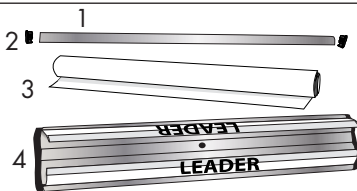


Outdoor Trek Lite Retractor

Product Parts for Installing Banner (Steps 1 thru 7)

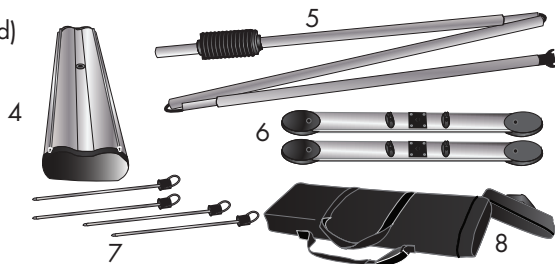
- 1 - Banner Snap Rail
- 2 - Snap Rail End Caps (x2)
- 3 - Graphic Banner *
- 4 - Base Unit (with 2 leaders)



*Base Unit can be installed with one or two Graphic Banners.

Product Parts for Display (skip to STEP 8)

- 4 - Base (with graphic installed)
- 5 - Vertical Pole
- 6 - Feet (x2)
- 7 - Stakes (x4)
- 8 - Soft Case

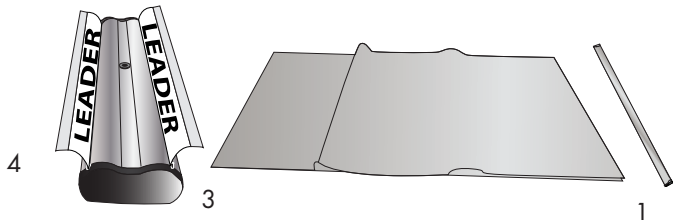


DO NOT REMOVE PIN UNTIL DIRECTED (STEP 6)

Banner Install

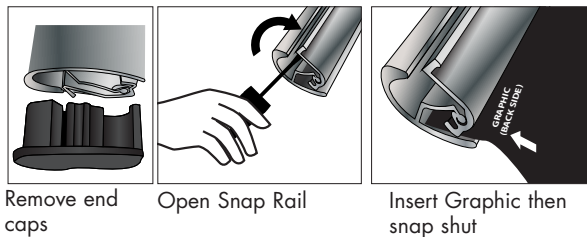
Step 1

Remove all parts from the Soft Case (8). Place the banner on a clean flat surface.



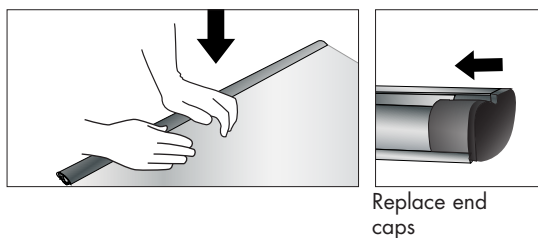
Step 2

Remove both end caps (2) from the Banner Snap Rail (1) and open. It is helpful to use a screwdriver to pry the Banner Snap Rail (1) open. Fully insert the top edge of the Graphic Banner (3) into the groove of the Banner Snap Rail (1) and shut closed. See Step 3.



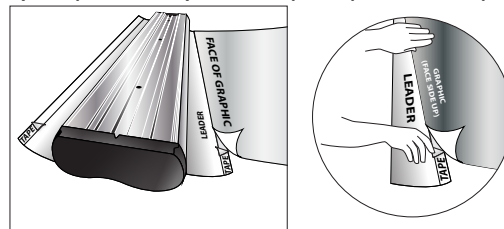
Step 3

Make sure Banner Snap Rail (1) is shut closed by turning it and Graphic Banner (3) over and pressing down on Banner Snap Rail (1). Replace both end caps.



