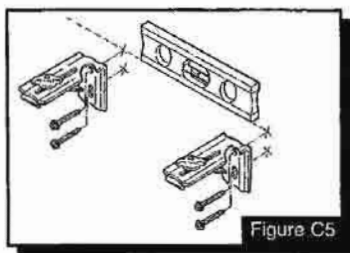
7. Remove the brackets from the headrail by pushing up on the tail of each mounting clip. Set the blind aside. (Figure C3)
8. Facing the window, position one bracket slightly under the left set of pencil marks. (Figure C4)



9. Mark the screw holes on the mounting surface through the back of the bracket using a pencil. (Figure C4)



10. Using a drill with a $\frac{1}{16}$ " drill bit or an awl, make a small pilot hole at each pencil mark.
11. Mount the bracket using two of the screws provided. (Figure C5)
12. Repeat this procedure for any remaining brackets making sure that all brackets are installed level and in line. (Go to "Headrail Installation" on page 7)

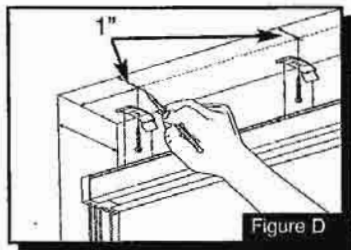


Inside Mount Without A Valance Bracket Installation

BEFORE YOU START: A minimum window depth of $2\frac{1}{8}$ " is required in order for the blind to operate properly. (Figure D) Be sure to check for any obstructions, such as window cranks or door handles that may add to this minimum depth.

To install the Mounting Clips:

1. Mounting clips must be positioned flat against the top of the window casing with the "tail" of the mounting clip positioned closest to the window.
2. Mark the casing with a pencil. (See Figure D & see "Mounting Clip & Bracket Placement" for additional bracket placement on Page 2.)
3. Using a drill and a $\frac{1}{16}$ " drill bit or an awl, make a small pilot hole at each pencil mark.
4. Install the mounting clip using the screw provided. (Figure D)
5. Repeat this procedure for the opposite end of the window.
6. Install any additional mounting clips provided, making sure that all screw holes are marked 1" from the front edge of the window casing. (See Figure D and "Mounting Clip & Bracket Placement" for additional bracket placement on Page 2) (Go to "Headrail Installation" on Page 8)



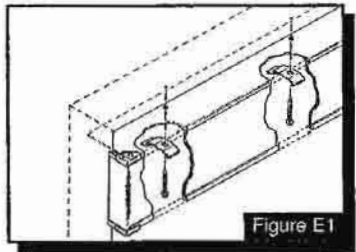
Inside Mount With A Valance Bracket Installation

BEFORE YOU START: A minimum depth of 2 $\frac{7}{8}$ " is required in order for the blind to operate properly. (Figure D) Be sure to check for any obstructions such as window cranks or locks that may add to the minimum depth.

NOTE: Before installing the blind, the valance must be pre-assembled. See "Valance Assembly" on page 9.

To Install the Mounting Clips and Valance:

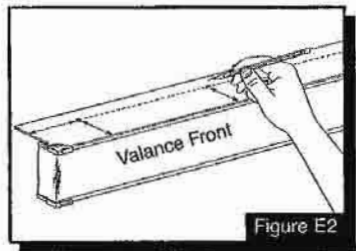
1. For proper installation, the valance must be positioned **BETWEEN** the mounting clips and the window casing. (Figure E1)



2. Using a pencil, mark the top of the valance. (Figure E2 and See "Mounting Clip & Bracket Placement" for additional bracket placement on page 2)

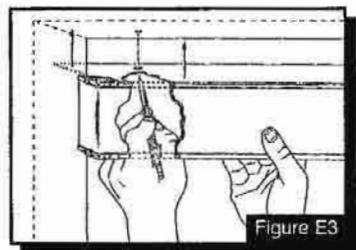
3. Repeat this process for the opposite end of the valance.

