

# CUSTOM SHUTTER ORDER FORM

8517 S Perkins Rd  
 PO Box 1453  
 Stillwater, OK 74074  
 800-416-6455 Phone  
 405-377-1010 Fax



**BILL TO:**

Company \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_  
 State \_\_\_\_\_ Zip \_\_\_\_\_

**SHIP TO:**

Company \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_  
 State \_\_\_\_\_ Zip \_\_\_\_\_

SIDEMARK/PO \_\_\_\_\_  
 email \_\_\_\_\_  
 PHONE \_\_\_\_\_  
 FAX \_\_\_\_\_

ID			Window							Shutter									
Line #	Room	Wall	Shape	Base Reference	Width	Height	Arch/rake tops		Mount	Frame				Trim				# of Panels	Fold
							Shoulder	L or R		I	E	O	Left	Right	Header	Sill	Left		
1																			
2																			
3																			
4																			
5																			
6																			
7																			

Shutter					Style, Finish & Design Notes						
Line #	T-Post Centers (from the left)			Divider Rail DH Location	Louver Size	Hinge Color	Coat P PG S SG	Color	Wood Species	Notes	Cost
	1st	2nd	3rd								
1											
2											
3											
4											
5											
6											
7											

PRE-HANG  PAGE \_\_\_ OF \_\_\_

SHIPPING \_\_\_\_\_  
 DEPOSIT SHOULD BE 50% OF THIS TOTAL \_\_\_\_\_

# How to Fill out Kirtz Custom Shutter Order Form

## WINDOW

SHAPE	Abbreviation	BASE REFERENCE
Rectangle	R	Window (W)
Arch (has horizontal louvers)	AH	Factory deduction on inside mount
Rake	RK	1/4" framed, 3/16" unframed
Sunburst	SUN	Factory add for frame on outside mount

Net Panel (NPS)	Outside of Frame (ODF)
Factory builds PANELS exactly to size listed on form	Factory builds framed unit to these exact measurements
Do NOT use with frames	NO deduction will be made

**WIDTH** measure width in multiple locations to insure best fit

**HEIGHT** - measure height in multiple location to insure best fit

### MOUNT

Inside	I
Outside	O
Extended	E

MAX- Overall height

SHOULDER - Arch start point

L or R- Indicates which side has low shoulder for split arch radius

(Leave blank when both left and right have a shoulder height)

## SHUTTER

**FRAME & TRIM -** Indicate choice for each side. If none is desired leave blank

Frame Types			Trim Types	
L	ADR	DL	1/4R	SLS
BLD	ADF	DI	CM	HS
NL	BZ		DCM	WCM
NLD	CZ			

### FOLD

Left	L
Right	R
T-Post	T
EX--	LTLRTR

### T-POST

Placement is to the center of post using the base reference given.

ODF ex: T-post location is from outside of frame (LEFT SIDE) to center of T

### RAIL or DH

Placement is to the center of the rail or split location of the base reference given.

Factory may move divider rail location + or - 1" unless noted.

If location is for DH location please indicate in the notes field

## STYLE AND FINISH

### LOUVER

2 1/2"	Polished Brass	PB	Oil Rubbed Bronze	OB
3 1/2"	Antique Brass	AB	Solid Brass ++	SB
4 1/2"	Painted	P	Stainless Steel ++	SS
	Brushed Chrome	BC		
	Nickel	N		

### COAT

Paint	P
Primed	PG
Stain	S
Stain Grade	SG

### WOOD

Maple	MP	Walnut	WA
Red Oak	RO	Alder, Clear	AL
White Oak	WO	Alder, Knotty	KA
Cherry	CH	Knotty Pine	KP
		Mahogany	MH

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 PO Box 1453  
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 800-416-6455 Phone  
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**BILL TO:**

Company Fantastic Shutter Company  
 Address PO Box 111  
 City Anycity  
 State OK Zip 73044

**SHIP TO:**

Company Fantastic Shutter Company  
 Address 123 Main Street  
 City Anycity  
 State OK Zip 73044

SIDEMARK/PO SMITH  
 email [fantastic@yahoo.com](mailto:fantastic@yahoo.com)  
 PHONE 405-377-3992  
 FAX 405-377-1235

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							Shoulder	L or R		I	E	O	Left	Right	Header	Sill	Left		
1	Living	E	Rect	Window	40	72			I	bz	bz	bz	nl					2	LR
2	Bedroom	N	Rect	Window	58	46			I	bz	bz	bz	nl					3	LTLTR
3	Entry	S	Arch	Window	18	36	29	r	I	bz	bz	bz	nl					1	L
4																			
5	Dining	E	Arch	ODF	36	72	60		O	bld	bld	bld	bld					1	R
6	Dining	S	Rect	ODF	66	60			O	wbi	wbi	wbi						3	
7																			

Shutter					Style, Finish & Design Notes						
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	1st	2nd	3rd								
1				DR= 50	3 1/2	PB	p	luminous	maple		
2	15 3/4	42 1/4			3 1/2	PB	p	luminous	maple		
3					3 1/2	PB	p	luminous	maple		
4											
5					4 1/2	ORB	S	burnt sugar	red oak	Build out frame 1/2"	
6					4 1/2	ORB	S	burnt sugar	red oak	SLIDERS	
7											

PRE-HANG  PAGE 1 OF 1 SHIPPING   
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	Nickel	N							Mahogany	MH