

## Head Rail Measurement Reference Guide

Please keep the following hardware measurements in mind when measuring for and installing Encore and Signature Collection Cellular and Pleated Shades.

### Universal Hardware System Head Rail

Depth:  $1\frac{7}{16}$ "  
Height:  $\frac{1}{2}$ "

### Universal Deluxe Hardware System Head Rail

Depth:  $1\frac{7}{8}$ "  
Height:  $\frac{1}{2}$ "

### Omni-Rise Continuous Cord Loop System Head Rail

Depth:  $1\frac{11}{16}$ "  
Height:  $1\frac{5}{16}$ "

### Chordless Child Safety System Head Rail

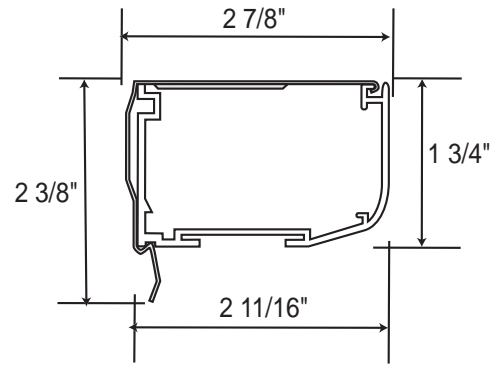
Depth:  $2\frac{11}{16}$ "  
Height:  $1\frac{3}{4}$ "

### Chordless Ultra Cordless Hardware System Head Rail

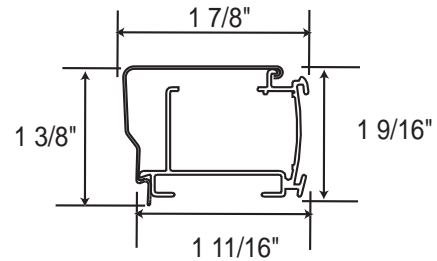
Depth:  $1\frac{11}{16}$ "  
Height:  $1\frac{9}{16}$ "

### Soprano Skylights and Greenhouses Head Rail

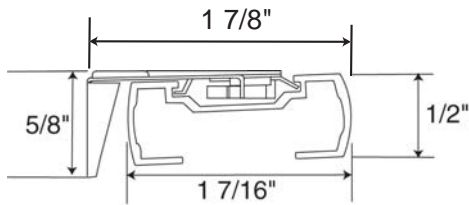
Depth: 2"  
Height:  $1\frac{5}{8}$ "



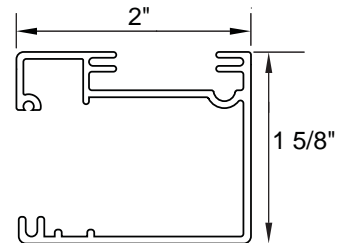
**Chordless Child Safety System Head Rail**



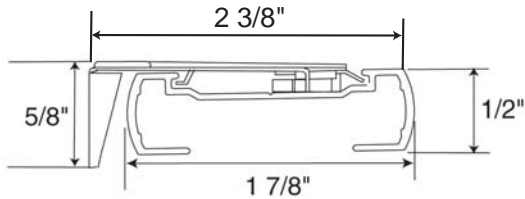
**Chordless Ultra Cordless System Head Rail**



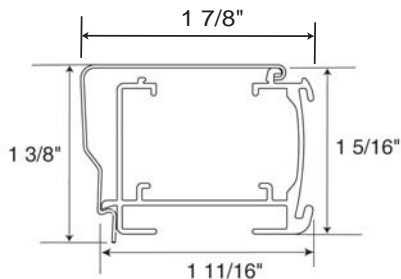
**Universal Hardware System Head Rail**



**Soprano Skylights and Greenhouses Head Rail**



**Universal Deluxe Hardware System Head Rail**



**Omni-Rise Continuous Cord Loop System Head Rail**

**Finished Dimensions for all shades except Ovation Cellular Sliders**

**Inside Mount**

- Fabric will measure ordered width less: 3/8"
- Head Rail\* will measure ordered width less: 3/16"

