



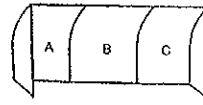
# ThermalDESIGNS.

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# Installation Instructions for Sunshine Rooms® Manual Shades

## 1. Install the Shades

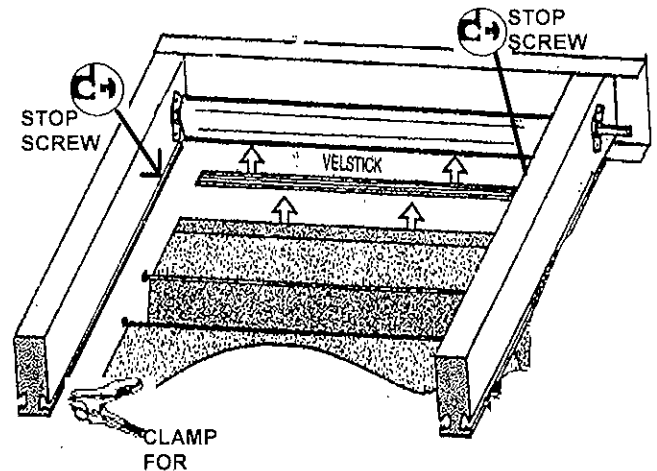
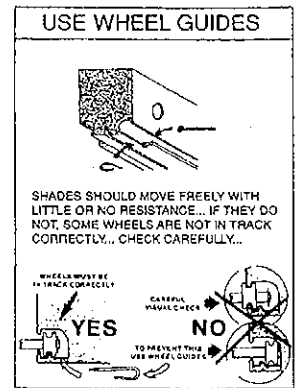
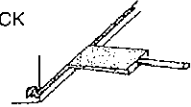
- Shades are labelled in alpha order, left to right, inside looking out.
- Remove ridge cover plates.
- Clean out track with foam brush provided.
- Remove plugs from pre-drilled holes in each glazing bar at ridge.
- Drill holes for shade stops in front of cut-out at top of each track and brush out shavings.
- If installing from a ladder, rest the rolled-up shade on top to hold it while loading into track. The shipping boxes with sides cut off may make a convenient tray for this.
- Place clamp in track 2' down from ridge to keep shade in place during loading.
- If shades have black wheels: Load shade wheels into track. Wheel groove will ride over raised bar inside of track. If shades have white wheels: Use wheel guides against inside wall of track to ensure proper wheel positioning.
- Once shade is loaded, insert shade stop screws in each track.
- Lightly spray silicone into track through the entire length. Always use pure silicon spray, never use teflon or other lubricants.
- Remove clamp while holding onto shade and gently lower it down to the sill.
- If wheels bind in track, make sure wheels are placed correctly in track, check to see if glazing bars are square and that the inside standard width measurement of 36" is maintained throughout each bay.



