

Ordered By:

**SOLD TO:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SHIP TO:**

Name: \_\_\_\_\_  
Address (cannot ship to a P.O. Box): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FREIGHT:**

CC    UPS    UPS-Blue    UPS-Red    Air Freight    Customer Pickup  
 Prepaid    Prepaid & Add    Collect    Other: \_\_\_\_\_

Date: \_\_\_\_\_ Fabricator P.O.# \_\_\_\_\_  
Order #: \_\_\_\_\_ Sidemark: \_\_\_\_\_  
Account #: \_\_\_\_\_ Contact: \_\_\_\_\_  
Dealer P.O.#: \_\_\_\_\_ Date Needed: \_\_\_\_\_

ALL ORDERS ARE FINAL. Park Lane™ Privacy Sheers are custom fabricated and are not subject to change or cancellation. As with all textile products, color may vary slightly among different dye lots of fabric. Such variations are within accepted industry standards.

Line No.	Qty.	Dimensions		Fabric		Mounting Style†		Stacking Position		Mounting Style		Optional Valance			Color Number
		Width	Height	Number	Color Number - Name	IB / CB	OB	Left	Right	IB	OB*	Outside Mount Valance Return**			
												IB Sheer/OB Valance Standard (3")	OB Sheer/OB Valance Standard (6 <sup>5</sup> / <sub>8</sub> ")	OB Sheer/OB Valance Non-Standard	
1					-										
2					-										
3					-										
4					-										
5					-										
6					-										

Fabric Style and Color Example:      W1      201 - Weekend White

# See step-by-step instructions on back of form for details.

Note: Measurements of valance width and return length are *inside* dimensions.

Special Instructions (attach any additional instructions if necessary):  
\_\_\_\_\_  
\_\_\_\_\_

† Inside (IB) mount and ceiling (CB) mount applications use the same installation bracket.  
\* OB valance width is 1 1/4" greater than ordered width, unless specified.  
\*\* Inside mount valance does not include returns.  
Headrail and optional valance may ship separately from sheers in an additional carton.

- 1 Specify the quantity of sheers with identical dimensions and fabric.
- 2 Specify dimensions—Width and Height (round to the nearest  $\frac{1}{8}$ " ).
  - For OB, we recommend an additional 6" overlap per side, and a 4" - 6" overlap on top in order to minimize light gaps.
  - Deduct  $\frac{1}{2}$ " from height measurement for ceiling to floor applications.
  - For an OB or CB sheer that stacks back to completely uncover the window, refer to the Park Lane™ Privacy Sheers section of the Hunter Douglas *Full-Line Reference Guide & Base Price List* for recommended order width (see Figure 1).

**Key:**  
IB = Inside Mount  
OB = Outside Mount  
CB = Ceiling Mount

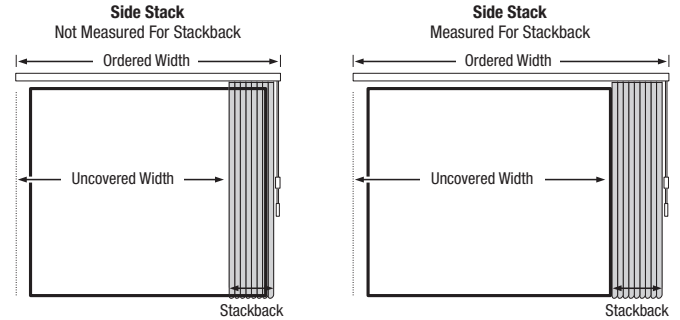


Figure 1: Measuring for side stack with and without stackback.

- 3 Specify fabric (vane) style and color number and name.
  - Fabrics available: W1 (Terrace™ fabric, translucent vanes) and W2 (Terrace fabric, room-darkening vanes)
  - Example: W1 - 201 Weekend White

- 4 Specify mounting style (see Figure 2).
  - This will determine what deductions are taken in the fabrication of this sheer. OB is highly recommended due to light gaps that occur on the sides of the sheer in an inside mount.

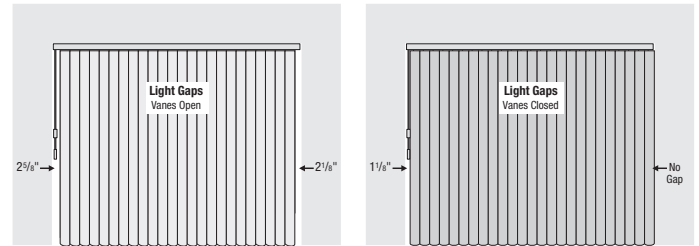


Figure 2: Light gaps occur with IB applications.

- 5 Specify left or right stack.
  - Combination wand/cord control is on same side as stack.
  - IB and CB applications use the same installation bracket.

## 6 Optional Valance (see Figure 3)

### Specify valance mounting style.

- IB valance width is  $\frac{1}{4}$ " less than ordered width, unless specified.
- OB valance width is  $1\frac{1}{4}$ " greater than ordered width, unless specified.

## 7 Specify OB valance return.

- IB valance does not include returns.
- If a non-standard return is needed, measure the *inside* of the return and note, "exact, no allowances."
- Minimum non-standard return length is 3" (*inside* dimension).

## 8 Select the desired valance color.

- Example: 984 - Extreme White



Figure 3: With and without the optional valance.