

Heritage® Hardwood Shutters

Order Form Key

Use the following key as a guide when completing the Heritage hardwood shutters order form.

Note: Items marked with an asterisk (*) require a surcharge.

1 Color

Specify color number and name. Shown below are the five classic colors. See the product sampling for a complete list of colors.

701P = Bright White 708P = Eggshell 709P = Linen
704S = Golden Oak 770S = Warm Cherry

2 Hinge Color

Specify hinge color number and name. Classic colors with which the hinge colors are recommended are shown in parentheses.

009 = White (701P) 008 = Brushed Nickel Finish
010 = Off-White (708P and 709P) 011 = Stainless Steel*
006 = Brass Finish 998 = Custom Painted Color*
007 = Antique Brass Finish (704S and 770S)
022 = Venetian Bronze 023 = Satin Black

3 Louver Size

Specify louver size: 2 1/2", 3 1/2" or 4 1/2"

4 IM or OM

Specify inside mount or outside mount.

IM = Inside Mount

Factory takes a standard framed deduction of 1/4" from width and height or a standard without frame deduction of 3/16" from width and height.

On all inside mounts, diagonal measurements must be taken. If diagonal measurements are not equal, consider making greater deductions than the standard 1/4" (framed) or 3/16" (without frame). If the diagonal measurement difference is greater than 1/2", we recommend an outside mount for that particular window opening.

OM = Outside Mount

Factory takes no deductions. Submitted size will be the finished shutter size.

When measuring the opening of a typical window for outside mounts, we recommend adding the width of the base of the frame plus 1/4", per framed side, to the largest width and height measurements. This provides a 1/4" reveal around the entire window opening.

Standard additions:

Frame Type	3-Sided Frame		4-Sided Frame	
	Width	Height	Width	Height
L1, BP, BF, BFB	3 1/4"	1 5/8"	3 1/4"	3 1/4"
L2	2 3/4"	1 3/8"	2 3/4"	2 3/4"

5 Frame Type (I) = Inside Mount, (O) = Outside Mount

The following types are priced as framed:

Z1 = Standard Z-frame (I) Z2 = Deluxe Z-frame* (I)
Z3 = Colonial Z-frame (I) Z4 = Tilt-In Z-frame (I)
L1 = Standard L-frame (I or O) L2 = Trim L-frame (I or O)
BP = Bypass track system* BF = Bi-fold track system*
BPB = Bypass track system with bottom track*
BFB = Bi-fold track system with bottom track*

(Factory takes 1/2" deduction for bottom track)

FD = French door (4-sided mitered HSB frame – OM only)

FDC = French door cut-out* (OM only)

Z/L = Standard Z-frame and standard L-frame combination

AOS/[frame type] = Arch over shutter in a continuous opening

ART-T/[frame type] = Arch top panel – traditional*

ART-S/[frame type] = Arch top panel – stepped*

ANT/[frame type] = Angle top panel*

The following types are priced as unframed:

HSS = Hang strip side-by-side HSB = Hang strip behind

WF = Without frame (panels only)

WFBP = Bypass track system without frame*

WFBF = Bi-fold track system without frame*

WFBFB = Bi-fold track system without frame, with bottom track*

WFBPB = Bypass track system without frame, with bottom track*

Note: With the exception of French doors (FD), all HS frames are based on two hang strips, left and right. On inside mounts, two light stops top and bottom are included.

6 Rough Measure

Enter rough measurements and number of panels. This will be used as a guide for price estimates and configurations until a final measure is performed by a trained installer.

7 Ordered Size

Enter width and height dimensions to the nearest 1/16".

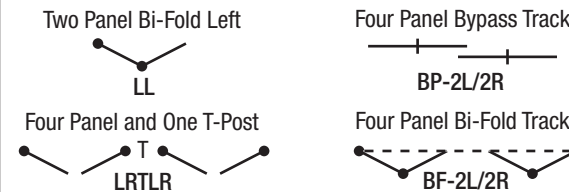
Note: Splices will occur on stained frames and valances over 91" and on painted frames and valances over 115".

8 Number of Panels Per Opening

1 = one panel 2 = two panels 3 = three panels, etc.

9 Panel Configuration

Print the letters of the panel configuration. Examples:



Then, in the appropriately numbered box, draw the panel configuration. Include the letters of the configuration.

Note: For windows requiring unequal panel widths, see reference guide for details.

10 Frame Detail

2 = 2-sided; 3 = 3-sided (top, left, right); 4 = 4-sided

4SIL = 3-sided L-frame or Z-frame with bottom sill frame†

2CAF = 2-sided Café style

3CAF = 3-sided Café style (left, right, bottom)

4CAF = 4-sided Café style, panels part way up*

3CSIL = 2-sided Café style with bottom sill frame†

4CSIL = 3-sided Café style with bottom sill frame†

DH = Double-hung* (specify 2, 3 or 4-sided: 2DH, 3DH or 4DH)

DHHT = Double-hung with horizontal T-post* (specify 2, 3 or 4-sided: 2DHHT, 3DHHT or 4DHHT)

3D = 3-sided door which provides 5/8" floor clearance

SA = Special applications other than those listed above

† When using L-frame instead of bottom sill frame indicate with "-L".

Sill Frame is not compatible with L2.

Note: Indicate height for Café and Double-hung styles in column 14.

11 Build-Out

	FD, L2	L1, BP, BF
1 = Single build-out projection	1 3/8"	1 1/8"
2 = Double build-out projection	2 3/4"	2 1/4"
LS = Light stop (3/8" x 3/4")	3/8"	3/8"

12 Tilt Bar

F = Traditional front center tilt bar with upward closure

R = Rear tilt bar with upward closure*

SP = Split tilt bar (enter height of split)

13 Valance Type (Track Systems Only)*

S = Standard valance D = Decorative valance

14 Divider Rail/Café/Double-Hung/Split Tilt Bar Height

DR1 = First divider rail (required for panel heights over 72")

DR2 = Second divider rail (required for panel heights over 102")

Note: Enter "C" if the desired location is at the center of the panel.

For OM (outside mount): Enter measurement(s) from bottom of frame to center of divider rail(s) or top of lower double-hung or café panel.

For IM (inside mount): Enter measurement(s) from inside bottom of window or sill to center of divider rail(s) or top of lower double-hung or café panel.

15 T-Post

EQ = T-post placed to provide equally divided openings

For unequal placement: Follow normal measuring guidelines. See Reference Guide for details.

16 Magnets

All 4-sided frames come standard with pre-installed magnets.

Y = Yes, pre-install N = No, do not pre-install

17 Extension Pole* (Retractable 53" - 96")

Specify quantity: 1, 2, etc.

Lineal Materials

Grid prices include standard frames, T-posts and hardware. To order additional lineal materials, indicate quantity, color and length.

NewStyle® Hybrid Shutters

Order Form Key

Use the following key as a guide when completing the NewStyle hybrid shutters order form.

Note: Items marked with an asterisk (*) require a surcharge.

1 Color

Specify color number and name.

608 = Eggshell	609 = Linen	650 = Pure White
651 = Soft White	652 = Warm Cream	653 = Cameo White
659 = Golden Oak	670 = Warm Cherry	671 = Amaretto
672 = Bahama Brown		

2 Hinge Color

Specify hinge color number and name. Recommended colors for hinges are shown in parenthesis.

009 = White (650 Pure White)	010 = Off-White (608 Eggshell, 651 Soft White, 652 Warm Cream, 653 Cameo White)
012 = Buttercup (609 Linen)	
006 = Brass Finish	
007 = Antique Brass Finish	
008 = Brushed Nickel Finish	
011 = Stainless Steel*	
022 = Venetian Bronze	023 = Satin Black

3 Louver Size

Specify louver size: 2 1/2", 3 1/2" or 4 1/2".

4 IM or OM

Specify inside mount or outside mount.

IM = Inside Mount

Factory takes a standard framed deduction of 1/4" from width and height or a standard without frame deduction of 3/16" from width and height.

On all inside mounts, diagonal measurements must be taken. If diagonal measurements are not equal, consider making greater deductions than the standard 1/4" (framed) or 3/16" (without frame). If the diagonal measurement difference is greater than 1/2", we recommend an outside mount for that particular window opening.

OM = Outside Mount

Factory takes no deductions. Submitted size will be the finished shutter size.

When measuring the opening of a typical window for outside mounts, we recommend adding the width of the base of the frame plus 1/4", per framed side, to the largest width and height measurements. This provides a 1/4" reveal around the entire window opening.

Standard additions:

Frame Type	3-Sided Frame		4-Sided Frame	
	Width	Height	Width	Height
L11	3 1/4"	1 5/8"	3 1/4"	3 1/4"
L12, L13	2 3/4"	1 3/8"	2 3/4"	2 3/4"
C10	6"	3"	6"	6"
BP, BF	3 1/4"	1 5/8"	3 1/4"	3 1/4"

5 Frame Type (I) = Inside Mount, (O) = Outside Mount

The following types are priced as framed:

Z11 = Tilt-in Z-frame (I)	Z12 = Colonial Z-frame (I)
Z13 = Standard Z-frame (I)	L11 = Standard L-frame (I or O)
L12 = Trim L-Frame (I or O)	L13 = Extended Trim L-Frame (I or O)
C10 = Deluxe Casing frame (not available for ART or ANT). (O)	
BP = Bypass track system*	BF = Bi-fold track system*
BPB = Bypass track system with bottom track*	
BFB = Bi-fold track system with bottom track*	
FD = French door (4-sided mitered HSB frame – OM only)	
FDC = French door cut-out* (OM only)	
Z12/L11 = Colonial Z-frame and Standard L-frame combination	
Z13/L11 = Standard Z-frame and Standard L-frame combination	
AOS/[frame type] = Arch over shutter in a continuous opening	
ART-T/[frame type] = Arch top panel - traditional*	
ART-S/[frame type] = Arch top panel - stepped*	
ANT/[frame type] = Angle top panel*	

The following types are priced as unframed:

HSS = Hang strip side-by-side	HSB = Hang strip behind
WF = Without frame (panels only)	
WFBP = Bypass track system without frame*	
WFBF = Bi-fold track system without frame*	

Note: With the exception of French doors (FD), all HS frames are based on two hang strips, left and right. On inside mounts, two light stops top and bottom are included.

