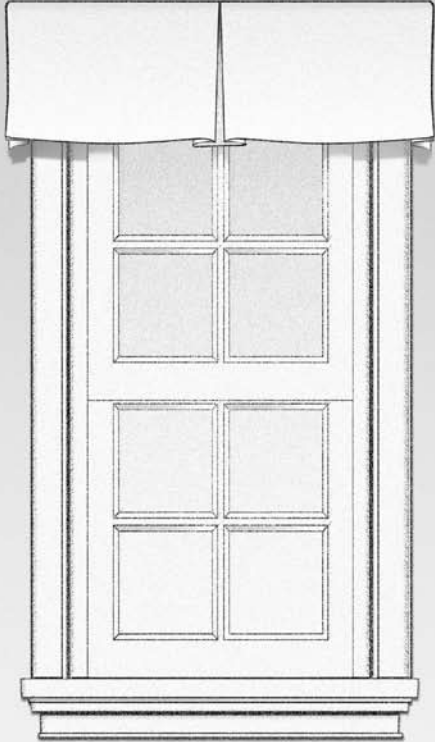


INSTALLATION INSTRUCTIONS



Valances Mounted on Mounting Boards

Pre-Mounted
Tack Strip
VELCRO® Strip

Valances Mounted on Mounting Boards

Installation Instructions

Pre-Mounted
Tack Strip
VELCRO® Strip

Thank you for purchasing your new valance. It has been custom-made from the highest quality materials to the dimensions you specified. With proper installation and care, it will provide you with many years of beauty and trouble-free use.

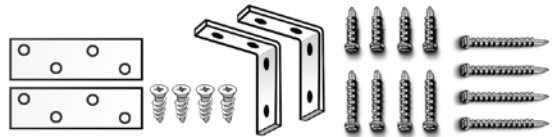
This sheet contains instructions for mounting three different types of valances. Read the information below on tools, hardware, and fasteners, and then find the section for the type of valance you are installing.

Tools Required

- Power drill with the following bits:
 - 1/16" and 3/16" drill bits
 - 1/4" hex driver
 - Phillips screwdriver
 - Masonry or metal drill bits (if mounting surface requires)
- Pencil
- Awl
- Tape measure
- Level
- Ladder or stepstool
- Staple gun

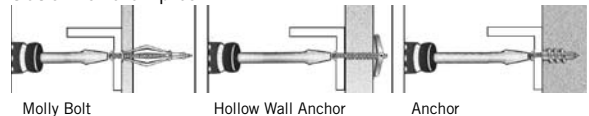
Hardware

- L-brackets (for wall mounts)
- 1/4" hex head screws (for mounting valance to brackets)
- 1 1/2" hex head screws (for mounting brackets to wall)
- 2" hex head screws (for mounting board to ceiling)
- Mending plates and flat head Phillips screws (for valances shipped with two-piece mounting boards)



Special Fasteners

The brackets must be securely attached to the mounting surface. If wood studs are not available, use special fasteners designed for your mounting surface (not included). See illustration for examples.



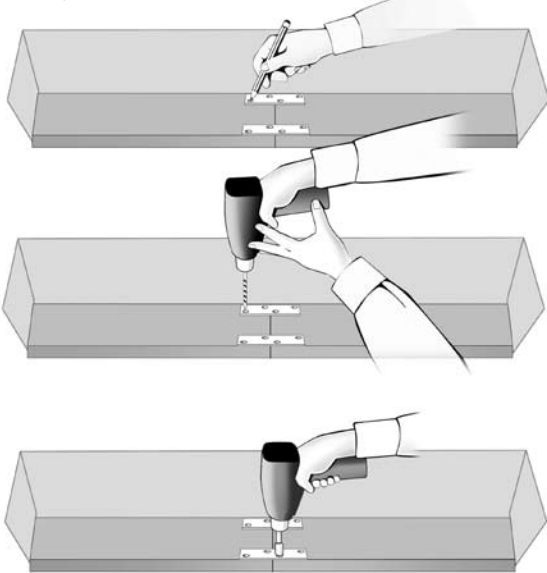
Tips

- If drilling into metal, purchase self-tapping screws.
- When selecting your fastener, make sure it is designed to support the weight of the product being installed. Follow the fastener manufacturer's instructions carefully.

