

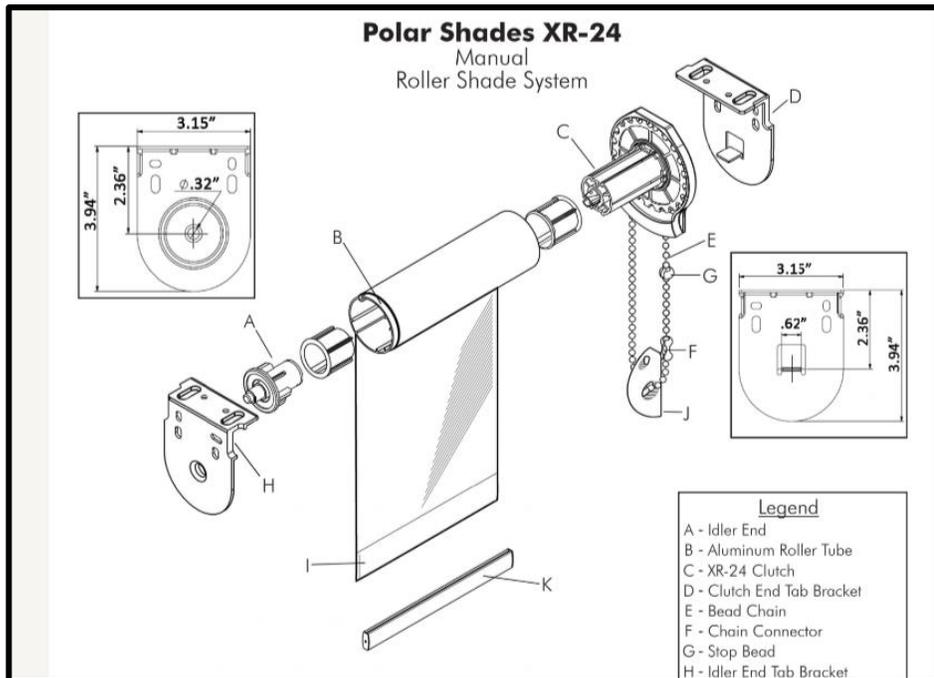
# POLAR SHADES XR16 AND XR24

## MANUAL CLUTCH

## INSTALLATION

### OPEN ROLL

1. An open roll manual clutch shade is installed by using 2 supplied end brackets for wall mount as well as ceiling/soffit mount applications. The brackets are universal tab mount brackets which enable installation in either application. Shown below is the larger clutch and bracket for the XR 24. The XR 16 components are similar in design but on a smaller scale.



**Please note that mounting screws are not provided and must be selected by the installer based on the appropriate screw for the mounting surface-wood, drywall, etc.**

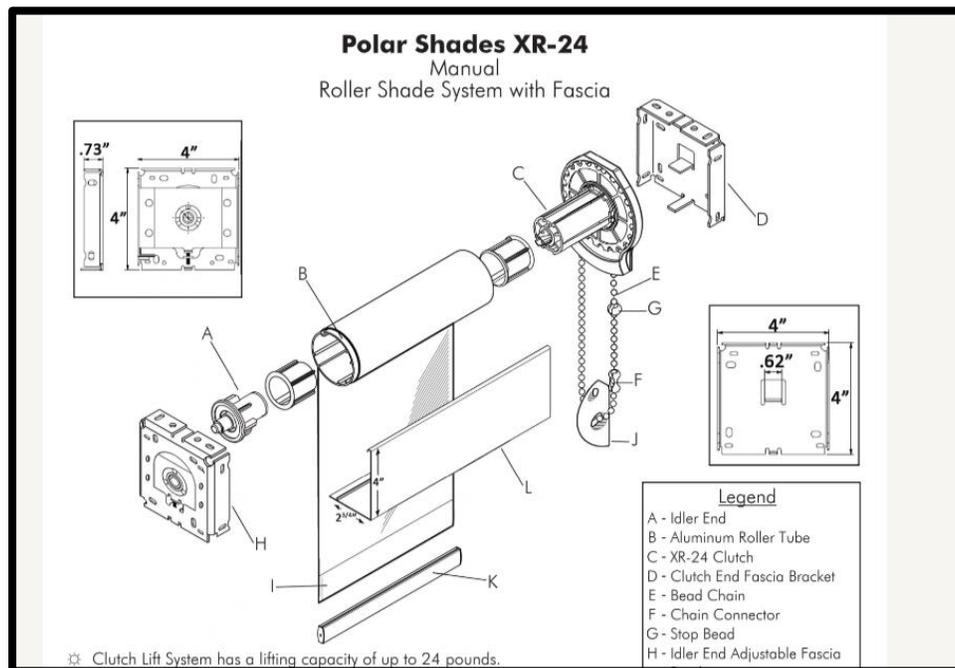
2. To determine the exact placement of the brackets, the installer must consider the following:
  - a. The left and right brackets must be mounted in a level position to ensure that the placement of the roller tube is completely horizontal. (An unlevel roller tube will result in the shade extending and retracting crookedly, out of alignment and off track when installed with side channels.)
  - b. The outside of bracket to outside of bracket position must be as follows:
    - For an outside mount designation on the order, the outside of bracket to outside of bracket measurement, must match the ordered width, exactly
    - For an inside mount designation on the order, the outside of bracket to outside of bracket measurement, must match the ordered width MINUS 1/8", exactly. Bracket positions are illustrated above for a shade with the chain control on the

