

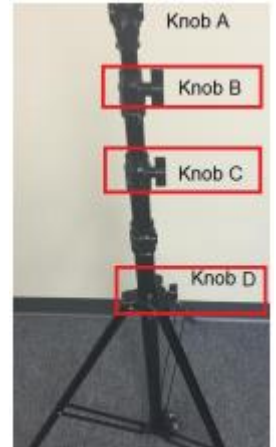
SETUP INSTRUCTIONS: PHOTO BOOTH + PRINTER

IMPORTANT:

*TEST PHOTO BOOTH BEFORE EVENT! Take a test photo – digital and print. Call with any questions!
DO NOT CONNECT TO WIFI. Photo booth uses built-in data.*

1. SETUP TRIPOD

1. Loosen bottom Knob D. Spread out legs completely. Tighten knob to lock in place.
2. Loosen Knob B (second knob from top). Slide pole up. Tighten knob to lock in place.
3. Loosen Knob C (third knob from top). Slide pole up. Tighten knob to lock into place.
4. Height of tripod should be about 6 feet. Adjust to desired height using the knobs.



2. ADD FABRIC COVER

1. Stretch fabric over tripod from top to bottom.
2. Place tripod legs in the bottom of fabric.



3. ATTACH MONITOR TO TRIPOD



Locate Bolt on Back of Monitor



Slide Bolt Through Hole on Top of Tripod



Twist Top Knob on Tripod Until Tight



When Finished, Looks like This from Above

4. ADD LIGHT

Attach light to clamp (screw it together). Clamp light to top or bottom of monitor. Look for the "On/Off" wheel on the side of the light. Set wheel halfway between On and Off. (Lasts 8 hrs. At full on, light lasts 1.5 hrs.)

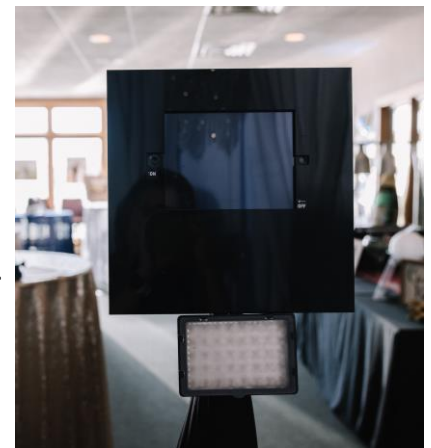
5. PLUG IN MONITOR

Plug into outlet. Add optional extension cord (shipped in tripod box).

6. BUILD PROPS

Attach sticks to props using glue dots provided. Put stick on back of prop. Peel off a glue dot. Press dot onto the stick and prop. (Sticky side touching stick).

....Continued



RENT MY WEDDING®

SETUP PRINTER


IMPORTANT:

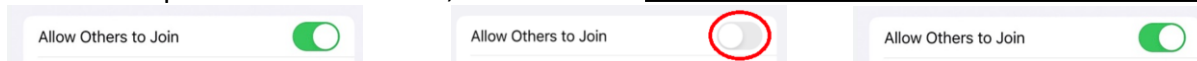
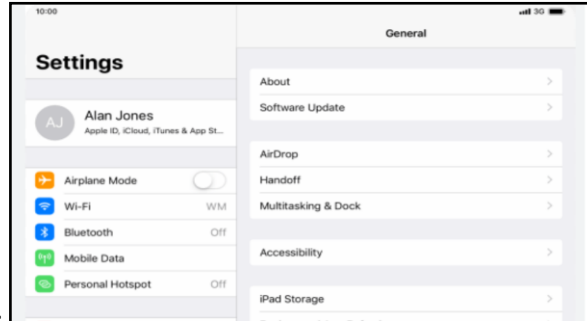
DO A TEST PRINT BEFORE EVENT | Call with any questions! | MUST CONNECT PRINTER AGAIN AT START OF EVENT

POWER & PAPER:

1. Plug in printer.
2. Press/hold ON button until printer powers on.
3. Insert paper tray into printer.


ACTIVATE MONITOR:

1. Press ON button twice.
2. You should see Settings screen.
If not, press ON again. Tap Settings icon 
3. Tap PERSONAL HOTSPOT (Left Side)
4. Turn hotspot off for 10 seconds, then back on.




