



- Custom order form must be faxed or emailed to Astra Customer Service.
- No phone orders for finished Marquee Decorative Valance will be accepted.
- Only orders signed by the customer (see bottom of form) will be processed.
- Do not take any deductions when providing the rail size you will be using.
- Standard lead time is 3 business days to produce. Larger quantities may take longer.
- Customer takes full responsibility for all measurements.
- Does not include clips and brackets.
- Freight charges will be added to your invoice.
- Inches billed will be the total from end to end rounded up to the next whole number.



Phone: 800-424-2823



Phone: 800-683-0999

Order Date:	
Purchase Order:	
Sidemark:	

Bill To Account #:	
Company Name:	
Address:	
City:	
State:	
Zip Code:	

Ship To Info	
Name:	
Address:	
City:	
State:	
Zip Code:	

***Place your order by faxing to Astra Customer Service in Ohio at 800-446-3222.***

***You can also email your orders to: [orders@astraproductsltd.com](mailto:orders@astraproductsltd.com)***

Quantity	Exact Rail Size or Exact Width for Inside Mount (Inches)	Insert Pattern	Insert Color	Trim Color	Mounting Style (Select One Per Line)		
					Inside	Outside	Short

**Mounting Styles:**

<p><b>Inside Mount</b></p> <ul style="list-style-type: none"> <li>• Valance will be cut to your exact measurement provided.</li> <li>• No returns.</li> </ul>	<p><b>Outside Mount</b></p> <ul style="list-style-type: none"> <li>• Depth of return will be 6 inches from fascia to wall.</li> <li>• Valance body fascia will be cut 1 inch less than the exact rail width.</li> <li>• Corners extend 1 1/4 inches each side beyond valance body fascia.</li> <li>• 4 inch L-Brackets need to be used for this mount.</li> </ul>
<p>Authorized Signature: _____</p>	

<p><b>Short Return (Inside / Outside) Mount</b></p> <ul style="list-style-type: none"> <li>• Depth of return will be 1 3/4 inches from fascia to end of return.</li> <li>• Best for use on unframed windows. Dust cover only extends 3/4" beyond return for mounting.</li> <li>• Valance body fascia will be cut to exact rail width.</li> <li>• Corners &amp; returns will extend 1 1/4 inches on the surface around the window.</li> </ul>
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Person signing this order takes full responsibility for the measurements provided and understands the deductions that will be taken during production. Dimension chart for mounting styles available upon request.



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