

## EASY MEASURING GUIDE

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### MEASURING BASICS

Measuring for window coverings is not difficult if you follow these simple guidelines.

1. Use a steel measuring tape with an imperial scale (inches and fractions). Window coverings are ordered and fabricated using imperial measurements (not metric).



2. ALWAYS indicate the **WIDTH** measurement first, then the **HEIGHT**. (**W x H**).
3. The actual measurements you take will be dependent on the **TYPE** of window treatment you will be ordering.
4. Download and print our Measuring Sheets to record your measurements.
5. Say your measurements out loud as you (or a helper) write them down. This helps insure you write it correctly.
6. Work from Left to Right. Always start in the room working from the left window closest to the door and work your way around. That way you won't miss a window.
7. Measure Left to right. This way you will be reading the tape measure right side up.

## Vertical Blind Measuring - Outside Mount

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- Use a steel measuring tape and measure down to the nearest 1/8".
- On your notes, clearly indicate which measurement is the width and which is the height. It is very common to transpose measurements. **Always indicate the WIDTH measurement first, then the HEIGHT last. (W x H)**
- **Important** - When measuring for an *outside* mount - **Add at least 4"** on each side of the window opening to ensure minimum light gap.

### Inside or Outside Mount - Which To Choose?

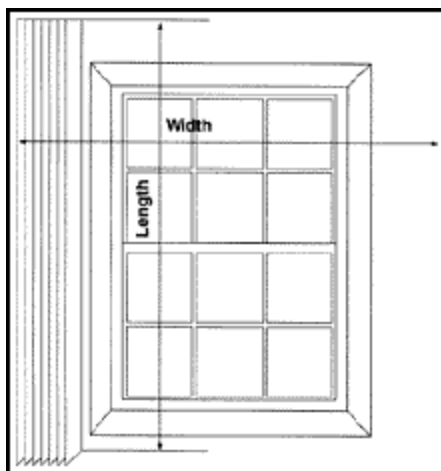
- Decide which you want **BEFORE** you take any measurements.
- For Vertical Blinds we recommend Outside Mount. An outside mount will allow the opened stack

- to be OFF the window, provided better view and access to your windows or patio doors.
- If you want an inside mount, make sure the window opening has enough **unobstructed depth** to allow for mounting.
- If you want an outside mount, be sure to **allow for the height of the product's headrail** in your measurement.

***We will custom make your blinds based on the measurements you write on your order. If your measurements are incorrect your window coverings will not fit properly...so take your time and double check your measurements.***

## Measuring for Outside Mount

Measure the opening width. If there is room, add at least 4" on each side of the window opening to ensure minimum light gap. Measure the opening height. Add a minimum of 2 1/2" in height to allow for mounting brackets above the opening and add your desired overlap for the bottom. If your window treatment will hang down to the floor, please allow **at least 1/2" clearance** on the bottom for proper operation. If you specify an outside mount, we will not take any size deductions - your blind will be made at the exact size you specify.



## Measuring for an Inside Mount

Measure the width top, center and bottom, recording the narrowest width. Measure the height left, right and center recording the shortest height. When you specify inside mount, we will make your blind slightly smaller than specified to allow for operating clearance. We will deduct between 1/16" to 3/8" from the width on each side, and 1/4" to 1/2" from the height. For a flush inside mount (the blind completely recessed so the top of the blind does not project out of the opening) check that you have enough depth in your window.

## How to Measure in Special Situations

### Sliding Patio Doors

The most common window treatment for sliding doors is vertical blinds. You can mount verticals, either

within the door frame (inside or ceiling mount), or on the wall above the casing (outside mount). We suggest that you allow a minimum of 2 ½" inches above the door frame to mount the vertical brackets. Remember, when measuring the width for an outside mount add a minimum of 4 inches on both sides of the window to prevent light gaps. If your door handle protrudes it could interfere with the window treatment. If necessary be sure to order extension brackets. These brackets add projection to the headrail, allowing the clearance for the obstructing door handle.

TIP – If you intend on having a rug in front of patio door adjust your height to accommodate.

One-way draw will be the most accommodating for operation on most patio doors – less interference when opening ,closing door