

## BANNER ASSEMBLY

### • STAND ASSEMBLY:

You should have one case; containing 5 stands packs and 5 exhibit banners in paper shipping tubes. Please assemble according to the diagram below. Save the packs, tubes and container for shipping.

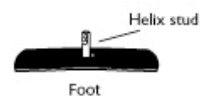
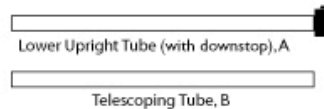
### • DISMANTLING:

Please dismantle the stands into the pieces shown in the assembly instructions. Slide the pieces into the pack they came in, roll the packs up and secure the straps. Roll the banners up and slide into the shipping tubes (2 per tube, 3 tubes total). Place the 5 packs and 3 shipping tubes into the container, put the tubes on one side of the container and the stands on the other side (see the photo on the next page.) Close the case tape (with packing tape) the cover to the base.

### • SHIPPING:

Please send the exhibits via FEDEX or UPS to the next location directed by The Associated Press.

### DISPLAY ONE "DOWNSTOP" UNIT ASSEMBLY INSTRUCTIONS




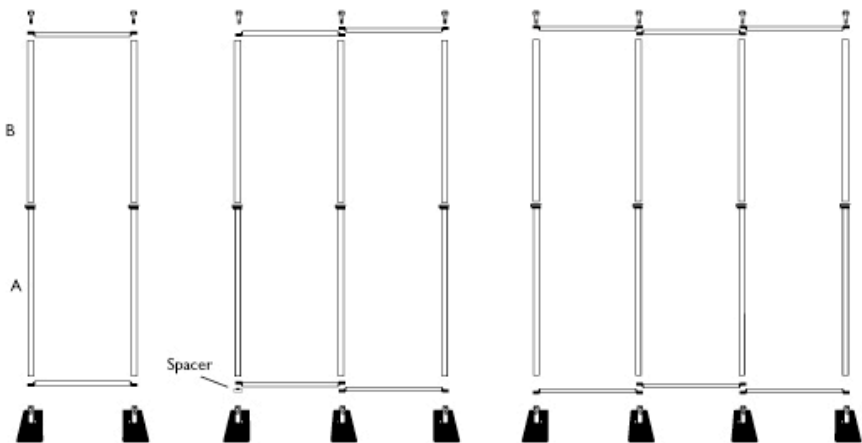
#### ASSEMBLY INSTRUCTIONS:

#### SINGLE

#### DOUBLE

#### TRIPLE DISPLAY UNITS

1. Place Feet in approximate locations, with logo [  ] facing forward.
2. Insert Horizontal bar through bottom banner hem.
3. Place bottom bar over Helix studs on Feet. Note that ring must make solid contact with Foot (for "even" numbers of stands a Spacer is needed at one end to accomplish this: see diagram).
4. If Telescoping tube (B) is not already in place, slide that into the lower upright (A). Attach both Upright tubes (A and B together) to helix studs, twist and tighten. Note that this tube holds in any position by raising and releasing it to engage the Downstop. Disengage Downstop by pressing upward on the Downstop tab.
5. Insert top Horizontal bar through banner hem and place on top of Upright tubes. Insert top Helix Bolts and tighten bolts.
6. Check to see that top bolts are tight. If stand is twisted or "racked" straighten the stand and tighten ALL connections.



#### Helpful Hints:

- Assemble all side tubes before attaching top bar
- Do not telescope tube until all parts are in place
- Make sure all helix bolts and all connections are tight when finished.
- If stand is twisted, reposition and retighten.

#### Assemble double & triple panel units like a single except:

- For double and even numbered units, use spacers between foot and bottom horizontal bar, and between telescoping tube and top horizontal bar for left side, (see diagram).
- Make sure rings on horizontal bars are positioned according to diagram, (rings are closer to ceiling on some bars, closer to floor on others). This will put the bars at equal height.
- Optional round foot may be purchased for middle section(s) of connecting units.
- If only one person is assembling "inch" each side upward consecutively

DISPLAYONE®