



broadleaf™ Standard Shutter Order Form

CUSTOMER INFORMATION			SHIP TO			Shipping Methods		
Company: _____			Company: _____			<input type="radio"/> Residential <input type="radio"/> Regular Via Ground		
Account ID: _____			Address Line 1 _____			<input type="radio"/> Commercial <input type="radio"/> Expedite via Ground		
Contact _____			Address Line 2 _____			<input type="radio"/> Express <input type="radio"/> Will Call		
P.O. Number: _____		Order Date _____	City / State _____		Zip: _____			
Sidemark: _____			Telephone: _____		Fax: _____	Installer: _____		

1 Line #	2 Room	3 Window Type	4 Match with Line #	5 Color Code/ Name	6 Hinge Color	7 Louver Size	8 Frame Type	9 Mount		10 Frame Extension	11 No. of Sides	12 Sill Option	13 Sill Location	14 Shutter				15 Panel Configuration
								IM	OM					MFF	WS	Width	Height	
1																		
2																		
3																		
4																		
5																		

1 Line #	2 14 Stile		3 15 T Post		4 15 Width Extension		5 16 Tilt Rod		6 17 Split		7 17 Divider Rail Location		8 18 Double Hung			9 19 Café Shutter		10 20 Track System		11 21 Qty	12 Surcharge	13 Subtotal	14 Total	
	Type	Default	Qty	Location	Standard or 2"	Standard/ Custom	Standard/ Hidden Tilt/ Offset	Equally / Specify	Center	Other (specify)	2" H. T Post	Location	Total Panels	Frame Height	Panel Height	Bypass/ BiFold	Boxout							
1																								
2																								
3																								
4																								
5																								

Special Instructions: _____

Subtotal

Sales Tax (CA Merchant)

Grand Total

broadleaf™ Standard Shutter Key Chart:

1) Item#: Start with Window #1 and continue.

2) Room: Window location.

Window Type: Single/ Side by side / Bay window/
Corner window

Match with Line No.: Fill in the Item # if applicable.

3) Color:

Pure White = 001
Silk White = 003
Pearl = 006
Steamed Milk = 009

4) Hinge Finish:

White Off White
Antique Brass Bright Brass
Stainless Oil Rubbed

5) Louver Size:

Elliptical: 2 ½", 3 ½", 4 ½".

6) Frame Type:

Deco Frame:
2" Deco Frame

L Frame:

1" Standard L Frame
French Door L Frame

Z Frame:

1.7" Bullnose Z Frame
2.5" Deluxe Z Frame
3" Elegant Z Frame

Hang Strip:

1 1/16" Hang Strip

Light blocks (top and bottom) will be provided

Buildout:

Standard Extension: ½", 1", or 1 ½"
Custom Extension : Up to 2"

7) Mount Type: Inside Mount = IM Outside Mount = OM

8) Frame Extension*:

Deco Frame:

Standard Extension: ½", 1", or 1 ½"
Custom extension: up to 2"

L Frame:

Standard Extension: ½", 1", or 1 ½"
Custom extension: up to 2"

Hang Strip (OM):

Standard Extension: ½", 1", or 1 ½"
Custom extension: up to 2"

Z frame:

Standard Extension: ½", 1", or 1 ½"
Custom extension: up to 2"

9) No. of sides: Number of frame sides.



2 Sided = 2



3 Sided = 3



3 Sided Inverted = 3I



2 Sided + SP



3 Sided + SP



All sides = 4

10) Sill Option:

Sill plate (SP)
Sill Cap (SC)

11) Sill Location: Top / Bottom/ Left / Right

12) Shutter:

Max Frame to Frame Size= MFF Window Size= WS

Width / Height: Indicate shutter width and height

13) Panel Configuration: Indicate configuration from left to right.

Left = L
Right = R
T = T post



LL



RR



LR



LLRR



LRTLRL

14) Stile: Butt / Rabbet / Astragal

Default: 2" Butt – Single Panel
2" Astragal – Multiple Panel

15) T Post

Quantity: Specify quantity

Location:

Center

Width:

1" or 2" (face width)

Extension:

Standard Extension: ½", 1", or 1 ½"
Custom extension: up to 2"

16) Tilt Rod:

Hidden Tilt* will be spliced if the tilt bar exceeds 52". Default location is on the hinged side.

Center = C

Hidden Tilt* = H

Offset* = O

Split Tilt Rod:

Split equally = C

Other= Specify location

17) Divider Rail Location:

Required for all panels over 74" in height.

Divide in the center = Check "Center"

Other = Specify Center of Rail Location

Please refer to program binder for details on deviation.

18) Double Hung*

With 1" or 2" Horizontal T Post* : Y

Without 1" or 2" Horizontal T Post* :N

Location:

Center = C

Other = Specify location.

Total Panels:

Include panels in both top and bottom rows

19) Café Shutter:

Indicate Frame and Panel height.

