

## TASK: RTS Roller Motor Removal and Replacement

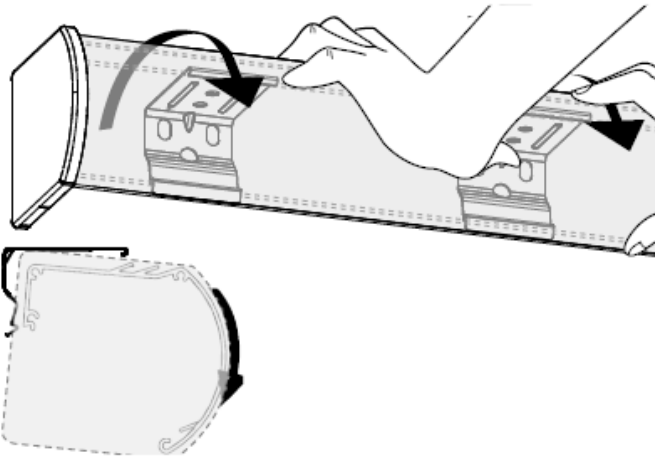
**Use If/When:** Motor needs to be replaced.

**Tools Needed:** Flat Head Screwdriver, Phillip's Head Screwdriver

### 1. Remove shade from mounting bracket.

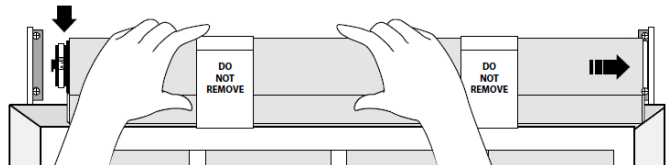
#### a. For shades in a cassette valance:

To remove shade from brackets, push in on bottom to release cassette. This may require pressure. Rotate down.



#### b. For shades in a not in a cassette valance:

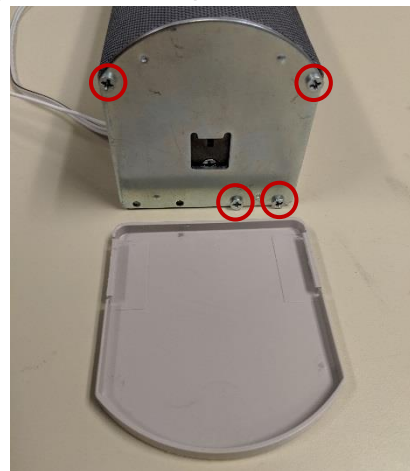
Push up motor end, compress spring until hooks clear the bracket and lift shade out



### 2. Locate the motor.

- a. For shades in a cassette valance proceed to step 3
- b. For shades not in cassette valance proceed to step 4

### 3. Remove plastic endcap and four screws holding the metal endplate.

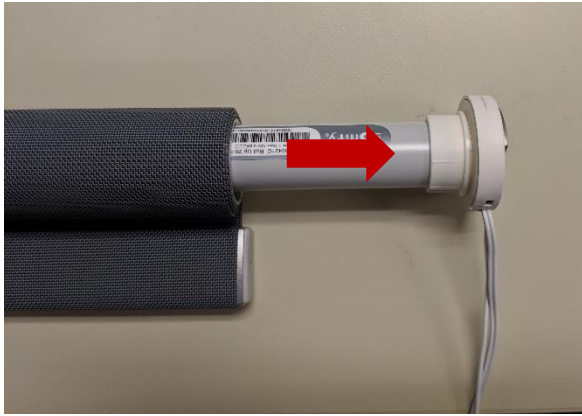


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4. Remove the motor from the shade.



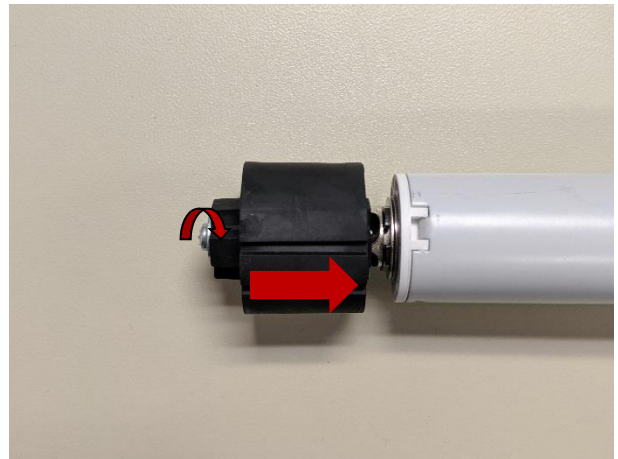
5. If the replacement motor was not sent with a new crown and drive adapter, remove them from the old motor.



6. Install crown onto motor. The crown must be positioned appropriately on the motor.



7. Install the drive adapter onto the motor. Install the washer and tighten screw.



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- 8.** Insert the motor into the tube. Start by aligning the grooves on the drive adapter with the notches in the tube.



- 9.** Slide the motor fully into the tube. Ensure the crown is also aligned with the notches in the tube.



- 10.** Reinstall the shade into the brackets.  
(If the shade is in a cassette valance, reinstall the shade into the cassette and reattach the metal endplate and plastic end cap before reinstalling in the brackets)

- 11.** If motor or shade was rotated and now is in a different position (more than 2") than before un-assembling, the upper and lower limits will be in different positions. To prevent damage to the product, reset and reprogram the motor. Refer to the appropriate users guide for programming instructions.