

# Bella Retractable Screen Window INSTALLATION INSTRUCTIONS

### Tools Needed:

- Phillips #2 screwdriver
  - Drill with 5/32" & 3/8" bits
  - Scissors
  - Hammer
  - Miter saw  
(with at least a 40 tooth blade)
- (Note: Miter saw recommended, but Hacksaw can be used in its place)

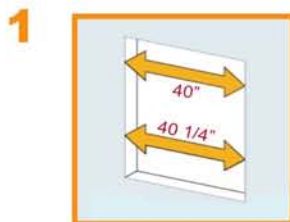
### Parts List:



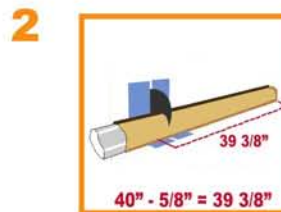
### Parts Key:

- |                                       |                                  |                                |
|---------------------------------------|----------------------------------|--------------------------------|
| 1 KIT2419 - Installation End Caps (2) | 6 KIT2418 - Internal Shoes (2)   | 13 KIT636 - Set Screws (4)     |
| 2 KIT2531 - Standard Spring           | 7 KIT4132 - Visible Shoes (2)    | 14 KIT160 - Screw Set Bag      |
| 3 KIT1561 - Left End Cap              | 8 KIT2420 - Pull Cord            | 15 PS3238/B & PS2169 - Housing |
| 4 KIT2442 - Right End Cap             | 9 KIT2417 - Pull Bar Caps (2)    | 16 PS2143 - Tracks (2)         |
| 5 KIT2448 - Small Spring              | 10 KIT2506 - Protective Caps (2) | 17 PS3239/B - Pull Bar         |
|                                       | 11 KIT1987 - Hole Plugs (5)      |                                |
|                                       | 12 KIT635 - Allen Wrench         |                                |

## ★ RECESS MOUNT INSTALLATION - HOUSING ★



1 Measure inside opening width at top and bottom. Note smallest measurement. (Exp: 40")



2 Subtract 5/8" from measurement and cut housing. Cut toward cap end and tap out all metal shavings.



3 IF you chose "brake" option, install now by turning counter-clockwise on rounded tab of end cap (Part #4). Install end cap into tube by matching grooves. Do not wind brake!



4 Secure end cap with two shorter screws provided in KIT160.

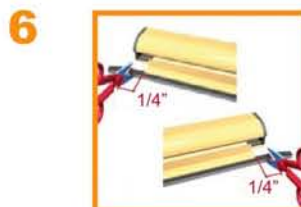
# Bella Retractable Screen Window

## INSTALLATION INSTRUCTIONS

### ★ **RECESS MOUNT INSTALLATION - HOUSING** ★



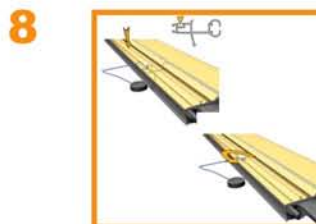
5 Pull existing pile out of the pull bar and re-insert on extreme end as shown.



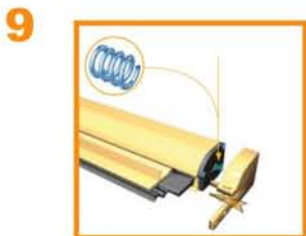
6 Cut the pile 1/4" past each end of the pull bar.



7 Tap in pull bar caps (#9) from each end. Be careful not to damage screen fabric.



8 Insert pull cord (#8) into the groove on the face of the pull bar as shown.



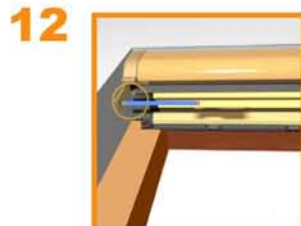
9 Place small spring (#5) into hole on right end cap (#4). Place proper installation cap (#1) on each end of housing.



10 Place protective cap (#10) on each end of handle.



11 Insert the housing unit into your opening at the depth you prefer to install.



12 Mark the two furthest holes on end installation caps.

# RECESS MOUNT INSTALLATION - TRACKS

13



Drill pilot holes.

14



Replace the housing and secure with screws provided in KIT160.

15



Measure the height of your opening at the right and left sides of the opening. Note the smallest measurement. (Exp: 60")

16



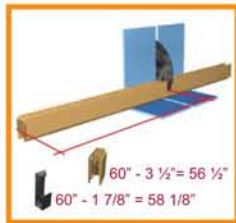
If you opt to use the internal shoes (#6), deduct 1-7/8" from your height measurement.

