

## PRR / ASSEMBLY INSTRUCTIONS: PORTABLE ROLL-RITE ASSEMBLY

### PRR / ASSEMBLY INSTRUCTIONS:

1. DISTRIBUTE UNITS TO THEIR SPECIFIED LOCATIONS.

2. LOCATE THE TWO VERTICAL UPRIGHT BARS.

3. LOCATE THE LOWER CROSS BAR AND ATTACH IT PERPENDICULAR TO THE ONE OF THE VERTICAL UPRIGHTS USE THE  $\frac{5}{16}$ " - 18 x 2" ALLEN SCREW TO ASSEMBLE THESE 2 PIECES REPEAT THE SAME PROCEDURE ON THE OPPOSITE SIDE.

4. ASSEMBLE THE UPPER CROSS BAR USING THE SAME PROCEDURE AS THE LOWER CROSS BAR BY USING THE SAME FASTENERS  $\frac{5}{16}$ " - 18 x 2" ALLEN SCREW, TWO FASTENERS PER SIDE.

5. ONCE BOTH UPRIGHTS HAVE BEEN PROPERLY SECURED CONTINUE WITH THE ASSEMBLY OF THE MARKERBOARD.

6. YOU WILL REQUIRE 2 PEOPLE TO LIFT THE MARKERBOARD UNIT INTO POSITION ONCE YOU PLACE THE MARKERBOARD IN THE MIDDLE OF THE UPRIGHTS SECURE THE SCREWS OR IF IT IS A ROTATING UNIT INSERT THE CAP OR LOCKING PIN INTO POSITION UNTIL THE UNIT IS SECURED.

7. ONCE THESE STEPS HAVE BEEN COMPLETED, LAY THE UNIT FLAT AND INSTALL THE CASTERS MAKE SURE THAT THE ARE SECURELY FASTEN. ONE WITH LOCKING MECHANISM AND ONE WITH NONE LOCKING MECHANISM ON THE RIGHT SIDE AND ONE CASTER WITH LOCKING MECHANISM AND NONE LOCKING MECHANISM ON THE LEFT SIDE.

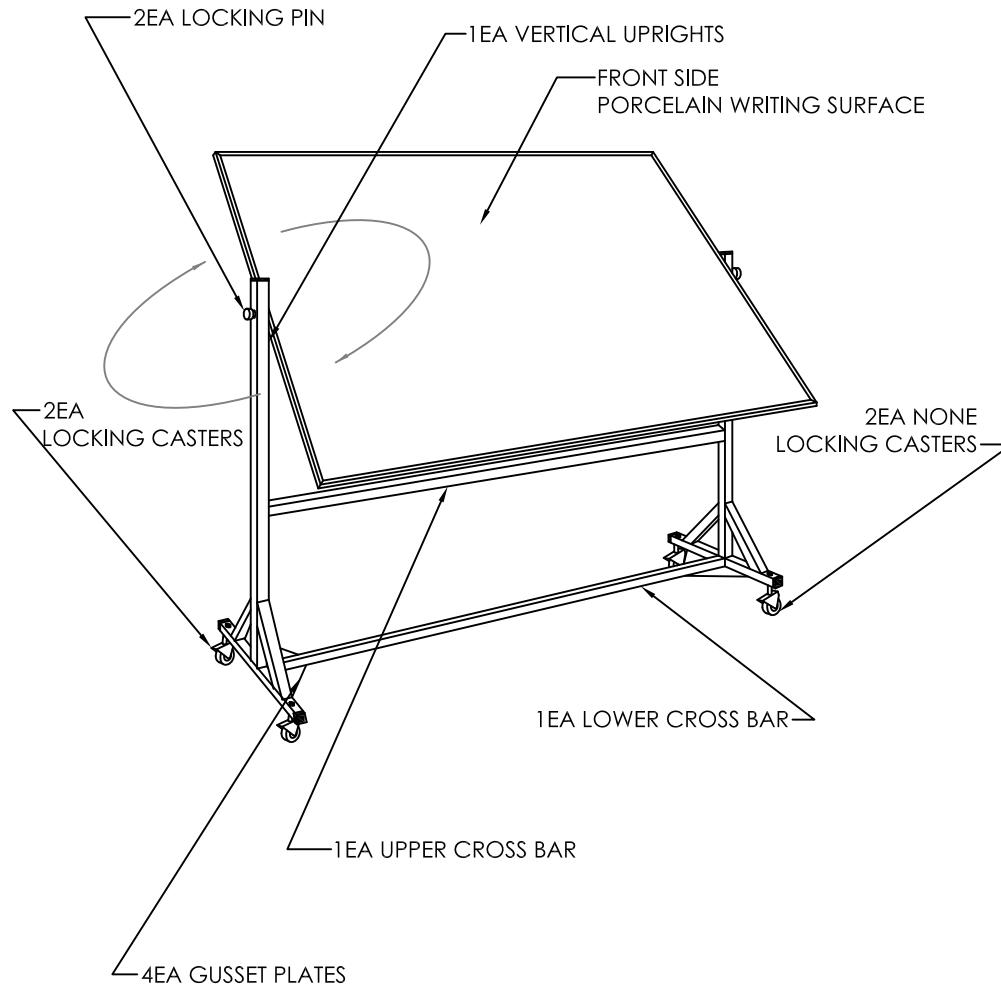
8. INSTALL THE GUSSET PLATES IN EVERY CORNER WHERE YOU HAVE A CASTER.

9. ONCE YOU ASSEMBLED THE ENTIRE CHECK ALL FASTENERS AND MAKE SURE THEY PROPERLY SECURED, INSPECT ALL SCREWS AND BOLTS IN THE UNIT.

10. DISENGAGED THE LOCKS ON THE CASTERS SO THAT YOU CAN MOVE THESE AROUND FREELY,

11. ONCE YOU COMPLETED ALL THESE STEPS REMOVE THE PLASTIC FILM FROM THE WRITING SURFACE AND IS READY FOR USE.

SEE MAINTENANCE INSTRUCTIONS FOR WRITING SURFACE CLEANING AND CARE.



## PRR / ASSEMBLY INSTRUCTIONS: SECURE ALL FASTENERS PER ILLUSTRATION



STEP 1



STEP 2



STEP 3



STEP 4



STEP 5



STEP 6



STEP 7



STEP 8



STEP 9



STEP 10



STEP 11



STEP 12



STEP 13



STEP 14