HunterDouglas

Installation • Operation • Care

Duette® and Applause® Honeycomb Shades

Vertiglide™ Split Stack and Duolite™ Designs

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Questions?

Call the Hunter Douglas Customer Information Center at **1-888-501-8364.**

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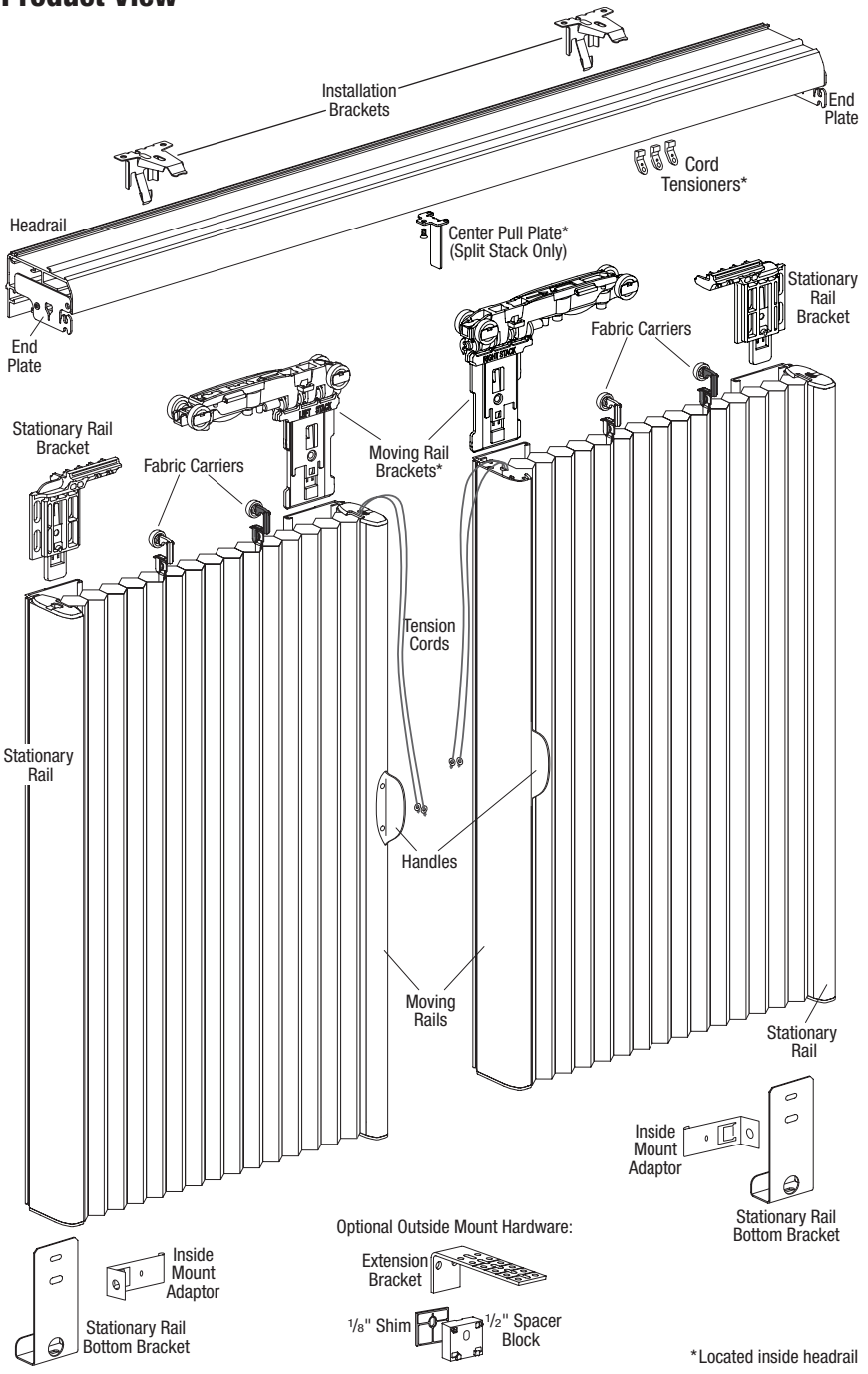
Product View



*Located inside headrail

GETTING STARTED

Thank you for purchasing Hunter Douglas Duette® or Applause® Vertiglide™ honeycomb shades. With proper installation, operation, and care, your new shades will provide years of beauty and performance.

To get started, unpack the shade and remove all foam/packaging materials. Check that all parts shown on the packing list are included with the order. Please thoroughly review this instruction booklet before beginning the installation.

IMPORTANT: Cords are wrapped around cord organizers located approximately 6" from the top of the moving rails. Please do not unwrap the cords until instructed to do so.

Tools and Fasteners Needed

- Flat blade and magnetic-tipped Phillips screwdrivers
- Level (laser level is recommended)
- Measuring tape and pencil
- Power drill, 3/32" drill bit, and 1/4" hex driver
- Scissors

In addition, you will need fasteners designed to work with your specific mounting surface(s).

- **#6 Hex Head Screws (Provided).** Two 1 1/2" screws are provided per installation bracket.
- **Longer #6 Hex Head Screws (Not Provided).** If using spacer blocks, use #6 screws long enough for a secure attachment.
- **Speed Nuts and Screws (Provided).** Extension brackets come with speed nuts and screws.
- **Drywall Anchors (Not Provided).** Use drywall anchors when mounting into drywall.

#6 x 1 1/2"
Hex Head Screw
(Provided)

Longer #6 Hex Head Screw for Use with Spacer Blocks
(Not Provided)

Speed Nut and Screw
(Two Provided with Each Extension Bracket)

Recommended Number of Installers

- More than one installer is recommended for shades wider than 84", as shown in the table.

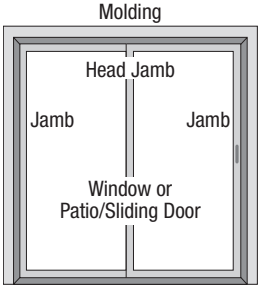
Widths up to 84"	1 installer
Widths 85" to 168"	2 installers
Widths 169" to 252"	3 installers
Widths 253" to 336"	4 installers

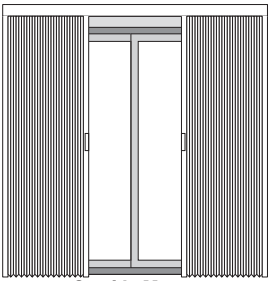
Installation Overview

Installation of Vertiglide™ shades varies based on the shade mounting type, stacking design, and the valance type selected.

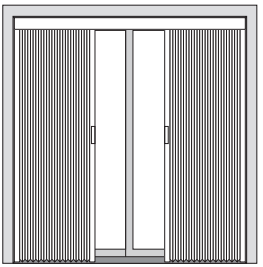
Mounting Types and Window Terminology

- Review the mounting types and basic window terminology illustrated below. Determine if your shade is an outside mount or inside mount. For ceiling mount applications, refer to the inside mount instructions.





Outside Mount
Shade mounts outside door or window opening.

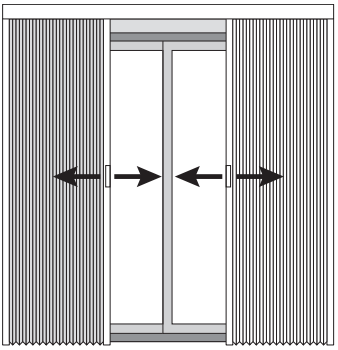


Inside Mount
Shade fits within door or window opening.

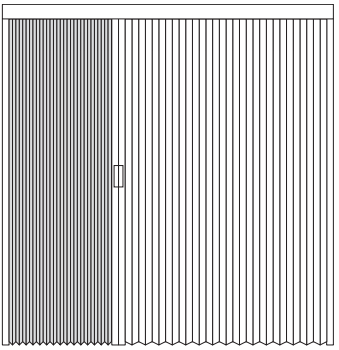
Stacking Designs

These instructions are for split stack and Duolite™ designs. Installation procedures are the same for each.

- With split stack designs, two fabric panels meet in the center to cover the opening.
- With Duolite designs, two different full-width fabric panels are used. Typically, one fabric panel is sheer and the other is opaque or semi-opaque. Each panel can cover the entire opening when desired.
- Installation is like installing two side stack designs on a single headrail: one left stack and one right stack.



Split Stack
(Center Opening)

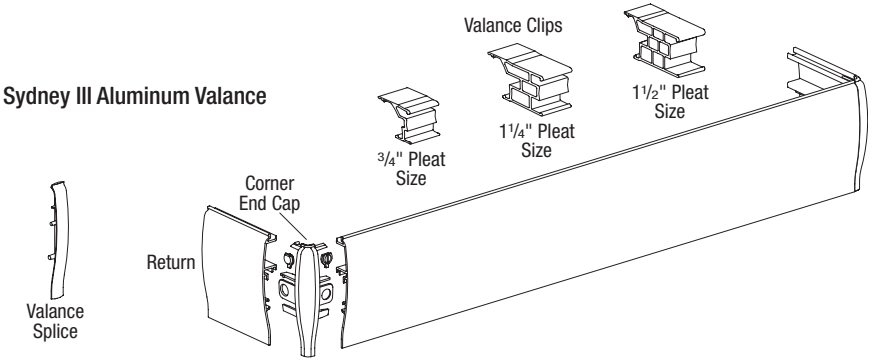


Duolite
(Two Full-Width Fabric Panels)

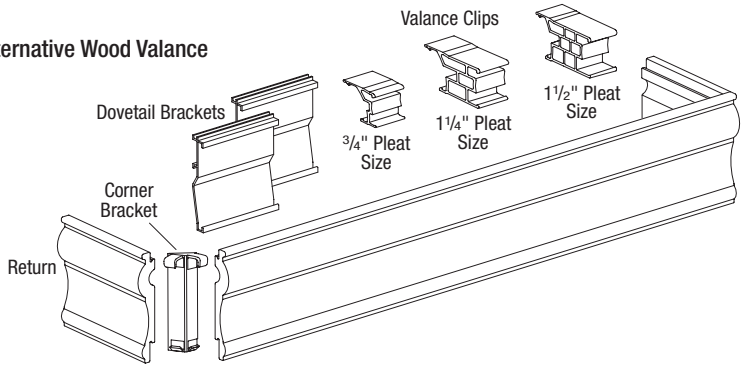
Valance Types

- Determine the type of valance you are installing with your shade: Sydney III (aluminum) or EverWood® Grandover™ (alternative wood).

Sydney III Aluminum Valance



Grandover Alternative Wood Valance



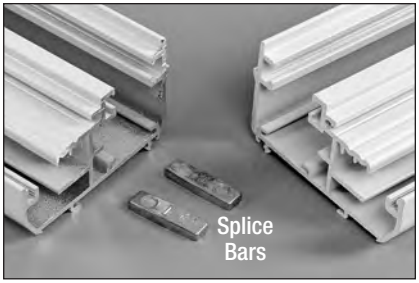
Installation Brackets Required

- The number of installation brackets required varies with headrail width, as shown in the table.

