

# INSTRUCTIONS TO REPLACE TAPES AND CORDS

## STEP 1. CUT TAPE AND CORD:

### **EXAMPLE BLIND SIZE [31" X 60"]**

Cut Pull Cord:  $3\text{-}1/2 \times 60'' + 31'' = 241''$  (or 20 feet)

Cut Tilt Cord:  $60'' - 10'' = 50'' \times 2 = 100''$  (or 8.3 feet)

Cut Tapes: Lay tape flat; Always cut tape where the ladders are sewn. Measure from the short end (top side of tape) to the long end (bottom side of tape). Cut tape at the next longer ladder over your window height (in our example the window height is 60").

## STEP 2. REMOVE OLD CORDS AND OLD TAPES:

Cut the cord above the bottom rail on both sides, then pull cord as if you were raising the blind, the cord will come all the way out. Remove the equalizer and wooden tassels from the old cord so they can be reused once the new cord is in place. At this point the slats can be easily removed from the tapes. Next, disengage the tilt rail from the head rail by unlocking the pin on the cord lock side. This will allow you to easily access the tilt rail. The tapes can be removed using basic pliers to remove the staples in the bottom rail and tilt rail.

## STEP 3. ATTACH TAPES AND CORDS:

When attaching the Tapes to the tilt rail be sure the first ladder is evenly spaced front to back underneath the tilt rail (this will assure the slats remain level when the tilt rail is level). Simply fold under about  $\frac{1}{4}''$  of the tape and tack in place (front and back tapes) with a heavy-duty stapler. Repeat for each tape. Replace tilt rail back into the Tiltor and Cord lock, then close the locking lever on the cord lock. Place the bottom rail in the tape at the bottom, leaving one ladder exposed below the bottom rail.

Thread the Pull cord through the cord lock by pinching the cord in half and inserting the pinched cord loop down through the cord lock from the top. Thread the two cord ends over each wooden roller and through the rout holes in the headrail and tilt rail. Place the Tilt cord over the Tiltor wheel and through the cord guides. Next place the slats back in place in the tapes.

## STEP 4. LACE CORD THROUGH SLATS AND BOTTOM RAIL:

Using the cords that were threaded through the tilt rail insert each cord through the rout holes of the first slat. Notice the ladders connecting the front tape to the back tape are sewn alternately on the left and right. When lacing the cord through the slats, make sure the cord stays in the center. Lace the cords all the way to the bottom, through each slat and the bottom rail. Tie a simple knot in the end of the cord and recess the knot into the countersink hole on the bottom of the bottom rail.

## STEP 5. SECURE TAPES REPLACE EQUALIZER AND WOOD TASSELS:

Fold the tapes on the bottom of the bottom rail and secure with your Heavy-duty stapler. Place the wood tassels on the tilt cord, tie a simple knot and pull up to conceal the knot inside the wood tassel. With the blind fully extended place the equalizer on the pull cord about 5 or 6 slats down from the top. Place the Blind into your brackets, slide the fascia into the fascia clips on the front of the brackets, close the brackets. Sit back and enjoy your DeVenco Wooden blinds.