

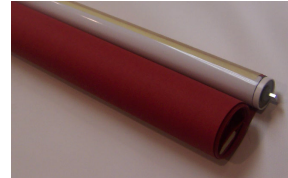
HOW TO REPLACE A METAL SPRING ROLLER

1. To remove defective spring:

a) Lay the shade on a clean table



b) Roll the fabric up from the bottom until the metal roller is exposed



c) Insert a small screwdriver into the slot where the spring meets the metal roller tube. Turn the screwdriver 1/4 turn to loosen the spring from the tube.



d) Gently pull the spring mechanism out of the tube. It may be necessary to use the end of the screwdriver to push the spring out.



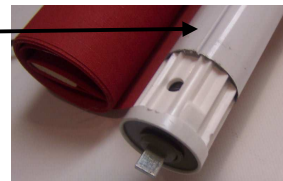
2. Install replacement spring:

a) The spring end cap has several slotted grooves, one of which has a small circular hole in it.



b) Line that groove up with the **seam** in the metal tube

Seam



c) Gently push it into the tube. **Do not** tap in with hammer, this will damage the spring.

d) Roll the fabric around the roller. If the spring isn't fully inserted into the tube. place the spring end of the roller against a hard surface and apply pressure until the spring cap is flush against the metal tube

e) Re-tension the spring

Please, refer to the following troubleshooting to adjust spring roller

THE SHADE DOES NOT ROLL UP FROM THE LOWERED POSITION.

The spring tension on the roller may be too loose. To tighten, pull the shade down approximately 16", remove the shade from the mounting brackets and roll up by hand. Repeat this process until proper tension is reached.

THE SHADE WILL NOT LOWER COMPLETELY OR WILL NOT STAY LOWERED.

The spring tension on the roller may be too tight. To loosen the tension, roll the shade to the top. Remove the shade from the mounting brackets. Unroll the shade by hand approximately 16" and place back into the mounting brackets. Repeat this step until proper tension is reached.