Door Graphics Installation Overview

Vinyl Graphic Product: TRU-EDG35-1 & TRU-EDG35-2

Graphic Package Checklist

Items Included in Your Graphic Kit

- ☐ Two (2) Sets of Tru Lobby Door Vinyl Graphics (TRU-EDG35-1 & TRU-EDG35-2)
- ☐ Required Placement Guide (page 2 of this document)
- ☐ Dry Method Installation Instructions (page 3 of this document)
- ☐ Vinyl Cleaning Instructions (page 4 of this document)
- ☐ Temporary Installation Signage

Installation Questions?

Call our customer service team at
1-888-273-8726

For the GM & Property Engineer/Maintenance Team:

- ☐ Ensure you received all items in your package.
- ☐ As required by Hilton, these graphics are to be installed by a professional sign company. Contact a local sign company to schedule your installation.
- ☐ After graphics have been installed, follow ongoing cleaning instructions on page 4. Retain these instructions for future reference.

For the Installer:

- ☐ Determine the vinyl graphics placement by matching the lobby glass door configurations to layouts on page 2.
  - **Vinyl Graphics: Set 1** must be installed on the first set of entry doors when entering the hotel from the porte-cochere / parking lot.
  - **Vinyl Graphics: Set 2** must be installed on the first set of exit doors when exiting the hotel from the main lobby.
  - Vinyl graphics must be centered on the glass panel where installed. Note that there may be excess type on the right and left sides that will need to be trimmed flush with the panels.
  - Any other decals, clings, placards, etc. appearing on the glass that are not required by local code, must not interfere with these graphics or they must be removed.
- ☐ Review the **Dry Installation Method Instructions** on page 3, then install the graphics, following detailed instructions carefully.

A1

B1

C1

D1

Vinyl Graphics: Set 1
TRU-EDG35-1

A2

B2

C2

D2

Vinyl Graphics: Set 2
TRU-EDG35-2

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Required Placement Guide

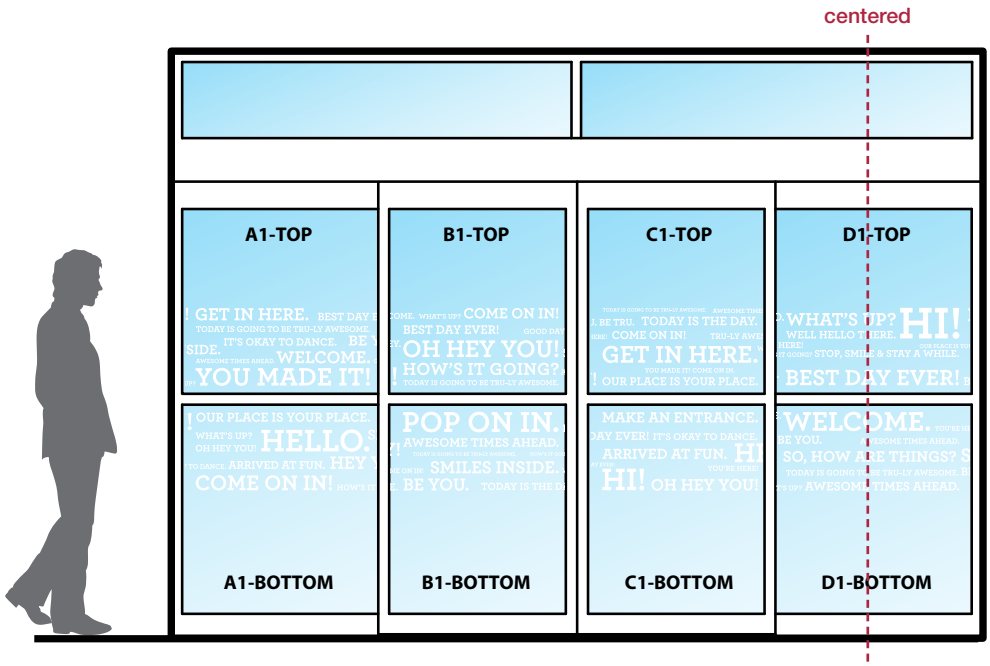
Vinyl Graphic Product: TRU-EDG35-1 & TRU-EDG35-2

Center on the Individual Door/Sidelight

Each graphic set should be centered on the door or sidelight and placed as shown below. Note that there may be excess type on the right and left sides that will need to be trimmed flush with the panels.