right-hand side. For a shade with the chain control on the left-hand side, the brackets would be reversed.

3. After the mounting of the brackets is complete, lift the shade up to brackets with the fabric hanging from the back of the rolled-up shade for a standard roll or the opposite for a reverse roll. Slide the clutch end onto the tab of the end bracket. Depress the spring-loaded idler pin with your finger or a flathead screwdriver and slide the idler pin into the center hole of the bracket.

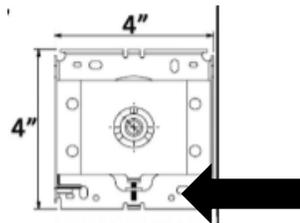
### WITH FASCIA

1. A manual clutch shade with fascia is installed by using 2 fascia brackets for wall mount as well as ceiling/soffit mount applications. The fascia brackets are universal enabling installation in either application. Shown below is the larger clutch and fascia for the XR 24. The XR 16 components are similar in design but on a smaller scale.



**Please note that mounting screws are not provided and must be selected by the installer based on the appropriate screw for the mounting surface-wood, drywall, etc.**

2. To determine the exact placement of the brackets, the installer must consider the following:
  - a. In an inside mount application, it is generally preferable to mount the brackets so that the fascia will be flush against the soffit, regardless of the level condition of the soffit. (The idler end adjustable Allen screw will enable leveling of the shade if necessary)
  - b. If the shade will be installed as an outside mount, install the brackets in a level position.
  - c. An unlevel roller tube will result in the shade extending and retracting crookedly, out of alignment and off track when installed with side channels.)
3. For an outside mount designation on the order, the outside of bracket to outside of bracket measurement, must match the ordered width, exactly
4. For an inside mount designation on the order, the outside of bracket to outside of bracket measurement, must match the ordered width MINUS 1/8", exactly. Bracket positions are illustrated above for a shade with the chain control on the right-hand side. For a shade with the chain control on the left-hand side, the brackets should be reversed.
5. After the mounting of the brackets is complete, lift the shade up to brackets with the fabric hanging from the back of the rolled-up shade for a standard roll or the opposite for a reverse roll. Slide the clutch end onto the tab of the end bracket. Depress the spring-loaded idler pin with your finger or a flathead screwdriver and slide the idler pin into the center hole of the bracket.
6. Using a level on the roller tube, check the positioning and adjust the idler end up or down, if necessary, by rotating the Allen Screw



Allen screw for leveling

7. Upon completion of the bracket/roller shade install, the fascia snaps on by “hooking” the top of the fascia to the top groove of the brackets and pushing the bottom return towards the window and snapping in place to the bottom groove of the bracket. Extend the shade to the appropriate sill or floor position and then place the ball stop just below the bottom of the clutch. For Regular Roll shades, place the bead stop in front of the clutch mechanism so that the chain cannot be pulled from the back any further. For Reverse Roll shades, place the bead stop in back of the clutch mechanism so that the chain cannot be pulled from the front any further. With a pair of pliers, squeeze the bead stop so that it cannot be removed.
8. Install the tension device to secure chain in place.
9. Use the bead chain to operate the shade. Pulling gently on one side of the bead chain raises the shade; pulling down on the other side lowers it.