

# THE BLIND SHOP

## Instructions

### Replacing and Re-tensioning Spring Mechanism in Bottom Up Blind

#### To Replace the Spring Mechanism:

1. Remove the acorn toggle from the cords by pulling the knot through the bottom of the toggle and either cutting the cord close to the knot or undoing the knot.
2. Ensure that the white plastic button on the mechanism is pushed in.
3. Remove the blind from its brackets. **CAUTION: The spring mechanism might spin at this point, so keep fingers away from it.**
4. Keeping the fabric tightly rolled, put the blind down carefully and prise the old spring mechanism out of the roller blind tube. This can be done with a flathead screwdriver if it is too stiff to do by hand. **CAUTION: The spring mechanism might spin at this point, so keep fingers away from it.**
5. Insert the new spring mechanism into the roller blind tube, making sure the plastic button is facing the same way as the old one. The plastic button will usually face into the room when the blind is installed. Gently push the spring mechanism all the way into the tube. It may need to be tapped in gently with a rubber mallet (or similar) but do not use a metal hammer.
6. Return the blind to its brackets. Thread the cords back through the pulleys if they have come out. Do not reinstall the acorn toggle yet.

#### To Tension the Spring Mechanism:

7. Ensure the blind is fitted into the brackets, with the white plastic button on the mechanism facing into the room.
8. Pull the plastic button out.
9. Using the cords, raise the blind to the top of the window and then tie the cords off on the wall cleat.
10. Push the plastic button in, making sure it engages all the way.
11. Remove the blind from its bracket and roll the blind up by hand, towards the top of the window. Ensure the blind is rolled up as close to the top of the window as possible, **with the plastic button facing into the room.**
12. Whilst still holding the blind in one hand, untie the cords from the cleat.
13. Return the blind to its brackets.
14. Pull the plastic button out and raise the blind using the cords. The blind should operate as normal. If more tension is required, repeat the process from step 9.
15. Reinstall the acorn toggle (if it has been removed) by threading the cords through the toggle and tying a knot.

If you have any questions about replacing or re-tensioning the spring mechanism, please call us.

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The Blind Shop Ltd, Unit C8 Dolphin Enterprise Centre, Dolphin Road, Shoreham, West Sussex BN43 6QB  
01273 462196 [info@theblindshop.com](mailto:info@theblindshop.com)

Reg address: Maria House, 35 Millers Road, Brighton, East Sussex BN1 5NP Reg no. 5960311 VAT no. 896801771