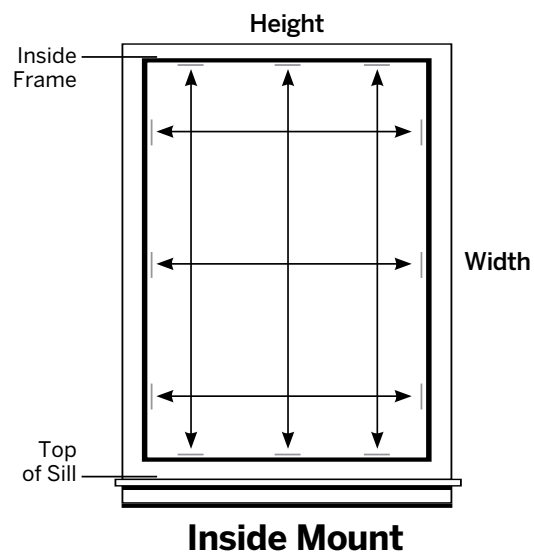


# How To Measure Quickly & Accurately



## Inside Mount (IM) Installation

### 1 Measure Width

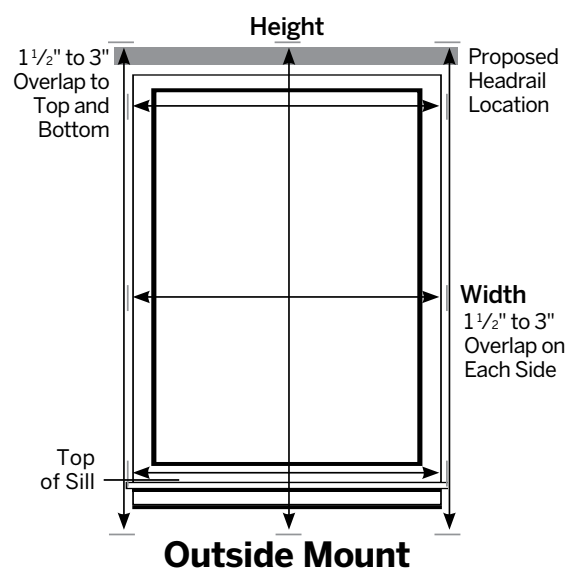
Measure to the nearest 1/8" between inside surfaces of window frame; at the top, middle, and bottom.  
Record the narrowest width of the three.

### 2 Measure Height

Measure to the nearest 1/8" from inside surface at top of window to top of sill; at the left, middle, and right.  
Record the tallest height of the three.

### 3 Measure Depth

Measure exact depth of window casing making note of any obstacles, i.e. handles, tracks, or cranks that could interfere with the blind or shade function.  
Use the shortest depth.



## Outside Mount (OM) Installation

### 1 Measure Width

Measure to the nearest 1/8" between outermost points where shade is to be placed.  
Measurement should overlap each side of window frame by at least 1 1/2".

### 2 Measure Height

Measure to the nearest 1/8" from where top of shade will be located to top of sill, or measure to point of shade reach if no sill.

NOTE: Take all measurements to the nearest 1/8". DO NOT take any deductions. The factory will make the necessary adjustments to help ensure your window covering operates smoothly.

Visit [www.LEVOLOR.com/how-to-measure](http://www.LEVOLOR.com/how-to-measure) for more measuring information

### Helpful Hints

Always use a metal tape measure as cloth may stretch.

Measure your window - not your existing blind or shade.

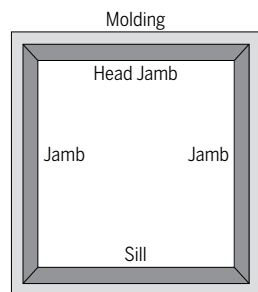
Measure each window separately even if they appear to be identical.

Check depth to ensure shade will clear any obstacles and can accommodate headrail if flush mount is desired.

If you prefer shade not to touch sill, deduct 1/4".

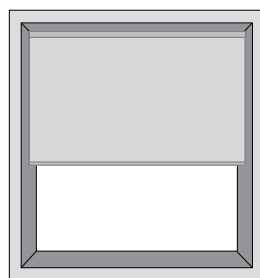
If there is no sill, measure height to point where shade is to reach.

