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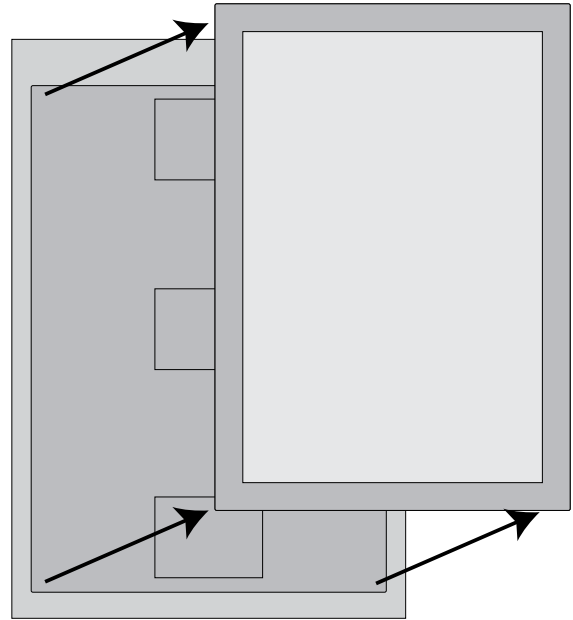
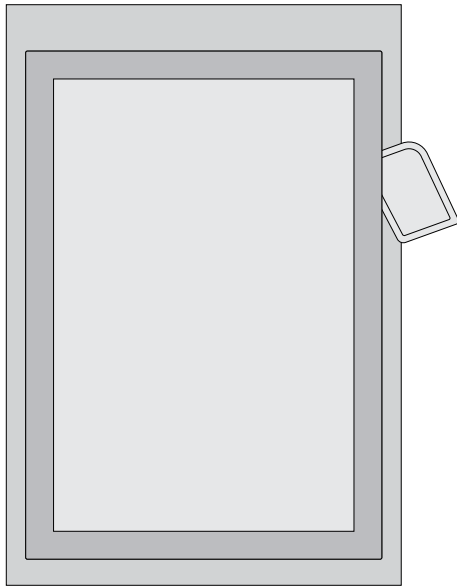
*We'll take care of the signs*

# CHANGING THE INSERT IN YOUR CHANGEABLE ELEVATOR MESSAGE HOLDER

*In two easy steps - See reverse side for mounting instructions*

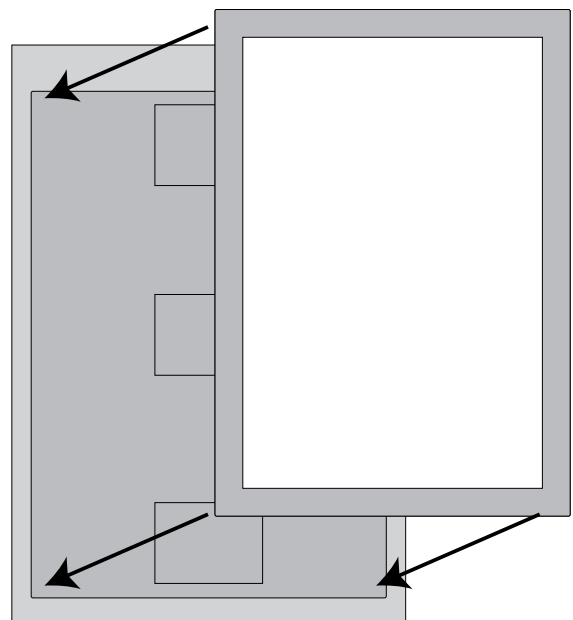
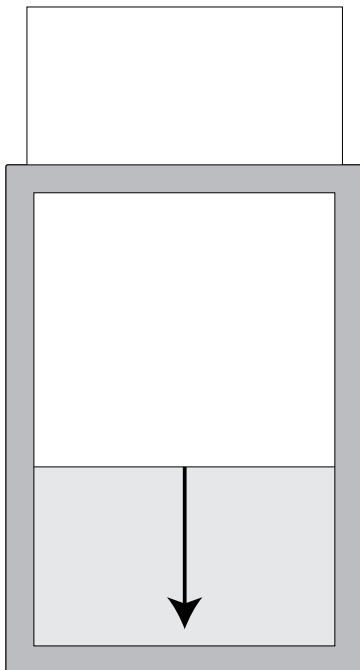
**1**

Wedge a corner of the included spatula behind the insert carrier and pull the edge toward you. The carrier will pop out.