REMOVE  
RIDGE COVERS

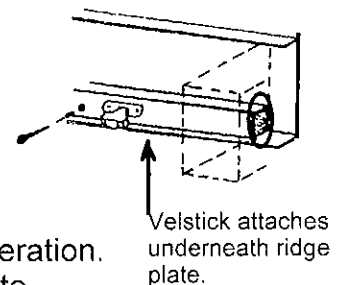


CLEAN TRACK  
WITH FOAM  
BRUSH



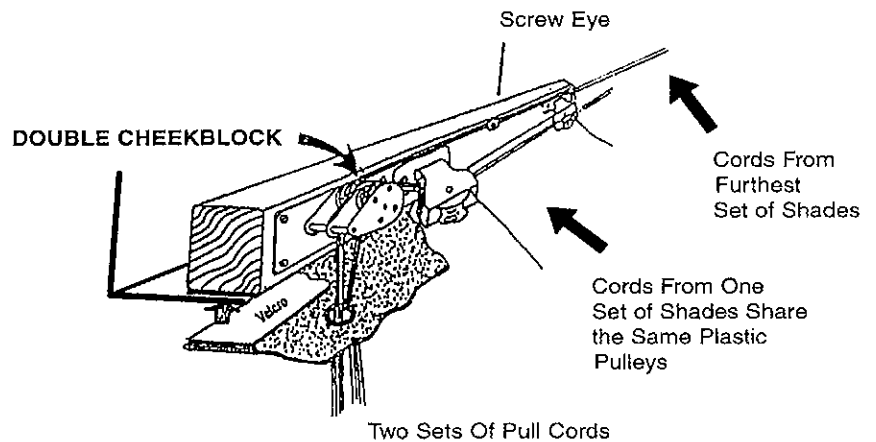
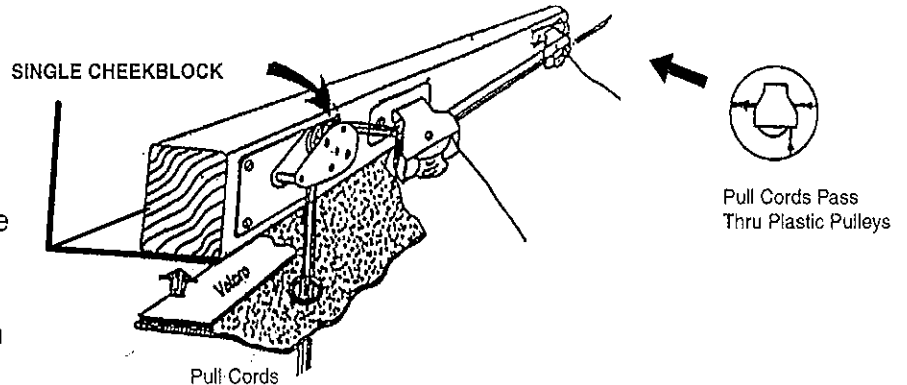
## 2. Mount Headrails and Velstick for Attaching Shades

- Headrails are labelled in alpha order, corresponding with their respective shades.
- Attach pre-assembled headrails between glazing bars. Lay headrail onto the lip of the ridge plate, lining up pulleys with holes in glazing bars. Deck screws are provided for pre-drilled holes in headrails. Pre-drilling into ridge plate is required.
- For each shade install a Velstick strip which holds the shade in place for operation. Peel off the double-stick tape and screw Velstick underneath lip of ridge plate. Pre-drilling with 1/8" bit is required. Use 7 screws per velstick strip.



### 3. CORDS

- Untie pull cords and drape them over top of shade.
- While holding onto ends of pull cords and top pleat of shade, carefully lift shade to ridge and attach it to the velstick underneath lip of ridge plate.
- Place clamp in track in front of (below) top wheel to secure shade from falling while working with the cords.
- Detach top shade pleat from Velstick under ridge plate below headrail and let it hang.
- Guide pull cords on shades through their respective headrail pulleys and then laterally through the cheekblock at the end of the headrail.
- If all shades are to operate together, all pull cords pass through and around a cheekblock on the end
- When shades operate in different groups, double or triple cheek blocks are used for each set of pull cords.
- Run cords from furthest shades through screw eyes to the inside wheel on the cheek block. Without screw eyes, cords can share pulleys enroute to the cheek block.
- Run the cords through the grommet hole in shade underneath cheekblock.
- Re-attach top pleat of shade back onto Velstick.
- Remove clamp from track and gently lower shade to full length.



### 4. FINAL STEPS

- With shades in FULLY EXTENDED, cut excess cord to desired length.
- With each set of pull cords, tie a knot 4" below grommet hole in shade
- Slip a tassel onto cord set and tie a knot at the bottom of cords.
- Mount line cleats at desired wall location about 12" apart so that cords can be neatly wrapped using both cleats.
- Shade pleats should line up across shades. If they do not, minor adjustments to the location of the velstick on the headrails can be made.

Wrap cords around both line cleats to keep them neat when shades are pulled up.

