

SHADES BLINDS & SHUTTERS

Phone: (954) 984-0868
 Fax: (954) 984-0322
 Toll Free: (866) 906-9269

MANUFACTURERS TO THE TRADE ONLY

4350 NW 19th Avenue
 Suite K
 Pompano Beach, Florida 33064

Woodwinds Plantation Shutters

Custom Wood Alloy Shutters

Company		Order Date	ACCOUNT#	WORK ORDER#
Street		PAGE OF		P.O.#
City, State, Zip		Taken By	Side Mark	
Phone	Fax	<input type="checkbox"/> Deliver <input type="checkbox"/> Pick-up <input type="checkbox"/> Ship <input type="checkbox"/> Install		

A KEY TO THIS ORDERING GRID IS LOCATED ON THE BACK OF THIS FORM. PLEASE USE THE PRESCRIBED NOTATION WHEN ENTERING YOUR ORDER. ORDER FORMS NOT FILLED OUT CORRECTLY AND COMPLETELY OR WITHOUT A SIGNATURE WILL BE RETURNED.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
Room	Qty.	Width	Height	IB or OB	Frame Style	# Frame Sides / Type	Total # of Panels	Panel Configuration	Vertical T-Post Placement (L to R)	Divider Rail 1	Divider Rail 2	Louver Size	Shutter Color	Tilt Bar Location	Hinge Color	Double Hung Panels
																Y N
																Y N
																Y N
																Y N

Panel Configurations (see reverse side #9)

Actual Opening

Line 1	W=
	L=
Line 2	W=
	L=
Line 3	W=
	L=
Line 4	W=
	L=


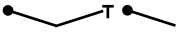


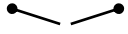
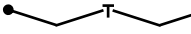


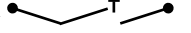
(22) Special Instructions and Mounting Information

(21)	(20)	(19)	(18)
Pull or Knob Style	Latch Option	Light Stop	Hanging Strip
		Y N	
		Y N	
		Y N	
		Y N	

UCSWPS104

Measured by: _____ Date: ____ / ____ / ____

Customer Signature: _____ Date: ____ / ____ / ____ Dealer Signature: _____ Date: ____ / ____ / ____

