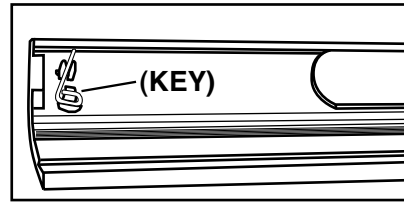
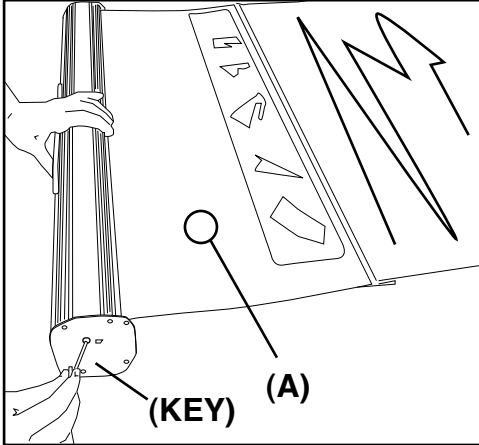
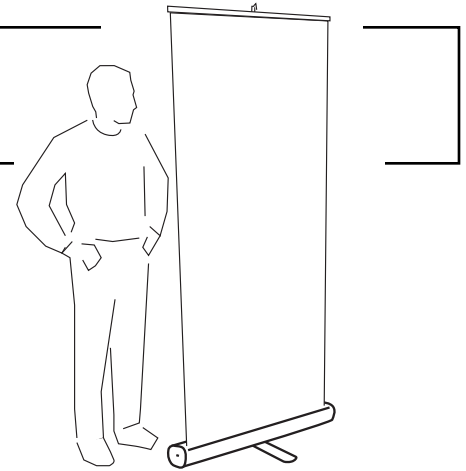
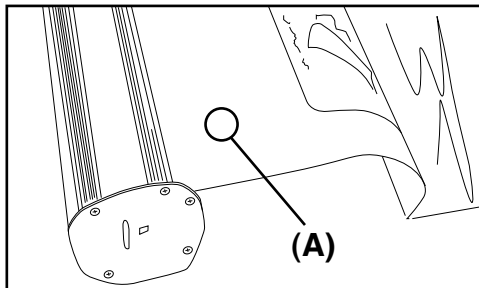


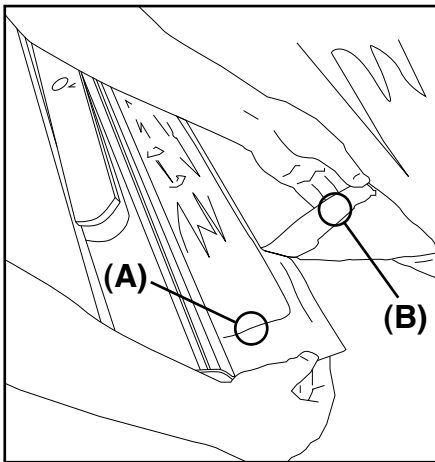
Retractable Banner Stand Graphic Replacement Instructions



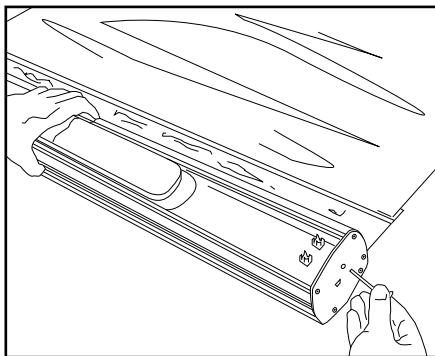
1. With the graphic still retracted inside the base, turn the base upside down (horizontally). At one end should be a "key", remove it. *note: If key is missing a small allen wrench can be substituted.* While holding the base, have a **second** person pull the graphic all the way out to expose the white leader strip (A) at the bottom.



2. With graphic extended, insert the key in the hole at the end as shown. Slowly retract the graphic back into the unit until it stops. If leader strip (A) fully retracts into unit, slowly pull graphic all the way out and repeat.



