General Guidelines for Installation – Traditional Shutters

1. Pick shutters to fit window and 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 and bottom even with outside. Drill holes with 1/8th pilot bit. Be careful not to drill all the way through shutter.

3. Position and install upper holdback clips 1" from top and center edge of stile. Shutters over 58" require 2 sets of acorns; install similarly at top.

4. Install slide bolt. Turn shutters over and line-up slide bolt edge with shutter edge (see diagram above). 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 and wall (A & B), and between shutters (C) to allow for smooth operation (see diagram above). When attaching the pintel to the structure you may have to drill into mortar and brick–use appropriate mollys in mortar and brick.

6. Install acorn clip. Swing shutter open and mark center of holdback clip and install acorn clip into brick.

7. Install “S” Holdback. Shutter is now held open by acorn anchor. Position shutter dog in correct location and mark for screws and fasten to wall–1½" down from shutter and 1¾" 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.

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 above).