





Thank you for choosing Everhem for your window covering needs. We made this guide with love and care in an effort to make installation easier. That said, installing window coverings means standing on a step-ladder, operating a power drill, and putting holes in your walls, for starters. It can be dangerous work if you're not prepared.

Everhem drapery hardware and/or window shades should *always* be installed by a competent professional with a good understanding of interior walls and mounting hardware.

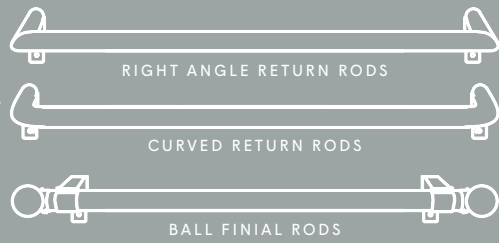
If your DIY skills are up to the challenge, we suggest watching our supplementary installation videos at everhem.com.

But remember, please do not attempt to install any of our products unless you know how to safely operate all of the necessary tools required to do the job.

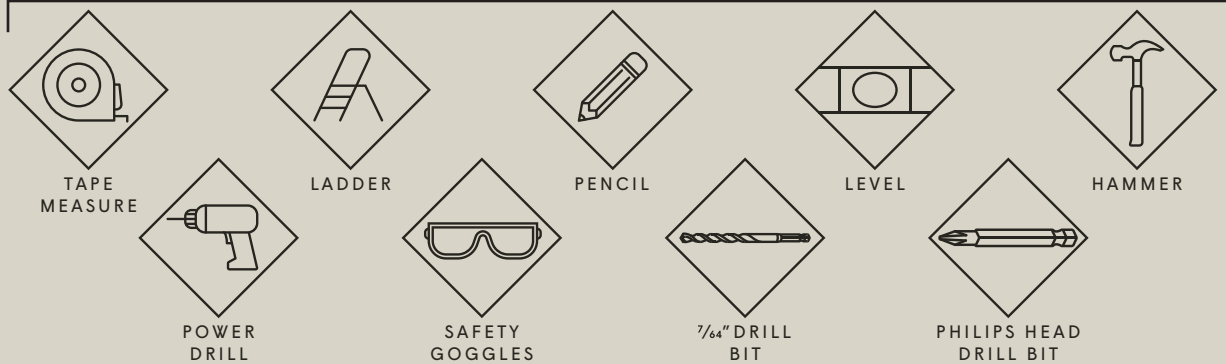
You could damage your Everhem products or, worse, injure yourself and we really, really wouldn't want that.

# Drapery & Hardware Installation Guide

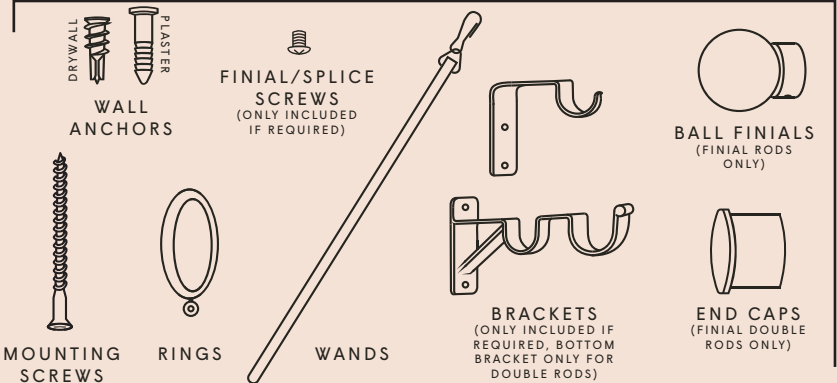
THIS GUIDE WALKS YOU THROUGH THE STEPS FOR INSTALLING ANY OF THE PRODUCTS PICTURED HERE



## The Tools You Need



## The Hardware We Provide



START HERE

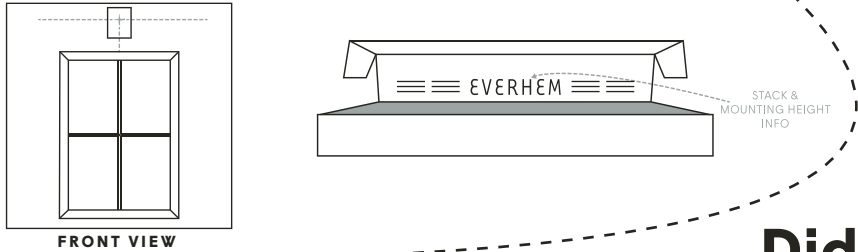
Yes, My Primary Rod Is Spliced.

