

## Repairing WROL-UP (Roll up) Shutters

If your shutters refuse to stay up, then here are the instructions to fix. Finding the PART may be another challenge but I was able to find the part but no service person would fix it.

### Tools Required:

5/16" socket and 1/4 in drive ratchet.

Phillips Screwdriver #2

Pop Rivet gun and 2 – 1/8" x 1/4" long Rivets (per side to be replaced)

Wire coat hanger straightened with 1/4" hook bent into one end.

Step 1: Have the shutter all the way down (if not already because it will not stay up), and loosen all four 5/16 screws holding the top bracket. Now remove ONE of the top screws and you will be able to move the bracket UP then away from the screws. The ends of the bracket should be slotted to permit this (mine were). If not, then you'll have to remove all 4 screws and spacer (which you will in next step anyway).

Step 2: Remove the remaining 3 screws and spacers.

Step 4: Doing ONE side at a time, push up on the end of the roll holding onto the bracket that hold the roll up and is attached by the 2 screws previously removed. Unrolling the roll as you do this helps since you will not have to lift the entire shutter. **HOLD ONTO THE BRACKET.** If only one side is broken, then the other will be spring loaded and you'll need to know which side is spring loaded to prevent the bracket flipping around the roll like a propeller and hurting someone (YOU). If you first do the broken side then there will be no force on the bracket and it will flop around loosely. If the side you are doing first IS spring loaded, when clear of the mounting channel, carefully unwind the bracket **COUNTING THE TURNS** and making note of the direction. In my case it was 12 turns.

Step 5: Repeat Step 4 on the other side. The roll will now hang down in front of the lowered shutter.

Step 6: Since you now know which side is broken, drill off the heads (ONLY) of the 2 pop-rivets holding the plastic bearing /cover in. Then Remove the single stainless steel screw about 2 feet in from the end. There will be two screws one for each side. Just remove the screw for the side you're working on.

Step 7: Remove the bracket/spring cap assembly from the roll. It should look like figure 1. Note that the center end of the rod has no plastic piece. That's what broke off and needs to be replaced.



Step 8: Using a long straight wire (straightened wire coat hanger works good) with a 1/4in hook on the end and flashlight, reach in the roll and pull out the old plastic piece. This is probably the hardest part of the job. When pulling this piece out you should find the roll pin used to hold the spring to the plastic end. It may also be on the end of rod since it may be magnetic.

Step 9: Put the roll pin in the new plastic piece so that it sticks out about 1/8 in. on the smooth end (see Fig 2), and place the plastic piece on the end of the rod. Now stretch the spring up and hook the loop of the spring onto the roll pin sticking out. Then press the roll pin all the way.



Step 10: Note where the screw hole is on the new plastic piece relative to the bracket since it's has to line up with the hole in the roll, align the screw holes and insert the stainless Phillips head screw.



Step 11: Using two 1/8 in dia, 1/4 in long pop-rivets, secure the plastic end to the aluminum roll.

Step 12: Time to put the roll back in the position, one end at a time. Preload the spring with the same number of turns noted during removal (12 in my case) making sure of the proper direction so that the roll will have a tendency to roll up by itself. If you have a helper, this works best if you both take a side and do it at the same time. My preload was clockwise on the left side and counter clockwise on the right.

Once preloaded, allow the roll to roll up and insert the bracket into the slot where it came out.

Step 13: Now do the same to the other side unless you had a helper do that during step 12.

Step 14: Insert 3 screws and spacers almost all the way. Insert the top bracket on the end with the 2 screws and the lift over and slide behind the 3<sup>rd</sup> screw. Now insert the 4<sup>th</sup> screw and the bracket will not come down. Tighten all 4 screws.

Step 15: Try your shutter and it should be fixed.! Now is a good time to vacuum the slot where it rides up and down and then whole shutter in the down position. Then spray the slot and each of the shutter hinge points with silicone spray (WD40 dries sticky and will gather dust).