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


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# Purchase Order

## Imperial Shutters

☐ PREPAID ☐ 1/2 DOWN

Account Name	Date:
Address	Sidemark:
City, State, Zip	P.O.#:
Phone	Ordered By:

QTY	Type	Color	Shutter Type	Specialty	* Hinge Style	Frame	Mount	Sill Frame	# of Frame Sides	Louver Size	Width x Height		Divider Rail	Louver Control	** H C i o n l g o e r	Room & SP Instructions
	Imperial Wood Shutter Collection	101 Bright White 116 Classic White 221 Ivory 246 Pearl 326 Almond 718 Oak 751 Vintage Oak 808 Chestnut 829 Walnut 909 Deep Cherry	P1 P2 P3 P4 P6	DH IF FD BP BF	(R) Right Hinge (L) Left Hinge (LL) Left Bi-Fold (RR) Right Bi-Fold (T) T-Post Location	ZR ZD LR LX OD BP	I.M. (Inside)  O.M. (Outside)	Yes Or No	  	3 1/2"  4 1/2"	Inside Mount = (Smallest Opening Size)  Outside Mount = (Largest Opening Size - Includes Frames)		Distance Up (Inches)	Tilt Rod = T  Clear View = C	1-7	
1												X				
1												X				
1												X				
1												X				
1												X				
1												X				

Email Address:

### \* HINGE STYLE

ZR = Z Regular (IM)  
ZD = Z Decorative (IM)  
LR = L Regular (I or O-M)  
LX = L Extended (I or O-M)  
OD = Outside Decorative  
BP = Bypass Frame

### MEASURING INSTRUCTIONS

#### Inside Mount:

1. Measure exact width of window opening at the top, middle and bottom recording the smallest dimension to nearest 1/8".
2. Measure exact height of window opening at the left top, middle and right bottom recording smallest dimension to nearest 1/8".
3. The minimum recess space required for an inside mount shutter is 3".

\*\*Note - Always state width first then length when ordering. Inside mount shutters will have a 1/4" deduction from ordered width and length.  
\*Finished shutter will be 1/4" less in width & height than ordered dimensions.

#### Outside Mount:

1. Measure exact width of window opening plus frame width from left to right edge to nearest 1/8".
2. Measure exact height of window opening from frame top edge to frame bottom edge to nearest 1/8".

\*\*Note - Always state width first then length when ordering. Outside mount shutters will have no deduction from ordered width and length.  
\*Finished shutter will be exact ordered dimensions from frame edge to frame edge.

### PRICING INSTRUCTIONS

- Imperial Shutters are priced by square foot, rounding up to the nearest 1/2", including the width of the frames.
- Outside mount shutters will be priced as follows:
  - L Frame inside mount - frame edge to frame edge
  - Z Regular Frame - add 2 inches to window opening width and height
  - Z Deco Frame - add 3 1/2" inches to window opening width and height
- To figure square feet, multiply width by height and divide by 144, then round up to the nearest 1/2 foot.

### \*\* HINGE COLOR

1 = White  
2 = Off White  
3 = Brass  
4 = Antique Brass  
5 = Chrome  
6 = Nickel  
7 = Bronze

Only complete, signed orders will be processed

Print Name:

Signature: