INTERIOR SHUTTERS

HOW TO ORDER

· Guidelines for Completing the Interior Shutter Order Form ·

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

PLEASE MAKE COPIES OF THE PRICE QUOTE/ORDER FORM

Fax to (334) 264-6001 • Call: (334) 264-5158 • **Email** sales@southernshutter.com

QUANTITY

- **Shutters with Hanging System:** Priced and sold per opening.
- **Panels:** Shutter panels are priced and sold per pair.

MEASURING

- **Room/Window Location** Indicate the room and window location within the room for each opening.
- **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 STYLE

- ***1-3/8" DesignLine Fixed Louvers / Panels***

  Louver or Panel Options
  - 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
  - Raised Panel or Flat Panel; Single-sided or Double-sided; available with V-Groove Option
- ***1-1/8" Plantation Shutters Movable Louvers / Panels***

  Louver or Panel Options
  - Traditional Movable Louver 1 7/8", 2-1/2", 3-1/2", 4-1/2"" wide x 3/8" thick
  - Raised Panel or Flat Panel; Single-sided or Double-sided; available with V-Groove Option
- ***3/4" Easy Fit Shuttersets***
  - Traditional Movable Louver 1-1/4" wide x 1/4" thick
  - No center rails, designed to be double hung

• FINISHING OPTIONS

- Unfinished
- Primed and Sanded
- Primed & Finished/Stained with Hanging System — ready to install.

  See catalog Interior Shutter Finish Options - note color specification at bottom

• RAIL PLACEMENT

Measure distance from Bottom of shutter to bottom of rail. Rails often align with window elements — lock rail, transoms, muntins, often used to achieve a design independent of window layout. *Rail placement of two equal sections is standard.*

• CUSTOM OPTIONS

Southern Shutter Company offers a wide variety of custom options, or we can build your shutters to meet your specifications. *Select from the options table listed on the price page for your specific shutter type.*

INTERIOR SHUTTERS

HOW TO ORDER

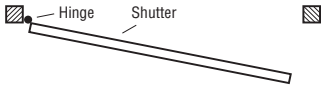
· Measuring and Specifications for Interior Shutters ·

PLEASE MAKE COPIES OF THE PRICE QUOTE/ORDER FORM

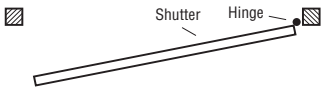
Fax to (334) 264-6001 • Call (334) 264-6158 Email: sales@southernshutter.com

MOUNTING SHUTTERS

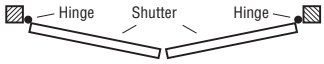
- **Inside or Outside Mount**
  Most hanging systems may be used as inside or outside mounts. Factors such as the squareness of the window opening, tilt window functions, obstructions and appearance should contribute to this decision.
  Refer to catalog section Interior Shutters: Measuring and Installation Options.
  Note: Deduction of 1/8" for clearance on inside frame hanging systems is recommended by manufacturer.
- **Hanging System** Refer to catalog section **Interior Shutters: Measuring and Installation Options.**
  - Direct to casing
  - Wrap-around Hanging Strips inside or outside
  - 3-sided frames inside or outside (L- or Z-Frame)
  - 4-sided frames inside or outside (L- or Z-Frame)
  - Track Systems, in bi-fold or bypass configurations.
- **Panel Layout**
  Let the window guide your layout. Each character in the design layout code represents one shutter panel and its hinge direction. A dash is used to indicate a T-post or mullion.
  - **L** - Single panel hinged left



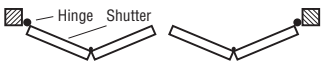
  - **R** - Single panel hinged right



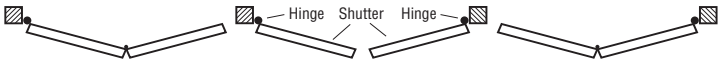
  - **LR** - Two panels one left, one right



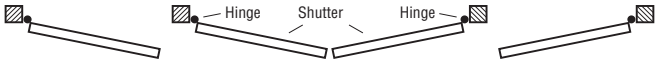
  - **LLRR** - Four panels two left, two right