5. Press ON button.
6. Tap SB Classic app.

CONNECT PRINTER:

1. Select “Wi-Fi settings” on printer (Use arrow key) 
2. Press OK
3. Choose Connection Method. Press OK.
4. Choose “Via Wi-Fi Network.” Press OK.
5. For “Connect with previous settings?” Press OK.
6. Screen should say “Connected to access point.” Press OK.
7. Press HOME button. ***You’re Done!***



IF PRINTER DOESN'T CONNECT – RE-ENTER PASSWORD:

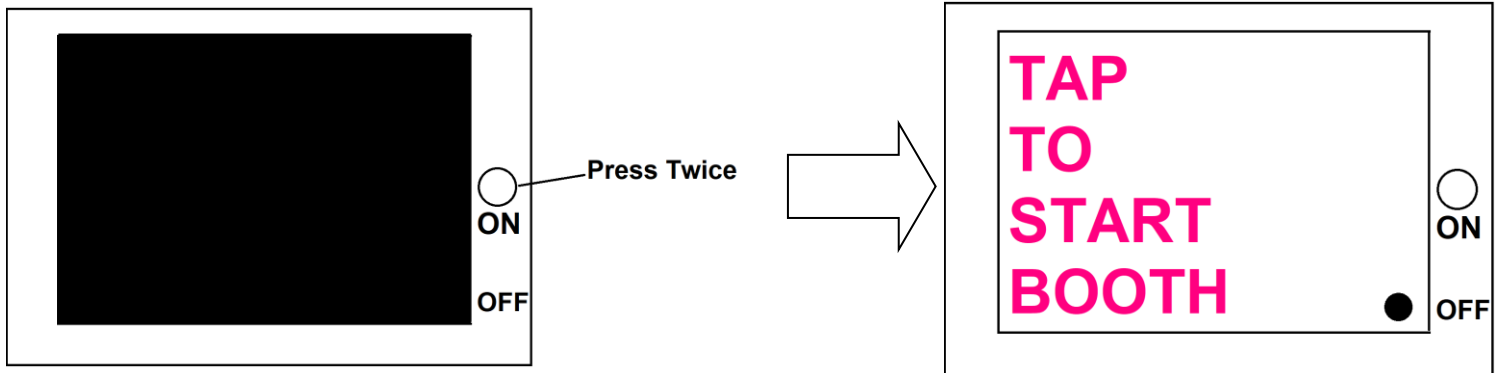
1. Press HOME button on printer. Then repeat steps 1-4 above under “CONNECT PRINTER.”
2. For “Connect with previous settings” – Press BACK button. 
3. Under Connection Method, choose “Search for an Access Point.” Press OK button.
4. Use arrow to find a name starting with “Photobooth” or “iPad” or “PB.” Press OK button.
5. Screen will show “Password Entry.” Press MENU button.
6. Use arrow buttons to enter: 12345678
7. Use arrow buttons to select Finish. Press OK button.
8. The screen will show Password Entry and 12345678. Press OK button.
9. Wait while printer connects. Screen should say “Connected to access point.” Press OK.
11. Press HOME button. ***You’re Done!***

HOW TO USE PHOTO BOOTH + PRINTER

PHOTO MUST FINISH PRINTING BEFORE NEXT GUEST USES BOOTH!

