

# Directory Stand Assembly Instructions

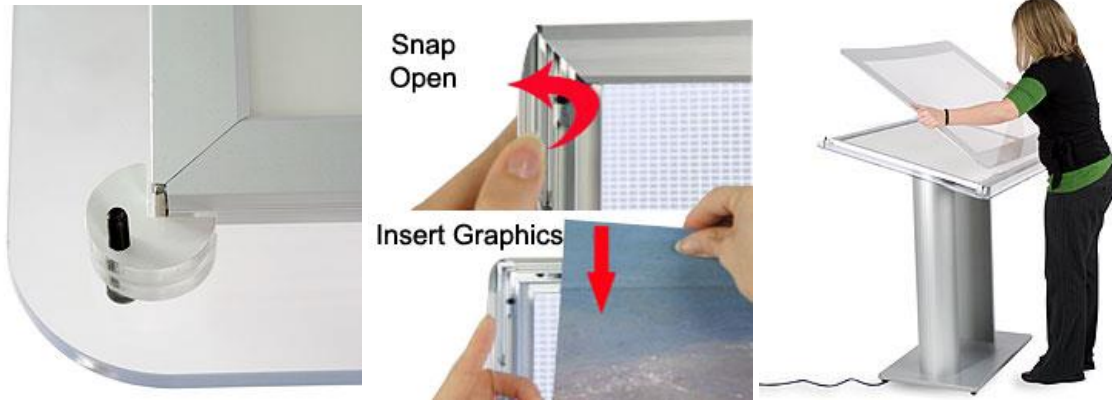


**You will need:**  
Allen Wrench  
\*All hardware is included

- Assembly Tips:**
- To avoid "rocking," make sure all screws and hardware are securely tightened.
  - Slide the light box's power cord through the hole before attachment.
  - Make sure the power cord is accessible through the bottom, before completely attaching your light box.
  - Note that the AC adapter will NOT go through the hole on the bottom.



1. Using an Allen wrench, vertically install a screw into each corner of the acrylic base plate.
2. Slide two "pac man" pieces over each screw.
3. Gently place the light box onto the acrylic plate. Please make sure each corner is held in place by a "pac man".



4. The “pac man” pieces will keep your light box securely in place.
5. Install graphics using the snap-open molding of the light box.
6. Place the second acrylic plate on top of your light box. Make sure each corner slides over the screws.



7. Attach the screw caps in each corner.
8. Your illuminated directory stand is now ready for use!