Exterior Roller Sun Shade Installation Instructions

coolaroo
MADE FOR LIFE

Congratulations on the purchase of your Coolaroo® Sun Shade. You should be proud to know you have purchased the best sun shade money can buy. We have gone to great lengths to make this instruction manual as simple and user friendly as possible. Please be sure to read the manual in its entirety before installing your shade. If after reading the manual you still have questions, or you are missing pieces, please give us a call at **1-800-560-4667**. We'll be happy to answer any of your questions. We hope you enjoy your shade! **Register your product and order replacement parts online at www.coolaroo.com**

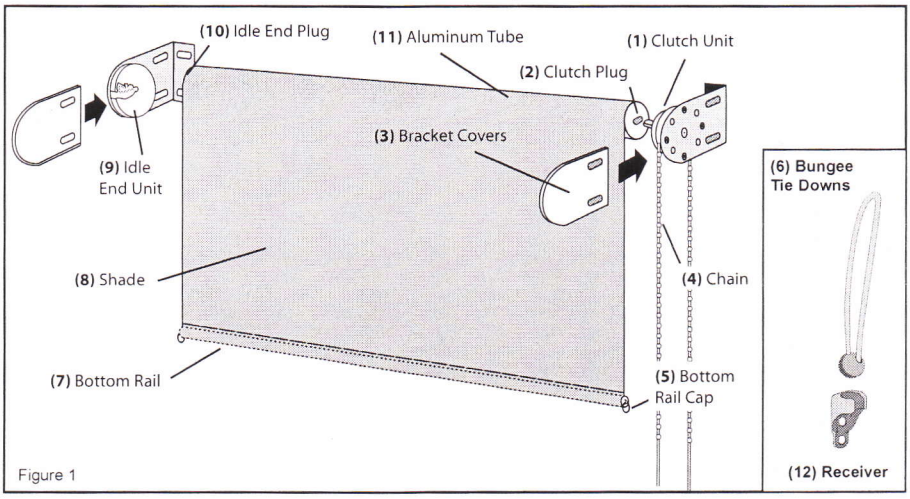


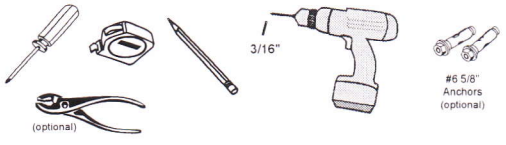
Figure 1

REF. NO.	PART DESCRIPTION	PART NO.	QTY. REQUIRED
1	Clutch	4-CU	1
2	Clutch Plug	1-CP	1
3	Bracket Covers	4-BC	2
4	Chain	11-CV 10	1
5	Bottom Rail Caps with Rings	11-BRC	2
6	Bungee Tie Downs	11-BUNGEE TD	2
7	Bottom Rail		1
8	Shade		1
9	Idle End Unit	4-IU	1
10	Idle End Plug	1-IP	1
11	Aluminum Tube		1
12	Bungee Receiver	11-RECEIVER	2
13	Tension Device (See Fig.7)	11-T	1
14	Wood Screws (See Fig. 6)	4-WS	11

Additional Tools Needed

Approximate Installation Time: 20 minutes

2 people may be required



© by Gale Pacific Limited. All rights reserved. Coolaroo® mark is a registered trademark of Gale Pacific Limited. 5.04.004.184 03 2012

Your shade comes standard with the chain on the right side of the shade (Fig. 1) and ready to be mounted on the inside or outside of your window frame. If you purchased a custom shade, or intend to keep your shade with the standard settings, you may skip this section and proceed to the installation instructions.

If you want to move the chain to the left side of the shade or you want to hang your shade from the top of the window (or ceiling), you will need to make a few simple changes to your shade before proceeding to the installation instructions. Refer to the **Alternate Clutch Setup** section of the manual for instructions on how to make these changes.

Refer to the front page of this manual for help identifying the various components of the shade.

IMPORTANT: The screws included in your hardware kit are for use with wood only. See your dealer for mounting recommendations when attaching your shade to any other material.

INSTALLATION INSTRUCTIONS

CLOTH WIDTH	SCREW-TO-SCREW MEASUREMENT	OVERALL WIDTH (BRACKET-TO-BRACKET)	APPROXIMATE WEIGHT
72 in. (1.83 m)	73.25 in. (1.86 m)	74.75 in. (1.9 m)	7 lb. (3 kg)
96 in. (2.44 m)	97.25 in. (2.47 m)	98.75 in. (2.51 m)	9 lb. (4 kg)
120 in. (3.05 m)	121.25 in. (3.08 m)	122.75 in. (3,12 m)	11 lb. (5 kg)

Fig. 2 (the above measurements are for stock shades)

1. Mark The Holes

- For stock shades, use (Fig 2) to determine the placement of your screws.
- For custom shades, mark holes 1/2" less than overall (bracket-to-bracket) measurement at each end.

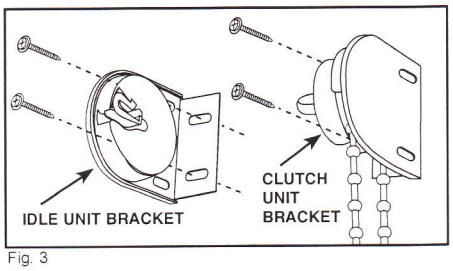


Fig. 3

2. Install Brackets

Install the Clutch and Idle End Brackets (Fig 3). The Clutch Unit Bracket will be on the right side, and the Idle End Unit Bracket should be on the left for standard installation.

Do not tighten screws completely yet.

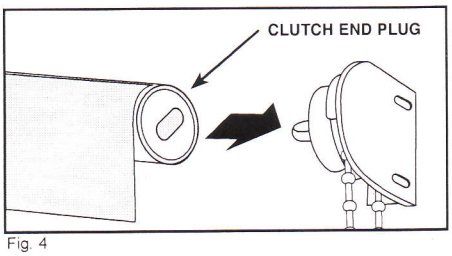


Fig. 4

3. Install the Shade.

First, insert the Clutch Plug into the Clutch Unit (Fig. 4).

Then insert the Idle End Plug into the Idle End Unit, and snap the Idle End Plug securely into place (Fig. 5).

With the shade in place, adjust the brackets so they fit snugly on each end of the shade.

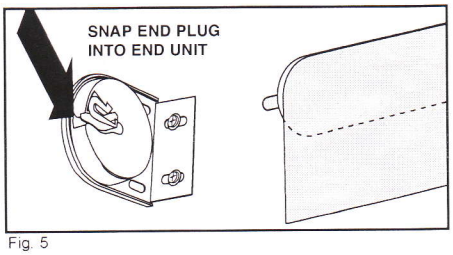


Fig. 5

IMPORTANT:
Now go back and tighten the Bracket screws completely.

4. Install Tension Device

(FOR CANADIAN RESIDENTS ONLY)
FOR MORE SAFETY INFORMATION:
1-866-662-0666

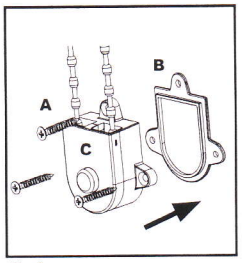


Fig 6

It is highly recommended that chains/pull cords are not accessible to small children and as an added safety measure, should be secured with a tension device when not in use.
KEEP BLIND CORDS OUT OF REACH OF YOUNG CHILDREN.

To install the Tension Device (A), position the Tension Device on a flat surface (window frame, wall, etc.) so that the chain and tension device do not interfere with the raising and lowering of the blind. The chain must be taut, but still operable (Fig. 6). DO NOT ALLOW FOR ANY SLACK. DO NOT TWIST, CROSS OR SLANT THE CHAIN. THE CHAIN WILL NOT WORK IF NOT PROPERLY INSTALLED.

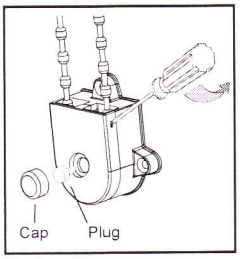


Fig 7

Mark the position for the pilot holes using a pencil or marker. Pre-drill three 1/16" holes. Use the screws provided to attach the Tension Device (A) and Tension Device Base (B) into place. Once installed, the chain will unlock and operate normally.

To replace the Tension Device, remove Cap and Plastic Plug with pliers, remove Cover using a screwdriver (Fig. 7). The cover will pop off, releasing the chain from the Tension Device. Remove old Tension Device and feed chain through wheel on new Tension Device. Replace the cover, plastic plug and cap to operate chain.

IN CASE OF EMERGENCY, CUT THE CHAIN WITH SCISSORS

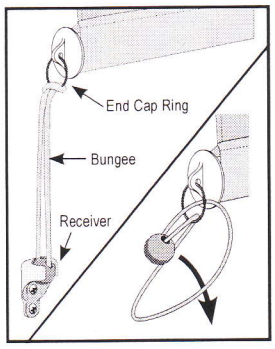


Fig 8

5. Install Tie Downs (if desired)

Tie Downs have been provided to secure your sun shade in mild to moderate wind conditions.

NOTE: In severe wind or prolonged exposure to wind, sun shades should be rolled up to prevent damage.

Fig. 8
1. Thread the Bungee through the End Cap Ring and back through itself making a Lark's Head Knot.
2. Install the Receiver approximatly 5 in. below the bottom of where the shade will stop, to allow for proper tension of bungee cord.

Wood screws have been provided. If installing into any material other than wood, additional screws may be needed.