Step 4

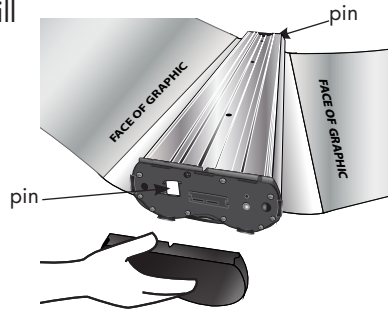
Flip Base Unit (4) upside down. Align the Graphic Banner (3) (printed side up) to the top of the tape leader from the Base Unit (4). Remove the strip of protective paper to expose the adhesive. Firmly and evenly press the Graphic Banner (3) onto the adhesive moving up the edge as you pull away the strip of protective paper.



Banner Install Continued

Step 5

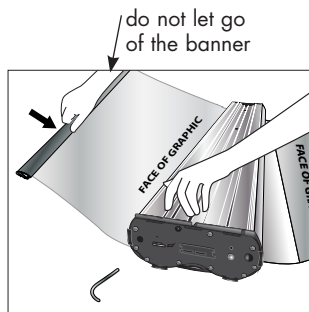
If necessary, repeat for the second Graphic Banner (3). With Graphic Banner(s) (3) now secured to the Base Unit (4) leader(s), remove both end caps to the Base Unit (4). Each end cap will expose the Tension Pin. Tension Pin controls the Banner Graphic (3) it is closest to.



Step 7

Slowly and gently allow the Graphic Banner (3) to roll into the Base Unit (4).

DO NOT let go and allow the Graphic Banner (3) to retract on its own.

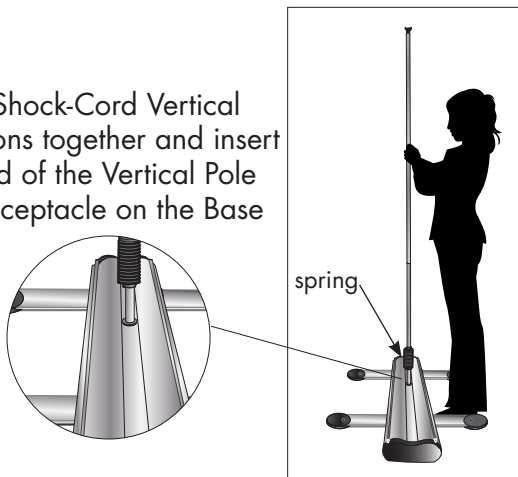


Repeat Steps 5 thru 7 for other side, if necessary.

With Banners fully retracted into the Base Unit (4), simply place the display in the carrying case until you are ready for display set-up.

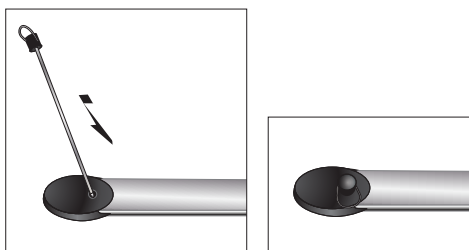
Step 9

Connect the Shock-Cord Vertical Pole (5) sections together and insert the spring end of the Vertical Pole (5) into the receptacle on the Base Unit (4).



Step 11

If displaying outside, retractor can be secured using Stakes (7). Push Stake (7) through hole located on foot (6).

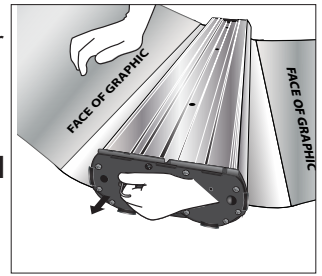


Step 6

HOLD onto the Graphic Banner (3) while slowly removing the Pin from the Base Unit (4).

TENSION HAS NOW BEEN ACTIVATED. DO NOT LET GO OF THE BANNER.

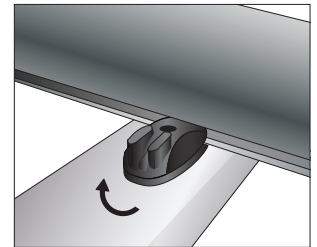
Save pin for future use.