Surcharge applies should Frame height exceeds Panel height by 5" or more.

20) Track System*:

Bifold Track= BF

Bypass:

Close Bypass Track = BPC

Close Bypass 3 Track=3BPC

Open Bypass Track = BPO

Boxout:

Plain box out / Deco box out.

21) Qty: Numbers of windows of the same specification.

* Surcharge applies. Please refer to Options and Surcharges page.



broadleaf™ Specialty Shutter Order Form

CUSTOMER INFORMATION				SHIP TO				Shipping Methods			
Company:				Company:				<input type="radio"/> Residential		<input type="radio"/> Regular Via Ground	
Account ID:				Address Line 1				<input type="radio"/> Commercial		<input type="radio"/> Expedite via Ground	
Contact				Address Line 2				<input type="radio"/> Express			
P.O. Number:		Order Date		City / State		Zip:		<input type="radio"/> Will Call			
Sidemark:				Telephone:		Fax:		Installer: _____			

1 Line #	2 Room	3 Window Type	4 Match with Line #	5 Color Code/ Name	6 Hinge Color	7 Louver Size	8 Frame Type	9 Mount		10 Frame Extension	11 No. of Sides	12 Sill Option	13 Sill Location	14 Shutter				15 Panel Configuration
								IM	OM					MFF	WS	Width	Overall Height	
1																		
2																		
3																		
4																		
5																		

1 Line #	14 Stile		15 T Post		16 Width Extension		17 Tilt Rod Split		18 Divider Rail Location		19 (C) Left Side Leg	20 (B) Middle Leg	21 (D) Right Leg	22 Specialty Shapes		23 Qty	24 Surcharge	25 Subtotal	26 Total	
	Type	Default	Qty	Location	Standard or 2"	Standard/ Custom	Standard/ Hidden Tilt/ Offset	Equally / Specify	Center	Other (specify)				Type	Template					
1																				
2																				
3																				
4																				
5																				

Special Instructions: _____

Subtotal

Sales Tax (CA Merchant)

Grand Total

broadleaf™ Specialty Shutter Key Chart:

1) Item#: Start with Window #1 and continue.

2) Room: Window location.

Window Type: Single/ Side by side / Bay window/
Corner window

Match with Line No.: Fill in the Item # if applicable.

3) Color:

Pure White = 001
Silk White = 003
Pearl = 006
Steamed Milk = 009

4) Hinge Finish:

White Off White
Antique Brass Bright Brass
Stainless Oil Rubbed

5) Louver Size:

Elliptical: 2 ½", 3 ½", 4 ½".

6) Frame Type:

Deco Frame:
2" Deco Frame

L Frame:

1" Standard L Frame
French Door L Frame

Z Frame:

1.7" Bullnose Z Frame
2.5" Deluxe Z Frame
3" Elegant Z Frame

Hang Strip:

1 1/16" Hang Strip
Light blocks (top and bottom) will be provided

Buildout:

Standard Extension: ½", 1", or 1 ½"
Custom Extension: Up to 2"

7) Mount Type: Inside Mount = IM Outside Mount = OM

8) Frame Extension*:

Deco Frame:

Standard Extension: ½", 1", or 1 ½"
Custom extension: up to 2"

L Frame:

Standard Extension: ½", 1", or 1 ½"
Custom extension: up to 2"

Hang Strip (OM):

Standard Extension: ½", 1", or 1 ½"
Custom extension: up to 2"

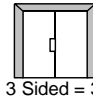
Z frame:

Standard Extension: ½", 1", or 1 ½"
Custom extension: up to 2"

9) No. of sides: Number of frame sides.



2 Sided = 2



3 Sided = 3



3 Sided Inverted = 3



2 Sided + SP



3 Sided + SP



All sides = 4

10) Sill Option:

Sill plate (SP)
Sill Cap (SC)

11) Sill Plate/Cap Location: Top / Bottom/ Left / Right

12) Shutter:

Max Frame to Frame Size= MFF Window Size= WS

Width / Height: Indicate shutter width and height

13) Panel Configuration: Indicate configuration from left to right.

Left = L
Right = R
T = T post



LL



RR



LR



LLRR



LRTL

14) Stile: Butt / Rabbet / Astragal

Default: 2" Butt – Single Panel
2" Astragal – Multiple Panel

15) T Post

Quantity: Specify quantity

Location:

Center

Width:

1" or 2" (face width)

Extension:

Standard Extension: ½", 1", or 1 ½"
Custom extension: up to 2"

16) Tilt Rod:

Hidden Tilt* will be spliced
if the tilt bar exceeds 52". Default location is on the
hinged side.

