

## ROLLSTAR-EX™ SHADES (with Headboxes)

### INSTALLATION INSTRUCTIONS



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

Please read all instructions before you start so you will be familiar with the overall process.

Measure your outdoor openings to ensure the headboxes and shades will fit properly before beginning.

### Getting Started

Remove the headbox and shade from the packaging. Keep the packaging until you have successfully installed the exterior motorized shades.

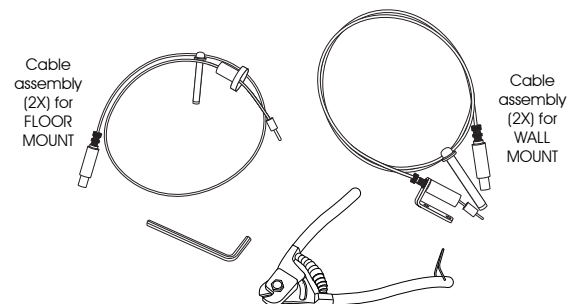
### TOOLS REQUIRED.

- Pencil
- Awl
- Tape Measure
- Level
- 1/8" Cable Cutter
- #3 Allen Wrench (included in packaging)
- Power Drill with the following bits:
  - 3/8" Drill Bit
  - 1/4" Hex Driver
  - Standard Screwdriver
  - Masonry Drill Bit (if drilling into concrete or brick)
- Ladder or Stepstool

BEFORE YOU BEGIN, VERIFY THAT YOU HAVE ALL THE NECESSARY PARTS AND PIECES:

- **PACKAGE** - Each package contains 2 sets of stainless steel cable assemblies.

Please note: You will need to get a special cable cutter (shown below). They do not come with the package.



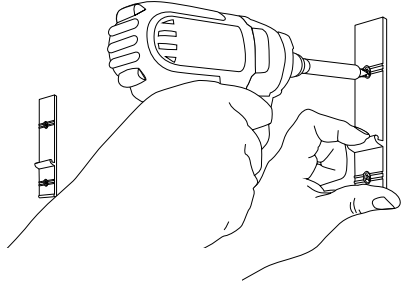
Illustration, clockwise from top left:  
Cable assemblies - Floor Mount and Wall Mount  
1/8" Cable cutter (cable cutter is *not supplied!*)  
and #3 Allen wrench

## A) FOR MOTOR SYSTEMS, START HERE.

### A) STEP 1 - INSTALLING THE BRACKETS & HEADBOX.

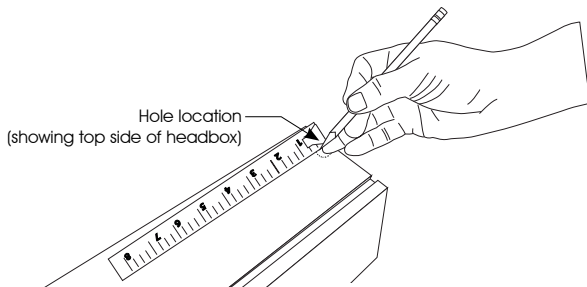
Note: The headbox brackets are used for wall applications. For ceiling applications, you will have to drill through the headbox so it attaches to the ceiling directly (no brackets required for a ceiling application).

- a) Install headbox brackets. Use a level to ensure a horizontal position.

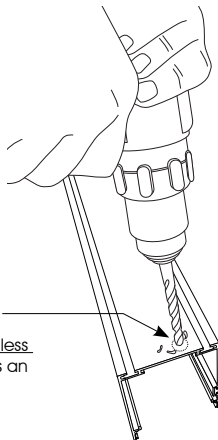


- b) Mark power cord hole location on the headbox. You will need 3/8" hole drill bit.

Note: This hole location is dictated by the job site power source. It may require the hole to be drilled on the top, side or back side of the headbox.



