

## Installation Instructions – Board and Batten Shutters

### Required for Installation:

Electric drill, 1/4" (6mm) drill bit, 1/8" (3mm) drill bit, screwdriver, screws. (1/4" (6mm) carbide drill bit is required for stucco, hardboard, fibre cement, brick, or masonry.) For shutters up to 55" (1397mm), use four screws per shutter. For shutters 55" (1397mm) and over, use six screws per shutter. See figures at right. For use on any surface including: wood, aluminium, vinyl, stucco, fibre cement, hardboard, brick, or masonry.

**Note:** To prevent shutters from warping, proper installation must be followed. If installing shutters on any type of masonry, wall anchors will be needed.

### Step 1

Place the shutter next to the window and mark the desired location against the wall or window.

### Step 2

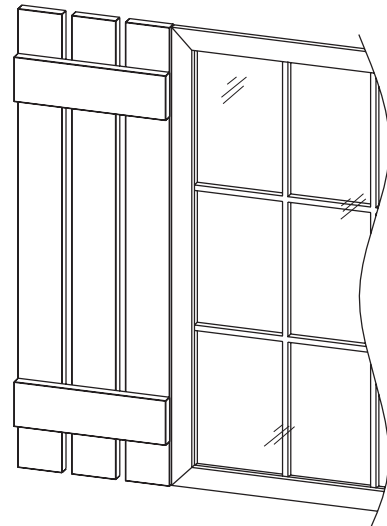
See figures at right for proper screw placement and hole size. The 1/8" (3mm) holes may be drilled into the wall surface and used as pilot holes. The 1/4" (6mm) holes are drilled only in the shutter.

**Note:** If installing on masonry, transfer the holes in the shutter onto the wall. Using a carbide drill bit, drill the holes into the wall. Install the wall anchors according to the instructions supplied with them and install shutters.

### Step 3

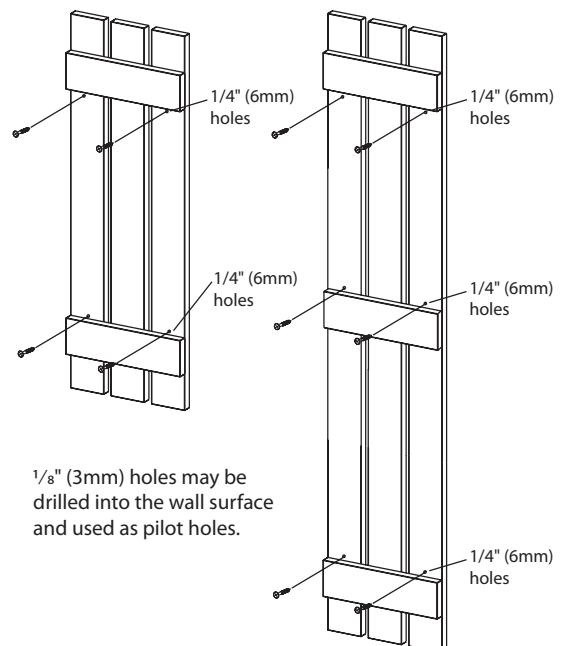
Use the enclosed screws to securely attach the shutter to the wall surface. Do not over tighten the screws. The shutters need freedom to expand and contract with changing weather conditions.

**Note:** The above instructions use the 3 board shutter as an example. The same techniques will be used for shutters with more boards.



Four screw application for shutters shorter than 55" (1397mm)

Six screw application for shutters longer than 55" (1397mm)



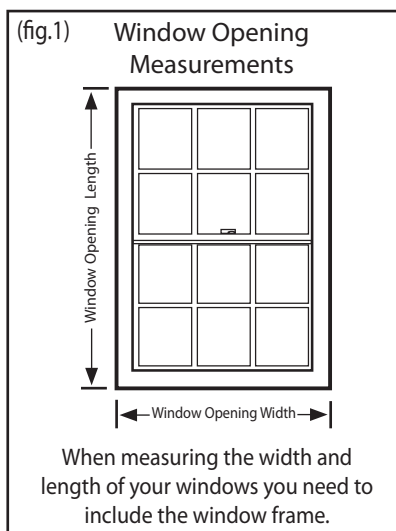
# Measuring Windows

## Steps to Measure and Select a Window Look

- Step 1 Measure the Width and Length of your Window Opening** to get the Exterior Window Opening dimensions (fig.1). Remember to include the window frame in your measurement.
- Step 2 Choose Shutter Style:** Louvre, Raised Panel, Louvre-Panel, or Board & Batten.
- Step 3 Choose Shutter Type:** Standard or Custom. **Note:** Not all shutter styles are available Standard and Custom. See Pricing Manual.
- Step 4 Determine Shutter Width.** **Note:** See charts in Pricing Manual for available widths of Standard or Custom shutters.
- Step 5 Determine Shutter Length.\*** **Note:** This number should be the same number as the window length determined in Step 1.
- Step 6 Choose a "TOP":** Header, Sunburst Kit, Sunburst, Elliptical Sunburst, Quarter Round Arch Top or Elliptical Arch Top.

### \*A note about shutter length.

Shutters are decorative and do not open and close. Because they are decorative, they don't have to match the window length exactly. They can be up to an inch (24mm) short or long and will still look fine on a window.



## Header Options

(**Note:** Header width is measured along the base width of the header for windows and doors)

### Determine the header width (2 options)

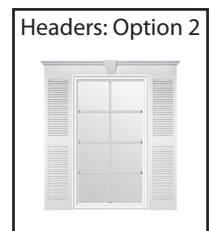
#### Option 1

Use window opening width measurement from step 1 on page 1.



#### Option 2

Use window opening width measurement from step 1 on page 1. Take shutter width from step 4 and double it. Add these two measurements together to get header width.



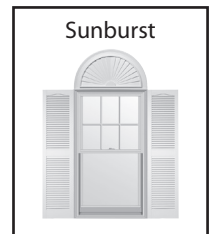
## Sunburst Options

**Note:** Use of half round or elliptical sunburst in a look is limited by the width of window opening and shutter width.

### Determine Sunburst Size

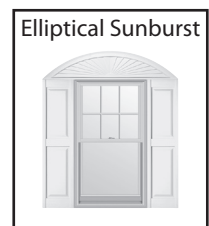
Use window opening width measurement determined in step 1 on page 1.

**Note:** Sunburst should be the same width as the window opening width.



### Determine Elliptical Sunburst Size

The elliptical sunburst is available in 73 5/8" (1870mm) and 65 5/8" (1667mm) widths only. To see if this look will fit on your window, take the window width from step 1 on page 1 and subtract it from the sunburst widths. Take that number and divide by two. The final number would be your shutter width.



### Determine Sunburst Kit Size

The Sunburst Kit is available in size ranges. The Header part can be cut to fit the desired width. Use the window width determined in Step 1 on page 1. Add the shutter width determined in step 4 on page 1 two times. Order the Sunburst Kit that fits that size.

