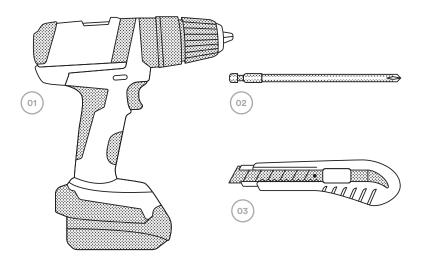
### **INSIDE MOUNT SHUTTERS**

# THE SHUTTERS DEPT

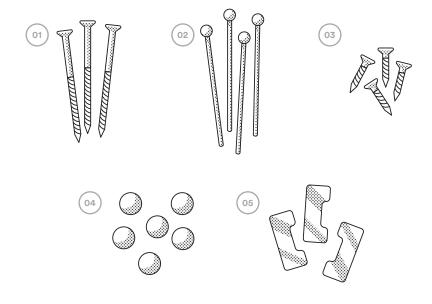


#### **BEFORE YOU START**

Find an open space on the floor where you can unpack and assemble your shutters, ideally in front of the window you're installing to. Make sure you have the tools you need and have located your hardware - look for the red marked box.

#### WHAT YOU'LL NEED

- 01 Cordless Drill
- 02 Phillips Head Screw Bit
- 03 Stanley Knife



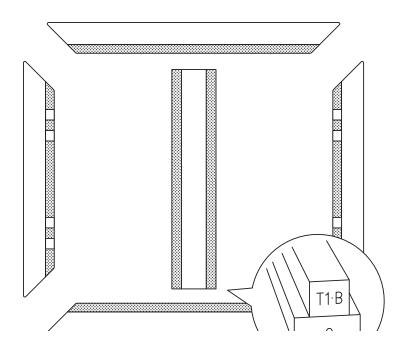
#### PARTS INCLUDED

- 01 Mounting Screws
- 02 Hinge Pins
- 03 Locking Screws
- 04 Screw Caps
- 05 Hinge Packers

The Shutters Department saves you money by offering shutters for 'Do It Yourself' measure and installation. The best way to avoid measuring mistakes is to let us help you get it right! Our whole philosophy is to make it easy for you to measure correctly and we are always available to help with any questions you may have. Because we manufacture your shutters to your exact specifications we cannot resell your shutters to other customers and cannot offer you a refund when mistakes do occur. Not all mistakes are equal—we have a team of experts available who will try to offer solutions should things go wrong.

### **INSIDE MOUNT SHUTTERS**

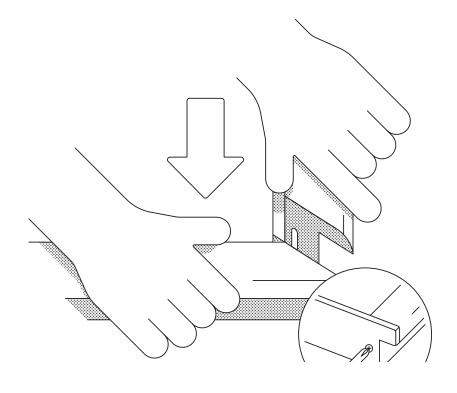
# THE SHUTTERS DEPT



STEP 01

## LAYING OUT YOUR FRAME

Start by opening your box carefully by cutting along the tape. The frame comes in four pieces marked left, right, top and bottom. Lay each component out, mirroring how you will lift the frame onto the window. If you're installing a T Post, look for the labels - T for top and B for Bottom.



STEP 02

### **ASSEMBLING YOUR FRAME**

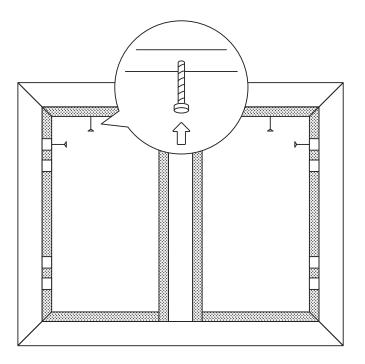
Assemble by slotting the corners together and pushing down firmly so the edges are flush. If you're installing a Z Frame with a sill, your bottom will need to be screwed in place. Screw the T Post in place using the existing holes.