ADJUSTING CHAIN TENSION

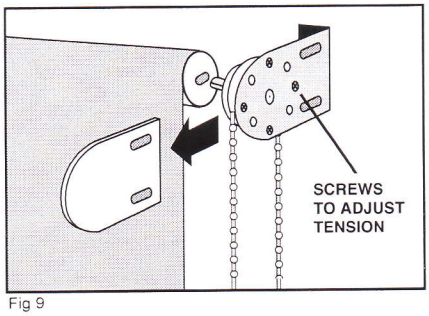


Fig 9

You can adjust chain tension if needed.

If chain tension is too tight (chain is difficult to pull), slide off bracket cover and loosen four (4) screws; turn counter clockwise. See (Fig. 9).

If chain tension is too loose (chain pulls too easily), slide off bracket cover and tighten four (4) screws; turn clockwise. See (Fig. 9).

ALTERNATIVE CLUTCH SETUP

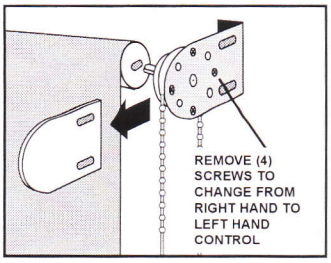


Fig 10

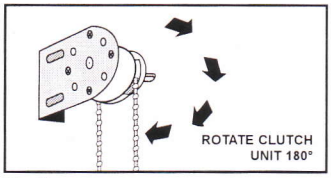


Fig 11

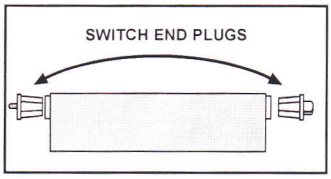


Fig 12

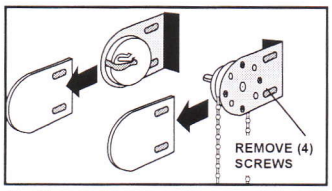


Fig 13

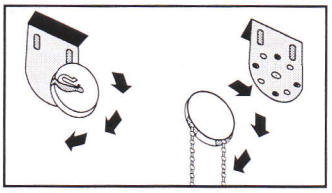


Fig 14

Your shade will require a non-standard installation if: 1) you are changing the chain to the **left side** of the shade, or 2) if you are mounting your shade from the **top/ceiling**.

NOTE: If you purchased a custom shade or are doing a standard installation, you do **NOT** need to make these changes.

CHANGING TO A
Left-hand Chain Control

If you want your chain to be on the left side of your shade, you will need to make a simple change to your Clutch Unit before you install your shade. To make this change, start by sliding off the Bracket Cover on the Clutch Unit (Fig. 10). Remove the four screws.

Turn the clutch unit 180 degrees so the chain can now hang down from the left side (Fig. 11). Put the screws back in, and tighten. Next, slide the Bracket Cover back on. No change is needed to the Idle End Unit, it works for right and left mounts. Pull out both End Plugs from the tube and switch them (Fig. 11).

