

If you would like to measure your windows, please read and follow these instructions carefully. Measurements can't be changed once your order has been placed, and since each product will be made to your exact specifications, mistakes are costly. Please call one of our Customer Care Representatives if you have any questions at 800-800-3329.

We strongly recommend a free, in-home consultation with a professional 3 Day Blind Design Consultant, which includes free measuring. We can find a solution for almost any window covering need including specialty shapes and odd sized windows. Same day appointments are often available. Call 800-800-3329, or go to [3dayblinds.com](http://3dayblinds.com) to schedule an appointment. Professional installation services are also available in most areas.

## Getting Started

You will need a steel tape measure. To keep organized, write your measurements on our *Window Measurement Worksheet*.

Window measurements are always width by height. For instance if a window is 24" wide by 36" tall, it would be written 24" x 36".

## Step 1: Choose Inside or Outside Mount



### INSIDE MOUNT

When possible, most people prefer an Inside Mount, where the window treatment is mounted inside the window frame, because it provides a customized, tailored look, and leaves decorative molding exposed. To determine if your window frame has the depth required to mount the window treatment you've chosen, refer to the *Quick Reference Guide For Measuring*.



### OUTSIDE MOUNT

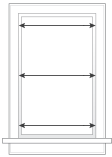
An Outside Mount should be chosen if there is not enough mounting depth for your blind or shade in the window frame. Other reasons to choose an Outside Mount include making a window appear larger, allowing the product to stack above or to the side in order to provide an unobstructed view, or maximizing privacy by eliminating light gaps.

## Step 2: Measuring

### MEASURING FOR AN INSIDE MOUNT

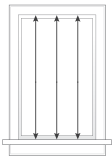
Please read this entire section before placing your order.

When measuring, record the exact window dimensions to the nearest  $\frac{1}{8}$ ". Deductions will be taken in manufacturing, so that your product will fit properly in your window.



### MEASURE THE WIDTH

Measure across the top, middle and bottom of the window. Record the narrowest measurement, rounding down to the nearest  $\frac{1}{8}$ ".

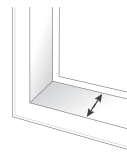


### MEASURE THE HEIGHT

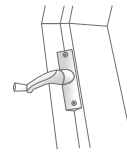
Measure the height at the center and both sides of the window. Record the measurement indicated below. Use the longest measurement for all products except Horizontal Sheers, Vertical Blinds and Sheer Verticals where you will want to record the shortest measurement.

### INSIDE MOUNT CHECKLIST

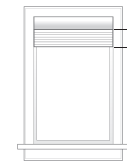
If your window opening does not meet the following criteria, proceed to the section on measuring for Outside Mount.



- Is there enough mounting depth in the window frame? See *Quick Reference Guide For Measuring* for mounting depth requirements, where Minimum and Flush Depths are provided.



- Are there any obstructions, such as window handles, that will interfere with operation of your window treatment?



### STACK

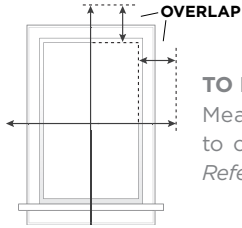
- Will the product stack obstruct your view in a way that is unacceptable when your blind and shade is open? See *Quick Reference Guide For Measuring* where Approximate Stack information is provided.

**PLEASE NOTE:** If you specify inside mount, your blind or shade will be made slightly smaller than the window opening, to allow for operating clearance. Therefore, there will be small light gaps along the vertical edges of your window treatment. Most light gaps will be  $\frac{1}{8}$ " to  $\frac{1}{4}$ " on each side. Inside mounted Roller Shades will have a  $\frac{1}{2}$ " light gap. If light gaps are objectionable, choose an Outside Mount.

## MEASURING FOR AN OUTSIDE MOUNT

Please read this entire section before placing your order.

Your window treatment will be made to the exact size that you specify. In some cases, portions of the product, such as the fabric portion of a Roller Shade, will be up to 1" narrower than the operating mechanisms.

