

Eventmate™

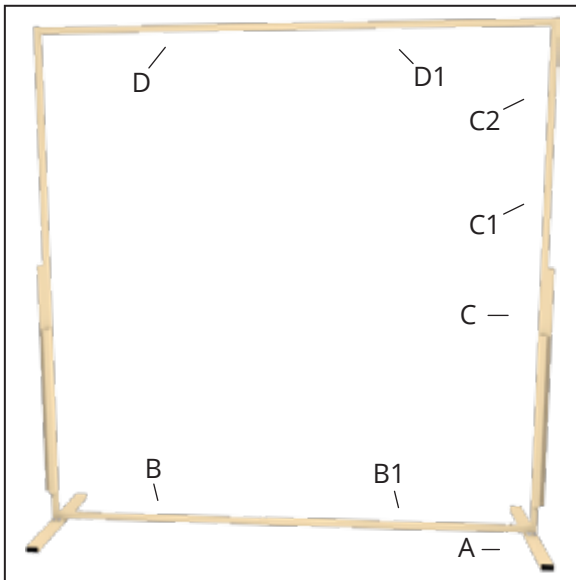


Figure 1

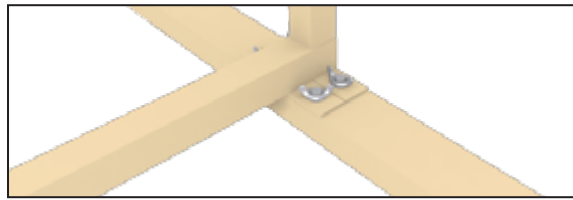
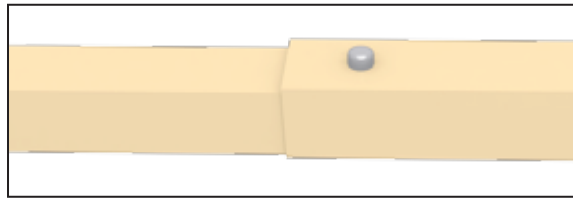
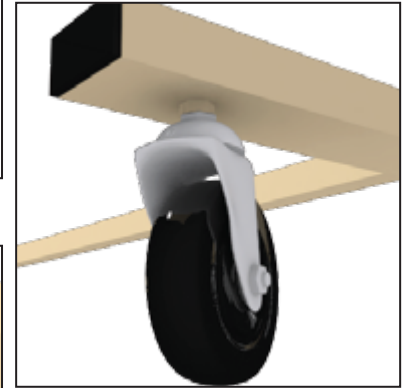


Figure 2



Optional Caster



Assembly Instructions

- Step 1** Check parts list to make sure everything is included (parts list at bottom of page).
- Step 2** (If using optional casters) Remove metal floor guides from bottom of base plates (Part A). Screw in one locking and one regular caster into each base plate.
- Step 3** Assemble adjustable base support by sliding Part B1 into Part B. Adjust to desired width by using indent pin (see Figure 2). Bolt to base plates (Parts A) using inside sets of pre-drilled holes with 5/16" x 1 1/2" bolts and 5/16" wing nuts (see Figure 1).
- Step 4** Attach base uprights (Part C) to base bars (Parts A) using outside sets of pre-drilled holes with 5/16" x 1 1/2" bolts and 5/16" wing nuts (see Figure 1). Base uprights have storage pockets for extensions.
- Step 5** Slide standard upright extensions (Parts C1) into base uprights (Part C). This will make the back drop frame 8' high when completed. If 10' or 12' height is desired, add one or two upright extensions (Parts C2) to each side. If extensions are not used, place them in storage pockets in base uprights (Part C).
- Step 6** Assemble adjustable hanger bar by sliding Part D1 into Part D. Adjust to desired width by using indent pin (see Figure 2). Slide assembled hanger bar into uprights.
NOTE: if using 10' or 12' heights, it's recommended you place the hanger bar into the extension(s) first, then attach to uprights.
- Step 7** Make sure bolts/wing nuts are tightened.

Parts List

Part A	Base bar with two metal floor guides	Part C2	Extension: 1 1/8" square tubing with 1" square tubing insert, 29"
Part B	Base support: 1 1/8" square tubing, 60"	Part D	Hanger bar: 1 1/8" square tubing with 1" square tubing "L" shaped end, 59 3/4"
Part B1	Base support: 1 1/8" square tubing with 1" square tubing insert, 64 3/4"	Part D1	Hanger bar: 1 1/8" square tubing with 1" square tubing insert "L" shaped end, 66"
Part C	Base upright with storage pockets: 1 1/8" square tubing, 58 1/2"	5/16" x 1 1/2" bolts	
Part C1	Upright extension: 1 1/8" square tubing with 1" square tubing insert, 39 1/4"	5/16" wing nuts	