

smith+noble®

WOOD SHUTTERS
MEASURING & ORDERING GUIDE

Why buy Shutters from **smith+noble**?

Made from premium basswood

Choose from 2 classic louver styles

Easy To Order by phone or online

Made in 8 days

Install them easily, in minutes!

800.248.8888

6AM-6PM | PST | MON-FRI | 7AM-4PM | PST | SAT

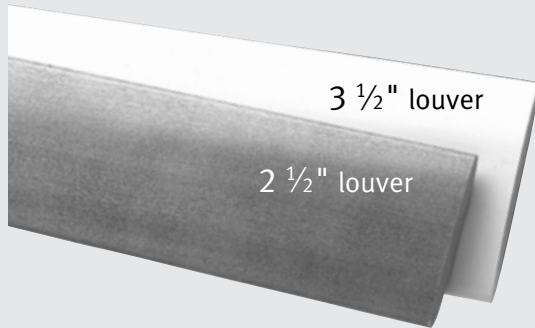
Phone order or smithnoble.com

ORDERING CHECKLIST

HOW TO PRICE YOUR SHUTTER

A CHOOSE Product Style

Select your desired size:



B CHOOSE Finish Name & Number

Select a painted or stained finish.

Stains:

- 4893 American Walnut
- 4894 Cherry
- 4895 Chestnut
- 4896 White Wash
- 4897 Honey Maple
- 4898 Golden Oak
- 4899 Bright Oak
- 4900 Natural
- 4901 Maple
- 4902 Dark Cherry
- 4903 Walnut
- 4904 Rich Mahogany
- 4905 Black

Paints:

- 4889 Antique White
- 4890 Soft White
- 4891 Swiss White
- 4892 Navajo White

C CHOOSE No Charge Option

- **Number of panels:** Refer to the chart below to determine the number of panels you can order, based on the width of your window. Shutters with 2 or more panels will open in the center with an equal number of panels folding on each side.

| | 1 PANEL | 2 PANEL | 4 PANEL |
|-----------------|---------|---------|---------|
| Inside Mount | 14-35"w | 27-70"w | 53-96"w |
| Outside Mount | 17-35"w | 30-70"w | 56-96"w |
| MAXIMUM IS 120" | | | |

- **Divider Rails:** These allow the louvers on the top half of your shutter to be opened separately from those on the bottom. Recommended on shutters over 96" in height.
- **Frame Number of Sides** (outside mount only):
 - 3 sided frame
 - 4 sided frame
- **Hinge Finish:**
 - 5708 White
 - 5709 Chrome
 - 5710 Brass

Inside Mount & Outside Mount - On Trim

1. Measure your window to the nearest 1/8"
- *(These are the measurements you will use on your order sheet)

$$\begin{array}{ccc} * \text{ Width} & & * \text{ Height} \\ \boxed{} & \& \boxed{} \end{array}$$

2. Round your measurements up to the next full inch

$$\begin{array}{ccc} \text{Width} & & \text{Height} \\ \boxed{} & \& \boxed{} \end{array}$$

3. Multiply the width by the height (in inches)

$$\begin{array}{ccccc} \text{Width} & & \text{Height} & & \text{Total Inches} \\ \boxed{} & \times & \boxed{} & = & \boxed{} \end{array}$$

4. Divide the result by 144 to determine the number of square feet

$$\begin{array}{ccccc} \text{Total Inches} & & \text{Inches Per Sq. Ft.} & & \text{Total Sq. Ft.} \\ \boxed{} & \div & 144 & = & \boxed{} \end{array}$$

5. Multiply the total square foot by the square foot price

$$\begin{array}{ccccc} \text{Total Sq. Ft.} & & \text{Material Price} & & \text{Total Price} \\ \boxed{} & \times & \boxed{} & = & \boxed{} \end{array}$$

Outside Mount - No Trim or Beyond Trim

1. Measure your window to the nearest 1/8"

$$\begin{array}{ccc} \text{Width} & & \text{Height} \\ \boxed{} & \& \boxed{} \end{array}$$

2. Add the following inches to account for the frame dimensions.

A. 3 Sided Frame Add 3.25 to width & 1.625 to height

B. 4 Sided Frame Add 3.25 to both width & height

*(These are the measurements you will use on your order sheet)

- A.