Valances Pre-Mounted on Mounting Boards

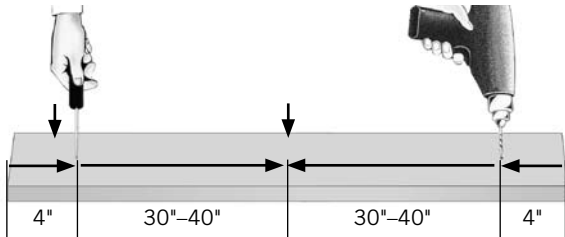
Step 1 (for wide valances only): Join the Mounting Board

Unfold the valance and place it top-down on a clean firm surface. Align the two sections of the mounting board, and place the mending plates as shown. Drill $\frac{1}{16}$ " pilot holes (without drilling through the fabric on the top of the board) and attach the mending plates using the eight short Phillips screws provided.



Step 2 (for inside mount only): Drill Mounting Holes

Approximately 4" from each end of the mounting board, pierce the fabric covering the board and drill a $\frac{3}{16}$ " mounting hole. Be careful not to snag the fabric. For wide valances, drill additional holes approximately every 30"-40".



Step 3: Complete the Installation per General Instructions

Under General Instructions for All Valances, follow the steps applicable to the mount type—Inside/Ceiling Mount or Outside/Wall Mount.

Valances Mounted with Tack Strips (mounting board not included)

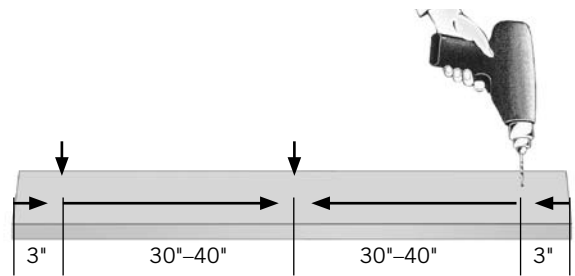
Inside or Outside Mount

Step 1: Cut the Mounting Board

Cut a mounting board from $\frac{3}{4}$ "-thick lumber to the exact size of the valance tack strip.

Step 2 (for inside mount only): Drill Mounting Holes

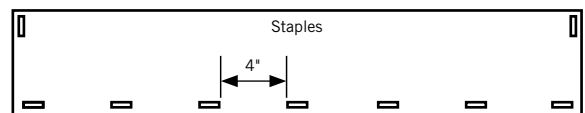
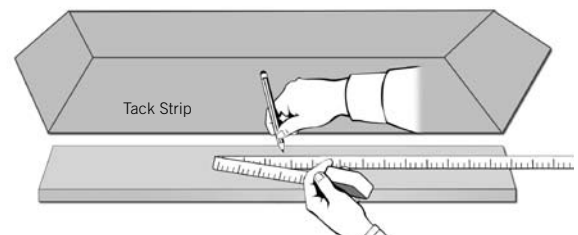
Drill $\frac{3}{16}$ " holes in the mounting board approximately 4" from each end, and, for wide valances, approximately every 30"-40".

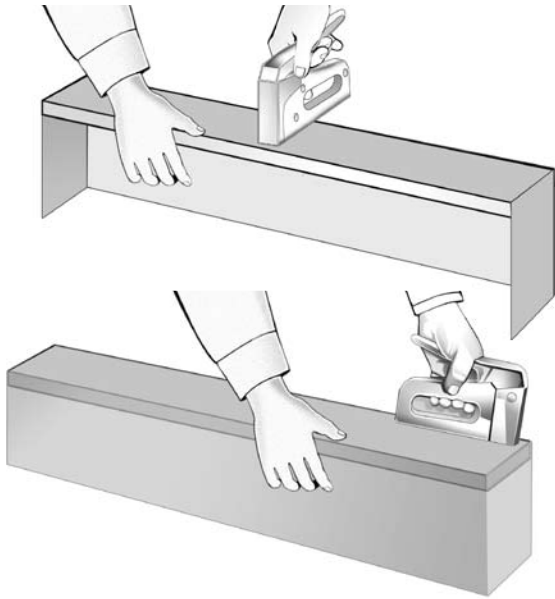


Step 3: Attach the Valance to the Mounting Board

Note: Use a staple gun with staples at least $\frac{3}{8}$ " long, and place staples parallel to the edge of the board.

Measure and mark the midpoints of both the valance tack strip and the board. Place the board on a raised surface and staple the back edge of the tack strip to the back edge of the board at the midpoint. Align the ends of the tack strip on the board and staple on the return edge and the back edge. Staple the midpoints between the center and the ends. Continue attaching midpoints between staples, finally placing staples at about 4" intervals all the way along the back edge of the board.





Step 4: Complete the Installation per General Instructions

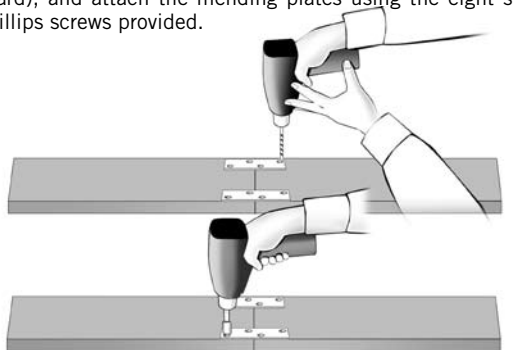
Under General Instructions for All Valances, follow the steps applicable to the mount type—Inside/Ceiling Mount or Outside/Wall Mount.

