

# DRY ERASE BOARD INSTALLATION

These instructions are intended for installation on concrete, brick or drywall surfaces. Always consult your internal maintenance department to discuss the specifics of your project.

1

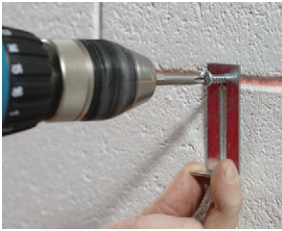


**Make a line for the bottom of the dry erase board at one of these heights:**

- High schools, colleges and universities, and offices - **3'**
- 7th and 8th grades - **2' 10"**
- 5th and 6th grades - **2' 8"**
- 4K through 4th grade - **2' 4"**

Using a hand or laser device, make sure the line is level.

2



## BOTTOM CLIPS

**Mark and drill two holes for each bottom support clip**

- Mark and drill the first hole along the level line.
- Hold a clip against the wall with the bottom of the clip slot at the drilled hole.
- Mark and drill a hole at the top of the clip slot.

**Install bottom clips**

- Tap in anchors, screw in mounting clips so the extending portion of the clip is along the level line.

3



## TOP CLIPS

**Determine location for top clips**

- Rest dry erase board on previously secured bottom clips and mark the wall along the top of the board; remove the board.

**Install top clips**

- Mark and drill holes one inch below the top line, tap in anchors and screw in clips with the top of the clip a bit above the line. Once the board is in place, those clips will be tapped down to the top of the frame and then secured to the frame.

4



## INSTALL THE DRY ERASE BOARD

**IMPORTANT! Make sure the installation wall is free of dust, and is clean and dry.**

- Remove the liner from the adhesive pads on the back of the board.
- Lift the board onto the lower mounting clips.
- Press the center of the board so the adhesive adheres to the wall. This will hold the board in place while you secure the clips to the aluminum frame.
- If your dry erase board has a map rail, attach it now.
- Tap down the top clips to touch the top of the frame.
- Secure the top and bottom of the frame to the mounting clips with self-tapping screws.
- Once the dry erase board is secured, peel off the protective layer from the board surface. Clean the surface with a common window cleaner.

## RECOMMENDED NUMBER OF CLIPS

BOARD SIZE	TOP	BOTTOM	BOARD SIZE	TOP	BOTTOM
4' x 4' or Smaller	2	2	4' x 10'	4	4
4' x 6'	3	3	4' x 12'	4	4
4' x 8'	3	3	4' x 16'	6	6