$$\begin{array}{ccccc} \text{Width} & \text{Frame Width} & & & * \text{ Total Width} \\ \boxed{} & + & 3.25 & = & \boxed{} \end{array}$$

$$\begin{array}{ccccc} \text{Height} & \text{Frame Height} & & & * \text{ Total Height} \\ \boxed{} & + & 1.625 & = & \boxed{} \end{array}$$

- B.

$$\begin{array}{ccccc} \text{Width} & \text{Frame Width} & & & * \text{ Total Width} \\ \boxed{} & + & 3.25 & = & \boxed{} \end{array}$$

$$\begin{array}{ccccc} \text{Height} & \text{Frame Height} & & & * \text{ Total Height} \\ \boxed{} & + & 3.25 & = & \boxed{} \end{array}$$

3. Round your measurements up to the next full inch.

$$\begin{array}{ccc} \text{Total Width} & & \text{Total Height} \\ \boxed{} & \& \boxed{} \end{array}$$

4. Multiply the total rounded width by the total rounded height

$$\begin{array}{ccccc} \text{Total Width} & \text{Total Height} & & & \text{Total Inches} \\ \boxed{} & \times & \boxed{} & = & \boxed{} \end{array}$$

5. Divide the result by 144 to determine the number of square feet.

$$\begin{array}{ccccc} \text{Total Inches} & & \text{Inches Per Sq. Ft.} & & \text{Total Sq. Ft.} \\ \boxed{} & \div & 144 & = & \boxed{} \end{array}$$

6. Multiply the total square foot by the square foot price

$$\begin{array}{ccccc} \text{Total Sq. Ft.} & & \text{Material Price} & & \text{Total Price} \\ \boxed{} & \times & \boxed{} & = & \boxed{} \end{array}$$

| COST PER SQ. FT. | |
|------------------|---------|
| PAINT | \$32.95 |
| STAIN | \$38.95 |

| Fraction Conversion Chart | |
|---------------------------|-------------|
| 1/8 = 0.125 | 5/8 = 0.625 |
| 1/4 = 0.25 | 3/4 = 0.75 |
| 3/8 = 0.375 | 7/8 = 0.875 |
| 1/2 = 0.5 | |

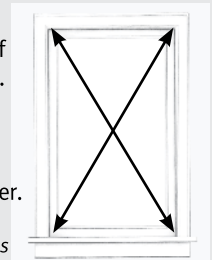
call us if you have questions! 800.248.8888

TIPS TO HELP YOU GET STARTED

- Use a steel tape measure for accuracy, and provide all measurements to the nearest $\frac{1}{8}$ "
- Number of panels: Refer to the chart on the Ordering Checklist page to determine the number of panels you can choose based on the width of your window. Shutters with 2 or more panels will open in the center with an equal number of panels folding on each side.
- Divider Rails: They allow the louvers on the top half of your shutter to be opened separately from those on the bottom. Recommended on shutters over 96" in height.
- Number of sides (Outside Mount): If you have a sill or floor at the bottom of your window, order a 3-sided frame. 3-sided frames are framed on the sides and top only with no frame on the bottom. 4-sided frames are framed on all sides of the window.

SELECT MOUNT: OUTSIDE, INSIDE OR CAFÉ

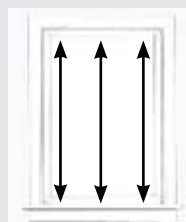
- Most Shutters should be installed with an Outside Mount, as this is more forgiving of unsquare windows.
- Inside Mount can be used only when your window is square: to check for squareness, measure diagonally in both directions, as shown. If the two measurements differ by more than $\frac{1}{2}$ ", then the window is not square enough for an Inside Mount and you must order Outside Mount.
- Inside Café Mount covers the lower portion of your window but leaves the top section open. Measure the width following standard Inside Mount instructions. For height measurement, indicate exact total height desired from sill. Indicate "Café Shutter" under Notes on your order.



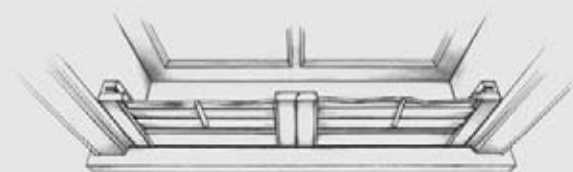
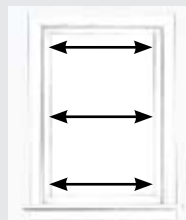
measure for squareness

MEASURING FOR INSIDE MOUNT

- Measure Height at both sides, and center of opening; record the smallest measurement. For café style, give exact height desired from sill.



