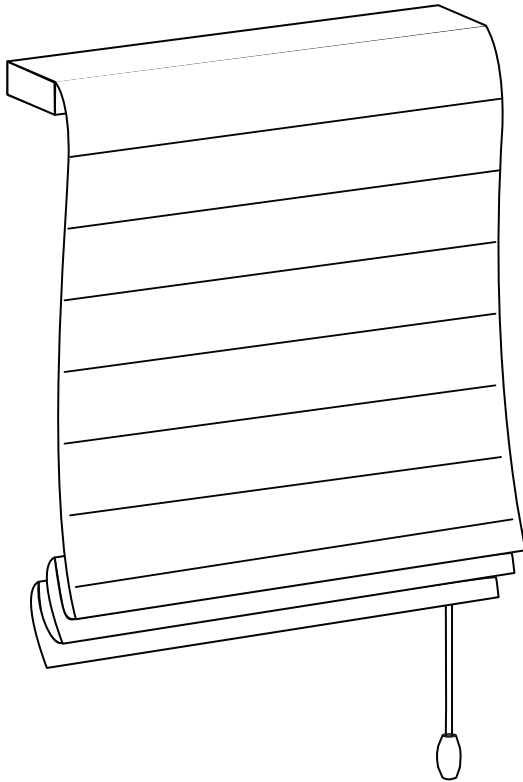


# SMITH & NOBLE

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Step by Step Installation Instructions

## *Fabric Shades*



Standard, Slim Headrail  
and Top Down/Bottom Up

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# Everything You Need

## A Smooth Set-Up

We want you to love your new window coverings and that includes having a smooth installation experience. If you encounter any difficulties or questions, please reach out to us for help. It's why we're here. Call us at 800.248.8888 or visit [www.smithandnoble.com/knowhow](http://www.smithandnoble.com/knowhow) for more info on installation.

We recommend you hold on to all packaging until your window coverings are fully installed. Should something go wrong (we strongly doubt it), we want any potential returns to be a painless as possible.

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### *Customer Service Hours*

Monday – Friday: 6am – 7pm PT

Saturday – Sunday: 7am – 4pm PT

[smithandnoble.com](http://smithandnoble.com)



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Getting Started

Before you begin, check the accompanying diagram to make sure you have all the parts you need. You'll need to make sure the surface you intend to install your hardware is sturdy enough to accommodate the brackets. If you're screwing directly into a surface this means locating wood studs that are strong enough to securely bond with the included screws. Otherwise, you'll need to use a secure fastener (as illustrated) but please note this piece is not included.




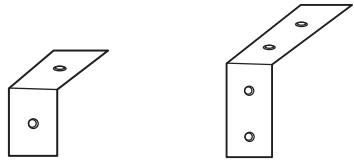
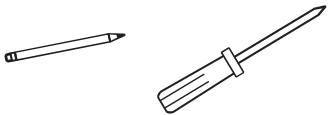
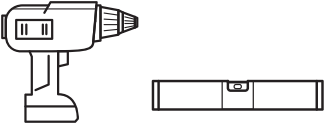
**WALLBOARD OR PLASTER:** Hollow wall applications: Use a secure fastener designed specifically for this purpose.

**METAL:** Prepare by pre-drilling holes and then using the included screws.

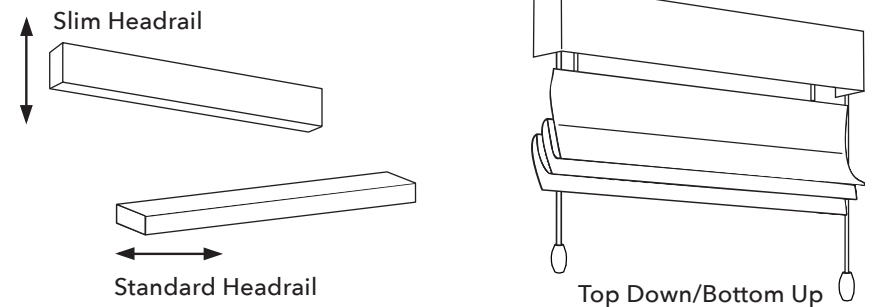
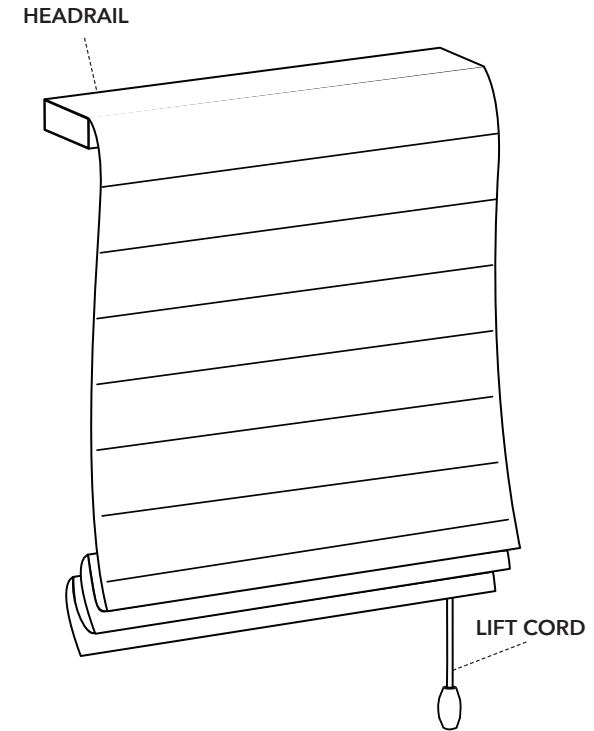
**CONCRETE, STONE, BRICK OR TILE:** Use a masonry drill and surface-specific plugs, anchors, or screws. When selecting a fastener be sure it's designed to support the weight of the product being installed (if you're not sure, either give us a call or ask a professional at your local hardware store). Once obtained, follow the fastener manufacturer's instructions regarding proper installation.