Hole location  
(showing top side of headbox)

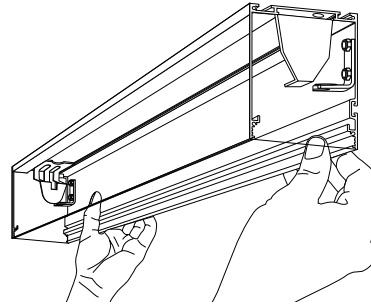


Drill a 3/8" hole for the power cord.

**IMPORTANT:** Never cut power cord less than 12" from motor head. There is an internal antenna in this area.

### A) STEP 1 - INSTALLING THE BRACKETS & HEADBOX (continued).

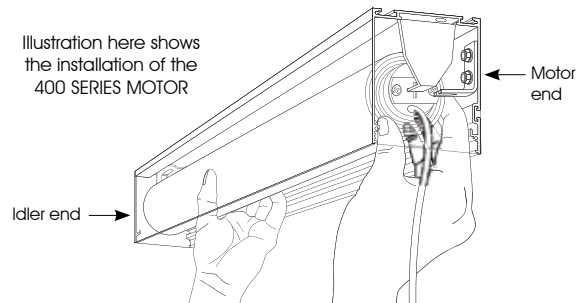
- c) Install headbox onto brackets.



### A) STEP 2 - INSTALLING THE SHADE.

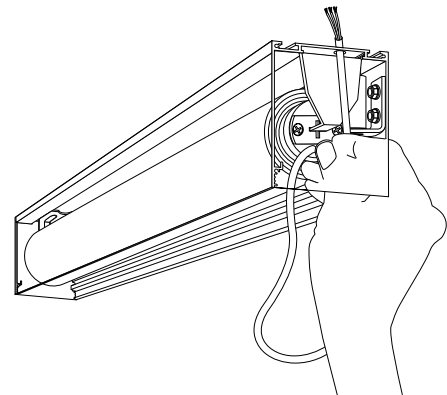
- a) For the 400 SERIES MOTORS, lift the shade up into the headbox. Slip the motor end into the bracket first. While keeping the motor end in position, lift the shade up into the idler end bracket.
- b) For the 500 SERIES MOTORS, install the idler end of the shade first. Slip the motor head into the motor bracket and secure with the retaining clip.

Illustration here shows the installation of the 400 SERIES MOTOR



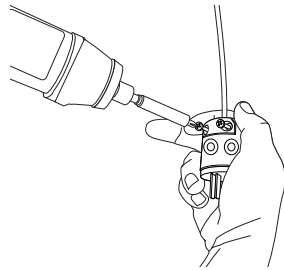
- c) Run the power cord through the drilled hole in the headbox.

**IMPORTANT:** Never cut power cord less than 12" from the motor head. There is an internal antenna in this area.



**A) STEP 3 - CONNECT YOUR POWER SOURCE AND TEST THE SHADE.**

- a) Attach power cord to outdoor market plug (as shown) or to power supply box at job site.



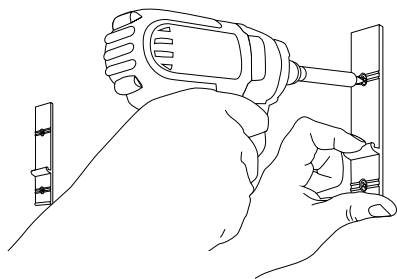
- b) Your shades are pre-set at the factory. However, a field adjustment may be necessary. If limit adjustments are required, refer to the programming instructions. These can be found in the remote controller shipping box.

**B) FOR CCO SYSTEMS, START HERE.**

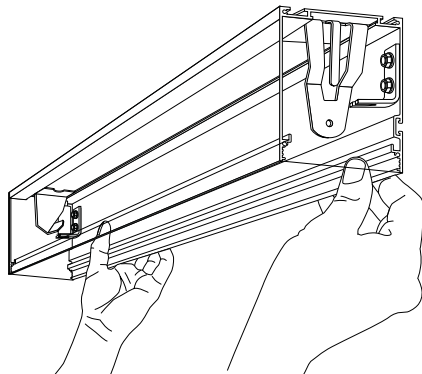
**B) STEP 1 - INSTALLING THE BRACKETS & HEADBOX.**

Note: The headbox brackets are used for wall applications. For ceiling applications, you will have to drill through the headbox so it attaches to the ceiling directly (no brackets required for a ceiling application).