NOTE: If you ordered Drapery and Sheers, then you will have received a primary rod (1" in diameter) for the drapery and a secondary rod (3/4" in diameter) for the sheers. This is called a double rod. Follow the steps for your primary rod first and, if you have a secondary rod, you'll be prompted to install it when appropriate.

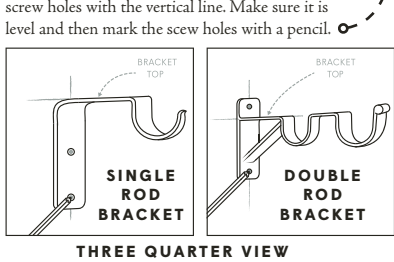
No, My Primary Rod Is One Continuous Piece.

## Install Your Center Bracket First

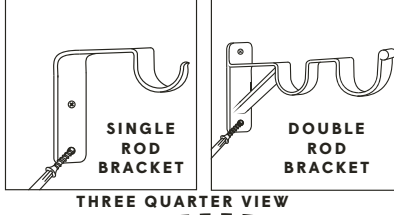
**STEP 1: Find your center bracket mounting position. [Requires a step ladder]:** All rods longer than six feet will always have at least one center bracket for support. To avoid marking up your wall, tape some paper up on the wall in the general area where the center bracket will be mounted. Next mark the paper at the exact spot where the center bracket will be mounted. This spot will be based on the horizontal center of your window and the mounting height measurements you provided for the customization of your Drapery & Hardware plus 1/4". This information is written on the inside flap of your drapery hardware box. Mark the paper with perpendicular lines: one horizontal line that is 1/4" higher than your designated mounting height above the top of your window, and one vertical line that lines up with the vertical center mark of your window. Make sure the vertical line is drawn long enough to intersect with the horizontal one.



**STEP 2: Mark your center bracket screw holes. [Requires a step ladder]:** Place the center bracket against the wall, aligning the top of the bracket with the horizontal line and the center of the screw holes with the vertical line. Make sure it is level and then mark the screw holes with a pencil.



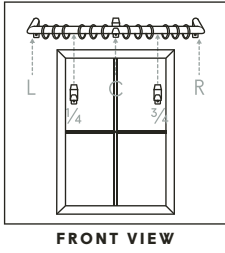
**STEP 4: Secure your center bracket. [Requires a step ladder]:** Line the center bracket up with the pre-drilled holes and screw into place using the power drill and the provided mounting screws without tightening all the way. Then remove the paper from behind and tighten the bracket fully.



**NOTE:** These are additional support brackets because your rod is between twelve and sixteen feet in length.

## Do you have four drapery panels?

**STEP 5C: Secure additional brackets. [Requires a step ladder]:** If you have four drapery and wish to install these extra support brackets you should install one halfway between the left end of the rod and the center bracket and then install the other halfway between the center bracket and the right end of the rod. Since the rod is already installed, you can do this by simply measuring and placing each bracket in the proper place, marking and drilling the holes, and then screwing the brackets in place. Divide the rings evenly on each side of the additional support brackets before installing them.



**NOTE:** Because you only have two drapery panels, you should not install these additional support brackets as they will prevent your panels from traversing to the center of the rod.



## Do you still have two brackets remaining?

**Yes** **No**

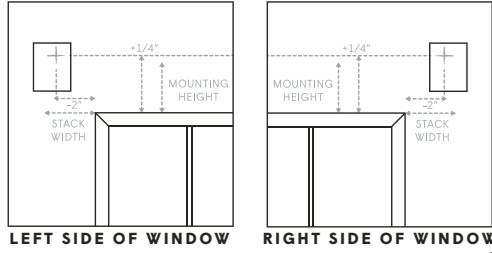
## Do you have a secondary rod for sheers?

**Yes** **No**

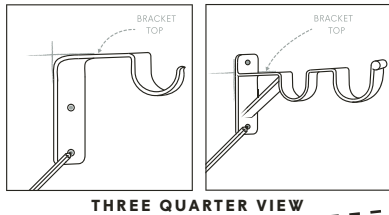
## What style is your rod?

**Ball Finial** **Curved or Right Angle Return**

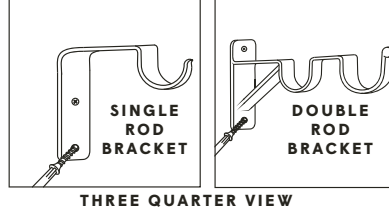
**STEP 1: Find your bracket mounting positions [Requires a step ladder]** To avoid marking up your wall, tape some paper up on the wall in the general areas where the brackets will be mounted. On each piece of paper, mark the exact spots where the top and outer edges of the brackets will ultimately rest. These spots will be based on the stack width and mounting height measurements you provided for the customization of your Drapery & Hardware. This information is printed on the inside flap of your hardware box. Each bracket should be mounted approximately 2" closer to the window than full stack width and 1/4" above mounting height. Mark the areas where the brackets should go with intersecting lines.



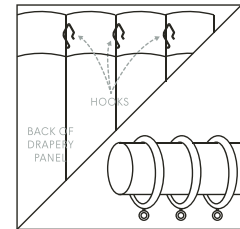
**STEP 2: Mark your bracket screw holes. [Requires a step ladder]** Align the brackets against the wall so that the top of the brackets are lined up with the horizontal line and the outer side of the bracket is lined up with the vertical line. Make sure the brackets are level, then mark the screw holes on the wall with a pencil.



**STEP 4: Secure your side brackets [Requires a step ladder]:** Remove the paper from the wall and mount your brackets to the wall using the power drill and the provided mounting screws. Tightly secure a screw into each hole.



**STEP 5: Place rings onto your rod.** The number of rings you install on your rod should match the number of hooks on your drapery panels. We typically provide a few extra rings, so not every ring needs to go on the rod. Be sure to count the hooks first.



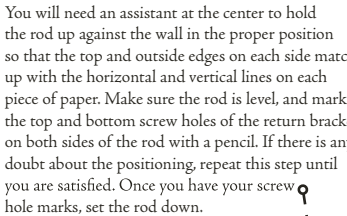
## Did your drill hit wood?

**Yes** **No**

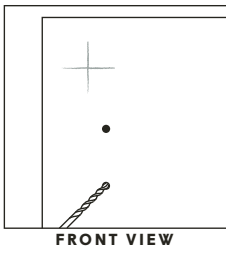
**STEP 3A: Use Anchors.** If you only hit drywall and not studs, you'll need to secure one of the provided wall anchors into the holes you drilled in the previous step.



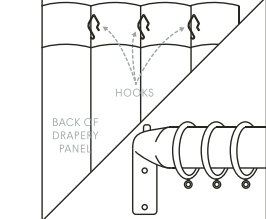
**STEP 2: Mark your rod screw holes. [Requires assistance and a step ladder]** You will need an assistant at the center to hold the rod up against the wall in the proper position so that the top and outside edges on each side match up with the horizontal and vertical lines on each piece of paper. Make sure the rod is level, and mark the top and bottom screw holes of the return brackets on both sides of the rod with a pencil. If there is any doubt about the positioning, repeat this step until you are satisfied. Once you have your screw hole marks, set the rod down.



**STEP 3: Drill your marked holes. [Requires a step ladder]** Using the 7/64" drill bit, drill each of the marked holes.



**STEP 4: Place rings onto your rod.** The number of rings you install on your rod should match the number of hooks on your drapery panels. We typically provide a few extra rings, so not every ring needs to go on the rod. Be sure to count the hooks first.



## Did you install a center bracket?

**Yes** **No**

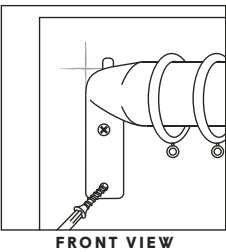
**STEP 4A: Divide rings evenly between the two sides of the rod.** If you installed a center bracket for your curved return or right angle return rod, divide the rings evenly between the two sides of the rod to account for the two drapery panels. Once the rod is attached to the wall, the rings will not be able to traverse across the center bracket.



**STEP 4B: Place your rod across the brackets. [Requires assistance and a step ladder]** Using your center bracket as a support, rest your curved return or right angle return rod across it.



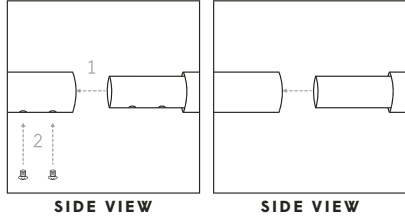
**STEP 5: Secure your rod. [Requires assistance and a step ladder]:** Have your assistant hold the rod up against the wall, lining the rod's screw holes up with the pre-drilled holes from STEP 3. Using the power drill and the provided mounting screws, secure screws into each hole but do not tighten all the way. Remove the paper from behind the rod and then tighten all screws.



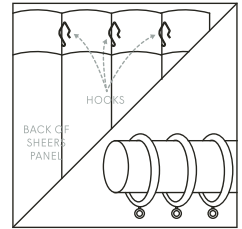
## Is Your Secondary Drapery Rod Spliced In Two or More Pieces?