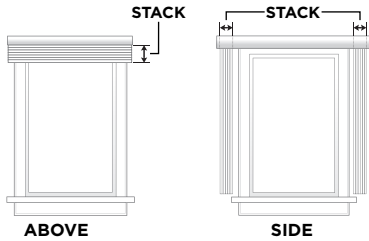


### TO MEASURE WIDTH AND HEIGHT

Measure the width and height of the area you want the blind or shade to cover, including overlaps on the top, bottom and sides. See the *Quick Reference Guide For Measuring*, for Outside Mount Recommended Overlaps.

## OUTSIDE MOUNT CHECKLIST

- Are there any obstructions, such as door handles or molding? Specify extension brackets when ordering which will move your product out and away from the obstruction. See *Quick Reference Guide For Measuring* for the Maximum Clearance with Extension Brackets for each product.
- Protruding window sill? If you want your blind or shade to rest on the sill, add overlap to the top only. See *Quick Reference Guide For Measuring* Outside Mount Recommended Overlaps section, under the Height, With Sill or Floor Length section.

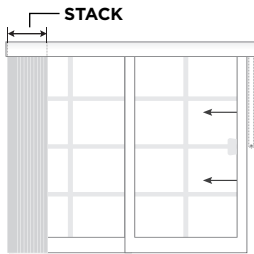


- If you want your window treatment to stack above or to the side of the window or door opening, add the width or height of the stack to your measurement. See *Quick Reference Guide for Measuring*, Approximate Stack section for measurements.

- Multiple Windows in the same room? For a uniform look, add the same overlaps for all windows.

## TIPS FOR DOORS

### SLIDING GLASS DOORS



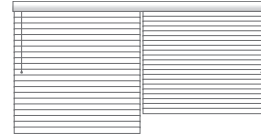
A Vertical Blind with a reverse draw is a good choice. The blind opens away from the end with the controls, allowing operation near the opening, and stacking that will not obstruct entry and exit.

## FRENCH DOORS

Order hold down brackets to keep product in place when opening and closing doors.

## Step 3: Additional Tips

### 2-ON-1 HEADRAIL



Large windows? Consider the 2-on-1 headrail option, where instead of one large window covering you have two on the same headrail, each with their own operating mechanisms.

Decide where you want the division to be between the two window coverings, then take the following 3 measurements:

### INSIDE MOUNT

- Width and height of the entire window.
- Width from the left side of the window to the center point between where the two window coverings will meet.

### OUTSIDE MOUNT

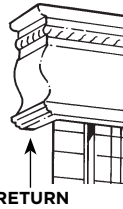
- Width and height of the area you want the blind or shade to cover, including overlaps on the top, sides and bottom.
- Width from the edge of where the left hand side overlap will start, to the center point between where the two window coverings will meet.

## Step 4: Adding a Wood Cornice Over Your Blinds or Shades

Please read this entire section before placing your order.

### INSIDE MOUNT

For mounting your Cornice over an Inside Mounted blind or shade, order the Cornice a minimum of 3" wider than the width of window opening.



- If you are mounting the Cornice over a window covering which is flush with the window frame, order a 2" return.
- If you are mounting the Cornice over a product mounted with the minimum depth required, order a 3" return.

### OUTSIDE MOUNT

For mounting your Cornice over an Outside Mounted blind or shade, order the Cornice the same size as the window covering. Production will automatically add 1" in width to the Cornice so it fits properly over the product. To determine the correct return depth, see the *Quick Reference Guide For Measuring* and refer to the Flush Depth Requirement or Outside Mount Projection section measurements. Add 2" to the Outside Projection measurement to determine the depth of the return.

## Step 5: Ordering

You can place your order in-home with a 3 Day Blinds Design Consultant by calling 800-800-3329 to schedule a free design consultation. We also accept orders on our website, 3dayblinds.com, or by phone at 800-800-3329.