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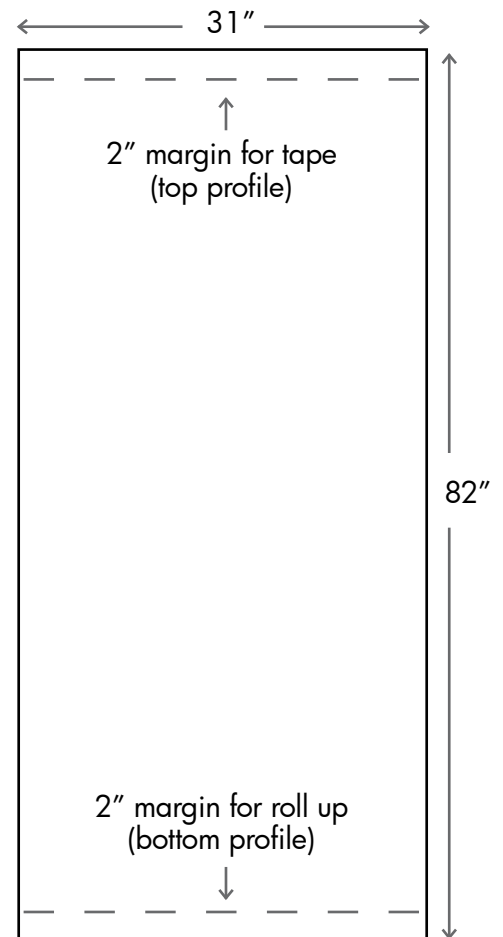
## beLine BANNER STAND INSTALLATION INSTRUCTIONS

### Artwork Instructions for Standard Banner Stand

- Design artwork with an extra 2" margin at the top and bottom to allow for banner installation. Total banner size should be no less than 31"x82".
- Do not place necessary text or graphics in the margins.
- Be sure that any graphics meant to bleed from the artwork area continues through the margins, or white space may be visible after installation.

### Banner Installation Instructions

- Place banner with artwork-side facing down on a large table or floor. Peel back a small amount of protective strip at the top profile.
- Align the top profile against the upper edge of the banner. Remove protective strip and press firmly.
- With banner facing up, remove protective strip at the bottom profile of the stand. Align banner to the black line and press firmly. If necessary, apply extra tape over the joint at both ends.
- Using left hand, secure banner with a firm grip and remove the locking pin at the right end of the tube. NOTE: the retracting mechanism is now activated.
- Hold the banner with both hands and carefully allow to roll into the tube.



Recommended artwork dimensions

### Changing the Banner

- Locate locking pin. Pull out banner as far as possible and adjust length until the pin fits into the hole at the right side of the tube. Insert pin to lock retracting mechanism in place.
- Remove old banner from adhesive strips. Double-sided tape may be needed to replace used adhesive.
- Follow Banner Installation Instructions for the new banner.

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