



## How to measure your windows for a roller blind

The following document will assist you in measuring your window to hang a roller blind. It will help you determine if you want a **Recess Mounted Blind** or a **Face Mounted Blind**, as well as guide you through of all the finishing options to create your perfect blind.

### Things to know before we begin

Make sure you have the right tools to measure your windows:

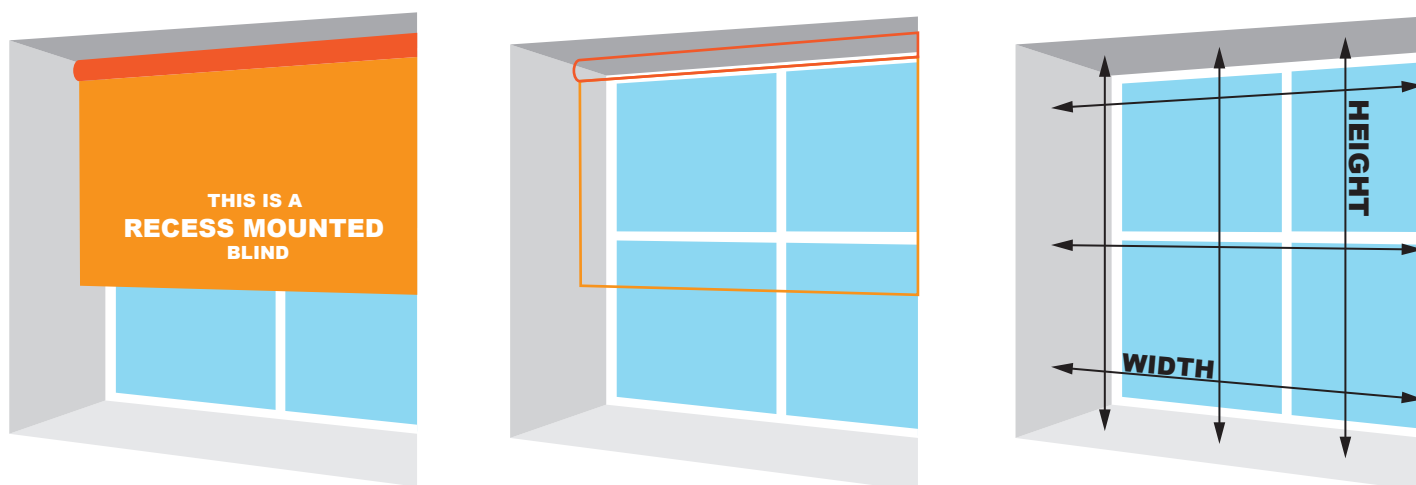
- A metal tape measure
- Pen & paper
- A print out of the **Measurements & Order Form** (Page 5 of this doc)

Always write down the measurements: Width X Drop. Take care not to mix these up. Measurements should always be provided in millimetres.

Use the order form to record the measurements for each blind you require. Measure all windows as there may be slight variations from window to window.

# How to measure for a 'Recess Mounted' Blind

These instructions are for fitting a blind that will sit inside the recess of your window frame. To begin with, make sure you have enough depth to mount the blind inside the frame. A depth of 60mm will be sufficient to fit the blind mechanism.



1

Using your metal tape measure, measure the width of the recess area where the blind will sit. Measure the top, middle and the bottom of the space. Record the narrowest measurement in millimetres.

2

Take note if there are any obstructions within the recess area that the blind could hit on the way down. Such as mounted tiles on the sides of the recess area. If there is any, take the measurement from within this area.

3

Next measure the height of the recess area, from top to bottom. Do this on both sides and the middle. Record the smallest measurement in millimetres.

4

Decide if you want the chain on the left or right side of the blind. This is when viewed from the inside of the room, looking at the blind. See Page 4 to choose your finishing options.

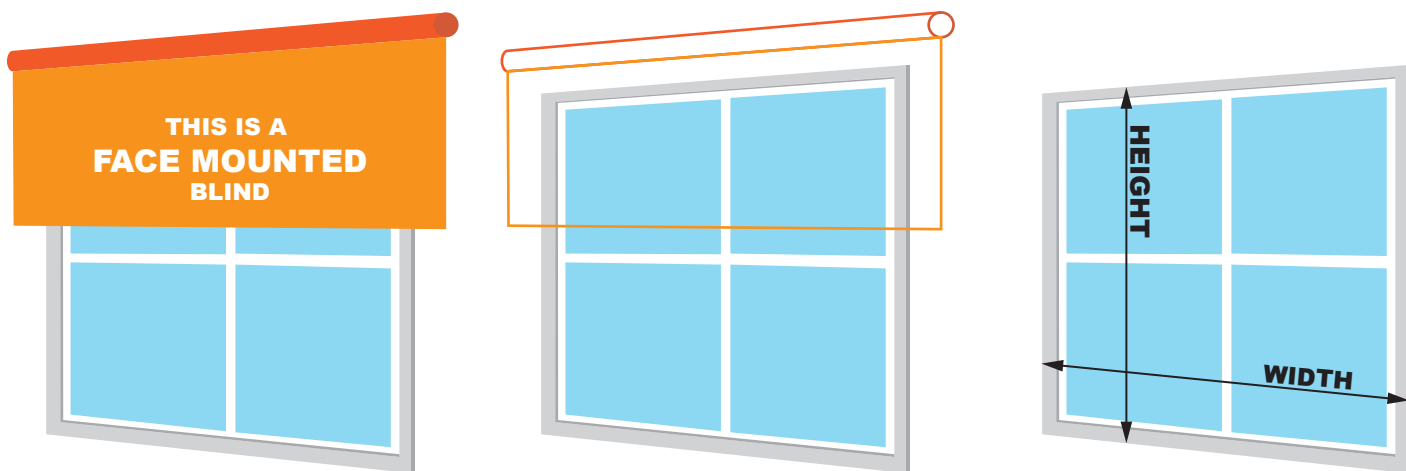
All roller blinds use fixtures which extend slightly beyond the actual width of the blind. So, if your roller blind is going to be Recess Mounted, the actual width of the fabric blind will be slightly narrower (approximately 35mm) than the width measurement you give us, in order to allow for fitting and smooth operating of your roller blind within the window recess.

