



Jobsite Inspection Questions

Please answer all that apply to your situation

1. Do the windows operate? _____

If so, do they slide, or open into the room, outside the room, do they swivel?

Does the facility require that the windows open? _____ Must they open completely? _____

Is there a handle protruding into the clear window depth? _____ Size? _____

2. Are the window sills level or sloping? _____

If sloping, are they all the same angle? _____

Have you measured the height at the point the track will be attached (1 1/4" from glass)? _____

3. Do any of the windows start at floor level? _____

If so, is there a cross mullion? _____ At what height from bottom? _____

4. Are any of the windows in an interior hallway where they can be viewed from front & back? _____

If so, specify on size sheet, so WEBB can supply valance both sides.

5. Do any of the windows contain heat/AC vents on the sills? _____

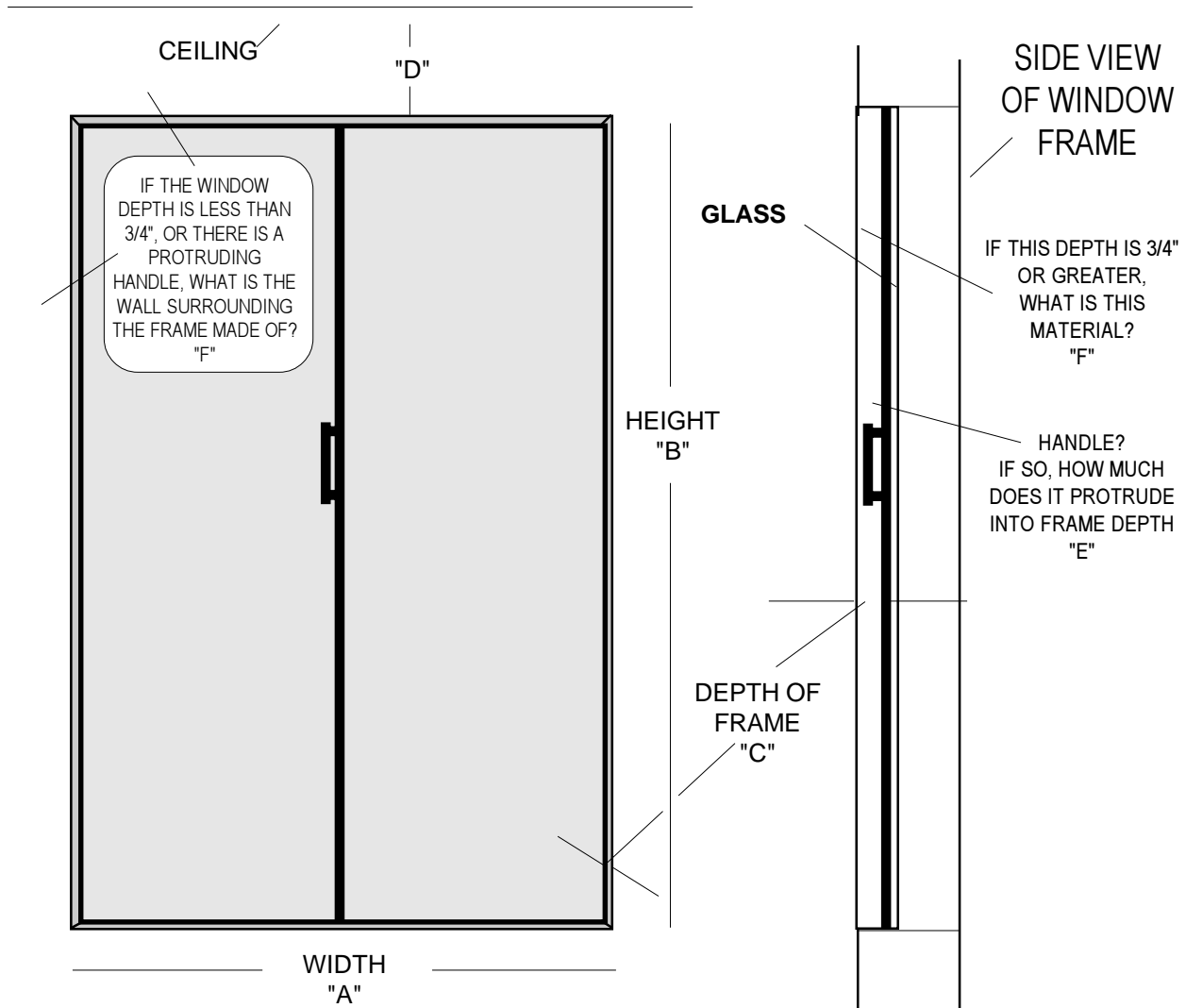
If so, specify size and distance from glass on plan views.

6. Do any of the windows have air conditioners in the window? _____

If so, include drawings with sizes for each.

7. Do any windows have tile extending partway up the sides? _____

If so, include drawings with measurements for each.



