



Measuring and Maintenance Information

Accurate measurements are essential to ordering Regency Roller Shades. It is important to utilize a metal tape measure and a level. When taking measurements please round all measurements to the nearest 1/8 inch. Blinds can be installed inside window frame or positioned outside of window frame.

Measuring for Inside Installation (IB)

For blinds to be installed inside the window frame, it is important to check for obstructions such as alarm systems, window cranks, etc. that will interfere with the blind operation.

Width: Measure the exact distance between the inside of the window frame on one side to the inside frame of the other side. Measure in three locations and take the narrowest of these measurements to the nearest 1/8". Measure the diagonal of the window to confirm that the window is square. If the window is out of square by more than 1/4", you may want to consider an outside mount to ensure the blind rolls straight when installed. Factory will make necessary deductions if ordered as a tight measurement.

Length: Measure from the top inside surface of the window frame to the top of the window sill. Measure the length down to point where blind is to reach. Factory makes blind to length dimension ordered with the tolerances of plus or minus 1/8".

Please Note: Fabric width will be 1 1/8" to 1 1/4" less than hardware.

Measuring for Outside Installation (OB)

Before taking any outside measurements, determine the area the blind is to cover. It is important to check for obstructions such as alarm systems, window cranks, etc. that may interfere with the blind operation.

Width: Lightly mark with a pencil, the desired bracket locations (outer ends of blinds). Measure the width at the level where the brackets will be installed. Be sure the width dimension includes a minimum of 3" overlap at each side of window to ensure privacy.

Length: Measure the distance from the desired bracket position to the point where the bottom of blind will extend. Be sure to allow a minimum of 3" overlap at both top and bottom of window to ensure privacy. Factory makes blinds to length dimension ordered with the tolerance of plus or minus 1/8".

Care and Maintenance

Dusting: Regular light dusting with a feather duster is all the cleaning that is needed in most circumstances.

Vacuuming: Use the soft brush head of the vacuum cleaner on low setting for a more thorough dust removal.

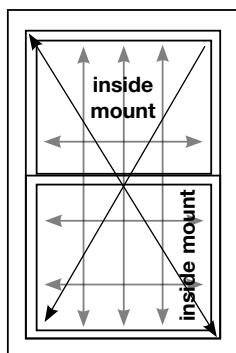
Spot Cleaning:

- Prepare a solution of lukewarm water and mild detergent if needed.
- Dampen a clean cloth or towel in the solution and wring thoroughly.
- Dab the spot with the dampened cloth until spot is removed. Do not rub or soak the fabric.
- Allow the shade to dry in completely lowered position.

Spot-cleaning may result in cleaner areas.

Notes: Certain light fabrics should not be vacuumed or spot-cleaned.

Measuring Information



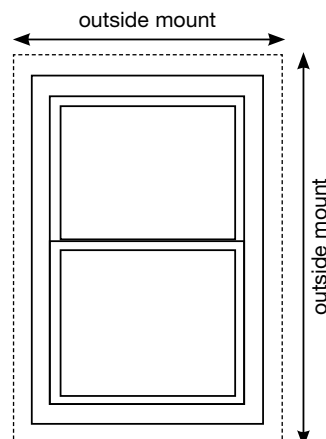
Inside Mount:

Width

Measure the smallest inside width. Measure the diagonal to confirm that the window is square.

Length

Measure the length of the window sill from the top of the opening to the bottom of the sill.



Outside Mount:

We suggest a minimum of 3" overlap on each side of the window to provide good coverage.

Width

The exact width for the blind after you have added for overlaps.

Length

Use the length from the top of the blind to the bottom of the shade after you have added for overlaps.