

# coolaroo

## SUN SHADES

### PREMIER & DESIGNER SERIES

# OWNER'S MANUAL

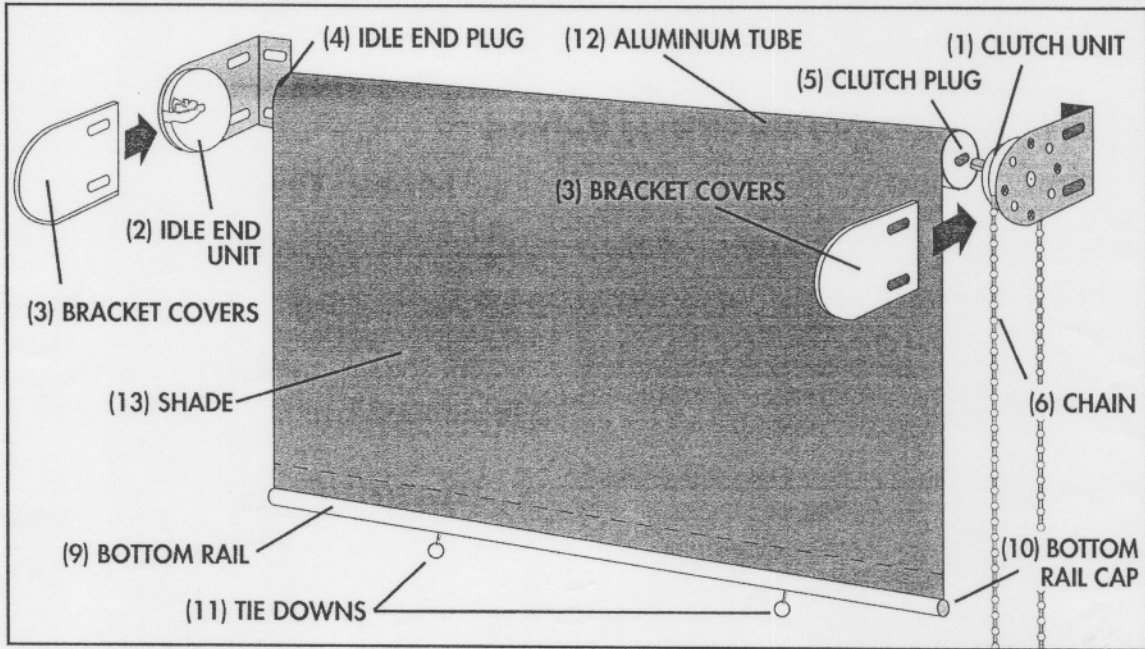


Figure 1

## PARTS LIST

The following is a complete listing of the parts needed to install your sun shade. Please inspect before beginning installation and call us if any parts are missing.

REF. NO.	PART DESCRIPTION	PART NO.	QTY. REQUIRED
1	Clutch	4-CU	1
2	Idle End Unit	4-IU	1
3	Bracket Covers	4-BC	2
4	Idle End Plug	1-IP	1
5	Clutch Plug	1-CP	1
6	Chain	4-CV-10	1
7	Tension Device (See Fig.7)	4-T	1
8	Wood Screws (See Fig. 2-5)	4-WS	5
9	Bottom Rail	1-BRS	1
10	Bottom Rail Caps	4-BRCS	2
11	Tie Downs	4-TD	2
12	Aluminum Tube	1-AT	1
13	Shade	3-S	1

Congratulations on the purchase of your Coolaroo exterior window shade. You should be proud to know you have purchased the best solar shade money can buy. We have gone to great lengths to make this instruction manual as simple and user friendly as possible. Please be sure to read the manual in its entirety before installing your shade. If after reading the manual you still have questions, please give us a call. We'll be happy to answer any of your questions. We hope you enjoy your shade!

Your shade comes standard with the chain on the right side of the shade (Fig. 1) and ready to be mounted on the inside or outside of your window. If you purchased a custom shade, or intend to keep your shade with the standard adjustments, you may skip this section and proceed to the installation instructions.

If you want to move the chain to the left side of the shade or you want to hang your shade from the top of the window (or ceiling), you will need to make a few simple changes to your shade before proceeding to the installation instructions. Refer to the **Alternate Clutch Setup** section of the manual for instructions on how to make these changes.

Refer to the front page of this manual for help identifying the various components of the shade.

**IMPORTANT:** The screws included in your hardware kit are for use with wood only. See your dealer for mounting recommendations when attaching your shade to any other material.

## INSTALLATION INSTRUCTIONS

CLOTH WIDTH	SCREWS TO SCREW MEASUREMENT	TOTAL WIDTH (INSTALLED)	APPROXIMATE WEIGHT
72"	73 1/4"	74 3/4"	7 lbs.
96"	97 1/4"	98 3/4"	9 lbs.
120"	121 1/4"	122 3/4"	11 lbs.

