

## TASK: Install Replacement Slats with Rout Holes – 2” or Greater Horizontal Blinds

Use If/When: Slats with rout holes need to be replaced.

Tools Needed: Flathead Screwdriver, Metal Tape Measure, Pencil

1. Remove valance from mounting clips. Tilt slats horizontally. Lift and lock the slats in the raised position leaving approximately 1" of space between top slat and underside of the headrail.



2. Remove the blind from the mounting brackets.



3. Use a flathead screwdriver to remove the bottomrail retainers. If there are cloth tapes, you will also need to remove the upholstery tacks. **DO NOT DISCARD TACKS.** Untie lift cord knots.



4. Locate slat just above the bottomrail to measure or locate the slat to be replaced. Reach between the ladders and pull lift cord out of the bottomrail and through the rout holes just until cording is out of this slat. Continue for all lift cords on the blind.

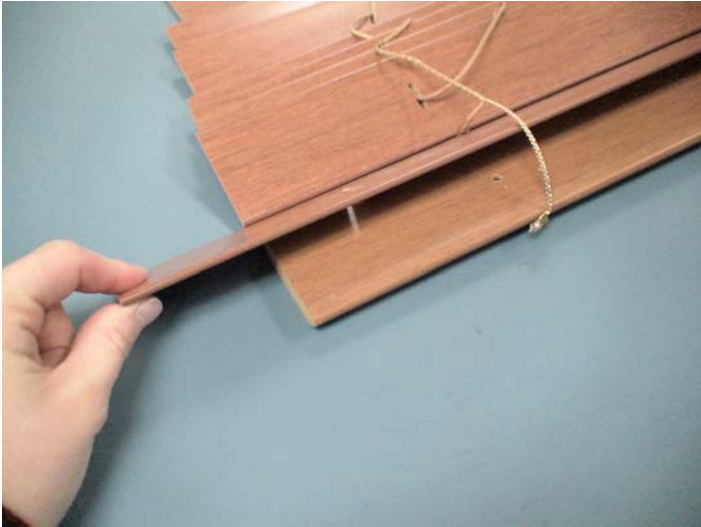


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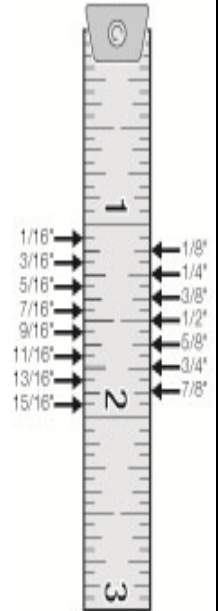
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5. Slide slat from the blind.



6. Using a metal tape measure, measure from the left end of the slat to the middle of the first rout hole. Record this measurement to the nearest 1/16".



7. With the tape measure still on the left side of the slat, measure the middle of the second rout hole from the left side of the slat. Record this measurement.



8. Continue in the same manner with the remaining rout holes. Record all the remaining measurements. Record the overall width of the slat to the nearest 1/16".





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- 9.** Slide the replacement slat into the ladders making sure that it rests on top of the ladder rungs. Continue for each replacement slat.



- 10.** After replacing the slat(s), re-thread the lift cords through the rout holes. Make sure to interlace or move the lift cord from the left side of the ladder rung to the right side of the ladder rung every 2 or 3 slats. Continue for all lift cords.



- 11.** Thread the lift cord through the hole in the bottomrail and through the bottomrail retainer. Continue for all lift cords.



- 12.** Tie a double knot in the end of the lift cords. Tuck ladders into bottomrail hole. Push retainers into bottomrail hole.



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**13.** Raise and lower the blind with the slats in the open position to make sure it operates properly.



**14.** Reinstall blind in brackets.  
Reinstall valance in clips.