17



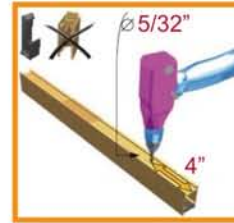
The visible shoe (#7) is a second option for securing the pull bar on your window unit. Deduct 3-1/2" from your height measurement.

18



Once you have chosen either the Internal or Visible shoe, cut both tracks at established length.

19



When using internal shoes, drill a 5/32" diameter hole 4" from one end of each track.

20



Start set screw (#13) into both internal shoes and guide one into the end of each track closest to where you just pre-drilled hole for installation.

21



Tighten set screw when the bottom of each internal shoe is flush with the bottom of each track.

# ★ RECESS MOUNT INSTALLATION - TRACKS ★

22



Slide one hole cover support (comes with Part #6) onto the back of each track. Align holes.

23



If you opted for visible shoes, guide one onto the end of each track.

24



With the shoes/locks towards the bottom, guide both tracks onto the tabs protruding from each installation cap. Guide the bottom end of each track into position in your opening.

25



If using visible shoes, mark through the two holes in each shoe.

26



If you opted for internal shoes, mark the pre-drilled hole in each track.

27



Remove the tracks and drill pilot holes on each mark.

28



Secure both tracks with screws provided in KIT160.

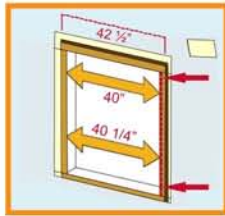
**Enjoy your  
BELLA  
Retractable  
Screen product!**

# ★ SURFACE MOUNT INSTALLATION - HOUSING ★

## ★ Steps for establishing proper width measurement ★

1  
a

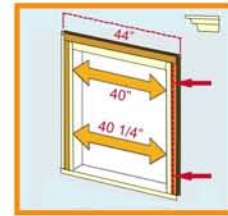
### FLAT MOLDINGS



Adding 2 1/2" will place the inside of the screen unit on the edge of your opening.  
(Exp: 40" + 2 1/2" = 42 1/2")

1  
b

### CURVED MOLDINGS



If you have limitations to where you can install the framework, find a measurement from where the outside of the screen unit will rest when installed.  
(Exp: 44")

OR

★ You will need at least 1/2" of flat surface.

2



Subtract 5/8" from measurement and cut housing. Cut toward cap end and tap out all metal shavings.  
(Exp: 1a 42 1/2" - 5/8" = 41 7/8")  
(Exp: 1b 44" - 5/8" = 43 3/8")

3



**IF** you chose "brake" option, install now by turning counter-clockwise on rounded tab of end cap (Part #4). Install end cap into tube by matching grooves. Do not wind brake!

4



Secure end cap with two shorter screws provided in KIT160.

5



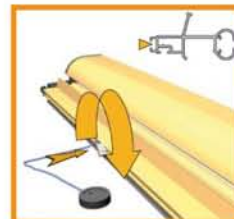
Cut the pile flush with both ends of the pull bar.

6



Tap in pull bar caps (#9) from each end. Be careful not to damage screen fabric.

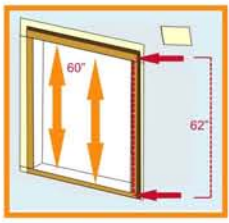
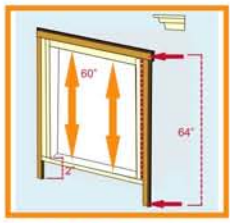
7

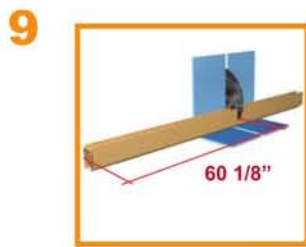


Insert pull cord (#8) onto bottom groove of pull bar.