**Outside Mount**

- Fabric will measure ordered width
- Head Rail\* will measure ordered width plus: 3/16"

**Exact (End Cap to End Cap)**

- Fabric will measure ordered width less: 3/16"
- Head Rail\* will measure ordered width

\* Head Rail Measurements include end caps.  
Width and Length Measurements may vary +/- 1/8"

**Finished Dimensions for Ovation Cellular Sliders**

**Inside Flush Mount**

**Track Width:**

- Right or Left Stack 3/16" less than ordered width
- Split Stack 3/16" less than ordered width
- Center Stack 3/16" less than ordered width

**Finished Slider Length:**

1/2" less than ordered length

**Valance:**

3/16" less than the ordered width

**Outside Mount**

**Track Width:**

ordered width

**Finished Slider Length:**

ordered length - **No deductions will be made.**

**Valance:**

ordered width plus 1 1/4"

**Valance returns:**

will measure 3 1/8" (standard)

**No Charge Options**

- Special Cord Lengths
- Hold Down Brackets
- Spacer Blocks
- Extension Brackets
- Cord Cleats
- Side Mount Brackets\*

\* Side mount brackets can only be used with standard rectangular, Duofolds, Day-Night and specialty shades. Other hardware systems utilize extension brackets to mount shades. See page 92 for recommended side mount methods.

**Cut Outs**

Cut-outs are available with all cellular fabrics except Perfect Pitch. Cut-outs are \$137.00 per side and are subject to approval by the Comfortex Technical Service department.

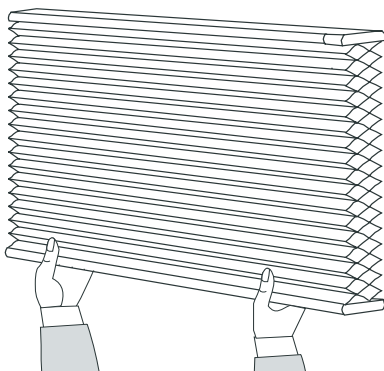
There are no limits on cut out lengths. There are limits on cut out widths:

- Cellular shade widths 18" or less 3" maximum width
- Cellular shade widths greater than 18" 5" maximum width
- Pleated shades 2" maximum width

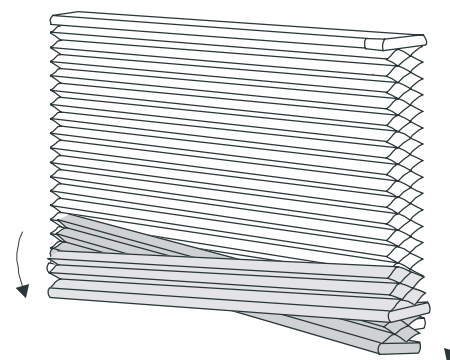
**Easy Equalization (EZ-EQ) Method**

All Comfortex Cellular Shades built with the Standard Rectangular, Duofold and Omni-Rise hardware are fabricated with the EZ-EQ method. Pleated and Perfect Pitch shades do not use this method.

EZ-EQ uses a continuous cord inside the shade, which allows easy leveling of the bottom rail. If a shade should require equalization adjustment, follow the method below.



Stand in the center of the shade and grasp the bottom rail with both hands. **DO NOT PULL DOWN ON AN OMNI-RISE BOTTOM RAIL.** For cord-lock operated shades, give the bottom rail a slight tug. This will fully engage the cord-lock.



Position the bottom rail as desired, by pulling down on the side that is too high.

## General Information

### Width Limit for Side Mount Brackets

Comfortex recommends a 48" width limit on shades installed with side mount brackets.