**2**

Slide a poster into the holder from the top, then place the carrier back into the frame.





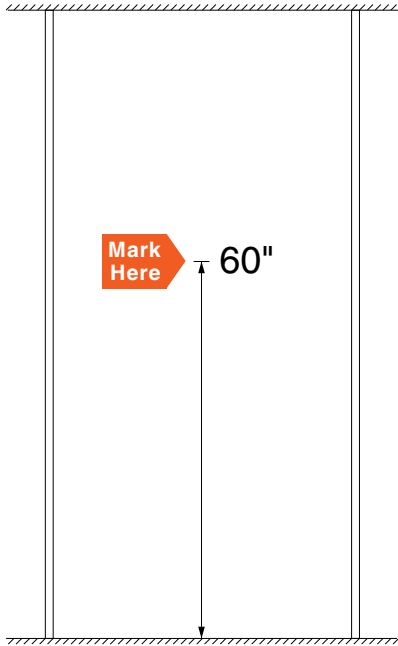
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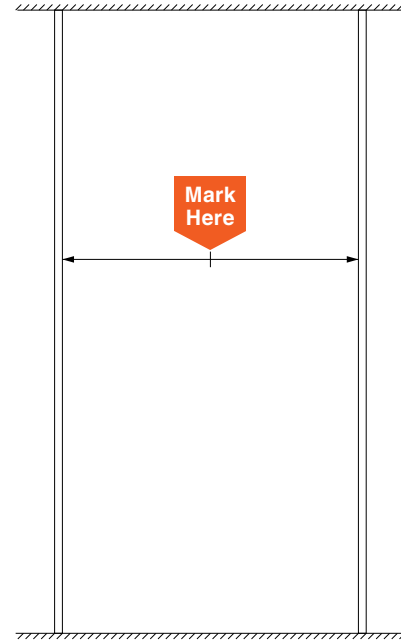
# MOUNTING YOUR CHANGEABLE ELEVATOR MESSAGE HOLDER

*In four easy steps - See reverse side for insert changing instructions*

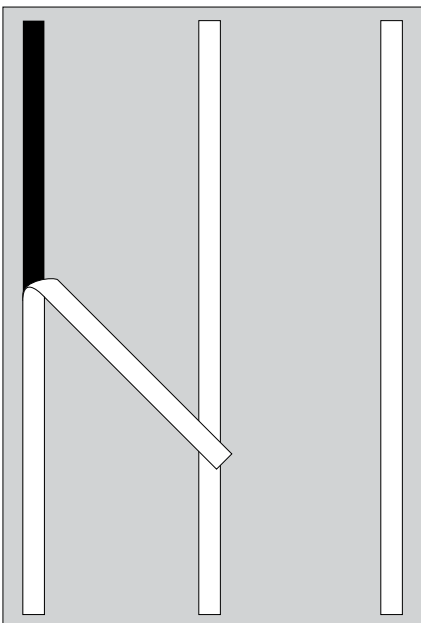
**1** Measure 60" up from the finished floor.



**2** Measure the halfway point between walls/ panels.

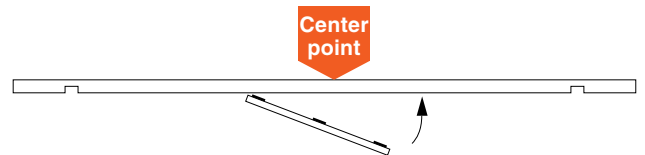


**3** Remove the paper backing from the mounting tape.



**4** Place the center of the holder over your center point.

(Top View)



Start with just one edge to reduce the risk of misalignment.



If the holder will not sit flat against the wall, there are four counter-sunk holes behind the insert carrier that you can use to screw the frame directly into the wall. See the reverse side of this sheet for instructions on removing the carrier.