

# MARQUIS LOUVER INSTALLATION

For plantation shutters

Tools required:

- Metal putty knife (with sharpened edge)
- End nippers or side cutters
- Hammer (plastic mallet preferred)
- Offset needlenose pliers
- Utility knife
- Louver pin with washer (1) #12-0300-000
- Louver pin without washer (1) # 12-0301-000
- Spring # 12-0100-000 (1)

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The **outside edges** of all **Marquis panels** should be **handled with extreme care!**  
Dropping a panel on its' edge can result in **severe and permanent damage.**

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1. Remove the existing louver if necessary.
2. Hold the large end of the louver pin without washer (12-0301-000) between the thumb and index finger.
3. Using the end nipper, cut off all but 3/16" of the narrow end of the pin without washer.
4. Insert the louver pin with washer (12-0300-000) into one end of the louver.
5. Tilt the louvers in the panel to the open position. Slide the new louver between the stiles inserting the pinned end into the louver pin hole.
6. Place the spring into the vacant hole followed by the pin without washer (*large end first*).
7. Using the tip of the utility knife blade, depress the pin against the spring until it recesses into the hole in the stile.
8. Slide the louver over the pin and pull the utility knife from between the louver and the pin.
9. Slowly move the louver across the pin until the pin pops into the louver hole.
10. Spin the louver in both directions to insure that the pin has seated into the louver properly.
11. Connect the louver to the tilt rod (see: Staple Replacement)