

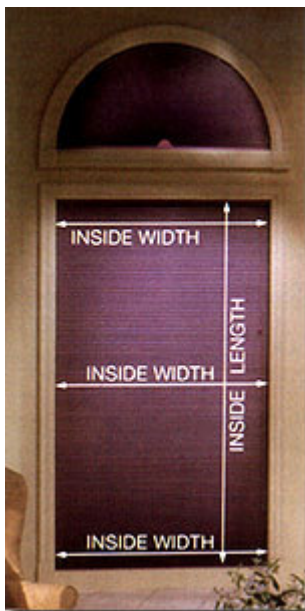
How to Measure for Custom Window Coverings

Use this measuring guide for professional and accurate results. Installation instructions and hardware are provided with the packaging of your blinds.

Measuring for window coverings is generally very straightforward. Use only a steel measuring tape (cloth tapes may stretch) and take all measurements to $\frac{1}{8}$ inch. Window coverings can be mounted inside the window recess or outside on the wall or moulding.

For an inside mount, the window must be recessed enough to allow for the mounting hardware (1 inch minimum for horizontal blinds, 3 inches for vertical blinds).

Most people choose an inside mount when possible, but an outside mount can give you more privacy and can make a window appear larger.



Inside Mount

Blinds are mounted inside the window casing.

The factory will take deductions to allow for installation clearance. Do NOT take deductions.

1. Measure the width in three different places and use the narrowest width.
2. Measure length from top of opening to top of sill.
3. State measurements to nearest $\frac{1}{8}$ ".
4. Vertical vanes require a casing depth of $2\frac{7}{8}$ " to rotate inside the casing. To flush mount (completely recessed) a vertical blind inside the casing a casing depth of $4\frac{1}{2}$ " is needed.

CASTLE DRAPERIES

GOOD TASTE NEED NOT BE EXPENSIVE

Our Motto since 1955

23287 Ventura Blvd.
Woodland Hills, CA 91364-1002

Phone: (818) 88-DRAPE
Toll Free: (877) 883-7273
FAX: (818) 883-7270

■ Outside Mount

Blinds are mounted outside the window casing.

1. Measure exact width and length of entire area to be covered. Be sure there are no obstructions in the overlap area, such as fireplaces, bookshelves, or furniture.

Horizontal Blinds:

We recommend you add approximately 1½" overlap on each side and 3" overlap to length.

Vertical Blinds:

For added privacy and light blockage we recommend you add approximately 4" overlap on each side and 3" overlap to length.

2. Please note outside mounts are made to the exact measurements you give us. **YOU MUST ADD FOR OVERLAPS**

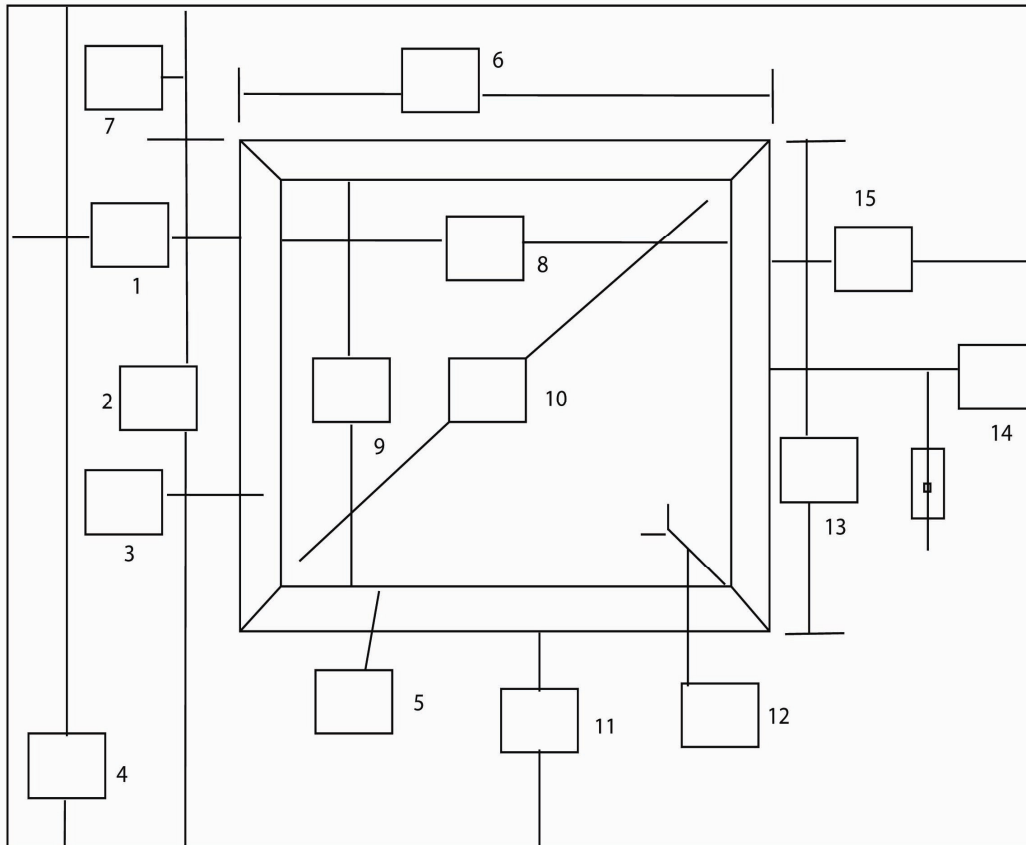


For a Quotation and Further information

1. Print out the Work Sheet attached
2. Measure as per instructions
3. Fill out all the details
4. Fax your quotation to (818) 883-7270

NAME: _____ **Phone No:** _____

MEASURE LIKE A PRO



1. FROM WALL TO EDGE OF WINDOW MOLDING
2. FROM TOP OF WINDOW MOLDING TO FLOOR OR CARPET
3. WIDTH OF WINDOW MOLDING (IF ANY)
4. CEILING TO FLOOR
5. DEPTH OF WINDOW SILL
6. FROM ONE EDGE OF WINDOW MOLDING TO THE OTHER EDGE
7. TOP OF WINDOW MOLDING TO THE CEILING
8. INSIDE OF WINDOW FRAME FROM LEFT TO RIGHT
9. INSIDE OF WINDOW FRAME FROM TOP TO BOTTOM
10. THE INSIDE DIAGONAL, TOP RIGHT TO BOTTOM LEFT CORNER
11. BOTTOM OF WINDOW MOLDING TO FLOOR
12. INSIDE DIAGONAL, TOP LEFT TO BOTTOM RIGHT
13. TOP OF WINDOW MOLDING TO BOTTOM OF WINDOW MOLDING
14. OUTSIDE EDGE OF WINDOW MOLDING TO THE CENTER OF LIGHT SWITCH
15. FROM WALL TO EDGE OF WINDOW MOLDING

ENTER THE MEASUREMENT IN THE NUMBERED BOXES