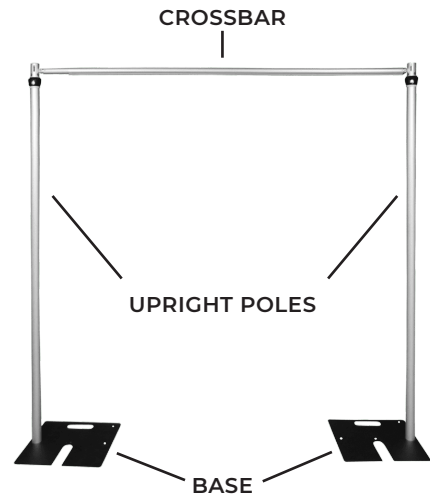


Backdrops + Draping

Let's Get Started!

Building Your Frame

1. There are 3 hardware components to your backdrop: upright pole, crossbar, and base. Your upright pole will be what goes onto the base and holds the crossbar. The crossbar is what holds the fabric for the backdrop.
2. Take your crossbar and extend it to the size you are wanting to make each section.
If it is not extended each section will be 6ft, 8ft if it is extended to first locking position, and 10ft if extended to second locking position (we recommend 10ft which is the full extension of the crossbar).
Do not extend the crossbar past 10ft as it is not meant to go further and could risk falling and cause injury.
3. Find where you want the center focal point to be.



A) If you have two or four sections of backdrop: Place your first base on the ground in your center focal point. Take two crossbars and extend them out of each side of the center base. Do the same with your remaining crossbars and bases so that your backdrop is now completely laid out and centered. Now you may place your upright poles on the bases.



B) If you have three or five sections of backdrop: Place a cross bar on the ground so that the middle of the cross bar is in the middle of your center focal point. Take a base and place them at each end of the crossbar. Do the same with your remaining crossbars and bases so that your backdrop is completely laid out and centered. Now you may place your upright poles on the bases.



4. There are four slots at the top of the upright pole. Twist the pole to ensure that one of the slots is facing directly forward.



Flood Lights

There will be two lights for each section of your backdrop. The light bases are designed to be plugged into each other so for each section, plug them into one another and then use an extension cord to reach over to the next section. Space the two lights evenly apart and tape them down to the floor to ensure they cannot be knocked over. Keep the lights on until the backdrop is complete.



Adding Fabric Panels

1. You will have (3 or 4) panels of fabric per crossbar. Take the fabric out of the bucket and find your pocket at the top of the panel. Insert the crossbar through the pocket, making sure you are putting all the fabric in the same way (all pieces are facing front side out).
2. Making sure the ridge of the crossbar is facing down, insert the hook at the end of the crossbar into the slot at the top of the upright pole. Once it is in, insert the other end on the other upright pole. Slide the fabric across the crossbar to evenly distribute it and scrunch it to make it look proper. Repeat step 1 + 2 with remaining sections.



Adding a Second Layer of Fabric Panels

1. Take the crossbar attachments provided and insert it into the front slot of the upright pole. Make sure that it is secure before moving onto the next step.
2. You will have (3 or 4) panels of fabric per crossbar. Take the fabric out of the bucket and find your pocket at the top of the panel. Insert the crossbar through the pocket, making sure you are putting all the fabric in the same way (all pieces are facing front side out).
3. VERY IMPORTANT: Take the crossbar out of the locked position (it will be either 8ft or 10 ft when it is locked) and extend the length slightly. This needs to be done as the second crossbar has to go a slightly longer distance and therefore will not fit in the attachments if it remains in the locked position.
4. Insert the hook at the end of the crossbar into one of the two slots on the attachment. Once it is in, insert the other end into the opposite attachment ensuring the hook goes in the same slot as the other end (if you put the hook into the first slot on one side, it must go into the first slot on the opposite side as well).
5. Make sure that the second crossbar is completely inside the slot, as per safety regulations.
6. Slide fabric across the crossbar to evenly distribute it and scrunch it to make it look proper.
7. Take the pole covers provided and scrunch fabric width wise and insert in the top of the upright pole.

Creating Swags

1. Take the provided 20ft panel of sheer fabric and unfold it. Find one end and gather it up width wise so it is gathered neatly in your hand. Using a zip tie, loop it through the front and side slots at the top of the upright pole and secure the fabric to the pole, with at least one foot of slack to allow for making adjustments later (note: given that it is only a 10ft section and you have a 20ft piece of fabric you will have plenty of extra slack). Make sure it is not too snug at this point as you may need to adjust it later to perfect the look.
2. Now take the other end of the fabric and repeat on the next pole over. Have someone stand back and tell you when the swag looks proper before you tighten the zip tie completely. Once the swag looks proper, tighten both zip ties to secure that the swag will stay the same once the poles are raised.
3. Repeat for remaining sections.



Finishing Touches

1. Take the provided pole covers for the end poles, scrunch fabric widthwise and insert into the top of the upright pole.
2. Turn backdrop lights on and check to make sure they are even, so that the light is shining properly in each section. Your backdrop is now complete and should look like the picture shown above.

Tear Down

All items of the backdrop kit must be put back in the appropriate containers provided and folded neatly. Failure to return backdrop kit in the same manner as it was provided will result in additional charges.

Packing Twinkle Lights: Please use the pipe cleaners to roll up each strand and then attach it to the main strand. Wrap up the main strand and place the twinkle lights in the bag provided.