



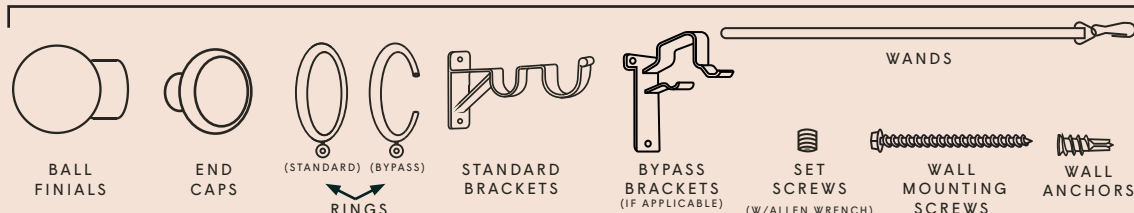
Drapery & Hardware Installation Guide

Double Finial Rod Drapery

The Tools You'll Need



The Hardware We Provide



TWO BRACKETS PROVIDED

Proceed to Step 2.



THREE BRACKETS PROVIDED

Complete Step 1A,
then proceed to Step 2.



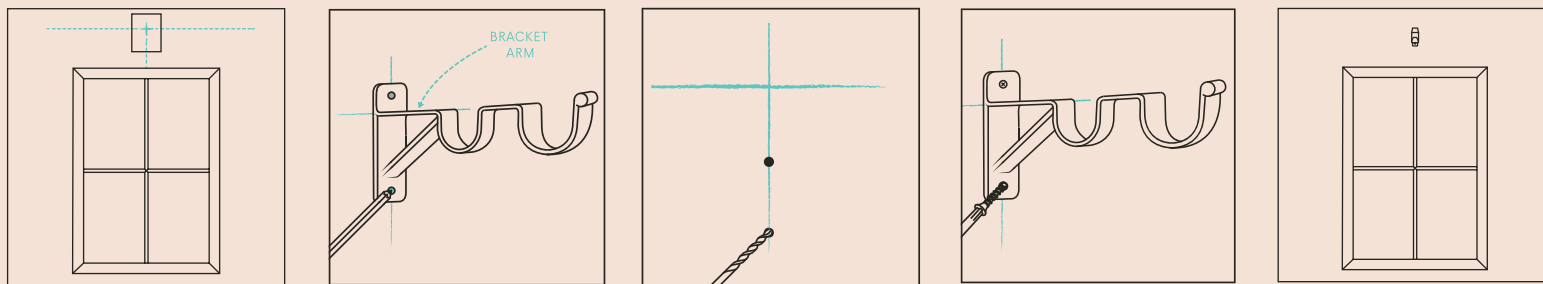
FIVE BRACKETS PROVIDED

Complete Step 1A and Step 1B,
then proceed to Step 2.

STEP 1A: Mount Center Bracket to the Wall.

Locate the horizontal center of your window and the mounting height listed on your Everhem packing slip. Tape a piece of paper up on the wall in this general area to avoid marking up the wall. Next, mark the paper at the exact spot where the center bracket will be mounted. From that spot, mark the paper with perpendicular lines. Place the bracket against the wall, aligning the top of the bracket arm with the horizontal line and the center of the screw holes with the vertical line. Make sure it is level, then mark the screw holes with a pencil. Using your power drill and the 7/64\"/>

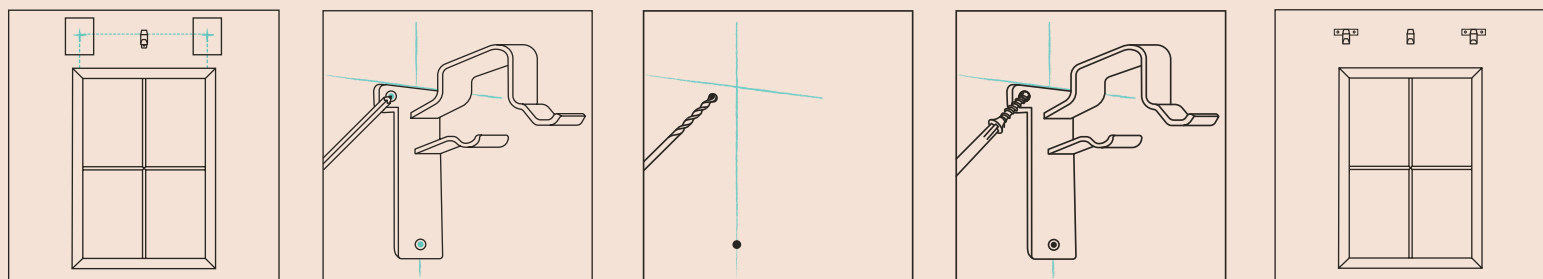
Center Bracket Positioning Guide



STEP 1B: Mount Support Brackets to the Wall.

