



Congratulations on your purchase of Avalon Design Premium Plantation Shutters, the worlds finest name in custom blinds, shades & shutters. Be sure to ask for genuine Avalon Design products whenever needed. Please carefully read the instructions below and fill out and mail the enclosed registration / warranty card if included. After installation, you will begin enjoying years of service from your Avalon Design products. For additional questions, please contact your authorized Avalon Design dealer.

You will need: A steel tape measure, power drill or screwdriver, #1 square Robertson and #2 Phillips driver bits, pencil, and a 1/16" drill bit, caulk.



Step 1) Carefully unpack the panels, shutter frames (if included), and hardware from the protective packaging. Once unwrapped, assemble the four sided frame(s) using the included long #2 Phillips head wood screws. Place the shutter frame squarely in the window opening to check for fit. The frame should fit within the window opening with at least a 1/8" clearance on all sides. Center the frame with as equal of clearance as possible. Inside mount, four sided L frames should be mounted flush with the face of the wall. Four sided Z, and Texas Z frames should be set back into the window as far as the frame flange allows. Outside mount L frames should be fit on the face of the door or wall squarely. Use a tape measure to measure the diagonal frame measurements to assure a square fit.



Step 2) For inside mount shutters, predrill and install the long #1 Robertson square tip finishing screws into the light stop part of the frame (thickest frame layer which is closest to the window glass) approximately two to three inches from the top and bottom as shown here. Tall or wide shutters may require intermediate top and bottom mounting screws which should be installed only after the shutter is squared in the opening. A minimum of two frame screws in each side are required to properly adjust your shutter for a square fit. It may be necessary to loosen, adjust for square, and retighten these screws a few times after the panels are installed to achieve a square fit. Outside mount shutters must have the frame predrilled directly through the face of the frame, into the wall or door surface. It is recommend to install the panels as noted below before installing any more frame screws than necessary as the square panels will help you determine a square frame installation.



Step 3) While having an assistant hold the panel(s) straight and aligned with the frame as shown left (rested slightly on the lowest part of the frame), install the center 1/2" #2 Phillips head hinge screws for each hinge as shown on the right. Panels which are configured to attach together must be screwed together evenly before installing the panels into the frame. When installing hinges into frame members, it is helpful to start the tip of the screw at the top of the hole in the first hinge so that when tightened, the head of the screw will pull the panel up 1/16" off the lowest frame member as shown in the picture to the right. When properly fitted, there should be 1/16 of an inch on both the top and bottom of the panel as shown in the circled area below left. Do not adjust panel height to improve the fit between overlapped panels or non hinged panel sides areas as shown in the figure to the right. The fit in these areas must be adjusted by loosening the frame mounting screws, shifting the top or bottom frame left or right, to bring the frame into square. Adjust the frame using the screw threads to hold the frame in the appropriate position. A squarely mounted frame will allow all the panels to line up with one another and operate properly. Once your panel height is set, install the remaining hinge screws being careful not to twist the hinge due to misaligned screws. Frame screws are calculated as two screws for each side, one screw top, one screw bottom, and two additional screws for each twenty-four inches in height or width over fifty inches. It is recommended to install as many frame mounting screws as possible to help support the frame and assure a 1/16" clearance between all panel surfaces and the frame.



Step 4) Install the magnets on the light stop of the frame so that the magnet will align with the horizontal rails of each panel. It is recommended to install the strike plates at an area of the panel rail furthest from the hinge side of the panel as possible to assure the greatest amount of leverage for the magnet as shown below. Adjust the magnet back and forth to assure the greatest amount of contact without interfering with shutter panel closer. You will receive two magnets per panel and we recommend installing magnets and strike plates on the top and bottom of each panel.



Step 5) To add a professional finish, caulk the area between the frame and the wall surface. This is necessary especially on inside mount, L framed shutters to fill the area between the frame and the window jambs. Use caulk and / or touch up paint to cover all frame mounting screws and touch up any blemished areas in the finish. Since wood is a natural product, and this is a hand painted product, blemishes and differences in the finish are considered part of the product and should not be considered defects. You Avalon Design Shutters should give you years of faithful service. Cleaning and care should be done with a damp cloth and household cleaner.

