



MOBILE DRY ERASE BOARD ASSEMBLY

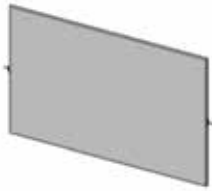


TOOLS REQUIRED

- Hex Key (Supplied)
- Phillips Screwdriver (4' x 6' and 4' x 8' only)

TWO-PERSON ASSEMBLY RECOMMENDED

STANDARD PARTS



A. Board



B. Upright (x2)



C. Tray



D. Cross Beam



E. Leg Assembly (x2)



F. Knob (x2)



G. Spring Washer (x2)



H. Socket Head Screw (x12)



I. Oval Cap (x6)



J. Round Cap (x8)

OPTIONAL PARTS (Only 4' x 6' and 4' x 8' Boards)



K. Gusset (x2)



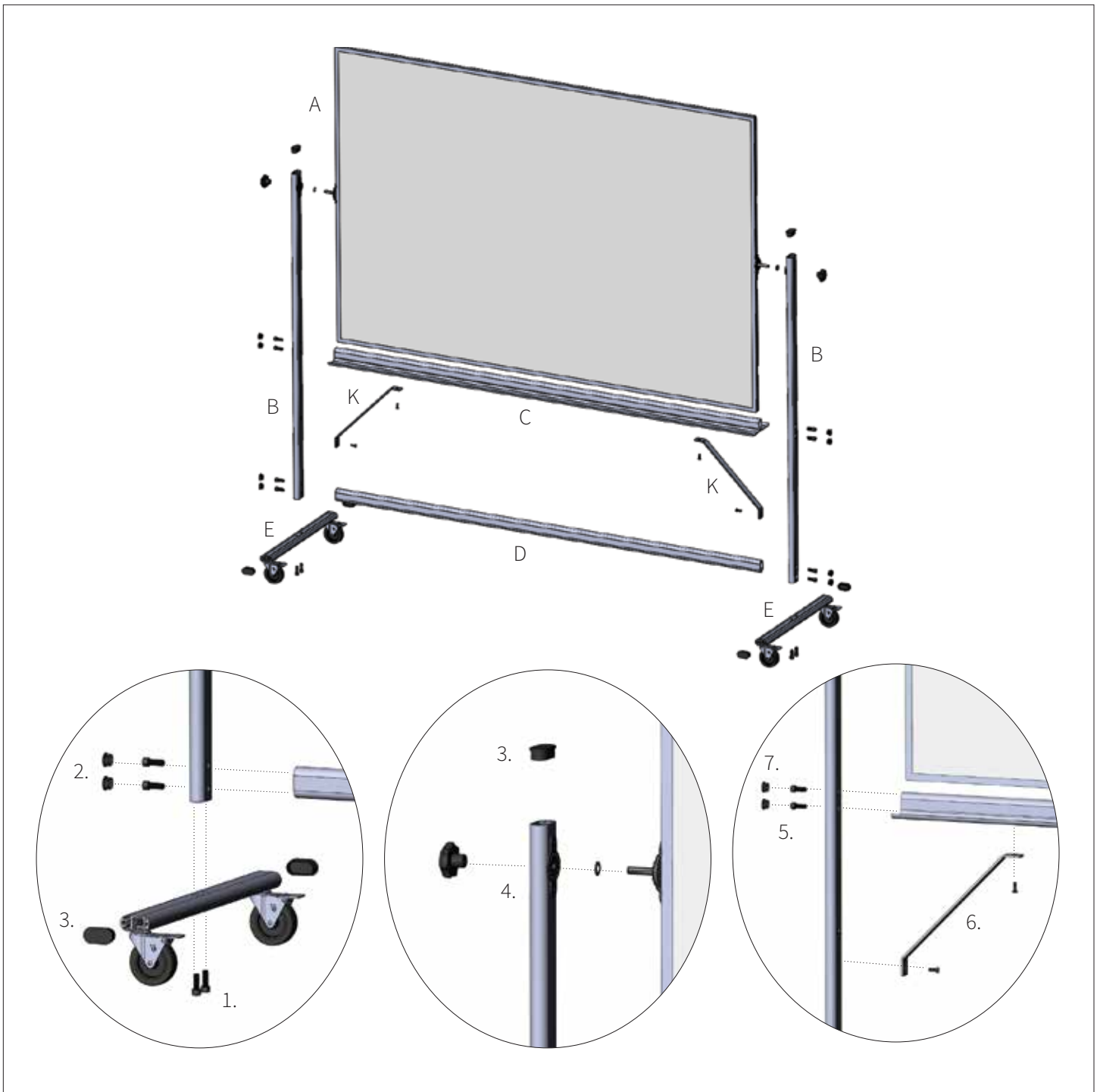
L. Pan Head Screw (x4)

