

## Café Shutter Installation Instructions

# 2-Sided Outside Mounted Frame

### Getting Started

*Recommended Tools: Safety Glasses, Nail Gun or Drill, Tape Measure, Level, Box Knife, 6" Philips head driver*

### Installation Steps

#### Single panel or hinged on 1 side only

1. Carefully remove panels and frames from the packaging. Do not mix panels or frames from other windows. Frame pieces are labeled (left and right)
2. On a level, soft surface (moving blankets or some type of pad works best) place the left and right frames opposite each other the approximate width of the window opening.
3. Insert the panel into the hinged side of the frame and secure the hinges with supplied hinge pins.



4. Position the non-hinged frame against the shutter panel. There should be approximately a 1/8" space between the panel and frame from the top of the panel to the bottom



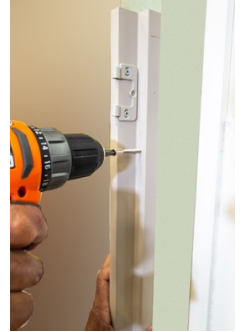
5. With the frames and panel still lying on the floor, measure the distance from the outside edge of the left frame to the outside edge of the right frame and record the distance.



6. With the width measurement recorded in step 5, center the tape measure on the window opening. With a pencil or painters tape mark the outside left and right measurements.



7. Remove the hinge pins from the panel. Place the outside of the hinged frame against the recorded mark on the window opening and temporarily secure the top and bottom of the frame with screw/nail.



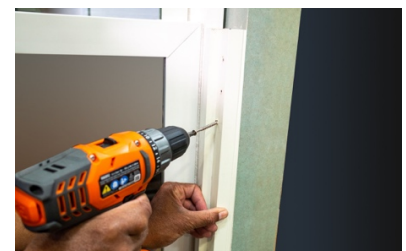
8. Insert the panel into the hinges of the installed frame and secure with hinge pins.



9. Open & close panel and check for bottom clearance. Adjust hinges up or down as needed to gain or reduce bottom clearance.



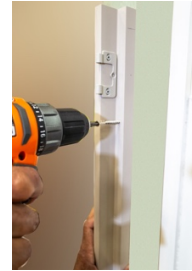
10. Place remaining frame against mark recorded in step 6. Temporarily secure with one screw/nail.



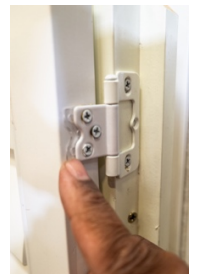
11. Close the panel against the frame and check the spacing between the panel and the frame. Maintaining an even 1/8" space, secure the bottom of the newly installed frame. Shim as necessary.



12. Close panel again and if the spacing is correct secure both frames



13. Open & close panel and make any final adjustments. Use provided hinge spacers to adjust spacing if necessary.



14. Install set screws in the middle hole of each hinge



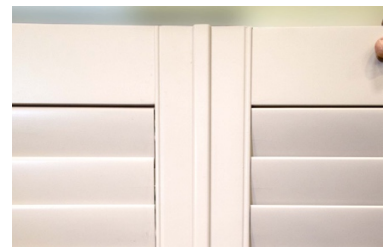
15. Enjoy your new shutters

## **Multiple panels – hinged on both frames**

1. Follow steps 1 & 2 from above.
2. Lay all panels into the both the left and right frame hinges and secure with hinge pins.



3. Close the left and right panel sections and check center spacing. Adjust frames by sliding them closer to or farther away from each other to achieve even spacing where the center panels come together. Make sure the panels/frames are level to each other by ensuring the panel tops and bottoms line up with each other.



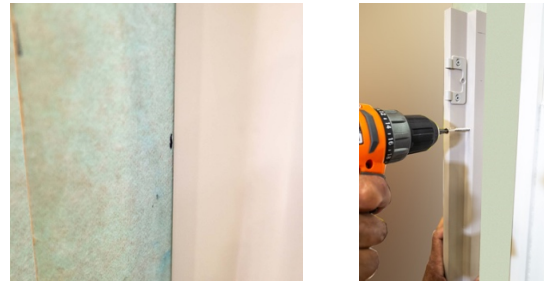
4. With the frames and panels still lying on the floor, measure the distance from the outside edge of the left frame to the outside edge of the right frame and record the distance.



5. With the width measurement recorded in step 4, center the tape measure on the window opening. With a pencil or painters tape mark the outside left and right frame measurements at the bottom and top heights of the frames.



6. Remove the hinge pins from the panels. Place the outside of the left frame against the recorded top & bottom marks on the window opening and temporarily secure the top and bottom of the frame with screws/nail.

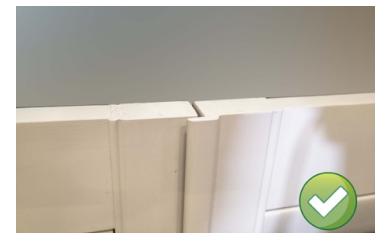


7. Repeat step 6 for the right frame

8. Insert the panels into the hinges of the installed frames and secure with hinge pins.



9. Close the panels against each other and check the spacing between the panels and ensure the panel tops line up. Adjust as necessary.



10. Once desired spacing has been achieved secure frames with remaining screws/nails.



11. Open & close panels and make any final adjustments. Use provided hinge spacers to adjust spacing if necessary. Panel heights can be adjusted by moving hinges up or down



12. Install set screws in the middle hole of each hinge



13. Enjoy your new shutters