

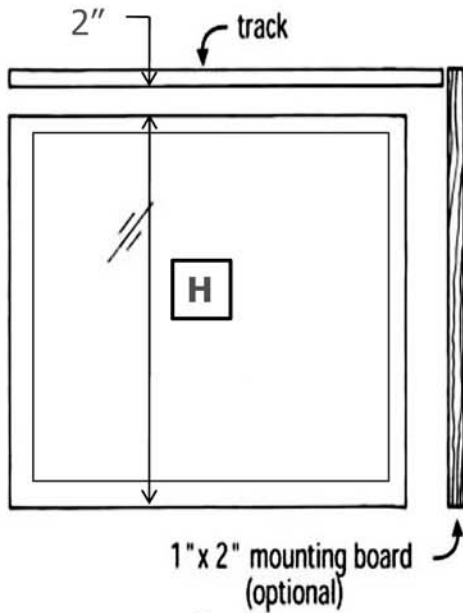
Functional Art Insulated Window Treatments

Measuring Form for Side-Draw Shades

Fill out one form for each window or door you'd like a **Side-Draw shade** for. Use the standard form for others.

Name: _____

This is window no. _____ of _____ (total number you are requesting quotes for, including other styles).



Step 1 - Measure Height of the Window or Door

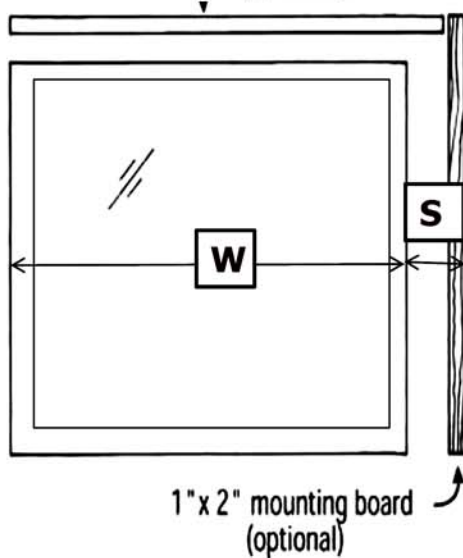
Measure the height (H) of the window/door from the top of the upper trim to the bottom of the lower trim or desired length of shade.

Enter your window/door height here (in inches) _____

Important! Add 2" to the above measurement (1" to accommodate the track, and 1" space below the track for the carriers to move freely).

Plus required track space 2"

Enter your adjusted height here



Step 2 - Measure Width of the Window or Door

Measure the width (W) of the window/door including trim.

Enter your window/door width here (in inches) _____

Step 3 - Determine the "Stack" Area Required

Use this chart to estimate stack width needed.

Note: When installing center draw shades use single stack depth for each side. For example, a 6' center draw will have a 7" stack on each side.

Width (W)	Stack Depth
3ft	7"
4ft	8"
5ft	9"
6ft	10"
7ft	11"
8ft	12"
9ft	14"

Enter the stack depth required for your window/door here _____

Enter the adjusted width here (width plus stack depth)

Thank you for your interest in our products.

Please continue to page 2

Functional Art

7 Prospect Street
Chester MA 01011

(413) 354-2320

www.artwithanrvalue.com
artwithanrvalue@gmail.com

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Page 2 of window no. _____ of _____

Step 4 - Determine which direction the shade should open towards

Check the walls around the window or door for light switches, wall outlets, or other items that may interfere with the shade opening in that direction.

Once you've determined which side the stack should be on, please check the appropriate box below.

Stack on left

Stack on right

Stack on both sides (double Side-Draw)

Please provide your contact information, etc.

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell: _____

E-Mail: _____

Window Location: _____ (for example, Master BR #1)

Photos are very helpful. If you include photos, please identify which window is pictured (i.e. "living room", bedroom" etc).

Notes:

Thank you for your interest in our products.

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