



To adjust the length of a Roman Shade:

1. Lay shade stretched out on a flat surface
2. Untie cords from the bottom rings on the back of the shade.
3. Measure what it is you want the length to be. Add 4 inches to that (i.e., desired length is 40", plus 4" = 44").
4. Put masking tape across the width of the blind; both front and back, along that desired length/4 inch mark (i.e. 44").
5. Cut along the bottom of the tape.
6. Fold the blind up twice, or until it reaches the desired length.
7. Use hot glue to seal the hem. (Note: if you do not have hot glue, use clear adhesive, such as liquid nails or a wood glue)
8. Tie the strings (the ones that hang down the back of the blind) to the little rings.

P.S. We cannot exchange or honor the warrantee once you cut the shade.

Thank you for calling Lewis Hyman, Inc.