Window Shade Measuring Worksheet

OFFCUT SHADES

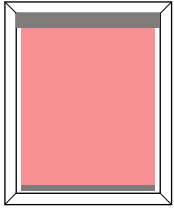For accurate measurements, <u>please use a steel measuring tape</u>.

Please <u>round down to the nearest 1/8 inch</u> on all measurements. We'll take care of all other necessary deducations.
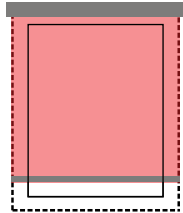
Be mindful and let us know of any obstructions to the window shade.

1 Select on Mount Type
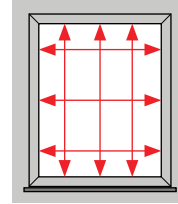
INSIDE MOUNT
- Inside mounting will give you the cleanest, integrated look.
- Allows you to hang draperies over the blind.
- <u>You will have a light gap on either side of the shade.</u>
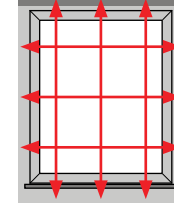
OUTSIDE MOUNT
- More valance options, especially when your window fram is not deep enought for mounting
- Make your windows appear larger or hide an unattractive window
- <u>There will be no light gap as the shade will cover the window completely.</u>
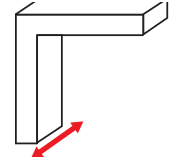
2 Start Measuring

INSIDE MOUNT
- Measure the inside of the window frame in <u>3 places</u> for width and height.
- <u>Record the narrowest width and shortest height!</u>

OUTSIDE MOUNT
- Measure the overall area you want to cover
- <u>Add between 1.5 - 3 inches</u> to each side of the window frame for optimal privacy and light control.

JAMB DEPTH
- The distance between the outside of your window frame to the inside of your window frame.

3 Record Measurements

Room / Window	Qty	Mount (I) Inside or (O) Outside	Measurements (inches)			Control Position (L) Left or (R) Right	Roll Direction (S) Standard or (R) Reverse	Bracket Covers (Y) Yes or (N) No	Notes
			Width	**Height**	**Depth**				

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