Outdoor Sun Shade
ASSEMBLY, INSTALLATION, CARE and USE INSTRUCTIONS
Installation Video available at www.shadeinfo.com

CUSTOMER SERVICE

Contact us at 303.652.6164 for additional information. English speaking customer service representatives are available Monday through Friday, from 7am - 4pm (MST). Please visit www.ShadeInfo.com to register your shade purchase.

IMPORTANT INFORMATION

We recommend two (2) people install this shade. Retain these instructions for future use. A power drill, tape measure, leveling device, and Phillips screwdriver bit are recommended for installation (not included). Note: this shade must be installed into wood studs. If woods studs are not available, anchoring hardware must be used (not included).

Tools required: phillips screwdriver, leveling device (laser level, standard level, etc.), and power drill (if pre-drilling the holes). Note: your parts and fabric may differ in color than shown in this manual. Parts shown are not to scale. Pre-installed parts are not shown in the part list below.
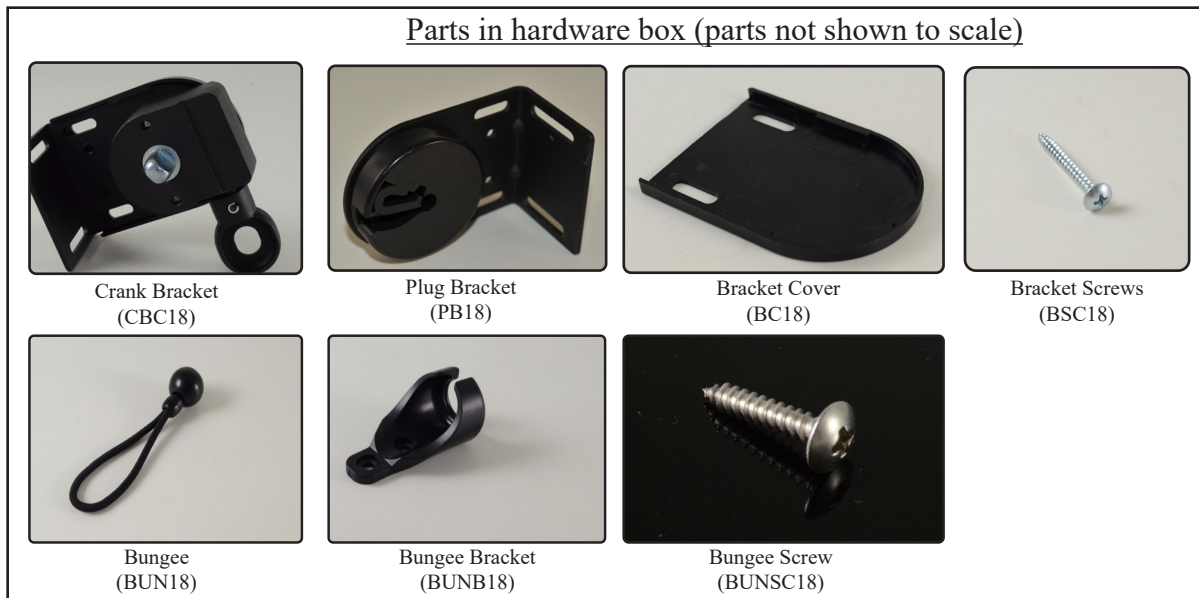
<u>Parts in hardware box (parts not shown to scale)</u>

| Crank Bracket (CBC18) | Plug Bracket (PB18) | Bracket Cover (BC18) | Bracket Screws (BSC18) |
| Bungee (BUN18) | Bungee Bracket (BUNB18) | Bungee Screw (BUNSC18) | |

Figure A

Pole
(PLP19)

Your shade can be installed against a wall (Fig B) or against a ceiling/overhang (Fig C).

Your shade is already prepared for a wall mount, with the crank on the right side of the shade. If you need to prepare your shade for a ceiling mount, or if you need to move your crank to the left side of the shade, please refer to the last page of this manual.

WALL MOUNT

CEILING MOUNT

Figure B

Figure C

Step 1: Mark holes for installation

An installation template has been provided to help position your pilot holes. Start by temporarily attaching your template to your mounting surface (Fig. D). Then drill your pilot holes in the four marked dark zones (ideally in the center of each dark zone) (Fig E).

Be sure to mount the brackets to a wood stud. If a wood stud cannot be located, an anchor must be used (not included). Visit your local hardware store for more information.
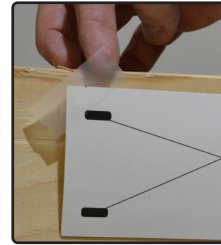
Figure D

Figure E

Step 2: Install brackets

Install the Crank Bracket and Plug Bracket with the provided wood screws (see Fig. F). Note: the Crank Bracket should be installed on the right side of the shade. The Plug Bracket is designed to be placed on the left side of the shade. See the last page if you need to change your crank location.
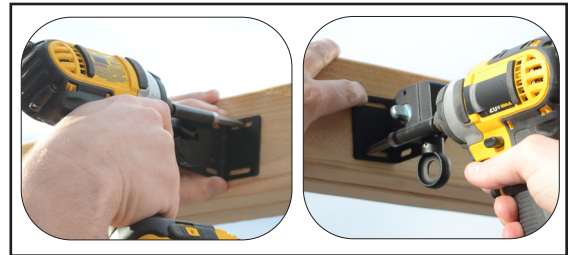
Figure F

Step 3: Install shade

To install your shade, start by attaching the Crank Plug into the Crank Bracket (Fig G).

