

ShutterKits™

Kit Set Shutter Manufacturers

ASSEMBLY INSTRUCTIONS FOR CLEARVIEW CEDAR SHUTTER KITS

It is recommended that the Shutter kits be assembled on a clean work table. The following basic tools are required for assembly:

Cordless Screwdriver and cross head bit
Small Phillips head screwdriver.
Rubber Mallet
PVA Glue

Step 1 – Fit the bead/s into a stile - if a midrail is fitted, then fit two beads of the correct length.



Step 2 - Ensure the rails are fitted in the correct positions, top and bottom, and with the top rail scoop up and the bottom rail scoop down. Apply glue to each rail tenon and push each into the stile channel. Fit the midrail if the shutter has one. Check that rails are flush with the stile ends.



Step 3 – **IMPORTANT**: Working from the top down lay all blades with the cut out on the right hand side and closest to yourself. (The aluminium bar is hidden on the back of the shutter on the left hand side when facing the front.)



Step 4 – Fit the opposite bead/s to the blade pins, start at the top and work down fitting each pin into the matching hole.



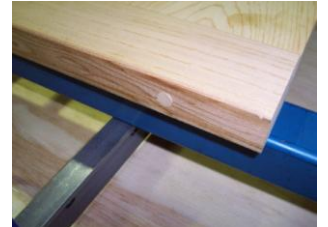
Step 5 – Fit the other stile; apply a bead of glue to the stile channel corners and bottom at each end of the stile. Start by partly fitting a rail tenon into the channel and then align the bead / blade assembly with the channel working toward fitting the other rail tenon. Press all joints home by hand and adjust rails and stile ends to be flush using a rubber mallet.



Step 6 – Make sure stile ends are flush with rails then fit the 4 screws through the stiles into the rails ends.



Step 7 – Break out screw hole plugs and fit into screw holes and tap flush with stile surface.



Step 8 – **‘IMPORTANT’ Move the blades back and forth by the aluminium strip to loosen the rotation until they move freely & able to slap closed.** We have allowed 3 nylon washers per operating section. The washers go between the head of the screw and the aluminium bar. Adjust the tension of the rotation of the blades by tightening or loosening the screws with the nylon washers before you operate the blades from the front. An example of where possibly to place the washers would be 2 blades in from the ends and one in the centre.



Step 9 – **‘IMPORTANT’ Move the blades back and forth by the aluminium strip to loosen the rotation until they slap closed.** Adjust the tension of the rotation of the blades by tightening or loosening the screws with the nylon washers before you operate the blades from the front.



The shutter is now fully assembled.

NOTE: Do not apply too much glue – if excess glue is on the shutter, wipe off with a clean damp cloth. If excess glue is allowed to dry on the timber it can be seen through the surface finish.

After assembling a few ShutterKits shutters, even large shutters can be assembled in about 15 minutes. Please contact ShutterKits if you require any further advice on assembly.

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