- Measure Width at top, bottom and center of opening; record the smallest measurement.



inside mount

Tips:

- Make sure your window is square (see "Select Mount" above).
- Verify that you have $2\frac{1}{2}$ " unobstructed depth including handle, frame or lock.

MEASURING FOR OUTSIDE MOUNT



standard frame

Outside Mount Shutters are mounted using a slim, matching frame around the panels. Determine this by measuring unobstructed depth from your mounting surface, including molding, frame, handle, or lock. The frame depth is essential to ensure your louvers will rotate freely.

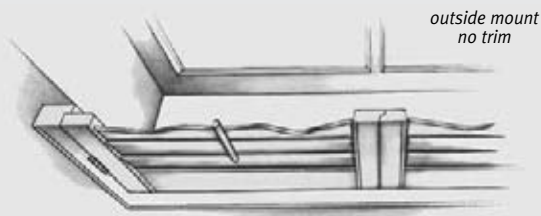
Tips:

- Measure Height at both sides, and center of opening; record the largest measurement.
- Measure Width at top, bottom and center of opening; record the largest measurement.
- All frames require a 1⁵/₈" flat surface on all 4 sides for mounting.

| SELECT YOUR FRAME DEPTH | STANDARD 2" | DEEP 3" |
|--|-------------|-------------|
| 2 ¹ / ₂ " Louver | Clears 1/8" | Clears 1" |
| 3 ¹ / ₂ " Louver | Clears 0" | Clears 1/2" |

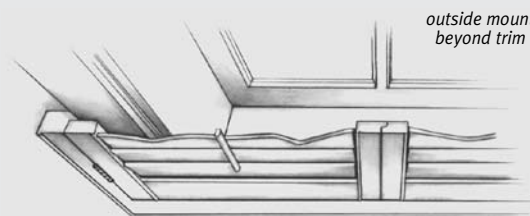
SELECTING YOUR OUTSIDE MOUNT LOCATION

Outside Mount no trim: Measure height and width of opening. Note that the frame will extend 1⁵/₈" beyond the opening. You need a flat wall surface, 1⁵/₈" wide.



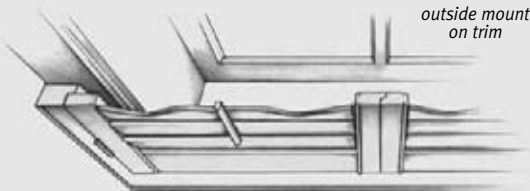
outside mount no trim

Outside Mount beyond trim: Measure height and width from the outside edge of the trim. Note that the frame will extend 1⁵/₈" beyond the trim on all sides. Make sure you have 1⁵/₈" flat wall surface and frame is deep enough – see Frame Depth Chart above.



outside mount beyond trim

Outside Mount on trim: Measure height and width from the outside of the trim. Make sure you have a 1⁵/₈" flat surface on face of trim or molding; if not, either remove the trim or mount beyond it.



outside mount on trim

Outside Mount with sill or to floor: Follow the measuring instructions for Outside Mount, except when measuring the height. When determining height, measure down to the top of the sill or floor only. We will make the shutter panel slightly shorter to allow for operating clearance. We will include a strip to be mounted behind the panel on the sill to stop light from entering through the small gap. Note on your order that the shutter is to be framed on 3 sides.

800.248.8888

6AM-6PM | PST | MON-FRI | 7AM-4PM | PST | SAT

Phone order or smithnoble.com

smith+noble® WOOD SHUTTER ORDER FORM

1181 California Ave, Corona CA 92881

FOUR WAYS TO ORDER:

phone 800.248.8888, online at smithnoble.com, fax to 800.426.7780, mail

To avoid placing duplicate orders, do not fax or mail more than once

Shipping Information: If you'd like your order shipped to a different address, please indicate below. Orders cannot be shipped outside the U.S., to APO/FPO addresses and PO Boxes.

Customer Information: The name & address below should be of the person placing the order. Please make any necessary corrections.

DAYTIME PHONE () EVENING PHONE ()

E-MAIL ADDRESS FAX ()

NAME

COMPANY NAME

ADDRESS

- Please send additional order forms. Quantity: _____ Send catalog(s) to address(es) listed under Additional Notes.
 Please do not make my name available to other mailers. Please do not send me the Smith+Noble Windoware Catalog.