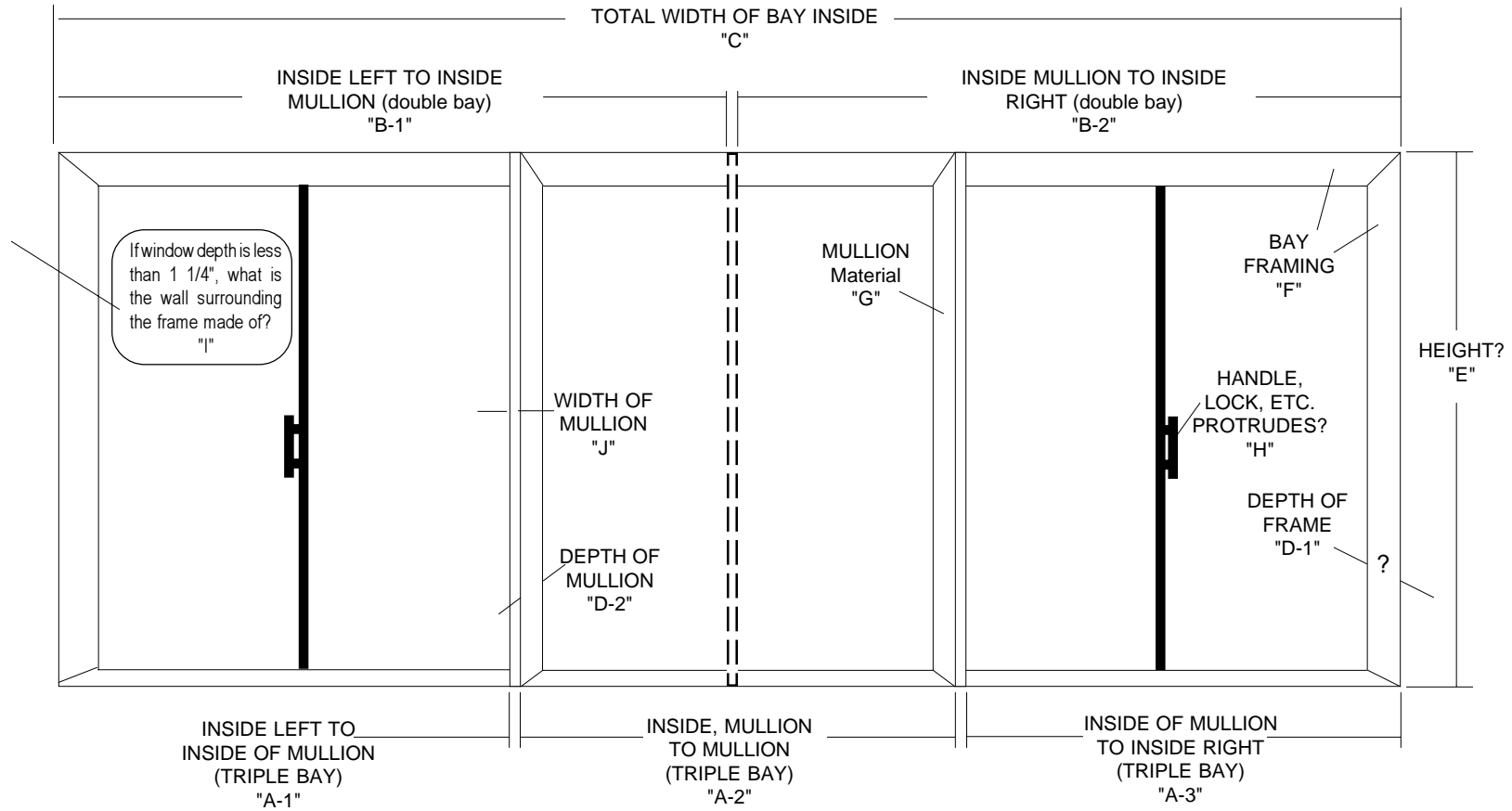
- | | |
|----------|---------------------------|
| A. _____ | F. ALUMINUM _____ |
| B. _____ | CONCRETE _____ |
| C. _____ | PLASTER _____ |
| D. _____ | SHEET METAL (STEEL) _____ |
| E. _____ | DRYWALL, HOLLOW _____ |
| | DRYWALL OVER? _____ |
| | WOOD _____ |
| | METAL _____ |
| | CONCRETE _____ |

NOTE: THE MATERIAL MUST BE ACCURATELY DETERMINED IF WE ARE TO PROVIDE YOU WITH THE PROPER FASTENERS FOR A SECURE INSTALLATION. IF IN DOUBT, DRILL A SMALL HOLE WHERE IT WILL BE COVERED BY THE TRACK.

PLEASE ENCLOSE
AT LEAST ONE PHOTO OF THE
WINDOW WITH THIS
INFORMATION SHEET

Please fill in the above information as completely and accurately as possible. If you have questions, please call your customer representative or our technical department at **1-800-262-9322**

Measuring Information Sheet for Windows Separated by Mullions (Double Bay or Triple Bay)



A-1. _____ D-2. _____
 A-2. _____ E. _____
 A-3. _____ F. Aluminum _____
 Concrete _____
 Plaster _____
 Sheet Metal (steel) _____
 Drywall - Hollow _____
 Drywall - Over ? _____
 C. _____ wood _____
 metal _____
 D-1. _____ concrete _____

G. MULLION MATERIAL:
 ALUMINUM _____
 STEEL _____
 WOOD _____
 OTHER _____
 H. _____
 I. _____
 J. _____

NOTE: The material surrounding the window must be accurately determined if we are to provide the proper fasteners for a secure installation. If in doubt, drill a small hole where it will be covered by track.

PLEASE ENCLOSE AT LEAST
ONE PHOTO OF THE WINDOW

WebbShade - Window Measuring Form

Sold To _____ **Facility** _____

Person Measuring _____ **Phone #** _____ **Date** _____

Shade Type WebbLok _____ WebbGlide _____ WebbClutch _____ Other _____

Building # or Area	Room #	Quantity	Width of opening	Height of opening	Clear Window Depth (minus any obstructions)	Mullions Required? <i>Yes/No</i>	Material(s) Mounted Into	Notes, Obstructions, Photos Included?