

Exploded View of a Standard Shade

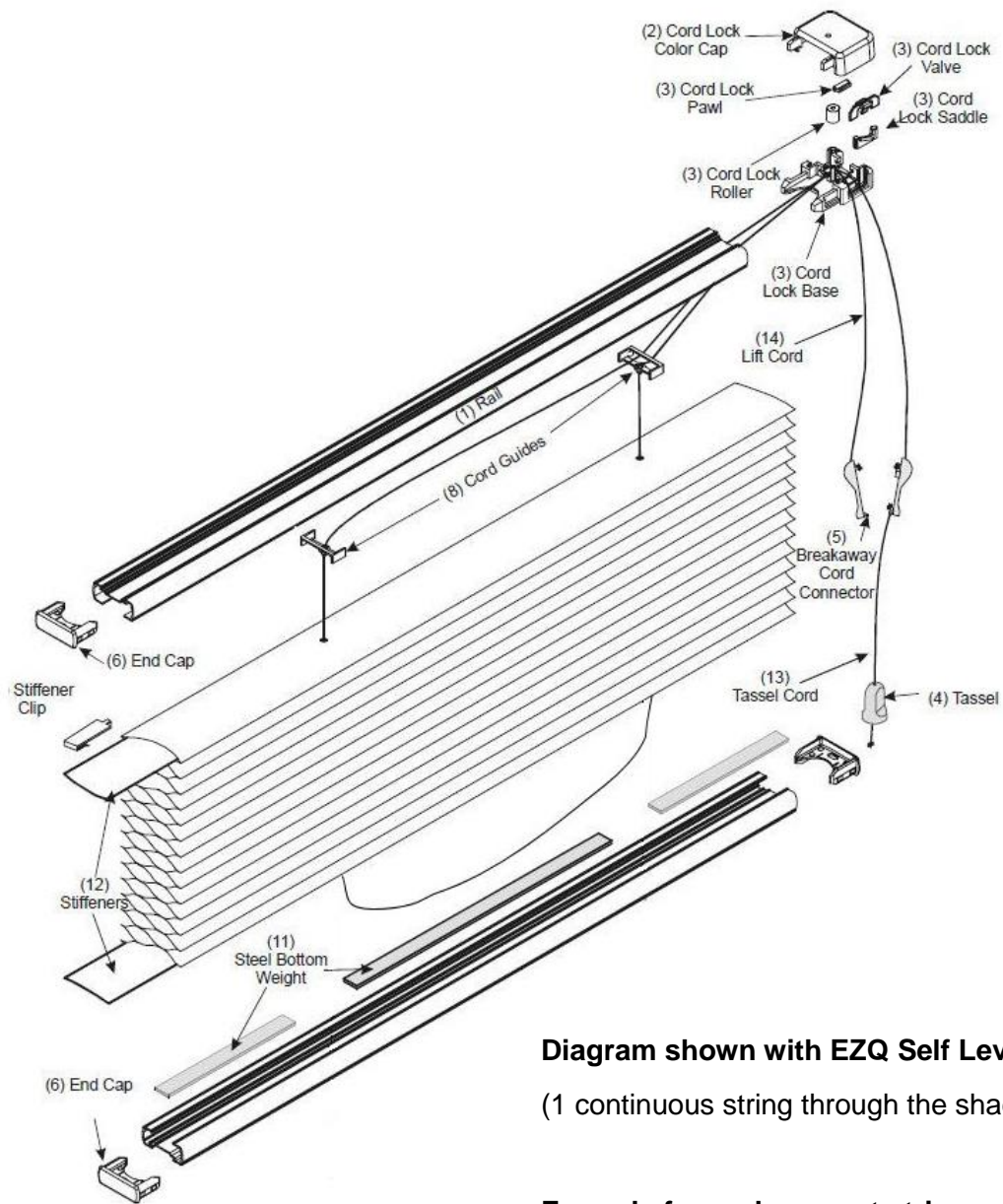


Diagram shown with EZQ Self Leveling

(1 continuous string through the shade.)

Formula for replacement string:

$(\text{Width} \times 2) + (\text{Height} \times 2) + 12 \text{ inches}$

Use 1.2 mm string

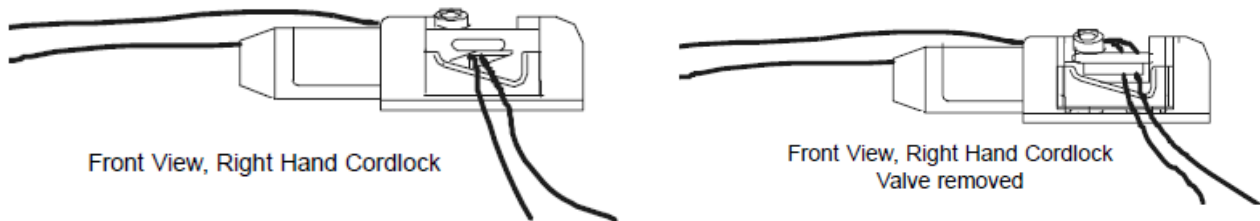
Replacing & Restringing a Standard Shade Cord Lock

The Cord Lock consists of a Base, a Pawl, a Saddle, a Valve, and a Roller. It is covered with a color coordinated cap (also called a cord lock cover). All the parts are reversible and can be used for a right or left cord lock position.



Place the shade assembly on the table with the printed or color side of the shade facing you. Slide a Roller onto the post of the Base on that side (cord lock may already be assembled). There is no top or bottom to the Roller. Run Cords around the Roller and make certain they are not trapped under the Roller. Then, run the cords under the pawl, through the valve, and then over the saddle as shown in the diagrams and described below.

The cords go around (behind) the Cord Lock Roller; under the Cord Lock Pawl – the easiest seems to be to ‘thread’ them under first, then thread the Cord Lock Valve, prior to dropping the Valve into place. The Valve must have the opening facing the shade (a right cord lock will have the opening to the left, therefore). You can see there is “play” from left to right, for the string, once the Valve is in place. And the Valve must be placed so that the “wings” on the Valve trap the Cord Lock Pawl (the Pawl will have a tendency to swing so that its metal rim points to the back of the clutch; it must point to the front). Specifically, the cord must be trapped under the Pawl and the Pawl must be trapped under the Cord Lock Valve.



Place the Color Cap onto the Base making sure that the post of the Base lines up with the hole in the Cap. Push straight down on the Cap with your thumb until you hear a loud "snap". Make sure that none of the Cords have been trapped. Slide the Cord Lock Assembly all the way into the Head Rail. Make sure that the hook on the bottom of the Color Cap catches the top Stiffener of the fabric stack. Test the operation of the cord lock for free cord movement and the proper locking operation. Lock the cord lock.