### Required Mounting Surface for Side Mounting Shades with Universal Hardware:

#### Standard Rectangular

- Minimum Side Mount Surface:  $1\frac{1}{8}"$
- Minimum Flush Side Mount Surface:  $1\frac{5}{8}"$

#### Omni-Rise

- Minimum Side Mount Surface: 1"
- Minimum Flush Side Mount Surface: 2"

#### Chordless

- Minimum Side Mount Surface: 1"
- Minimum Flush Side Mount Surface:  $2\frac{7}{8}"$

#### Chordless Ultra

- Minimum Side Mount Surface: 2"
- Minimum Flush Side Mount Surface: 2"

### Required Mounting Surface for Side Mounting Shades with Universal Deluxe Hardware:

#### Standard Rectangular

- Minimum Side Mount Surface:  $1\frac{3}{8}"$
- Minimum Flush Side Mount Surface: 2"

#### Omni-Rise

- Minimum Side Mount Surface:  $1\frac{3}{8}"$
- Minimum Flush Side Mount Surface: 2"

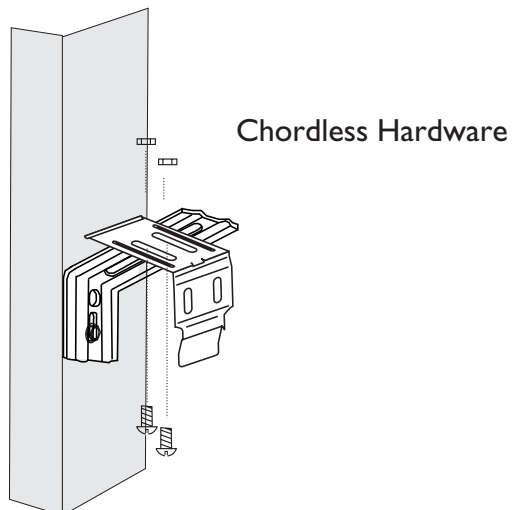
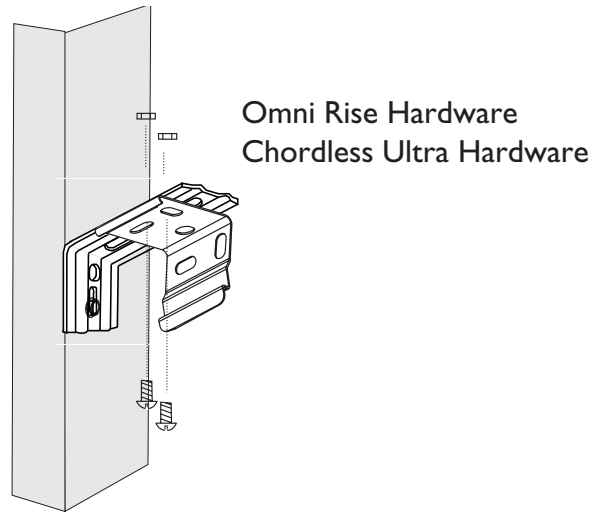
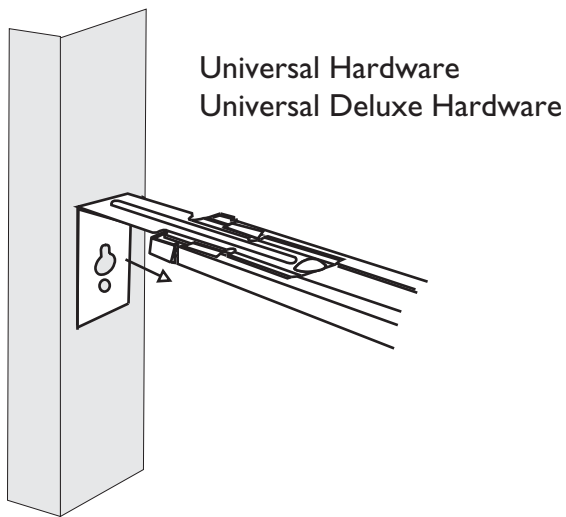
#### Chordless

- Minimum Side Mount Surface: 1"
- Minimum Flush Side Mount Surface:  $2\frac{7}{8}"$

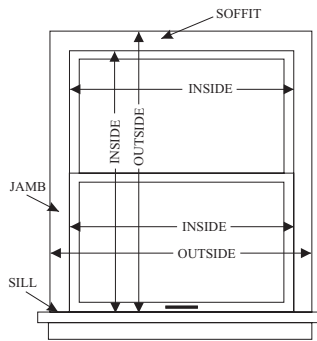
#### Chordless Ultra

- Minimum Side Mount Surface: 1"
- Minimum Flush Side Mount Surface:  $1\frac{7}{8}"$

### Recommended Mounting Methods for Side Mounting Shades



## Measuring Instructions



### Inside Mount

Use a steel tape to measure the opening at three different places, and use the narrowest dimension when ordering. Be exact! The factory will make the shade  $\frac{3}{8}$ " narrower so it will not rub against the window casing. Measure the height of the window from the top (soffit) down to the sill.