4. Mark the remaining screw holes on the valance. (Figure E2)



5. Using a drill and a $\frac{1}{8}$ " drill bit, drill holes through the valance at the pencil marks.

6. Hold the valance up inside of the window casing making sure that the valance returns butt up against the wall on either side of the window opening and that the dust cover is flat against the top of the window casing. (Figure E3)



7. Using a pencil, mark the window casing through the holes in the top of the valance. (Figure E3)

8. Set the valance aside.

9. Using a drill with a $\frac{1}{16}$ " drill bit or an awl, make a small pilot hole at each pencil mark.

10. Position the valance over the screw holes in the window casing and mount the left mounting clip using the screw provided. Make sure that the mounting clip is positioned straight and in line with the "tail" closest to the window. (See Figure E1)

11. Repeat this procedure for any additional mounting clips.

Ceiling Mount - Bracket Installation

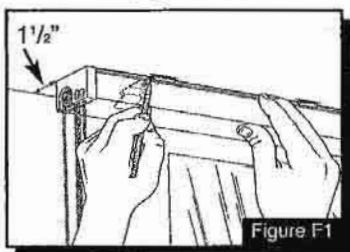
BEFORE YOU START: If you ordered a valance, follow the instructions for an "Inside Mount with a Valance" Steps 2-11 above. Make sure that all holes drilled in the valance and ceiling are done so with a drill bit sized to the fasteners purchased.

NOTE: Most ceiling mounts require special fasteners, available at your local hardware store.

To Install the Brackets:

1. Snap the mounting clips onto the headrail. (Figure C1 and See "Mounting Clip & Bracket Placement" on page 2)

2. Additional mounting clips should be spaced accordingly. (See Figure F1 and See "Mounting Clip & Bracket Placement" for additional bracket placement on page 2.)

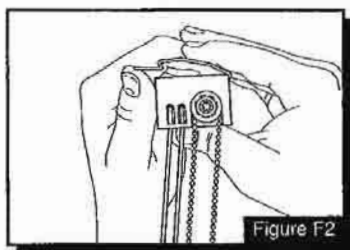


3. Using the draw cord, traverse the carrier clips across the headrail.

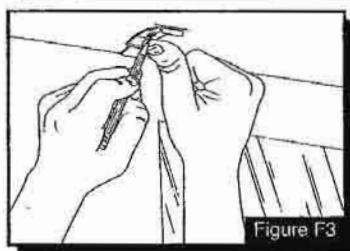
4. Hold the vertical headrail up to the ceiling at the desired mounting position, making sure that the back edge of the headrail is positioned at least 1 1/2" from the wall or any obstruction. (Figure F1)

5. Using a pencil, mark the front of the mounting clips on the ceiling surface. (Figure F1)

6. Remove the mounting clips from the headrail by pushing up on the tail of each mounting clip. Set the blind aside. (Figure F2)

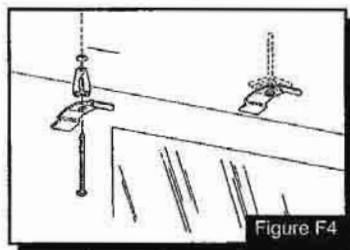


7. Facing the window, align the front of one mounting clip with the left pencil mark on the ceiling and mark the screw hole. (Figure F3)



8. Using a drill with a drill bit sized to the fasteners purchased, drill a hole at each pencil mark.

9. Mount the bracket using the fasteners purchased. (Figure F4)



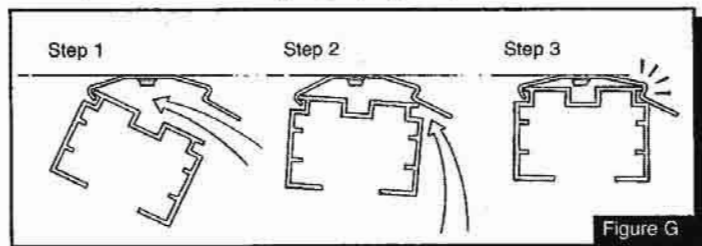
10. Repeat this procedure for any remaining brackets making sure that all brackets are installed straight and in line.