  - **LL-LR-RR -** For triple window unit design layout, proportional 33%-33%-33%



  - **L-LR-R** - Picture style window, proportional 25%-50%-25%



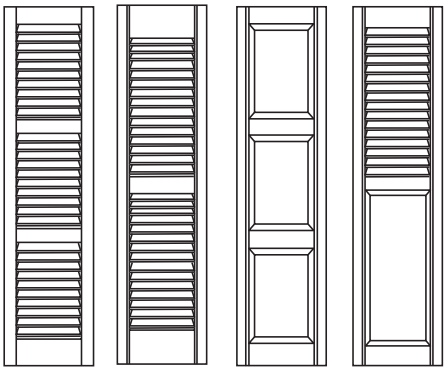
Individual frame units placed side by side achieve the same effect as one large unit with T-posts or mullions. Example: 3 Units: (LL) + (LR) + (RR) = LL-LR-RR This is often best for ease of installation and handling.

- **Hardware**
  Ready-to-install shutters are shipped with the necessary hardware in your choice of finishes, including antique brass, brushed nickel, chrome, oil rubbed bronze, polished brass, or white.

SPECIAL INSTRUCTIONS

- **Arch Dimensions:** Provide low and high point of arch for radius arches.
  For eyebrow or irregular arches submit template, radius or additional points (X,Y) coordinates on the curve.
- **Hardware:** Specify using codes from Interior Hardware Pricing page.
- **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 panel layout codes from Order Form.
- **Mull or T-Post Placement:** Specify non-proportional mull layouts by measuring from left to the center of mulls or T-posts.

INTERIOR SHUTTERS
Panels vs. Hanging Systems



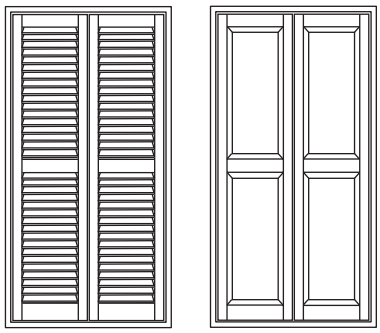
SHUTTERS BY THE PAIR/PANEL ONLY

TRIMMING AND FITTING REQUIRED.

- PRICING PER SHUTTER PRICING GRID, PER PAIR.

  See price page for your specific shutters.
- Shutters constructed of Paint Grade Basswood
- For Stain Grade Basswood, add 10% to base shutter price.
- Pre-primed and Sanded, add $110*
- (* No additional charge for Interior Movable Louver Shutters)
- Frame Stock and Hanging Strips sold separately, see Interior Hardware Pricing.
- Complete Hardware selection sold separately, see Interior Hardware Pricing.
- Custom Options, See price page for your specific shutters.

VS.



FINISHED WITH HANGING SYSTEM

READY TO INSTALL

- Pricing PER SQUARE FOOT, Per Opening.

  (3 opening minimum required)

  Includes finishing and hanging system.

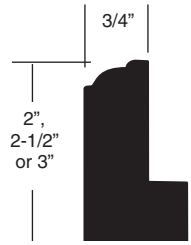
  See Price Page for your specific shutters.
- Sanded, Pre-primed and Painted or Stained.
- Pre-finished in choice of color. Stain color selection Oldmasters® or Minwax®.
- Pre-fit to choice of Hanging System.
- Variety of layout options and hinge directions; see How to Order Interior Shutters.
- Hinges, magnetic catches and mounting screws included.
- Custom Options, See price page for your specific shutters.

Interior Frame Stock (Price per Linear Foot)

Hanging Strip

1" x 1", 1" x 2"

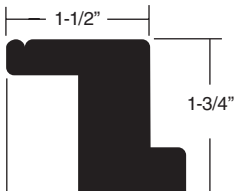
Unprimed	**$2.75 lft.**
Primed	**$3.00 lft.**



L-Frame Stock

¾" x 2"; ¾" x 2 ½"

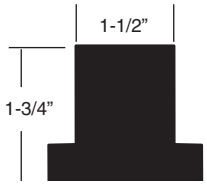
Unprimed	**$2.75 lft.**
Primed	**$3.00 lft.**



Z-Frame Stock

¾" x ½"

Unprimed	**$3.75 lft.**
Primed	**$4.00 lft.**



T-Post Stock

¾" x 2"; ¾" x 2 ½"