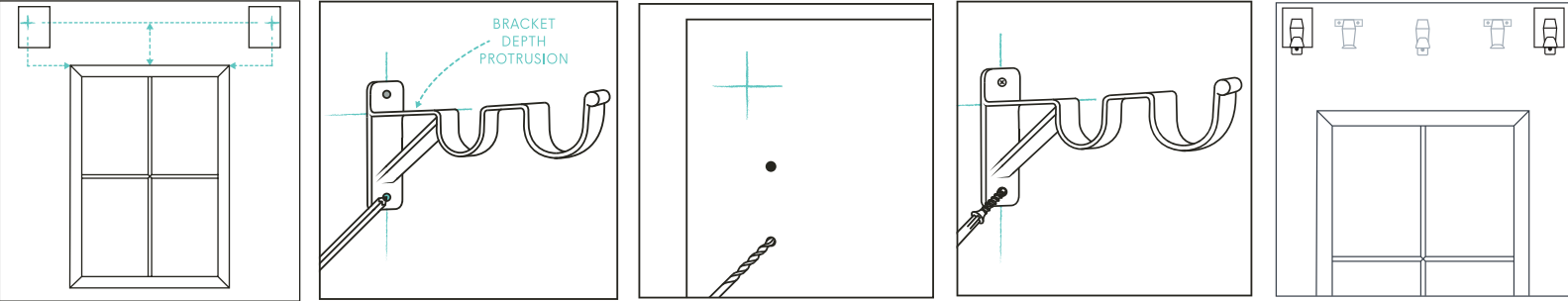
Locate the halfway point between each end of the rod and the center bracket. Tape a piece of paper up on the wall in each general area to avoid marking up the wall. Making sure they are level with the center bracket, mark each paper at the exact spot where each support bracket will be mounted. From each spot, mark the paper with perpendicular lines. Place each bracket against the wall, aligning the top of the bracket with the horizontal line and the center of the bracket arm with the vertical line. Make sure each bracket is level, then mark the screw holes with a pencil. Using your power drill and the 7/64\"/>

Support Brackets Positioning Guide



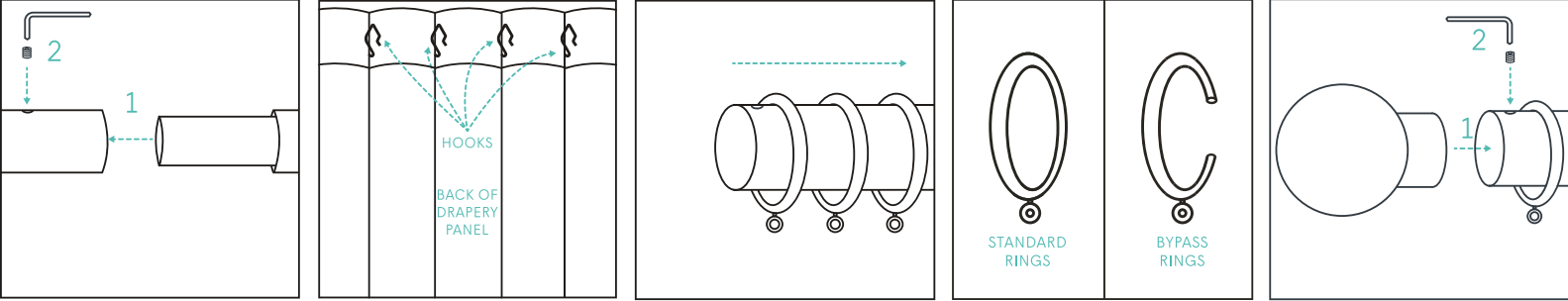
STEP 2: Mount Outer Brackets to the Wall.