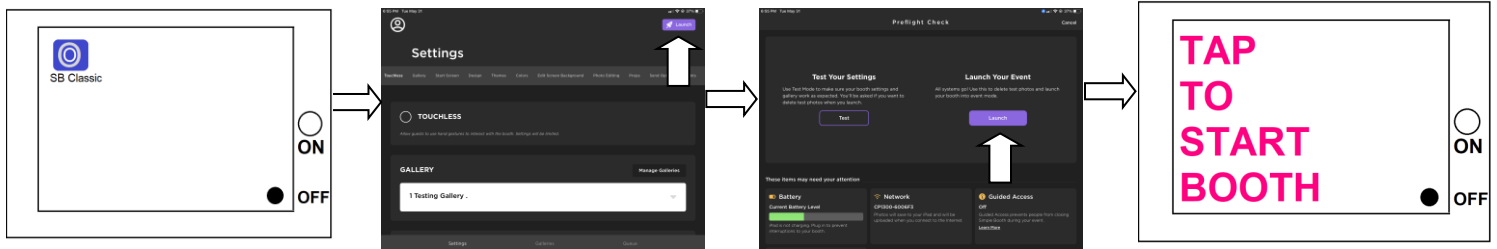
An entire photo sheet must finish printing before next guest starts taking a photo. Printing takes 1-2 minutes.

1. PRESS "ON" BUTTON TWICE. YOU SHOULD SEE "TAP TO START BOOTH"



IF YOU DON'T SEE "TAP TO START": Press ON button again

Still don't see it? Tap "SB Classic" app. Then click LAUNCH button on next 2 screens.

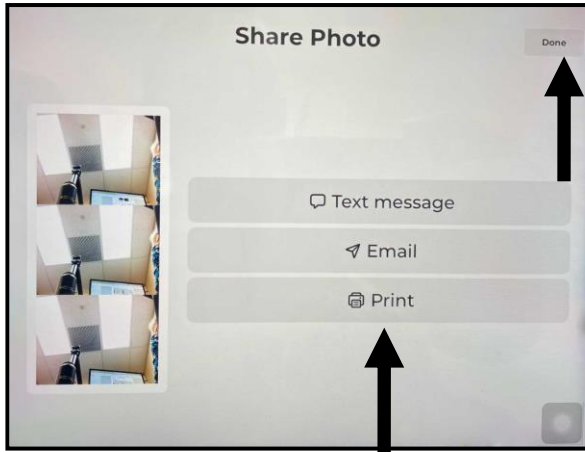


2. TAP SCREEN – POSE FOR PHOTOS – CLICK "CONTINUE"



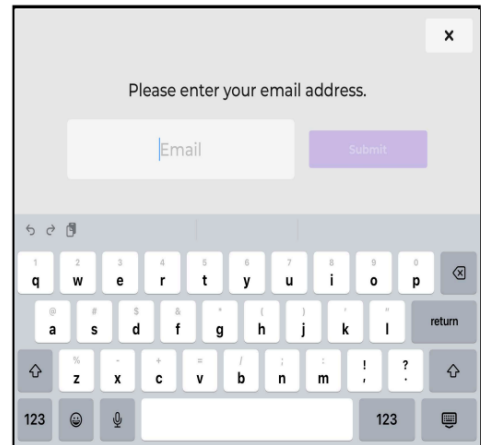
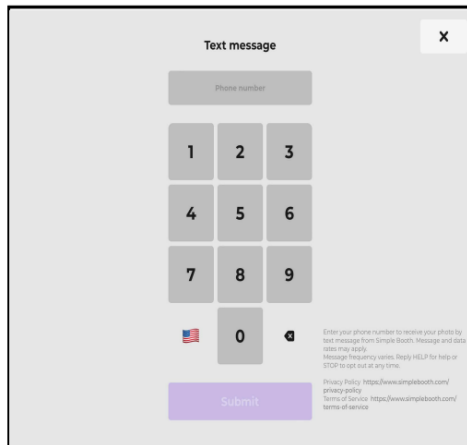
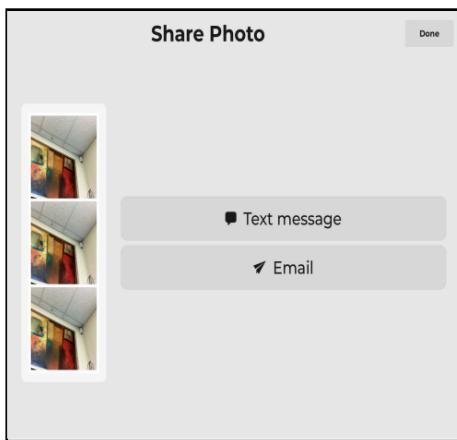
3. PRINT