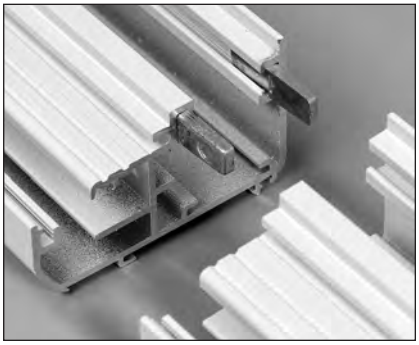
Shade Width	Brackets Required
12" – 31"	2
31 1/8" – 66"	3
66 1/8" – 96"	4
96 1/8" – 139"	5
139 1/8" – 168"	6
168 1/8" – 199"	8
199 1/8" – 234"	9
234 1/8" – 264"	10
264 1/8" – 336"	12

Headrail Splicing

Split stack shades over 168" in width require a two-piece headrail. The two pieces should be spliced together before beginning the installation. A splice kit consisting of two splice bars is used to connect the headrail sections.



- Insert the splice bars into the rear bottom channels of one section of the headrail, as shown.



- Press the two headrail pieces together until they are firmly seated.
- Three or four installers will be needed to mount the spliced headrail. (See the table on page 2.)

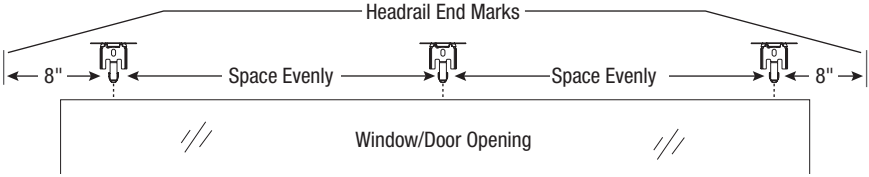
Next Step

- Refer to the page below based on your shade mounting type:
  - ➤ **Outside Mount — Page 6**
  - ➤ **Inside/Ceiling Mount — Page 21**

Outside Mount

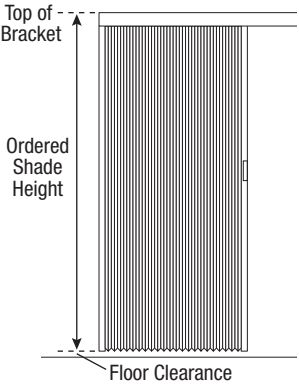
Mount the Installation Brackets

- Center the headrail over the window opening at the desired height. Use a pencil to lightly mark each end of the headrail.
  - ➤ Alternatively, measure the width of the headrail and use that width to mark the headrail end points.

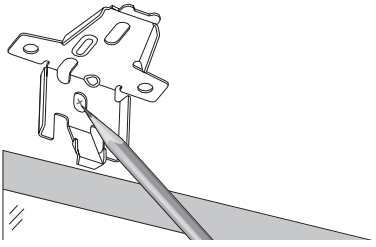


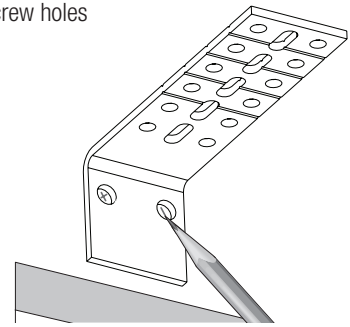
- Mark end bracket locations 8" in from each end of the headrail.
  - ➤ Mark the locations of any additional brackets, spaced evenly between the two end brackets. Mount into wood whenever possible.
- Determine where to place the top of the installation brackets.
  - ➤ Add the desired floor clearance to the ordered height of the shade. The ordered height can be found on the packaging label. A minimum of 1/2" floor clearance is recommended.
  - ➤ Measure the total distance up from the floor. This is where to place the top of the installation brackets.
  - ➤ A minimum flat vertical surface of 1¼" is required to mount the brackets.

    CAUTION: The rear of the brackets must be flush against a flat mounting surface. Do not mount brackets on curved molding.



- Center the brackets on your marks and mark the screw holes.
  - ➤ When using extension brackets, mark two screw holes per bracket.



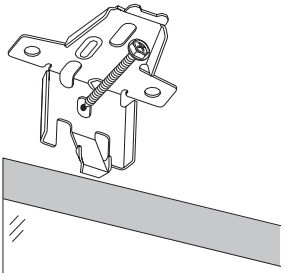


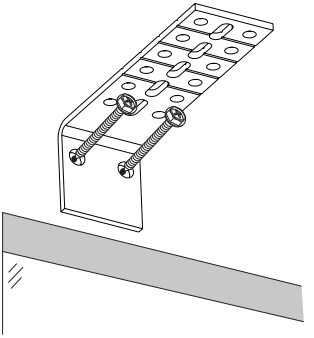
- Drill the screw holes using a 3/32" drill bit.

  CAUTION: Use drywall anchors when mounting into drywall. Use the drill bit size recommended by the manufacturer.

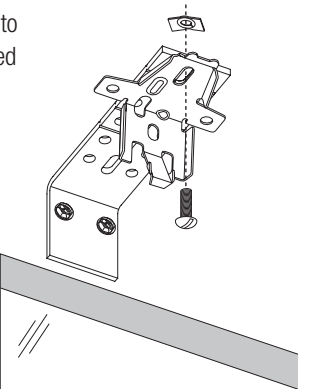
- Attach the installation or extension brackets using the screws provided.

  IMPORTANT: The front edges of the brackets must be level and aligned to each other.

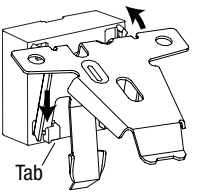




- If using extension brackets, attach an installation bracket to the underside of each extension bracket using the provided screws and speed nuts.



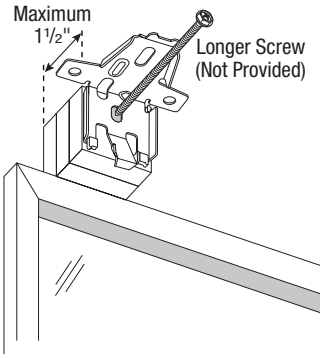
- If using spacer blocks, first attach the installation bracket to the 1/2" spacer block before stacking additional spacer blocks or shims together.
  - ➤ Insert the legs of the installation bracket into the tabs on the spacer block.
  - ➤ Then rotate the installation bracket back.
  - ➤ Use a maximum of three spacer blocks (1 1/2") per installation bracket.



IMPORTANT: For the 1 1/2" pleat size, a minimum 1/4" rear clearance is recommended.

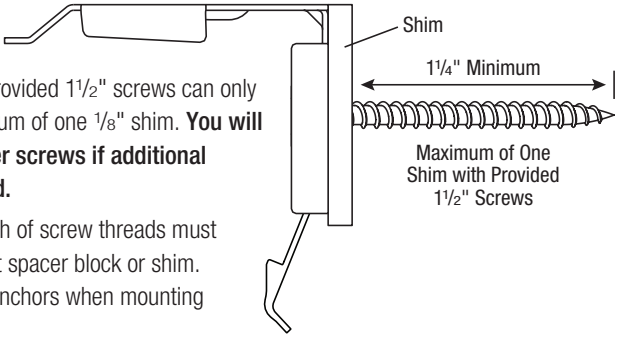
INSTALLATION – OUTSIDE MOUNT

- Attach the spacer blocks and installation brackets with #6 hex head mounting screws long enough for a secure installation. (See chart below.) Longer screws are not provided.
  - ➤ The top of the spacer blocks should be at the desired shade height.
  - ➤ The front edges of the installation brackets must be level and aligned to each other.



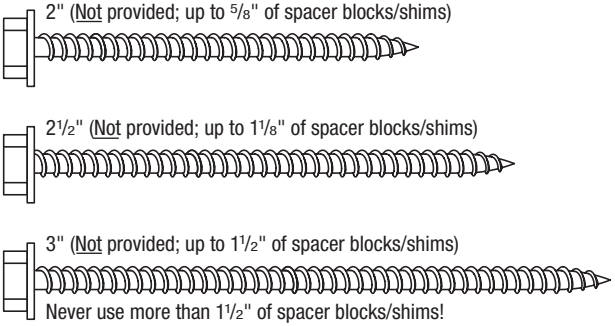
CAUTION: Use drywall anchors when mounting into drywall.

CAUTION: The rear of the spacer blocks must be flush against a flat surface. Do not mount spacer blocks and installation brackets on curved molding.



IMPORTANT: The provided 1½" screws can only be used with a maximum of one ⅛" shim. **You will need to supply longer screws if additional clearance is required.**

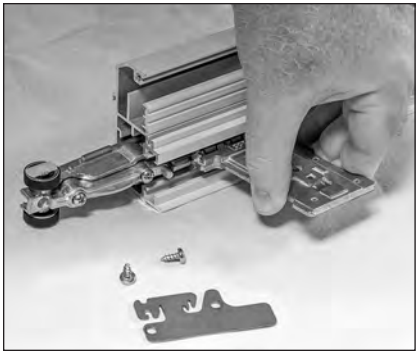
A minimum 1¼" length of screw threads must extend beyond the last spacer block or shim. Use appropriate wall anchors when mounting into drywall.

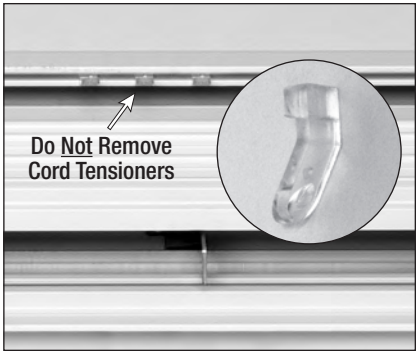


Mount the Headrail

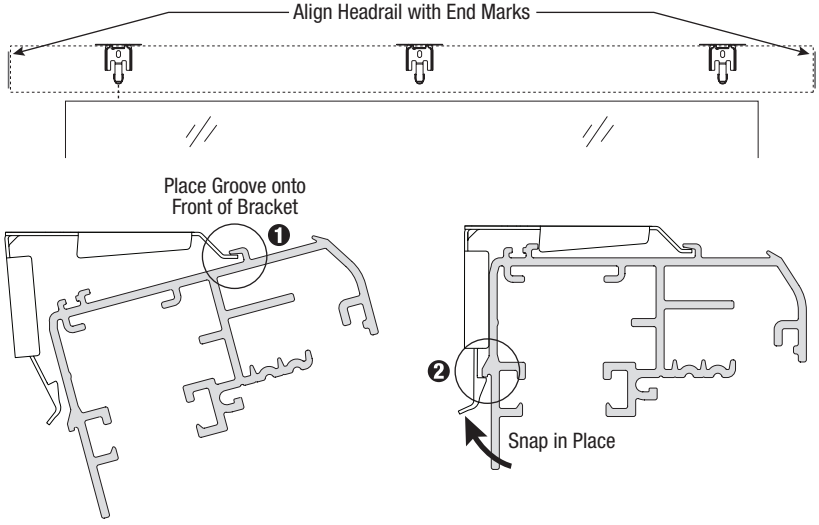
NOTE: Most of the photos and illustrations show installation of the left fabric panel. Procedures for the right fabric panel are the same but at opposite sides of the fabric stack and headrail.

- First, remove the moving rail brackets from the headrail.
  - ➤ Remove the end plate from both sides of the headrail.
  - ➤ Slide out the moving rail brackets.
  - ➤ Do not remove the cord tensioners from the headrail.



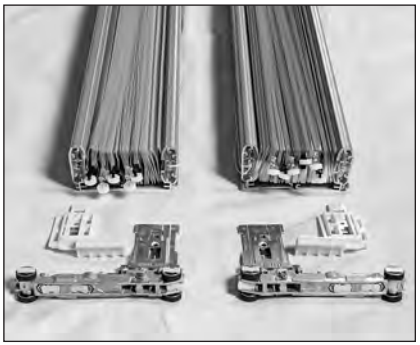


- Without reattaching the end plates, mount the headrail.
  - ➤ Carefully align the headrail with the end marks on the mounting surface. (Headrail position cannot be easily adjusted after the headrail is mounted.)
  - ➤ Place the front groove on the headrail onto the front lip of the installation brackets.
  - ➤ Rotate the rear of the headrail up and push back until the headrail snaps in place.

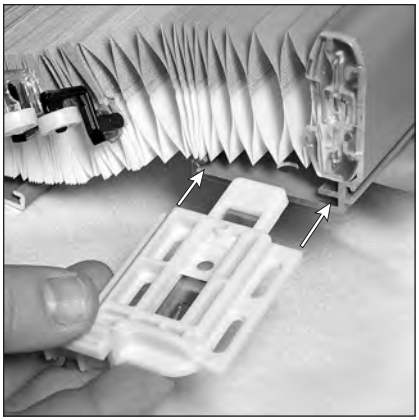


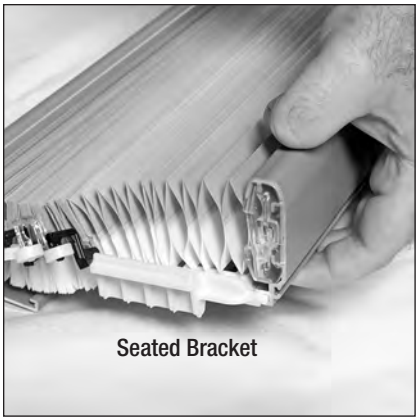
Prepare the Fabric Stacks

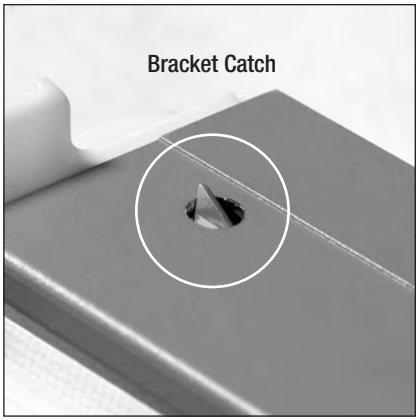
At the top of each fabric stack, a stationary rail bracket will be installed into the stationary rail and a moving rail bracket will be installed into the moving rail. In addition, a stationary rail bottom bracket will be installed into the bottom of each stationary rail.



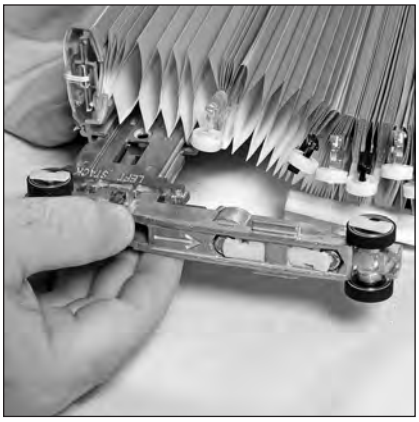
- Insert the stationary rail brackets into the top of the stationary rails.
  - ➤ The bracket fits into the grooves on the rear of the stationary rail.
  - ➤ Insert each bracket until it is seated and the bracket catch snaps into the hole on the back of the stationary rail. Check that both bracket catches are fully engaged.

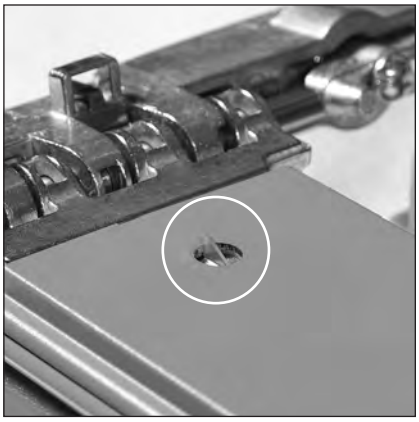






- Insert the moving rail brackets into the moving rails.
  - ➤ Like the stationary rail brackets, the moving rail brackets fit into the grooves on the rear of the rail.
  - ➤ Insert each bracket until the bracket catch snaps into the hole on the back of the moving rail. Check that each bracket catch is fully engaged.



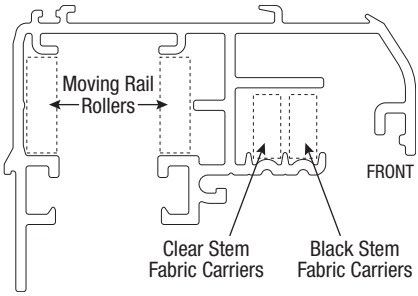


- Insert stationary rail bottom brackets into the bottom of the stationary rails.
  - ➤ The bracket fits into grooves at the bottom of the rail.
  - ➤ Insert each bracket with the mounting flanges to the back, away from the fabric stack as shown in the photos. Do not seat the brackets; about 1/4" should extend from the rail.
  - ➤ After inserting the brackets, peel off the red labels.

Install the Rails and Fabric Stacks into the Headrail

- Review the diagram at right to familiarize yourself with where the moving rail rollers and fabric carrier wheels fit inside the headrail.

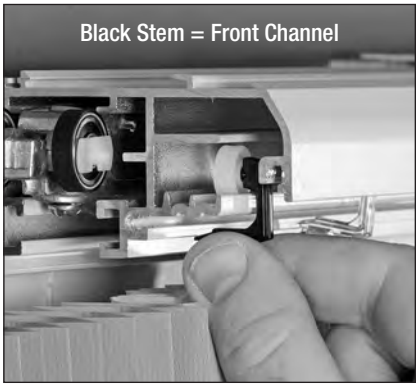
  NOTE: You will be installing the left fabric stack into the left end of the headrail and the right fabric stack into the right end. Start with the left fabric stack.



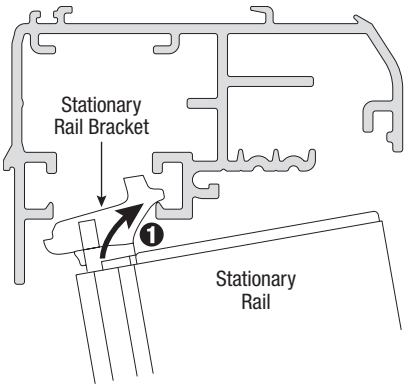
- Insert the moving rail bracket part way into the rear of the headrail.
  - ➤ Allow the bracket to move all the way into the headrail as you install the fabric carrier wheels.

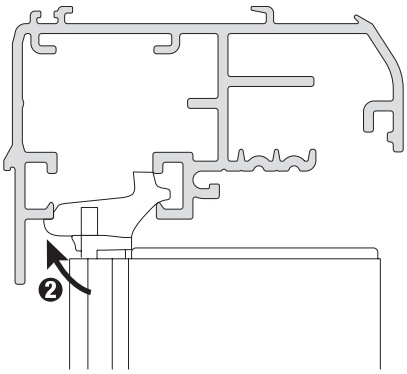
- Insert the fabric carrier wheels into the headrail. (Unwrap a small amount of cord from the orange cord organizer if you need more slack.)
  - ➤ The wheels with clear stems fit into the rear channel and the wheels with black stems into the front channel.

  NOTE: The fabric carrier wheels only fit into the rail the correct way; it is not possible to install them into the wrong channel.



- Slide the moving rail bracket and fabric carriers far enough into the headrail to hook the stationary rail bracket in place.
  - ➤ Tilt the bottom of the stationary rail toward you and hook the bracket to the headrail as illustrated.
  - ➤ Allow the stationary rail to hang freely.





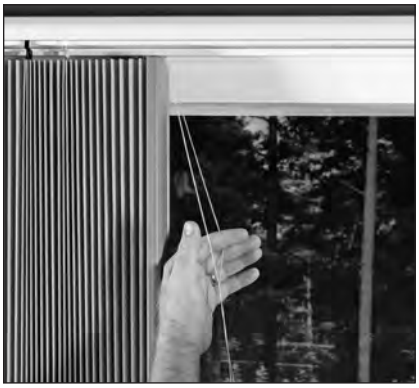
- Reattach the end plate to the left end of the headrail. Use the same two small screws that were removed earlier.

- Repeat the above steps to install the right fabric panel:
  - ➤ Insert the moving rail bracket part way into the right end of the headrail.
  - ➤ Insert the fabric carrier wheels into the headrail.
  - ➤ Slide the moving rail bracket far enough into the headrail to hook the stationary rail bracket in place.
  - ➤ Reattach the end plate to the right end of the headrail.
- Position the left and right fabric stacks approximately 6" to 12" from their respective end plates. This provides the space needed to cord the end plates.

  NOTE: To move the fabric stacks, first release tension from the stationary rail bracket by pulling the bottom of the stationary rail into the room slightly.

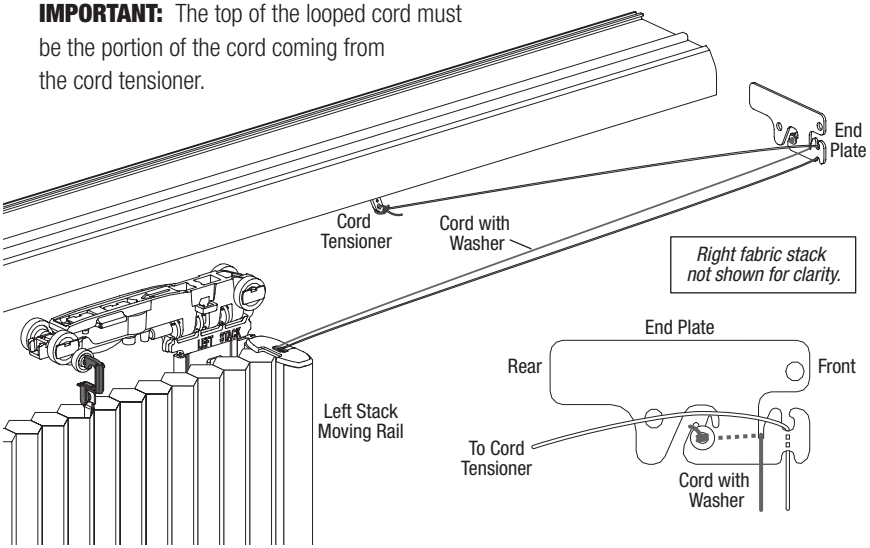
Cord the Headrail

- At the left stack moving rail, unwrap the cord from the orange cord organizer.
  - ➤ Remove any twists by running a finger between the two cords.
  - ➤ Note that both ends of the cords have a washer to prevent the cords from slipping into the vertical rail.