- a) Install headbox brackets. Use a level to ensure a horizontal position.

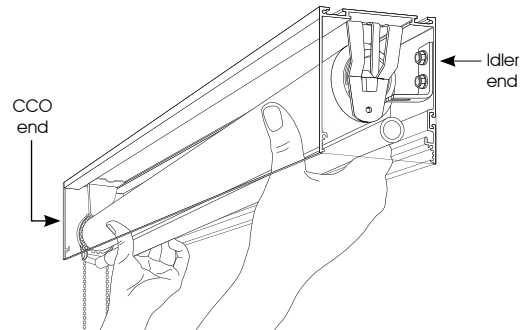


- b) Attach headbox to the brackets.



**B) STEP 2 - INSTALLING THE SHADE.**

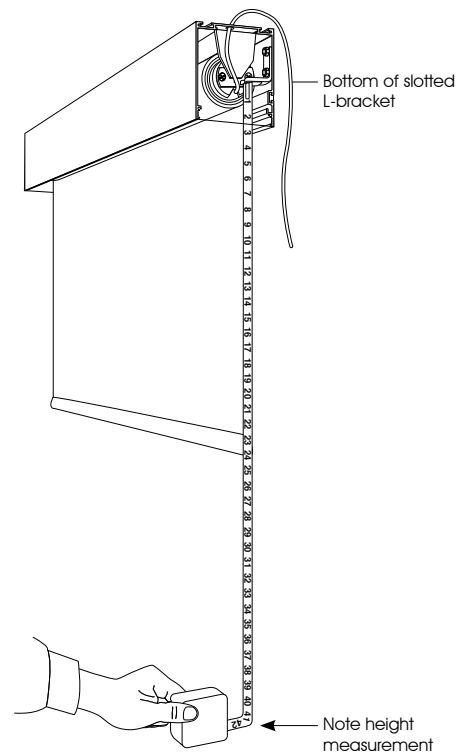
- a) Lift the shade up into the headbox. Slip the CCO end into the bracket. While keeping the CCO end in position, lift the shade up into the idler end bracket.



**C) SETTING THE EXTERIOR CABLE LENGTH FOR MOTOR & CCO SYSTEMS.**

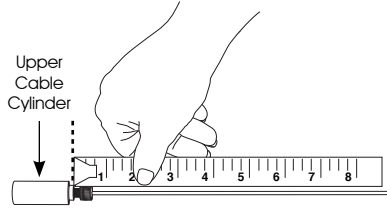
**C) STEP 1 - MEASURE THE REQUIRED SHADE HEIGHT.**

Measure from bottom of slotted L-bracket in the headbox down to the floor or wall.

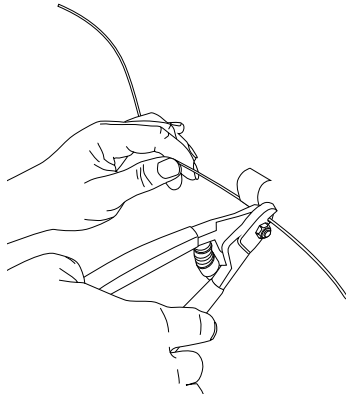


**C) STEP 2 - CUT THE CABLES.**

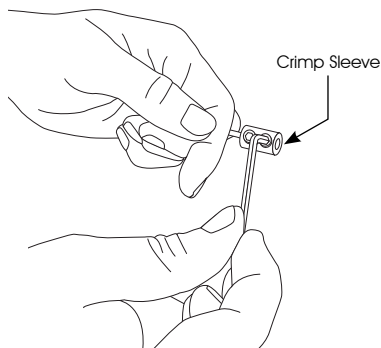
- a) Unroll the cable assembly. Lay flat and measure from the *bottom* of the upper cable cylinder to the required height measurement from previous step. See C-Step 1.
- b) Mark correct length on cable with tape.