Moving away from the left outside edge of your window, locate the intersection of the following points: (1) Left Stack Width minus one inch [1"] and (2) Mounting Height listed on your Everhem packing slip. (e.g. If you ordered Left Stack Width of 8" and your Mounting Height is 90", measure out 7" and up 90"). **Tape a piece of paper** up on the wall in this general area to avoid marking up the wall. Next, **mark the paper at the exact spot** where the outer bracket will be positioned. From that spot, **mark the paper with perpendicular lines**. Repeat this process on the right side of your window. Align the top of each outer bracket arm with the horizontal line and the center of each outer bracket with the vertical line. Make sure each bracket is level, then **mark the screw holes with a pencil**. Using your power drill and the 7/64" drill bit, **drill into the marked holes**. If your drill doesn't hit a wooden stud, install one of the provided wall anchors into the predrilled hole using a Phillips head screwdriver. If your drill does hit a wooden stud, no anchor is required.



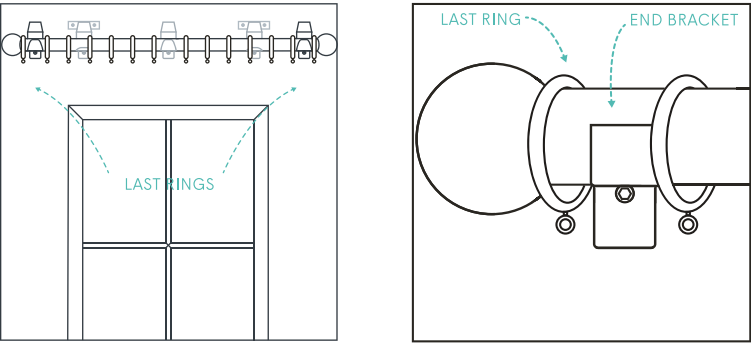
STEP 3: Assemble Primary Rod, Rings and Finials.

If your rod is in more than one piece, insert the side(s) of your rod with the narrow extension(s) into its counterpart(s) with no extension(s). Using the Allen wrench, secure one of the set screws into the pre-drilled hole at each connection point. If your rod is in one piece, proceed to assembling your rings. To add your rings, first count how many hooks are on your drapery panels. Identify the ring type for the rod - bypass or regular - listed on your Everhem packing slip. Place as many rings on the rod as there are hooks on your drapery panels. With the rings on the rod, insert a finial into one end of the rod. Using the Allen wrench, secure one of the set screws into the pre-drilled hole at the connection point. Repeat this process on the other end of the rod. **Please Note: If using Bypass rings, make sure the opening of the "C" is facing the wall and the eyelet underneath the ring is at the bottom.* ***Please Note: If your primary and secondary rod differ in diameter, use the smaller set of rings.*



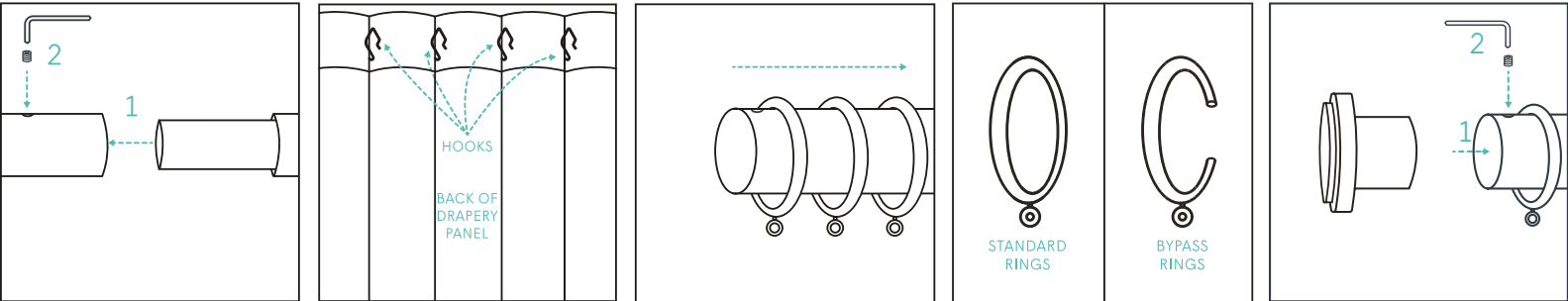
STEP 4: Place Primary Rod onto the Brackets.

If you installed a center bracket, first divide the rings - bypass or regular - evenly between each side. Otherwise, proceed to placing the rod onto the brackets. For a pair of drapery panels, place the last ring on either end of your rod between the finial and the outer bracket. For a single drapery panel, place the farthest outer ring on the stationary side between the finial and the outer bracket.