6 Rough Measure

Enter rough measurements and number of panels. This will be used as a guide for price estimates and configurations until a final measurement is performed by a trained installer.

7 Ordered Size

Enter width and height dimensions to the nearest 1/16".

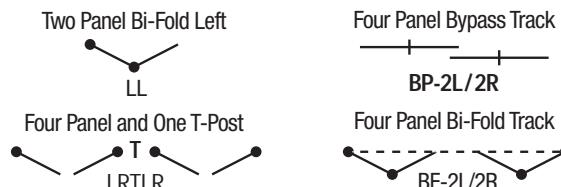
Note: Splices will occur on frames and valances over 138".

8 Number of Panels Per Opening

1 = one panel 2 = two panels 3 = three panels, etc.

9 Panel Configuration

Print the letters of the panel configuration. Examples:



Then, in the appropriately numbered box, draw the panel configuration. Include the letters of the configuration.

Note: For windows requiring unequal panel widths, see reference guide for details.

10 Frame Detail

2 = 2-sided; 3 = 3-sided (top, left, right); 4 = 4-sided

4SIL = 3-sided L-frame or Z-frame with bottom sill frame*

2CAF = 2-sided Café style

3CAF = 3-sided Café style (left, right, bottom)

4CAF = 4-sided Café style, panels part way up*

3CSIL = 2-sided Café style with bottom sill frame*

4CSIL = 3-sided Café style with bottom sill frame*

DH = Double-hung* (specify 2,3 or 4-sided: 2DH, 3DH or 4DH)

DHHT = Double-hung with horizontal T-post* (specify 2,3 or 4-sided: 2DHHT, 3DHHT, or 4DHHT)

3D = 3-sided door which provides 5/8" floor clearance

SA = Special applications other than those listed above

† When using L-frame instead of bottom sill frame indicate with "-L".

Sill Frame is not compatible with L12 and L13.

Note: Indicate height for Café and double-hung styles in column 14.

11 Build-out

	FD, L12, L13	L11, BP, BF
1 = Single buildout projection	1 3/8"	1 1/8"
2 = Double buildout projection	2 3/4"	2 1/4"
LS = Light stop (3/8" x 3/4")	3/8"	3/8"

12 Tilt Bar

F1 = Traditional front center tilt bar with upward closure only

F2 = Traditional front center tilt bar with upward and downward closure

R1 = Rear tilt bar with upward closure only*

R2 = Rear tilt bar with upward and downward closure*

SP = Split tilt bar (enter height of split)

13 Valance Type (Track Systems Only)*

S = Standard valance

D = Decorative valance

14 Divider Rail/Double Hung/Café Height

DR1 = First divider rail (required for panel heights over 72")

DR2 = Second divider rail (required for panel heights over 102")

Note: Enter "C" if the desired location is at the center of the panel.

For OM (outside mount): Enter measurement(s) from bottom of frame to center of divider rail(s) or top of lower double hung or café panel.

For IM (inside mount): Enter measurement(s) from inside bottom of window or sill to center of divider rail(s) or top of lower double hung or café panel.

15 T-Post

EQ = T-post placed to provide equally divided openings

For unequal placement: Starting from the left, indicate distance in inches from left side of the shutter to center of each T-post.

16 Magnets

All 4-sided frames come standard with pre-installed magnets.

Y = Yes, pre-install N = No, do not pre-install

17 Extension Pole* (Retractable 53" - 96")

Specify quantity: 1, 2, etc.

Lineal Materials

Grid prices include standard frames, T-posts and hardware.

To order additional lineal materials, indicate quantity, color and length.

Palm Beach™ Polysatin Shutters

Order Form Key

Use the following key as a guide when completing the Palm Beach polysatin shutters order form.

Note: Items marked with an asterisk (*) require a surcharge.

1 Color

Specify color number.

051 = White Silk 136 = Bright White
137 = White 138 = Linen

2 Hinge Color

Specify hinge color number. The standard hinge colors are standard are shown in parenthesis.

Lift Off Hinges with removable pin:

006 = Brass Finish 007 = Antique Brass Finish
008 = Brushed Nickel Finish 011 = Stainless Steel*
051 = White Silk (051 White Silk) 136 = Bright White (136 Bright White)
137 = White (137 White) 138 = Linen (138 Linen)

Extended Leaf Hinge: Add -E. (Available in all colors.)

3 Louver Size

Specify louver size: 2 1/2", 3 1/2" or 4 1/2"

4 IM or OM

Specify inside mount or outside mount.

IM = Inside Mount

Factory takes a standard framed deduction of 1/4" from width and height or a standard without frame deduction of 3/16" from width and height.

On all inside mounts, diagonal measurements must be taken. If diagonal measurements are not equal, consider making greater deductions than the standard 1/4" (framed) or 3/16" (without frame). If the diagonal measurement difference is greater than 1/2", we recommend an outside mount for that particular window opening.

OM = Outside Mount

Factory takes no deductions. Submitted size will be the finished shutter size.

When measuring the opening of a typical window for outside mounts, we recommend adding the width of the base of the frame plus 1/4", per framed side, to the largest width and height measurements.

This provides a 1/4" reveal around the entire window opening.

Standard additions:

Frame Type	3-Sided Frame		4-Sided Frame	
	Width	Height	Width	Height
S21, L21	3 1/8"	1 9/16"	3 1/8"	3 1/8"
C21	5 7/8"	2 15/16"	5 7/8"	5 7/8"
BP, BF	4 1/2"	2 1/4"	4 1/2"	4 1/2"

5 Frame Type (I) = Inside Mount, (O) = Outside Mount

The following types are priced as framed:

Z21 = Standard Z-frame (I) Z22 = Decorative Z-frame (I)
Z23 = Colonial Z-frame (I) S22 = Decorative Z Sill (I or O)
L21 = Standard L-frame (I or O) C21 = Deluxe Casing frame (O)
S21 = Deluxe Casing Sill (I or O)

Rubber Flex Option: Add -RF to frame options to specify Rubber Flex (Available on Z21, Z23 and L21 if inside mount)

Cover Strip Option: Add -CS to frame options to specify Cover Strip (Available on L21 and C21)

Example: For L21 with rubber flex and cover strip order L21-RFCS

BP = Bypass track system* BF = Bi-fold track system*

BPBF = Bypass bottom floor guide*

BPBP = Bypass bottom panel guide*

BFB = Bi-fold track system with bottom track*

(Factory takes 7/16" deduction for bottom track)

BO = Bypass Open* BPUL = Bypass U/L Guide*

FDC = French door cut-out*

FDCWC = French door companion without cut-out

Available frame combinations: Z21/L21, Z23/L21, Z22/S22, and C21/S21. Must specify frame type and location in diagram.

The following types are priced as unframed:

HSS = Hang strip side-by-side HSB = Hang strip behind

WF = Without frame

WFBP = Bypass track system without frame*

WFBF = Bi-fold track system without frame*

WFBPB = Bypass track system without frame, with bottom track*

WFBFB = Bi-fold track system without frame, with bottom track*

6 Rough Measure

Enter rough measurements and number of panels. This will be used as a guide for price estimates and configurations until a final measure is performed by a trained installer.

7 Ordered Size

Enter width and height dimensions to the nearest 1/16".

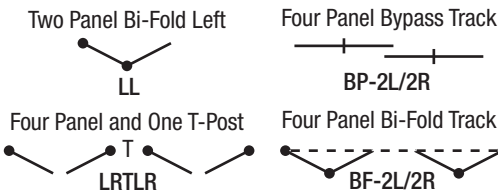
Note: Splices will occur on frames and valances over 180".

8 Number of Panels Per Opening

1 = one panel 2 = two panels 3 = three panels etc.

9 Panel Configuration

Print the letters of the panel configuration. Examples:



Then, in the appropriate opening box, draw the panel configuration. Include the letters of the configuration.

Note: For windows requiring unequal panel widths, see reference guide for details.

10 Frame Detail

2 = 2-sided; 3 = 3-sided (top, left, right); 4 = 4-sided
4SIL = 4-sided with bottom sill 2CAF = 2-sided Café style (left, right)
3CAF = 3-sided Café style (left, right, bottom)
4CAF = 4-sided Café style, panels part way up*
3CSIL = 3-sided Café style with bottom sill
4CSIL = 4-sided Café style with bottom sill, panels part way up*
DH = Double-hung* (specify 2, 3 or 4-sided: 2DH, 3DH or 4DH)
DHHT = Double-hung with horizontal T-post* (specify 2, 3 or 4-sided: 2DHHT, 3DHHT or 4DHHT)

3D = 3-sided door which provides 5/8" floor clearance

SA = Special applications other than those listed above. Additional notes required.

Note: Indicate height for Café and Double-hung styles in column 14.