Display Set-Up

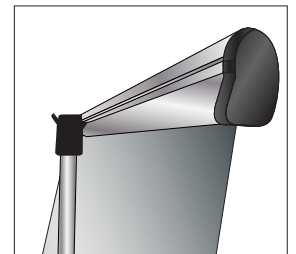
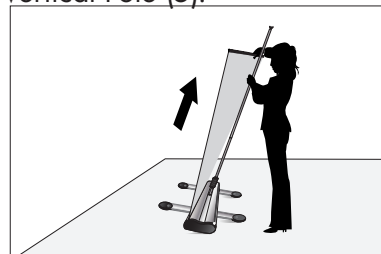
Step 8

Align hole on the bottom of the Base Unit (4) to the post on the center of the foot (6). Turn each knob clockwise to lock foot into place on Base Unit (4). Repeat for second foot.



Step 10

Gently pull the Banner Snap Rail (1) upwards. Connect the back of the Banner Snap Rail (1) into the top of the Vertical Pole (5).



Repeat Step 10 to display second banner.

Storage and Care

Place all product parts into Soft Carry Case (8) and store in a cool dry location.

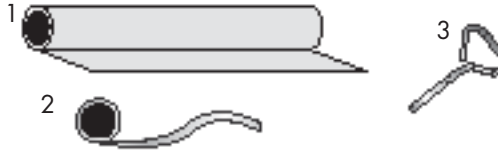
To clean, wipe with damp cloth.



Replacement Graphic

What you will need before you start

- 1 - Graphic
- 2 - Two-Sided Banner Tape
- 3 - Tension Pin



* For ease of graphic replacement, the use of a competent partner is recommended but not required.



Prep Instructions

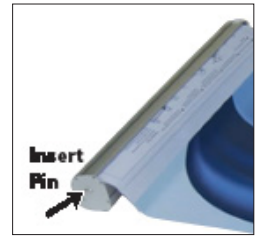
Step 1

Locate the Tension pin on your retractor. It is usually found on the bottom of the base. A two inch finishing nail can substitute for the pin. Hold the base firmly and have your partner carefully pull the banner completely out of the base exposing the leader beyond the original graphic. This is best done laying the unit on its backside.



Step 2

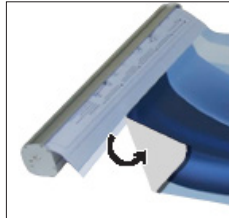
With the leader exposed and tension on the banner, fully insert the tension pin into the hole on the side of the unit preventing the axle from retracting the banner back inside. This may take your partner moving the banner slightly in or out to line the pin in its slot. If done correctly there will not be any tension on the banner and you can begin the graphic change out procedure.



Graphic Replacement

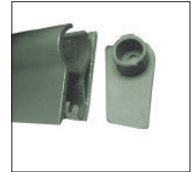
Step 1

Carefully peel the graphic from the leader. You don't want to damage or tear the leader.



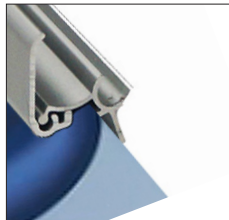
Step 2

Remove the plastic end caps from the ends of the snap rail. Snap the rail open. Note how the banner was installed in the rail so you can replicate that with the new graphic.



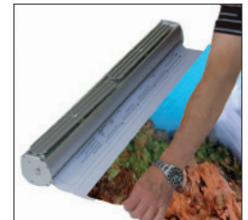
Step 3

Install the snap rail on the top of the banner. Make sure the banner is all the way inserted in the snap rail. Snap the rail shut and replace the end caps.



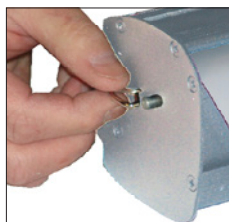
Step 4

Adhere the provided banner tape to the end of the leader. Remove backer from the tape and adhere the banner to the leader making sure it's completely straight. You can add a strip of packing tape for added precaution.



Step 5

Have your partner hold the top of the banner taut and then gently pull the tension pin out. Retract the new banner slowly into the base.



NOTE:

End Caps, Snap Rails, Tension Pins and other hardware may vary from your product, however the concept is the same.