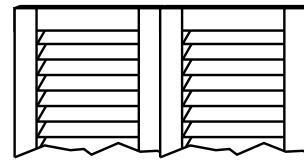


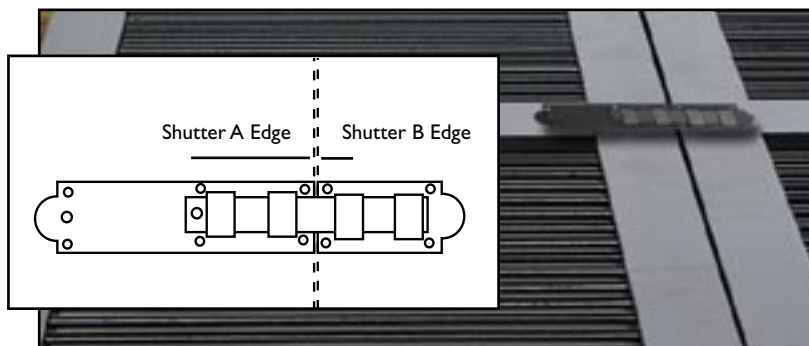
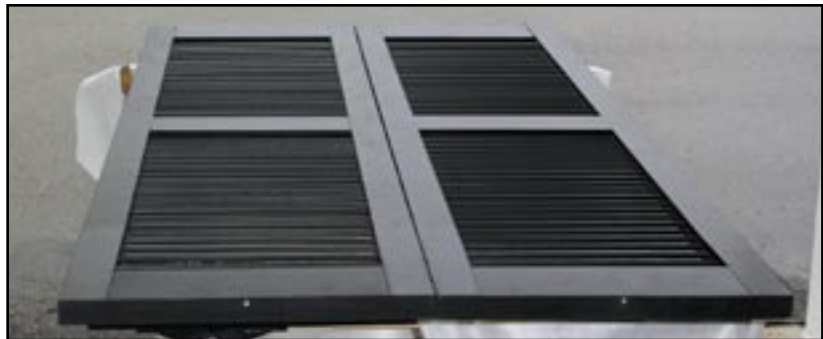
General Guidelines for Installing Traditional Shutters

To deflect rain away from the structure, Louvered shutters should be installed so the louvers face AWAY from the structure when shutters are closed. (see diagram at right)

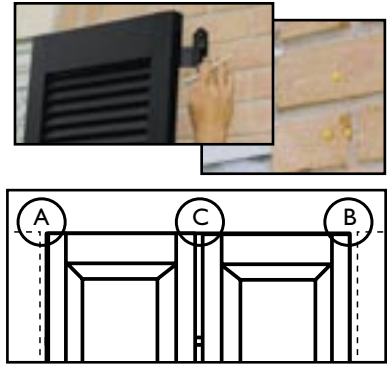


Shutters in closed position

- 1** Pick shutters to fit window & put next to each window on top of saw horses to make sure shutters are paired properly. Lay two shutters face down next to each and prepare to install hinges.
- 2** Install hinges after determining offset. Hinges are to be set at top & bottom even with outside. Drill holes with 1/8th pilot bit. Be careful not to drill all the way through shutter.
- 3** Position & install upper holdback clips 1" from top & center edge of stile. Shutters over 58" require 2 sets of acorns; install similarly at top.
- 4** Install slide bolt. Turn shutters over & line-up slide bolt edge with shutter edge (see diagram at right). Pre-drill 1/8 slot hole (careful not to drill all the way through). Install slide bolt with screws. Shutters are now ready for installation.



- 5** Position shutter in opening allowing equal amounts of space between shutter & wall (A & B), and between shutters (C) to allow for smooth operation [see diagram at right]. When attaching the pintel to the structure you may have to drill into mortar & brick—use appropriate molly's in mortar & brick.



- 6** Install acorn clip. Swing shutter open & mark center of holdback clip & install acorn clip into brick.



- 7** Install "S" Holdback*. Shutter is now held open by acorn anchor. Position shutter dog in correct location & mark for screws & fasten to wall—1 1/2" down from shutter & 1 3/4" from outside edge.

*The acorn clip is better suited for holding the shutters in place, and as such, the "S" Holdback is recommended more for a decorative use as opposed to a functional one.



Shutter Terminology

Beaded	A beaded detail that is molded into the inside edge of the face of each stile.
Board and Batten	Traditionally used on barns but ideal for more rustic homes. Authentic tongue & groove look with the front & back of the shutter featuring the same beveled look as if the shutter were made of individual boards.
Flat Panel Shutter	A solid shutter where the center portion of the shutter is recessed from the stiles (i.e. Memphis style shutter).
Fixed Louvered Shutter	Positioned the historically accurate way, the louvers are tilted in towards the wall when the shutter is in the open position.
Leaf	A single shutter or 1/2 pair.
Mousehole	A notched hole in the rails that accommodated the ends of the tilt rod when the louvers were in the closed position. Now it just adds to the authentic appearance.
Mullions	The vertical element between the stiles that acts as a divider. Found in Bahama shutters.
Rabbeting	Also called "shiplap", used on many functional shutters so that when closed the individual shutter leaves fit into one another.
Radius or Arched Top	A shutter which has a curved top.
Rails	The horizontal crosspieces of a shutter (i.e. top rail, bottom rail, center rail).
Raised Panel Shutter	A solid shutter where the center portion of the shutter panel protrudes outward from the surrounding routed bevel.
Shutter Capping	A metal (most usually copper) capping that was placed over the top edge of the shutter to prevent water intrusion and the resulting wood rot. This capping is not necessary with Atlantic shutters as, due to materials used, they are impervious to both water intrusion and rot.
Stiles	The upright vertical sections of a shutter, which may be beaded or non-beaded.
Tilt Rod	Working louvered shutters had a rod, or tilt-rod, to move the louvers into the open or closed position. These are now purely decorative for those who truly desire the more authentic look.