Tap **PRINT** button. If you don't want a text/email, tap **DONE**. (Upper right corner)



4. TEXT / EMAIL

For multiple people, enter first phone/email – **SUBMIT**. Then **ADD RECIPIENT**. When done, tap **SEND & FINISH**.



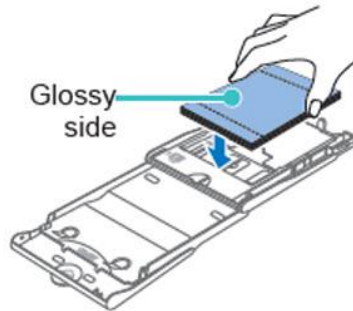
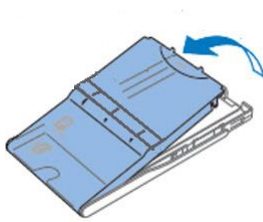
5. WAIT FOR PRINT



CHANGING INK & PAPER

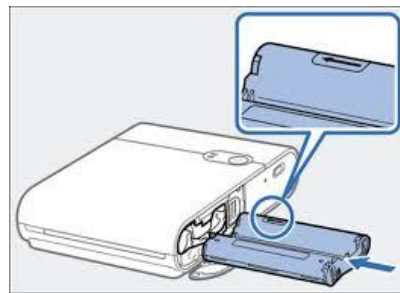
ADD PAPER:

- Add paper every 15 sheets
- Detach paper tray by pulling it out completely
- Pull tray flap up
- Add 15 sheets max at a time (GLOSSY SIDE UP)
- Push flap back down
- Push tray back into printer. It will click to lock in place.



CHANGE INK:

- Change ink every 50 prints (message on screen)
- Open door on side
- Pull out old ink
- Insert new ink



MONITOR & APP TROUBLESHOOTING

ALL SETUP VIDEOS: [youtube.com/rentmywedding](https://www.youtube.com/rentmywedding)

DIRECT LINK: <https://www.youtube.com/watch?v=4tf8Sj-BvOg&list=PL2V5XYbzAD8bWhU2HlzC6p0osfJL5BV4>

NON-PRINTER ISSUES:

Most issues are resolved by restarting the app, or restarting the device.

1. **Restart App:** Tap “ON” button twice. Swipe up on each window to close it out. Tap ON button again to get to home screen. Tap SB Classic app icon. Click “LAUNCH” button on next 2 screens to restart photo booth.
2. **Restart Device:** Press and hold “OFF” button (on screen) for 15-30 seconds. Pop up asks to confirm restart. Tap to confirm. Wait for restart. Tap SB Classic app icon. Click “LAUNCH” buttons on the next screens.

TEXT / EMAILS NOT BEING SENT

- You’re likely in an area with poor reception or Verizon coverage – due to geographic region or venue (e.g., basements and concrete buildings often do not get good reception).
- **You will still get all texts/emails!** Messages go into a queue and send out as soon as booth has reception.
- You will also receive an online gallery after the event with all images.

HOW TO CHECK BATTERY LEVEL:

- Tap “ON” button. View battery icon in upper right corner. To go back to booth, tap SB Classic icon.