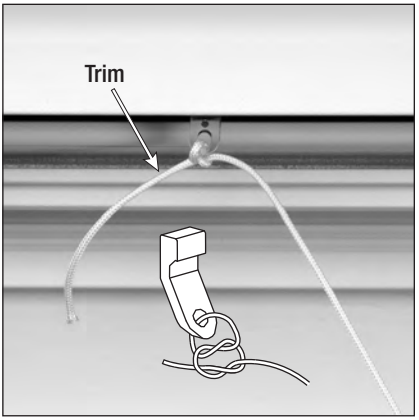


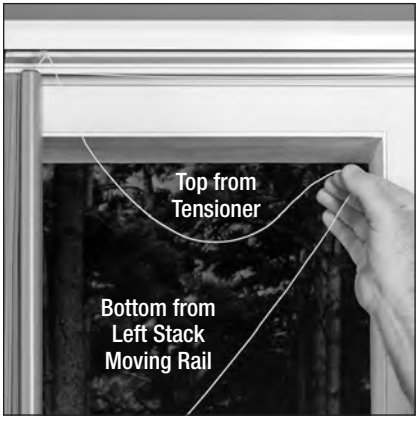
- Study the cording diagram below. The cords from the left fabric stack are connected to the right-side end plate. (In the illustration, the two cords are shaded differently to make the routing easier to follow.)
  - ➤ One of the ends with washer is anchored to the end plate at the first slot from the rear.
  - ➤ The washer on the other cord is trimmed off and the end is tied to the cord tensioner. Then that cord is looped around the first slot from the front.

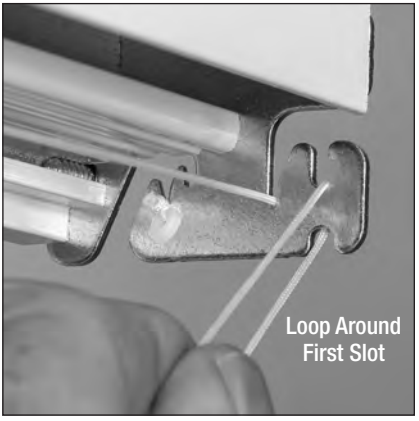
IMPORTANT: The top of the looped cord must be the portion of the cord coming from the cord tensioner.



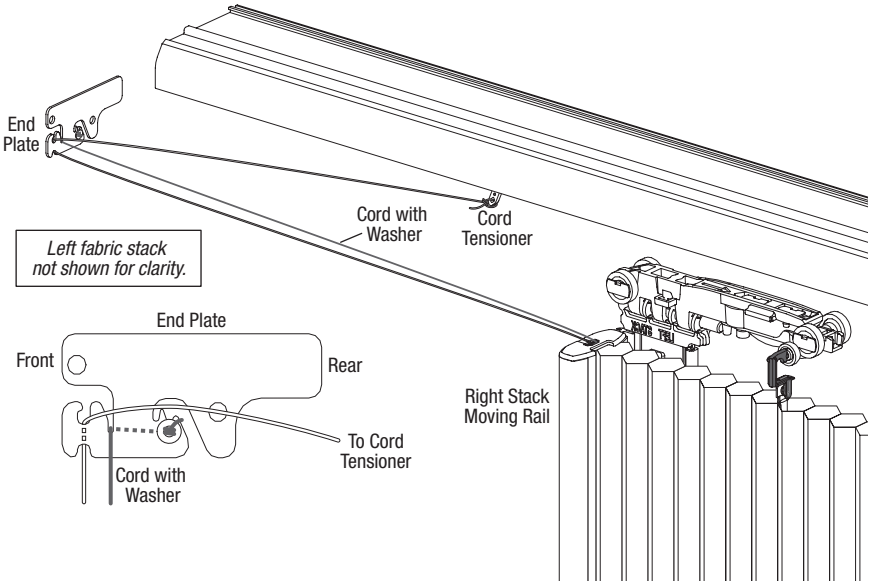
- Position the cords from the left fabric stack.
  - From the outside of the end plate, place the washer on the end of one cord into the first slot from the rear on the inside of the end plate, as shown. Loop the cord behind the end plate back through the second slot from the front and pull it taut to seat the washer.
  - Cut the washer from the end of the other cord and tie the cord to the right-most cord tensioner using a square knot. (There are three cord tensioners in the headrail — one for each fabric stack and one for a spare.) Trim the end of the cord to about 1/2".
  - Loop the cord from the tensioner around the first slot from the front, as shown. The top of the loop must be the cord from the cord tensioner. Be sure the cord is not twisted.







- Repeat the above steps for the cords from the right fabric panel:
  - At the right stack moving rail, unwrap the cord from the orange cord organizer.
  - As shown in the diagram below, the cords from the right fabric stack are connected to the left-side end plate.
  - Place the washer on the end of one cord into the first slot from the rear on the inside of the end plate, as shown. Loop the cord behind the end plate back through the second slot from the front and pull it taut to seat the washer.
  - Cut the washer from the other end of the cord and tie the cord to the left-most cord tensioner using a square knot. Trim the end of the cord to about ½".
  - At the left-side end plate, loop the cord from the tensioner around the first slot from the front. The top of the loop must be the cord from the cord tensioner.



Secure the Stationary Rails

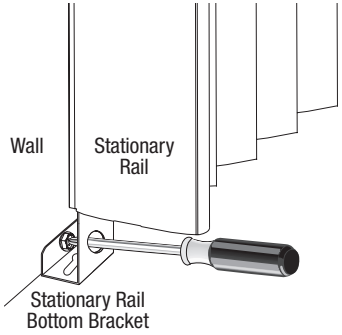
- Move the stationary rails flush with their respective end plates.

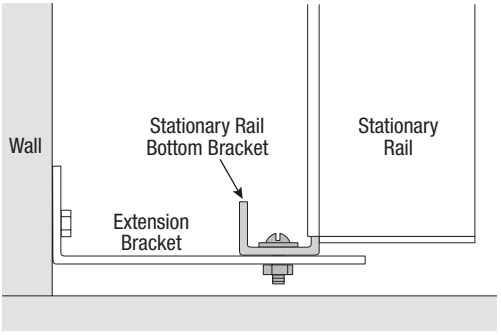
  NOTE: To move the stationary rail bracket, pull the bottom of the stationary rail into the room slightly before sliding the bracket.

- Attach the stationary rail bottom brackets. The brackets may be attached to the wall or floor. In most cases, to avoid drilling into the floor they are attached to the wall.

  - ➤ Level the stationary rail front to back and side to side.
  - ➤ Attach the stationary rail bottom bracket using the screw provided.
  - ➤ If you used spacer blocks or extension brackets with the installation brackets, use an extension bracket to mount the stationary rail away from the wall.

  CAUTION: Use drywall anchors when mounting into drywall.





- Secure the stationary rail brackets using the provided small screw. Hold each bracket in place and screw through either of the two holes on the bracket.

  NOTE: Two screws per bracket are provided; one is a spare.

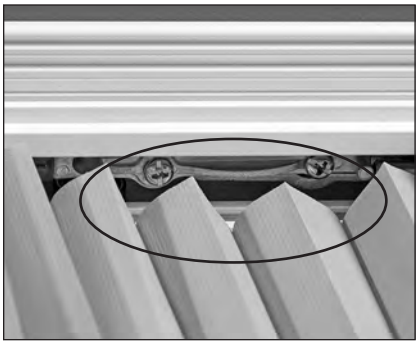
Set Cord Tension

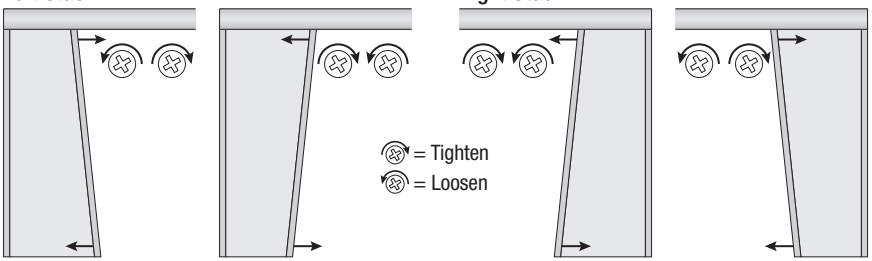
- Remove slack from the cords by moving each cord tensioner away from the end plate it is looped around.
  - ➤ If the tensioner must be moved more than one-third of the headrail width away from its end plate to remove slack, re-tie the knot and trim the excess cord.
  - ➤ Do not put tension on the cords at this time. Just remove the slack.

IMPORTANT: Cord tensioners must not reach the halfway point of the headrail. Do not cross the two cord tensioners.

- Adjust the moving rails to vertical, if necessary. Work from the front side of the shade.
  - ➤ Locate the Phillips screws on each moving rail bracket.
  - ➤ To adjust the bottom end of the moving rail to the right, loosen the right screw one-half turn, then tighten the left screw one-half turn. Repeat until the rail is properly aligned.
  - ➤ To adjust the bottom end of the moving rail to the left, loosen the left screw one-half turn, then tighten the right screw one-half turn. Repeat until the rail is properly aligned.

IMPORTANT: After making the adjustments, check to be sure both screws are tight on each moving rail bracket.





- Tension the cords.

  IMPORTANT: When the cords are properly tensioned, the moving rails slide easily yet hold their position anywhere along their travel.

  - Slide each cord tensioner along its channel in the headrail until the cord is taut.
  - Fully open and close both fabric stacks several times. This evenly distributes tension throughout the shade.
  - If necessary, readjust the cord tensioners by sliding them until the cords are taut. Check to ensure the proper tension. Make any needed adjustments by sliding the cord tensioners in their channel so that each moving rail slides easily and holds its position anywhere along its travel.

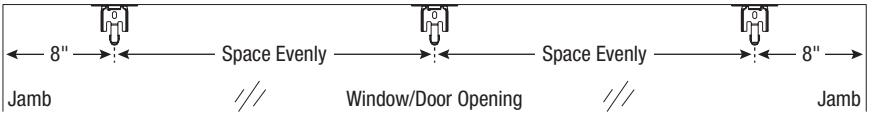
  NOTE: With split stack designs, each fabric stack will move only to the halfway point of the shade. With Duolite™ designs, each fabric stack can span the full width of the shade.

Proceed to “Valance Attachment” on page 34.