Split Tilt Rod:

Split equally = C

Other= Specify location

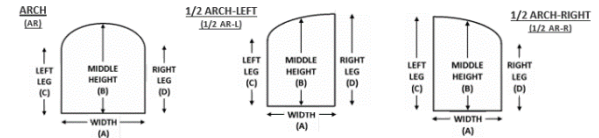
17) Divider Rail Location:

Required for all panels over 74" in height.
Divide in the center = Check "Center"
Other = Specify Center of Rail Location

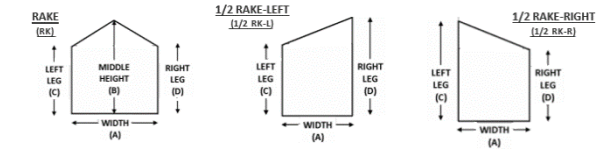
Please refer to program manual for details on deviation.

18) Height Details

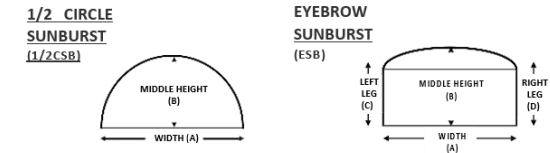
Contoured / Arch Top



Rake / Angel Top



Circle & Eyebrow



19) Specialty Shape*:

Type: Indicate specialty shape

Template:

Will send template: Yes
No template: No

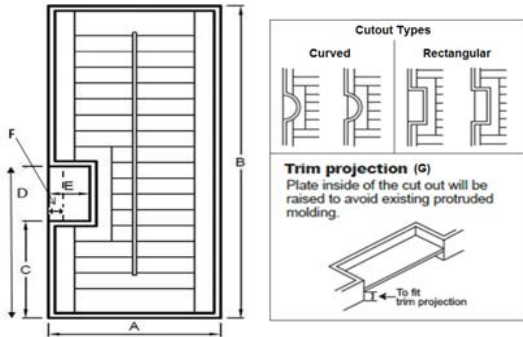
20) Qty: Numbers of windows of the same specification.

broadleaf™ French Door Shutter Order Form

CUSTOMER INFORMATION			SHIP TO			Shipping Methods		
Company: _____			Company: _____			<input type="radio"/> Residential <input type="radio"/> Regular Via Ground		
Account ID: _____			Address Line 1 _____			<input type="radio"/> Commercial <input type="radio"/> Expedite via Ground		
Contact _____			Address Line 2 _____			<input type="radio"/> Express <input type="radio"/> Will Call		
P.O. Number: _____		Order Date _____		City / State _____		Zip: _____		Installer: _____
Sidemark: _____			Telephone: _____			Fax: _____		

1 Line #	2 Room	2 Window Type	3 Match with Line #	3 Color Code/ Name	4 Hinge Color	5 Louver Size	6 Frame Type	7 Shutter				8 Panel Configuration	9 Tilt Rod		10 Split		10 Divider Rail Location	
								MFF	WS	Width (A)	Height (B)		Standard / Hidden Tilt / Offset	Equally / Specify	Center	Other (specify)		
1																		
2																		
3																		
4																		
5																		

Line #	11 Cutout Type	C Bottom of shutter to bottom of cutout	D Bottom of Shutter to top of cutout	E Width of cutout	F Distance from outside of frame to start of recessed plate	G Door Trim Projection	12 Qty	Surcharge	Subtotal	Total
1										
2										
3										
4										
5										



Special Instructions: _____

Subtotal
 Sales Tax (CA Merchant)
 Grand Total

broadleaf™ French Door Key Chart:

1) Item#: Start with Window #1 and continue.

2) Room: Window location.

Window Type: Single/ Side by side

Match with Line No: Fill in the Item # if applicable.

3) Color:

Pure White	= 001
Silk White	= 003
Pearl	= 006
Steamed Milk	= 009

4) Hinge Finish:

White	Off White
Antique Brass	Bright Brass
Stainless	Oil Rubbed

5) Louver Size:

Elliptical: 2 ½", 3 ½", 4 ½".

6) Frame Type:

L Frame:

- 1" Standard L Frame
- French Door L Frame

Buildout:

- Standard Extension: ½", 1", or 1 ½"
- Custom Extension: Up to 2"

7) Shutter:

Max Frame to Frame Size= MFF Window Size= WS

Width / Height: Indicate shutter width and height

8) Panel Configuration: Indicate configuration from left to right.

Left = L Right = R

9) Tilt Rod:

Hidden Tilt* will be spliced if the tilt bar exceeds 52".

Default location is on the hinged side.

Hidden Tilt* = H

Center =C

Split Tilt Rod:

Split equally = Check "Center"

Other = Specify

10) Divider Rail Location:

Required for all panels over 74" in height.

Divide in the center = Check "Center"

Other = Specify Center of Rail Location

Please refer to program binder for details on deviation.

11) Cutout Types:

Routed – Frame only is routed

Curved

Rectangular

Plate will be Flush if has no door trim

Plate will be Offset if has door trim

12) Qty: Numbers of windows of the same specification.