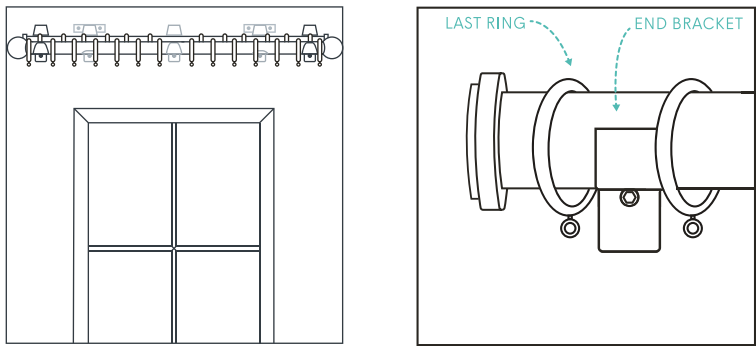
STEP 5: Assemble Secondary Rod, Rings and End Caps.

If your rod is in more than one piece, insert the side(s) of your rod with the narrow extension(s) into its counterpart(s) with no extension(s). Using the Allen wrench, secure one of the set screws into the pre-drilled hole at each connection point. If your rod is in one piece, proceed to assembling your rings. To add your rings, first count how many hooks are on your drapery panels. Identify the ring type for the rod - bypass or regular - listed on your Everhem packing slip. Place as many rings on the rod as there are hooks on your drapery panels. With the rings on the rod, insert an end cap into one end of the rod. Using the Allen wrench, secure one of the set screws into the pre-drilled hole at the connection point. Repeat this process on the other end of the rod. **Please Note: If using Bypass rings, make sure the opening of the "C" is facing the wall and the eyelet underneath the ring is at the bottom.* ***Please Note: If your primary and secondary rod differ in diameter, use the smaller set of rings.*



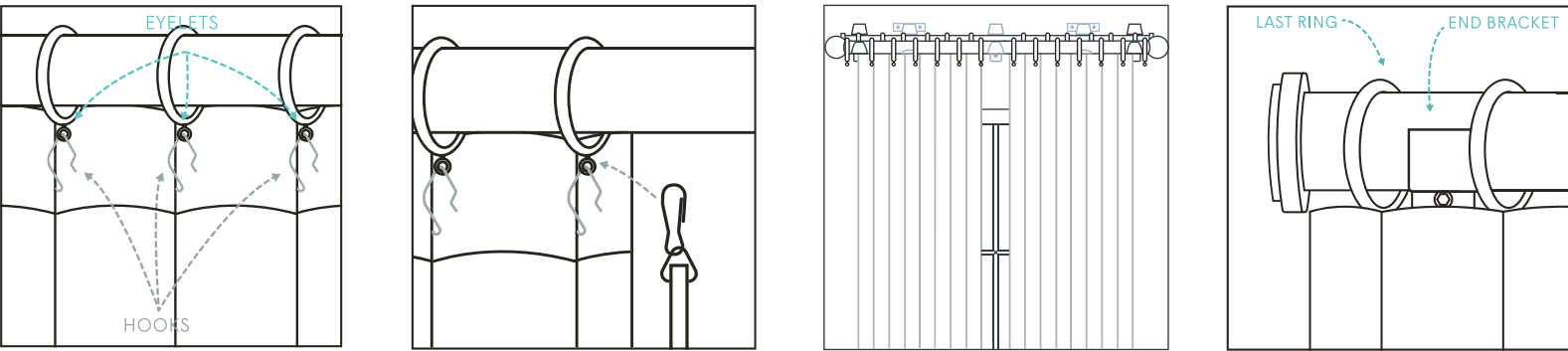
STEP 6: Place Secondary Rod onto the Brackets.

If you installed a center bracket, first divide the rings - bypass or regular - evenly between each side. Otherwise, proceed to placing the rod onto the brackets. For a pair of drapery panels, place the last ring on either end of your rod between the end cap and the outer bracket. For a single drapery panel, place the farthest outer ring on the stationary side between the end cap and the outer bracket.



