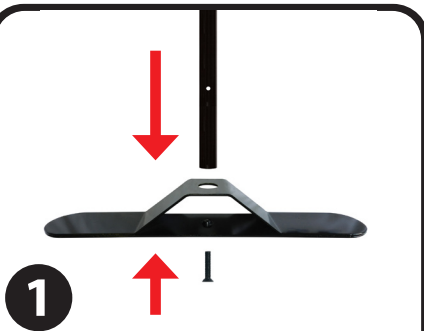


# INSTRUCTIONS

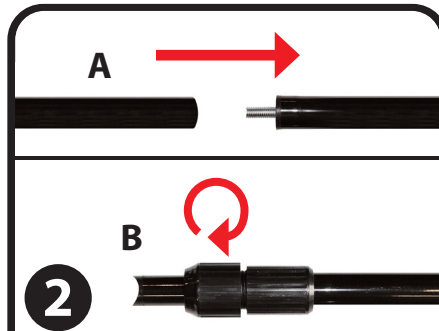
## 8' x 8' Backdrop Banner



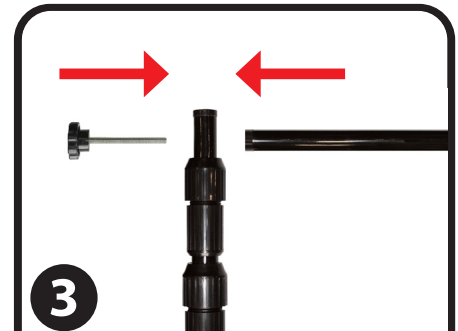
Includes:  
 Winged Bolt (x4)  
 Base Allen Screw (x2)  
 Allen Wrench  
 Foot (x2)  
 Short Telescoping Poles w/Flat End (x2)  
 Short Telescoping Poles w/Screw End (x2)  
 Long Telescoping Poles (x2)  
 Graphic



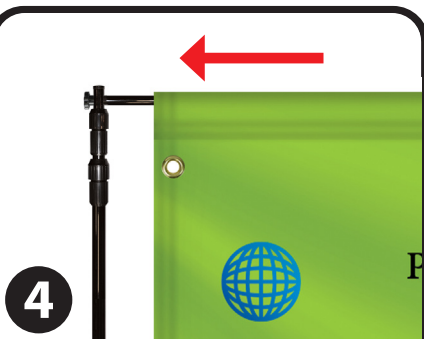
Position one foot next to one long pole. Insert pole into the hole located on the top of the foot. Thread one screw (found in bag with small parts OR pre-threaded in long pole) through the hole in the bottom of the foot and into the pole. Tighten with allen wrench. Stand upright so pole is vertical. Repeat with second foot.



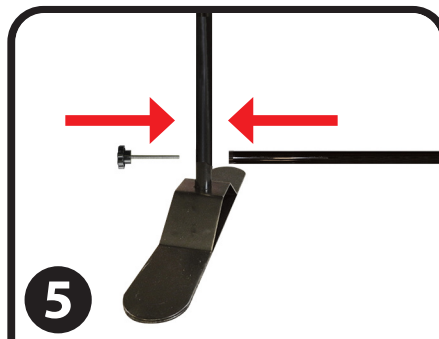
**A:** Pick up one short pole w/flat end and one short pole w/screw end and screw together. Repeat with remaining short poles.  
**B:** On both assembled poles, twist telescoping joints to loosen and extend poles. At maximum extension, tighten telescoping joints to lock in place.



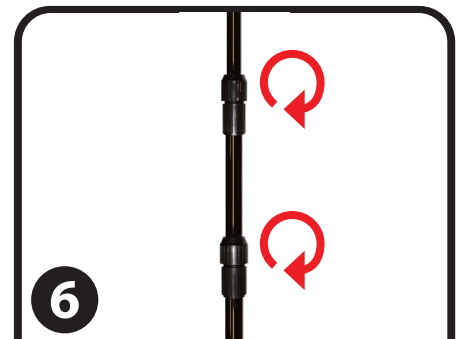
Align contoured end of pole assembled in step #2 to the hole in the top of one vertical pole. Insert winged bolt through the hole and into the threaded hole of the contoured end. Screw winged bolt until tight.  
**\*\*\*Do NOT over-tighten winged bolts or UNIT WILL FAIL.**



Before attaching the top pole to the second vertical pole, slide the top pole sleeve of the graphic onto the pole.  
 Attach top pole to the second vertical pole using a winged bolt.  
 If contour is not properly aligned, twist telescoping joint to loosen, align contour, and re-tighten joint.



Pick up second pole assembled in step #2 and align contoured end to the hole in the bottom of one vertical pole.  
 Repeat steps #3 and #4.



To make graphic taut:  
 On both vertical bars, turn top telescoping joint counterclockwise and raise top bar. At maximum extension, twist telescoping joints clockwise to lock in place. Repeat with bottom telescoping joints.

# INSTRUCTIONS

## X-Banner



Includes:  
Body Piece  
Arms (x2)

1



Place the X-Banner body piece upright by extending the feet outward. Adjust the height of the telescoping pole on the X-Banner body piece by flipping the switch to the center position. *Having the switch turned to the left or right position will lock the height of the telescoping pole.*

2



Take the two arms with hooks and attach them to the center piece at the top of the telescoping pole on the X-Banner body piece.

3



Using your banner with grommets, attach each of the four corners to the X-Banner hooks, starting with the top first.

4



In order to properly display your banner on the X-Banner body piece, raise the telescoping pole until taut.



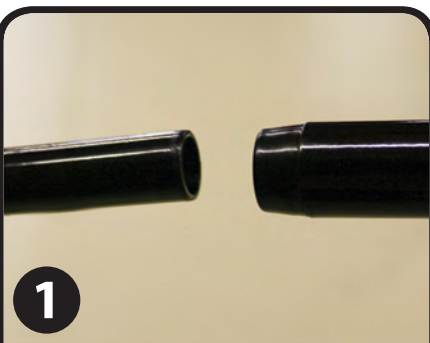
# INSTRUCTIONS

## PTH Hardware - 6'-15' Portable Half Drop and Teardrop



Includes:  
Sectional Aluminum and Fiberglass Pole  
Ground Spike  
Carrying Case

*The number, length and style of sectional pole pieces will vary based on banner size and shape.*



1

Assemble sectional poles by placing end to end - largest to smallest.

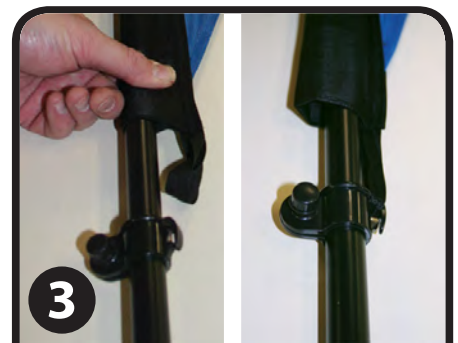
Note: If any sectional poles slide down several inches, then they are upside down.



2

Slide the banner onto the pole via the pole sleeve, starting from the small end.

Note: Be sure to feed the hardware all the way through the sleeve, to the tip of the banner.



3

Loosen the screw of the attachment hook near the base of the pole and slide it towards the loop at the bottom of your banner. Then put that loop into the attachment hook and adjust the hook position to make banner flat (taut). Tighten the screw of the attachment hook to secure the banner. **For 15' hardware, there may be an attachment hook OR a tether line.**



4

Hammer taller portion of the ground spike fully into the ground. Then insert pole with banner onto peg. For best vertical presentation, check with a level front-to-back and side-to-side.



