

How to insert pins in your draperies

The following instructions will guide you in properly inserting pins in your draperies.

Pinch Pleat

1. Place your drapery panel face down on a flat surface.
2. Locate a pleat seam.
3. For your convenience, you may use the ruler provided on the outside of the envelope to measure about the appropriate distance for the rod you're using (using the chart for pin settings) from the top of your drapery panel.
4. Locate the middle of the pleat and insert the drapery pin the desired distance from the top of the drapery so the pin is exposed on the back of the panel rather than the front. Place each pin the same distance from the top of the panel. This is important for the panel to hang evenly.
5. You may choose to insert pins at the ends of the drapery panel. (?)
6. Once this is completed, your drapery panel is ready to be placed on the rod.

*NOTE: There are 7 pins provided for each drapery panel, unless you have requested otherwise.

Rod Pocket/Flat Panel

1. Place your drapery panel face down on a flat surface.
2. Using a ruler, tape measure, or the ruler provided on the back of the drapery pin envelope, locate the center of the drapery panel.
3. Using the chart provided below, place the top of a drapery pin ½" below the top edge of the panel.
4. Evenly space the drapery pins across the width of the panel.
5. Once this is completed, your drapery panel is ready to be placed on the rod.

*NOTES: These instructions are to guide you in inserting pins in your rod pocket panel. This is only necessary if you wish to hang your rod pocket panel as a flat panel from rings.

*There are 7 pins provided for each drapery panel, unless you have requested otherwise.

*Only a regular rod pocket panel may be hung as a flat panel. A rod pocket with header panel is not designed to be used with drapery pins.