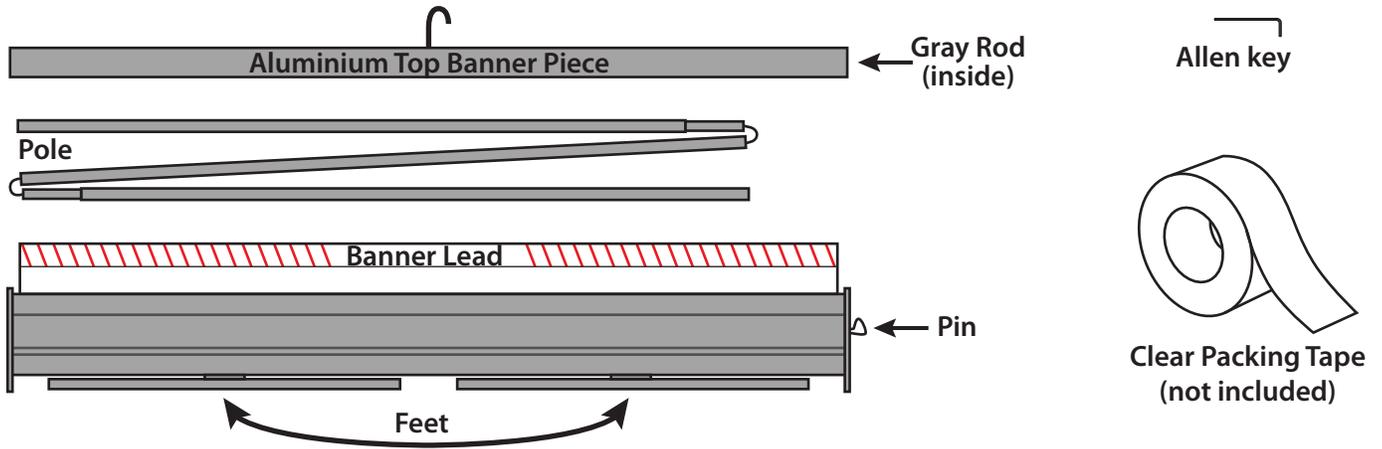


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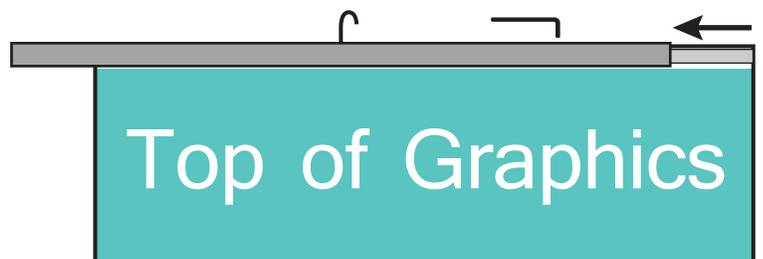
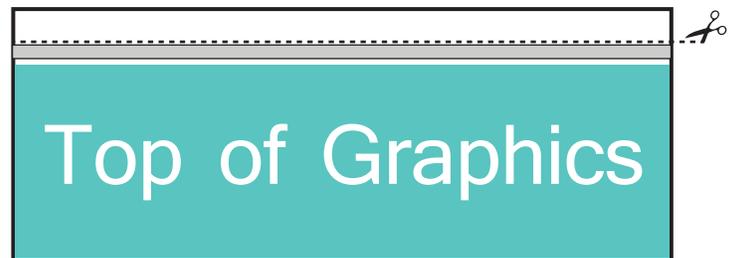
Retractable Banner Stand

Parts:



Assembly:

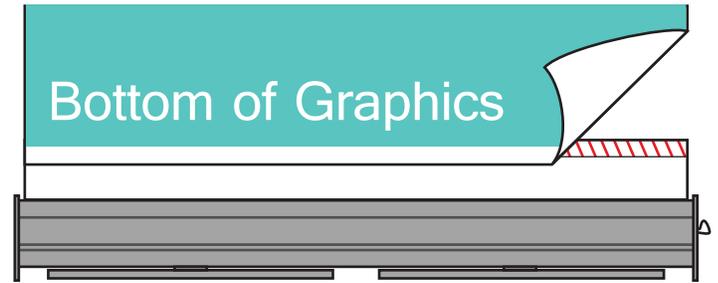
1. Remove everything from the box and travel case and make sure all parts are present.
2. Loosen set screws on the top of the Aluminum Top Banner Piece using the Allen key provided. Push the Gray Rod inward and slide it out of the Aluminum Top Banner Piece.
3. Remove the backing of the adhesive strip on the Gray Rod and attach it to the top of your banner, be sure it is attached STRAIGHT across the top and at the edge of your graphics. Trim any excess banner material.
4. Slide the Gray Rod with banner attached into the Aluminum Top Banner Piece and re-tighten the set screws using the Allen key.



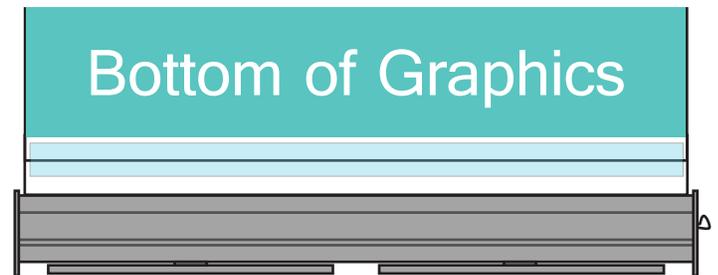
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Retractable Banner Stand

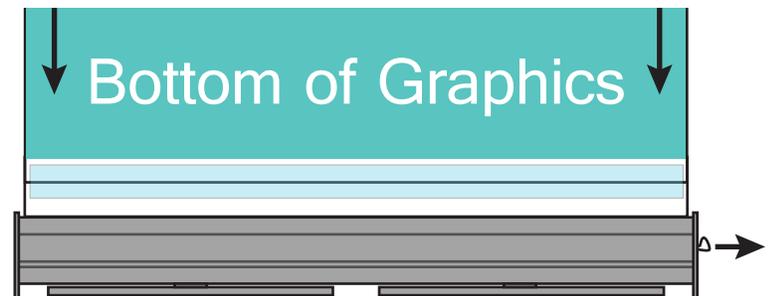
5. Lay the banner flat with the graphic facing up. Removed the backing of the adhesive strip on the banner leader (the piece that is sticking out of the base) and attach it to the back of the banner, be sure it is attached straight.



6. It is recommended that you use some packing tape to re-enforce the bond between the banner and the banner leader since it will be bearing the most stress. Tape across the base of the banner.



7. Now hold the banner firmly with one hand and remove the pin on the side of the base with the other. DO NOT remove the pin if the banner is not attached, it will make the product un-usable if you do so! Be aware that the banner will retract quickly if not held onto. Use both hands do guide the banner into the base evenly.



8. Take the pole that is broken down into 3 sections and attach them together. Insert the pole into the hole in the back of the base. Pull out the banner and hook the aluminum top banner piece onto the top of the pole. Swing out the feet of the base and stand the banner upright. Enjoy!