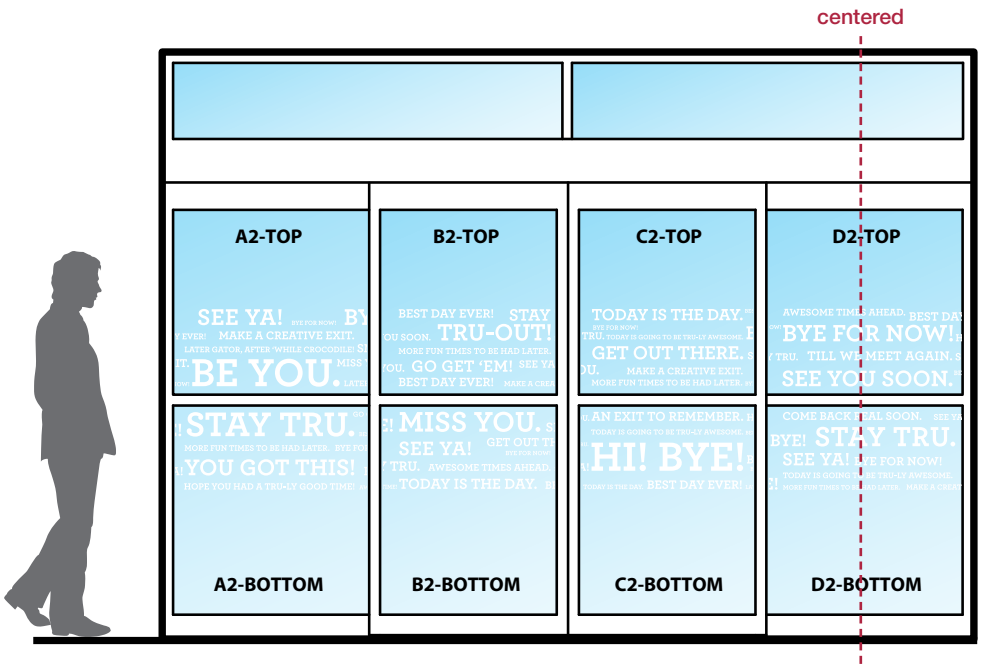
Installation Location

*Install **Vinyl Graphics: Set 1** on the Exterior of glass. Install **Vinyl Graphics: Set 2** on the Interior of glass.*



Vinyl Graphics: Set 1
2 Doors / 2 Sidelights
(viewed at entry to hotel from exterior)

EXTERIOR OF HOTEL - EDG35-1



Vinyl Graphics: Set 2
2 Doors / 2 Sidelights
(viewed at exit from hotel from lobby)

INTERIOR OF HOTEL LOBBY - EDG35-2

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Attention:

Do Not Use Wet Application Method.

<u>Do not</u> use wet application method for installation. This product is designed to be applied without the use of application fluids. Because this material has spaces in the adhesive to let the air out, it must be applied dry. If an application fluid is used, the liquid can become trapped in the spaces in the adhesive. The air-egress technology allows for fast, bubble-free applications.

Recommended instructions are as follows:

Tools Required: Tape Measure, Level, Grease Pencil, Painters Tape, Felt Squeegee

Dry Installation Method:

a. Turn off the automatic door and then hang the enclosed temporary maintenance signage.

b. Make sure the surface is clean and dry before starting the application process.

c. On a flat surface, with the application tape side up, use a squeegee to wipe over the whole of the graphic using medium pressure. This will stick the graphic to the application tape and release it from the backing paper.

d. Using a tape measure and grease pencil, measure the width of the door to find and mark the center point where your graphic will be placed.

e. Center the graphic and place as shown on page 2. Then using the level to ensure it is straight, mark the corners of the graphic. Note that there may be excess type on the right and left sides that will need to be trimmed flush with the panels.

f. Carefully line the graphic up with your pencil marks to position it in the desired location. Then use a wide strip of painters tape to stick the top edge to the glass surface. This becomes a “hinge” to allow the paper backing to be removed. (See Figure 1)

g. Lift the graphic and pull back the top section of the backing paper. Holding the base of the graphic, allow it to return to its original position.

h. Begin to apply the graphic with a felt squeegee. Use light, even pressure and work from the top of the graphic down. (See Figure 1) **CAUTION: You will need to use light pressure due to the nature of an air egress adhesive with a film.**

i. Go over the graphic one more time with short, overlapping strokes from the center out. Use a little more pressure this time to ensure a strong bond.

j. Once you are sure the vinyl is securely attached to the glass, carefully remove the application tape starting at the top and pulling it at a 180 degree angle back over itself. (See Figure 2)

k. Finally, slowly re-squeegee all edges to ensure good contact with the window surface.

Figure 1

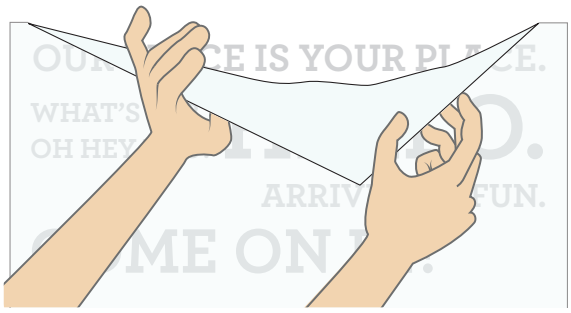

Figure 2

Vinyl Graphic

Cleaning Instructions

Applied Vinyl Specified Cleaning Instructions

A. Cleaning Window Film Graphics:

1.) Use a clean, soft, lint-free cloth.

2.) Use off the shelf glass cleaner (Windex, Glass Plus, etc.).

3.) Spray the cleaner onto the cloth, NOT onto the image/vinyl film. Do not over saturate.

4.) Wipe down the image with the damp cloth.

5.) Immediately dry with a clean, soft, dry cloth.

6.) Take care not to introduce cleaner to the adhesive as over time edge lifting will occur.

B. Notes: Caring for Matte, Textured or Other Unique Film Finishes:

- Special care must be taken to avoid abrading or scratching the film. Scratching and abrasion marks may be visible and you may not be able to work them out of the unique finish of the film. To help avoid such damage, DO NOT use harsh chemicals, brushes or hard scrubbing.
- Do not apply waxes, polishes, paint or clear coat over these films.
- Avoid abrading the graphic with unnecessary scrubbing.

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