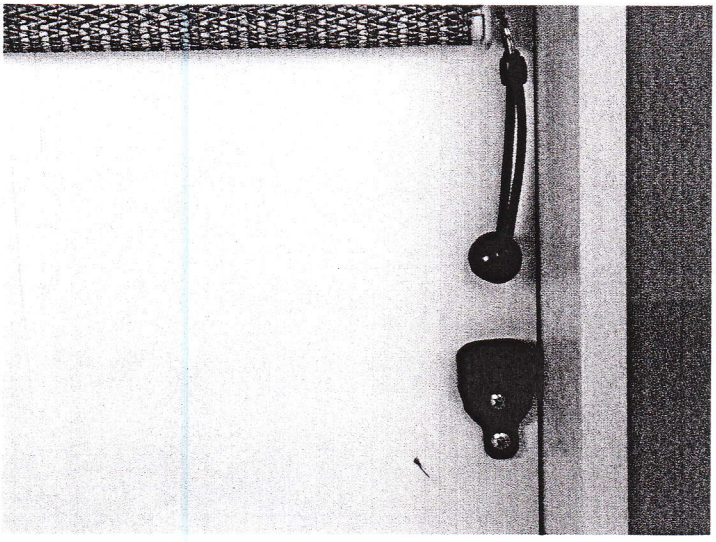
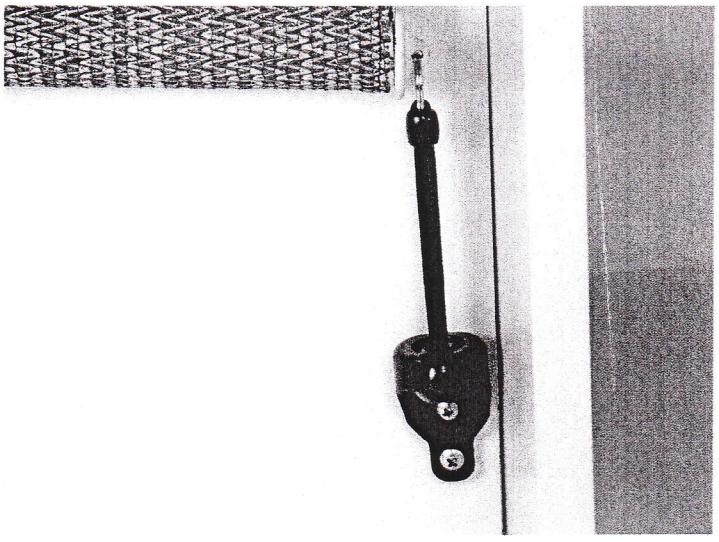
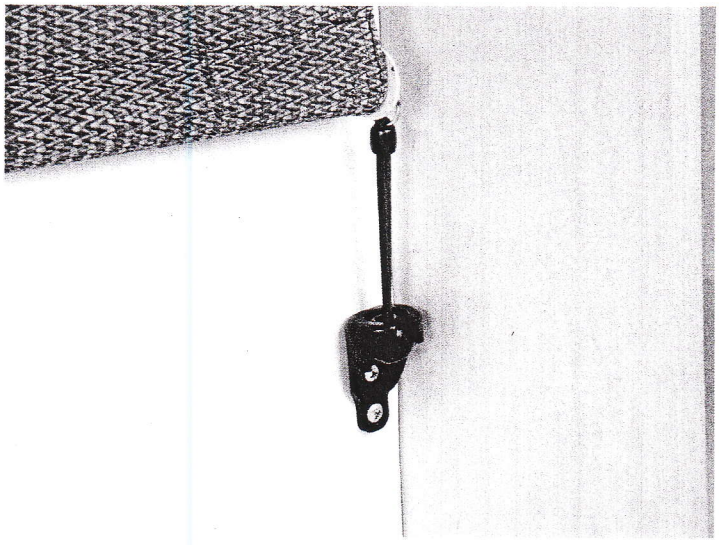
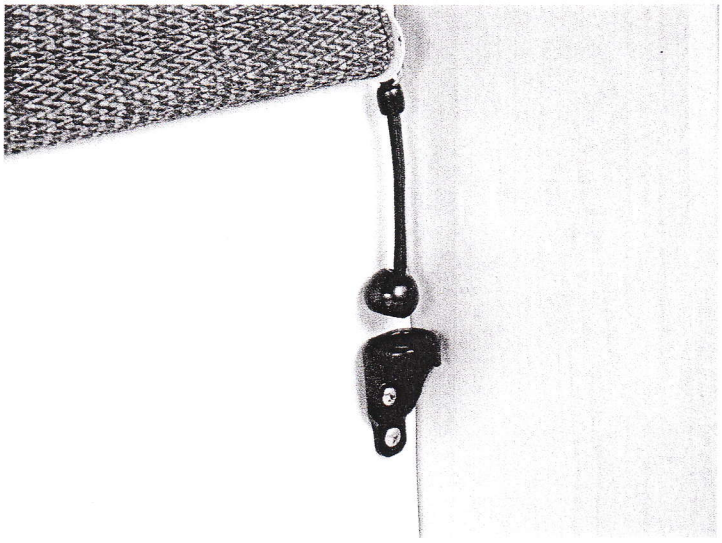
CHANGING TO A
Top/ceiling Mount

If you want your Clutch Unit to hang from the top (for example, the ceiling), you will need to make a simple change to your Clutch Unit and Idle End Unit before you install your shade. To make this change, start by sliding off the Bracket Covers on both the Clutch Unit and Idle End Unit (Fig. 13). Remove the four screws from both brackets. Turn the Clutch Unit 90 degrees so the chain hangs straight down if the Clutch were hanging from the top, and turn the Idle End Unit so the opening is facing away from the window. (Fig. 14). Put screws back in, and slide the Bracket Cover back on.

Maintenance

Your sun shade has been made of the finest materials and, when properly cared for, will last a very long time. To clean your shade, simply rinse with water, scrub with soap or any non-abrasive cleaner, rinse and allow to dry. Call us for missing parts or mechanical problems.
Do not store shade wet. In moist areas roll shade down frequently to air dry.

Caution: Use of solvents or abrasive cleaners may damage the fabric and will void your warranty.
Do not use bleach or chlorine.

Custom Shade Return Policy: **This product has been custom made according to your specifications. As such, no replacement or refunds are possible other than for defects or faults that are reported to our Customer Service Department at 1-800-560-4667 within 60 days of shipping. Warranty claims will continue to be honored in accordance with our warranty policy as outlined at www.coolaroo.com.**

New Tie Down System