



HOW TO ORDER

• Guidelines for Completing the Exterior Shutter Order Form •

PLEASE MAKE COPIES OF THE PRICE QUOTE / ORDER FORM

Fax to (334) 264-6001 • Call: (334) 264-6158 • Email sales@southernshutter.com

CUSTOM OPTIONS

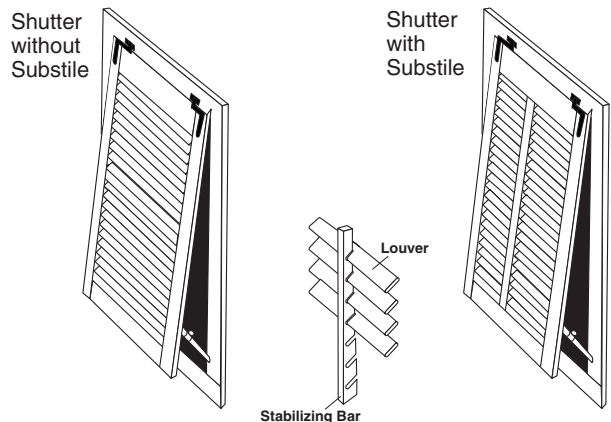
- **Rail Placement:** Distance from bottom of shutter to bottom of rail. Rails often align with window elements such as, lock rail, transoms, muntins and are, sometimes used to achieve a design independent of window layout. Two equal sections are standard.
- **Custom Options:** Southern Shutter Company can build your shutters to meet your specifications. Select from the options table listed on the price page for your specific shutter type.

SPECIAL INSTRUCTIONS

- **Arch Height:** Provide low and high point of arch or radius
- **Hardware:** Specify using codes from Exterior Hardware Catalog Page. Refer to Getting Started section of catalog for hardware specification.
- **Combination Shutter Options:** Combining louver and panel sections is a common design variation. Indicate your layout from top to bottom. (Example: Louver over panel — L/P) Use Louver Panels Codes from Order Form.

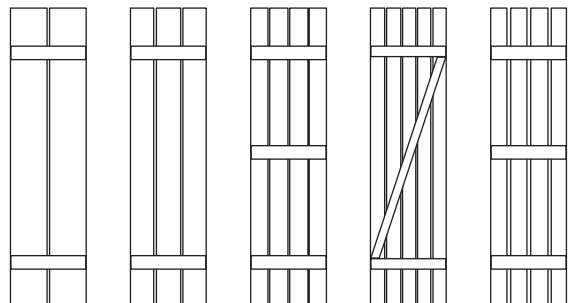
BAHAMA/SPANDREL SHUTTERS

- Sold Per Each (Bahama Width = Width of single shutter panel x 2)
Example: 48" wide Bahama = 24" pair price plus \$132.00 Bahama construction fee.
- Available in 1 3/8" *DesignLine* and **Heavy Duty** product lines.
- Movable louver shutters are limited to one substile.
- Oversize panels are best broken down into multiple sections for ease of shipping and installation, as well as appearance.
- Stabilizing bars may be used on panels with or without substiles to produce wider louver sections and prevent louver bowing.
- Additional substiles available in all fixed and paneled lines.



BOARD & BATTEN SHUTTERS

- Standard Board Gap: 1/8"
- Vertical Boards — Board width determined by overall shutter width and number of boards as specified by the customer.
- Horizontal Battens — 1" thick x 3 1/2" wide
- It is recommended that board & batten Shutters over 42" in height be constructed with 3 horizontal boards.



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Please follow these step-by-step guidelines in completing the enclosed Exterior Price Quote/Order Form.

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QUANTITY

- **Pairs:** Shutter panels are priced and sold in pairs.
- **Bahama Shutters:** Shutter panels are priced and sold per each.
Example: 48" wide Bahama = 24" pair price plus \$132.00 Bahama construction fee.

MEASURING

- **Room/Window Location** Indicate the window location.
- **Measurements**
- **Opening Width:** Window openings are not always perfectly square.
Measure the shutter pocket/opening width at the top and bottom of the window.
Record smaller dimension
- **Opening Height:** Measure the shutter pocket/opening height at the left and right sides of the window.
Record smaller dimension.
- **Shutter Width:** Allow for clearances and overlaps record panel width desired (generally less than pocket) ÷ 2.
See color catalog page "Getting Started" (T6) for specific measuring details.
- **Shutter Height:** Allow for clearance (generally off pocket length).

