Calico offers and recommends our professional measuring and installation services to ensure your window treatments are a perfect fit without you having to lift a finger! Measurements completed by you will help us provide you with a more accurate preliminary quote for your projects. Final quote may change when measurements are confirmed.

## MEASURING TIPS:

1. Use a metal measuring tape, not a ruler or cloth tape measure. Write your measurements in the spaces provided and double-check them! Measure to the nearest $1 / s^{\prime \prime}$.
2. Measure all windows, even if they appear the same size. The differences may surprise you. Note the location of each window, using multiple forms as needed.
3. If multiple windows are in close proximity to each other, note the space between the windows.
4. When measuring length to floor on carpeted areas, place a piece of thin cardboard or firm paper on deep carpet for a more accurate measurement.
5. *If using existing hardware:

- For decorative traverse rods or rods with rings, length measurement should be from bottom of ring.
- For Rod Pocket treatments, provide diameter of rod.
- For standard (non-decorative) traverse rods, and rod pocketed treatments on decorative or utility rods, length measurement should be from top of rod.


HORIZONTAL MEASUREMENTS
A: LEFT WALL SPACE
B: OUTSIDE WINDOW WIDTH
C: RIGHT WALL SPACE
D: SILL WIDTH

## VERTICAL MEASUREMENTS

E: TOP OF FRAME TO CEILING/CROWN
F: TOP OF FRAME TO SILL
G: TOP OF FRAME TO APRON
H: TOP OF FRAME TO FLOOR
I: TOP OF FRAME TO CHAIR RAIL
IF USING EXISTING HARDWARE
Does the rod have rings? Yes / No
J: BOTTOM OF RING TO FLOOR
(or desired length)
K: TOP OF ROD TO FLOOR*
L: BRACKET WIDTH


M: BRACKET PROJECTION

The measurements completed by you will help us provide a quote for your project. To ensure the perfect fit, Calico recommends a professional measure and installation (if required). If you decline a professional measure, Calico will not be responsible for altering any product if it is made according to customer specifications.
$\square$ I DECLINE A PROFESSIONAL MEASURE AND ACCEPT RESPONSIBILITY IF MY OWN MEASUREMENTS ARE USED AND ARE INCORRECT.

Signature:
Date:

