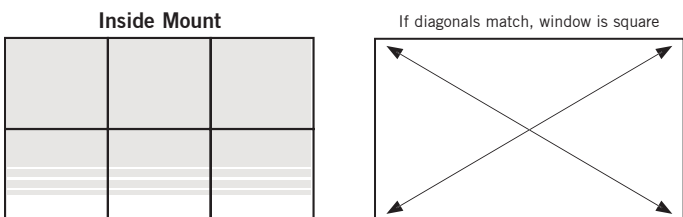


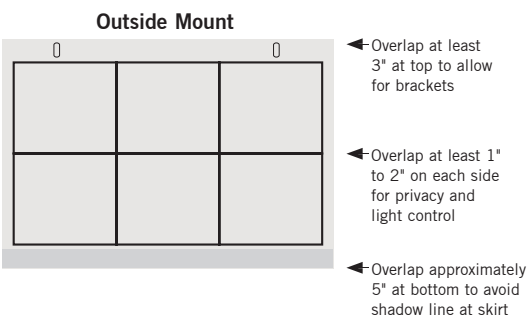
ROMAN SHADE MEASURING INSTRUCTIONS

STEP 1 Select inside or outside mount

INSIDE MOUNT: Inside mounts can provide a clean, tailored look. Note: An inside mount is not recommended if your window is out of square. To determine squareness, simply compare the diagonal window measurements. They should be the same. If they are not, consider an outside mount to avoid exposing the irregularity.

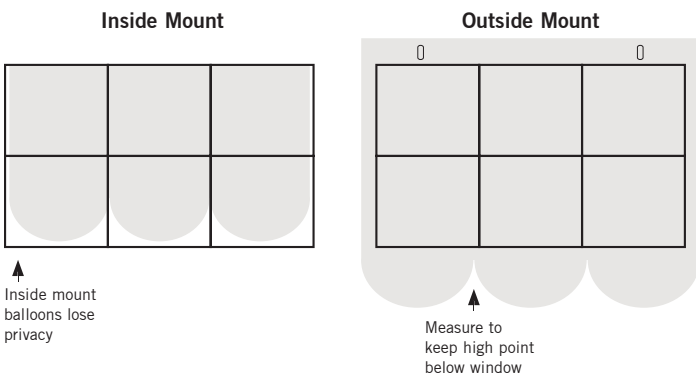


OUTSIDE MOUNT: Outside mounts can hide unattractive moulding, or allow you to make a small window appear larger and more grand by increasing the overlap above and below the window.



Outside Mount is especially appropriate for shades with bottoms that have a swagged appearance, such as the 204-Windsor and similar styles. Such shades will have an overall height greater than specified so they can provide privacy when completely lowered. The extra height also gives the shades a richer, fuller look. Measure to the highest point of the swag for complete privacy.

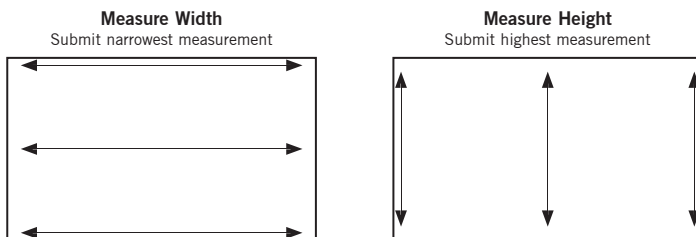
BALLOON SHADES



STEP 2 Measure the window

INSIDE MOUNT: Measure the width of the opening at the top, center, and bottom, recording the narrowest width. When placing your order, if you have made no deductions from the width, the factory will deduct 3/8". You must specify whether you have made the necessary deduction, or if you want the factory to do so. Our order form allows for this communication.

Measure the height of the opening at the left, center, and right, recording the highest measurement. No deductions will be made from this measurement.



OUTSIDE MOUNT: Measure the width of the opening. Add enough overlap to satisfy design considerations. As you add width (overlap) to the shade, privacy increases and light seepage diminishes.

Measure the height of the opening. Add enough at the top of the shade to allow for installation brackets to fit above the opening or moulding. Consider adding more height to allow the shade to stack above the window when open (estimated stacking heights can be found with the price list for each style), or to keep the skirt of the shade below the light source, at the bottom of the window. Adding height can also make a window appear taller.

No size deductions will be made by the factory for an outside mount shade. Your shade will be made to the size you specify.

