

CUTTING DOWN EXTERIOR ROLLER SHADE BOX

1. Figure out exactly how much you have to cut the shade back. This should be no more than $\frac{1}{2}$ " narrower than the narrowest point in the opening it is being installed into. Cutting back ___A___"
2. Remove the screws on the ends of the housing box and put in a safe place. Using a 12" mitre saw with a blade intended for cutting aluminum, cut the front and the back of the housing box back A". Make sure you are cutting this absolutely straight or the endcaps will not fit correctly.
3. Slide the bottom bar out of the fabric pocket.
4. Remove 1 eyelet from the bottom bar by removing the set screw.
5. Slide the rebar out from inside the bottom bar.
6. Cut off exactly "A" inches from the bottom bar and rebar. You must cut this exactly perpendicular to the bar so the eyelet will go back on properly.
7. Remove the motor from the end of the roller and set aside.
8. Slide the fabric out of the slit in the roller
9. Pull the 'spline' out of the fabric pocket that is inserted into the roller and set aside.
10. Cut off exactly "A" inches from the spline.
11. Roll the fabric out onto a smooth flat surface that is large enough for the entire piece of material. You may need to go to a local canvas/sail/banner etc. shop to find a surface you can do this on.
12. Cut off exactly "A" inches from the width of the shade using a straight edge and razor sharp knife. Make sure you cut this exactly straight!!! (If it is a woven shade, cut off excess fraying with scissors and seal off any 'fuzzies' with a quick run by with a lighter.)
13. Cut off exactly "A" inches from the aluminum roller tube. You must do this on the motor end NOT the idler end!!!
14. Replace the plastic spline into fabric pocket then slide the fabric back into the roller. May use silicone spray in tube channel to help slide fabric on. (Do not use WD40 it will stain fabric) Put the motor back into the roller.
15. You will need to drill a new hole for the set screw on the end of the bottom bar you cut. Use a ___5/32_ " drill bit. 10/32" threading bit (tap). slide the rebar back in.
16. Replace the eyes with the set screws.
17. Put the bottom bar back into its pocket.
18. Please follow your original installation instructions to complete installation.
19. You may need to correct for 'skew', especially on vinyl shades.

