

# Change Agent Telescoping Retractor

## Product Parts

- 1 - Base
- 2 - Snap Banner Rail
- 3 - Shock Corded Telescoping Pole\*\*



## Display Set-Up

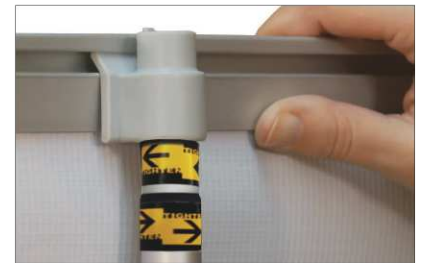
### Step 1

Assemble the shock cord portion of the Telescoping Pole (3). Insert the bottom of the Telescoping Pole into the hole in the center of the Base (1). Ensure the pole is seated completely into the bottom of the base.



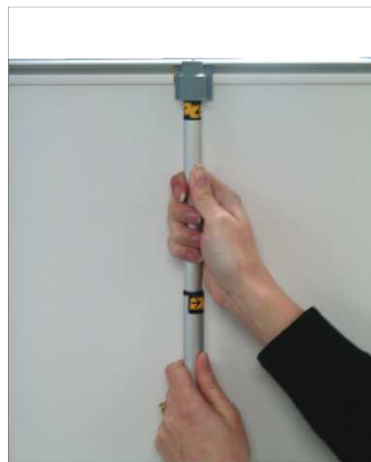
### Step 2

Stand facing the back of the Base (1) and gently lift the Snap Banner Rail (2) up. Gently tilt the Base back if needed to attach the Telescoping Pole (3) top connector into the rear groove on the Snap Banner Rail.



### Step 3

Adjust the Telescoping Pole (3) to the desired height, then twist to secure your pole height. Twist the pole counter-clockwise to tighten. Do not exceed 80'' high.



## Storage and Care

Place all product parts into Carry Case and store in a cool dry location.

To clean non-graphic hardware parts, wipe with a damp cloth.

# Change Agent Telescoping Retractor

## Banner Install/Replacement ONLY

### Product Parts

- 1 - Base
- 2 - Snap Banner Rail
- 3 - Shock Corded Telescoping Pole
- 4 - Pin\*



**\*Do Not Pull Pin Unless Directed**

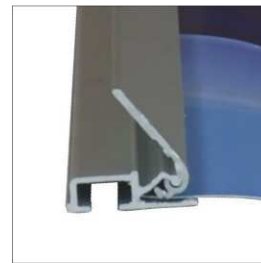
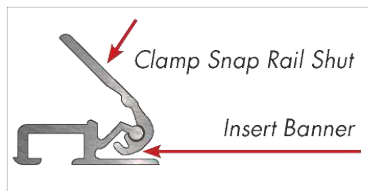
## Graphic Removal

Locate the Tension Pin (4) on your retractor. Hold the Base (1) firmly and carefully pull the banner completely out of the Base to expose the leader beyond the original banner. With tension on the banner, insert the Pin into the hole on the side of the Base to prevent the banner from retracting (see step 3 for Pin placement). If done correctly, there will be no tension on the banner and it can be removed from the leader. Follow Banner Installation.

## Banner Installation

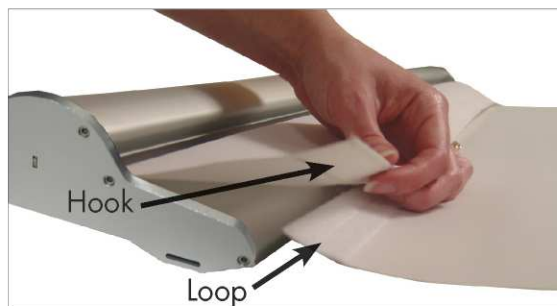
### Step 1

Remove both End Caps from the Snap Banner Rail (2) and snap the clamp open. Fully insert the top edge of the banner into the groove of the Snap Banner Rail and snap it closed.



### Step 2

Lay the banner flat, printed side down. Firmly and evenly press the hook of the leader onto the loop on the banner.



### Step 3

Hold the Snap Banner Rail firmly to create tension on the banner, and slowly remove the pin (4). Allow the banner to gently and evenly roll into the Base (1), avoiding contact with the edges.

**Freefall of the banner will likely result in damage to the banner and loss of tension.**



Store the Tension Pin (4) on the Base (1) for future graphic changes.