**You do not need to make any adjustments to the width or length of your blind measurements. We will make all the necessary adjustments for you based on your measurements of the window.**

**If you are unsure of anything, please don't hesitate to call & speak to our friendly staff on (03) 9696 4991**

# How to measure for a 'Face Mounted' Blind

These instructions are for blinds mounted outside the window frame on the wall or trim, and cover the window moulding. Select this option if the window is not deep enough to accommodate a recess mount.



## If there is an architrave (timber frame) around your window.

- 1 Measure the width from the outer edge of the timber architrave to the opposite edge. This means your blind will mount onto the architrave.
- 2 Measure the drop from the top of the architrave to where you want the blind to finish at the bottom.
- 3 Decide if you want the chain on the left or right side of the blind. This is when viewed from the inside of the room, looking at the blind. See Page 4 to choose your finishing options.

## If there isn't an architrave around your window.

- 1 Using your metal tape measure, measure the width of the window opening. Then add 200mm to this measurement. This means the blind will be 100mm wider than the window opening on both sides and will mount to the wall.
- 2 Measure the height of the window opening. Then add 200mm to this measurement. This allows the blind to sit 100mm higher than the window opening and drop 100mm lower than the windows bottom edge.
- 3 Note, if there is a bottom sill that the blind will sit on, then you only need to add a total of 100mm to the height of your blind. Not 200mm.
- 4 Decide if you want the chain on the left or right side of the blind. This is when viewed from the inside of the room, looking at the blind. See Page 4 to choose your finishing options.

# Finishing options to choose from

Now that you have measured your windows, its time to choose how you want your blinds to be finished. Work your way through the following items to finalise the styling of your blind. Use the order form on the following page to fill out your blind order.

## 1 Chain Type & Colour

Select one of the following chain types



Stainless Steel



Nickel



White Plastic



Barley Plastic



Silver Grey  
Plastic



Black Plastic

## 2 Colour of Blind Fixings

Choose what colour you want the base rail, bracket & winder fixings to be.



White Plastic



Barley Plastic



Silver Grey  
Plastic



Black Plastic



## 3 Chain Operated or Motorised

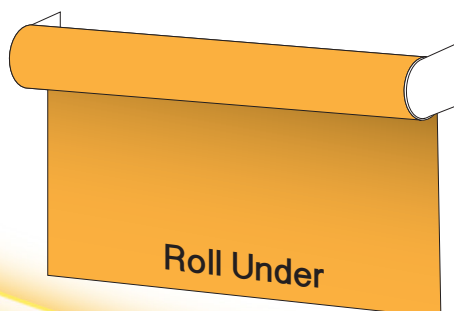
Choose to operate your blinds by chain, or opt for a motorised blind that will go up and down at the touch of the button.

## 4 Chain Left or Right

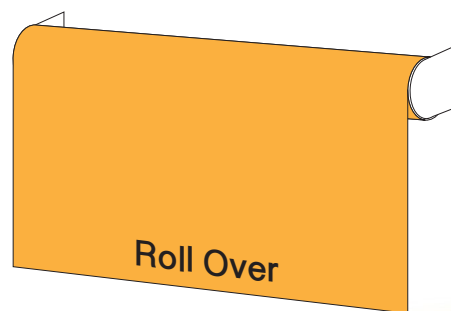
When looking at the blind from inside the room, which side would you like your chain winder to be on?

## 5 Roll Over or Roll Under

When looking at the blind from inside the room, would you like the blind to **Roll Under**, which means the blind will roll backwards, and be as close to the window pane as possible, or **Roll Over**, which comes over the top of the roll and down the front. This means the blind will be further away from the window. See the diagrams below.



Roll Under



Roll Over

# Measurements & Options Form

Once you have completed this form, please send a copy to [info@galleryblinds.com.au](mailto:info@galleryblinds.com.au)



Company	Contact	Phone Number	Email	Order Date

	Blind Description	Width	x	Drop	Material	Recess or Face Mount	Chain or Motorised	Chain Left or Right	Roll Over or Roll Under	Additional Comments
	<i>(Example) Lounge</i>	<i>1800mm</i>		<i>2100mm</i>	<i>Blockout</i>	<i>Recess</i>	<i>Chain</i>	<i>Left</i>	<i>Roll Over</i>	
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										

Chain Type & Colour

Colour of Blind Fixings

Notes

If you are unsure about anything to do with measuring or ordering your blinds, please don't hesitate to call and speak to our friendly staff on **(03) 9696 4991.**