Headrail Installation

NOTE: If you purchased a valance for an outside mount blind, attach the valance clips to the headrail prior to installing the headrail. Valance clips must be spaced evenly across the width of the headrail to support the weight of the valance. (Figure J, Page 9) Make sure that the valance clips do not interfere with the mounting brackets.

To Install the Headrail:

1. Position the headrail so that the blind controls are on the desired side of the window.
2. Hook the front edge of the headrail into the front of the mounting clips (closest to you).
3. Using a firm rolling motion while pressing up slightly on the tail of the mounting clips, rotate the headrail up and back until it snaps into the mounting clips. (Figure G)



To Remove the Headrail:

1. Push up on the tail of each mounting clip to release the headrail from the brackets. (See Figure C4, Page 3 for an "Outside Mount"; See Figure F3 Page 6 for "Inside Mount" and "Ceiling Mount")

Vertical Vane Installation

NOTE: For free hanging fabric, slide vane weights into the bottom pocket of each vane. (Figure H1)

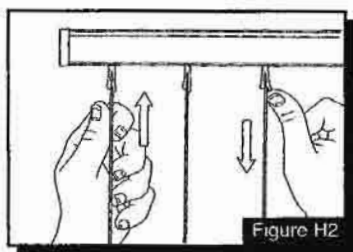
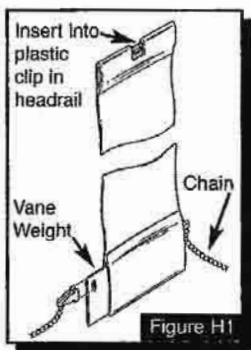
PET PORT: If you ordered your vertical blind with the Pet Port option, you have been provided with 2 different lengths of vertical vanes. The shorter vanes are to be installed over the pet door/obstruction and the longer vanes to cover the length of the opening. You were supplied with 2 extra vanes of each different size. This allows you to install the desired number of vanes over the pet door to achieve the most aesthetically pleasing look.

1. Using the draw cord, traverse the carrier clips across the headrail.
2. Rotate the carrier clips to the open position using the metal tilt chain. (Your blind must be tilted to the open position BEFORE you clip in the vanes). (Figure H2)
3. Push each vane into the carrier clips until they snap into place. (Figure H2)

NOTE: It is preferred that grooved vanes and fabric inserts are inserted with the rigid vinyl side against the longer prong of the plastic clip. This will help to prevent the plastic clip from snagging the fabric. For additional information, see store for additional information. (Figure H2)

4. For free hanging fabric, the plastic clip must be inserted into the top of the fabric vane. Also, snap the plastic clips of the vane chains into the slot of the weight at the bottom of the blind. (Figure H1)
5. To remove the vanes, gently open the longer prong on the vane hook with your thumb. (Figure H2)

VINYL VANES: Upon installation, Vinyl vertical vanes may have static electricity built up causing the vanes to "latch" onto or stick to one another. Simply use a dryer sheet or a damp cloth and mild detergent to wipe down the vanes and remove the static.



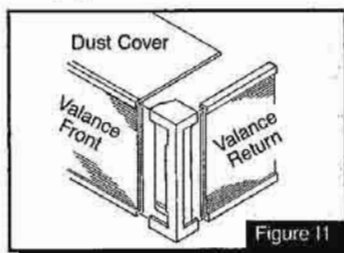
Valance Assembly

Vinyl and Aluminum Blinds

To Assemble the Valance:

NOTE: If you ordered a Buena Vista Valance, please refer to the "Buena Vista Valance Installation" on page 10.

1. Insert vinyl or aluminum inserts into the valance returns.
2. Attach valance returns to the valance using the closed valance corner. (Figure I1)

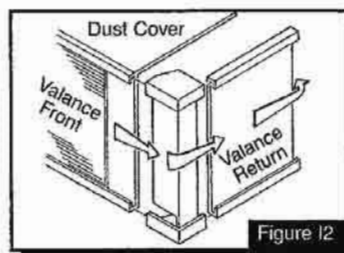


Fabric Blinds

To Assemble the Valance:

NOTE: The fabric inserted into the front of the valance is long enough to wrap around the corners and cover both valance returns with at least 1" excess on each end.

1. Attach the open valance corners and valance returns to the valance. (Figure I2)
2. Center the fabric on the valance and wrap the excess fabric around the open valance corners and into the valance returns. Secure in place with tape or trim excess fabric flush with the wall. (Figure I2)

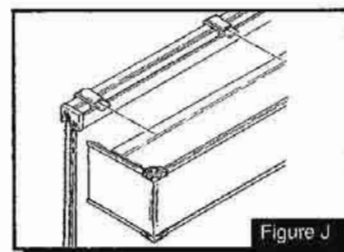


Outside Mount Valance Installation

NOTE: Both the standard vertical valance and the Buena Vista valance are attached to the headrail in the same manner.

To Install the Valance:

1. Slide the back edge of the valance dust cover into the valance clips that have been attached to the headrail. (Figure J).
2. Make sure that the valance cover is pushed completely into the valance clips and is centered on the headrail.



Buena Vista Valance Installation

The Buena Vista Valance is a specialty valance designed specifically for Vertical Blinds. The Buena Vista Valance installs much the same as a standard vertical blind either as an Inside Mount or an Outside Mount. (Figure K1)

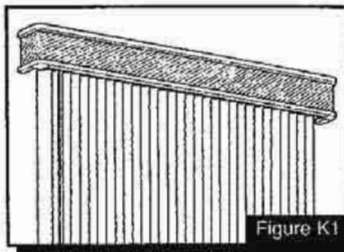


Figure K1

To Assemble The Valance:

Note: The ordered fabric and trim have already been inserted into the valance. (Figure K2)

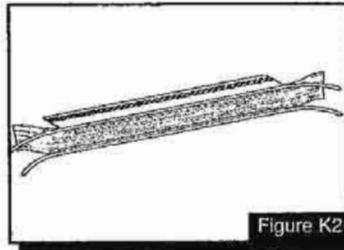


Figure K2

1. To assemble, slide the fabric, as well as the top and bottom trim away from one end of the valance. (Figure K3)
2. Insert one end of the rounded corner into the valance and the other into the valance return. Note that the valance returns have a slot that also clips into the valance dust cover edge.
3. Push the corner wedges into place on the top and bottom of the rounded corner.
4. Slide the fabric insert around the corner to cover the return and tuck excess fabric around the back of the return to create a finished edge.
5. Slide top and bottom trim around the corner so that it is flush with the back edge of the return. (Figure K4) (Excess trim may need to be cut away. Simply use heavy metal sheers or wire cutters.) Make sure that trim is pressed firmly into the groove. Repeat the above process for the other end of the valance.

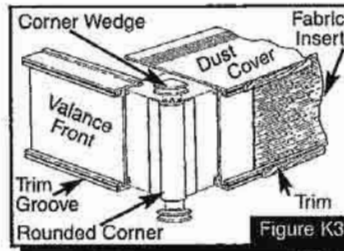


Figure K3

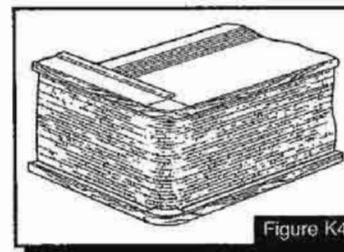
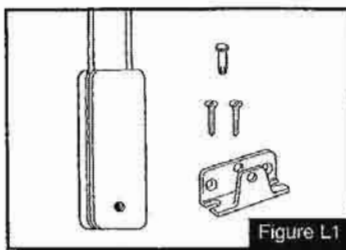