Valances Mounted with VELCRO Strips

Inside or Outside Mount

Before you begin: Join the Mounting Board (for wide valances only)

Place the two pieces of the board top-down on a clean firm surface, being sure the VELCRO strips are aligned on the top of the board. Place the mending plates as shown. Drill $\frac{1}{16}$ " pilot holes (without drilling through the fabric on the top of the board), and attach the mending plates using the eight short Phillips screws provided.



Outside Mount

Step 1: Attach the Brackets to the Wall

Follow the instructions under General Instructions for All Valances, Outside/Wall Mount, Step 1.

Step 2: Mount the Mounting Board on the Brackets

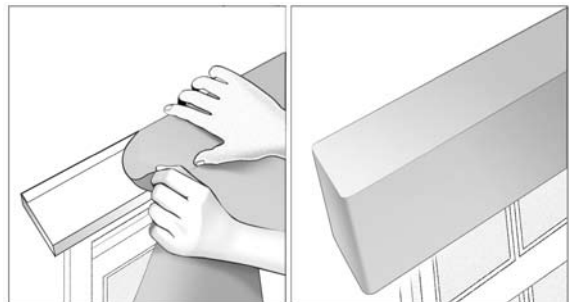
Note: Steps 2 and 3 can be reversed if desired.

Place the mounting board on the brackets, making sure it is centered and flush with the wall. Drill $\frac{1}{16}$ " pilot holes in the mounting board (without drilling through the fabric on the top), and attach the board using the $\frac{3}{4}$ " hex head screws provided.



Step 3: Attach the Valance to the Mounting Board

Attach the valance to the mounting board by joining the VELCRO strips. Dress the valance and steam out any wrinkles as needed.



Inside Mount

Step 1: Drill Mounting Holes

Approximately 4" from each end of the mounting board, pierce the fabric covering the board and drill a $\frac{3}{16}$ " mounting hole. Be careful not to snag the fabric. For wide valances, drill additional holes approximately every 30"–40".

Step 2: Attach the Valance to the Mounting Board

Attach the valance to the mounting board by joining the VELCRO strips. Make sure it is precisely aligned on the board.

Step 3: Follow the Steps under General Instructions for All Valances—Inside/Ceiling Mount

General Instructions for All Valances

Important: Begin by reading and following the instructions for your particular type of valance.

Outside/Wall Mount

Step 1: Attach the Brackets to the Wall

Measure and mark the positions of the brackets, making sure they are level. Place brackets about 4" from the ends of the mounting board. For wide valances, place additional brackets about 30"–40" apart. Drill $\frac{1}{16}$ " pilot holes in the wall, and attach the brackets using the $1\frac{1}{2}$ " hex head screws provided.



Step 2: Mount the Valance on the Brackets

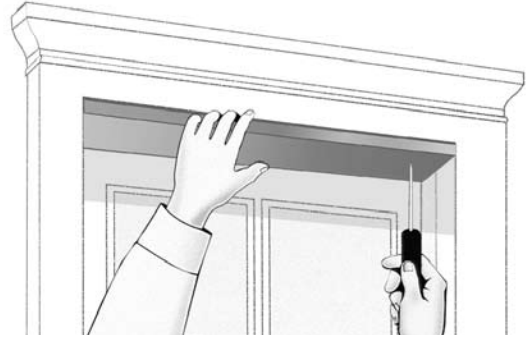
Place the valance on the brackets, making sure it is centered and flush with the wall. Drill $\frac{1}{16}$ " pilot holes in the mounting board (without drilling through the fabric on the top), and attach the board using the $\frac{3}{4}$ " hex head screws provided.



Inside/Ceiling Mount

Step 1: Mark the Mounting Position

Use an awl to pierce the fabric that covers the predrilled holes in the mounting board. Hold the board in position and use an awl to mark the mounting hole positions.



Step 2: Mount the Valance

Drill $\frac{1}{16}$ " pilot holes, and attach the valance using the long hex head screws provided.



Caring for Your Valance

These valances will provide you with years of beauty and pleasure with minimal care and cleaning. To care for your valance:

- Vacuum using a brush or dust head attachment.
- Dust lightly using a soft, clean cloth.
- Dry clean your valance if it needs a more thorough cleaning.
- Never immerse your valance in water or liquids of any kind.