

FITTING GUIDE: 13.0 ASSEMBLING SHAPED SHUTTERS

SUPPLIED IN THE BOX

(end of the frame boxes)

- **Frame screws** - For fixing the frame to the window
- **Hinge screws** - For final fixing of the hinges
- **Hinge packers** - For final adjustment if required
- **Hinge pins** - To connect the shutters together
- **Interlocking keys** - To connect the frame together
- **Touch up paint** - Just in case! (Not supplied with MDF)

TOOLS REQUIRED

(Not supplied)

- **Knife** – For unpacking
- **Hammer** - Inserting the interlocking frame keys
- **Pencil** - Marking the top of the frame
- **Drill** - For screwing Tposts into place
- **PH2 screw bit** - Fits the screws supplied

Step 1: Unpack the shutters



Each box is labelled with the room name or line number, the shutters are not labelled. Therefore, before unpacking, ensure each shutter box is in the correct room and paired with the appropriate frame box, then carefully unpack the shutters.

Some small shaped designs will come pre assembled in one box.

Step 2: Unpack the frame



Carefully unpack the the shutter frame, you will find the hardware box at the end of this frame box be careful not to throw it away with the rubbish.

Lift the inserts strips out of the frame and mark them left/right/top/bottom etc in pencil on the back so you know where they fit.

You are now ready to assemble the frame.

Step 3: Assembling the frame



Depending on the shape, some frames are labelled left/right top/bottom, shaped frames will usually only fit together one way, but with some triangular designs it is possible to get the frame around the wrong way, so take care and check before forcing any joints that don't quite fit.

Simple designs can be laid out on the floor face down so you can insert the interlocking keys.

Complicated shapes are best laid out on the floor facing you, this way you can get the layout correct first. When you are happy with position of all the frame pieces, turn them over and rotate them to the opposite side so you can access the back of the mitres to insert the interlocking keys.

Inserting the keys - hold a corner tightly together and push or gently hammer the interlocking key into place ensuring the mitre stays tight together. Fit the keys in each corner of the frame, then turn the frame back over.

No interlocking keys - depending on the angle and frame type, not all shapes will have interlocking keys, the frame can be screwed together if required.

Tposts - some frames will have horizontal and vertical Tposts within them, these are screwed into the frame through the outside of the frame edge.

Generally with a shaped frame you will know which is the top and bottom, if you are unsure, mark an 'X' in pencil within the insert groove to indicate the top of the frame when you assemble it.

Take care when lifting the frame, support it and do not twist it.



Step 4: Panel feet - screws - wedges



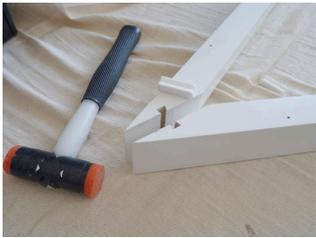
Panel Feet - Push/hammer the panel feet into the bottom side stile of the two centre shutters or the stile opposite the hinges. These support the weight and help line up the panels within the shutter frame. (Pre-fitted on Standard MDF.)

Frame Screws - Insert the screws into the pre-drilled holes around the outer frame, ready for screwing.

Wedges - Place two wedges onto the window sill ready for fitting.

You are now ready to fit your shutters.

Examples: Shaped frames



Here are some example shapes being assembled.