

Instructions for:

8' wide Retractor

DO NOT remove the pin from the side of the retractor until you are instructed to do so in Step 4.

Note: Design and print the banner to accommodate the 6-8 inches that are rolled up inside the base.

Viewable graphic size is 77.75" h x 94.75" w



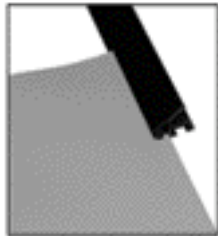
Important: This process is best accomplished on a large horizontal surface with two people.

STEP 1

Remove contents from the carrying case. You will find the retractor base, a header bar and a support bar.

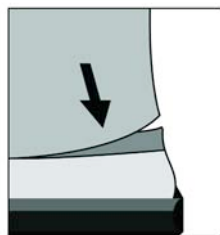
STEP 2

The header bar is actually a snap rail to hold the top of your cut banner. Remove the rubber end caps from each end of the header bar. Place the banner down on a flat surface. Slide the top edge of the banner into the rail. Press firmly to lock banner into the rail. Replace end caps.



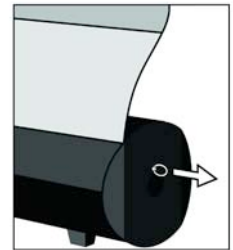
STEP 3

Lay the banner out flat, right side down. On the retractor base you will find a strip of paper. Remove the paper to expose the adhesive. Firmly and evenly press the bottom of the banner to the adhesive.



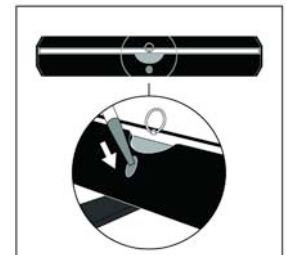
STEP 4

Maintain tension on the banner while slowly removing the pin. Allow the banner to gently roll into the canister.



STEP 5

Assemble the support bar and insert it into the base.



STEP 6

When you are ready to display the banner, gently pull the banner out of the canister. Because of the width of the banner it is recommended that two people attach the header to the top of the support bar by fitting it onto the lip of the support bar.

STEP 8

When you are ready to retract the banner, simply lift the banner off the support bar and let it slowly wind into the base.