- c) Cut the cable with the cable cutting tool using a clean, precise cut.
- Please use the recommended 1/8" cable cutter.



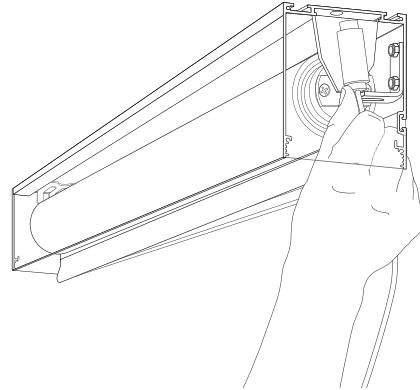
- d) Slide the crimp sleeve to the end of the cable. Tighten the set screw so as to secure the cable.
- This prevents the cable from coming loose and falling apart.



**D) FOR FLOOR SYSTEMS ONLY.**

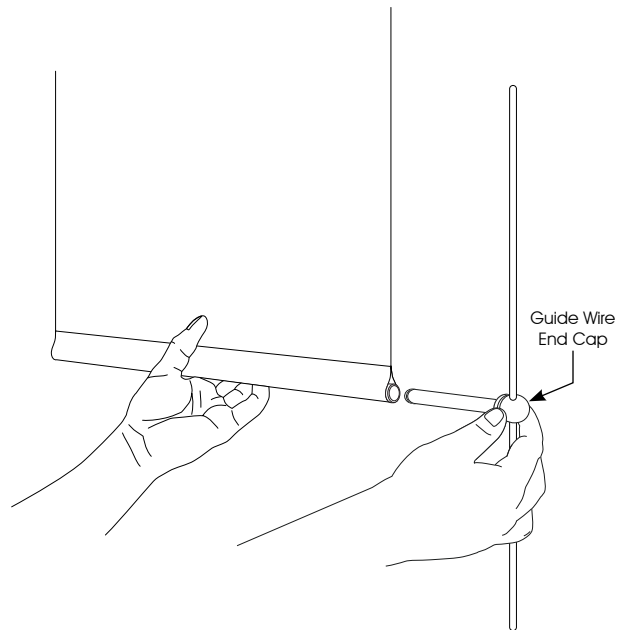
**D) STEP 1 - INSERT THE UPPER CABLE CYLINDER.**

- a) Slide the upper cable cylinder into the slotted L-bracket in the headbox. See illustration below.
- b) Do the same for the upper cable cylinder on the other side.



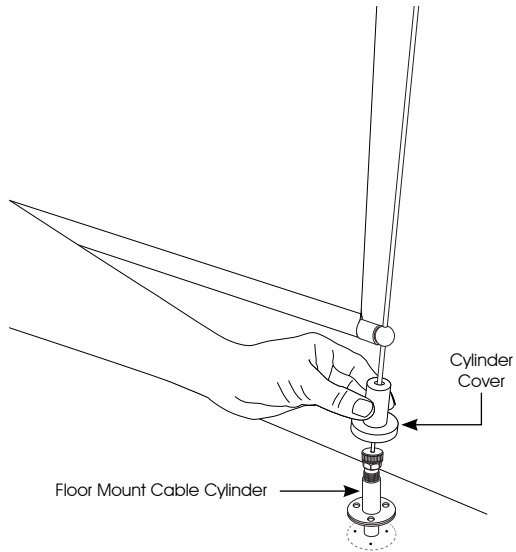
**D) STEP 2 - INSERT THE GUIDE WIRE END CAP.**

- a) Slide the guide wire end cap into the bottom hem.
- b) Repeat on opposite side.

