Measuring Guide for Cellular Shades and Pleated Shades

Choose a Mount Type: **Inside Mount or Outside Mount**
(See next page if you need help deciding which mount is best for your windows.)

**Inside Mount** Window treatments are installed inside the window casing.

- **Inside Mount Blind**
- **Depth**
- **Width**
- **Height**

1. **Measure Depth:** See chart on next page to determine if window casing has enough depth for an inside mount window treatment.
2. **Measure Width:** Measure the inside width of window casing in three places. Record narrowest measurement.
3. **Measure Height:** Measure the inside height from the top of window casing to top of sill in three places. Record longest measurement.

**Note:** Do not take any deductions for clearance. The manufacturer will take a $3/8\,\text{"}$ deduction off the overall width for a perfect fit.

**Outside Mount** Window treatments are installed outside the window casing. Mount directly to wall or molding.

- **Outside Mount Blind**
- **Width**
- **Headrail Location**
- **Height**

1. **Measure Width:** Measure width to be covered. We recommend $1\frac{1}{2}\,\text{"}$ overlap on each side of the window (3\" total) for optimum light control and privacy. Record measurement.
2. **Determine Headrail Location:** Determine if headrail will be on molding or above molding and mark spot.
3. **Measure Height:** Measure height to be covered from top of headrail location to top of sill or lower if overlap is desired for additional light control and privacy. Record measurement.

**Note:** The manufacturer takes NO deductions on outside mount installations.
Mounting Considerations

**Reasons for Choosing Inside Mount**

**Clean Look**
- Inside mount treatments are installed inside the window casing, showcasing attractive window trim.
- The window opening frames the window treatment for a finished, clean appearance.

**Allows Sill Space on Deep Windows**
- In some deep-set windows, the window treatment can be installed to allow plants or other items to be placed in front of the window treatment on the sill.

**Limitations of Inside Mount**

**Light Gaps**
- A small deduction in the width is taken at the factory to allow for proper operating clearance, and this causes a small gap on each side of the window treatment, affecting the treatment's ability to darken a room.

**Obstructed View**
- The stack (compressed portion of the window treatment when fully raised) will obstruct part of the view from the window.

**Architectural Obstacles**
- Obstacles, such as handles and cranks, can interfere with the operation of inside mount treatments.

**Reasons for Choosing Outside Mount**

**Improve Privacy and Light Control**
- Light gaps on the side of the window treatment can be substantially diminished or eliminated.

**Fewer Installation Limitations**
- Outside mount window treatments are ideal for covering nonsquare windows.
- Outside mount window treatments are installed higher than the window opening for an unobstructed view when fully raised.

**Architectural Obstacles**
- Outside mount window treatments can clear obstacles like handles and cranks.

**Enlarge the Look of a Small Window**
- Increase overlap above and below or to each side of the window.

**Hide Window Trim**
- Outside mount window treatments can easily hide unattractive window trim.

**Limitation of Outside Mount**

**Required Surface Above Window Frame**
- Outside mount brackets require at least 2" of flat surface above window or on window frame for mounting brackets; projection brackets or shims can be ordered if needed to clear frame or molding.

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## Measuring and Ordering Worksheet

### Window #1

**Location:**

### Measuring

**For Inside Mount**

Depth of window casing: ________________

Measure width of window in three places and circle the narrowest width below:

- Width #1: ________________
- Width #2: ________________
- Width #3: ________________

Measure height of window in three places and circle the longest height below:

- Height #1: ________________
- Height #2: ________________
- Height #3: ________________

**For Outside Mount**

Width: ________________

Height: ________________

### Ordering

- Mount Type: [ ] Inside  [ ] Outside
- Ordering Width: ________________
- Ordering Height: ________________
- Type of Blind or Shade: ________________
- Style Name: ________________
- Color Number: ________________

**Controls and Options to Consider:**

- Corded
- Cordless
- Bottom Up/Top Down
- Sun Up/Sun Down
- Combination Shades
- Continuous-Loop
- Motorization
- Cornice: ________________
- Valance: ________________
- Other: ________________

### Window #2

**Location:**

### Measuring

**For Inside Mount**

Depth of window casing: ________________

Measure width of window in three places and circle the narrowest width below:

- Width #1: ________________
- Width #2: ________________
- Width #3: ________________

Measure height of window in three places and circle the longest height below:

- Height #1: ________________
- Height #2: ________________
- Height #3: ________________

**For Outside Mount**

Width: ________________

Height: ________________

### Ordering

- Mount Type: [ ] Inside  [ ] Outside
- Ordering Width: ________________
- Ordering Height: ________________
- Type of Blind or Shade: ________________
- Style Name: ________________
- Color Number: ________________

**Controls & Options to Consider:**

- Corded
- Cordless
- Bottom Up/Top Down
- Sun Up/Sun Down
- Combination Shades
- Continuous-Loop
- Motorization
- Cornice: ________________
- Valance: ________________
- Other: ________________

### Window #3

**Location:**

### Measuring

**For Inside Mount**

Depth of window casing: ________________

Measure width of window in three places and circle the narrowest width below:

- Width #1: ________________
- Width #2: ________________
- Width #3: ________________

Measure height of window in three places and circle the longest height below:

- Height #1: ________________
- Height #2: ________________
- Height #3: ________________

**For Outside Mount**

Width: ________________

Height: ________________

### Ordering

- Mount Type: [ ] Inside  [ ] Outside
- Ordering Width: ________________
- Ordering Height: ________________
- Type of Blind or Shade: ________________
- Style Name: ________________
- Color Number: ________________

**Controls & Options to Consider:**

- Corded
- Cordless
- Bottom Up/Top Down
- Sun Up/Sun Down
- Combination Shades
- Continuous-Loop
- Motorization
- Cornice: ________________
- Valance: ________________
- Other: ________________