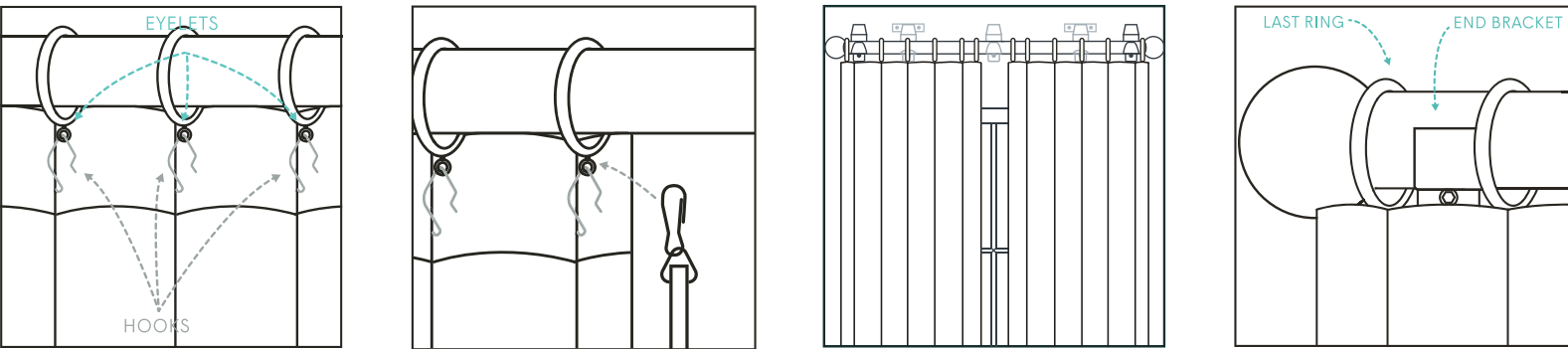
STEP 7: Install Sheers Panels and Wands onto Secondary Rod.

From the furthest left ring, place the furthest left hook of your drapery panel through the eyelet of the ring until the panel is fully secured. Repeat for additional panel(s). For a pair of sheers panels, hang one wand on the eyelet of each center most ring. For a single sheers panel, hang one wand on the eyelet of the outer ring on the operational side.



STEP 8: Install Drapery Panels and Wands onto Primary Rod.

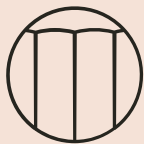
From the furthest left ring, place the furthest left hook of your drapery panel through the eyelet of the ring until the panel is fully secured. Repeat for additional panel(s). For a pair of drapery panels, hang one wand on the eyelet of each center most ring. For a single drapery panel, hang one wand on the eyelet of the outer ring on the operational side.





How To Train Your Drapery

Box Pleat



Before you begin:

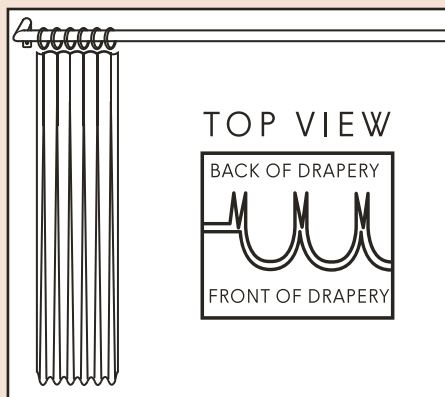
- ☒ All hardware is fully installed.
- ☒ All drapery panels are hung properly.
- ☒ Your hands are clean.

1. Starting at the top of the drapery panel, use your hands to gather all the pleats neatly together. Make sure to fold the fabric (and lining, if applicable) forward in front of the pleats. Then, tie a thick ribbon loosely approximately 1/4 to 1/3 of the way down from the top to hold the panel's folded pleats together.

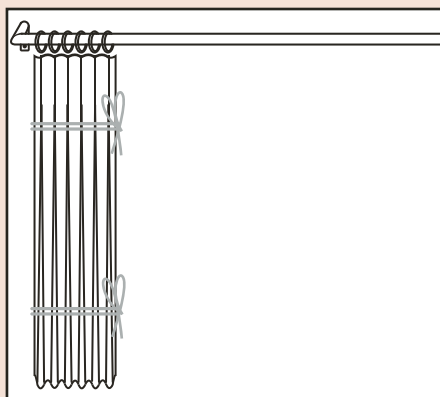
2. Starting at the first ribbon tie, use your hands to follow the the panel's folded pleats down to the bottom of the drapery. Make sure to fold the fabric (and lining, if applicable) forward in front of the pleats. Then, tie a thick ribbon loosely approximately 1/4 to 1/3 of the way up from the bottom to hold the panel's folded pleats together.

3. After 48 hours (or up to a week if time allows), remove the ribbons. Your drapery panels are now trained to follow the folded pleats properly when opening and closing!