PRODUCT INFORMATION: Please use dark blue or black ink and print clearly.

| CHOOSE | | | | | | MEASURE | | | | ORDER | | | |
|---|---------------------------|-----------------------|--|---|--|---------------|----------------------------|-------------------------------------|-------------------------------------|---------------------|-------------------------------------|------------------------|-------------------------------------|
| A PRODUCT STYLE (LOUVER) | B FINISH NAME & NUMBER | C NO. OF PANELS | DIVIDER RAIL | HINGED SIDE (single panels only) | NO CHARGE OPTIONS | | | | MEASUREMENTS width ← height ↑ | UNIT PRICE TOTAL | QTY | PRODUCT PRICE TOTAL | |
| | | | | | MOUNTING METHOD | | FRAME (outside mount only) | | | | | | |
| | | | | | INSIDE MOUNT | OUTSIDE MOUNT | | DEPTH | | NO. of sides | | | |
| | | | | | | NO TRIM | BEYOND TRIM | ON TRIM | STANDARD 2" | DEEP 3" | 3 | 4 | |
| <input type="checkbox"/> 2 1/2" <input checked="" type="checkbox"/> 3 1/2" | White 12308 | 4 | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | <input type="checkbox"/> LEFT <input type="checkbox"/> RIGHT | <input type="checkbox"/> HANG STRIP <input type="checkbox"/> CAFE MOUNT | | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> | | 20 3/4" 56 1/8" \$273.90 1 \$273.90 |
| <input type="checkbox"/> 2 1/2" <input type="checkbox"/> 3 1/2" | | | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> LEFT <input type="checkbox"/> RIGHT | <input type="checkbox"/> HANG STRIP <input type="checkbox"/> CAFE MOUNT | | | | | | | | |
| <input type="checkbox"/> 2 1/2" <input type="checkbox"/> 3 1/2" | | | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> LEFT <input type="checkbox"/> RIGHT | <input type="checkbox"/> HANG STRIP <input type="checkbox"/> CAFE MOUNT | | | | | | | | |
| <input type="checkbox"/> 2 1/2" <input type="checkbox"/> 3 1/2" | | | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> LEFT <input type="checkbox"/> RIGHT | <input type="checkbox"/> HANG STRIP <input type="checkbox"/> CAFE MOUNT | | | | | | | | |
| <input type="checkbox"/> 2 1/2" <input type="checkbox"/> 3 1/2" | | | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> LEFT <input type="checkbox"/> RIGHT | <input type="checkbox"/> HANG STRIP <input type="checkbox"/> CAFE MOUNT | | | | | | | | |

FORM OF PAYMENT:

For credit card orders, please verify that your customer information is the same as your billing information.

- Check/ Money Order Debit Card (13 or 16 digits) (16 digits) (16 digits) (15 digits)

Card Number

| | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 |
|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|

Expiration Date (required)

| | | | |
|---|---|---|---|
| M | M | Y | Y |
|---|---|---|---|

Print name as it appears on card

Authorized Cardholder Signature (required)

No Exchanges or Refunds

on custom products except for warranty repair. Smith+Noble will custom manufacture products based on your specifications and changes are not possible once the order is entered. Please call customer service with any questions. PLEASE REVIEW YOUR ORDER CAREFULLY.

SHIPPING & PROCESSING FEES

| | |
|-------------------|----------------------|
| Standard Shipping | \$34.95 |
| Alaska & Hawaii* | 20% of product total |
| Oversized items** | add \$35.00 per unit |

* Orders delivered to Alaska and Hawaii are shipped by air freight. We also do not ship outside the United States, or to APO/FPO addresses, PO Boxes, Guam, or Puerto Rico.

** Extra large or heavy items, including packages over 108" long or weighing more than 150 pounds, will be delivered by truck; please consult Customer Service if you have questions about your specific order.

Express delivery is not available for Shutter orders.

| | | |
|--|--|--------------------------|
| | | |
| | | SUBTOTAL |
| Orders Inside California, add 8.75% sales tax. | | SALES TAX |
| For standard shipping, add the charge listed to the left. | | STANDARD SHIPPING |
| If paid by credit card, we can determine the prices and order total for you. | | TOTAL |

FOR CUSTOMER ASSISTANCE: Call 800.248.8888 OR E-mail contactus@smithnoble.com