

## HOW TO MEASURE FOR A BAY POST FRAME



A simple measuring guide from British Shutters

## Bay Post Frames

### Before you start you will need:

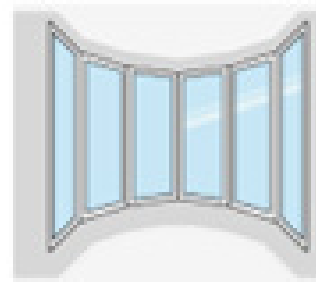
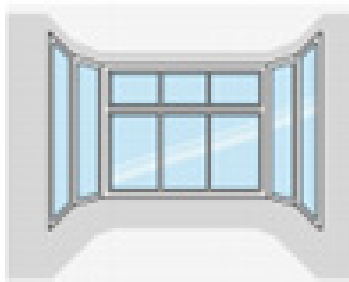
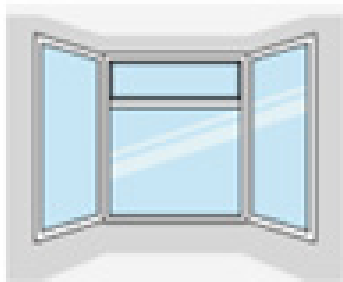
- A good steel tape measure
- Masking tape
- Paper and pencil
- Angle finder
- Spirit Level
- Shutter Panel Samples

### Tips!

1. Note down your sizes.
2. Go have a break, then come back to double check your sizes before you place your order.
3. You may wish to upload a clear photo of your window with your order. This helps our team have a full understanding of your needs.

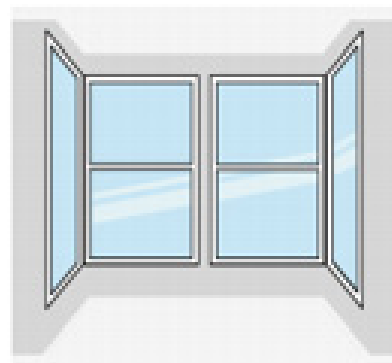
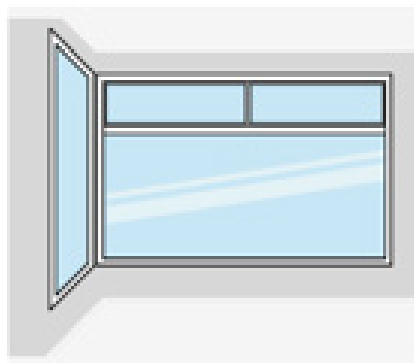
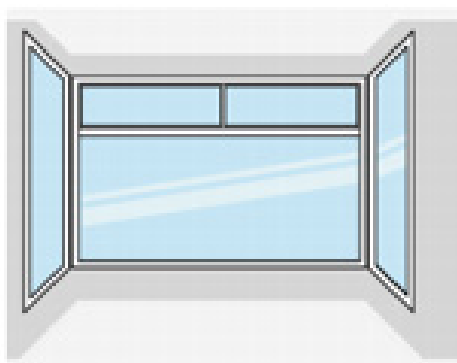
### What is an Angled or Multi-Faceted or Curved Bay window?

Windows that have two or more windows that join at an obtuse angle (between 90° and 180°)



### What is a Box or Corner Bay window?

Windows that have two or three windows that join at a right angle (90°)



If you decide to survey and fit one of our **Bay post frames** please read the following guide [carefully](#).

### Important to Note:

If your windows opens **Inwards** contact us before measuring. You may need an alternative fitting for your window.

## Bay Windows

Our suggested method for fitting shutters in Angled bays & Corner bay windows is to fit with multiple individual shutter frames. Separate corner posts are also supplied to give an additional fixing point in the corners (90° Corner Bays only)

A frame for each section of the bay is installed to butt up next to the next frame. Fitting with individual frames is a great choice when the window is not 100% level. Separate frames give the fitter more flexibility and can be easier to manage when working alone. (This is because separate frames will be lighter in weight and easier to lift into the window versus using one large Bay Post Frame)

## Understanding Bay Post Frames

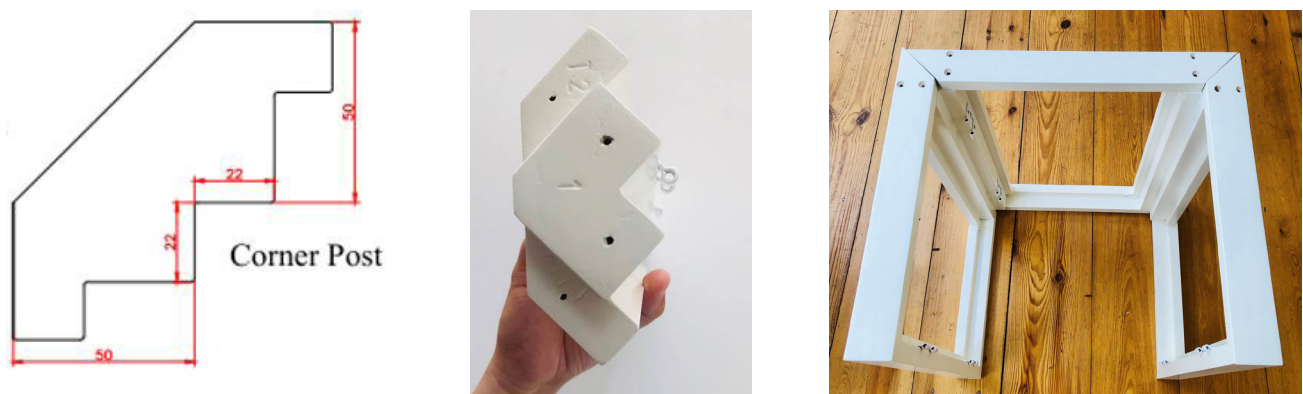
However, some customers prefer to fit shutters in a bay using a Bay Post Frame. This method requires that 1 large frame is assembled on the floor with the integrated posts prior to installing in the window. The survey requires very special attention and you will need an Angle Finder to measure the angles.

The Angled bay post is referred to as **(B)** This post is made by joining 2 x L frames together at your requested angle with a triangular piece of wood infilling the gap. Multiple **(B)** posts can be requested within a frame.



The Corner bay post is referred to as **(C)** This post is made by joining 2 x L frames together at a 90° angle with a triangular piece of wood infilling the gap. Up to 2 x **(C)** posts can be requested within a frame.

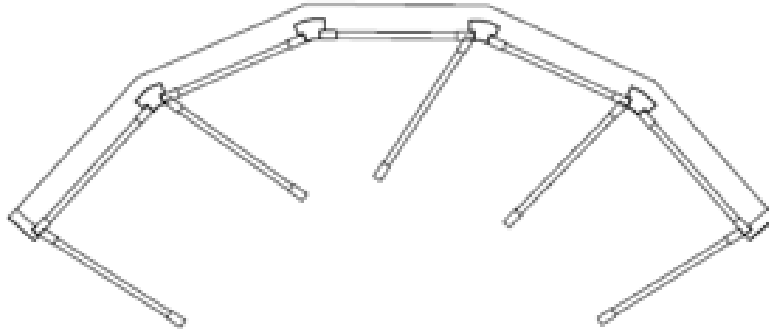
Posts are fixed in the frame by screwing them in place via pre-drilled holes in the top & bottom of posts and frame. Bay frames must be assembled on the floor as you cannot access the predrilled holes when the frame unit is in the window. Predrilled holes are counter sunk & can be capped to hide the screws if required, although they won't be seen when shutters are installed.



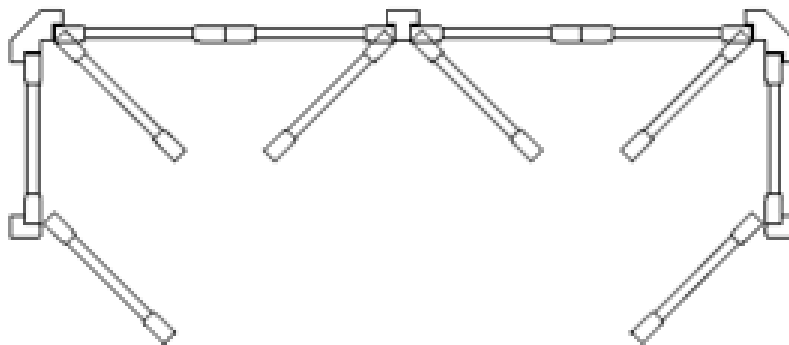
**Tip:** It can be helpful to check all panels are hung correctly before your assembled frame unit is fitted in the bay.

## How to request the 3 Types of shutter posts

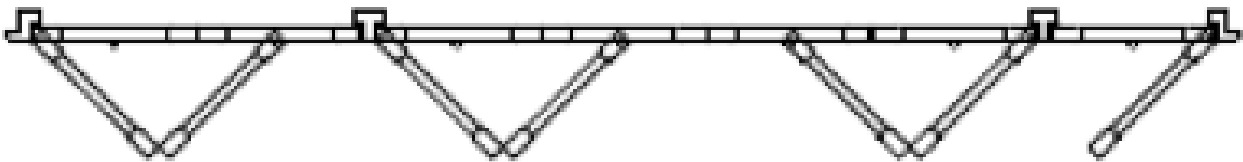
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Above layout is **LBLBRBRBR**  
Use **B** to request an Angled Bay Post. You should always confirm the angle.



Above layout is **LCLRTLRCR**  
Use **C** to request a **Corner** Bay Post. This post will always be at 90°



Above layout is **LLTLRRTR**  
Use **T** whenever you want to request a supporting T Post between panels.

## Let's Measure

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### Step 1 - Always Take the **Outside Measure**

1. Windows with no handles or vents to consider should have the widths measured close to the window and into the angle point. Start on the left-hand side of the bay and measure into the first angle of the bay. Record this width measurement. This will be your 1st bay post measurement.

**Example below shows the left side is 360mm wide with a 135° angle**

2. Go back to the start on the left-hand side of the bay and now measure into the second angle of the bay. Record the width measurement. This will be your 2nd bay post measurement.

**Example below shows its 740mm wide to the 2nd angle and the angle is 135°**

3. Continue measuring like this until you record all angles and you have your total order width. You will get your total width by adding up all sides of the bay.
4. FYI - You will measure in this way regardless of the frame depth you want to order. You do not need to use frame templates or corner posts when surveying.
5. When surveying an Angled bay – you must use an angle finder to measure **each angle**. 135° is the standard angle we supply however bespoke angles can & should be requested if your window angles are not 135°. The angles in your bespoke bay frame must match your window!
6. When surveying for a Corner bay please follow the same steps above but understand the angle of the post in the corners will **always be** supplied at 90°.
7. If required, you can also request a T post between panels. Measure from the left side for **all types of posts** and clearly show if a **B** or **C** or **T** post required.

**See example below.**

8. Dimensions for T posts should be communicated when placing the order. The T post dimension when measured from left will be entered as T1, T2 etc
9. When placing the order, a total shutter width & height is required (find the total width by adding each side together)
10. Measure the height of the bay in several places and select the smallest height you find. We also recommend you make a small deduction to the height of the bay frame to allow some wiggle room when fitting.

We recommend you make deductions to allow for out of level walls. We suggest deducting 3mm from the left dimension and 3mm from the right dimension plus at least this amount from the height. It is of course your decision exactly how much to deduct for this wiggle room but please note that **Manufacturing Make No Deductions** to sizes submitted. A drawing will be sent for you to check and confirm before production starts.

FYI: Outside Measure means the back of the Bay Frame will be as per the sizes submitted.

## Example



Total width is 1100mm.

Config: **LBLBR**

360/135°

740/135°

**Tip** – You will find an example of a factory drawing for this window at the back of this guide.

**Important** – Never fit a Bay post frame so close to the window so that the shutter framing will not allow you to access handles or keys in locks.

If you need to move the installation away from the window please follow the process below.



**Handles on a bottom frame or window trim can restrict a bay post frame unit fitting tight up against the window. You should decide to measure & install the unit further forward and away from the window.**

First decide how far forward you need to take the **Outside Measure** (back of unit). When you are happy the back of unit when installed will sit in front of your obstructions you simply measure in the same way as described above. Remember to always start your measure on left side and measure into each angle but your chosen measure points will be forward and away from the window. See the **Green dots** for an example of where forward measure points could be.

Whenever orders request a frame buildout these are supplied within the **Outside Measure**. When bay frame units are installed away from the window you may need to order additional batons or trim to finish off the left and right side of bay.

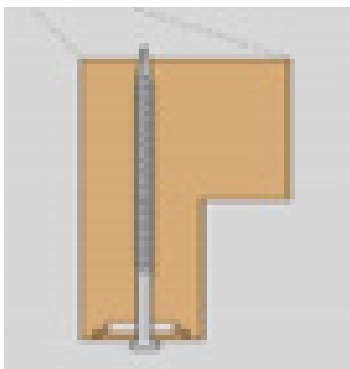
If you are unsure on anything please speak to our team before signing off the drawings we will provide before the production starts.

## Let's Measure

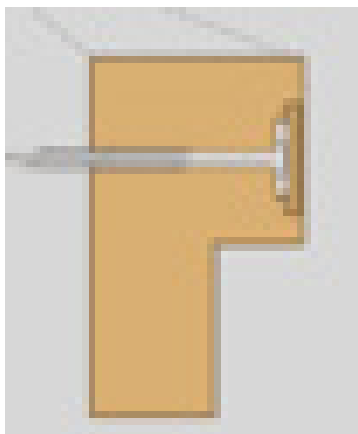
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### Step 2 - Choose Your **Style of Frame**

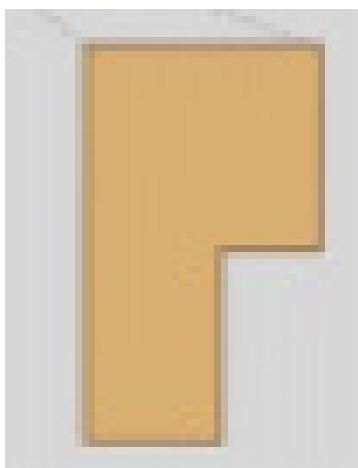
Select a frame style depending on the direction you would like any predrilled fixing holes.



**Vintage L** (A strip covers predrilled holes on outside of frame)



**Plain L** (A strip covers predrilled holes on the inside of frame)



**Classic L** (There are no predrilled holes & no cover strip)

## Let's Measure

### Step 3 - Choose the correct **depth of frame**

Bay posts & Corner posts are 50mm deep. You request the frame depth of your choice (note: **B** or **C** posts remain 50mm deep) However If you are installing a Bay Post Frame in a café style you may like to request a build out to the **B** or **C** post. By request Manufacturing can supply these posts at the same depth as frame. To do this they screw on a piece of batten to create a deeper post.

Different slat sizes require a different frame depth clearance.

#### **Minimum** frame required for our slats (when no handles to consider)

64mm slat – 50mm frame  
76mm slat – 60mm frame  
89mm slat – 60mm frame  
114mm slat – 80mm frame

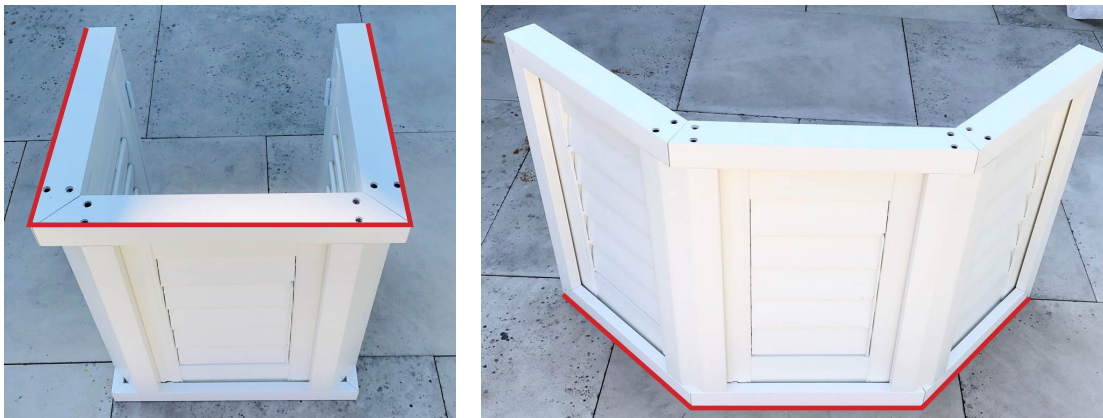
If your window has handles where slats will be tilting & you survey so you will fit the shutter frame up against the window you must build out the frame to ensure you have enough clearance.

#### Example

For a 76mm slat, Outside measure taken so frame will fit up to the window. A handle protrudes by 25mm where slats will be tilting.

76mm slat needs 60mm frame + **25mm** (handle) means you need 85mm frame clearance .

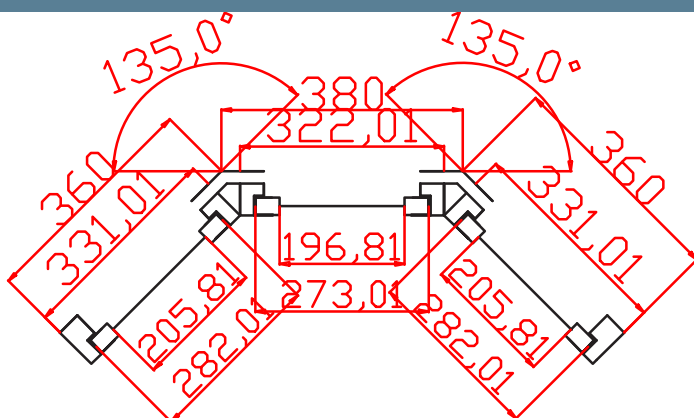
**Request an 90mm deep frame/post.**



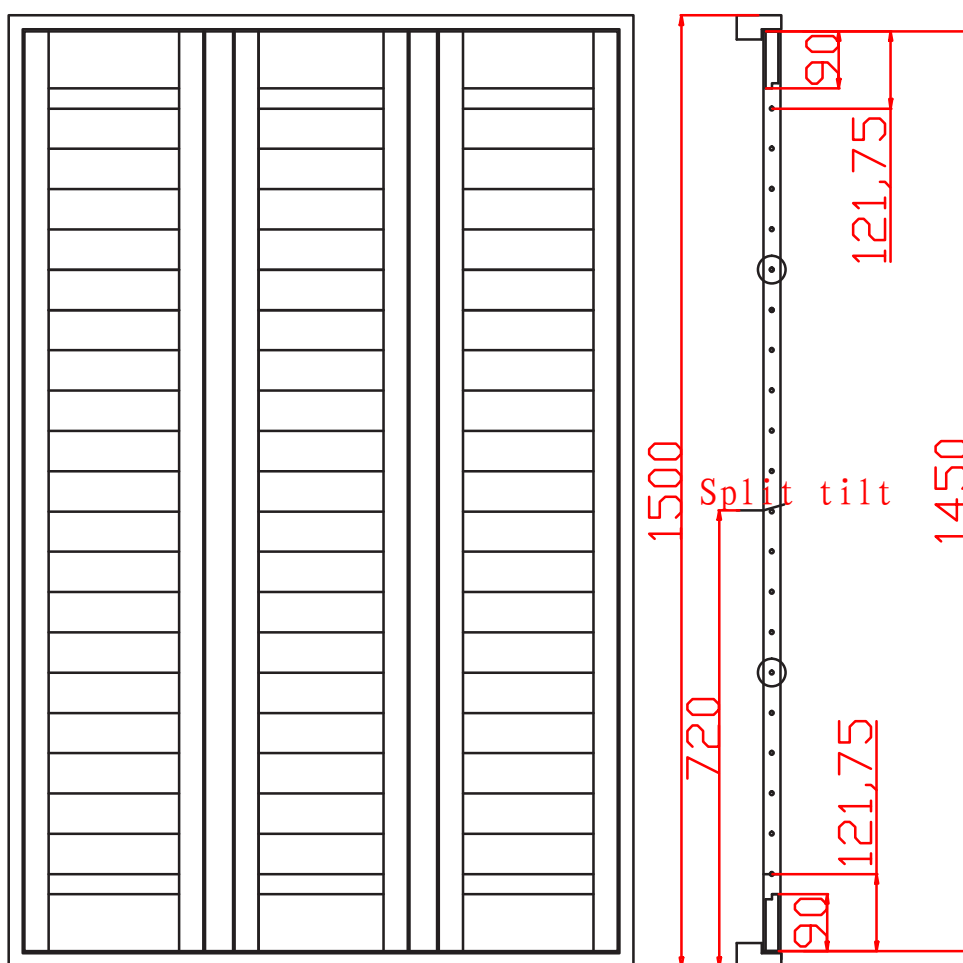
Back of bay frames match the **outside measure dimensions** supplied. **Inclusive of all frame buildouts.**

#### **Additional information:**

- Bay Frames are available in all ranges except Waterproof.
- All slat sizes and control rod options available
- No bay post templates are required when surveying
- Consider separate frames if you are unsure on how to survey
- **Speak to our team for more help if required.**
- **Study our sample drawings on next page so you know what to check for.**



Outside Measure  
will equal the back  
of your frame.



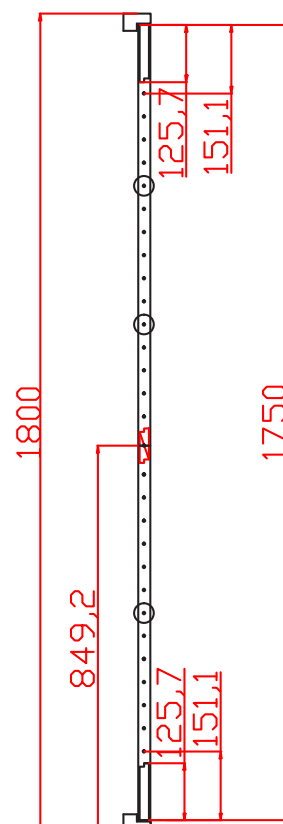
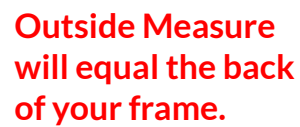
**Angled Bay Frame**

Material: **Paulownia**  
Slat Size: 76mm  
Rod Type: Hidden  
Frame Type: L70

Total width is 1100mm  
Config: **LBLBR**  
360/135°  
740/135°



**British  
Shuttles**



Material: **Paulownia**  
Slat Size: 63mm  
Rod Type: Central  
Frame Type: L60

Total width is 2650mm  
Config: **LCLRTRCR**  
420/90°  
T1 @900mm  
2220/90°

## How Bay Post Frame pieces and posts are packed.

1. All top, bottom, left, and right frames will be in one box.
2. Up to 2 T-Posts will go in one box. If there are more than 2 T-posts, they will be in an additional box.
3. Each B or C post will be in its own box. One item per box.
4. The label will confirm when the goods inside are T-posts, C posts, or B posts.

Please be aware that regardless of the post type (T, C, or B), the actual stamp on the various posts will always use a T - e.g. T1, T2, T3.