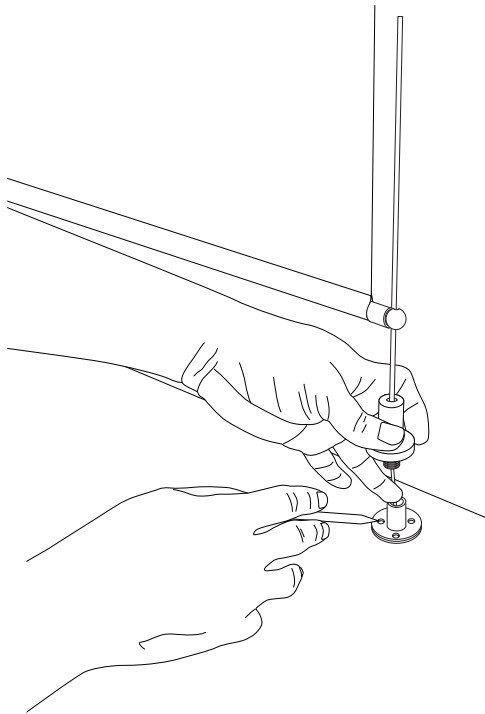


**D) STEP 3 - INSTALL THE FLOOR MOUNT CABLE CYLINDER.**

a) Lower the shade till it is almost at floor level.  
See illustration below.

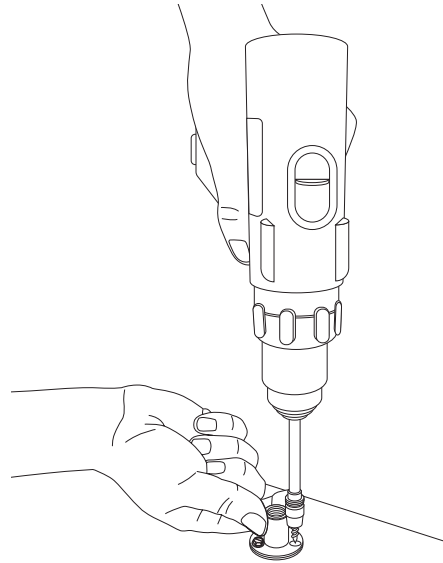


b) Mark the hole location on the floor with a pencil.



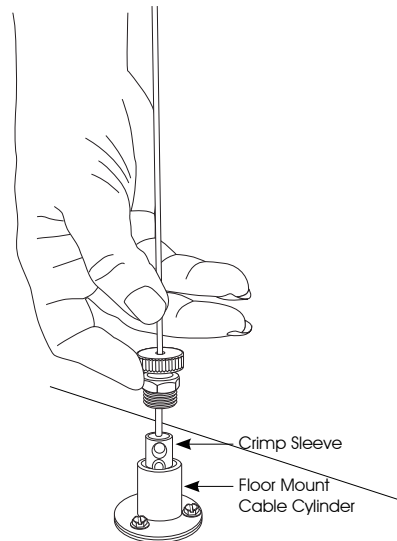
**D) STEP 4 - INSTALL THE FLOOR MOUNT CABLE CYLINDER (continued).**

c) Screw the floor mount cable cylinder into the floor.  
d) Repeat on the other side.



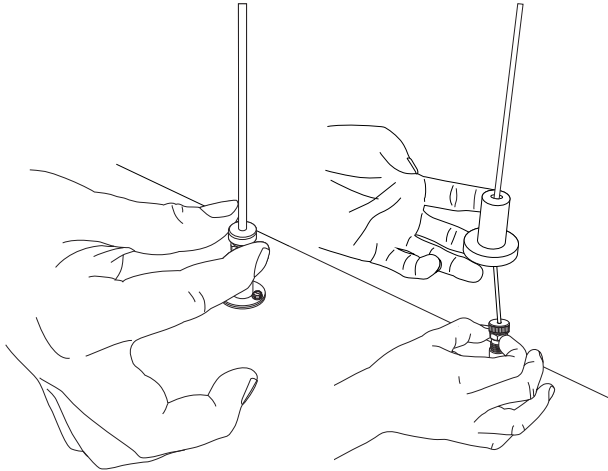
**D) STEP 5 - INSERT CRIMP SLEEVE.**

a) Insert the crimp sleeve into the floor mount cable cylinder.

