# Measuring Guide for Natural Shades

Tools and Tips

- **Steel tape measure**—do not use cloth measuring tape
- **Pencil**
- **Measuring Worksheet**—see page 3
- **Measure each window** and record location on worksheet—size variances are common
- **Round measurements** to the nearest ⅛"
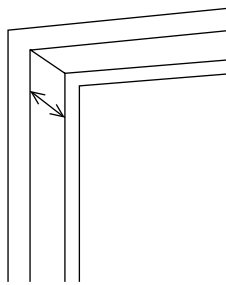- **Clearly record measurements**—width vs. height

1/8"
1/4"
3/8"
1/2"
5/8"
3/4"
7/8"

Choose a Mount Type: Inside Mount or Outside Mount

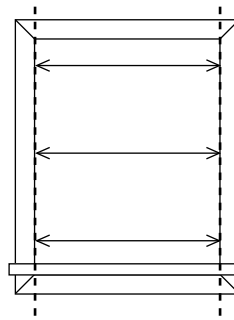**(See next page if you need help deciding which mount is best for your windows.)**

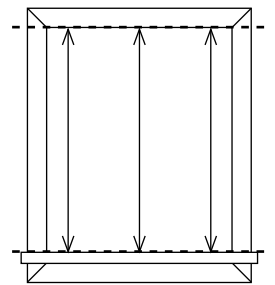### Inside Mount — Window treatments are installed inside the window casing.

**Inside Mount Shade**   Headrail / Casing / Molding / Sill
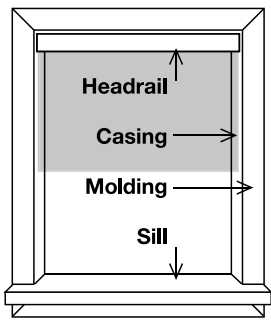
Depth

Width

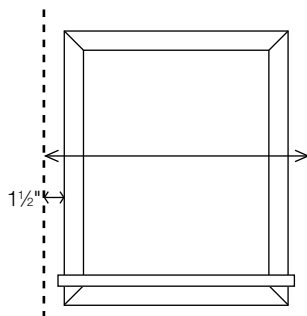**Height**

❶ **Measure Depth:** See chart on next page to determine if window casing has enough depth for an inside mount window treatment.

❷ **Measure Width:** Measure the inside width of window casing in three places. Record narrowest measurement.

❸ **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 ½" deduction off the overall width for a perfect fit.
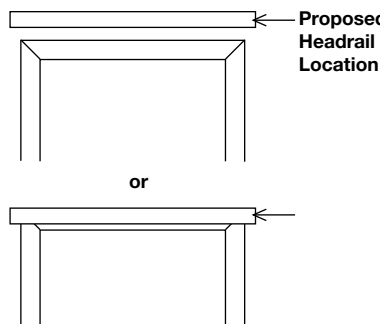

Outside Mount — Window treatments are installed outside the window casing. Mount directly to wall or molding.

Outside Mount Shade   Headrail / Casing / Molding / Sill

Width — 1½"
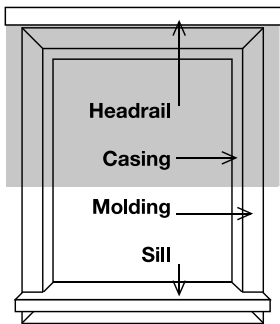
Headrail Location — Proposed Headrail Location — or
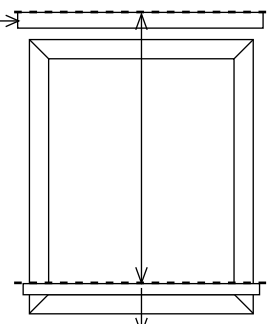
Height

❶ **Measure Width:** Measure width to be covered. We recommend 1½" overlap on each side of the window (3" total) for optimum light control and privacy. Record measurement.

❷ **Determine Headrail Location:** Determine if headrail will be on or above molding and mark spot.

❸ **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 makes NO deductions on outside mount installations.

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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 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 and/or length is taken at the manufacturer to allow for proper operating clearance, and this causes a small gap on each side of the 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.
- The amount of stack varies by product.

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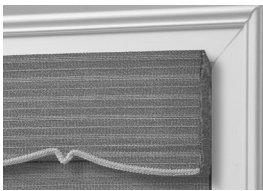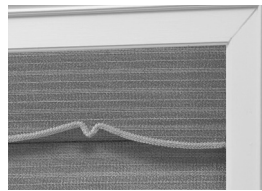
Hide Window Trim
- Outside mount treatments can easily hide unattractive window trim.

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 can be ordered if needed to clear frame or molding.

Inside Mount Window Casing Minimum Depth Requirements

Type of Shade	Headrail Dimensions (inches)	Minimum Depth Mount (inches)	Flush with Casing (inches)
Standard, Old Style, and Looped Roman Bottom Up/Top Down	$\frac{5}{8}$ x $1\frac{1}{2}$		$2\frac{7}{16}$
Cordless Lift	$1\frac{1}{2}$ x $2\frac{1}{8}$	$\frac{3}{4}$	$4\frac{1}{4}$
Continuous-Loop Lift Motorized Lift	$\frac{5}{8}$ x $2\frac{1}{4}$		$3\frac{3}{16}$
Turned Headrail	$1\frac{1}{2}$ x $\frac{5}{8}$		$1\frac{5}{8}$ standard Roman 1 old style Roman

Partially recessed valance in window casing/molding

Fully recessed valance in window casing/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 & Options to consider:

☐ Corded

☐ Cordless

☐ Bottom Up/Top Down
(Cellular, Pleated, Roman, and Natural Shades)

☐ Sun Up/Sun Down
(Cellular & Pleated Shades only)

☐ 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
(Cellular, Pleated, Roman, and Natural Shades)

☐ Sun Up/Sun Down
(Cellular & Pleated Shades only)

☐ 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
(Cellular, Pleated, Roman, and Natural Shades)

☐ Sun Up/Sun Down
(Cellular & Pleated Shades only)

☐ Cornice:_____

☐ Valance:_____

☐ Other:_____

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