Inside/Ceiling Mount

Mount the Installation Brackets

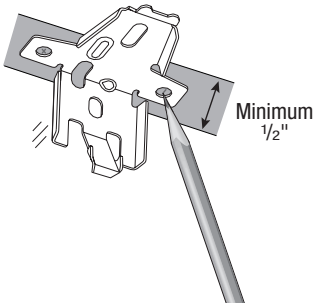
- Mark 8" in from each jamb. This marks the center points of the two end brackets.
  - ➤ Mark the locations of any additional brackets, spaced evenly between the two end brackets.

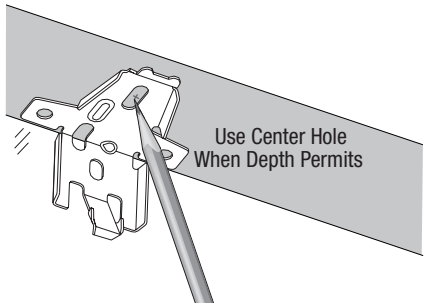


- Center the brackets on your marks and mark the screw holes.
  - ➤ The minimum casement depth for mounting the installation brackets is 1/2". Mark both of the winged screw holes with shallow mounting depths.
  - ➤ The minimum casement depth for a fully recessed mount varies with valance type and fabric pleat size, as shown in the table. Mark the center screw hole when depth permits.

Valance Type	Fully Recessed Depth		
	3/4" Pleat	1 1/4" Pleat	1 1/2" Pleat
Aluminum	3 7/8"	4 5/8"	5 1/8"
Alternative Wood	4 1/4"	5"	5 5/8"

IMPORTANT: For the 1 1/2" pleat size, a minimum 1/4" rear clearance is recommended.



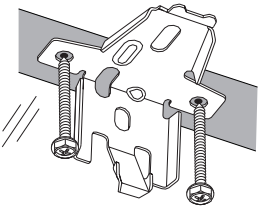


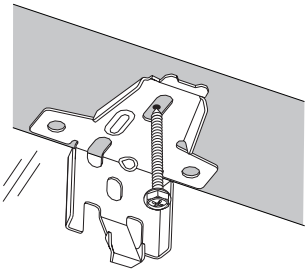
- Drill the screw holes using a 3/32" drill bit.

CAUTION: Use drywall anchors when mounting into drywall. Use the drill bit size recommended by the manufacturer.

- Attach the installation brackets using the screws provided.

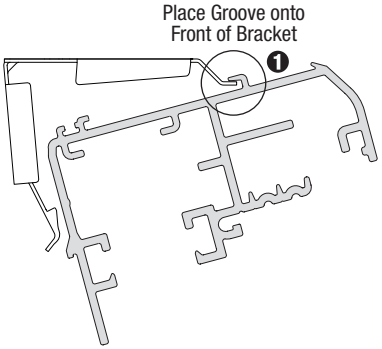
  IMPORTANT: Be sure the front edges of the installation brackets are level and aligned to each other. Use shims if necessary to level the brackets.

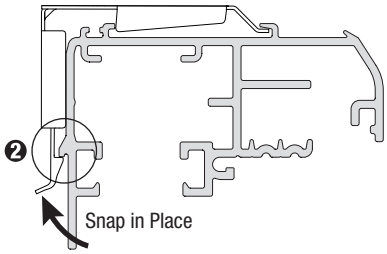




Mount the Headrail

- Mount the headrail into the installation brackets. Do not remove any components from the headrail. Both end plates should remain attached to the ends of the headrail.
  - ➤ Place the front groove on the headrail onto the front lip of the installation bracket.
  - ➤ Center the headrail so that there is an equal gap on each side.
  - ➤ Rotate the rear of the headrail up and push back until the headrail snaps in place.

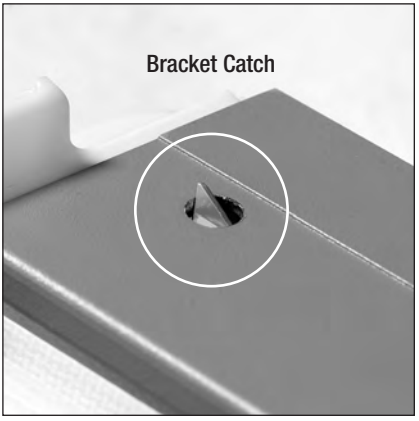




Prepare the Fabric Stacks

At the top of each fabric stack, a stationary rail bracket will be installed into the stationary rail. In addition, a stationary rail bottom bracket will be installed into the bottom of each stationary rail.

- Insert the stationary rail brackets into the top of the stationary rails.
  - ➤ The bracket fits into the grooves on the rear of the stationary rail.
  - ➤ Insert each bracket until it is seated and the bracket catch snaps into the hole on the back of the moving rail. Check that both bracket catches are fully engaged.

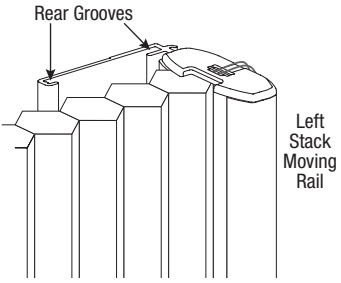


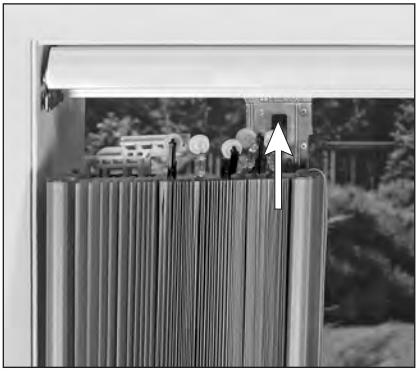
INSTALLATION – INSIDE MOUNT

- Insert stationary rail bottom brackets into the bottom of the stationary rails.
  - ➤ The bracket fits into grooves at the bottom of the rail.
  - ➤ Insert each bracket with the mounting flanges to the back, away from the fabric stack as shown. Do not seat the brackets; about ¼" should extend from the rail.
  - ➤ After inserting the brackets, peel off the red labels.

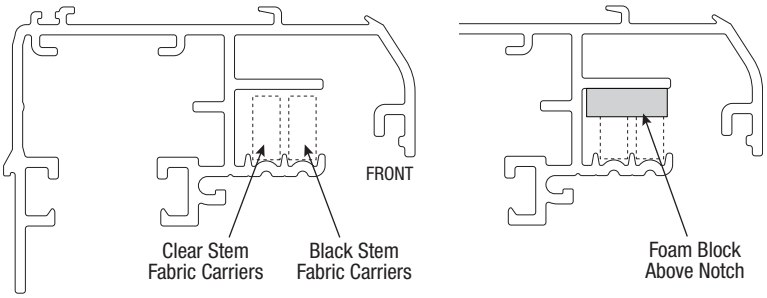
Install the Rails and Fabric Stacks into the Headrail

- Insert the left stack moving rail onto the left-side moving rail bracket.
  - ➤ The bracket fits into the grooves on the rear of the vertical rail. Be sure to fit the bracket into both rear grooves.
  - ➤ Insert the bracket until the bracket catch snaps into the hole on the back of the rail. Check that the bracket catch is fully engaged.





- Review the diagram below to familiarize yourself with where the fabric carrier wheels fit inside the headrail. Note that the headrail is notched to allow insertion of the wheels.
  - ➤ Above the notch is a foam block to keep the wheels in place during installation. Compress the foam to install the fabric carrier wheels.

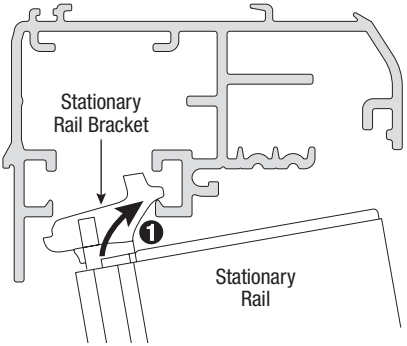


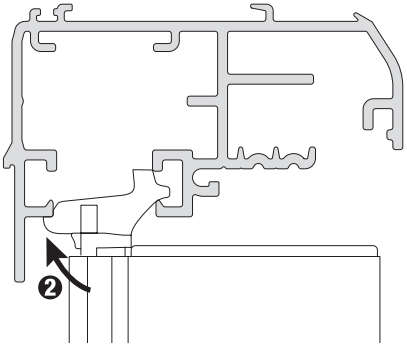
- Insert the fabric carrier wheels into the headrail through the notch on the left end, compressing the foam block. (Unwrap a small amount of cord from the orange cord organizer if you need more slack.)
  - ➤ The wheels with clear stems fit into the rear channel and the wheels with black stems into the front channel.

NOTE: The fabric carrier wheels only fit into the rail the correct way; it is not possible to install them into the wrong channel.

IMPORTANT: Do not attach the stationary rail bracket until after inserting all fabric carriers.

- Slide the moving rail bracket and fabric carriers far enough into the headrail to hook the stationary rail bracket in place.
  - ➤ Tilt the bottom of the stationary rail toward you and hook the bracket to the headrail as illustrated.
  - ➤ Allow the stationary rail to hang freely.



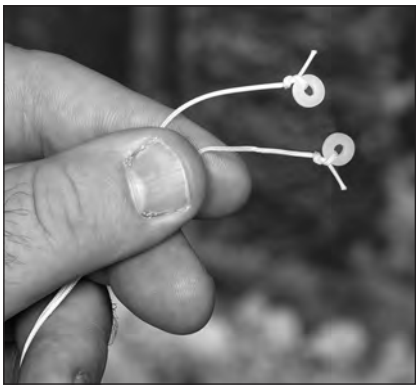


- Repeat the above steps to install the right fabric panel:
  - ➤ Insert the right stack moving rail onto the right-side moving rail bracket. Check that the catch is fully engaged.
  - ➤ Insert the fabric carrier wheels into the headrail through the notch at the right end.
  - ➤ Slide the moving rail bracket and fabric carriers far enough into the headrail to hook the stationary rail bracket in place.
- Position the left and right fabric stacks approximately 6" to 12" from their respective end plates. This provides the space needed to cord the end plates.

  NOTE: To move the fabric stacks, first release tension from the stationary rail bracket by pulling the bottom of the stationary rail into the room slightly.

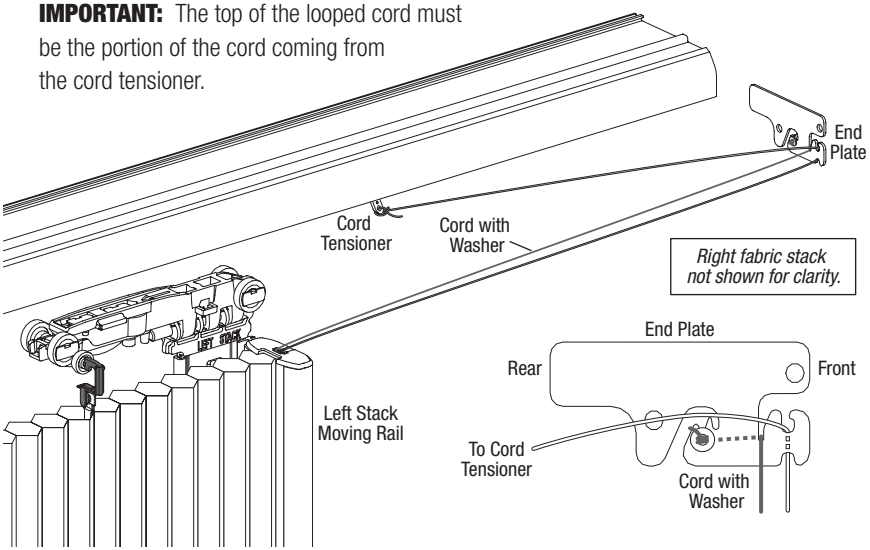
Cord the Headrail

- At the left stack moving rail, unwrap the cord from the orange cord organizer.
  - ➤ Remove any twists by running a finger between the two cords.
  - ➤ Note that both ends of the cords have a washer to prevent the cords from slipping into the vertical rail.

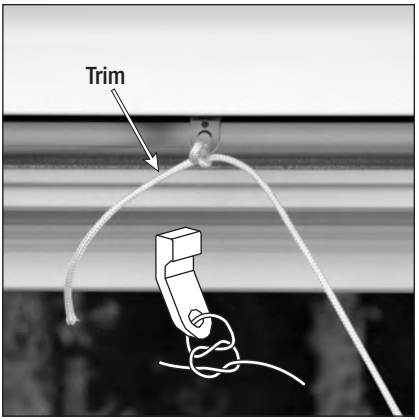


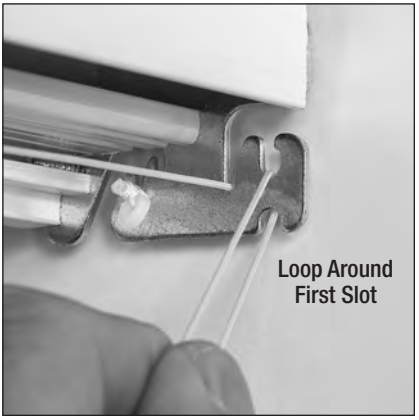
- Study the cording diagram below. The cords from the left fabric stack are connected to the right-side end plate. (In the illustration, the two cords are shaded differently to make the routing easier to follow.)
  - ➤ One of the ends with washer is anchored to the end plate at the first slot from the rear.
  - ➤ The washer on the other cord is trimmed off and the end is tied to the cord tensioner. Then that cord is looped around the first slot from the front.

IMPORTANT: The top of the looped cord must be the portion of the cord coming from the cord tensioner.

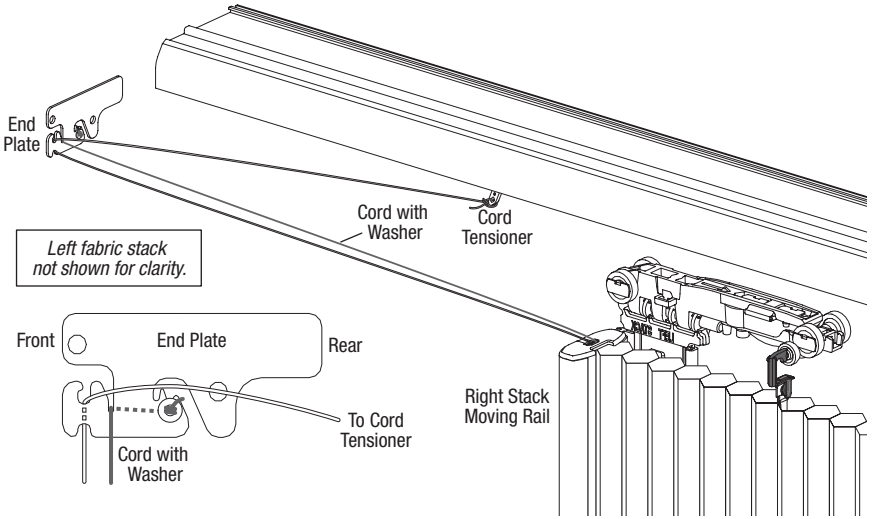


- Position the cords from the left fabric stack.
  - ➤ Place the washer on the end of one cord into the first slot from the rear on the inside of the end plate, as shown. Loop the cord behind the end plate back through the second slot from the front and pull it taut to seat the washer
  - ➤ Cut the washer from the end of the other cord and tie the cord to the right-most cord tensioner using a square knot. (There are three cord tensioners in the headrail — one for each fabric stack and one for a spare.) Trim the end of the cord to about 1/2".
  - ➤ Loop the cord from the tensioner around the first slot from the front, as shown. The top of the loop must be the cord from the cord tensioner. Be sure the cord is not twisted.





- Repeat the above steps for the cords from the right fabric panel:
  - At the right stack moving rail, unwrap the cord from the orange cord organizer.
  - The cords from the right fabric stack are connected to the left-side end plate.
  - Place the washer on the end of one cord into the first slot from the rear on the inside of the end plate, as shown. Loop the cord behind the end plate back through the second slot from the front and pull it taut to seat the washer.
  - Cut the washer from the other end of the cord and tie the cord to the left-most cord tensioner using a square knot. Trim the end of the cord to about ½".
  - At the left-side end plate, loop the cord from the tensioner around the first slot from the front. The top of the loop must be the cord from the cord tensioner.



Secure the Stationary Rails

- Move the stationary rails flush with their respective end plates.

  NOTE: To move the stationary rail bracket, pull the bottom of the stationary rail into the room slightly before sliding the bracket.

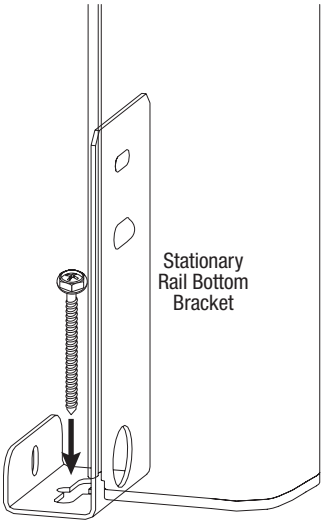
- Attach the stationary rail bottom brackets. The brackets may be attached to the sill or floor, or to the jamb using the inside mount adaptor.

  - **Floor or sill attachment:** Attach the stationary rail bottom brackets using the screw provided.
  - **Jamb attachment:** Use the inside mount adaptor to secure the stationary rails to the side of the jamb.
    - Slide the inside mount adaptor onto the stationary rail bottom bracket. Align the screw hole of the adaptor to face the side jamb (or side wall).
    - Secure with the provided screw through the inside mount adaptor and into the side jamb (or side wall).

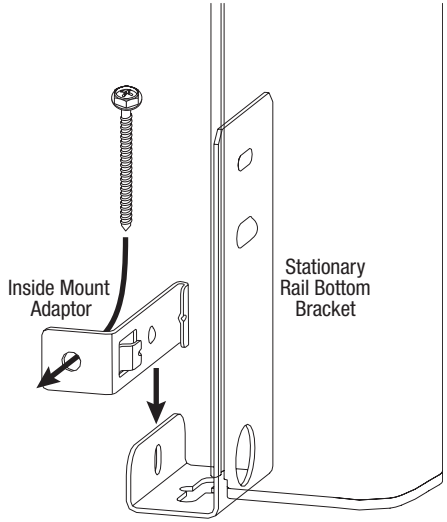
NOTE: If you ordered your shade with a cut-out, for baseboards or other obstructions, you must use the inside mount adaptor.

CAUTION: Use drywall anchors when mounting into drywall.

Floor or Sill Attachment



Jamb Attachment



- Secure the stationary rail brackets using the provided small screw. Hold each bracket in place and screw through either of the two holes on the bracket.

  NOTE: Two screws per bracket are provided; one is a spare.

Set Cord Tension

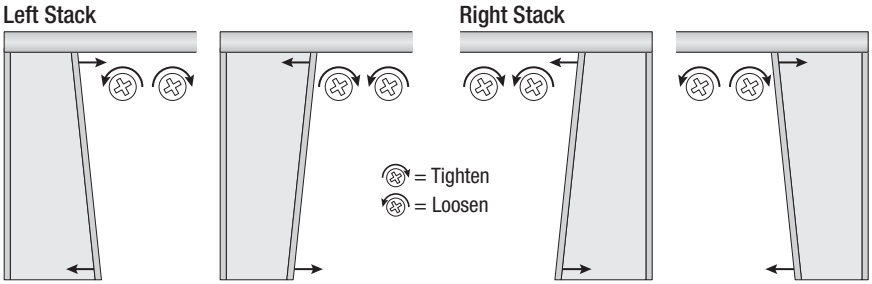
- Remove slack from the cords by moving each cord tensioner away from the end plate it is looped around.
  - ➤ If the tensioner must be moved more than one-third of the headrail width away from its end plate to remove slack, re-tie the knot and trim the excess cord.
  - ➤ Do not put tension on the cords at this time. Just remove the slack.

  IMPORTANT: Cord tensioners must not reach the halfway point of the headrail. Do not cross the two cord tensioners.

INSTALLATION – INSIDE MOUNT

- Adjust the moving rails to vertical, if necessary. Work from the front side of the shade.
  - ➤ Locate the Phillips screws on each moving rail bracket.
  - ➤ To adjust the bottom end of the moving rail to the right, loosen the right screw one-half turn, then tighten the left screw one-half turn. Repeat until the rail is properly aligned.
  - ➤ To adjust the bottom end of the moving rail to the left, loosen the left screw one-half turn, then tighten the right screw one-half turn. Repeat until the rail is properly aligned.

IMPORTANT: After making the adjustments, check to be sure both screws are tight on each moving rail bracket.



■ Tension the cords.

IMPORTANT: When the cords are properly tensioned, the moving rails slide easily yet hold their position anywhere along their travel.

- ➤ Slide each cord tensioner along its channel in the headrail until the cord is taut.
- ➤ Fully open and close both fabric stacks several times. This evenly distributes tension throughout the shade.
- ➤ If necessary, readjust the cord tensioners by sliding them until the cords are taut. Check to ensure the proper tension. Make any needed adjustments by sliding the cord tensioners in their channel so that each moving rail slides easily and holds its position anywhere along its travel.

NOTE: With split stack designs, each fabric stack will move only to the halfway point of the shade. With Duolite™ designs, each fabric stack can span the full width of the shade.

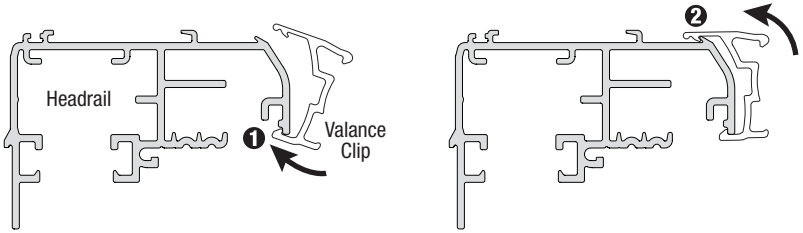
Proceed to “Valance Attachment” on page 34.

