

Pleated Valances Mounted on Mounting Boards

Installation Instructions

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.

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

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



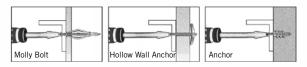
Hardware:

- L-brackets (for wall mounts)
- 3/4" hex head screws (for mounting valance to brackets)
- 1½" hex head screws (for mounting brackets to wall)
- 2" hex head screws (for attaching 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 wall or other 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.

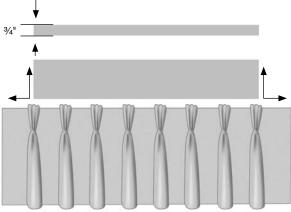
Installation

Step 1: Cut a Mounting Board to Fit the Valance (if board not included)

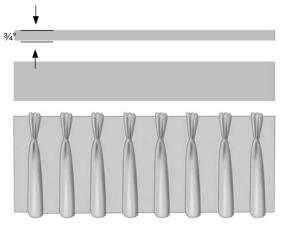
Measure the valance and cut a ¾"-thick board to fit. If the valance has returns, cut the length to equal the distance between the end pleats, and use a depth that equals the return size (the distance between the last pleat and the end of the valance fabric).

If the valance is to be mounted inside the window frame and does not have returns, make the depth of the board appropriate to the size of the window frame, and the length equal to the length of the valance.

Outside Mount

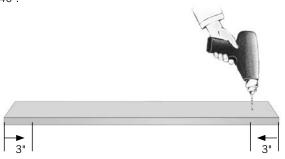


Inside Mount



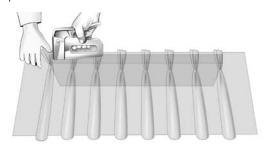
Step 2: Drill Mounting Holes (for inside mount only)

Drill 3/6" holes in the mounting board approximately 3" from each end, and, for wide valances, approximately every 30"–40".

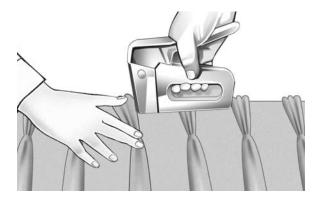


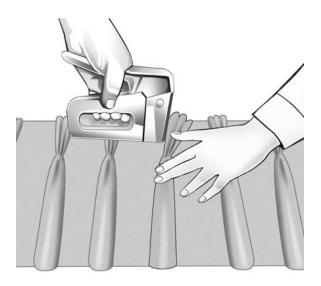
Step 3: Attach the Valance to the Mounting Board

Place the mounting board on a raised surface. Use a staple gun with staples at least %" long (narrow-top staples if possible). Start at the corners and align the end pleats precisely with the corners of the mounting board. Place a staple close to the pleat on each side.

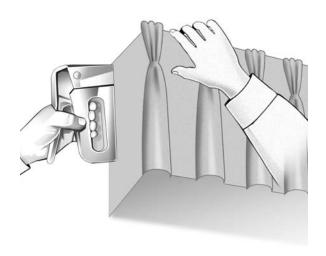


Staple the remaining pleats, starting in the center of the valance and placing a staple on each side of each pleat. Be sure the fabric between the pleats is taut. If there is excess fabric, pull the fabric tight and staple it against the pleat, creating a small tuck.





If the valance has returns, staple the end of each return to the board as shown.



Outside/Wall Mount

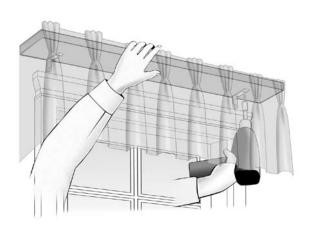
Step 4: Attach the Brackets to the Wall

Measure and mark the positions of the brackets, making sure they are level. Place brackets about 3" from the ends of the mounting board. For wide valances, place additional brackets about 30"–40" apart. Drill $1/\!\!\!/_{16}$ pilot holes in the wall, and attach the brackets using the $11/\!\!\!/_{2}$ hex head screws provided.



Step 5: Mount the Valance on the Brackets

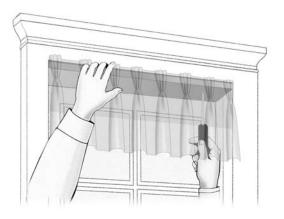
Place the valance on the brackets, making sure it is centered and flush with the wall. Drill $\frac{1}{16}$ pilot holes in the mounting board (without drilling through the fabric on the top), and attach the board using the $\frac{3}{4}$ hex head screws provided.



Inside/Ceiling Mount

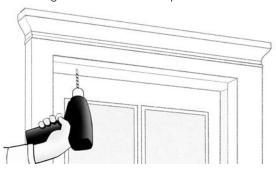
Step 4: Mark the Mounting Position

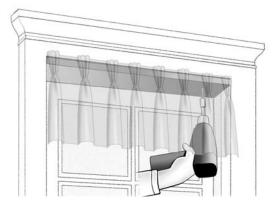
Use an awl to pierce the fabric that covers the predrilled holes in the mounting board. Hold the board in position and use an awl to mark the mounting hole positions.



Step 5: Mount the Valance

Drill $\mathcal{V}_{16}"$ pilot holes at the marked locations, and attach the valance using the 2" 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.

Stock No. 21-01-48 Rev 07/28/05