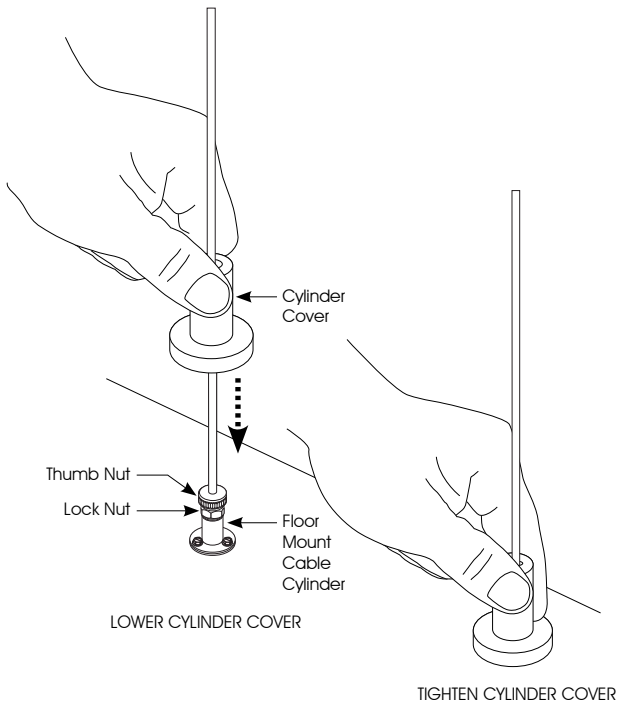


**D) STEP 6 - ADJUST THE LOCK AND THUMBNUTS.**

b) First, make sure the lock nut (the middle nut) is flush against the bottom of the thumbnut (the top nut). Tighten the thumbnut (top nut) until the cable is taut. Then tighten the lock nut (bottom nut) to lock everything in place.



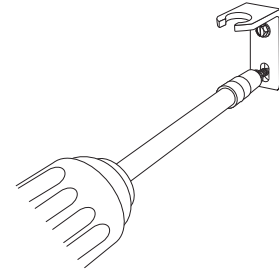
c) Lower the cylinder cover over the floor mount cable cylinder. Tighten in place. Repeat D) steps 5a - 5c on the other side of the shade.



**E) FOR WALL SYSTEMS, START HERE.**

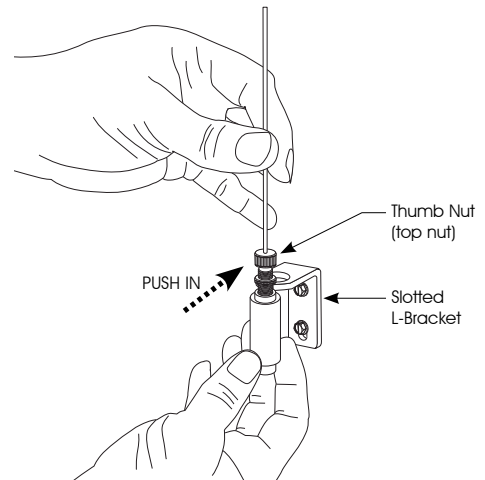
**E) STEP 1 - INSTALL THE LOWER SLOTTED L-BRACKET TO THE WALL.**

a) Install the lower slotted L-Bracket to the desired wall location using measurement from C-Step 1.

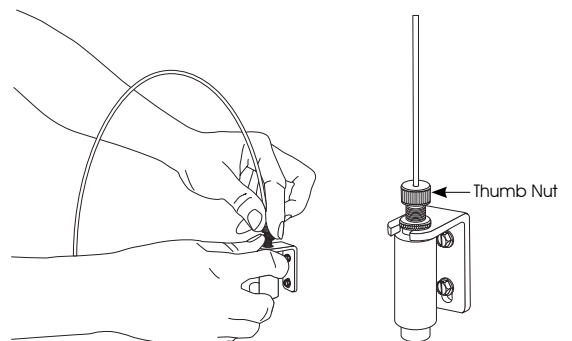


**E) STEP 2 - PUSH LOWER CABLE CYLINDER INTO THE SLOTTED L-BRACKET.**

a) Push the lower cable cylinder in. See illustration below.