11 Build-Out

1 = Single build-out (standard frames: 1/2", track systems: 3/4")

2 = Double build-out (standard frames: 1", track systems: 1 1/2")

Other Hang Strip/Light Stop Options:

LS21 = 1/4" LS22 = 1/2" HS21 = 3/4" HS22 = 1"

12 Tilt Bar

F = Front center

L = Lantana™ gear system

FH = Front hinge side

RH = Rear hinge side†

SP = Split tilt (Enter height of split) *Note: 3/4" clearance required for TruView™ rear tilt.

13 Valance Type (Track Systems Only)

S = Standard valance (Bi-fold only) D = Deluxe valance

14 Divider Rail/Café/Double-Hung Height

DR1 = First divider rail (required for panel heights over 60")

DR2 = Second divider rail (required for panel heights over 90")

Note: Enter "C" if the desired location is at the center of the panel.

15 T-Post

EQ = T-post placed to provide equally divided openings

For uneven placement, always start from the left, indicate distance in inches from left side of shutter to center of each T-post.

16 Closure System

D = Duracatch™ M = Magnets N = None

All 4-sided standard units come with Duracatch panel lock system.

17 Astragal

S = Standard SA = Special Application

Note: In the appropriate opening box draw an Astragal symbol on the panel configuration from box 9. †

Note: Single units come standard with flex light block. Multiple panels come standard with rear astragal and flex light block.

18 Rail Size

2 = 2" top and bottom rail 4 = 4" top and bottom rail

Note: Default rail size on panels under 36" is a 2" rail.

19 Extension Pole* (Retractable 53"- 96")

Specify quantity: 1, 2, etc.

Lineal Materials

Grid prices include standard frames, T-posts, buildout and hardware. To order additional lineal materials, indicate quantity, color and length.

HunterDouglas

HERITANCE®

Hardwood Shutters

NEWSTYLE®

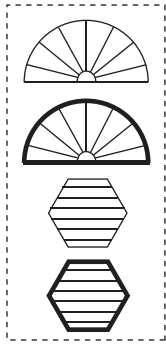
Hybrid Shutters

PALM BEACH™

Polysatin Shutters

BRIDGEWAY®

Specialty Shapes



STAND-ALONE SPECIALTY SHAPE UNFRAMED AND FRAMED ORDER FORM

BILL TO:	Date:	SHIP VIA: <input type="checkbox"/> Will Call <input type="checkbox"/> Delivery Service <input type="checkbox"/> Ship	Page _____ of _____
	Account #:		Job #:
	P.O. #:		
SHIP TO:	Ordered by:		
	Sidemark:		
	Phone #:	Fax #:	

See the reverse side for the specialty shapes order explanation key (1 - 5).

Opening #	Room	Qty.	1 Specialty Type	2 Product Code	3 Color Number	4 Hinge Color Number ¹	5 Mounting Style			6 Frame Type ³	Opening Measurements	7 Returns ²	8 Companion Specialty	9 Buildout	10 T1-T4 & PB Louver Size		11 T1-T4 & PB Tilt Option		12 Vertical Support (Palm Beach Only)			13 Extension Pole	14 Price	Special Instructions
							OM	IM	EX ²						1st	2nd	3rd	1st	2nd	3rd	1st			
																			1st	2nd	3rd			
																			1st	2nd	3rd			
																			1st	2nd	3rd			
																			1st	2nd	3rd			

¹Heritage® and NewStyle® framed only ²Unframed only, not applicable to Palm Beach™ ³Not applicable to Bridgeway®. If you think you may have a variable radius shape, supply a template. Note: templates will affect lead time and may incur additional surcharge.

15 Specialty Shape Types and Measurements Required

No Template Required — Specialty Shapes with Sunburst Louvers in Heritage, NewStyle® and Bridgeway® and Horizontal Louvers in Palm Beach

Perfect Arch (A1)
HH, NS, PB & BW

A = Opening Width
B = Opening Height
C = Opening Rise
D = Opening Center Height

Quarter Circle (A2)
HH, NS, PB & BW

A2L Left A2R Right

Circle (A3)
HH, NS & BW

Extended Eyebrow or Extended Arch (A4)
HH, NS, PB & BW

Extended Arch

Eyebrow (A5)
HH, NS, PB & BW

Extended Quarter Eyebrow (A6)
HH, NS & BW

A6L Left A6R Right

Extended Angle or Angle (A7)
HH, NS & BW

A7L Left A7R Right

16 Specialty Shapes with Horizontal Louvers
Heritage Only — Template Required

Oval (T1)

Circle (T2)

Hexagon (T3)

Octagon (T4)

17 Measurements and Overlaps: Identify opening # and specialty type in space provided. Enter appropriate A, B, C and D measurements. Supply drawings as needed.

<p>Opening # _____ Specialty Type _____</p> <p>A = _____ B = _____</p> <p>C = _____ D = _____</p> <div style="text-align: center;"> </div> <p>Clearance Depth _____</p> <p>Overall Width for Pricing _____</p>	<p>Opening # _____ Specialty Type _____</p> <p>A = _____ B = _____</p> <p>C = _____ D = _____</p> <div style="text-align: center;"> </div> <p>Clearance Depth _____</p> <p>Overall Width for Pricing _____</p>	<p>Opening # _____ Specialty Type _____</p> <p>A = _____ B = _____</p> <p>C = _____ D = _____</p> <div style="text-align: center;"> </div> <p>Clearance Depth _____</p> <p>Overall Width for Pricing _____</p>	<p>Opening # _____ Specialty Type _____</p> <p>A = _____ B = _____</p> <p>C = _____ D = _____</p> <div style="text-align: center;"> </div> <p>Clearance Depth _____</p> <p>Overall Width for Pricing _____</p>
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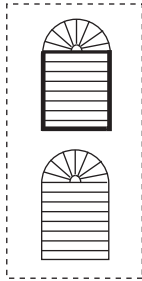
HunterDouglas

HERITANCE®

Hardwood Shutters

NEWSTYLE®

Hybrid Shutters



CONTINUOUS OPENING UNFRAMED SUNBURST OVER PANELS ORDER FORM

BILL TO:	Date:	SHIP VIA: <input type="checkbox"/> Will Call <input type="checkbox"/> Delivery Service <input type="checkbox"/> Ship	Page _____ of _____
	Account #:		Job #:
	P.O. #:		
SHIP TO:	Ordered by:		
	Sidemark:		
	Phone #:	Fax #:	

Specialty shape order: See the specialty shapes order explanation key for more details.

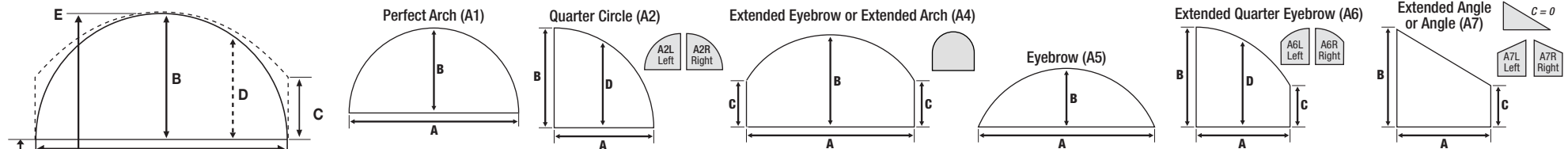
Opening #	Room	Qty.	Specialty Type	Product Code	Color Number	Mounting Style OM IM	Opening Measurements		Returns ¹	Companion Specialty	Buildout	Adders for Overlap				Extension Pole	Width for Pricing	Price	Special Instructions
							A	B				Left	Top	Right	Bottom				
Complete Worksheet Section Below												0							
A = Opening Width B = Opening Height												0							
C = Opening Rise D = Opening Center Height																			
E = Overall Opening Height F = SBS Height																			

¹Unframed specialty shapes only

Standard Panel order: See Heritance/NewStyle Standard Panel order form explanation key for more details.

Opening #	Room	Qty.	Product Code: HH or NS	Color	Hinge Color	Louver Size	IM or OM	SBS Frame Type	Ordered Size		# of Panels Per Opening	Panel Configuration	Frame Detail	Buildout	Tilt Bar	Track Valance Type	Divider Rail Height (Double-Hung and Café Height)	T-Post				Magnets
									Width	Height								1st	2nd	3rd	4th	
																	DR2	1st	2nd	3rd	4th	
																	DR1					
																	DR2	1st	2nd	3rd	4th	
																	DR1					

NOTES: IM (Inside Mount) = Factory takes deductions. OM (Outside Mount) = Finished shutter size. See key for Heritance or NewStyle order form key or Reference Guide for more details.



