

TASK: Adjust Rotation Chain Length

Use If/When: Shorten or lengthen the rotation chain for all Vertical headrails

Tools Needed: Tape, scissors

To shorten the rotation chain, follow steps 1-6.
To lengthen the rotation chain, follow steps 7-9.

1. **TO SHORTEN:**

Rotate louvers to the open position (so you can view out the window).



2. With tape, mark the chains at the length they are to be shortened. Align the top of the tape with the new desired length.



3. Test to be sure the chain will be long enough to fully turn the louver stems in both directions by pulling on the chain until the stems are fully turned. If the tape hits the control mechanism before the louvers are fully rotated, slide the tape down the chain and test again. Repeat this process until the stems can be fully rotated without the tape hitting the control mechanism.



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4. Slide the tassel up the chain to expose the chain connector at the base of the chain. Disconnect the chain connector from the chain and slide the tassel off. Repeat for the second tassel. Do not discard the chain connector.



5. With louvers in the open position, and holding both pieces of chain, cut the chain between the beads at the top of the tape mark. Do not pull on the end of the chain because it can pull out of the control mechanism.



6. Slide the tassels onto the chains with the open bottom of the bell facing the bottom of the chain. Reattach the chain connector. Repeat with the second tassel.



7. **TO LENGTHEN:**
Slide the tassel up the chain to expose the chain connector at the base of the chain. Disconnect the chain connector from the chain and slide tassel off. Repeat for the second tassel. Reconnect the chain connector. Do not discard the tassel.



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8. Attach new beaded chain to end of chain connector. Repeat for second chain and connector.



9. Slide the tassel onto the chain with the open bottom of the bell facing the bottom of the chain. Attach new chain connector. Repeat with the second tassel.

