SHUTTERSMART | REPAIR GUIDE

Repairs & Parts Replacement

Poly and Wood Shutters

ShutterSMART shutters are built to last, and most parts can be replaced in a few minutes. Follow the steps for your shutter type below.

POLY SHUTTERS

Louver Replacement

01 Remove the Tilt Rod Cap

Push the tilt rod end cap behind the tilt rod with a screwdriver to remove it.



02 Remove the Tilt Rod

Slide the tilt rod off the hooks.



03 Remove the Louver

Grab the louver with both hands and gently bend it while pulling it toward you until the pin comes out of the stile hole. Then remove the louver.



04 Install the New Louver

Install the new louver the same way you removed the old one in Step 3, in reverse.

05 Replace the Tilt Rod and End Cap

Slide the tilt rod back onto the louver hooks, then press the tilt rod end cap back into place.

POLY SHUTTERS

Hook Replacement

01 Remove the Hook

Remove the tilt rod as described in Louver Replacement Steps 1 to 3 above. Then grab the hook and twist it until it is at the right angle to come away from the louver.



02 Install the New Hook

Install the new hook by reversing the removal in Step 1, then reinstall the tilt rod and end cap.

WOOD SHUTTERS

Louver Replacement

Wood shutter louvers connect to the tilt rod with staples. You will need vise grip needle nose pliers, a utility knife, a hammer, a putty knife, a toothpick, wood glue, small channel lock pliers, tape, a louver pin and a spring loaded pin.

01 Remove the Staple

Grab the staple that attaches the louver to the tilt rod with vise grip needle nose pliers. Hold the tilt rod steady with your other hand and gently wiggle the pliers back and forth while pulling away from the tilt rod until the staple comes out.



02 Remove the Louver

Place a utility knife between one end of the louver and the stile, where the louver pin enters the stile. Gently tap the back of the knife until the pin is cut. Remove the louver, then remove the cut pin from the stile.



03 Install the New Louver

Put a louver pin in one end of the new louver and a spring loaded pin in the stile on the opposite side. Insert the pin end of the louver into the stile.

Hold a putty knife between the spring loaded pin and the other end of the louver, line up the louver, then pull out the putty knife so the spring loaded pin enters the hole in the louver.



04 Repair the Staple Holes

Fill the old staple holes in the tilt rod with a toothpick. Hold a new staple in the vise grip needle nose pliers and dip the staple ends in wood glue.

Position the staple through the staple in the louver and into the hole left by the old staple, as far as it will go.

05 Hook the Louver to the Tilt Rod

Wrap tape around the jaws of small channel lock pliers to protect the finish. Grab the staple and gently press it into the tilt rod as far as needed.



Need help? Call 1-800-737-4569 or visit www.shuttersmart.com