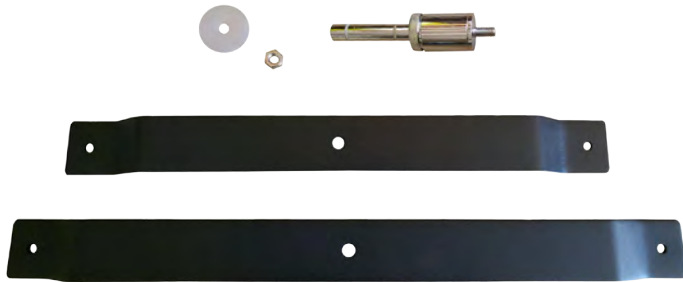
**WARNING:**  
Do not hammer the shorter peg with the rubber O-rings.



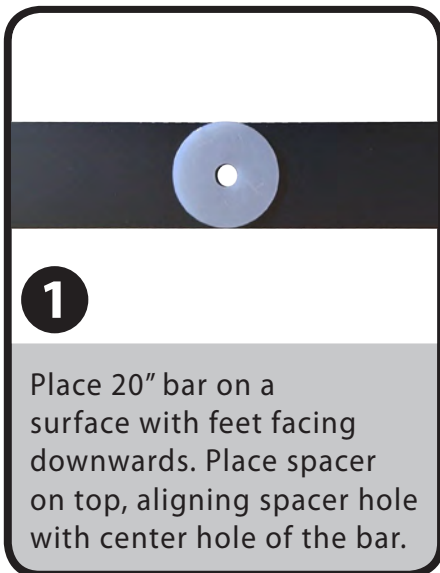
This product is for outdoor promotional use only and should not be left out in extreme weather conditions. Please use common sense guidelines and do not display this product outdoors when extreme winds or storms may be present.

# INSTRUCTIONS

## Standard Cross Base

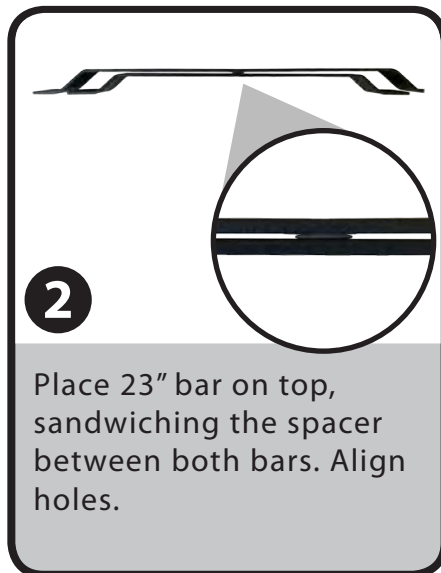


Includes:  
20" Bar  
23" Bar  
Post  
Nut  
Spacer\*



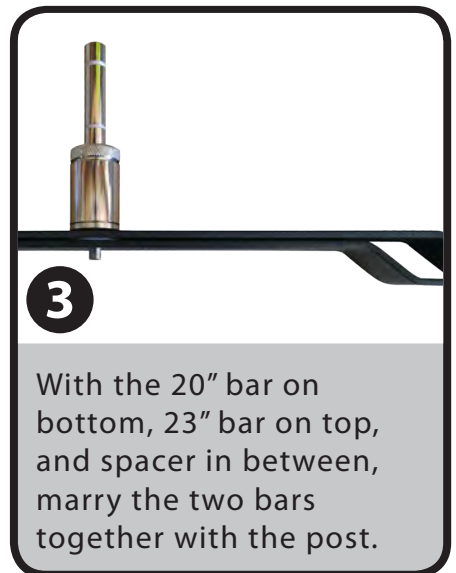
1

Place 20" bar on a surface with feet facing downwards. Place spacer on top, aligning spacer hole with center hole of the bar.



2

Place 23" bar on top, sandwiching the spacer between both bars. Align holes.



3

With the 20" bar on bottom, 23" bar on top, and spacer in between, marry the two bars together with the post.



4

Screw the nut onto the bottom of the post to hold the pieces together.



5

To use, separate both legs until perpendicular.



6

Slide assembled sectional pole with banner (see reverse side for instructions) onto the post of the cross base.

\* Spacer may not be included with cross base. It is an optional piece and not required for use.