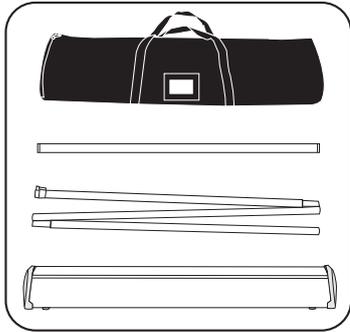
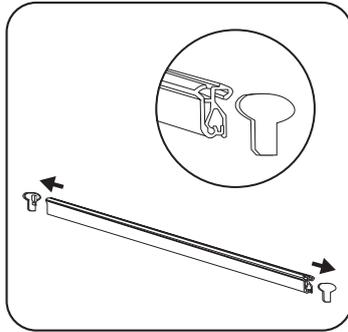


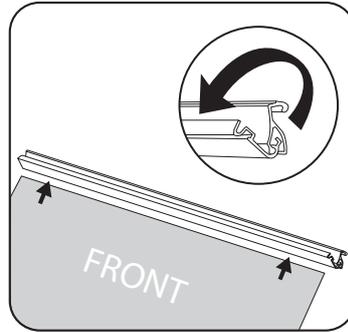
# INSTALLATION STEPS



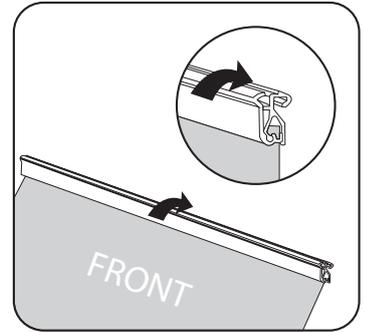
- 1** The box contains:
- A carry bag
  - Clamp top bar
  - Support pole
  - The base



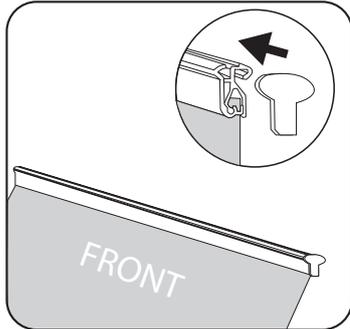
- 2** Remove the plastic end caps from the clamp top bar.



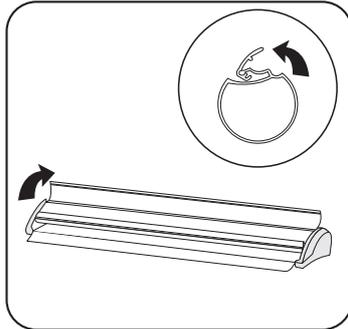
- 3** Open the top bar and fully insert the banner (front facing up).



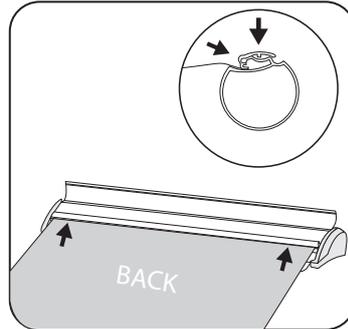
- 4** Press down firmly on clamp top bar to secure graphic into place.



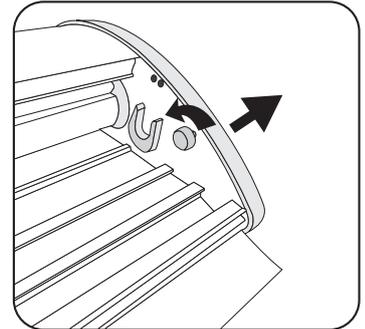
- 5** Place the plastic end caps back onto the top bar.



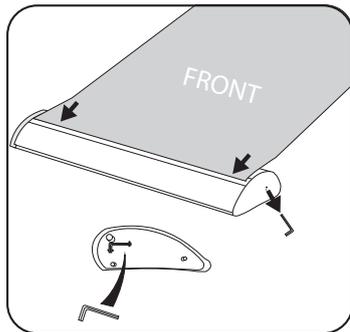
- 6** Open the cover on the top of the unit, and unclamp the bottom clamp on the cassette.