**TOOLS YOU WILL NEED TO INSTALL YOUR HARDWARE:** Pencil, screwdriver, 1/4" nut driver, level, and a drill with a 7/64" drill bit.

*Note: It's important to monitor the amount of pressure you apply when using a drill. If the screws are too tight this may cause the screw itself to break off in the wall or window frame.*

 <p>SCREWS</p>	 <p>OUTSIDE MOUNT BRACKET      OUTSIDE MOUNT EXTENSION BRACKET</p>
 <p>PENCIL &amp; SCREWDRIVER (NOT INCLUDED)</p>	 <p>POWER DRILL &amp; LEVEL (NOT INCLUDED)</p>

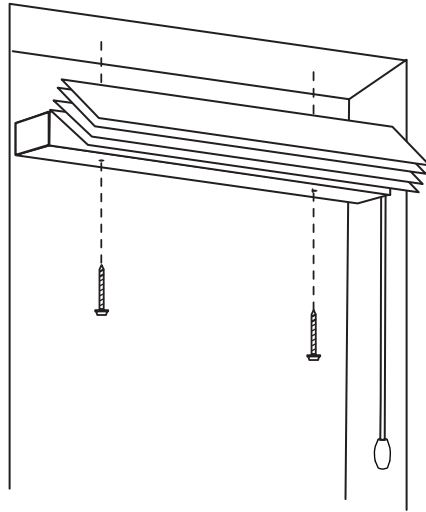
Standard & Slim Headrail



BRACKET QTY	SHADE WIDTH
2	up to 36"
3	36 1/8" - 72"
4	72 1/8" - 96"
5	96 1/8" - 120"

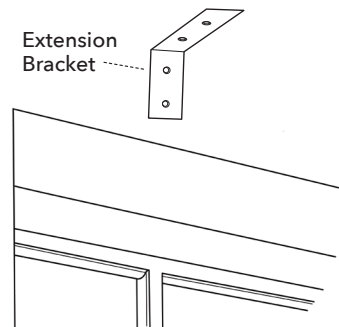
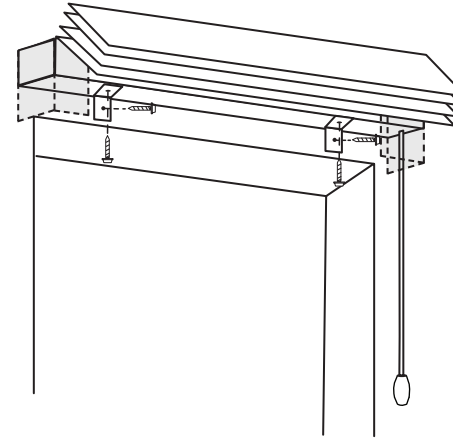
### Inside Mount

Hold the shade inside the window frame so that the front edge of the shade and the front edge of the window line up. Don't forget to keep it centered. It should be a tight fit not much space to move around. With the shade positioned exactly as you'd like it, press a screw through each of the riveted holes on the headrail. The screws' tips will leave small indentations in the window frame to help you keep track. Remove the shade and use a  $\frac{7}{64}$ " drill bit to pre-drill the mounting holes. Then attach the shade with the screws provided into the pre-drilled holes using the drill and  $\frac{1}{4}$ " nut driver.



### Outside Mount

First, hold the shade above the window so that it's perfectly centered. Using a pencil, mark where the bottom of the headrail hits the window frame or wall and then place the provided brackets to window frame or wall, where they will be mounted. Mark one of the bracket holes with a pencil. (Some notes on accuracy: brackets should be evenly spaced, level with one another, and not too close to the headrail's edges and operating mechanism.) Next, using the long screws provided, attach the brackets to the window frame or wall and place the headrail on top of the brackets. Then pierce the fabric and pre-drill the mounting holes using a  $\frac{7}{64}$ " drill bit at each bracket location. Attach the shade to the brackets using the provided short screws.



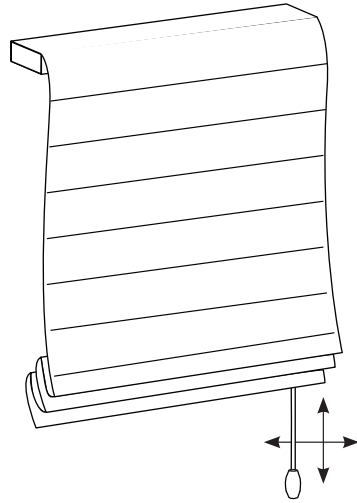
### Extension Bracket (optional)

Optional Extension Brackets are used to project the back of the shading up to  $2\frac{1}{2}$ " from the mounting surface to clear any obstructions.