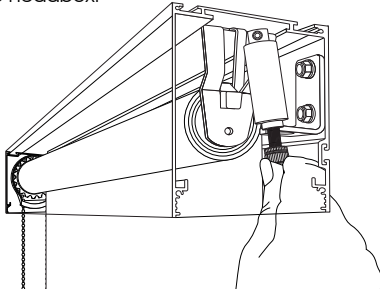


b) Loosely tighten the thumbnut (top nut) to hold in place.

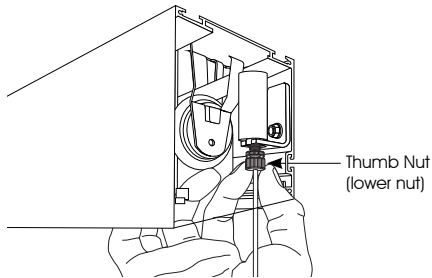


**E) STEP 3 - INSERT UPPER CABLE CYLINDER INTO L-BRACKET.**

a) Insert the upper cable cylinder into the top slotted L-Bracket in the headbox.

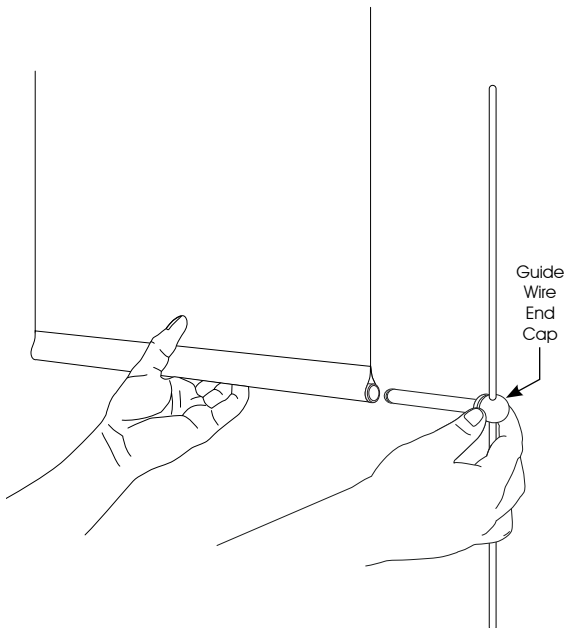


b) Tighten thumb nut (lower nut). See illustration below.



**E) STEP 4 - INSERT THE GUIDE WIRE END CAP.**

a) Slide the guide wire end cap into the bottom hem. Repeat on opposite side.



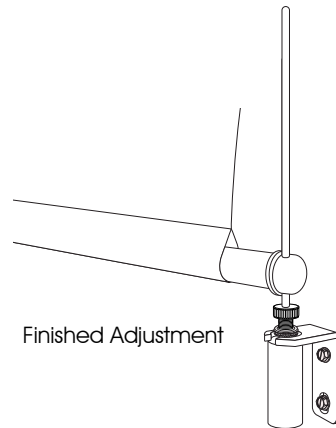
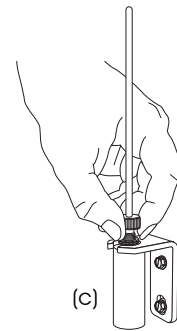
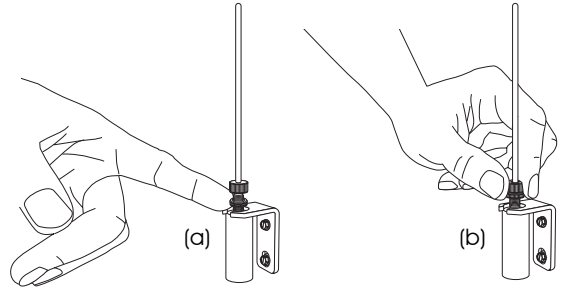
**E) STEP 5 - MAKE FINAL TENSION ADJUSTMENT AT LOWER CABLE CYLINDER AND BRACKET.**

a) In order to tighten the cable, first loosen the lock nut (the bottom nut).

