SHUTTERSMART | INSTALLATION GUIDE

Bi-Pass & Bi-Fold Installation Guide

Sliding Shutters for Doors & Large Openings



Simple, step-by-step instructions for a clean, professional installation of your sliding shutters

www.shuttersmart.com

Shutter smart

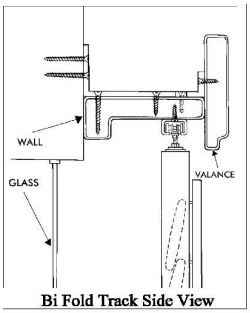
BEFORE YOU BEGIN

How to Install Your Sliding Shutters

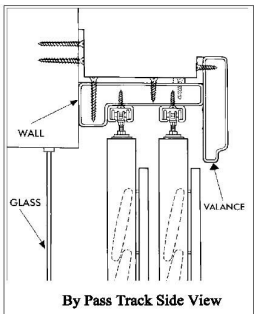
Thank you for choosing ShutterSMART. Sliding shutters are a beautiful way to cover patio doors and large openings. Take a moment to review these instructions and confirm which type of slider you have before you begin.

Bi-Fold or Bi-Pass?

Sliding shutters are either Bi-Fold, where hinged panels fold open along the track, or Bi-Pass, where panels slide past each other on separate tracks. Use the side views below to confirm your type, then follow the matching instructions.



Bi Fold Track Side View



By Pass Track Side View

Gather Your Tools

- Hand drill
- Countersink drill bit set
- #8 Phillips screwdriver
- Measuring tape
- Level
- Shims
- White paintable caulk
- Silicone spray

What's in Your Package

- Panels (hinges pre-attached on Bi-Fold only)
- Vertical frame legs and one horizontal frame rail with reinforcements inserted
- Carrier track(s) with screws, carriers, bushings and brackets
- Valance
- All mounting hardware

To avoid shipping damage, large panels and frames are packed separately.

BI-PASS ALTERNATE METHOD

Carrier on Track Method

Use this method when walls or cabinets on both sides of the door opening prevent side access to the frame. It replaces Steps 1 to 4 of the Bi-Pass instructions.

1. **Frame assembly and carrier insertion.** Lay the frame pieces on a smooth surface in front of the opening, back of the frame facing up. Insert the carriers into the tracks on the top frame rail, then attach the frame legs to the headrail using #6 x ¾" screws in the pre-drilled holes.
2. **Headrail installation.** Stand the frame up against the wall around the door opening. Level it, using shims under the legs as needed, and attach the headrail to the wall with the 2" x 4" brackets and screws supplied.
3. **Attach bottom panel guides.** Attach the guides to the bottom of the panels using the ½" screws supplied.
4. **Hang panels on carriers.** Attach the carrier stems into the anchors at the top of the stiles. Adjust the stems until the panels are level, then tighten the lock nuts. Continue with Bi-Pass Steps 6 to 8.

INSTALLATION STEPS

Bi-Pass Sliding Shutters

Leg Removal Method (preferred). No side access? Use the Carrier on Track Method on page 2 for Steps 1 to 4.

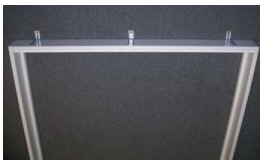
01 Assemble the Frame

Lay the frame pieces on a smooth surface in front of the opening. Attach the frame legs to the headrail using #6 x ¾" screws in the pre-drilled holes at the top of the legs.



02 Install the Headrail

Stand the frame up against the wall around the door opening and level it, using shims under the legs as needed. Attach one frame leg to the wall with a #8 x 3" painted head screw, then attach the headrail with the 2" x 4" brackets and screws supplied.



03 Attach Bottom Panel Guides

If supplied, attach the guides to the bottom of the panels using the ¾" screws supplied.



04 Slide Panels onto the Track

Remove one of the frame legs and slide the panels onto the tracks on the headrail. Then reattach the frame leg to the headrail.

05 Attach Panels Together

If needed, join panels that share the same track using hinges on the back side of the panels.



06 Secure the Side Frames

Move the panel on the back track toward the frame leg away from where the door opens and closes. Line the panel up with the frame leg and secure the leg to the wall using #8 x 3" screws.

Move the panel on the front track toward the frame leg where the door opens and closes, and repeat. Remove any shims.

BASEBOARD If there is a baseboard, chisel out the portion at the bottom of the frame leg so the frame sits flush against the wall.

07 Install the Valance

Mount the valance to the top frame rail using the 1" x 1" brackets and #6 x ¾" screws.



08 Finishing Touches

If the walls are white or light in color, caulk where the frame legs meet the wall and clean up excess caulk with a damp rag. Check that the panels operate smoothly, and spray silicone on the tracks and wheels for smooth operation.



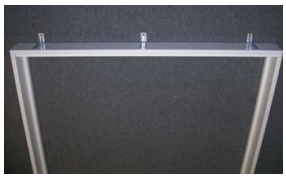
INSTALLATION STEPS

Bi-Fold Sliding Shutters

01 Assemble the Frame

Insert the carriers and the top pivot bushing into the tracks on the top frame rail. Assemble the pre-mitered frame using #6 x ¾" screws in the pre-drilled holes.

02 Install the Headrail and Frame



Stand the frame up against the wall and level it. Place shims under the legs to level the frame and bring the bottom of the legs flush with the carpet. Attach the top rail to the wall using the 2" x 4" brackets and screws.

Make sure the legs are square to the top rail and parallel to each other, then secure them to the wall with #8 x 3" painted head screws at the top only.

03 Install the Jamb Kit

Install the jamb kit assembly at the bottom of the left and right frame legs and to the floor. Follow the instructions included with the jamb kit.

04 Hang the First Panel

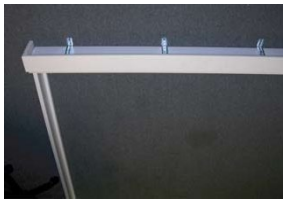
Place the outer panel's bottom pivot into the hole in the jamb bracket and let the panel rest on the pivot. Hold the panel so the top pivot lines up with the pre-installed track bushing, and adjust the top pivot until its head enters the bushing and the panel is held securely.

05 Align and Hang the Next Panels

Close the panel and adjust the top and bottom pivots until it is parallel to the frame leg. Hang the inner panel to the outer panel using the hinges.

Line up the inner panel's stile anchor with the carrier and attach the carrier into the anchor. Adjust the carrier stem until the panel is level, then tighten the lock nut. Repeat for each panel.

06 Check Panel Operation



Close the panels to make sure they extend fully and sit flush with the frame. If they do not, adjust the pivots in either direction. Install catches as needed, with or without spacers.

07 Install the Valance

Mount the valance to the top frame rail using the 1" x 1" brackets and #6 x ¾" screws at the pre-drilled locations.

NOTE Make sure the bottom of the valance sits 1/8" above the top of the panels.

08 Finishing Touches



If the walls are white or light in color, caulk where the frame legs meet the wall and clean up excess caulk with a damp rag. Check that the panels operate smoothly, and spray silicone on the tracks and wheels.