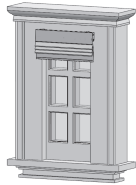


# Centerpiece™ Roman Shade

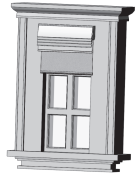
## Installation Instructions



Cordless



Continuous Cord Loop



Cordless Dual



Continuous Cord Loop Dual

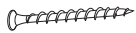


- Please take a moment to review the following installation guide.
- Please leave shade in folded open position for ease of installation.
- Be sure to keep all components and packaging until shade is fully installed.

## Recommended Tools

- Power drill & Drill bit
- Tape measure
- Screwdriver
- Level
- Pencil





## Fasteners needed for different mounting surfaces:



Mounting Surface	Fastener
Wood	1 1/2" Screw (Provided) 
Drywall/Plaster	Wall Anchors, Expansion Bolts (Not Provided) 
Metal	Sheet Metal Screws (Not Provided) 

## Hardware Included

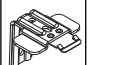


### \* Cordless & Cordless Dual inside mount

Shade Width	Bracket	1 1/2" Screw
$20" \leq X \leq 44"$	2pcs 	2pcs 
$44" < X \leq 70"$	3pcs	3pcs
$70" < X \leq 96"$	4pcs	4pcs




### \* Cordless & Cordless Dual outside mount default

Shade Width	Bracket	1 1/2" Screw
$20" \leq X \leq 44"$	2pcs 	4pcs 
$44" < X \leq 70"$	3pcs	6pcs
$70" < X \leq 96"$	4pcs	8pcs





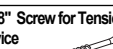
### \* Cordless & Cordless Dual outside mount optional

Shade Width	Bracket	Spacer Block	2 1/2" Screw
$20" \leq X \leq 44"$	2pcs 	1 or 2sets 	4pcs 
$44" < X \leq 70"$	3pcs	1 or 2sets	6pcs
$70" < X \leq 96"$	4pcs	1 or 2sets	8pcs

### ⚙ Continuous cord loop & Continuous cord loop Dual inside mount

Shade Width	12" ≤ X ≤ 44"	44" < X ≤ 70"	70" < X ≤ 96"
Bracket	2pcs 	3pcs	4pcs
1 1/2" Screw	2pcs 	3pcs	4pcs
1 7/8" Screw for Tension Device	2pcs 	2pcs	2pcs

### ⚙ Continuous cord loop & Continuous cord loop Dual outside mount

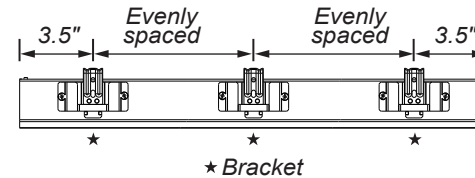
Shade Width	12" ≤ X ≤ 44"	44" < X ≤ 70"	70" < X ≤ 96"
Bracket	2pcs 	3pcs	4pcs
Spacer Block	$X \leq 44"$ : Optional (2sets at most can be used) $X > 44"$ : Standard: 1set (bracket qty) Optional: 0-2sets (2sets at most can be used) 		
1 1/2" Screw	4pcs 		
2.5" Screw (when use Spacer Block)	4pcs 	6pcs	8pcs
1 7/8" Screw for Tension Device	2pcs 	2pcs	2pcs

## 1. Mounting the shade inside a window frame

**Step 1:** Mark both side-headrail marks centered along the top of the window frame.

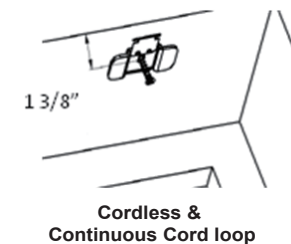
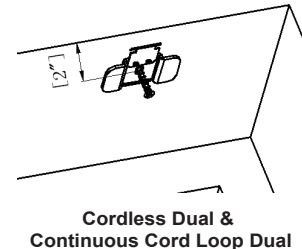
**Step 2:** Mark the screw positions where you will install the brackets, 3.5" from each side of the shade.