Specialty Opening # _____ Specialty Type _____ A = _____ B = _____ C = _____ D = _____ E = _____ F = _____ (SBS) Left Overlap _____ Top Overlap _____ Right Overlap _____	Shutter Below Specialty WINDOW DIAGONAL: Left _____ Right _____ CLEARANCE DEPTH _____ TRIM TO TRIM <input type="checkbox"/> ↓ ↓ ↓	Specialty Opening # _____ Specialty Type _____ A = _____ B = _____ C = _____ D = _____ E = _____ F = _____ (SBS) Left Overlap _____ Top Overlap _____ Right Overlap _____	Shutter Below Specialty WINDOW DIAGONAL: Left _____ Right _____ CLEARANCE DEPTH _____ TRIM TO TRIM <input type="checkbox"/> ↓ ↓ ↓
NOTES:	6 Rough Measure _____ X _____	NOTES:	6 Rough Measure _____ X _____

CONTINUOUS OPENING: ARCH/ANGLE TOP PANELS AND FRAMED SUNBURST SPECIALTY OVER PANELS ORDER FORM

HunterDouglas

HERITANCE®

Hardwood Shutters

NEWSTYLE®

Hybrid Shutters



BILL TO: SHIP TO:	Date: Account #: P.O. #: Ordered by: Sidemark: Phone #: Fax #: 	SHIP VIA: <input type="checkbox"/> Will Call <input type="checkbox"/> Delivery Service <input type="checkbox"/> Ship	Page _____ of _____ Job #:
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Use the order form key for the standard Heritance and NewStyle order forms as a guide for filling in this order form **1 - 16**

Opening #	Room	Qty.	Product Code HH or NS	Color 1	Hinge Color 2	Louver Size 3	IM or OM 4	Frame Type 5	Measurements 6 & 7	# of Panels Per Opening 8	Panel Configuration 9	Frame Detail 10	Buildout ¹ (surcharge) 11	Tilt Bar 12	Track Valance Type 13	Divider Rail Height ² (Double-Hung and Café Height) 14				T-Post 15				Magnets 16	Ext. Pole 17	
																DR2	DR1	DR2	DR1	1st	2nd	3rd	4th			1st
									Fill in appropriate measurements below. Refer to key on the back of order form.																	

NOTES: IM (Inside Mount) = Factory takes deductions. OM (Outside Mount) = Finished shutter size. ¹Buildout for specialty area requires surcharge. ²Entire divider rail must be below shoulder. See order form key or Reference Guide for details.

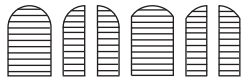
<div style="border: 1px dashed black; padding: 5px;"> <p>Arch Top Panel</p> <p>Opening # _____</p> <p>(W) Width = _____</p> <p>(OH) Overall Height = _____</p> <p>(SH) Shoulder = _____</p> <p>(CH) Center Height = _____</p> </div> <div style="border: 1px dashed black; padding: 5px; margin-top: 5px;"> <p>WINDOW DIAGONAL: Left _____ Right _____</p> <p>CLEARANCE DEPTH _____ →</p> <p>TRIM TO TRIM <input type="checkbox"/></p> <p><input type="checkbox"/> L <input type="checkbox"/> R</p> </div>	<div style="border: 1px dashed black; padding: 5px;"> <p>Angle Top Panel</p> <p>Opening # _____</p> <p>(W) Width = _____</p> <p>(OH) Overall Height = _____</p> <p>(SH) Shoulder = L _____ R _____</p> <p>(PL) Peak Location = _____</p> </div> <div style="border: 1px dashed black; padding: 5px; margin-top: 5px;"> <p>WINDOW DIAGONAL: Left _____ Right _____</p> <p>CLEARANCE DEPTH _____ →</p> <p>TRIM TO TRIM <input type="checkbox"/></p> <p><input type="checkbox"/> L <input type="checkbox"/> R</p> </div>
<div style="border: 1px dashed black; padding: 5px;"> <p>Framed Arch Sunburst Continuous Opening</p> <p>Opening # _____ Specialty Type _____</p> <p>(W) Width = _____</p> <p>(OH) Overall Height = _____</p> <p>(SH) Shoulder = _____</p> <p>(CH) Center Height = _____</p> <p>(HTH) Horiz T-Post = _____</p> </div> <div style="border: 1px dashed black; padding: 5px; margin-top: 5px;"> <p>WINDOW DIAGONAL: Left _____ Right _____</p> <p>CLEARANCE DEPTH _____ →</p> <p>TRIM TO TRIM <input type="checkbox"/></p> <p><input type="checkbox"/> L <input type="checkbox"/> R</p> </div>	<div style="border: 1px dashed black; padding: 5px;"> <p>Framed Angle Sunburst Continuous Opening</p> <p>Opening # _____ Specialty Type _____</p> <p>(W) Width = _____</p> <p>(OH) Overall Height = _____</p> <p>(SH) Shoulder = L _____ R _____</p> <p>(HTH) Horiz T-Post = _____</p> <p>(PL) Peak Location = _____</p> </div> <div style="border: 1px dashed black; padding: 5px; margin-top: 5px;"> <p>WINDOW DIAGONAL: Left _____ Right _____</p> <p>CLEARANCE DEPTH _____ →</p> <p>TRIM TO TRIM <input type="checkbox"/></p> <p><input type="checkbox"/> L <input type="checkbox"/> R</p> </div>

CONTINUOUS OPENING: ARCH/ANGLE TOP PANELS AND FRAMED SUNBURST SPECIALTY OVER PANELS ORDER FORM KEY

Use the order form key for the standard Heritage and NewStyle order forms as a guide for filling in this order form **16**

Arch Top Panels Systems:

Covers specialty shape openings with specialty shaped continuous panels.



- All louvers will be horizontal with arch top panel systems.
- The shoulder is the point where the arch begins. Some louvers will be fixed closed in the arched area.
- The divider rail cannot be placed in the arched area.

Required measurements enter to the nearest 1/16". For all measurements refer to the Heritage or NewStyle standard order form key code **4** for IM or OM.

Note: IM (Inside Mount) = Use smallest inside opening measure, factory will take appropriate deductions. OM (Outside Mount) = Finished shutter size.

(W) Width = Record width

(OH) Overall Height = Record the tallest measurement

(SH) Shoulder Height = Measure the left and right heights and record for the smallest of the two for IM and the largest of the two for OM.¹

(CH) Center Height = Only needed for quarter arches. Record the height of the center of the window.



Indicate left or right where applicable.

Angle Top Panels Systems:

Continuous panels in a specialty shape opening that can be a full or half angle.



- All louvers will be horizontal with angle top panel systems.
- The shoulder is the point where the angle begins. Some louvers will be fixed closed in the angled area.
- The divider rail cannot be placed in the angled area.

Required measurements enter to the nearest 1/16". For all measurements refer to the Heritage or NewStyle standard order form key code **4** for IM or OM.

Note: IM (Inside Mount) = Use smallest inside opening measure, factory will take appropriate deductions. OM (Outside Mount) = Finished shutter size.

(W) Width = Record width

(OH) Overall Height = Record the tallest measurement

(SH) Shoulder Height = Measure and record both the left and right heights.¹

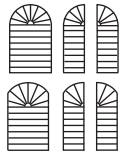
(PL) Peak Location = For full angles only, measure from the ordered left to the peak center.



Indicate left or right where applicable.

Framed Arch Sunburst Continuous Opening:

Hinged sunburst style specialty shape over standard shutter panels separated by a horizontal t-post within a single continuous frame.



Specialty Type = Record type of sunburst specialty to be used for framed pricing.



Required measurements enter to the nearest 1/16". For all measurements refer to the Heritage or NewStyle standard order form key code **4** for IM or OM.

Note: IM (Inside Mount) = Use smallest inside opening measure, factory will take appropriate deductions. OM (Outside Mount) = Finished shutter size.

(W) Width = Record width

(OH) Overall Height = Record the tallest measurement

(SH) Shoulder Height = Measure the left and right heights and record for the smallest of the two for IM and the largest of the two for OM.¹

(CH) Center Height = Only needed for quarter arches. Record the height of the center of the window.

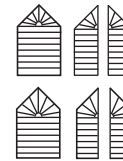
(HTH) Horizontal T-Post Height = Record the height from the ordered bottom t-post center line.²



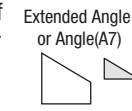
Indicate left or right where applicable.

Framed Angle Sunburst Continuous Opening:

Sunburst style shape over panels with continuous frame housing both.



Specialty Type = Record type of sunburst specialty to be used for framed pricing.



Required measurements enter to the nearest 1/16". For all measurements refer to the Heritage or NewStyle standard order form key code **4** for IM or OM.

Note: IM (Inside Mount) = Use smallest inside opening measure, factory will take appropriate deductions. OM (Outside Mount) = Finished shutter size.

(W) Width = Record width

(OH) Overall Height = Record the tallest measurement

(SH) Shoulder Height = Measure and record both the left and right heights.¹

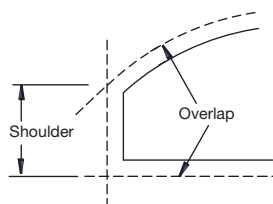
(HTH) Horizontal T-Post Height = Record the height from the ordered bottom t-post center line.²

(PL) Peak Location = For full angles only, measure from the ordered left to the peak center.



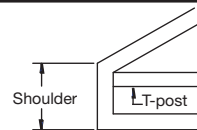
Indicate left or right where applicable.

¹Outside Mount Shoulder Location



At the shoulder area of a specialty shutter, the overlap portion of the frame will always be less than the normal frame overlap therefore it is important to measure the shoulder height correctly. To find the correct shoulder height:

1. Determine the appropriate frame adder by consulting box **4** of the standard order form key code.
2. Mark the wall on the left side and the top of the opening to show where the frame will overlap.
3. The shoulder will be the point where the vertical line intersects with the arc or angle from the top (see drawing).



²T-post and Divider Rail Placement Guidelines

- Entire height of a horizontal t-post or divider rails must always be below the shoulder.
- Finished location may vary up or down from the specified location.



Variable Radius

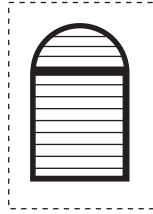
Worksheets and order forms have been designed to effectively replace templates for most openings. Variable radius openings are an exception and require an accurate template.

If you have a variable radius arch such as the three examples to the left, send a template.

Note that templates affect lead time and may incur additional surcharges.

