

Window Measurement

Property: _____
 Name & Phone no: _____

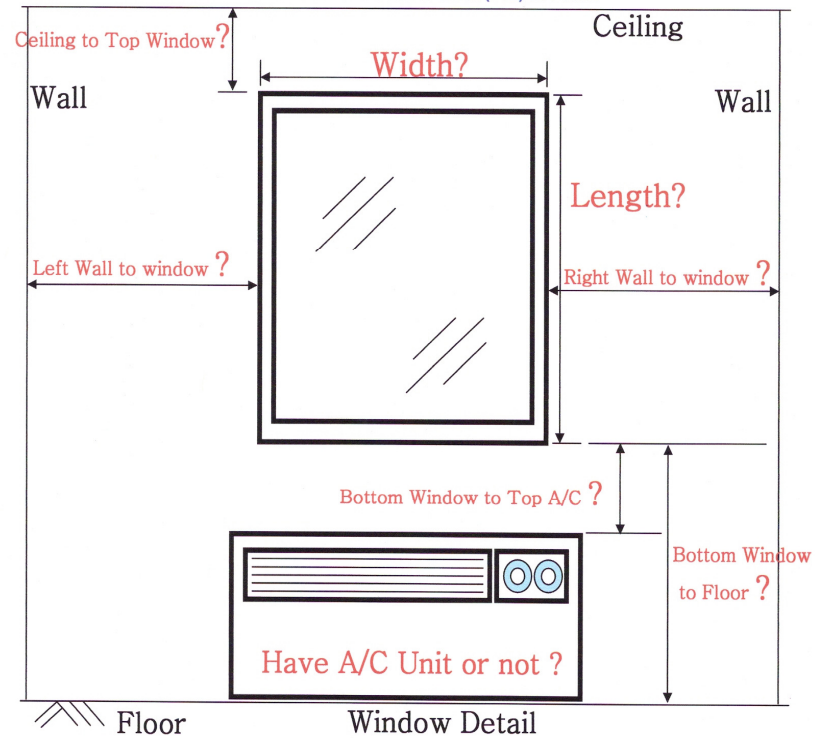
Date: _____

unit: inches

Location	window type	Quantity of window	Window size		Height from Ceiling to top of window	Height from bottom of window to top of A/C unit	Height from bottom of window to floor	Width from left wall to window	Width from right wall to window
			Width	Length					
Guestroom									
Breakfast area									
Meeting room									
Corridor									
Lobby									
Fitness									
Pool									
Laundry room									
Stair									

Total windows 0

Location	Window treatment type (please check one type for each room)					
	Pinch Pleated Drapery (cover window only)	Pinch Pleated Drapery (cover Wall to Wall)	Stationary Side Panels	Fabric Shade	Wood Blind	No window Treatment
Guestroom						
Breakfast area						
Meeting room						
Corridor						
Lobby						
Fitness						
Pool						
Laundry room						
Stair						



Measure Sheet

Who Measured _____

Property Contact or Maintenance Person _____

Date Measured _____

Contact or Maintenance Person Phone Number _____

Property Information

Property Name _____

Address _____

City _____

State _____

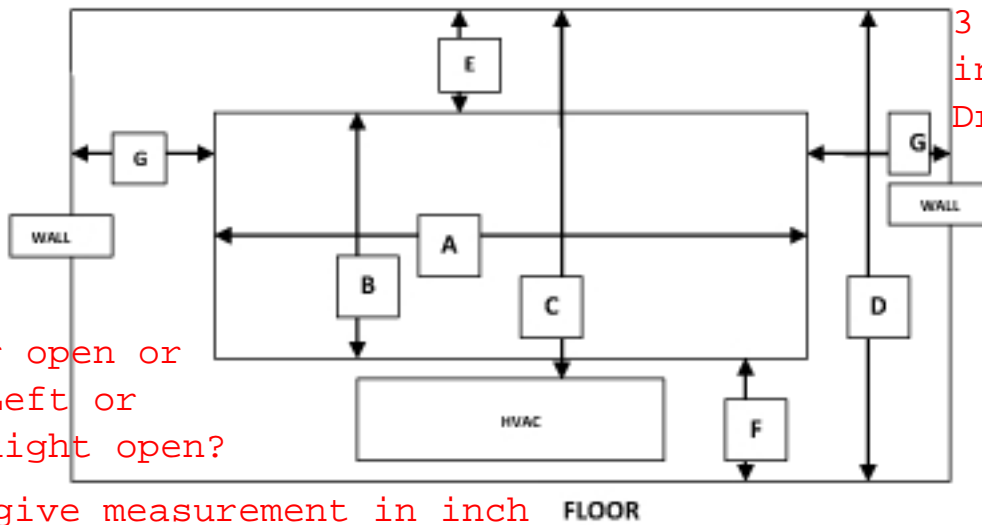
Zip _____

Phone Number _____

1. Quantity = ____ windows

2. Ceiling mount or wall mt?

3. need to included Drapery rods?



4. Center open or One-way Left or One-way Right open?

*Please give measurement in inch

FLOOR

(A) Window Width

(B) Window Length

(C) Length from Ceiling to HVAC

(D) Height from Ceiling to Floor

(E) Height from Ceiling to Top of Window

(F) Height from Bottom of Window to Floor

(G) Left Wall

(G) Right Wall

Installer Instructions

Suggested Rod Width _____

Suggested Drapery Length _____

Additional Instructions _____

Office Use - Filled Out After Measure

Rod Width _____

Dimension of Valance _____

Blackout & Sheer Dimensions _____

Blackout & Sheer Dimensions _____