## Window & Measuring Terminology



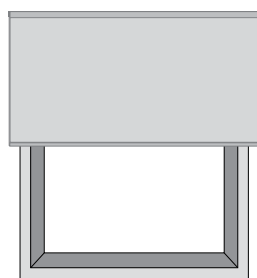
### Window Components Terminology

- Collectively, the sill and jambs are called the "window casement" or "frame."



### Inside Mount

- Shade fits within window opening.
- Great for windows with beautiful trim.



### Outside Mount

- Shade mounts outside window opening.
- Increased light control and privacy.



### 2-on-1 Headrail

- Provides the clean appearance of a single shade with the ability to operate each shade independently.
- Can be mounted inside or outside.

### Side Mount—Not Illustrated

- Used primarily when conventional mounting will not work—for example, in an arched window opening.

# How to Measure Two Shades on One Headrail (2-on-1 Headrail)

## Inside Mount (IM) Installation

### 1 Measure Width

**Total Shade Width** — Measure to the nearest  $\frac{1}{8}$ " between inside surfaces of window frame; at the top, middle, and bottom.

**Record the narrowest width of the three.**

**Left Shade Width** — Measure the width that you want the left shade to cover.

**Order this shade first when placing your order.**

**Right Shade Width** — Measure the width that you want the right shade to cover.

### 2 Measure Height

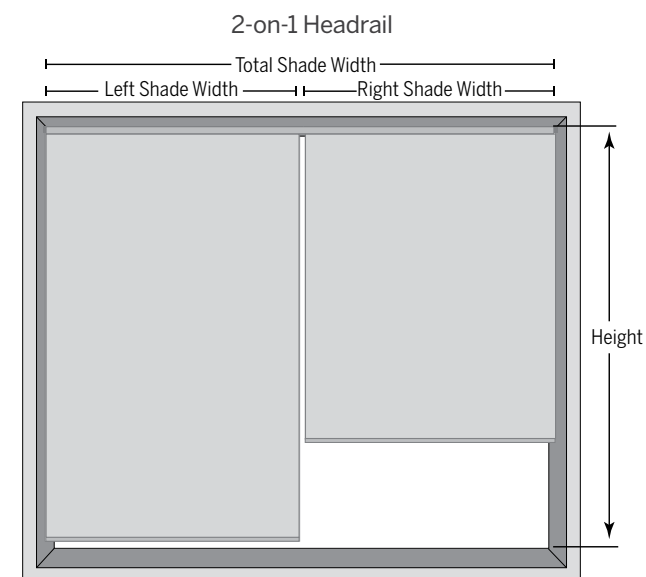
**Overall Shade Height** — Measure to the nearest  $\frac{1}{8}$ " from inside surface at top of window to top of sill; at the left, middle, and right.

**Record the tallest height of the three.**

### 3 Measure Depth

Measure exact depth of window casing making note of any obstacles, i.e. handles, tracks, or cranks, that could interfere with the blind or shade function.

**Use the shortest depth.**



## Outside Mount (OM) Installation

### 1 Measure Width

**Overall Shade Width** — Measure to the nearest  $\frac{1}{8}$ " between outermost points where shade is to be placed.

**Add an additional 3" to 6" to total width for maximum privacy.**

**Left Shade Width** — Measure the width that you want the left shade to cover.

**Order this shade first when placing your order.**

**Right Shade Width** — Measure the width that you want the right shade to cover.

### 2 Measure Height

**Overall Shade Height** — Measure to the nearest  $\frac{1}{8}$ " from where top of shade will be located to top of sill or, measure to point of shade reach if no sill.

#### 2-ON-1 HELPFUL NOTES:

- Each shade operates individually.
- There will be a gap between the fabric on the left and right shades to operate independently.
- Light gap is  $\frac{1}{2}$ " — (Light Gap is the space needed between the 2 shades to ensure proper operation.)
- Left shade controls are on the left side and the right shade controls on the right.
- Always use a metal tape measure as cloth may stretch.
- Take all measurements to the nearest  $\frac{1}{8}$ ". DO NOT take any deductions.
- The factory will make the necessary adjustments to help ensure your shade operates smoothly.