Figure 2 (the above measurements are for stock shades)

### 1. Mark The Holes

The first step is to mark the holes where you are going to put your four screws. Use (Fig 2) to determine how far apart your holes should be. For custom shades mark holes 1/2" less than bracket to bracket measurement.

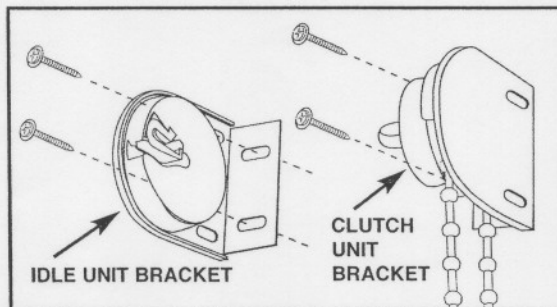


Figure 3

### 2. Install Brackets

Install the Clutch and Idle End Brackets (Fig 3). The Clutch Unit Bracket will be on the right side, and the Idle End Unit Bracket should be on the left for standard installation.

**Do not tighten screws completely yet.**

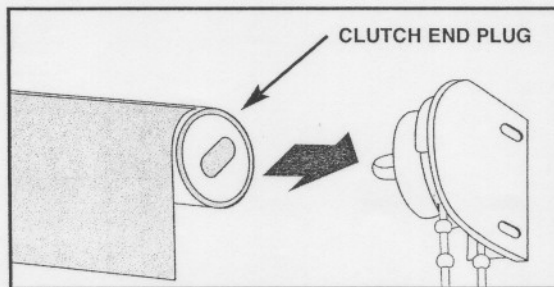


Figure 4

### 3. Install the Shade.

First, insert the Clutch Plug into the Clutch Unit (Fig. 4).

Then insert the Idle End Plug into the Idle End Unit, and snap the Idle End Plug securely into place (Fig. 5).

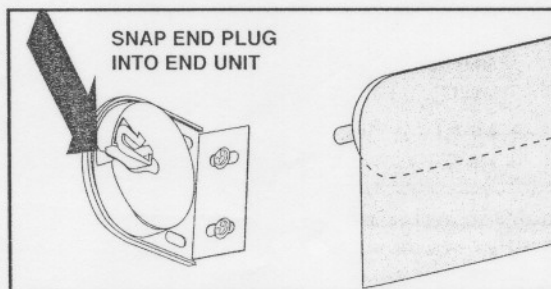


Figure 5

With the shade in place, adjust the brackets so they fit snugly on each end of the shade.

**IMPORTANT:**

**Now go back and tighten the Bracket screws completely.**

## ALTERNATIVE CLUTCH SETUP

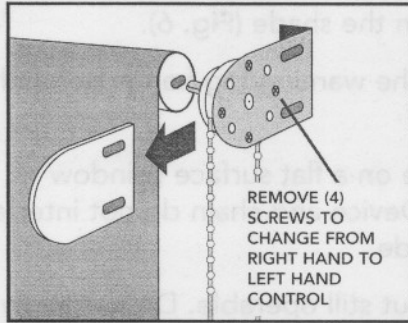


Figure 10

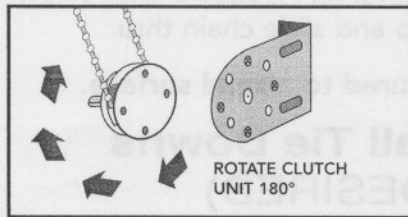


Figure 11

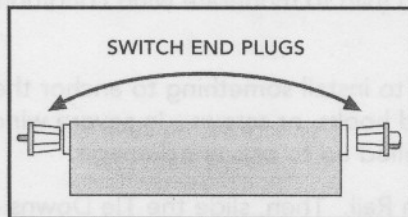


Figure 12

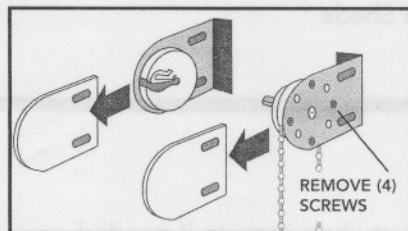


Figure 13

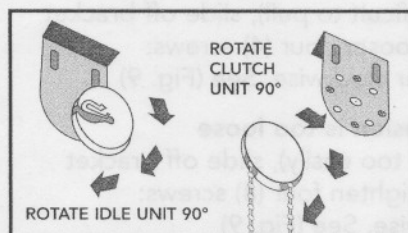


Figure 14

Your shade will require a non-standard installation if:  
1) you are changing the chain to the **left side** of the shade,  
or 2) if you are mounting your shade from the **top/ceiling**.

