

## Easy Installation Instructions: RTA Cornice

We appreciate the purchase of your American made Ready-To-Assemble Cornice. Each Cornice was custom built and hand crafted to your specifications. With careful installation and periodic cleaning, your quality cornice will provide you with years of enjoyment.

**Please take a moment to read these installation instructions carefully.**

### Tools you will need:

- ✓ Tape measure
- ✓ Pencil
- ✓ Screwdriver
- ✓ Level (*suggested*)
- ✓ Drill and 1/4" Phillips head bit
- ✓ 1/16" drill bit for *wood surface* or 3/32" drill bit for *sheet metal surface*
- ✓ Rubber mallet

**Note:** When using tools, make sure to use proper eye protection.

### Parts Included:

- A. Cornice face
- B. Right and left cornice returns
- C. Dust cover
- D. French Cleat installation bracket - a two part system involving a cornice mounted piece with double sided tape, part (A), and a wall mounted piece, part (B). During assembly part A is attached to the back of the cornice and part B is attached to the wall.
- E. Cleat (part B) wall screws #8 x 3"
- F. Cleat (part A) return screws #8 x 1 5/8"
- G. Thumb nails (4)
- H. Dovetail clip 90deg plastic (6)
- I. Hold down pins *by request*
- J. Spacer blocks *by request*
- K. Cleat A to cleat B screws #8 x 1 5/8"

**Caution:** Use proper screws to mount the cornice. The screws provided are for wood surfaces and sheet metal surfaces. For all other surfaces obtain appropriate fasteners and install the fasteners according to the manufacturer's instructions.



## INSTRUCTIONS

1. Remove cornice parts from packaging.
2. Locate screws and part B of installation cleat
3. Detach cleat part B from part A.

## HANGING THE CORNICE CLEAT PART B

4. If hanging over a window with blinds or shades, leave sufficient clearance between cleat B and preexisting hardware.
5. Determine how low the bottom of the cornice will hang make a light mark indicating this location.
6. From this line, measure up the wall to the necessary height and label where the bottom of part B will rest. *Refer to Table 1 to find this height.*

Cornice Height	Measure Up
Estate 5 1/2"	3 3/8"
Cavalier 7"	4 7/8"
Fashion-ation 7 7/8"	5"
Estate 7 1/2"	5 3/8"

**Table 1**

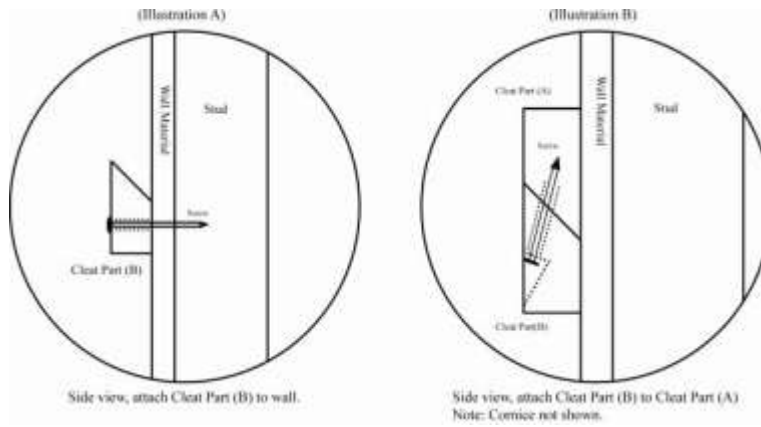
7. Use a level to draw a line indicating this location.
8. Locate and label the studs above the door or window along this line
  - Many newer homes have a solid wood header above windows and doors. If your home has this feature, locating the studs may not be necessary.
9. Hold part B to the wall on the line, center cleat part B over window or door. Using the screws provided (#8 x 3") fasten part B to the wall. For cornices up to 6' in length, it is suggested that at least 3 screws make contact with studs or header for a safe and secure hold, at least 5 screws for cornices 6' to 8'. *See illustration A*

## ASSEMBLY OF CORNICE

10. Carefully place cornice face facedown on a working surface, take care not to scratch or dent cornice face. Slide dovetail clips 90deg into grooves on back of cornice face. Three on the right and 3 on the left.
11. Position a return over the dovetail clips 90deg aligning the grooves with the clip. Slide return down over clips until the mitered edges are flush. Repeat process for remaining return.
12. Ensuring that the mitered edges of cornice face and returns remain flush, push thumb nails into pre-routed holes. There are two routed holes for each return one on top of cornice and one on the bottom of cornice.
13. Tap thumb nails down flush to cornice with rubber mallet.
14. Carefully place cornice face down on work surface taking care not to scratch or dent cornice face.
15. Secure cleat part A to cornice returns using pre-piloted holes and screws (#8 x 1 5/8"). One on each side of cleat.
16. Remove protective skin from double sided tape on top of cleat part A.
17. Slide dust cover into Dado groove until flush with cleat part A. Apply pressure between dust cover and cleat part A to secure double sided tape.

## SECURING CORNICE TO WALL

18. Hang the assembled cornice on cleat B and center over window or door.
19. To secure the cornice to the wall insert screws (#8 x 1 5/8") into pre-drilled pocket holes on the face of cleat part B and screw upwards into cleat part A. *See illustration B*



## CLEANING AND CARE OF CORNICE

20. Use a feather duster or soft cloth. Furniture cleaners, furniture polish, citrus cleaners or a damp cloth may be used to clean cornices. Do not use harsh abrasive cleaners such as window cleaners or multipurpose cleaners.