

# TableauX<sup>®</sup>

## Making Templates for Inside-Mount Installations

If you intend to install your Tableaux on the inside of a framed space; like the inside of a window frame, art niche, or pass-through, the shape of some of those openings may require you to make a template of the opening so that your Tableaux can be made to fit more precisely.

The Template you make and send to us will be placed on a large optical scanner that will generate a digital file of its shape. This file is later used to guide the machine cutting paths in the exact shape of your template. Any wavy lines, uneven cuts, or inaccurate dimensions will be transferred to the cutting paths and result in a less than perfect fit, and in some cases may not fit at all. The better the template, the better the fit!

### Items You'll Need to Make Your Template

- Tape Measure
- Roll of white craft or butcher paper
- Shipping tape (used to tape craft paper together for larger openings)
- Blue painter's tape
- Black Sharpie Super Fine Point Marker
- Scissors

\*Depending on the size & height of your opening, you may also need a ladder and a helper.

### How to Make Your Template

- A. Take measurements of the opening to get the max. width and max. height, then add 6-inches on each side to give you room for taping
- B. Use those measurements to make your craft paper large enough to cover the entire opening. For larger openings, use the shipping tape to tape pieces of your craft paper together to make one large piece
- C. Use the blue painter's tape to secure the craft paper to the walls around your opening. Be sure the paper is stretched across the opening, flat as possible, and well-taped to the walls
- D. Use the Sharpie and carefully draw a well-defined line along the entire outline of the opening. Be aware of rounded corners and mark your lines on the inside edges of the rounds

**TIP** - For openings like art niches that may not have backlighting, drop a flashlight behind the paper to help define the edges of the opening while marking.

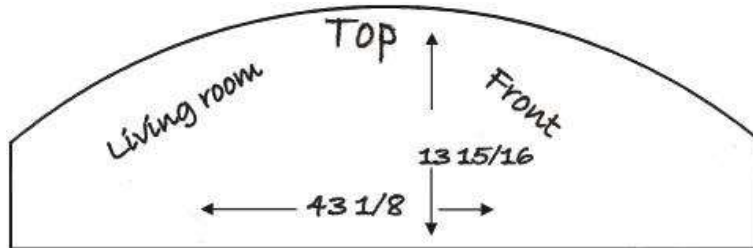
- E. Remove your paper taking care not to tear it. Lay it on a clean flat surface and carefully cut it out along your drawn line
- F. **IMPORTANT** - Reinsert your cut template back into the opening to verify it fits correctly. Make any adjustments to the cut edge as needed

**REMEMBER:** The better the template, the better the fit!

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## Getting Your Template Ready to Send

- A. Lay your finished template on a clean flat surface with the front side facing up. The front side is the side facing you if you were standing in front of the opening
- B. Using your Sharpie, legibly write down the following information on the front side only
  - a. Contact name, company name, email, phone, and name of the project (sidemark)
  - b. Designate "top" so the top can be identified when we receive your template
  - c. Maximum width and height of the opening
  - d. The name of this piece (for identification if sending multiple templates)



- C. Take a photo of your template with all of its markings for reference
- D. Roll up your template and put it in a round, triangular, or square shipping tube. Avoid folds and creases

## Mail Your Template To:

**Tableaux - Attn: Customer Service**  
**8212 Bagby Drive**  
**Austin, TX 78724**

**NOTE: YOUR ORDER WILL NOT GO INTO PRODUCTION UNTIL WE RECEIVE AND SCAN YOUR TEMPLATE.** Your order cannot be approved until the template is processed and verified as usable and true to the specs. Sending your template(s) as soon as possible will help expedite production. However, you do not have to send us a template to get your quote and preliminary drawing. Templates will not be returned.

**IF YOU OPT-OUT OF MAKING AND SENDING A TEMPLATE FOR INSIDE-MOUNT INSTALLATIONS, TABLEAUX WILL NOT BE RESPONSIBLE FOR IMPROPER FIT OF YOUR DECORATIVE GRILLE(S).**

**SnugSeal™ Gasket Option** - SnugSeal is an optional D-shaped gasket that is used to eliminate small uneven gaps left in the space between the border edges of your Tableaux and the mounting surface. SnugSeal provides a built-in look and eliminates light gaps when installed in openings with hard backlighting such as windows. In most inside-mount installations, making a template and using SnugSeal™ will together provide the most professional result.

When specifying SnugSeal, we will adjust the standard deduction to accommodate the extra space needed on the borders for this option. The SnugSeal is painted in an accent color and will come pre-attached to the borders of your Tableaux.