SPECIFYING

- **SHUTTER STYLE**
- **LOUVER OR PANEL OPTIONS**
- **1 3/8" DesignLine Fixed Louvers / Panels**
 - Traditional Fixed Louver 1 7/8", 2 1/2", 3 1/2" wide x 3/8" thick
 - European Fixed Louver 1 3/4", 2 1/4", 3 1/4" wide x 3/8" thick
 - Single or Double Sided Raised Panel or Flat Panel. V-Groove option available.
- **1 3/8" Heavy Duty Fixed or Movable Louvers / Panels**
 - Traditional Fixed 1 5/8" wide x 3/8" thick
 - Traditional Movable Louver 1 7/8", 2 1/2", 3 1/2" wide x 3/8" thick
 - Single or Double Sided Raised Panel or Flat Panel. V-Groove option available.
- **1 1/8" Standard Fixed Louvers / Panels**
 - Traditional Fixed Louver 1 3/8" wide x 1/4" thick
 - Single or Double Sided Raised Panel or Flat Panel. V-Groove option available.

FINISHING OPTIONS

- Unfinished
- Primed — light sanding recommended
- Primed & Sanded — primed; sanded and joints sealed; ready for finishing
- Primed & Finished — note color specification at bottom

See color catalog page "Beyond the Basics" for exterior finish option details.



EXTERIOR SHUTTER PRICE QUOTE/ORDER FORM

Check One: Quote Order

Southern Shutter Company

Telephone: 1-334-264-6158

Fax: 1-334-264-6001

Email: sales@southernshutter.com

Business Name _____ Purchase Order No. _____ Date _____

Address _____ City _____ State _____ Zip Code _____

Contact Name _____ Telephone (____) _____

Fax (____) _____ Email _____

STYLE SHUTTER STYLE LOUVER/PANEL OPTION CODES

- DL 1-3/8" DesignLine Shutters
 - Traditional Fixed Louver 3/8" thick TF1 1-7/8" TF2 2-1/2" TF3 3-1/2"
 - European Fixed Louver 3/8" thick EF1 1-3/4" EF2 2-1/4" EF3 3-1/4"
 - Single-sided Panel SR Raised SF Flat SV V-Groove Option
 - Double-Side Panel DR Raised DF Flat DV V-Groove Option

- HD 1-3/8" Heavy Duty Shutters
 - Traditional Fixed Louver 3/8" thick TFH 1-5/8" TM2 2-1/2" TM3 3-1/2"
 - Traditional Movable Louver 3/8" thick TM1 1-7/8" SF Flat SV V-Groove Option
 - Single-sided Panel SR Raised SF Flat DV V-Groove Option
 - Double-Side Panel DR Raised DF Flat DV V-Groove Option

- ST 1-1/8" Standard Shutters
 - Traditional Fixed Louver 1/4" thick TFS 1-3/8" SF Flat SV V-Groove Option
 - Single-sided Panel SR Raised DF Flat DV V-Groove Option
 - Double-Side Panel DR Raised DF Flat DV V-Groove Option

- BB Board & Batten Shutters
 - Number of Vertical Boards
 - Number of Horizontal Boards Z-Bar Configuration

FINISHING OPTIONS

Unfinished UNF

Spray Primed - Light Sanding Required EPC

Primed & Sanded EPS

Primed & Finished FIN

COMBINATION SHUTTER OPTIONS

Notate in Special Instructions

Louver over Panel: L/P

Panel over Louver: P/L

Louver over Louver over Panel: L/L/P

Other: XX/XX

TRIM OPTIONS

QR 3/8" Quarter Round

HR 3/8" Half Round

D1 3/4" x 3/8" Decorative Trim 1

D2 3/4" x 3/8" Decorative Trim 2

D3 3/4" x 3/8" Decorative Trim 3

D4 1-1/4" x 3/8" Decorative Trim 4

Available on flat panel only.

QTY	Window Location	Opening Width	Opening Height	Shutter Width	Shutter Height	Shutter Style	Louver or Panel Option	Finishing Option	Rail Placement			Custom Options	SPECIAL INSTRUCTIONS
									RP1	RP2	RP3		
Pr/Ea	North 1	36"	72"	18"	71.5"	DL	EF2	EPC	34"	63"	----	Copper Capping, 1/2" Shiplap	Arch Top: High 71.5", Low 53.5"

SPECIAL INSTRUCTIONS _____

PAINT MANUFACTURER _____

Color Name 1 _____

Color No. _____

Sheen _____

Fax or Email Custom Paint Formula _____

(COPY THIS PAGE AND FAX FOR ORDERING OR PRICE QUOTE. FOR ADDITIONAL ORDERS COPY BACK OR MAKE MULTIPLE COPIES)