The Shutters Department saves you money by offering shutters for 'Do It Yourself' measure and installation. The best way to avoid measuring mistakes is to let us help you get it right! Our whole philosophy is to make it easy for you to measure correctly and we are always available to help with any questions you may have. Because we manufacture your shutters to your exact specifications we cannot resell your shutters to other customers and cannot offer you a refund when mistakes do occur. Not all mistakes are equal—we have a team of experts available who will try to offer solutions should things go wrong.

INSTRUCTIONAL VIDEO
SHUTTERSDEPT.COM.AU/INSIDEMOUNT

## **INSIDE MOUNT SHUTTERS**

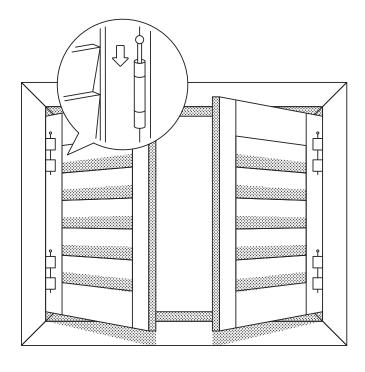
# THE SHUTTERS DEPT



STEP 03

## **PUTTING THE FRAME IN PLACE**

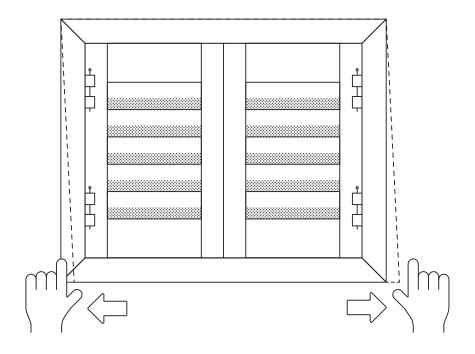
Lift your assembled frame into the window, temporarily holding it in place. Use the pre-drilled mounting holes to screw in the top of the frame. Don't completely tighten the top left and right screws yet.



STEP 04

### **INSTALLING YOUR SHUTTERS**

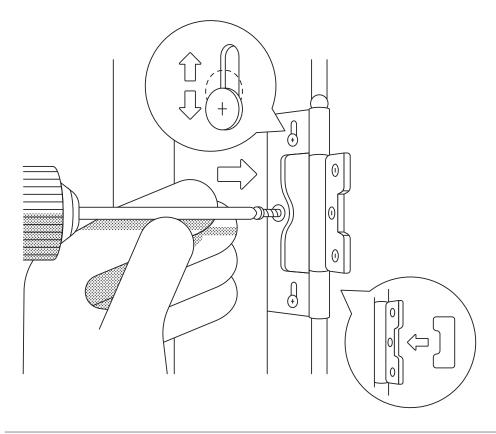
Attach the shutters to the frame using the hinges. Work left to right and lift your panels into place. Drop in the hinge pins to lock your shutters in place.



STEP 05

# **ADJUSTING YOUR SHUTTERS**

Adjust your shutters left and right to make sure they line up. Your shutters are rigid, but at this stage, your frame is not. You can flex your frame slightly to get your shutters to sit perfectly square. Fix the frame in place by tightening the screws and using the rest of the pre-drilled holes.



STEP 06

### **FINISHING IT OFF**

To make fine adjustments to a panel's position, loosen the hinge screws and slide in a hinge packer. You may also adjust the panel sightly up or down. When you're happy, screw in the locking screw. Finally, insert your screw caps.

The Shutters Department saves you money by offering shutters for 'Do It Yourself' measure and installation. The best way to avoid measuring mistakes is to let us help you get it right! Our whole philosophy is to make it easy for you to measure correctly and we are always available to help with any questions you may have. Because we manufacture your shutters to your exact specifications we cannot resell your shutters to other customers and cannot offer you a refund when mistakes do occur. Not all mistakes are equal - we have a team of experts available who will try to offer solutions should things go wrong.

INSTRUCTIONAL VIDEO
SHUTTERSDEPT.COM.AU/INSIDEMOUNT