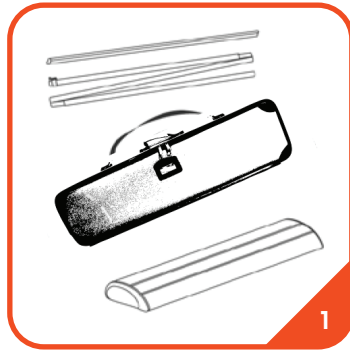


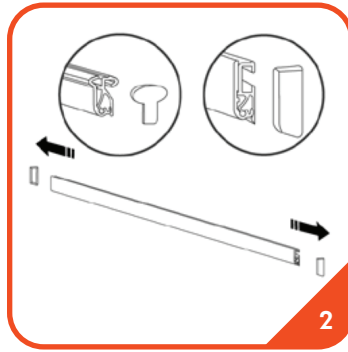


# Premium Retractable Banner

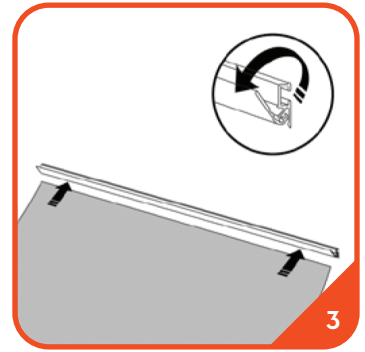
## Assembly Guide



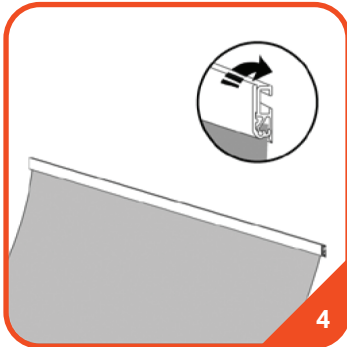
The case should contain a base unit, 3-piece pole and upper banner.



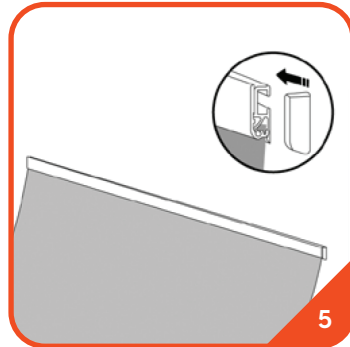
Remove the plastic end caps from the upper beam.



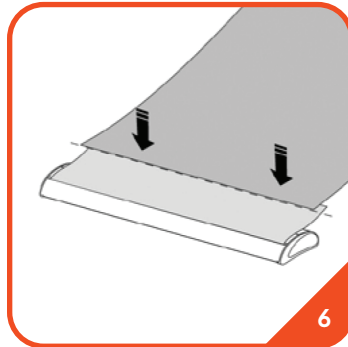
Gently pull apart the beam's locking lip in order to attach the top edge of the banner. Ensure the front of the banner faces forward as the same side as the front of the lip.



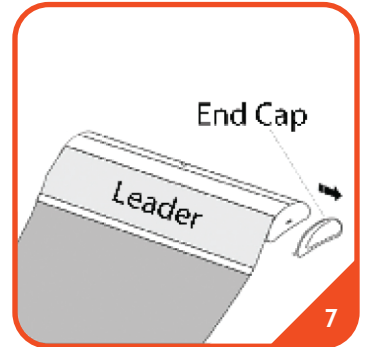
Slide the top of the graphic under the lip (it should allow for approx. 3/8" or 1cm insertion) and close the lip to secure the graphic.



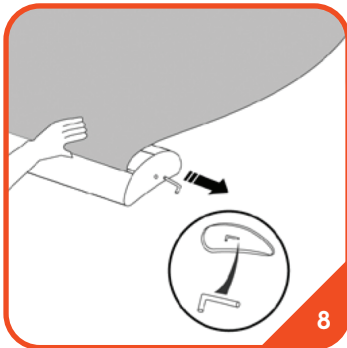
Finish the top by re-attaching the plastic end caps.