**NOTE:** If you purchased a custom shade or are doing a standard installation, you do **NOT** need to make these changes.

### CHANGING TO A Left-hand Chain Control

If you want your chain to be on the left side of your shade, you will need to make a simple change to your Clutch Unit before you install your shade. To make this change, start by sliding off the Bracket Cover on the Clutch Unit (Fig. 10). Remove the four screws.

Turn the unit 180 degrees so the chain can now hang down from the left side (Fig. 11). Put the screws back in, and slide the Bracket Cover back on. No change is needed to the Idle End Unit, it works for right and left mounts. Pull out both End Plugs from the tube and switch them (Fig. 11).

### CHANGING TO A Top/celling Mount

Note: Dispose of the valance brackets. Align valance with the clutch & idle end unit. Screw into the ceiling. \*

If you want your Clutch Unit to hang from the top (for example, the ceiling), you will need to make a simple change to your Clutch Unit and Idle End Unit before you install your shade. To make this change, start by sliding off the Bracket Covers on both the Clutch Unit and Idle End Unit (Fig. 13). Remove the four screws from both brackets. Turn the Clutch Unit 90 degrees so the chain hangs straight down if the Clutch were hanging from the top, and turn the Idle End Unit so the opening is facing away from the window. (Fig. 14). Put screws back in, and slide the Bracket Cover back on.

### Maintenance

Your solar shade has been made of the finest materials and, when properly cared for, will last a very long time. To clean your shade, simply rinse with water, scrub with soap or any non-abrasive cleaner, rinse and allow to dry. Call us for missing parts or mechanical problems. Do not store shade wet. In moist areas roll shade down frequently to air dry.

**Caution:** Use of solvents or abrasive cleaners may damage the fabric and will void your warranty.  
Do not use Bleach

**coolaroo**

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Figure 5

## 4. Install Tension Device

The Tension Device reduces potential hazards associated with having a loose chain hanging from the shade (Fig. 6).

First hold the Tension Device so the warning tag hangs beneath it (Fig. 7).

Then, position the Tension Device on a flat surface (window frame, wall, etc.) so the Tension Device and chain do not interfere with raising and lowering the shade.

**NOTE:** The chain must be taut, but still operable. Do not allow for any slack. Do not twist, cross or slant the chain.

Holding the Tension Device upright (Fig. 7), secure with screw. Use screwdriver to lift the front lip and slide chain thru.

**The Tension Device must be secured to a solid surface.**

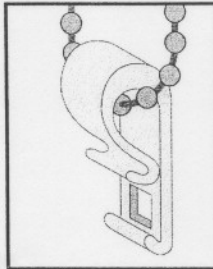


Figure 7

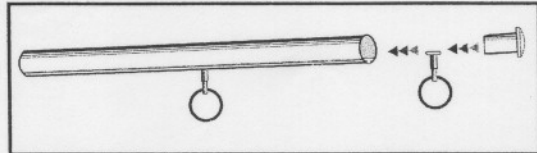


Figure 8

## 5. Install Tie Downs (IF DESIRED)

Tie Downs have been provided to secure your solar shade in mild to moderate wind conditions.

**NOTE:** If you choose to use the Tie Downs, you will need to install something to anchor them to. Many customers have used: u-shaped hooks, s-shaped hooks, or screws. In severe wind or prolonged exposure to wind, solar shades should be rolled up to prevent damage.

First, remove the End Caps from either end of the Bottom Rail. Then, slide the Tie Downs into the channel/groove (Fig. 8). Reinstall the End Cap

You are now ready to enjoy the many benefits of your Sun Shade

## ADJUSTING CHAIN TENSION

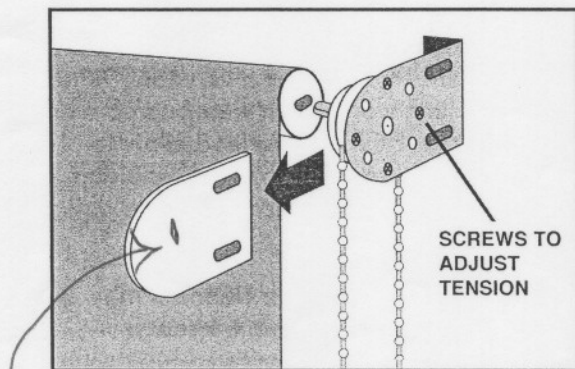


Figure 9

You can adjust chain tension if needed.

### If chain tension is too tight

(chain is difficult to pull), slide off bracket cover and loosen four (4) screws: turn counter clockwise. See (Fig. 9)

### If chain tension is too loose

(chain pulls too easily), slide off bracket cover and tighten four (4) screws: turn clockwise. See (Fig. 9)

*Bracket cover off*