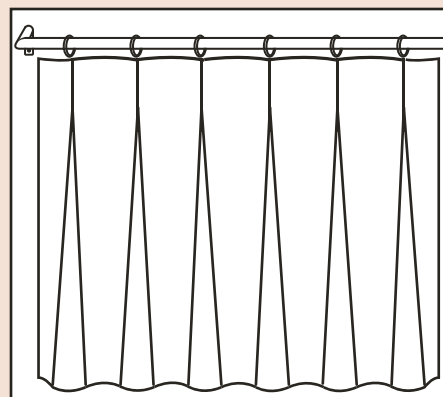
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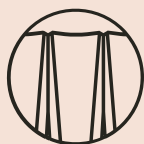
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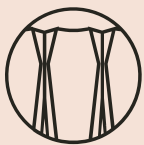
3



Tailored & Pinch Pleat



TAILORED



PINCH

Before you begin:

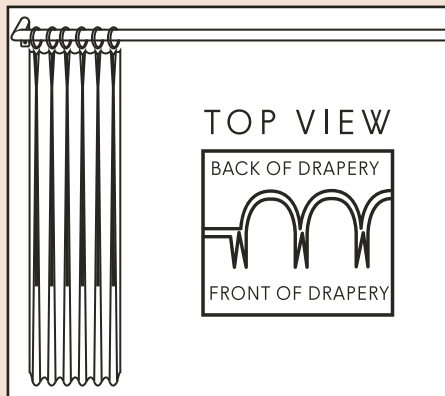
- ☒ All hardware is fully installed.
- ☒ All drapery panels are hung properly.
- ☒ Your hands are clean.

1. Starting at the top of the drapery panel, use your hands to gather all the pleats neatly together. Make sure to fold the fabric (and lining, if applicable) backward behind the pleats. Then, tie a thick ribbon loosely approximately 1/4 to 1/3 of the way down from the top to hold the panel's folded pleats together.

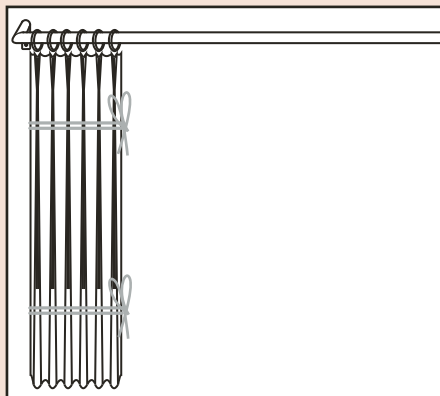
2. Starting at the first ribbon tie, use your hands to follow the the panel's folded pleats down to the bottom of the drapery. Make sure to fold the fabric (and lining, if applicable) backward behind the pleats. Then, tie a thick ribbon loosely approximately 1/4 to 1/3 of the way up from the bottom to hold the panel's folded pleats together.

3. After 48 hours (or up to a week if time allows), remove the ribbons. Your drapery panels are now trained to follow the folded pleats properly when opening and closing!

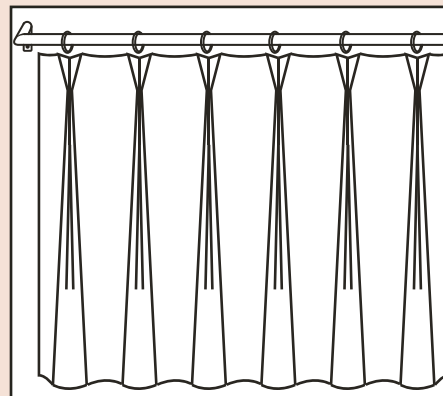
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2



3



Cleaning Instructions

Drapery & Roman Shades

Deep Cleaning is recommended every six months. Between deep cleanings, we recommend maintaining your products using a vacuum with a hose attachment.

Woven Woods

Woven woods are very delicate and can be cleaned by carefully using a vacuum with a hose attachment.

Drapery Hardware

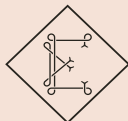
Clean your Everhem hardware with a chamois cloth and a little warm water.


Warranty & Returns

Due to the incredibly nuanced and custom nature of window coverings, all items are considered final sale and we are unable to accept returns.

Everhem Drapery, Roman Shades, Woven Woods and Hardware are all custom made by hand in the United States; our products contain intricate components that should be handled with care. If your product arrives damaged or defective, please contact hello@everhem.com within 48 hours of receiving your order so we can troubleshoot the issue and help with replacement, repair or other resolution. Proof of damage or defect will be required and is subject to review by our team.

If your product arrives incorrect due to customer error, we are not responsible for the product replacement or repair. However, it is always our aim to make things right. Please contact us at hello@everhem.com, our team is happy to assist you with a prompt resolution.




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