

Instructions For:

# AD-RET - Retractable Banner with Stand



## Product Specifications

Visible Graphic : 32.5" x 78"

Total Graphic Print Size: 32.5" x 84"

Bleed: 1" on top and 5" on bottom (material will roll into retractor)

Foot Print Dimensions: 15" x 34 1/4"

### Product Parts

1 - Base

2 - Banner Rail

3 - Telescoping Pole

4 - Pin

\*Do not pull pin (4)

until directed in Step 3

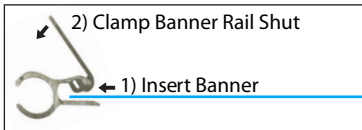
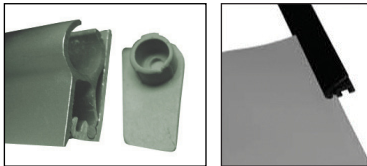


### Step 1

Remove all parts from the bag. Place the banner on a flat surface.

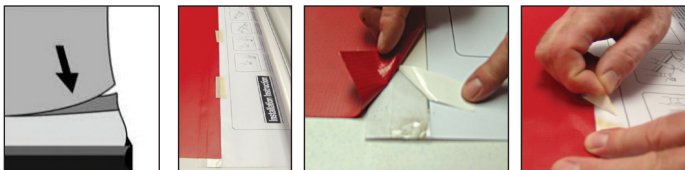
Snap the Banner Rail (2) open.

Slip the top of the Banner into the bottom of the Banner Rail (2) and clamp it shut.



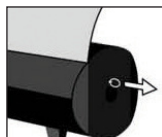
### Step 2

Lay the banner flat, printed side up. On the Base (1) you will find a leader with a stripe of adhesive, covered in protective paper. Remove this to expose the adhesive. Firmly and evenly press the bottom of the banner onto the adhesive, and be sure to smooth out any bubbles or wrinkles.



### Step 3

Maintain tension on the banner while slowly removing the Pin (4). Allow the banner to gently roll into the canister.



\*\*Place the Pin in the pin holder on the bottom of the base for future graphic changes.



### Step 4

Flip the Base (1) upside down and rotate the legs to sit perpendicular to the Base (1).



### Step 5

Insert the Telescoping Pole (3) into the hole in the center of the base. Rotate the bottom segment of the pole until it is locked.



### Step 6

Stand facing the back of the Base (1).

Gently pull the Banner Rail (2) straight upwards and hook the Banner Rail to the top of the Pole(3). Extend the Pole to match the height of the graphic.



### Banner Leaning For ward?

Legs must be extended for this to work. Be sure that the Pole is firmly seated before attempting.

Roll the Banner back into the Base. Remove the Pole.

Firmly grab the top of Base with both hands near the center and rock the top of the Base towards you.

Repeat several times until the banner stands straight when fully assembled.

