

Measuring Guidelines

- Be careful not to transpose the width and length (width is always the first measure).
- Use a metal tape measure for better accuracy.
- Round up to the next 1/8".
- Measure each window even if they appear the same.
- Make notes of each window and its room and location within the room.

DECIDE ON YOUR MOUNT TYPE

Pick the mount type that works best for your window. Choices are inside mount (inside the window frame) or outside mount (outside the window frame). Outside mounted shades attach either to the wall, window trim or ceiling.

Inside mounted shades are mounted inside the window frame for a clean architectural look. A 1/4" space on each side of the shade is required for ease of operation. Record the actual width of the window and we will automatically adjust the width for the required clearance.

Outside mounted shades are best if there is not enough depth in the window frame to mount a shade, or if there are other matters—such as door handles on French doors or protruding window locks or the window not measuring truly square.

To check the squareness of a window, measure diagonally in both directions. If the measurement is off by 1/2" or more, an outside mount might be the way to go.

Window depth requirements for shades with cleat or cord lock operation is 1" depth, shades with clutch lifting option is 2" and roller shades require 3".

For cleat and cord lock operation, note whether the left or right side of the window is the preferred location for the pull cord. Choosing either a clutch lifting system or roller shade also requires that you note which side you would prefer the operation (left or right side).

Don't forget to write down which window you have measured.

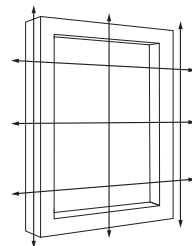
MEASURE YOUR WINDOWS



Inside Mount

Inside mount measuring is best done with a metal tape measure for better accuracy. Best practice is to measure width at the top, middle and bottom. Please refer to our line drawings.

Record the smallest of the three measurements. Repeat the same process for the length at the left, middle and right side. Record the longest measurement if you want maximum coverage.



Outside Mount

Measure the width of the area you wish to cover, including any additional width coverage. There should be 3-4" overage on each side of the window.

Measure the length of the area you wish to cover, be sure to include the necessary length of the mounting area.

PLACE YOUR ORDER

Orders may be submitted via **fax to (415) 707-2004** or email to **support@presidioclassics.com**.

We are available for customer service and questions regarding ordering at (877) 938-1970. We welcome the submission of photos and drawings to help us help you achieve the best finished product for you and your clients.