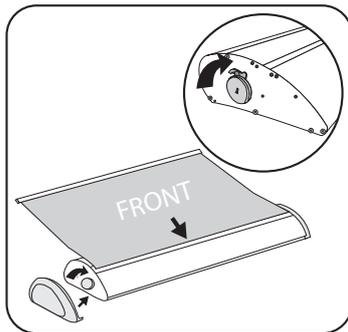
- 7** Insert the banner into the bottom clamp. The back of the banner should be facing upwards. Push the clamp fully shut. Gripping the banner close the cover.



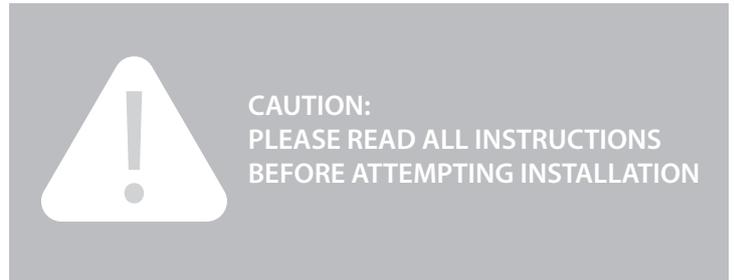
- 8** Remove the screw holding the left and right end caps, and remove them.



- 9** Ensure you are holding on tightly to the banner, then remove the pin found in the right side of the base and allow the banner to begin retracting into the base. Store the pin in the end cap.



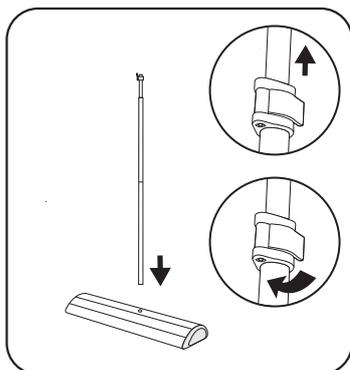
- 10** Rotate the graphic tensioner to finish retracting the banner into the base until it is fully retracted. When fully retracted, turn the graphic tensioner an additional two full turns to give the spring some extra strength. Place the end caps back onto the banner stand.



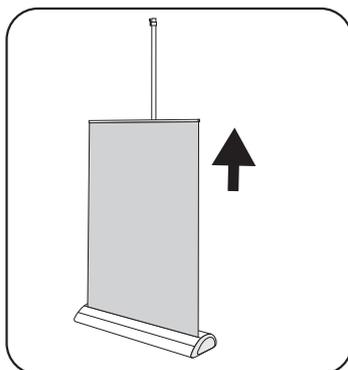
When done installation, leave lower portion of this sheet with the stand for the end user



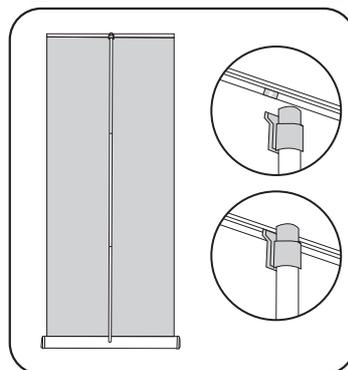
## SET-UP STEPS



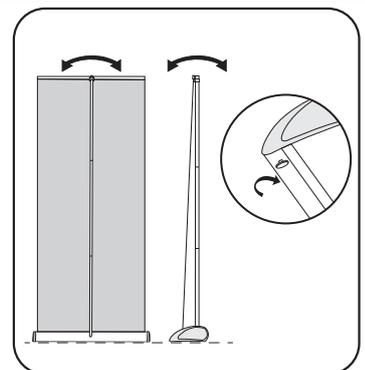
- 1** Assemble pole and insert the bottom of the pole in the center of the base. If the pole is telescopic, raise pole by opening latch, and secure at desired height.



- 2** Standing behind the stand, hold the top bar and pull up the banner to the top of the pole.



- 3** Tilt the top bar back on a slight angle to position the fitting at the top of the pole into the channel in the center of the top bar.



- 4** Adjust the threaded feet concealed underneath the base to level the unit if required.  
**Note:** This step is usually required in all stands taller than 86"

### IMPORTANT:

When disassembling display, tilt the clamp top bar back on a slight angle and lift off the top off the pole, then while holding the clamp top bar, carefully and slowly allow the banner to retract straight into the base, ensuring it does not wander over to either side while it is retracting.