

TEARDOWN INSTRUCTIONS

Unplug the power for the Backdrop Lights to allow them to cool down.

Push both bins to the front of the booth to open space to work.

Tear down Case 1 (Backdrop):

- Move the Activity Table from the top of Case 1 to the top of Case 2
- Tear off the two Side Pocket Attachments
- Grab Case Wrap 1 box
- Tear off Case Wrap 1, making sure to roll it so it doesn't kink, and the graphic is on the inside
- Put Case Wrap 1 in its box
- Pull the lid off to use as a step to tear down the backdrop

Tear down Backdrop (work left to right or right to left):

- Take off the first flag
- It is easier to slide it off from the front
- Place it in Case 1

TEARDOWN INSTRUCTIONS



Take off the first light (the light could still be warm):

- Push in the silver bar
- Slide the whole light off the backdrop
- Put the light in the light tube
- Unplug the two light plugs from the top of the backdrop

Take off the second flag:

- Place it in Case 1

Take off the third flag:

- Place it in Case 1

Take off the second light (The light could still be warm):

- Push in the silver bar
- Slide the whole light off the backdrop
- Put the light in the light tube
- Unplug the two light plugs from the top of the backdrop

TEARDOWN INSTRUCTIONS

Take off the fourth flag:

- Place it in Case 1

Take off the Backdrop Center Board (top attachment):

- Detach the 2 parts at the center
- Place both parts in Case 1

Take the two magnets off the back seams of the backdrop:

- Place them in Case 1

Separate the three backdrop panels:

Disassemble the three panels.

- Flip in the stability feet so you can tilt the unit backward
- Unhook the graphic from the top and allow it to gently retract into the base, making sure it retracts straight
- Remove the top two sections of the pole
- Grasp the lowest section of the pole near its base and twist counterclockwise to release it
- Place the poles in Case 1
- Place the base of the panel in the appropriate case in Case 1, making sure the red line goes in first so the graphic doesn't fall out
- Video: <https://vimeo.com/283755159>

TEARDOWN INSTRUCTIONS

Place the lid back on Case 1.

Tear down Case 2:

- Disassemble TV.
- Detach TV.
- Gently set TV face down on Case 1.
- Set TV Stand on Case 1.
- Pull cords into Case 2.

Take items on top of Case 2 and place them on top of Case 1.

Grab Case Wrap 2 box.

Tear off Case Wrap 2, making sure to roll it so it doesn't kink.

Put Case Wrap 2 in its box.

Pull the lid off.

TIPS

Case Lids

- You can use these as a step to reach higher items

Case Wraps

- Face out from the booth
- Set up from right to left
- Tear down from left to right

KEY

Case 1 = Backdrop

Case 2 = TV

Case Wrap 1 = Case 1

Case Wrap 2 = Case 2