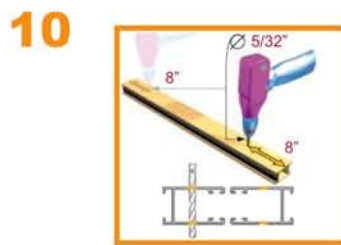
# ★ SURFACE MOUNT INSTALLATION - TRACKS ★

## ★ Steps for establishing proper height measurement ★

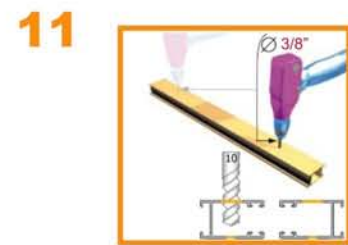
<p><b>8 a</b></p> <p>FLAT MOLDINGS</p>  <p>★ IF PROTRUDING SILL ★</p>	<p><b>OR</b></p>	<p><b>8 b</b></p> <p>CURVED MOLDINGS</p>  <p>★ IF NO SILL ★</p>
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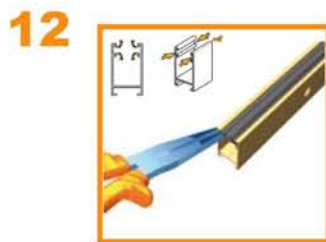
Subtract 1-7/8" from established height measurement and cut both tracks (#17). (Exp:8A 62" - 1 7/8" = 60 1/8")



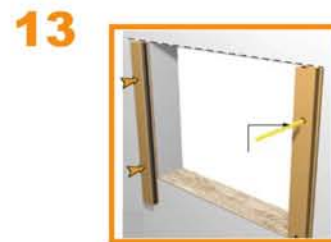
Drill 5/32" hole at 8" mark from each end of the upper track. Drill through both sides of track.



Expand the surface holes with 3/8" drill bit.



Carefully crimp each end of both tracks to keep pile intact during use.



Place both tracks onto the surface where they are to be installed and level both across the top. Mark each pre-drilled hole.



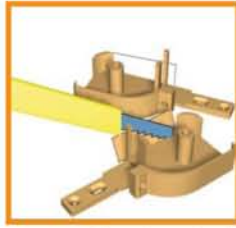
Remove tracks and drill pilot holes.



Loosely secure both tracks using screws provided in KIT160. Do not tighten screws at this time!

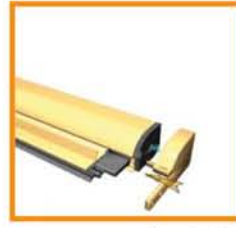
# ★ SURFACE MOUNT INSTALLATION - FINAL STEPS ★

16



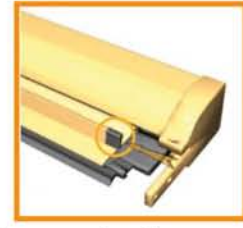
Remove the backside of each installation cap. You will need to use a sharp pair of scissors or razor knife.

17



Place proper installation cap (#1) on each end of housing.

18



Place protective cap (#10) on each end of handle.

19



Guide the housing unit onto the top of the tracks by aligning the tabs of the installation caps with the grooves on each track.

20



Insert and tighten set screws (#13) into the front of each installation cap.

21



Completely tighten the screws in both tracks.

22



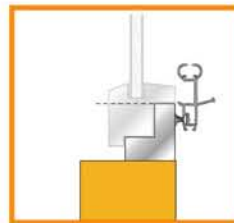
Cover exterior holes with hole plugs (#11).

23



Insert set screws (#13) into each internal shoe (#6) and guide one into the bottom of each track.

24



Decide where you need your pull bar to rest at the bottom of your opening.

# Bella Retractable Screen Window INSTALLATION INSTRUCTIONS

## ★ SURFACE MOUNT INSTALLATION - FINAL STEPS ★

25



Tighten the set screw in each internal shoe.

26



Discard the spring (#5) and visible shoe (#7) when surface mounting.

Enjoy your  
**BELLA**  
 Retractable  
 Screen product!

## ★ BRAKE SYSTEM ★

A brand new device has been added to the already rich range of possibilities that Bella Retractable Screens offers. Thanks to the slow and gradual retraction created by this element, the pull bar can be easily unlocked at any time allowing for an automatic and soft “open-and-close” movement.



**Do not wind the brake during installation!**

## ★ SPRING TENSIONS ★

**KIT2531**  
**Brush Style**

**Track Length**

	20" - 22"	23" - 30"	31" - 38"	39" - 46"	47" - 54"	55" - 62"	63" - 70"	71" - 77"	78" - 85"
Normal	6	6	7	8	10	10	12	15	17
Rigid anti-wind	8	9	9	9	11	11	13	16	18
Semi-rigid anti-wind	8	7	8	9	11	11	13	16	18

**Note: With Brake System (+2) turns**