Unprimed	**$3.75 lft.**
Primed	**$4.00 lft.**

Southern Shutter Company
Telephone: (334) 264-6158
Fax: 1-334-264-6001
Email: sales@southernshutter.com

INTERIOR SHUTTER PRICE QUOTE/ORDER FORM

Check One: ☐ **Quote** ☐ **Order**

Business Name _____ Purchase Order No. _____ Date _____

Address _____ City _____ State ____ Zip Code _____

Contact Name _____ Telephone (_____) _____

Fax (_____) _____ Email _____

STYLE CODE	SHUTTER STYLE DESCRIPTION	LOUVER/PANEL OPTION CODES			
☐ **DLI**	**1-3/8" DesignLine Shutters**				
	Traditional Fixed Louver 3/8" thick	☐ **TF1** 1-7/8"	☐ **TF2** 2-1/2"	☐ **TF3** 3-1/2"	☐ **TF4** 4-1/2"
	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	
☐ **PL**	**1-1/8" Plantation Shutters**				
	Traditional Movable Louver 3/8" thick	☐ **TM1** 1-7/8"	☐ **TM2** 2-1/2"	☐ **TM3** 3-1/2"	☐ **TM4** 4-1/2"
	Single-sided Panel	☐ **SR** Raised	☐ **SF** Flat	☐ **SV** V-Groove Option	
	Double-Side Panel	☐ **DR** Raised	☐ **DF** Flat	☐ **DV** V-Groove Option	
☐ **SS**	**3/4" Easy Fit Shuttersets**				
	Traditional Fixed Louver 1/4" thick	☐ **SS** 1-1/4" Note: No center rail; designed to be double-hung.			

FINISHING OPTIONS

☐ **PS** Primed & Sanded ☐ **PH** Painted w/Hanging System
☐ **UNF** Unfinished ☐ **ST** Stained w/Hanging System

MOUNT	Code
Inside Casing	☐ **IM**
Outside Casing	☐ **OM**
HANGING SYSTEM	**Code**
Direct to Casing	☐ **G**
Wrap-around Hanging Strip	☐ **A**
Frame Mount 3 Sides (L or Z)	☐ **C**
Frame Mount 4 Sides (L or Z)	☐ **D**
Sliding Bi-Fold Track	☐ **H**
Sliding Bi-Pass Track	☐ **I**
Shutter Only	☐ **P**

PANEL LAYOUT

☐ **L** ☐ **R** ☐ **LR**
☐ **LLRR** ☐ **L-LR-R** ☐ **LL-LR-RR**

HARDWARE FINISH	Code
Polished Brass	☐ **PB**
Antique Brass	☐ **AB**
Chrome/Nickel	☐ **CN**
Brushed Nickel	☐ **BN**
Oil Rubbed Bronze	☐ **ORB**
White	☐ **WH**

COMBINATION SHUTTERS
Notate in Special Instructions

Louver over Panel	☐ **L/P**
Panel over Louver	☐ **P/L**
Louver/Louver/Panel	☐ **L/L/P**
Other	☐ **X/X/X**

TRIM OPTIONS	Code
3/8" Quarter Round	☐ **QR**
3/8" Half Round	☐ **HR**
3/4" x 3/8" Decorative Trim 1	☐ **D1**
3/4" x 3/8" Decorative Trim 2	☐ **D2**
3/4" x 3/8" Decorative Trim 3	☐ **D3**
1-1/4" x 3/8" Decorative Trim 4 *Available on flat panel only.*	☐ **D4**

Qty.	Room/Window Location	Opening Width	Opening Height	Shutter Style	Louver or Panel Style	Finishing Option	Rail Placement RP1	RP2	RP3	Custom Options See Price Sheet	Mount IM-OM	Hanging System	Panel Layout	Hardware Finish	Special Instructions Use additional space below.
Pr/Ea.	Kitchen 1	60"	72"	PL	TM3	PH	34.5"	---	---	Lever Hand Cutout	OM	D	LLRR	AB	Side B, handle center line 36" from bottom

SPECIAL INSTRUCTIONS _____

_____

_____

_____

PAINT MANUFACTURER _____
Color Name _____
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)

OPENING REFERENCE
Frame notching available upon request at no additional charge.