



elegant shutters  
by elegant windows

**broadleaf™ Specialty Shutter Order Form**

<b>CUSTOMER INFORMATION</b>			<b>SHIP TO</b>			<b>Shipping Methods</b>		
Company: _____			Company: _____			<input type="radio"/> Residential <input type="radio"/> Regular Via Ground <input type="radio"/> Commercial <input type="radio"/> Expedite via Ground <input type="radio"/> Express <input type="radio"/> Will Call		
Account ID: _____			Address Line 1 _____					
Contact _____			Address Line 2 _____					
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	Overall Height	
1																		
2																		
3																		
4																		
5																		

1 Line #	14 Stile		15 T Post		16 Width		17 Extension		18 Tilt Rod		19 Split		20 Divider Rail Location		21 (C) Left Side Leg	22 (B) Middle Leg	23 (D) Right Leg	24 Specialty Shapes		25 Qty	26 Surcharge	27 Subtotal	28 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 = 3I



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



**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

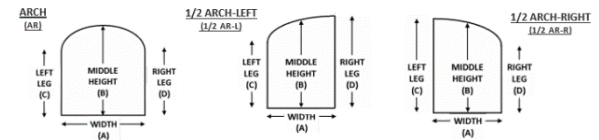
**17) Divider Rail Location:**

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

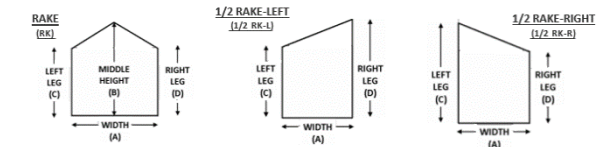
Please refer to program manual for details on deviation.

**18) Height Details**

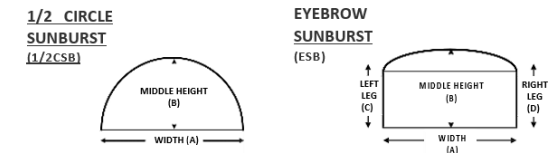
Contoured / Arch Top



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.