**Step 3:** The bracket must be evenly spaced if more than two brackets are required. Every bracket is fixed with one 1 1/2" screw.



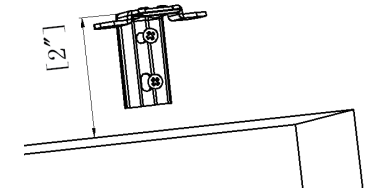
**Step 4:** Mounting the brackets

When flush inside mount, allocate a min. distance of 1 3/8" for cordless & continuous cord loop, while 2" for cordless dual & continuous cord loop dual from the edge of the wall to the center of the screw hole.



## 2. Mounting the shade outside a window frame

**Step 1:** Determine a desired position of the shade and mark the top of shade and both side-headrail marks. The top-of-shade mark is at least 2" from the top edge of window frame.



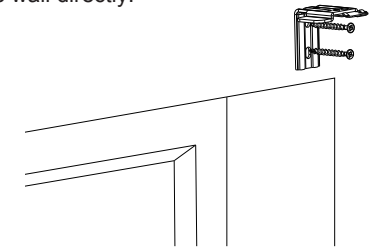
**Step 2:** Mark the screw positions where you will install the brackets, 3.5" from each side of the shade.

**Step 3:** The bracket must be evenly spaced if more than two brackets are required.

**Step 4:** Mounting the brackets.

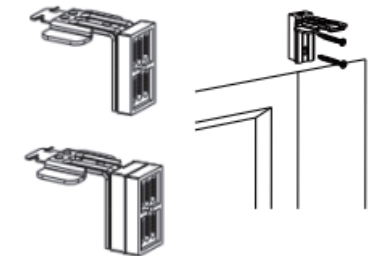
### For cordless system(all size) and continuous cord loop with blind width $12" \leq X \leq 44"$

Attach the bracket with 2 pcs 1 1/2" screws on the wall directly.



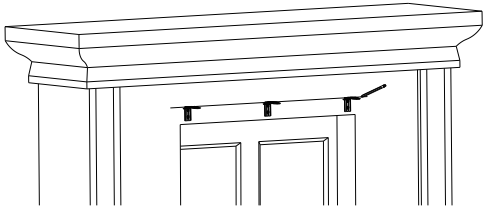
### For continuous cord loop with blind width $44" < X \leq 96"$ , cordless dual & continuous cord loop dual

The combination of brackets and spacer block is used as brackets and also center support if applicable. Put the spacer block at the back of the bracket as pictured below, and then attach the combination with 2pcs 2.5" screws.



**Note:** If spacer block is required, please install it as above picture.

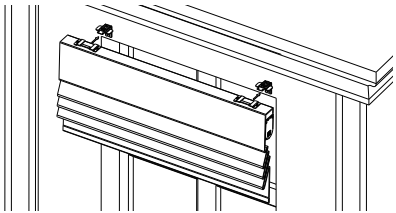
Make sure all brackets are level and aligned.



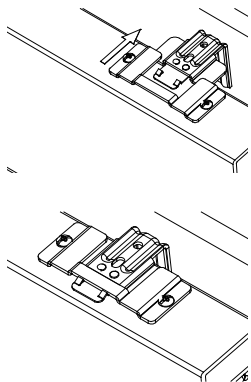
### 3. Mounting the shade

Shade installation is the same for both inside and outside mount applications.