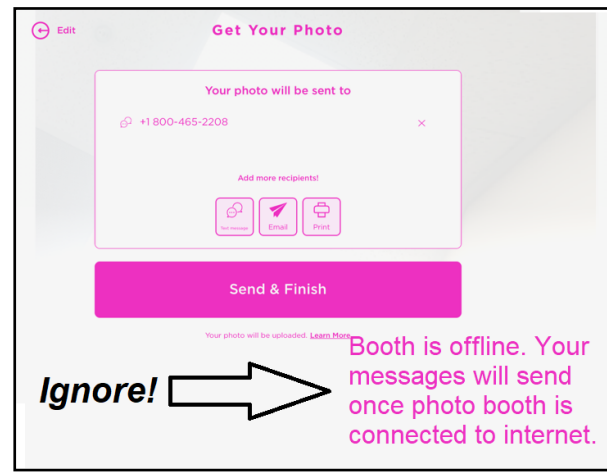
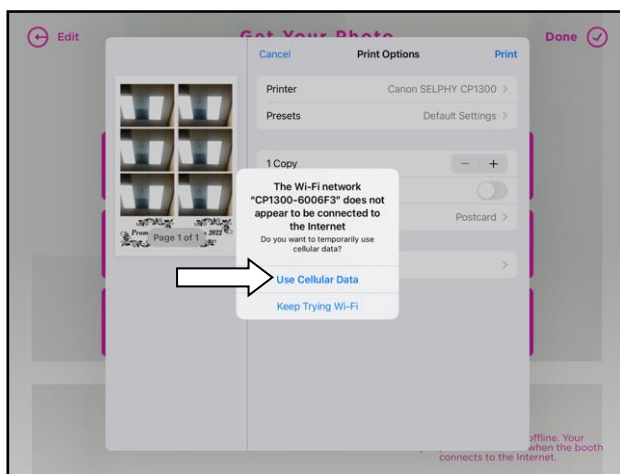
GALLERY OF IMAGES

- Gallery of all images will be emailed upon return. It is not possible to access the gallery yourself.

INTERNET / WIFI MESSAGES

If you get pop-up message “Wi-Fi Network does not appear to be connected...” –choose “USE CELLULAR DATA”

If you see message in lower right corner “Booth is Offline” – ignore it! (We use cellular, no internet required)



PRINTER TROUBLESHOOTING

PHOTO MUST FINISH PRINTING BEFORE NEXT GUEST USES BOOTH!


An entire photo sheet must finish printing before next guest starts taking a photo. Printing takes 1-2 minutes.

PRINTER DOES NOT TURN ON:

1. Press and hold down on printer's power button for several seconds until printer screen lights up.
2. Make sure power cord is firmly secured in the printer and outlet.

PRINTER OFFLINE:

You will need to restart the hotspot and re-connect the printer.

1. Press "ON" button twice on monitor.
2. Tap SETTINGS icon. 

If you don't see it, press ON button again.

3. Follow instructions on Page 2 for ACTIVATE MONITOR and CONNECT PRINTER.

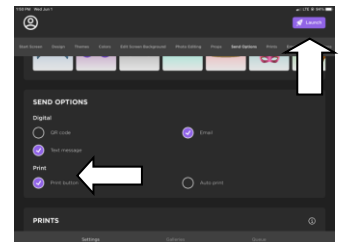
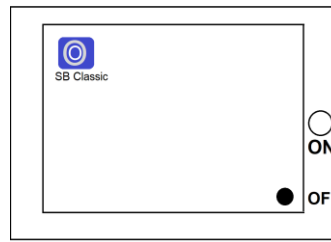
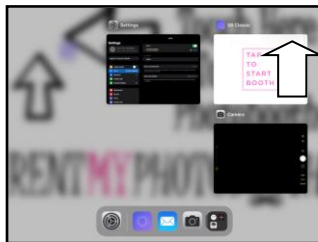
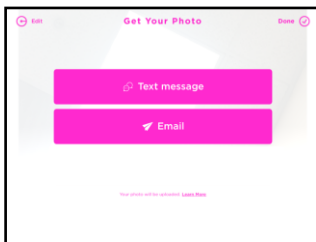
NOTHING HAPPENS AFTER PRESSING "PRINT" BUTTON:



1. Wait up to 60 seconds for printing to begin.
2. If still not working, follow steps above for PRINTER OFFLINE.

PRINTING IS NOT AN OPTION (ONLY TEXT/EMAIL)

1. Press ON twice, then swipe up to close out the photo booth app.
2. Tap purple icon called SB Classic (upper left).
3. Tap SEND OPTIONS, then tap PRINT BUTTON. When finished, click LAUNCH on this screen and next screen.



ANY OTHER ISSUES:

Unplug printer for 30 seconds. Plug back in. This should resolve any other error.

IMPORTANT NOTES:

1. Never change wi-fi settings or connect to your wi-fi.
2. Photo booth should have all of the following turned on: Hotspot, Wifi, Cellular
 - a. NOTE: Wifi should be on but not connected to any network.
3. A photo sheet MUST finish printing completely before the next guest starts taking a photo.
 - a. Sending multiple photos to printer without waiting for them to print out can cause printer error.

TEAR DOWN INSTRUCTIONS

1. MONITOR

1. While holding the monitor, twist tripod's top knob to loosen. Slide monitor out of tripod.
2. Locate the plastic case that has only flat foam. (No cut outs). This is the shipping case for the monitor.
3. Place monitor in the plastic shipping case, screen facing down.
4. Unscrew flash/light from the clamp. Place light and clamp inside plastic case. Add charging cube & props.

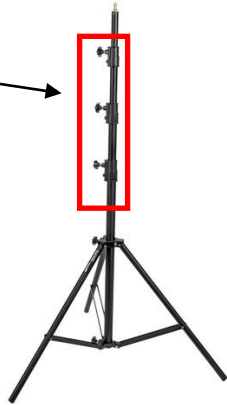
2. PRINTER

1. Locate the plastic case that has foam with cut outs. This is the shipping case for the printer.
2. Place printer in the smallest slot.
3. Place all other components in the bigger slot.

3. TRIPOD

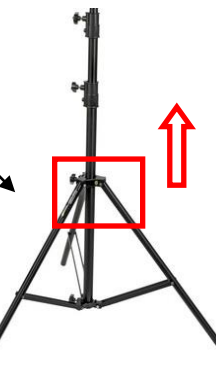
Step 1:

Loosen 3 middle knobs until pole slides down. *(Do not loosen the very top knob, only loosen the 3 knobs below the top knob).* When pole can't slide down anymore, tighten knobs.



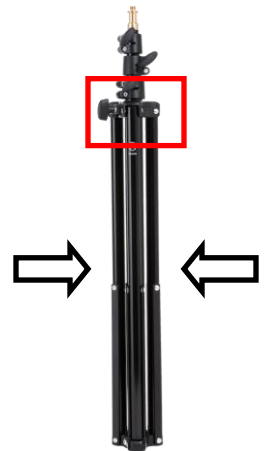
Step 2:

Loosen the 4th knob from top *(near the legs)*. Once loosened, slide the legs up. *(The circular piece at the top of legs will slide up along pole).*



Step 3:

Push all 3 legs inward until all the legs are straight. Then tighten the knob that you loosened in Step 2.



4. PACK UP ORDER

1. Put tripod, extension cord, and fabric cover in rectangular cardboard box.
2. Put both plastic cases in the square cardboard box.
3. Affix pre-paid return labels to each box. *Be sure to cover up original labels!*

5. DROP OFF AT ANY FEDEX LOCATION

1. Make sure each box gets scanned.
2. FedEx will provide a receipt.

THANKS FOR RENTING WITH US!