**Yes** **No**

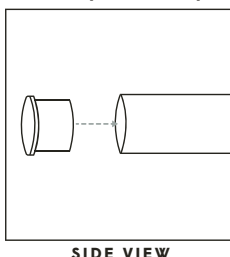
**STEP D1: Assemble your secondary rod.** Connect the two or more spliced pieces of your rod by fully inserting the side(s) with the narrow extension(s) into the side(s) without. If your rod style is ball finial, then you will also need to align the screw holes and secure the pieces with the provided splice screws.



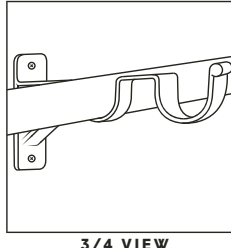
**STEP D1A: Place rings onto your secondary rod.** The number of rings you install on your secondary rod should match the number of hooks on your sheers panels. We typically provide a few extra rings, so not every ring needs to go on the rod. Be sure to count the hooks first.



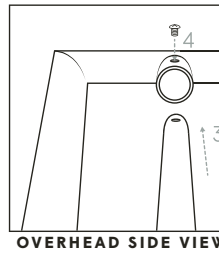
**STEP D2: Insert your secondary rod end caps.**



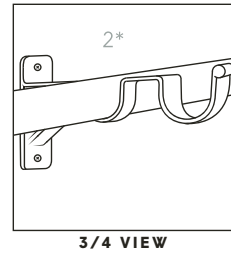
**STEP D3: Put your secondary rod up. [Requires a step ladder]:** Rest your secondary rod across the back slots of each bracket.



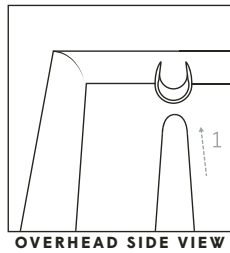
**STEP D3: Put your secondary rod up - Part 3. [Requires a step ladder]** Insert the other end of the secondary rod into the closed socket on the other side of the primary rod.



**STEP D2A: Put your secondary rod up - Part 2.\* [Requires a step ladder]** Rest your secondary rod along on the back slot(s) of any previously installed brackets. Also make sure to divide the rings evenly among the sides of any brackets so that your sheers can freely traverse the rod once installed. \*If your rod has no brackets you can skip this step.



**STEP D2: Put your secondary rod up - Part 1. [Requires a step ladder]** For curved or right angle return double rods, your primary rod will have sockets welded onto the inside of the returns designed to hold your secondary rod. Slide one end of the secondary rod into the open socket on the primary rod.



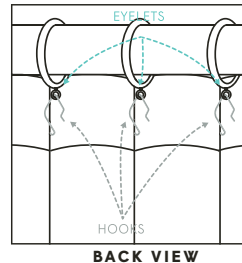
## What style is your rod?

**Ball Finial** **Curved or Right Angle Return**

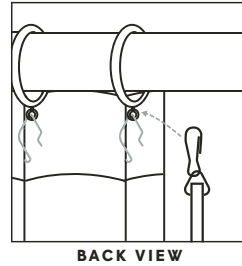
**Curved or Right Angle Return**

## Time to hang your drapes!

**STEP 1: Hang your drapes [Requires a step ladder]:** Hang the hooks in the back of your drapery panels through the eyelets on the bottoms of the rings on your primary rod. For sheer panels, do the same on the secondary rod.

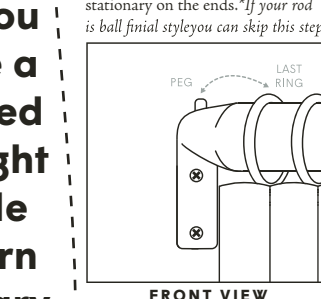


**STEP 2: Hang your wands [Requires a step ladder]:** Hang the provided wands through the eyelets on the center most ring for each panel. If you have a single panel drapery, you can hang it on either the far left or right ring eyelet. The wands enable you to open and close the drapes without having to touch the drapery fabric.



**WARNING** The hooks on the back of your drapery panels are pinned into place. The pin side of the hooks should never be exposed. However, it is possible for them to come loose or stick through the fabric. The pin side is very sharp. Be mindful when handling the hooks that you do not stick yourself with a loose pin.

**\*STEP 3: Use your pegs. [Requires a step ladder]** Small pegs are welded onto the left and right returns of curved and right angle return rods. Place the last ring on each side behind the pegs to keep your drapery panels stationary on the ends. \*If your rod is ball finial style you can skip this step.



**Do you have a Curved or Right Angle Return primary rod?**

**No** **Yes**

**You're done!**