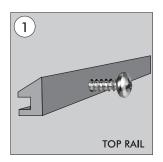
## Access Display Group, Inc.

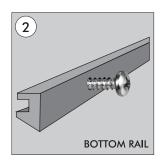
TEL: 800-289-1539 FAX: 877-842-5126

**E-MAIL:** customerservice@accessdisplaygroup.com

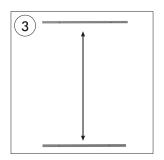
## **Instruction Sheet**

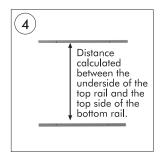
## QUICK SHIP MAGNETIC NOTICE BOARDS





• Fix the mounting profiles on the wall according to the size of the board.





• Distance between the upper & bottom mounting profiles both in portrait and landscape position.

Portrait 4XA4 : 717 mm 6xA4 : 1037 mm 9XA4 : 1037 mm 12XA4 : 1037 mm Landscape
4XA4 : 549 mm
6xA4 : 549 mm
9XA4 : 779 mm
12XA4 : 1009 mm



• Locate the back channel of the board onto the top mounting profile.



 Using an allen key, ONLY screw the bottom of the board using grub screws.



•When required use the hinged metal rods to prop open the door. The end of each rod should be unclipped from inside the door and angled to engage into the plastic fittings within the board surround.



 Attach your documents to the base with magnetic pins. Write your notes to the write-enable base with boardmarker.



• Use the lock to secure the door in the closed position.

