

# AEGIS SHUTTERS

## Professional Measuring Guide

---

### HOW TO MEASURE A SQUARE WINDOW (OR OPENING)

**Step 1:** Gather your supplies: tape measure, paper, and pencil.

**Step 2:** Always measure from inside the window casement as if your shutters will open and close even if your shutters are simply decorative.

**Step 3:** Measure the window **width** from inside the window casement in three locations...near the bottom, the middle, and the top. Take the smallest of the three measurements.

**Step 4:** Measure the window **height** from inside the window casement in three locations...near the left, middle, and right. Take the smallest of the three measurements and write it down.

**Step 5:** Now, we measure for our horizontal shutter framing which normally matches the window framing for a complementary look. Simply measure up from the bottom to the center of your "break point" and write down this measurement. If you want a second or third break point, measure from the bottom again and write down those measurements.

**Step 6:** Write down your exterior wall texture (i.e. stucco, siding, brick, etc.)

**Step 7:** Note if the shutters will be operable (open and close) or not.

**Step 8: Highly recommended:** Take a photo of the window to include with your measurements.

# HOW TO MEASURE A RADIUS TOP WINDOW (OR OPENING)

**Step 1:** Gather your supplies: tape measure, paper, and pencil.

**Step 2:** Measure from the center of the bottom of the window casing to the center of the top of the window casing. This will be your "high point".

**Step 3:** Measure from the lower left of the window casing up to the point where the radius begins. Do this again on the right side then take the smallest of the two measurements. This will be your "low point".

**Step 4:** Measure the window width from the outside edge of the left trim to the outside edge of the right trim. Measure in three locations. First from the bottom, second from the top and third from the middle. Take the smallest of the three measurements.

**Step 5:** Now, we measure for our horizontal shutter framing which normally matches the window framing for a complementary look. Simply measure up from the bottom to the center of your "break point" and write down this measurement. If you want a second or third break point, measure from the bottom again and write down those measurements.

**Step 6:** Note the texture of the exterior wall (i.e. brick, stone, siding, etc.)

**Step 7:** Note if the shutters will be operable (open and close) or not.

**Step 8: Highly recommended:** Take a photo of the window to include with your measurements.



# HELPFUL TIPS FOR MEASURING

- **Rounding Measurements:** If your exterior shutters are non-operational (do not open and close), then you can round measurements to the nearest 1/2 inch.
  - **When Ordering:** Specify measurements for each window as:
    - Height = xx in
    - Width = xx in
    - Break Point = xx in
    - **For radius tops:**
      - High Point = xx in
      - Low Point = xx in
  - **Check for Obstructions:** Consider any obstructions near the window (lights, downspouts, etc.) that might interfere with shutter installation or operation.
  - **Protruding Elements:** If your window has a protruding sill or window box, measure how far it extends from the wall to ensure proper clearance for the shutters if they are going to be operational.
  - **Documentation:** Take pictures of each opening where you would like your shutters to include with your quote request.
- 

# MEASUREMENT CHECKLIST

- ☐ Window width (smallest of 3 measurements)
  - ☐ Window height (smallest of 3 measurements)
  - ☐ Break point location(s)
  - ☐ Wall texture noted
  - ☐ Operational preference noted
  - ☐ Photos taken
  - ☐ **For radius tops only:**
    - ☐ High point measured
    - ☐ Low point measured
- 

For questions or assistance with measuring, contact Aegis Shutters:

Email: [hello@aegisshutters.com](mailto:hello@aegisshutters.com)

Call or Text: (504) 264-2999