Valance Attachment

Attach Valance Clips

- Attach the valance clips to the headrail.
  - Position the bottom of the valance clip under the bottom lip of the headrail.
  - Rotate the valance clip up to snap it into place on the top of the headrail.
  - Keep a minimum of 3" between the end of the headrail and the valance clips.

NOTE: Be sure to avoid areas where the headrail attaches to the installation brackets.

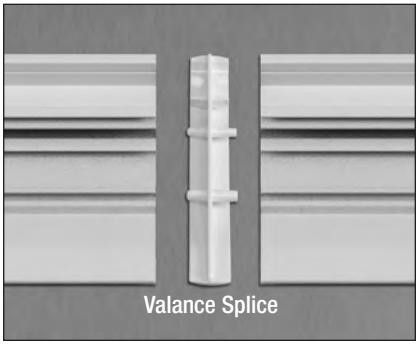


- See the appropriate page for your type of valance:
  - **Aluminum Sydney III Valance — Page 35**
  - **EverWood® Grandover™ Alternative Wood Valance — Page 38**

Aluminum Valance

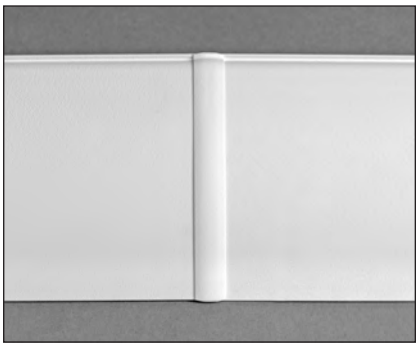
- **For wider shades with two-piece valances:** Splice the two pieces together using the valance splice.

  - ➤ Lay the two pieces face-down on a flat surface with the valance splice between them, as shown at right.
  - ➤ Insert the valance splice into one of the sections.

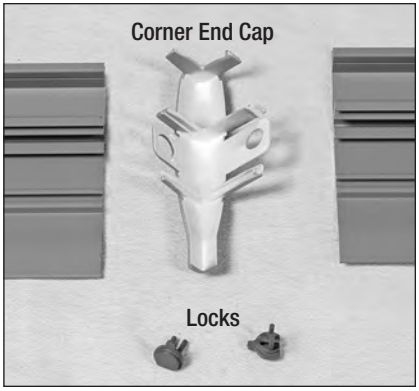


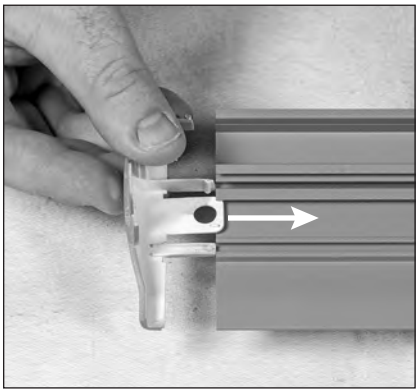
  - ➤ Press the other section onto the valance splice. Be sure both sections of the valance are firmly seated onto the splice.

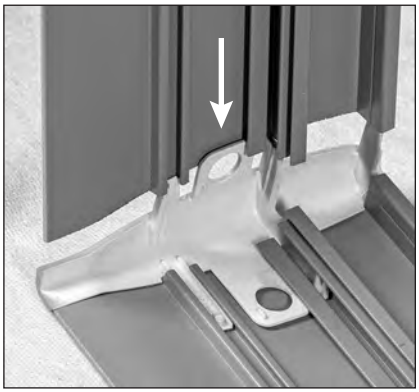
  - ➤ As shown in this front view, the valance splice serves as a small decorative keystone, which is centered on the valance.



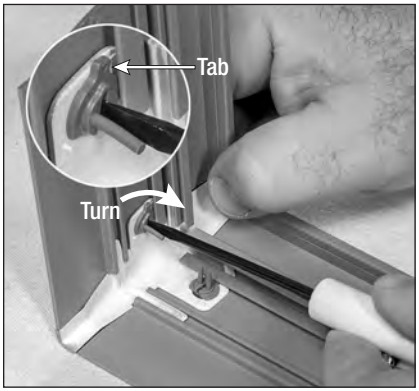
- **Outside mounts and non-flush inside mounts only:** Use the valance corner end caps and locks to attach a return to each end of the valance.
  - ➤ Slide the valance corner end cap onto the valance. Do not hammer the end cap into the valance — the end cap will bend.
  - ➤ Slide the valance return onto the corner end cap.

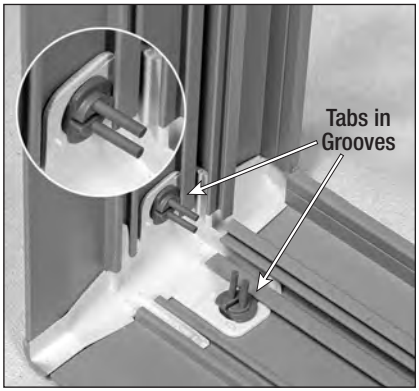




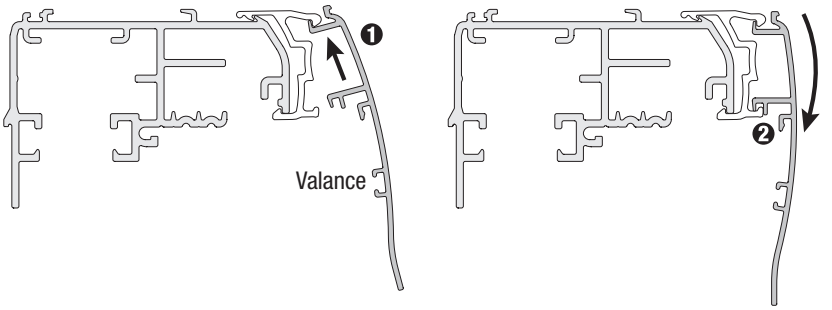


- ➤ Place locks into the circular opening of the valance corner end cap with the prongs facing out.
- ➤ Use a flat blade screwdriver to turn each lock so that its tab fits into the groove on the valance and return. This locks the valance and return to the end cap.



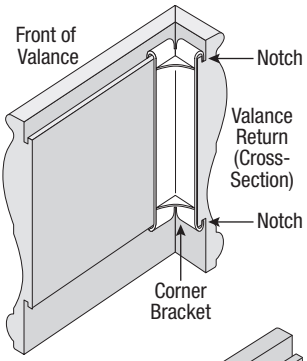


- Attach the valance to the valance clips, as shown.
  - ➤ Insert the top of the valance into the top of the valance clip.
  - ➤ Rotate the valance down to snap it into place onto the headrail.



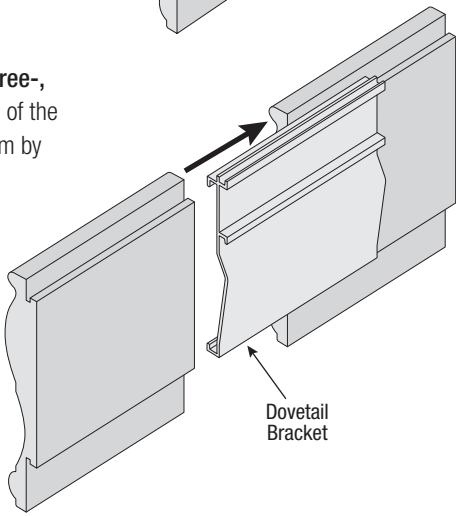
TIP: Tap the valance at each clip to assure that the valance is securely attached to the valance clips and the clips are securely attached to the headrail.

Alternative Wood Valance

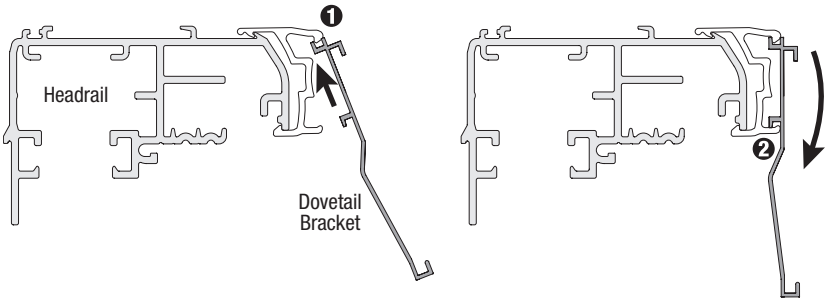


- **Outside mounts and non-flush inside mounts only:** Use the valance corner brackets to attach a return to each end of the valance.
  - ➤ Fit the tabs on the corner bracket into the notches on the valance and return.
  - ➤ Be sure the mitered corners are flush.

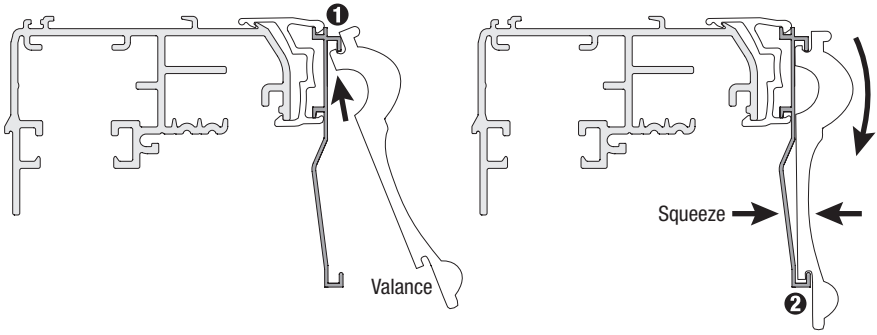
- **Headrail widths over 96" with two-, three-, or four-piece valances:** Lay the sections of the valance on a flat surface and connect them by placing a dovetail bracket at the seam.



- Attach dovetail brackets to the valance clips.
  - ➤ Insert the top of the dovetail bracket into the top of the valance clip.
  - ➤ Rotate the dovetail bracket down to snap it in place.



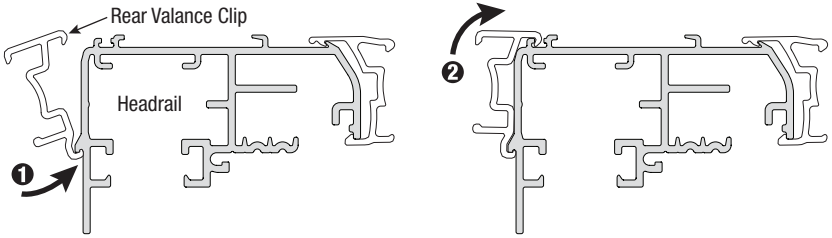
- Attach the valance to the dovetail brackets, as shown below.
  - ➤ Place the top groove of the valance into the top of the dovetail bracket.
  - ➤ Rotate the valance down and squeeze the dovetail bracket against the valance to snap it in place.



Room Divider Installation

If you ordered a room divider kit, you received a second valance along with the appropriate number of rear valance clips. Installation of the shade is the same as an inside mount. The only additional step is attaching the second valance to the rear side of the headrail.

- Attach the rear valance clips to the rear of the headrail, as shown below.
- Attach the rear valance the same way you attached the front valance.

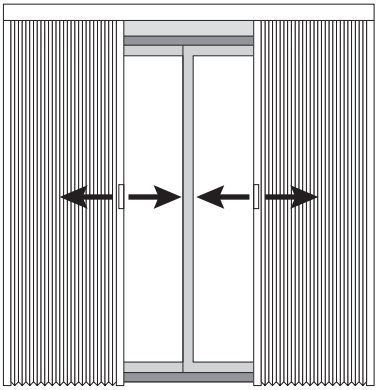


Operating the Shade

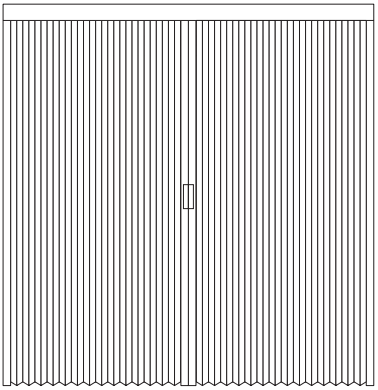
- Use the handles to traverse the shade to the desired position.
- Magnets in the moving rails will secure the shade in the fully closed position.

Split Stack Designs

- Each panel can be moved independently, but no further than the halfway point of the headrail. When fully closed, the two panels meet in the center.



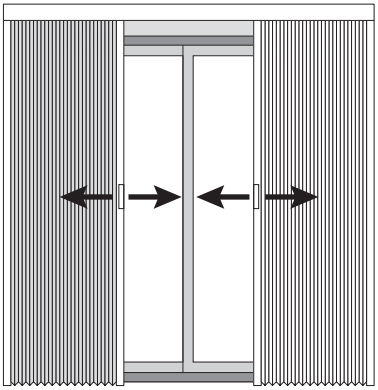
Split Stack



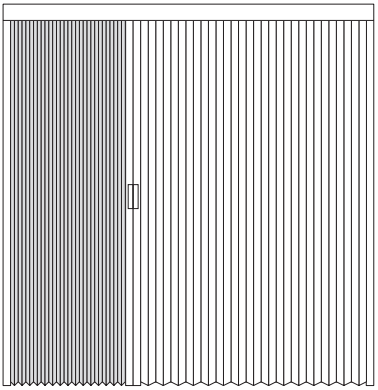
Fully Closed

Duolite™ Designs

- Each panel can be moved independently, and each panel can span the full width of the shade. The shade can be fully closed anywhere along the travel of the shade, wherever the two moving rails meet.



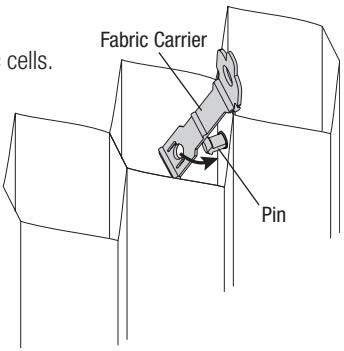
Duolite™



Fully Closed Wherever Moving Rails Meet

Troubleshooting

Problem	The installation brackets do not allow enough clearance for the shade to clear moldings or door handle(s).
Solution	With outside mounts, use extension brackets or spacer blocks to allow adequate clearance for your shade. See “Mount the Installation Brackets” beginning on page 6. With inside mounts, reposition the installation brackets to add clearance. See “Mount the Installation Brackets” beginning on page 21.
Problem	The shade binds or moves with difficulty toward the end of the headrail.
Solution	Check that the headrail and installation brackets are level and aligned. Shim the installation brackets to level the headrail. Check that the tension cords are routed correctly. See “Cord the Headrail” beginning on page 15 (OB — outside mount) or page 27 (IB — inside mount). If the shade does not slide with ease, you may need to adjust the cord tension. Slide the cord tensioners toward the end plate to slightly decrease the tension. See “Set Cord Tension” beginning on page 19 (OB) or page 31 (IB).
Problem	The shade does not stay in position after operating the moving rail.
Solution	If the shade does not stay in position, you may need to adjust the cord tension. Slide the cord tensioners away from the end plate to slightly increase the tension. See “Set Cord Tension” beginning on page 19 (OB) or page 31 (IB).
Problem	The fabric billows out when moving the shade to the stacked (fully open) position.
Solution	Increase the cord tension. Slide the cord tensioners away from the end plate to slightly increase the tension. See “Set Cord Tension” beginning on page 19 (OB) or page 31 (IB).
Problem	The cord tensioners do not lock into place.
Solution	If using a valance, place a valance bracket up against the cord tensioner to act as a stop, preventing the tensioner from sliding. Determine the correct location for the cord tensioner. Hold it in place and insert a small screw into the channel next to the cord tensioner.

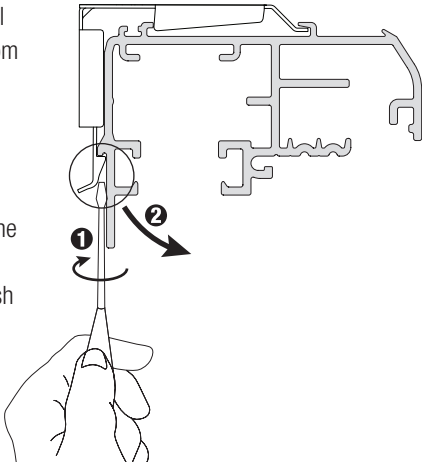
Problem	The shade is not vertically aligned.
Solution	Check that the installation brackets are level and aligned. Shim the installation brackets to level the headrail, if necessary. Check that the headrail is completely inserted into the installation brackets. See “Mount the Headrail” on page 9 (OB) or page 22 (IB). Adjust the screws on the moving rail brackets. Review the adjustment procedures on page 19 (OB) or page 32 (IB).
Problem	A fabric carrier needs to be reattached.
Solution	Place the carrier between the fabric cells. Push the pin through the hole in the fabric cells. Snap the hole at the bottom of the fabric carrier onto the pin. 

Removing the Shade (If Necessary)

You will need two people to remove the shade.

- Detach the stationary rail bottom brackets from the wall or floor.
- Remove the valance by reversing the installation procedures.
- Hold the headrail assembly and, using a small flat blade screwdriver, push back on the bottom tab of the installation brackets to release the headrail.

  NOTE: Because the bracket may be stiff, the headrail may be difficult to remove. Twist the screwdriver blade slightly as you push back the bottom tab to help remove the headrail from the bracket. Be careful not to scratch the finish on the back of the headrail.



- Place the entire Vertiglide™ shade assembly (headrail, vertical rails, and fabric panels) on the floor.
- To remove the fabric panels from the headrail for cleaning, reverse the steps stated in "Install the Rails and Fabric Stacks into the Headrail" on page 12 (OB) or page 24 (IB).

Cleaning Procedures

Hunter Douglas Duette® and Applause® honeycomb shades are made of anti-static, dust-resistant fabric which repels dirt and dust. For most honeycomb fabrics, the following cleaning options are available.

Dusting

- Regular light dusting with a feather duster is all the cleaning needed in most circumstances.

Vacuuming

CAUTION: Do not vacuum Elan®, Myst™, and Trielle™ semi-opaque and opaque fabrics.

- For deeper cleaning, vacuum gently with a brush attachment.

Compressed Air/Hair Dryer (Cool Setting)

- Use compressed air or a hair-dryer on a cool setting to blow dust and dirt off shades.

Spot-Cleaning

CAUTION: Do not spot-clean Batiste, Elan®, Macon™, Myst™, Opalessence™, and Trielle™ fabrics.

- Prepare a solution of warm water and a mild detergent.
- Dampen a clean cloth in the solution and wring it out.
- Dab the spot with the dampened cloth until it is removed. Do not rub the fabric.
- Allow the shade to dry in the completely closed position.

Bathtub Cleaning/Water Immersion

CAUTION: Do not immerse Batiste, Elan, India Silk, Macon, Meritage™, Myst, Opalessence, Panache™, Renewal™, Royale Textured™, Trielle, Venue™, Voyant™, and all opaque fabrics.

- Immerse the shade in a basin or bathtub filled with warm water and a mild detergent.

  IMPORTANT: Never immerse the headrail into the solution.
- Rinse with clean water.
- Before removing from the rinse water, fully open/stack the shade and tilt it to allow excess water to drain off.
- Dry the shade completely in the closed position.

Ultrasonic Cleaning

CAUTION: Do not ultrasonically clean Batiste, Myst, Voyant and all opaque fabrics.

- Some honeycomb fabrics can be ultrasonically cleaned by a professional.
- Specify that a mild detergent solution be used.

  IMPORTANT: Never immerse the headrail into the solution.
- Dry the shade completely in the closed position.

Injection/Extraction Cleaning

This type of professional cleaning injects a cleaning solution into the fabric and extracts the dirty solution in the same motion.

- Use only the dry method of injection/extraction for Architella® Elan 3/4" and 1 1/4" pleats, Trielle, and Panache 3/4" fabrics.
- If using injection/extraction for Batiste Bamboo and Batiste Textured™ fabrics, specify that no chemicals are used (water only).

LIFETIME GUARANTEE

The Hunter Douglas® Lifetime Guarantee is an expression of our desire to provide a thoroughly satisfying experience when selecting, purchasing and living with your window fashion products. If you are not thoroughly satisfied, simply contact Hunter Douglas at (888) 501-8364 or visit hunterdouglas.com. In support of this policy of consumer satisfaction, we offer our Lifetime Limited Warranty as described below.

COVERED

BY A LIFETIME LIMITED WARRANTY

- Hunter Douglas window fashion products are covered for defects in materials, workmanship or failure to operate for as long as the original retail purchaser owns the product (unless shorter periods are provided below).
- All internal mechanisms.
- Components and brackets.
- Fabric delamination.
- Operational cords for a full 7 years from the date of purchase.
- Repairs and/or replacements will be made with like or similar parts or products.
- Hunter Douglas motorization components are covered for 5 years from the date of purchase.

NOT COVERED

BY A LIFETIME LIMITED WARRANTY

- Any conditions caused by normal wear and tear.
- Abuse, accidents, misuse or alterations to the product.
- Exposure to the elements (sun damage, wind, water/moisture) and discoloration or fading over time.
- Failure to follow our instructions with respect to measurement, proper installation, cleaning or maintenance.
- Shipping charges, cost of removal and reinstallation.

Hunter Douglas (or its licensed fabricator/distributor) will repair or replace the window fashion product or components found to be defective.

TO OBTAIN WARRANTY SERVICE

1. Contact your original dealer (place of purchase) for warranty assistance.
2. Visit hunterdouglas.com for additional warranty information, frequently asked questions and access to service locations.
3. Contact Hunter Douglas at (888) 501-8364 for technical support, certain parts free of charge, for assistance in obtaining warranty service or for further explanation of our warranty.

NOTE: In no event shall Hunter Douglas or its licensed fabricators/distributors be liable or responsible for incidental or consequential damages or for any other indirect damage, loss, cost or expense. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above exclusion or limitation may not apply to you. This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.

Different warranty periods and terms apply for commercial products and applications.

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