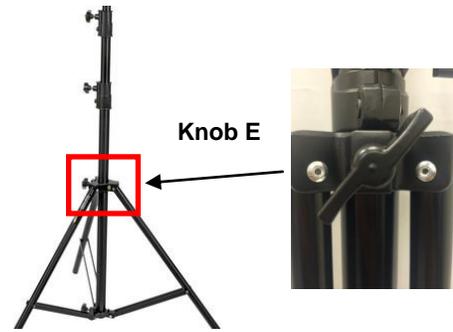


PIPE & DRAPE BACKDROP SETUP INSTRUCTIONS

Keep all packaging materials after opening. Must be returned in same box / packaging.

12FT WIDE BACKDROPS

1. Loosen Knob E on tripods (*turn counter-clockwise*).
2. Spread out legs. Then tighten Knob E to lock in place.
3. Locate two crossbar pieces. Connect together until silver button clicks.



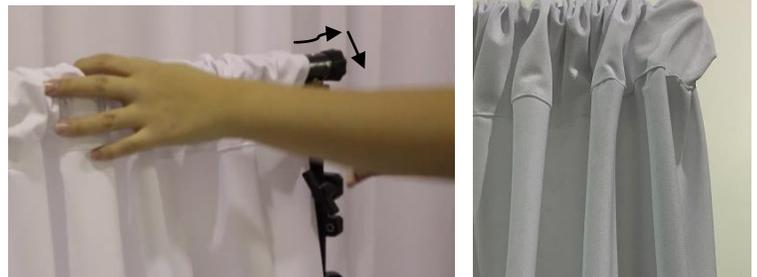
4. Attach crossbar to tripods. There is a hole on end of crossbar that goes on tripod screw.



5. Lift up one end of crossbar. Slide on 5 drapes. Then lock crossbar in place. (*Depending on kit, you will either tighten knob or add wingnut*).



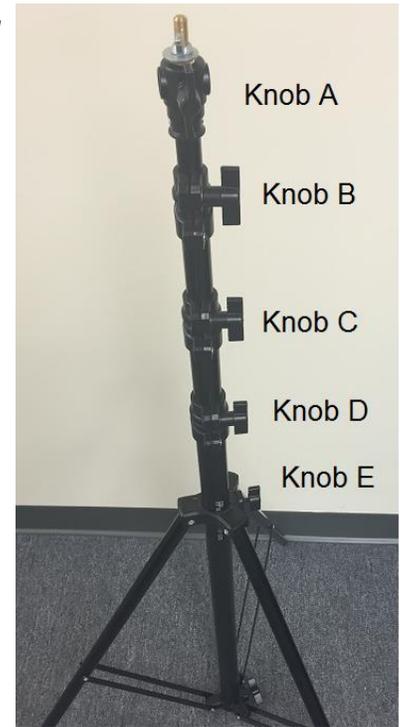
6. Spread out drapes along crossbar.
Pull end of drape over end of crossbar so that bar is not visible.



7. Raise tripod stands to desired height.

- Loosen Knob B. Slide pole up. Tighten Knob B.
 - Loosen Knob C. Slide pole up. Tighten Knob C.
 - Loosen Knob D. Slide pole up. Tighten Knob D.
- YOU'RE DONE!**

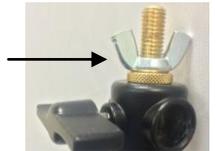
**NOTE: You will not use Knob A*



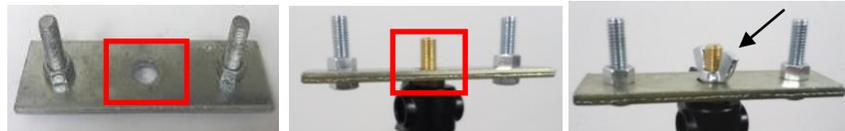
TIP: Pull drapes over the sides of the tripod to hide legs.

24FT+ WIDE BACKDROPS

1. Follow Steps #1-3 above. Then remove silver wingnut from top of tripod(s)



2. Attach connector piece(s) to tripod(s). The connector piece hole goes onto tripod screw. Then replace wingnut(s) & tighten.



3. Space tripods up to 12 feet apart. Tripods on each end should NOT have a connector piece. All other tripods SHOULD have a connector piece.



4. Attach crossbars. Holes on crossbars go onto tripod screw or connector piece screws.



5. Follow steps #5 – 8 above. **YOU'RE DONE!**

RETURN INSTRUCTIONS

How to collapse the tripod stand

Step 1:

Loosen these 3 knobs until the center rod slides down.

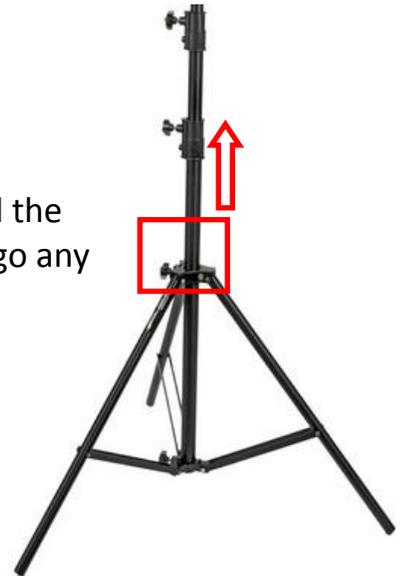
When the middle rod can't or slide down anymore, tighten the knobs.



Step 2:

Unscrew Knob E.

Then slide this piece all the way up until it cannot go any further.



Step 4:

Push all 3 legs inward until all the legs are straight.



Then tighten the knob near top.

Step 5: Return to FedEx

1. Put all items back in the same shipping boxes.
2. Remove any old labels from the box.
3. Affix the pre-paid return shipping label.
4. Drop off at any FedEx location.

NOTE: Get a receipt from FedEx for your records. Package must be dropped off at a FedEx location, NOT a drop box.

RETURN DATE:

Rentals are due back at any FedEx location two days after your event date. If your return date falls on a Sunday or holiday, you can return the following day.

QUESTIONS:

Need more time for return, or a copy of your pre-paid return label? Just call us at 1-800-465-8020 or email info@rentmywedding.com.