Next, slide the Plug with pin into the Plug Bracket. Note: the Plug (with pin) should slide and click into the Plug Bracket (Fig H).

If your shade moves side-to-side, you may want to adjust the brackets to reduce any movement between the shade and the brackets.
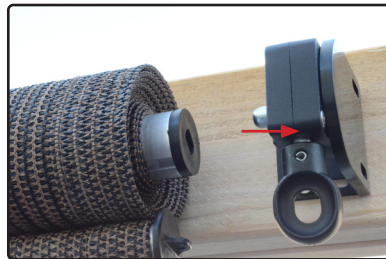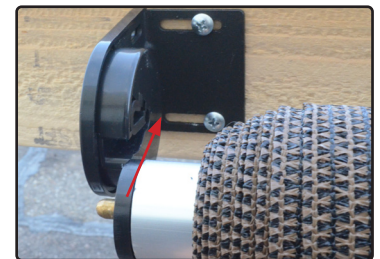
Figure G

Figure H

To prevent your shade from moving from side-to-side, roll your shade down and loosen the screws slightly. Push the brackets in, towards the shade and retighten screws. (Fig I)
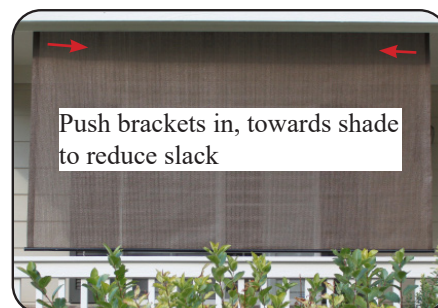
Push brackets in, towards shade to reduce slack

Figure I

Ceiling Mount or Left Crank Operation (or both)

Your shade is prepared for a wall installation, with the Crank Bracket on the right side of the shade. See Figure J for the default bracket configuration.

If you require the Crank Bracket on the left of the shade, or if you require a ceiling installation (or both), you will need to make a small change to your brackets.

To change your brackets, remove both Bracket Covers (Fig K). Remove the 2 screws from the Crank Bracket (Fig L) and the 3 screws from the Plug Bracket (Fig M).

WALL INSTALL, CRANK RIGHT
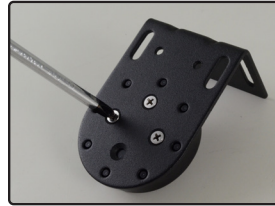
(DEFAULT SETUP)

Figure J

Figure K

Figure L

Figure M

After removing the screws from both brackets, rotate the hardware to match your install type (Figures N, O and P below).
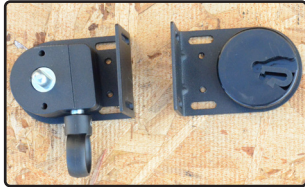
WALL INSTALL, CRANK LEFT

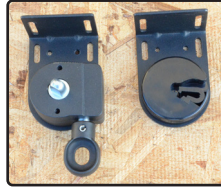Figure N

CEILING INSTALL, CRANK LEFT

Figure O

CEILING INSTALL, CRANK RIGHT

Figure P

Important: if you move your Crank Bracket to the left side of your shade, you will need to remove and reverse the locations of your Crank Plug and Plug with Pin to match the corresponding bracket. These plugs are pre-installed inside of your top tube (not illustrated).

If you move your crank to the left of the shade, you will need to change the roll direction of your fabric to prevent the fabric from interfering with the crank ring. To reverse the roll direction of your fabric, simply roll the shade down completely. After the fabric is completely lowered, continue rolling the shade...it will roll itself up in the opposite direction.

Securing your Fabric

Your shade includes a Bungee System to secure your fabric . To install the Bungee System, screw your Bungee Bracket into a wood stud (Fig Q) with the two (2) provided Bungee Screws. Insert your Bungee through the Bottom Rail Ring (Fig. R) and back through itself (Lark's Head Knot) (Fig. S). Finally, latch the Bungee into the Bungee Bracket (Fig. T). Always roll your shade up during windy conditions.
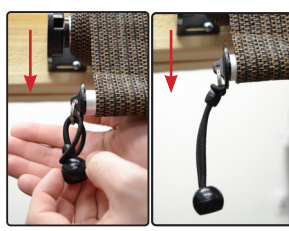
Figure Q

Figure R

Figure S

Figure T

Maintenance

To clean your shade, rinse with water and scrub with any non-abrasive cleaner (using bleach or other abrasive cleaners will void your warranty). Roll shade down to air dry.