### Outside or Ceiling Mount

Use a steel tape to measure the exact height and width of the area to be covered. It is recommended that the shades overlap the window by at least  $1\frac{1}{2}$ " on each side. When installation has no sill, allow the shade to overlap the bottom of the window casing by at least  $1\frac{1}{2}$ ". Shade fabric will measure width indicated on the order form.

## Measuring for Specialty Shades

Templates are required with some specialty shade and blind orders. **Please consult the individual product sections of this guide for specifics regarding accurate measurements and mounting information.**

### Arches and Quarter Round Circles

- Measure the window height and width appropriately for an inside or outside mount.
- With perfect arches, the height will be one half the width. With perfect quarter rounds, height will equal width. If the arch or quarter round is perfect, a template is **not required**.
- Windows with imperfect arch measurements do not maintain the height/width relationship. Templates **are required** for these windows.

### Trapezoids

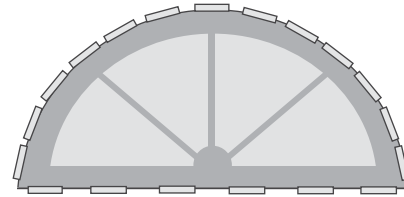
- Either the top or bottom of the shade is sloped or angled.
- Measure all four sides for accurate fabrication. Provide all measurements. Templates are **not required** for trapezoids.
- Measure the inside of the window for inside mounts.
- For outside mounts, remember to add the desired amount of overlap.
- The slope angle must be measured with a protractor. Slope is the angle between slope and a horizontal line. The maximum slope is 30 degrees.

### Octagons

- Templates **are required** and must be cut out of brown craft paper.
- Measure the window height and width appropriately for an inside or outside mount. Be sure to measure the width at the shade's widest point.
- Be sure to provide the width, length and the length of one side when ordering.

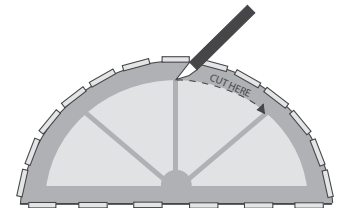
## Making the Perfect Template

Tape brown craft paper over the window opening. Be sure to allow plenty of overlap and check to see that the paper is smooth and pulled taut. Do not use newspaper as the ink can rub off on fabric. Do not use paper that has been folded. Notice the outline of the framework superimposed on the template as the light filters through the window. You may create the template in one of two ways:



Trace the outline of the window with a pencil and continue along the side of the window frame. Once the window is completely traced, remove the craft paper from the window. Cut out the traced shape with a pair of scissors.

You may choose to skip tracing the window outline with a pencil and cut out the shape immediately with a razor knife.



Once your template is cut, double check its width and height with your initial measurements. **Test the template by placing it in the window.** Check for light gaps, uneven cutting of curves etc. Trim or remake if necessary.

With arch top shades, fold the template in half. Check the outline of the curve for smoothness, light gaps and curve continuity. Place the template in the window and check it for light gaps or uneven cutting of curve. Trim or remake it if necessary.

On the front of the template, mark the shade measurements along with your company name, account number, sidemark, shade style and color. Be sure to indicate inside or outside mount, the room side and which ends of the template are top and bottom. Do not take any deductions on inside mount shades. The factory will make all necessary allowances for inside mounts.

**Remember:** The quality of the finished shades depends heavily on the quality of the template supplied. Do not hesitate to remake a template if you feel uncomfortable of the quality of your first attempt.