**Step 1:** Align the female bracket preinstalled on the shade to the male bracket.

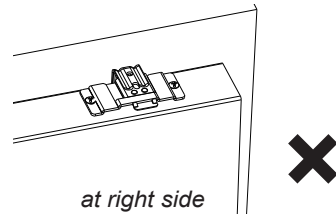
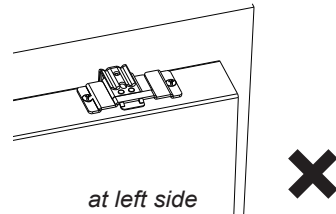
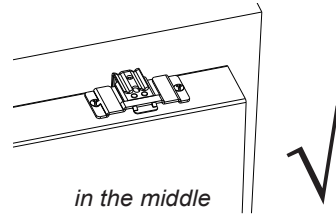


**Step 2:** Slide the female bracket on the shade into the male bracket until it snaps into place. If more than two brackets are used, it is recommended to attach the center female bracket into the male bracket first, and then attach the female bracket at each end.



**Step 3:** If the female brackets are a little off from the male bracket, the position of the female brackets can be adjusted by moving left or right 8mm (5/16").

**Note:** To make the installation easily, please do the best to eliminate the deviation of the placement of bracket, to make sure the male bracket is in the middle of the female bracket.



### 4. Mounting the tension device

Measure and mark the location where the tension device will be mounted. Mount the tension device with 2 pcs 1 7/8" screw. The mounting screws must be secured into a solid surface or molly. When positioning and mounting the tension device, make sure the chain is taut without stretching, twisting or crossing, and the tension device and control chain does not interfere with raising or lowering the shade.

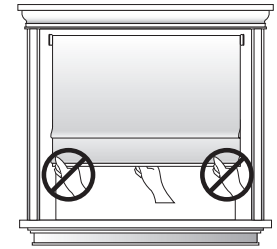
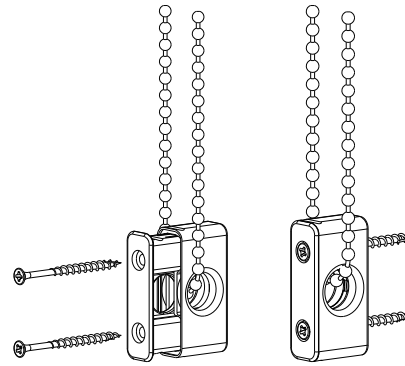
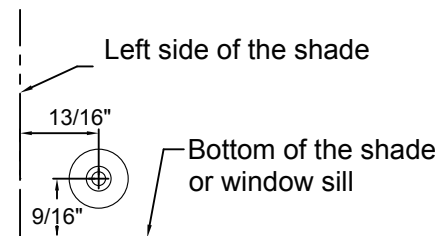
### 5. Operating the installed cordless & cordless Dual shade

Pull gently on the handle in the middle of the roller shade at the back to lock the roman shade in the desired position. To raise the shade, pull gently down on the handle a short distance to unlock the shade and the roman shade will rise automatically.

### 6. How to install Magnetic Hold Down (optional)

Use M3x15mm screw to secure the magnet catch at the below location. Make sure the magnet catch align with pre-installed magnet on the bottom rail of the shade.

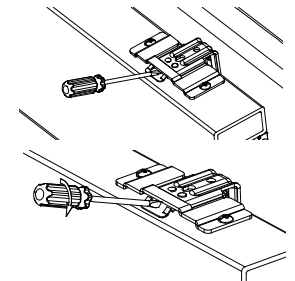
For Dual roman shade, the magnet is installed on rear roller shade hem bar only.



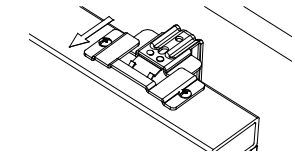
**▲ Note:** To ensure long-term performance of your shade, always grab the shade handle when operating the shade. The handle is located at the back of the shade. Do not grab the bottom of the shade.

### Removing the shade

**Step 1:** Insert the screwdriver into the space between the female and male bracket. Separate male bracket apart from the female bracket by revolving the screwdriver as pictured below. If more than two brackets are used, it is recommended to separate the bracket at each end first, and then separate the one in the center.



**Step 2:** Gently pull the shade outward to remove the shade.



**NORMAN**  
WINDOW FASHIONS

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