



SINGLE RETRACTABLE BANNER STAND ASSEMBLY INSTRUCTIONS

Product Parts

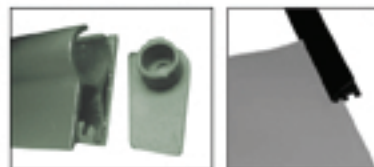
- 1 - Base
- 2 - Banner Rail
- 3 - Poles w/ Stretch Cord



Step 1

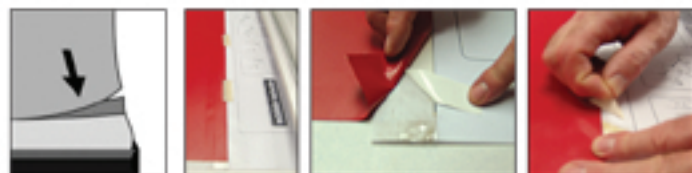
Remove all parts from the bag. Place the banner on a flat surface.

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. Allow the banner to gently roll into the canister.

****Save the pin for future graphics changes.****



Step 4

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



Step 5

Assemble the Poles (3).
Insert bottom of assembled Pole (3) into the hole in the top of the Base (1). Pole must seat completely (past internal ledge). Pole will lean slightly backwards until banner is in place.



Step 6

Stand facing the back of the Base (1).
Gently pull the Banner Rail (2) straight upwards. Hold the Pole (3) and the Banner Rail (2) and step backwards. Tilt the unit onto its back and step backwards until you can place the hook on the Banner Rail (2) securely in the hole in the top of the Pole (3).
Stand the unit upright.