**Template Kits:** Comfortex offers template kits which includes brown craft paper, razor knife, instructions and order form. Please contact Customer Service or visit [www.comfortex.com](http://www.comfortex.com) to order. Stock number: 751000

## General Information

### Cellular and Pleated Shade Features at a Glance

Many Comfortex Cellular Shades share common features and benefits.

- Originally created as a solution to excessive heat loss or gain in greenhouses and solariums, Comfortex Cellular Shades are energy efficient and provide comfort in all seasons and climates.
- By using high-tech plastics, polycarbonates and ceramics, Comfortex window shades are the only line of cellular products designed to be fully washable and submersible.
- Durable, washable, dust resistant and light diffusing - our non-woven polyester cellular fabrics are a balance of dynamic form and life lasting function.
- Select what meets your creative desire for every room in your home knowing that all our light filtering cellular fabrics are pure white to the outside.
- Color coordinated components and rail flatters the total look of your windows by maintaining focus on what's important - your shades.
- Patented and functional, the Universal cordlock is fully submersible lock pulls to the inside or the outside to raise and lower the shade.
- Superior strength, unaffected by heat, less obtrusive than plastic and requiring no screws to mount to the rail, Comfortex low profile mounting brackets are the only standard cellular shade to use stainless steel, front load brackets.
- In addition to superior insulation, Comfortex window shades eliminate virtually 100% of the ultraviolet light that can destroy the texture and color of your valuable home furnishings - yet our colors never fade.
- Comfortex Ovation allows Baritone ¾" Single Honeycomb Cellular Fabrics to be used in vertical applications where sliding window treatments are ideal: over doors and wide windows and as room dividers.
- Comfortex Cellular Shades with the Motorized Lift System utilize the Omni-Rise™ head rail and are motorized with the Radio Technology Somfy™ (RTS) System. The motors will fully operate the shades with radio frequency technology.

## Cleaning and Care

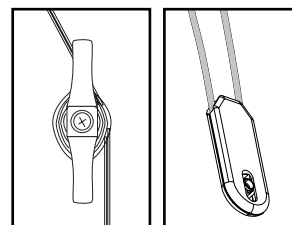
While beautiful and pleasing to the eye, all Comfortex products are designed to be durable, easily cared for and easily cleaned. Our non-woven fabrics are inherently anti-static and repel dust, but occasional feather dusting or vacuuming may be necessary to keep the fabrics clean and bright.

Spills and stains can be lightly blotted with a cloth or damp sponge. More difficult stains may require soaking in water with mild soap. For this, remove the shades from the window and soak in warm water. **DO NOT submerge the Chordless Ultra head rail in water.** When damp, lay flat to dry or place back in window and raise tightly to recrisp pleats. Please test any stronger cleaners on an unobtrusive portion of the shade before using.

For additional advice on care or cleaning, please contact our Technical Services Department.

## Child Safety

Be aware that it is possible for children to become entangled in window covering cords. To reduce the risk of accidents, all cords must be kept out of the reach of children.



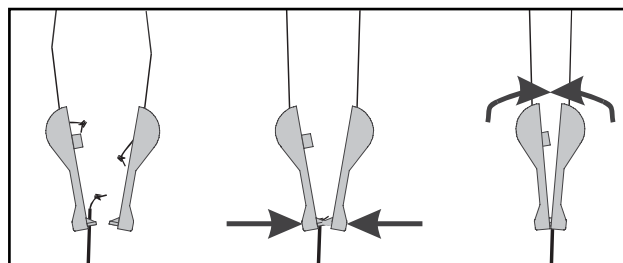
Cord Cleat

Cord  
Tensioner

A cord cleat or cord tensioner is an effective way to implement this essential precaution. Please use them.

To mount the cord cleat at a safe height, take into account furniture or other objects upon which a child may climb. Then, after the use of the shade, simply wrap the excess cord around the cleat.

Comfortex Cellular Shades utilize the innovative Breakthrough Cord Connector. The Cord Connector is designed to break open under pressure should a child or pet become caught in the cord loop.



Breakthrough Cord Connector