HunterDouglas

PALM BEACH™
Polysatin Shutters



CONTINUOUS OPENING FRAMED SPECIALTY OVER PANELS ORDER FORM

BILL TO:	Date:	SHIP VIA: <input type="checkbox"/> Will Call <input type="checkbox"/> Delivery Service <input type="checkbox"/> Ship	Page _____ of _____
	Account #:		Job #:
	P.O. #:		
SHIP TO:	Ordered by:		
	Sidemark:		
	Phone #:	Fax #:	

Specialty Shape order: See the Palm Beach specialty shapes order explanation key for more details.

Opening #	Room	Qty.	1 Specialty Type	2 Color Number	3 Louver Size	4 Mounting Style OM IM	5 Frame Type	Opening Measurements						6 Companion Specialty	7 Buildout	8 Tilt Option	9 Adders for Overlap			10 Vertical Support			11 Extension Pole	12 Width for Pricing	13 Price	Special Instructions				
								A	B	C	D	E	F				Left	Top	Right	Bottom	1st	2nd					3rd			
Complete Worksheet Section Below																														
A = Opening Width B = Opening Height																														
C = Opening Rise D = Opening Center Height																														
E = Overall Opening Height F = SBS Height																														

Standard Panel order: See Palm Beach Standard Panel order form explanation key for more details.

Opening #	Room	Qty.	Color 1	Hinge Color 2	Louver Size 3	IM or OM 4	SBS Frame Type 5	7 Ordered Size		# of Panels Per Opening 8	Panel Configuration 9	Frame Detail 10	Buildout 11	Tilt Bar 12	Track Valance Type 13	Divider Rail Height 14	15 T-Post				Closure System 16	Astragal 17	Rail Size 18	
								Width	Height								1st	2nd	3rd	4th				
																DR2		1st	2nd	3rd	4th			
														SP		DR1								
														SP		DR2		1st	2nd	3rd	4th			
																DR1								

NOTES: IM (Inside Mount) = Factory takes deductions. OM (Outside Mount) = Finished shutter size. See key for Palm Beach order form key or Reference Guide for more details.

14 Measurements

Specialty	Shutter Below Specialty	Specialty	Shutter Below Specialty
Opening # _____ Specialty Type _____	WINDOW DIAGONAL: Left _____ Right _____	Opening # _____ Specialty Type _____	WINDOW DIAGONAL: Left _____ Right _____
A = _____ B = _____	CLEARANCE DEPTH _____	A = _____ B = _____	CLEARANCE DEPTH _____
C = _____ D = _____	TRIM TO TRIM <input type="checkbox"/>	C = _____ D = _____	TRIM TO TRIM <input type="checkbox"/>
E = _____ F = _____ (SBS)		E = _____ F = _____ (SBS)	
Left Overlap Top Overlap Right Overlap		Left Overlap Top Overlap Right Overlap	
NOTES:		NOTES:	
	6 Rough Measure _____ X _____		6 Rough Measure _____ X _____

CONTINUOUS OPENING FRAMED SPECIALTY OVER PANELS ORDER FORM KEY

Use the following key as a guide when completing the Palm Beach shutter specialty shapes order form. Items marked with an asterisk (*) require a surcharge.

1 Specialty Type: Identify shape type
 A1 = Perfect arch A4 = Extended eyebrow or extended arch
 A2L = Left quarter circle A5 = Eyebrow
 A2R = Right quarter circle

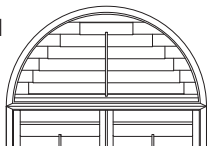
2 Color Number: Specify color number.
 051 = White Silk 136 = Bright White
 137 = White 138 = Linen

3 Louver Size: Comes standard with horizontal louvers.
 Specify louver size: 2 1/2" or 3 1/2"

4 Mounting Style:
 OM = Outside mount overlaps the window opening.
 IM = Inside mount fits within the window opening.

5 Frame/Sill Combinations: Specify frame combination.
 Framed arch must include sill at bottom and shutter unit must include sill at top. See drawing below.

Z21/L21 = Standard Z-frame Z22/S22 = Decorative Z-frame S22/S22 = Decorative Z-frame Sill Z23/L21 = Colonial Z-frame	L21/L21 = Standard L-frame C21/S21 = Deluxe Casing frame S21/S21 = Deluxe Casing frame Sill
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Framed arch with sill at bottom and shutter unit with sill at top.

6 Companion Specialty:
 YES = This is a companion specialty.
 NO = This is not a companion specialty.

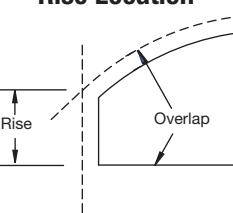
Companion specialty example:



7 Buildout:
 1 = Single buildout projection*
 2 = Double buildout projection*
 Buildout projection comes preattached to the back of the specialty shape.

	Palm Beach: L21, C21, S21
Single Buildout	1/2"
Double Buildout	1"

Outside Mount Rise Location



At the rise area of a specialty shutter, the overlap portion of the frame will always be less than the normal frame overlap therefore it is important to measure the rise correctly. To find the correct rise:

- Determine the appropriate frame adder by consulting box 9 of the standard order form key code.
- Using the frame adders, mark the wall on the left side and the top of the opening to show where the frame will overlap.
- The rise will be the point where the vertical line intersects with the arc or angle from the top (see drawing).

8 Tilt Options:
 F = Front tilt R = Rear tilt (Only if the arch has a full length straight side or vertical support.)

9 Adders for Overlap:
 For specialty shape outside mounts (OM) only, use the overlap below to determine the overlap of the shape around the opening and the ordered width for pricing.

Framed Outside Mount

Recommended width overlap per side (with 1/4" reveal):

Palm Beach Frames: L21 = 1 9/16"
 C21 = 2 15/16"
 S21 = 1 9/16"

10 Vertical Support:
 EQ = Vertical support placed to provide equally divided openings.
 For uneven placement, always start from the left, indicate distance in inches from left side of shutter to center of each vertical support.
Note: In order to achieve a consistent look, order the shutter below and the arch above with the same number of panels and sections. Vertical supports are required on shapes over 30" wide.

11 Extension Pole (Retractable 53" - 96"): Specify quantity: 1, 2, etc.


12 Width for Pricing: Opening width plus the left and right overlap.

13 Price: See base price grid in the appropriate section of the Hunter Douglas *Full-Line Reference Guide & Base Price List*.

14 Measurements: Identify opening # and specialty type in space provided.
 Enter appropriate A, B, C, D, E and F measurements.

A = Opening Width
 B = Opening Height
 C = Opening Rise
 D = Opening Center Height
 E = Overall Opening Height
 F = SBS Height. For (IM) the opening height for the shutter below the specialty.
 For (OM) the framed shutter height of the shutter below the specialty

Variable Radius: Worksheets and order forms have been designed to effectively replace templates for most openings. Variable radius openings are an exception and require an accurate template. If you have a variable radius arch check for availability.
Note that templates affect lead time and may incur additional surcharges.

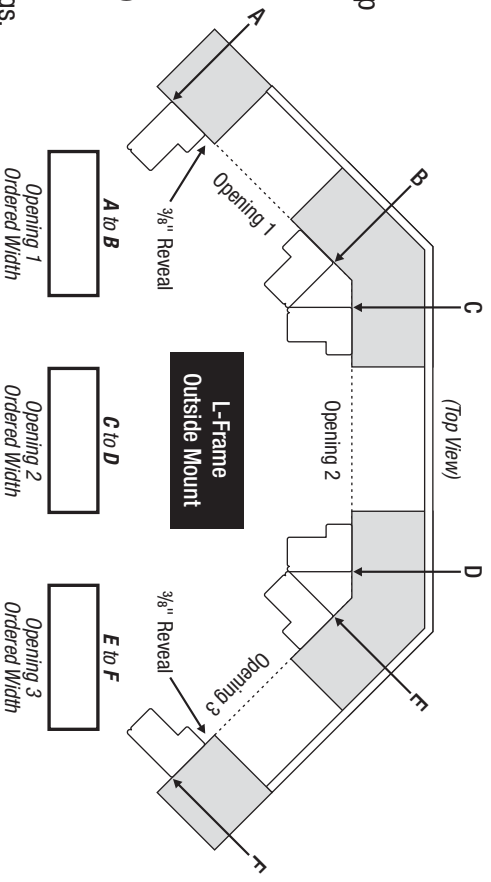


Product Key: **HH** = Heritage® Hardwood Shutters; **NS** = NewStyle® Hybrid Shutters; **PB** = Palm Beach™ Polysatin Shutters

Refer to the appropriate Reference Guide section for specifications.

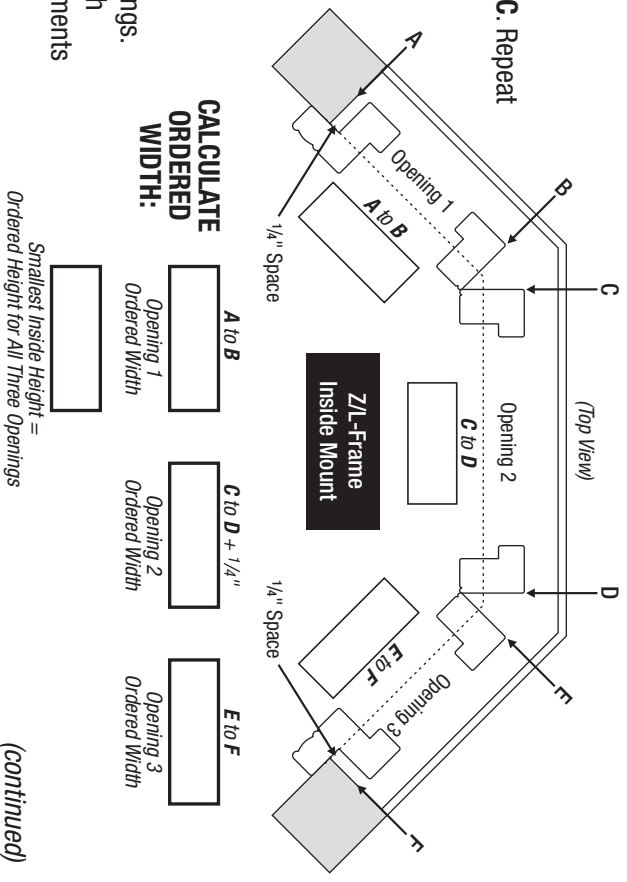
L-FRAME OUTSIDE MOUNT

- Using the Hunter Douglas EasyAngle® Tool and allowing for a $\frac{3}{8}$ " reveal, mark **A**. Repeat this step at the other side and mark **F**.
- Using the EasyAngle® Tool, determine and mark positions **B** and **C**. Repeat this step for **D** and **E**.
- Determine the ordered widths of the three shutters. Measure the distance from mark **A** to mark **B** (opening 1). Repeat for **C** to **D** (opening 2) and **E** to **F** (opening 3). Enter these width measurements in the boxes at right.
- Determine the largest inside height of the openings. Measure the inside height at three places for each opening. Enter the *largest* of these nine measurements in the top box at right.
- Enter the correct **FOF** (Frame Overlap Factor) in the middle box at right.
 - FOF for 4-sided L-frames: **HH & NS** is $3\frac{1}{4}$ " , **PB** is $3\frac{1}{8}$ "
 - FOF for 4-sided frame with bottom sill: **HH & NS** is $2\frac{5}{8}$ " , **PB** is $3\frac{1}{8}$ "
 - FOF for Sill frame on window sill: **HH & NS** is $1\frac{5}{8}$ " , **PB** is $1\frac{9}{16}$ "
- Add the largest inside height measurement to the **FOF** to calculate the ordered height. All three shutters should have the same ordered height.



Z/L-FRAME INSIDE MOUNT

- Using the EasyAngle® Tool, mark positions **B** and **C**. Repeat this step for **D** and **E**.
- Measure inside opening 1 from the wall at **A** to the mark at **B**. This provides a $\frac{1}{4}$ " space at **A**.
- Measure inside opening 2 from mark **C** to mark **D**. Add $\frac{1}{4}$ " to determine the ordered width.
- Measure inside opening 3 from the mark at **E** to the wall at **F**. This provides a $\frac{1}{4}$ " space at **F**.
- Determine the smallest inside height of the openings. Measure the inside height at three places for each opening. Use the *smallest* of these nine measurements as your ordered height for all three shutters.



FOR ALL BAY WINDOW SHUTTERS:

Transfer the information from the worksheet to the Heritage®, NewStyle® or Palm Beach™ order form and indicate that the shutters are for a bay window. Attach this worksheet to the order form.

Order form page number(s) _____ Opening numbers _____ Sidemark _____

Notes:

- Always check for sufficient clearance and any obstructions which may interfere with louver movement.

Bay Window Shutters Worksheet (continued)

Product Key: **HH** = Heritage® Hardwood Shutters; **NS** = NewStyle® Hybrid Shutters; **PB** = Palm Beach™ Polysatin Shutters
Refer to the appropriate Reference Guide section for specifications.

COLONIAL Z-FRAME INSIDE MOUNT

1. Determine ordered widths. Measure **A to B** (Opening 1). Subtract $1\frac{3}{4}$ " to calculate ordered width.

$$\begin{array}{l} \text{HH} \\ \text{NS} \\ \text{PB} \end{array} \begin{array}{l} \text{A to B} \\ - 1\frac{3}{4}" = \\ \text{Ordered Width} \\ \text{Opening 1} \end{array}$$

2. Measure **C to D** (Opening 2). Subtract $3\frac{1}{4}$ " to calculate ordered width.

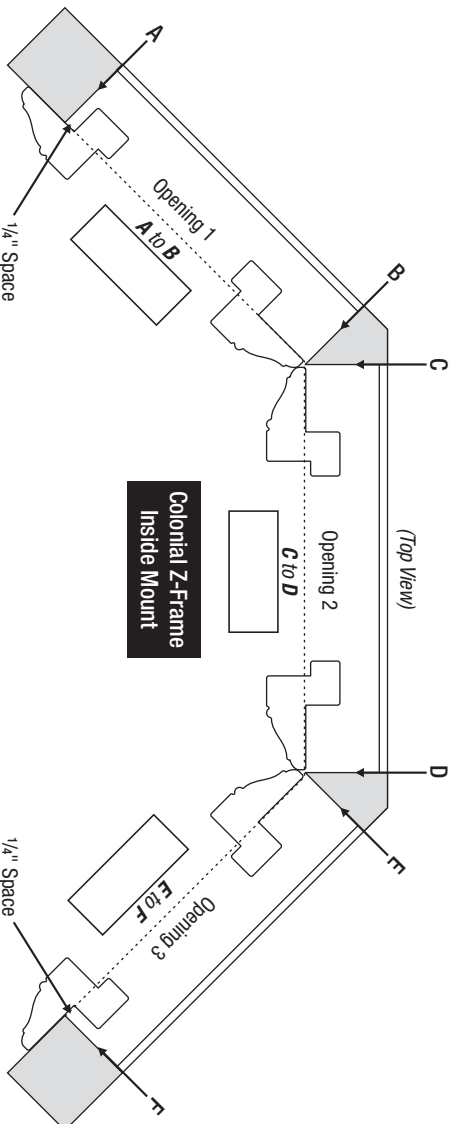
$$\begin{array}{l} \text{HH} \\ \text{NS} \\ \text{PB} \end{array} \begin{array}{l} \text{C to D} \\ - 3\frac{1}{4}" = \\ \text{Ordered Width} \\ \text{Opening 2} \end{array}$$

3. Measure **E to F** (Opening 3). Subtract $1\frac{3}{4}$ " to calculate ordered width.

$$\begin{array}{l} \text{HH} \\ \text{NS} \\ \text{PB} \end{array} \begin{array}{l} \text{E to F} \\ - 1\frac{3}{4}" = \\ \text{Ordered Width} \\ \text{Opening 3} \end{array}$$

4. Determine the smallest inside height of the openings. Measure the inside height at three places for each opening. Use the *smallest* of these nine measurements. Subtract $\frac{1}{8}$ " to calculate your ordered height for all three openings.

$$\begin{array}{l} \text{HH} \\ \text{NS} \\ \text{PB} \end{array} \begin{array}{l} \text{Smallest Inside} \\ \text{Height} \\ - \frac{1}{8}" = \\ \text{Ordered Height for} \\ \text{All Three Openings} \end{array}$$



FOR ALL BAY WINDOW SHUTTERS:

Transfer the information from the worksheet to the Heritage, NewStyle or Palm Beach order form and indicate that the shutters are for a bay window. Attach this worksheet to the order form.

Order form page number(s) _____ Opening numbers _____ Sidemark _____

Notes:

- Always check for sufficient clearance and any obstructions which may interfere with louver movement.

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Refer to the appropriate Reference Guide section for specifications.

L-FRAME OUTSIDE MOUNT

1. Determine ordered widths. Measure **A** to **B** (Opening 1). For **NS** & **HH** shutters subtract 2" and for **PB** shutters subtract 2 1/4" to calculate ordered width.

$$\begin{array}{l} \text{A to B} \\ \text{HH} \boxed{} - 2" = \boxed{} \text{ Opening 1} \\ \text{NS} \boxed{} \text{ Ordered Width} \end{array}$$

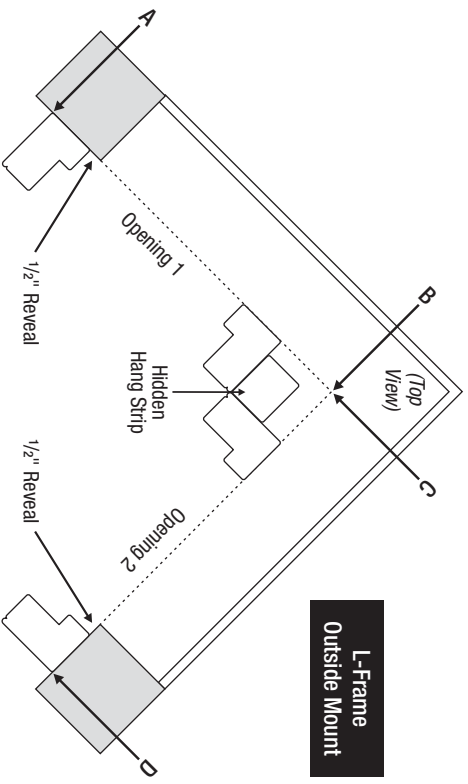
$$\begin{array}{l} \text{A to B} \\ \text{PB} \boxed{} - 2\frac{1}{4}" = \boxed{} \text{ Opening 1} \\ \text{Ordered Width} \end{array}$$

2. Repeat for **C** to **D** (Opening 2).

$$\begin{array}{l} \text{A to B} \\ \text{HH} \boxed{} - 2" = \boxed{} \text{ Opening 2} \\ \text{NS} \boxed{} \text{ Ordered Width} \end{array}$$

$$\begin{array}{l} \text{A to B} \\ \text{PB} \boxed{} - 2\frac{1}{4}" = \boxed{} \text{ Opening 2} \\ \text{Ordered Width} \end{array}$$

3. Determine the largest inside height of the openings. Measure the inside height at three places for each opening. Enter the *largest* of these six measurements in the top box at right.



Largest Inside Height

4. Enter the correct **FOF** (Frame Overlap Factor) in the middle box at right.

- FOF for 4-sided L-frames: **HH & NS** is 3 1/4", **PB** is 3 1/8"
- FOF for 4-sided frame with bottom sill: **HH & NS** is 2 5/8", **PB** is 3 1/8"
- FOF for Sill frame on window sill: **HH & NS** is 1 5/8", **PB** is 1 9/16"

+ **FOF** (Frame Overlap Factor)

5. Add the largest inside height measurement to the **FOF** to calculate the ordered height. The ordered height is the same for both shutters.

= Ordered Height

6. Order one length of hangstrip at the ordered height - 1/4" and note as lineal materials on the standard order form.

Z/L-FRAME INSIDE MOUNT

B and C locations are the same as above.

1. Determine ordered widths. Measure **A** to **B** (Opening 1). Subtract 3/4" to calculate ordered width.

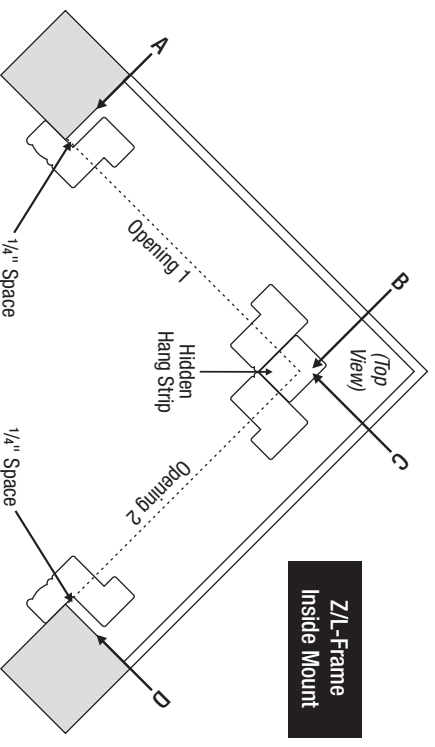
$$\begin{array}{l} \text{A to B} \\ \text{HH} \boxed{} - 3/4" = \boxed{} \text{ Opening 1} \\ \text{NS} \boxed{} \text{ Ordered Width} \\ \text{PB} \boxed{} \end{array}$$

2. Repeat for **C** to **D** (Opening 2).

$$\begin{array}{l} \text{C to D} \\ \text{HH} \boxed{} - 3/4" = \boxed{} \text{ Opening 2} \\ \text{NS} \boxed{} \text{ Ordered Width} \\ \text{PB} \boxed{} \end{array}$$

3. Determine the smallest inside height of the openings. Measure the inside height at three places for each opening. Use the *smallest* of these six measurements as your ordered height for both shutters.

Smallest Inside Height =
 Ordered Height for Both Openings



4. Order one length of hangstrip at the ordered height - 1/4" and note as lineal materials on the standard order form. (continued)

FOR ALL CORNER WINDOW SHUTTERS:

Transfer the information from the worksheet to the Heritage, NewStyle or Palm Beach order form and indicate that the shutters are for a corner window. Attach this worksheet to the order form.

Order form page number(s) Opening numbers Sidemark

Notes:

- Always check for sufficient clearance and any obstructions which may interfere with louver movement.

Corner Window Shutters Worksheet (continued)

Product Key: **HH** = Heritage® Hardwood Shutters; **NS** = NewStyle® Hybrid Shutters; **PB** = Palm Beach™ Polysatin Shutters
Refer to the appropriate Reference Guide section for specifications.

COLONIAL Z-FRAME INSIDE MOUNT

1. Determine ordered widths. Measure **A** to **B** (Opening 1). Subtract $2\frac{1}{8}"$ to calculate ordered width.

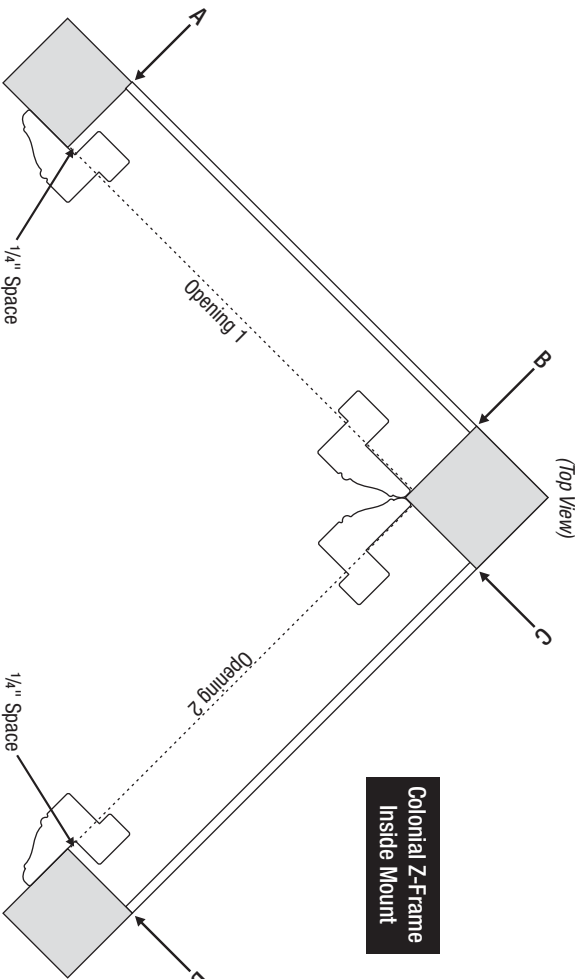
$$\begin{array}{l} \text{HH} \\ \text{NS} \\ \text{PB} \end{array} \begin{array}{l} \text{A to B} \\ \boxed{} - 2\frac{1}{8}" = \boxed{} \\ \text{Opening 1} \\ \text{Ordered Width} \end{array}$$

2. Repeat for **C** to **D** (Opening 2).

$$\begin{array}{l} \text{HH} \\ \text{NS} \\ \text{PB} \end{array} \begin{array}{l} \text{C to D} \\ \boxed{} - 2\frac{1}{8}" = \boxed{} \\ \text{Opening 2} \\ \text{Ordered Width} \end{array}$$

3. Determine the smallest inside height of the openings. Measure the inside height at three places for each opening. Use the *smallest* of these six measurements. Subtract $\frac{1}{8}"$ to calculate your ordered height for both openings.

$$\begin{array}{l} \text{HH} \\ \text{NS} \\ \text{PB} \end{array} \begin{array}{l} \boxed{} - \frac{1}{8}" = \boxed{} \\ \text{Smallest Inside} \\ \text{Height} \end{array} \quad \begin{array}{l} \text{Ordered Height for} \\ \text{All Three Openings} \end{array}$$



FOR ALL CORNER SHUTTERS:

Transfer the information from the worksheet to the Heritage, NewStyle or Palm Beach order form and indicate that the shutters are for a corner window. Attach this worksheet to the order form.

Order form page number(s) _____ Opening numbers _____ Sidemark _____

Notes:

- Always check for sufficient clearance and any obstructions which may interfere with louver movement.

Sidemark

Line Number

Page Number

1. Determine L-frame detail and hinge configuration.

If "A" is less than ¾" enter 3-sided frame



OR

If "A" is ¾" or more enter either a 3-sided or 4-sided frame



Frame Detail:
 3-sided
 4-sided

Hinge Detail:
 Hinge Left
 Hinge Right

2. Determine ordered width for 3 or 4-sided frames.

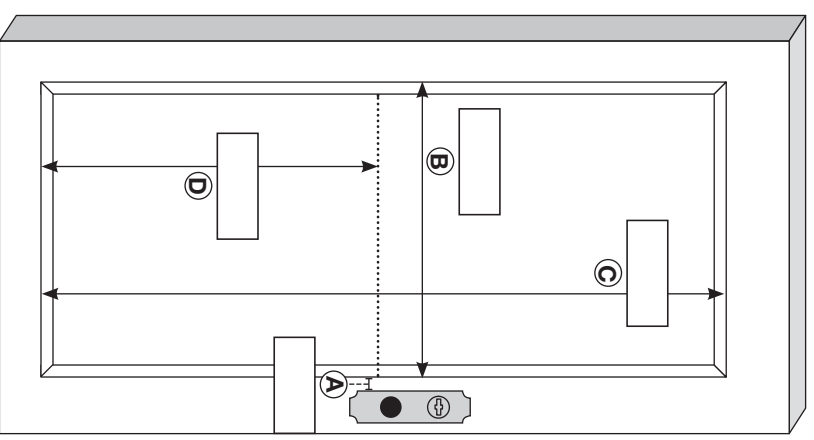
$$\begin{array}{l}
 \boxed{} + \boxed{\text{MAX: } 1\frac{1}{2}"} + 1\frac{1}{2}" = \boxed{} \\
 \text{B} \qquad \qquad \qquad \text{A} \qquad \qquad \qquad \text{Ordered Width} \\
 \text{(Recommended overlap plus reveal)}
 \end{array}$$

3. Determine the ordered height.

$$\begin{array}{l}
 \boxed{} + 3" = \boxed{} \\
 \text{C} \qquad \qquad \qquad \text{Ordered Height} \\
 \text{(Frame Overlap)}
 \end{array}$$

4. Determine divider rail location.

$$\begin{array}{l}
 \boxed{} + 1\frac{1}{2}" = \boxed{} \\
 \text{D} \qquad \qquad \qquad \text{Divider Rail Location} \\
 \text{(Frame Overlap on Bottom)}
 \end{array}$$



Round Style Knob

Ordering Notes

1. Transfer final dimensions to your shutter order form.
2. Attach a copy of this worksheet to the order form.
3. Check for lower clearance & order buildout if needed.
4. Split tilt bars are optional in lieu of divider rails.
5. Frame overlap = 1 ½" per side including reveal.

Worksheet Key

- A = Distance between the handle baseplate to glass/molding.
- B = Outside glass/molding measurement width.
- C = Outside glass/molding measurement height.
- D = Outside glass/molding measurement to desired divider rail location.

To ensure exact cut-out locations, french door cut-out frame heights may increase up to 4" and 6" depending on louver size. Use this French Door Cut-out worksheet to determine if there is enough room at the bottom and top of the door to accommodate this potential increase. (Key calculations noted in Section 5.)

Sidemark

Line Number

Page Number

1. Determine frame detail and hinge configuration.
- If "A" is less than 3/4" enter 3-sided frame OR If "A" is 3/4" or more enter either a 3-sided or 4-sided frame
- Frame Detail: 3-sided 4-sided Hinge Detail: Hinge Left Hinge Right

2. Determine ordered width for 3 or 4-sided frames (see ordering note #2 below).

+ MAX. 1 1/2" + 1 1/2" = Ordered Width

FDC measuring tool must be used to ensure handle rotation

Growth Chart
Cut-out Distance to Top/Bottom of Frame

3. Determine the ordered height (see ordering note #3 below).
- B + A (Recommended overlap including reveal) = Ordered Height
- C (Recommended top & bottom overlap including reveal) = Ordered Height
4. Determine French Door Cut-Out location.
- D + 1 1/2" = French Door Cut-Out Location

(Recommended overlap including reveal)

Note: Divider Rails are not available for Palm Beach French Door Cut-out.

5. The following calculations help to determine actual finished height with shutter growth.

5a. Determine measurement from center of handle to top of frame.

+ 1 1/2" =

(Recommended overlap including reveal) Center of Handle to Top Frame

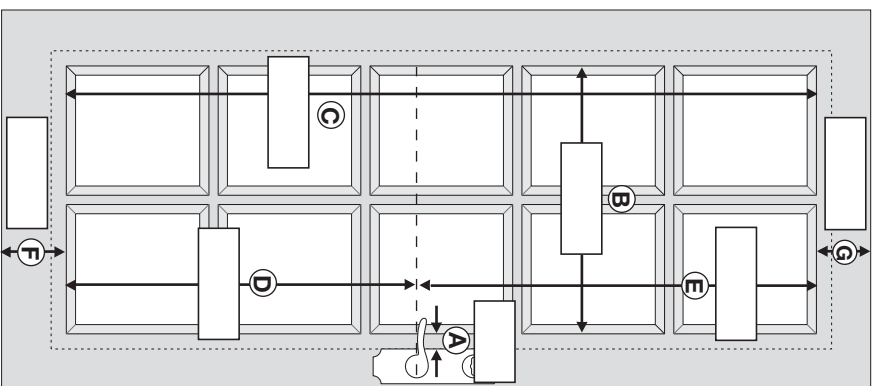
5b. To check for your top and bottom growth, consult the growth chart to the right.

+ = Actual Finished Height

Use French Door Cut-out Location measurement and enter next largest measurement from chart

Use Center of Handle to Top of Frame measurement and enter next largest measurement from chart

Check for adequate F & G clearance to ensure door can accommodate shutter growth.



2 1/2" Louver	3 1/2" Louver
14 3/4"	16 1/8"
16 7/8"	19 1/4"
19"	22 3/8"
21 1/8"	25 1/2"
23 1/4"	28 5/8"
25 3/8"	31 3/4"
27 1/2"	34 7/8"
29 5/8"	38"
31 3/4"	41 1/8"
33 7/8"	44 1/4"
36"	47 3/8"
38 1/8"	50 1/2"
40 1/4"	53 5/8"
42 3/8"	
44 1/2"	
46 5/8"	
48 3/4"	
50 7/8"	

6. Side-by-side companion door(s) without cut-out: In some cases, there may be side-by-side companion door(s) that do not require a cut-out. If this is the case, please mark "Yes" below to ensure heights are the same and order as an FDCWC for the companion door on the standard order form: **Companion Door?** YES NO **If "Yes", please indicate line #:** **page #**

Ordering Notes

- Transfer ordered width and ordered height to your shutter order form and attach worksheet to order.
- L-Frame overlap = 1 1/2" per side including standard reveal.
- To ensure exact cut-out location, the overall panel height may grow up to 2" top and 2" bottom for a total of 4" growth with 2 1/2" louvers and up to 3" top and 3" bottom for a total of 6" growth for 3 1/2" louvers.
- The french door cut-out is placed behind the handle. A minimum of 3/4" HANDLE PROJECTION is required to clear the cut-out.
- If ordering frame buildout, re-check handle clearance.
- Split tilt bars are optional for view and light control.
- Not available in 4 1/2" louver or Lantana™.**

Worksheet Key

- A = Distance between the handle baseplate to glass/molding, maximum of 1 1/2".
- B = Outside glass/molding measurement width.
- C = Outside glass/molding measurement height.
- D = Bottom outside glass/molding measurement to center of handle.
- E = Top outside glass/molding measurement to center of handle.
- F = Distance from bottom of door to bottom of glass/molding.
- G = Distance from top of door to top of glass/molding.

Heritage® Hardwood Shutters and NewStyle® Hybrid Shutters French Door Worksheet

Please check one:

- | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Standard French Door</p> <p><input type="checkbox"/> Standard L-Frame</p> <p><input type="checkbox"/> Trim L-Frame</p> <p><input type="checkbox"/> Extended Trim L-Frame</p> <p><input type="checkbox"/> Hang Strips (FD)</p> | <p>French Door Cut-Out (FDC)</p> <p><input type="checkbox"/> Trim L-Frame</p> <p><input type="checkbox"/> Extended Trim L-Frame</p> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|

Sidemark	<input style="width: 95%;" type="text"/>	Page Number	<input style="width: 95%;" type="text"/>
Line Number	<input style="width: 95%;" type="text"/>		

**FDC measuring tool
must be used to ensure
handle clearance**

*For French Door with Standard L-Frame:
Enter actual "A" measurement or 1 5/8",
whichever is less*

*For all other frame options:
Enter actual "A" measurement or 1 3/8",
whichever is less.*

1. Determine the ordered width.

$$B + \text{ } + \text{ } + \text{ } = \text{ } \text{ Ordered Width}$$

2. Determine the ordered height.

$$C + \text{ } + \text{ } = \text{ } \text{ Ordered Height}$$

3. Determine divider rail location (if French Door Cut-Out, see ordering note #3).

$$D + \text{ } = \text{ } \text{ Divider Rail Location}$$

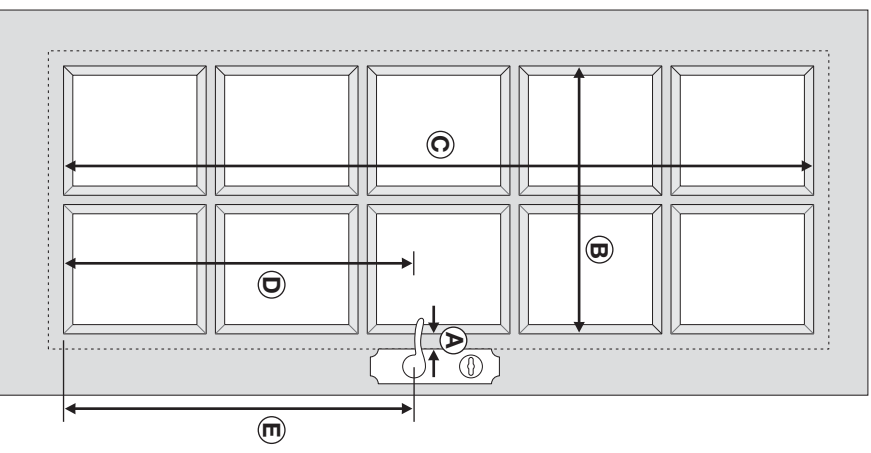
4. For French Door Cut-Outs: Determine the cut-out location (see ordering note #4).

$$E + \text{ } = \text{ } \text{ French Door Cut-Out Location}$$

5. **Side-by-side companion door(s) without cut-out:** In some cases, there may be side-by-side companion door(s) that do not require a cut-out. If this is the case, please mark "Yes" below to ensure heights are the same:

Companion Door? YES NO If "Yes", please indicate line #:

page #:



Ordering Notes

1. Transfer final dimensions to your shutter order form.
2. Attach a copy of this worksheet to the order form.
3. If using a divider rail with French Door Cut-Outs, **D** and **E** may be the same or otherwise refer to the Reference Guide for the proper divider rail location.
4. To ensure exact cut-out locations, the height may increase up to 1" with 2 1/2" louvers, up to 2" with 3 1/2" louvers, and up to 4" with 4 1/2" louvers. Be sure there is enough room at the top and bottom of the door to accommodate this possible increase.

Worksheet Key

- A** = Distance between the handle baseplate to glass/molding; enter actual dimension or 1 3/8" (1 5/8" with Standard L-Frame), whichever is less (minimum distance is 1/2").
- B** = Outside glass/molding measurement width.
- C** = Outside glass/molding measurement height.
- D** = Outside glass/molding measurement to divider rail location.
- E** = Outside glass/molding measurement to center of handle (French Door Cut-Outs only).