b) Locknut must be snug against the thumbnut (the top nut). Tighten thumb nut until cable is taut.

c) Now, tighten the lock nut locking in the cable.

d) Repeat on the other side.

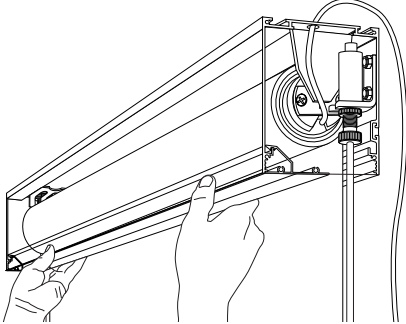


## F) COMPLETING THE INSTALLATION FOR MOTOR & CCO SYSTEMS

### i) Motor Systems

#### F) STEP 7 - ADD THE SHELF.

Insert the shelf into the headbox.



#### F) STEP 8 - MOUNT REMOTE CONTROLLER HOLDER.

- Mount your remote controller holder to the wall.
- Insert your remote controller into the holder.
- Congratulations, you are done!

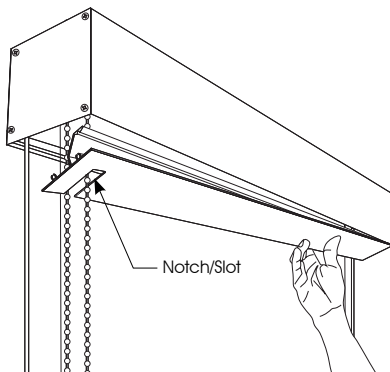
### ii) CCO Systems

#### Fii) STEP 7 - SET THE LOWER LIMIT/STOP POSITION.

- Lower the shade to the desired long point.
- Then pinch the bead chain at this point on the front of the clutch, and place one of the bead chain stops here.
- One extra bead chain stop is provided in case a change must be made.

#### Fii) STEP 8 - ADD THE SHELF.

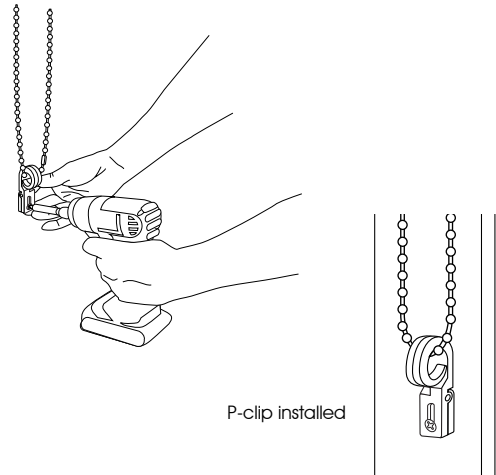
Note: There is a notch/slot in the closure shelf for the CCO headbox. The chain has to fit into this slot when inserting the shelf. See illustration below.



## CCO Systems (continued)

#### Fii) STEP 9 - INSTALL THE P-CLIP (HOLDDOWN).

- Depress the P-clip holddown and firmly attach to the wall.



P-clip installed

- Congratulations, you are done!

## Caring for your Rollstar-EX shades, Motors and CCOs.

Your Rollstar-EX shades, motors and CCOs will provide you with years of beauty and pleasure with minimal care and cleaning.

- Vacuum using a brush or dust head attachment.
- Dust lightly using a soft, clean cloth.
- Never immerse the motors or shades in water or liquids of any type.
- Call us at 800.828.2500 if you have any questions.

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