## Step 3 – Operating & Dressing Your Shade

### Operating Your Shade

Opening and closing your new Smith & Noble shades is entirely hassle-free. To lower it, reach behind your shade and pull cord down and toward the center of the shade. To lock it into position, move the cord past the outside edge and then release. To raise it, pull straight down on the cord until it's at your desired height then move cord past outside edge to lock. And remember to always keep the excess cord wrapped around the cord cleat (that's what you attach to the wall next to your shades).

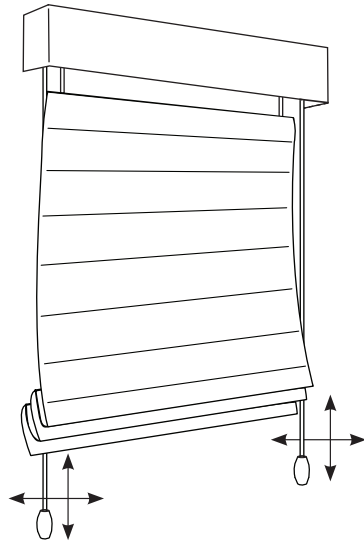


### Top Down/Bottom Up

(not available with all styles and sizes)

First, lower the bottom rail of the shade to the window sill by releasing the cord on the left side of the shade. Then, using the cord on the right side of the shade, lower the center rail to the desired position. To lock it into position, move the cord past the outside edge and then release.

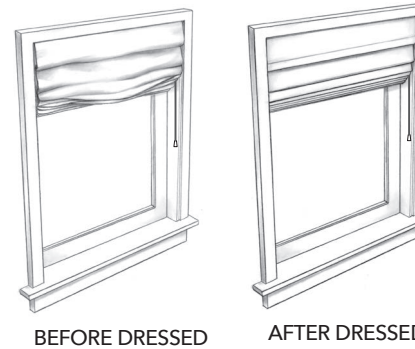
To raise the shade, pull the right cord down until the center rail of the shade meets the headrail. Pull down on the left cord and lift the bottom rail to the desired position. To lock it into position, move the cord past the outside edge and then release.



## Step 3 – Operating & Dressing Your Shade

### Dressing Your Shade

Once installed, you'll want your Smith & Noble shades to look as stylized as they do in our catalog; to "dress" your shade simply smooth folds as you raise the shade. Your shade will gradually develop a pleat/fold memory and minimal dressing will be needed.



## Step 4 – Attaching the Cord Cleat

### Attaching the Cord Cleat

Cord cleats are wall attachments that help keep your cords organized and away from pets and kids. To install one, first lower your shade completely and hold the cord straight down while positioning the cord cleat onto the window frame or wall. Holding the cleat upright, insert and secure two screws into the cleat to securely attach it to the wall or window frame. You will need one cleat for standard lift and two cleats for Top Down/Bottom Up.



PROBLEM	SOLUTION
The shade will not raise or lower	Make sure the lift cords aren't caught under mounting brackets or screws. If they are, simply remove them.
Only one side of the shade moves when draw cords are pulled	The shade may be caught on an obstruction such as a window crank or latch; if this is the case feel free to untangle. If one of the lift cords has come untied, simply re-tie the cord.
Lift cord came out of cord leveler	Simply re-thread cord.
Shade hangs uneven	Adjust cord levelers on back of shade by simply pushing in on the bottom to release cord. Slowly move up/down to adjust shade level, allows for a height adjustment up to 1/2" in either direction.

*If these suggestions don't work, then please give us a call or visit our website.*

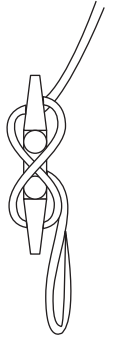
### Care & Cleaning

Occasional light vacuuming with a soft bristle attachment or gentle feather dusting is all that is required to keep your shades looking fresh and neat.

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### Safety First. Style Second To None™.

Great style should never come at the cost of safety. Every Smith & Noble window treatment conforms strictly to today's safety standards, including permanent tie-down devices and built-in cord stops. To protect young children and pets, excess cords should be wrapped securely around a cord cleat, as shown at right, to prevent possible injury. To obtain an additional cord cleat, call Smith+Noble Customer Service at 800.780.8889.



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## Warranty Service

The enjoyment of your window covering should be everlasting, which is why our products come with a limited lifetime warranty. The warranty applies to the original owner, requires a proof of purchase (hang on to your receipt!) and covers defects in material or craftsmanship. Hardware must have been properly installed. We reserve the right to determine if your hardware warrants a repair or a replacement. Visit [smithandnoble.com/guarantee](http://smithandnoble.com/guarantee) to see full details. In need of warranty service? Call us at **800.248.8888** and we'll arrange for a repair or replacement ASAP.

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