

Purpose of this document:

To guide you through the proper use and placement of required safety tags and warning labels on roller and Roman shades that you fabricate using RollEase operating systems.

On a Manual Clutch Operated Roller Shade with Cord or Bead Chain Loop



To get your roller shade ready to bring to your customer or hand off to the installer:

1. Continuous control cord loops purchased from RollEase come with [SAFTAG-1A \(for US\)](#) or [SAFTAG-4A \(for Canada\)](#). If you are making your own using connectors or stops, add the required tag.
2. Assemble [SafetyHold 3 \(SH3\)](#) following instruction sheet provided with your shipment (this can also be found on rollease.com)
3. Apply a [warning label as noted and shown on page 5 of this document](#).
4. Raise the shade to its highest position and move the SH3 device all the way to the top by pushing the u-shaped guide and base together to allow it to move.
5. Use a cable tie or similar to hold it in place securely to the clutch or headrail. This will prevent the shade from being raised or lowered until the shade and SH3 are put on the wall and installed properly or the cable tie or similar device is consciously removed.



At the installation:

1. Follow SH3 installation instructions to position and secure device according to the Standard.
2. Leave safety tag and label in place for the customer to read

RollEase Headquarters

200 Harvard Avenue
Stamford, CT 06902
Phone: 203-964-1573, 800-552-5100
Order Fax: 203-358-5865

RollEase West

7310 West Roosevelt Street, Ste. 26
Phoenix, AZ 85043
Phone: 623-936-5818
Order Fax: 623-936-5294

www.rollease.com

On a Roman Shade – Lift Cord Warning Tags:



Using Lift Cord **WITHOUT** Cord Shroud

- Use SAFTAG-3A (in US)

It is required that this tag be attached in a way that the tag is visible from the front of the shade and the word “WARNING” in the orange bar can be seen clearly. This is a special requirement for lift cord **without** cord shroud.



Using Lift Cord **WITH** Cord Shroud

- Use SAFTAG-2A (in US)
- Use SAFTAG-5A (in Canada)



Using Lift Cord with No Sew Roman Bars **WITH** Cord Shroud

- Use SAFTAG-2A (in US)
- Use SAFTAG-5A (in Canada)

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On a Roman Shade (continued):



Note: Photo shows a roller shade, but preparation procedure is the same whether you use a workroom clutch or other clutch on a Roman or Roller Roman shade.

As with a roller shade, you will need to get your Roman shade ready to bring to your customer or hand off to the installer:

1. Continuous control cord loops purchased from RollEase come with [SAFTAG-1A \(for US\)](#) or [SAFTAG-4A \(for Canada\)](#). If you are making your own using connectors or stops, add the required tag.
2. Assemble [SafetyHold 3 \(SH3\)](#) following instruction sheet provided with your shipment (this can also be found on [rollease.com](#))
3. Apply a [warning label as noted and shown on page 5 of this document](#).
4. Raise the shade to its highest position and move the SH3 device all the way to the top by pushing the u-shaped guide and base together to allow it to move.
5. Use a cable tie or similar to hold it in place securely to the clutch or headrail. This will prevent the shade from being raised or lowered until the shade and SH3 are put on the wall and installed properly or the cable tie or similar device is consciously removed.



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On the Bottom Rail of a Corded Shade (or equivalent on shades without bottom rails)*



Shown attached to a bottom rail:

- SAFLAB-1 or SAFLAB-2 (narrow) in the US
- SAFLAB-4 or SAFLAB-5 (narrow) in Canada



Shown attached to external hem bar:

- SAFLAB-1 or SAFLAB-2 (narrow) in the US
- SAFLAB-4 or SAFLAB-5 (narrow) in Canada



Shown attached to a shade with internal hem bar:

- SAFLAB-1 or SAFLAB-2 (narrow) in the US
- SAFLAB-4 or SAFLAB-5 (narrow) in Canada

*Note that the foregoing pictures depict common configurations. For window coverings without a bottom bar, the fabricator may, at its discretion, select the location of the label, so long as it is visible to a consumer.

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Instructions for Proper Use of WCMA/ANSI Safety Tags and Warning Labels

On a Shipping Box or Merchandising Materials



SAFLAB-3 image on a website



SAFLAB-3 image on a consumer-facing order form



SAFLAB-3 on a shipping box

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