AFTER ASSEMBLY

- Remove protective film from both sides of the board.
- Clean with a mild soap or glass cleaner.

WARNING!

- Do not stand on, use as a step, or climb.
- Before moving board verify casters are unlocked.
- Failure to follow warnings could cause injury.



1. Assemble Base (E) to Upright (B) using Socket Head Screws (H). Tighten screws and repeat for opposite side.
2. Attach Cross Beam (D) to Base Assembly from Step 1 using Socket Head Screws (H). Locking plates on Uprights should face the center. Tighten screws and repeat on other side.
3. Install Oval Caps (I) into the Base and Uprights. Do not install Round Caps until complete.
4. Place Spring Washer (G) on Board (A) post (2x). Spread Uprights and slide board into top holes of Uprights so locking plates meet. Install Knobs (F) to secure board.
5. Attach Tray (C) to Base Assembly from Step 1 using Socket Head Screws (H). Tighten screws if gussets are not required.
6. If board is 4' x 6' or 4' x 8' install Gussets (K) using Pan Head Screws (L) on both sides. Tighten gusset and tray screws.
7. Verify all hardware is tight and install Round Caps (J) to cover all Socket Head Screws.



DRY ERASE BOARD RECOMMENDED CARE & MAINTENANCE

The Team Fitz Graphics writing surface is built to last and includes a 10-year warranty guaranteeing its erasability properties. Be sure to follow these easy care and maintenance instructions to ensure your writing surface looks fresh and new for years to come! Before your first use, be sure to wipe down your writing surface with a damp towel to remove any dirt or residue.

WRITING

- Use high quality dry erase markers from a reputable brand.
- Permanent markers can be used for graph lines or any writing which you desire to be longer lasting (these markings can be removed with a high quality white board cleaner or by tracing over with a dry erase marker then erasing as usual).
- Store markers horizontally so that the felt tips do not dry out.
- Do not use pens or markers with dried out tips as they could potentially damage your writing surface.

ERASING & CLEANING

- Use a high quality micro-fiber eraser cloths from a reputable brand for normal erasing.
- While erasing your writing surface, press firmly using a circular motion.
- Clean your cloths on a regular basis. A dirty cloth will leave ink residue on your writing surface.
- Keep your marker tray clean so no dirt or debris sticks to you cloth when erasing which will scratch your writing surface.
- No special cleaners required. Cleans easily with water or glass cleaner.
- To keep your board looking brand new, periodically wash the entire board with soapy water, wipe off with a damp towel removing all soapy residue and then dry with a soft cloth.
- For more stubborn marks, use a high quality dry erase board cleaner to wipe down your writing surface.

WARNING: PLEASE READ!

- Team Fitz Graphics Dry Erase Boards are scratch resistant, but not scratch proof!
- Keep any sharp objects such as pens, pointers, metal magnets, rings or jewelry, knives, scrapers, etc. away from your writing surface.
- Do not use felt erasers, scouring pads, or harsh cleaners on your writing surface.
- Do not use any abrasive material or finger nails to remove tape or stickers (use an adhesive remover such as Goo Gone®).

PLEASE NOTE!

Failure to follow these recommended care and maintenance instructions may void your 10-Year Limited Warranty.