3. Peel protective cover from double sided tape (B) on graphic and apply to white leader strip (A)

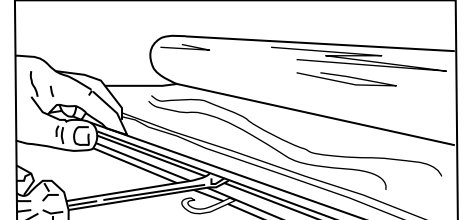


4. With the new graphic applied, have the **second** person hold the top of the graphic while you hold the base. Remove the key and slowly retract the graphic into the base.

Be sure to replace key into bottom of base.

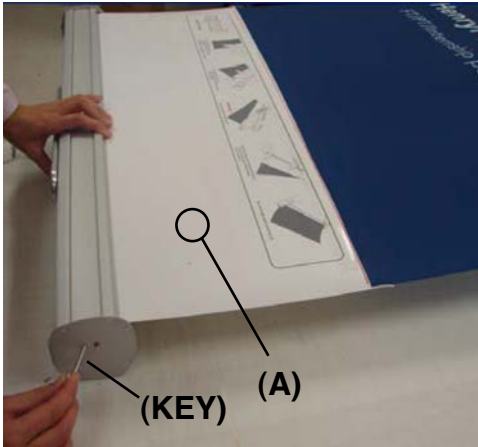
note: Be sure graphic is retracting evenly so that graphic edges do not touch the sides of the base. If graphic starts to track to one side, STOP. Pull graphic back out and then begin again.

Top Graphic Hanger Bar

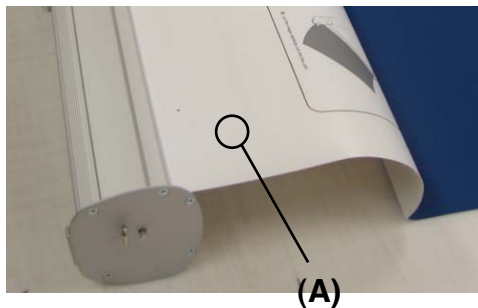


- Pry up in center working left to right with flat head screw driver.
- Remove existing graphic.
- Insert new graphic and press down on hanger bar firmly, starting center, left to right.

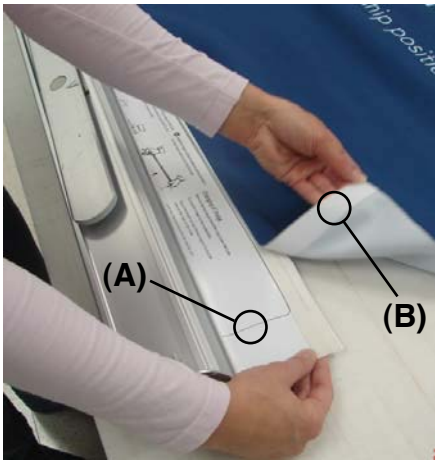
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2. With graphic extended, insert the key in the hole at the end as shown. Slowly retract the graphic back into the unit until it stops. If leader strip (A) fully retracts into unit, slowly pull graphic all the way out and repeat.



3. Peel protective cover from double sided tape (B) on graphic and apply to white leader strip (A)

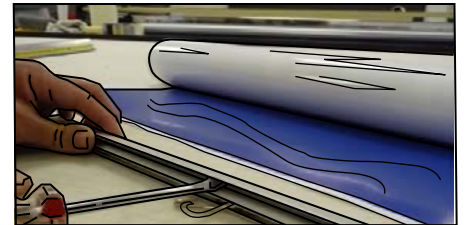


4. With the new graphic applied, have the **second** person hold the top of the graphic while you hold the base. Remove the key and slowly retract the graphic into the base.

Be sure to replace key into bottom of base.

note: Be sure graphic is retracting evenly so that graphic edges do not touch the sides of the base. If graphic starts to track to one side, STOP. Pull graphic back out and then begin again.

Top Graphic Hanger Bar



- Pry up in center working left to right with flat head screw driver.
- Remove existing graphic.
- Insert new graphic and press down on hanger bar firmly, starting center, left to right.