Declaration 1776 Set-up Guide SUGGESTED SEQUENCE





















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Declaration 1776 Set-up Guide CREDIT PANEL & KANSAS 1776 PANEL



Image 1



Image 2



Image 3

Image 4

- 1. Unzip the fabric travel case and remove base and folding support pole.
- 2. Connect the support pole together. (Image 1)
- 3. Insert the pole into the center hole of the base, securing through second interior hole. (Image 2)
- 4. Slowly pull the banner upwards. (Image 3)
- 5. Insert the hook of the top bar into the hole of the support pole (Image 4)





Image 1



Image 2

- 1.Unpack your shipping case and confirm that you received all the panels. If you are missing panels, please let HK know ASAP.
- 2.Open each panel sleeve and confirm that both the panel base and poles are included. (Image 1)
- 3.Flip the panel base upside down and turn the foot so it is perpendicular to the base. The circular indent on the foot should be on the opposite side of the base from the panel. (Image 2) Flip back over.









Image 4

Tip: Do not attempt to expand the panel by pulling on the vinyl itself. Only touch the pole and bar at the top of the panel during this process.

- 4. Place the bottom end of the pole into the circular indent on the foot. (Image 3)
- 5. Expand the panel by pulling on the top bar of the retractable panel.
- 6. Once the panel has been expanded to a height that meets the tab on the pole, insert the tab into the groove at the top of the panel. Do this by tilting the top bar toward you and slipping the tab into the groove. (Image 4). Return the panel bar to an upright position.









Image 6

Tip: Have a colleague stand in front of the panel to let you know when the panel has been fully extended. Be careful not to pull the panel out too far! If you can see white or fabric below the credits at the bottom of the panel, you're at risk of pulling the panel out of the base entirely.

- 7. Unfasten the clip at the center of the pole (circled in Image 5) and expand the panel only by further extending the pole.
- 8.Extend until the credits at the bottom of the panel are visible. If you see white below the credits, you've extended too far. See Image 6 for an example of a correctly extended panel.
- 9. Secure the panel by closing the clip at the center of the pole.





10. To move the panel, lift it by grabbing the pole at the back of the panel. (Image 7) Panels are numbered to indicate the order in which they were designed to be displayed.

Tip: Once all panels are assembled, move into the correct order and place near a wall for best stability results.

Questions? Concerns? Call or email Tracy Quillin or Kaitlyn Savage at 785-357-0359 or tracy@humanitieskansas.org kaitlyn@humanitieskansas.org

Image 7