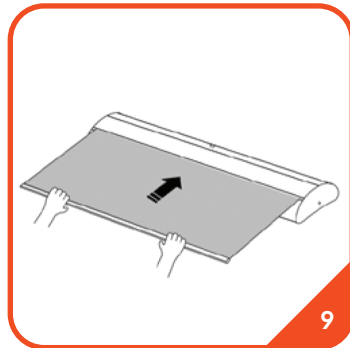
Attach Velcro strips to the bottom of the back of banner.



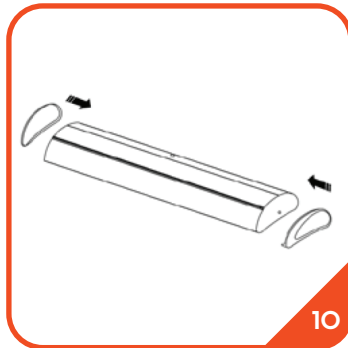
Peel off the chrome end cap.



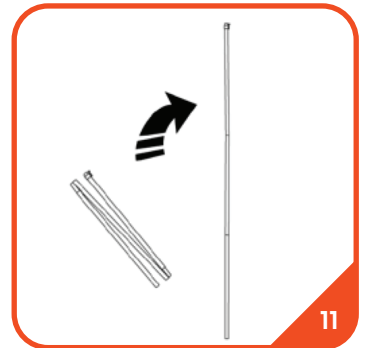
Peel off the cover, remove the screw underneath the chrome end of the base and detach. Then, with the graphic held firmly, carefully pull out the retaining pin, then put it into the cover.



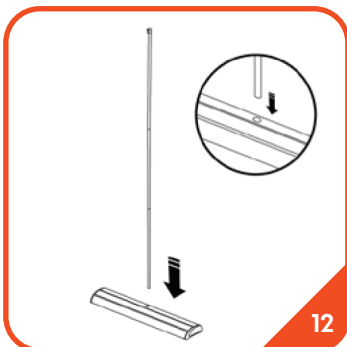
Carefully allow the graphic to recoil into the base unit (it may be useful to have an assistant hold the base steady).



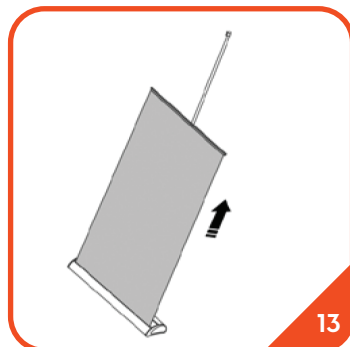
Reattach the chrome ends.



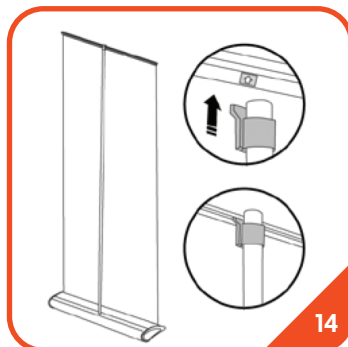
Unfold the pole and slip the pieces together to assemble it to a rigid pole (the hooked end corresponds to the top and the round end belongs to the bottom base).



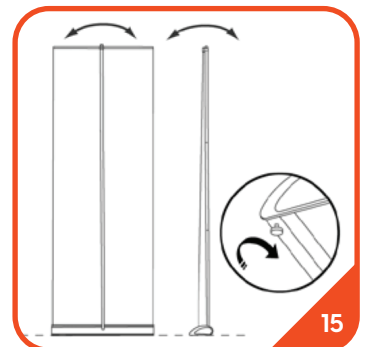
The bottom of the assembled pole slides into the round socket in the center of the base unit.



Unfurl the banner out of the base by tilting the unit backwards (this makes unrolling the graphic easier).



The hook at the top of the pole slips into the rear slot of the banner beam. A marker on the beam indicates the beam's center where the pole should be inserted.



The unit can be levelled by adjusting the threaded feet at the bottom of the base unit.