Figure K4

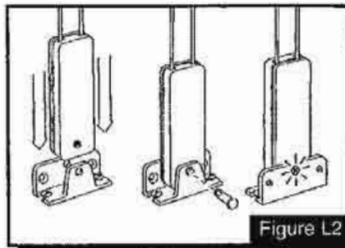
Tension Pulley Installation

Your blind has been manufactured with a tension pulley on the draw cord. Below are instructions on the mounting procedure. As you can see, the tension pulley (A) and the tension pulley base (B) are shipped separate for ease of installation. (Figure L1)



1. Once the blind has been installed, attach the tension pulley, located on the draw cord, to the tension pulley base. (Figure L2)

Determine the position of the tension pulley making sure that the cord loop is taut and close to the vertical blind and/or mounting surface.



2. Mount the tension pulley to the floor, wall or window frame using the two 1" Phillips screws included. (Figure L1 B) There are two mounting options to choose from: Inside Mount (Figure L3) or Outside Mount (Figure L4).

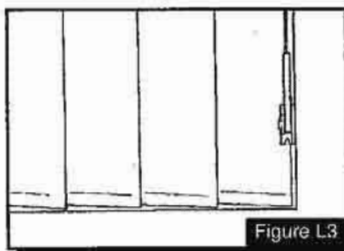


Figure L3

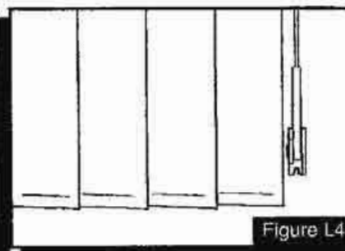


Figure L4

Depending on the mounting surface, fasteners other than the screws provided may be required and may be purchased at your local hardware store. Wall board and plaster require the use of anchors such as expansion or toggle bolts. Brick, tile or stone need special plugs.

Blind Operation

1. To rotate the vanes, pull down on the metal tilt chain.
2. To traverse the vanes across the headrail, make sure that the vanes are tilted to the open position and then pull the traverse cord.

WARNING: Traversing the vanes in the closed position may cause them to overlap incorrectly. Attempting to rotate vanes that are not overlapped properly will cause damage to your blind! This type of damage is considered to be abuse and is not covered by our warranty. If the tilt chain does not rotate easily, check each vane to make sure that they are all overlapped in the same direction.

Care & Cleaning

Vertical blinds are simple to care for:

1. For vinyl or aluminum blinds, use a damp cloth and a mild detergent. To reduce the amount of dust on your blinds, wipe regularly with a dryer sheet or spray with static guard.
2. For fabric blinds, periodic vacuuming with a soft brush attachment is recommended. Small stains can be removed with a dry fabric cleaner or a mild detergent and a soft damp cloth.
3. Avoid using harsh chemicals on all vertical vanes and **DO NOT** dry clean.
4. 3 Day Blinds also offers products specifically designed to safely and quickly clean vertical blinds. See store for details.



WARNING



Young children can strangle in cord and bead chain loops. They can also wrap cords around their necks and strangle.

- Always keep cords and bead chains out of children's reach.
- Move cribs, playpens, and other furniture away from cords and bead chains. Children can climb furniture to get to cords.
- Do not tie cords together. Make sure cords do not twist together and create a loop.

Limited Lifetime Warranty

The manufacturer will repair or replace any part of the blind found to be defective in material or workmanship at no cost to you. This warranty is limited to the original consumer purchaser of the blinds. This warranty does not apply to any defect caused by improper installation, alteration, abuse, misuse or exposure to excess moisture. This warranty does not cover normal wear and tear, such as the natural deterioration of fabric and changes in color that take place over time. This warranty does not cover products that exceed the manufacturer's size recommendations. This warranty gives you specific legal rights and you may also have other rights which vary from state to state.

To obtain service, bring the product(s) in question to the place of purchase or call Customer Care at 1-800-800-3DAY with this warranty and your purchase invoice.

ViewPointe™ window coverings exclusively available at

3 DAY BLINDS

America's Window Covering Specialists Since 1978

1-800-590-SHOP
www.3day.com

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