

## Instructions for Assembling Electric Scrolling Banner Stand

- 1.) Take out the base, two side bars, one middle bar, roller and adaptor plug from container.
- 2.) Insert the adaptor cord into the underside of the base. Do not plug charger in.
- 3.) Insert two side bars into the holes on the top of the base. Make sure bars are secure in base and stand upright.
- 4.) Loosen the knobs on the inside of the two vertical poles and extend poles upwards until the bars are fully extended.
- 5.) Tighten the knobs to lock the vertical poles in the upright position.
- 6.) Take poster out of cardboard shipping tube.
- 7.) Insert roller into poster horizontally.
- 8.) Hold roller with poster at the top of the two vertical bars and insert the roller into the stand by lining up and connecting the holes of the roller and the pegs on the inside of the vertical bars. Let poster hang vertically.
- 9.) Slide the middle bar in the middle of the poster horizontally and insert ends of bar in holes in middle of each of the two vertical support bars.
- 10.) Slide grey plastic tabs on the ends of the middle bar outwards/away from each other to lock the stand and stabilize the support bars.
- 11.) Take bottom roller out of the base and slide horizontally in between the poster at the bottom.
- 12.) Align vertical slits on both ends of the roller with the sides of the base and gently push down on both ends with fingers to secure roller into base.
- 13.) Plug adaptor into a wall outlet and turn the power switch on the underside of the base to the "on" position to allow the banner to scroll. Please note the speed or direction that the poster scrolls cannot be adjusted.

