

ROMAN SHADES

Inside Mount (IS)

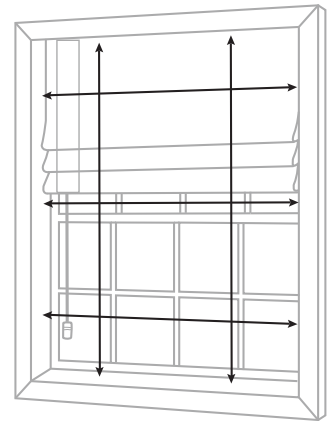
WIDTH Measure the EXACT width of the window in three (3) places. Use the narrowest dimension. The finishing facility will make the necessary deductions for proper shade operation

LENGTH Measure the EXACT length of the window in two (2) places. Use the shortest dimension

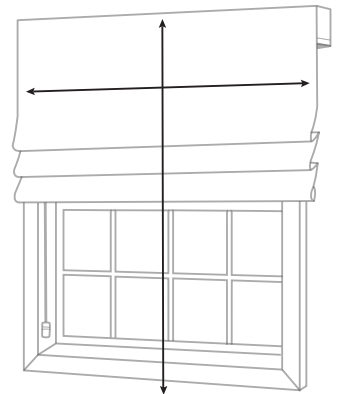
Outside Mount (OS)

WIDTH Measure the EXACT width of the window frame. Add a minimum overlap beyond the window frame of 3" in width (1½" on each side)

LENGTH Measure the EXACT length from the top of the window frame to the sill or the bottom of the window casing. Add a minimum overlap of 3"L (1½"L to each the top and the bottom) to accommodate for the moulding



Inside Mount



Outside Mount

ARCH TOP & CUSTOM SHAPES

Arch top and custom shape shades require a template (see below for instructions). Include the width and length measurements on all orders.

INSIDE MOUNT Measure the inside of the window frame

OUTSIDE MOUNT Same as inside mount except allow for 1½" overlap on each side, including the top and bottom of shade or enough to accommodate for moulding

Steps to Making a Template

1. Completely cover the window opening or area to be covered with clean white wrapping paper and tape into place. DO NOT use newspaper or plastic
2. Mark the room side of the template "FACE"
3. Draw the outline of the window opening with a pencil
4. For inside mount shades, cut out the template along the pencil line. For outside mount shades, add the desired overlap to the penciled guideline and draw in a new guideline. Cut the template along this new guideline
5. Draw a diagram of the window area on the face of the template
6. Send in the cut portion of the template. For the best results, roll, do not fold, the template for shipment

ANGLE TOP

INSIDE MOUNT Measure bottom width, then left and right side heights. The finishing facility will determine angle

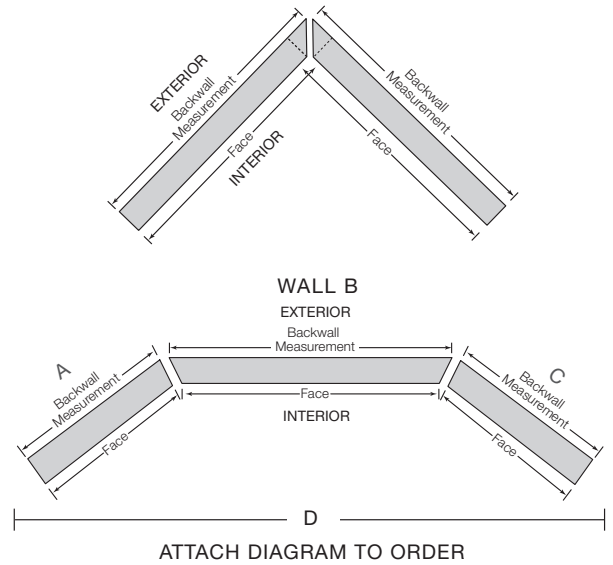
OUTSIDE MOUNT Same as inside mount except allow for 1½" overlap on each side, including top and bottom of shade or enough to accommodate for moulding

MITERED

CORNER WINDOW Send a template of each angle by stapling two business cards together (required)

BAY WINDOW Provide backwall dimensions (ABC) and overall width of bay (D). We will make any necessary deductions for proper shade operation. The headrails on bay windows will not be mitered, unless otherwise specified

NOTE Traditional Style mitered roman shades cannot be raised to the same level simultaneously and horizontal alignment is not guaranteed. Old Style roman shades are highly recommended for mitered roman shades to allow for proper shade operation



MULTIPLE SHADES ON ONE HEADRAIL

Instructions

1. For inside mounts, measure the overall width of the window in three (3) different places. Use the narrowest dimensions
2. On outside mounts, add a minimum of 3" for overlap
3. Measure from the far left side of the window to the place where the first window panel ends (left shade), then from the place where the first window panel ends to the place where the second window panel ends (center shade) and then from the place where the second panel ends to the far right side of the window (right shade)
4. **LENGTH** Measure the EXACT length of the window in two (2) places. Use the shortest dimension
5. Submit a diagram with your order showing any obstacles or special instructions

NOTE A deduction will be made between each panel for operational clearance and valance may or may not be continuous

ROMAN SHADE STACKING INFORMATION

Roman shade stacking size will vary with each material selection and control system.

NOTE Side-by-side shades that need matching folds must be specified as such, although an exact match may not be possible, even when specified



Find a complete listing of stacking by style at hartmannforbes.com/measure

ESTIMATED STACKING

Length to	Cord Lock	Splitview
48"	7½"L 4½"D	9"-10"L
72"	7½"L 4½"D	10"-11"L
96"	9½"L 6¼"D	11"-12"L
120"	10"L 6½"D	12"-13"L
144"	10½"L 7"D	13"-15"L

