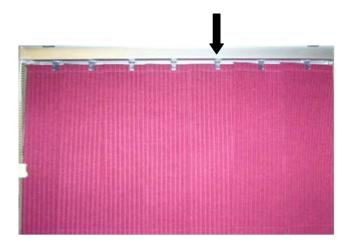
Use If/When: Replace control end or rotation chain when louvers are hard to rotate

Tools Needed: Flat head screwdriver

1. Locate the clear plastics stems where louvers are attached.



Remove the louver by pulling down on both the louver and the plastic card at the same time. Lay the louver on a clean, flat surface. Repeat for all louvers.

Note: If using a credit card, be careful not to damage the magnetic strip.



2. Rotate louvers to the open position. Slide a hard plastic card between the louver and the long side of the louver stem. Push the card and louver up toward the top of the stem. This will unseat the louver from the stem.



4. Remove the headrail from the mounting brackets by placing the flat head of the screwdriver between the back of the headrail and the release clip on the mounting clip. Pull the handle of the screwdriver toward the front of the rail and tilt the back of the headrail down and toward you.



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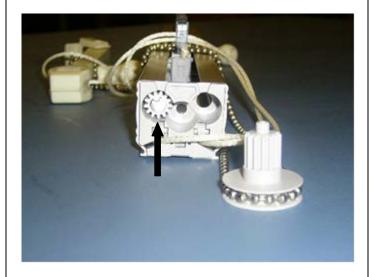
5. Lay the headrail on a clean, flat surface with the louver stems pointed toward the ceiling.



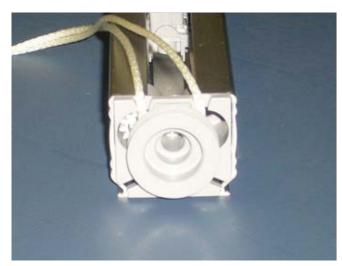
6. To remove the control mechanism end cap, place thumbs on the end of the end cap at chain/cord opening. Push firmly against the end cap edges and push the sides of the end cap away from the headrail. The end cap will slide off once the sides release from the housing.



7. If the small gear inside the housing is missing or stripped, replace it with the new gear included with the parts sent to you.



8. Place the new chain gear into the housing. Make sure the cords are tucked behind it into the cord channels.



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9. Due to current child safety guidelines, our chains are not available as loops.

Note: If your old control end has loop chain, please call Springs Window Fashions at 1-800-221-6352 and request 2 safety tassels and 2 #10 bead chain connectors.



10. Remove tassels from the old control end by sliding the tassel up the chain about 12 inches. Remove the chain connector located at the end of the chain. Place the tassel on the new chain and re-attach the chain connector. Repeat for the other tassel.



11. Make sure all louver stems are turned to the open position.



12. Turn the headrail over and place the chain over the chain gear making sure the ends of the chain are even.



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13. Snap end cap onto the control end housing.



14. To insure that the control end has been installed correctly, rotate the stems open and closed several times by pulling the rotation chain and slide the carriers back and forth several times by pulling the traverse cord.



15. Once you have confirmed the headrail is operating properly, reinstall the headrail into the mounting clips and rehang the louvers in the open position.



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