<p>(1) Room Record the room abbreviation for installation reference</p>	<p>(9) Panel Configuration In this column print the letters of the panel configurations. Please be sure to note the different panel configurations listed in the <i>Woodwinds Plantation Shutter Price List Reference Guide</i>. Several common panel configurations are listed at right (top down view). Please draw the diagram for each shutter in the corresponding box on the front of this form. Bi-fold panels are indicated by double letters as well as by intermediate angles indicated in the drawings.</p> <p>L  LL T L </p> <p>R  LR T LR </p> <p>LR  LL T RR </p> <p>LL  R T L </p> <p>LL T R </p>	<p>(16) Hinge Color Record what color the hinges should be.</p> <p>P Painted (White hinges are matched to Bright White and Soft White shutters. Antique white hinges are matched to Creme shutters.) B Bright Brass A Antique Brass N Nickel Plated (silver)</p> <p>Universal wrap hinges are only available in painted colors and Bright Brass.</p>
<p>(2) Quantity Record the number of shutter unit openings you are ordering with a particular set of measurements</p>	<p>(10) Vertical T-Post Placement Measure for each T-post to indicate its placement according to the instructions found in the <i>Woodwinds Plantation Shutter Price List and Reference Guide</i>. Record measurements for vertical T-posts, recording the left-most to right-most measurements from left to right on the form.</p>	<p>(17) Double Hung Panels Record whether or not the panels are double hung.</p> <p>Y = Yes N = No</p>
<p>(3) Width (measure to within 1/8") Record the width of the shutters, IB-tight, OB-net (include adder). Please be sure to record the correct measurement as explained in the <i>Woodwinds Plantation Shutter Price List and Reference Guide</i></p>	<p>(11) Divider Rail Location #1 (60" high or over requires 1 divider rail) Standard placement divides the panel equally. If the shutter requires one divider rail with unequal placement, record the height of this divider rail. Please be sure to record the correct measurement as explained in the <i>Woodwinds Plantation Shutter Price List and Reference Guide</i></p>	<p>(18) Hanging Strip Record whether or not the shutter requires a hanging strip:</p> <p>N None (standard) A Adjustable F Fixed</p>
<p>(4) Height (measure to within 1/8") Record the height of the shutters, IB-tight, OB-net (include adder). Please be sure to record the correct measurement as explained in the <i>Woodwinds Plantation Shutter Price List and Reference Guide</i></p>	<p>(12) Divider Rail Location #2 (96" high or over requires 2 divider rails) Standard placement divides the panel equally. If the shutter requires a second divider rail, record the height of this second divider rail. Please be sure to record the correct measurement as explained in the <i>Woodwinds Plantation Shutter Price List and Reference Guide</i></p>	<p>(19) Light Stop Record whether or not the shutter requires a light stop:</p> <p>Y Yes N No</p>
<p>(5) IB or OB Record the mount: IB for Inside mount and OB for Outside mount</p>	<p>(13) Louver Size Record the 2 1/2", 3 1/2" or 4 1/2" size in the space provided WoodTones available in 2 1/2" & 3 1/2" only. (4 1/2" Not available)</p>	<p>(20) Latch Option Record whether or not a latch should be included with the shutter panels. Latches are available in Bright Brass only at \$21.00 per latch.</p> <p>Y Yes N No</p>
<p>(6) Frame Style Choose the type of mount/frame that best suits the window design. Record the mount/frame style using one of the following notations:</p> <p>Bi-Fold Box Out (BF) Double panels, hinged together, move along a track system attached to a build-out frame (OB)</p> <p>Bypass Box Out (BP) Single panels slide past each other on a double track system attached to a build-out frame (OB)</p> <p>Direct Mount (DM) Panels are attached directly to the window casing without a box out – please explain how the shutters are being mounted in <i>Special Instructions and Mounting Information</i></p> <p>Deep L-Frame (DL) Required for flush mount applications with the 4 1/2" louver and to provide extra clearance for obstructions in the window or sill projections</p> <p>Net L Frame (NL) Panels are attached to a Standard L Frame (OB)</p> <p>L-Frame (LF inside) Panels are attached to a Standard L-Frame (IB inside)</p> <p>Z-Frame (ZF) Panels are attached to a Standard Z-Frame (IB)</p> <p>Deluxe Z-Frame (DZ) Panels are attached to a Deluxe Z-Frame (IB)</p>	<p>(14) Shutter Color Choose the color for the shutter panels and frames. The panels and frames will be made to match exactly. Record the color using one of the following notations: 7004 (Bright White) 4006 (Honey Maple) 4045 (Mahogany) 7008 (Soft White) 4008 (Golden Oak) 7028 (Cream) 4022 (Cherry)</p>	<p>(21) Pull or Knob Style Record what kind of pulls or knobs should be included with the shutter. Both the knob and wire pull options are available for an additional charge of \$7.50 per panel.</p> <p>N None B Brass Knob P Porcelain Knob (white) H Brass Wire Pull W White Wire Pull</p>
<p>(7) # Frame Sides / Type Choose the type of frame that best suits the window and panel design. Record the frame style using one of the following notations:</p> <p>2 2-sided frame 3 3-sided frame 4 4-sided frame S 4-sided Z-frame with sill bottom frame D 3-sided door frame C 2-sided cafe frame I 3-sided inverted cafe frame L 3-sided inverted cafe frame with sill BP By-pass w/ Track 3 sided frame BF Bi-fold w/ Track 3 sides frame None No frame required</p>	<p>(15) Tilt Bar Location Record the tilt bar location in the space provided.</p> <p>F Front (Standard) H Hidden (Rear)</p>	<p>(22) Special Instructions and Mounting Information This space allows you to note information that is pertinent to your shutter order and necessary for the builder to know. Please note in this space whether the hanging strip will be mounted beside or behind the shutter panel. If you need to order linear (by the foot) materials such as light stop, simply note it in this space and refer to the linear footage pricing in the <i>Woodwinds Plantation Shutter Price List and Reference Guide</i>.</p>
<p>(8) Total # of Panels Record the total number of panels per shutter unit opening</p>		