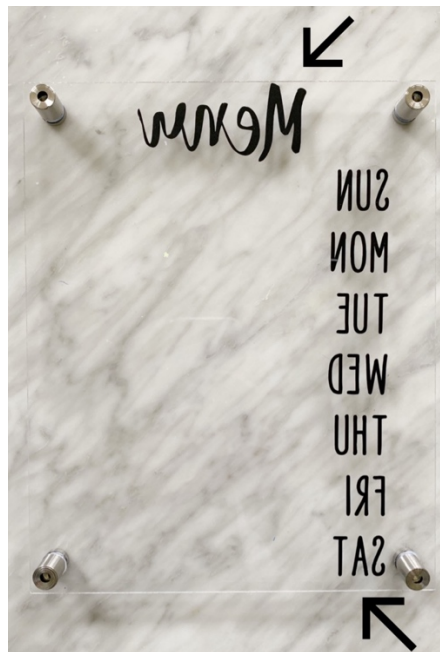


8x10 DIY Menu Board Kit Instructions/Installation + Installation Instructions for Clear Planner™

8x10 DIY Board

Note: Everything will be placed on the board backwards, so you have a smooth side when you flip it over.

1. Remove the blue protective film from both sides
2. Using the provided grid, line your acrylic board up with the top corner.
3. Carefully peel back the paper from the clear transfer tape “days of the week”, leaving the vinyl attached to the clear side.
4. Using the grid lines as a guide, place the days on the right side of the board, with “SAT” almost at the very bottom, to the left of the drilled holes. Careful not to place your letters too close to the drilled holes. See below image.



5. Using a credit card, run it over the transfer tape to secure the vinyl to the board and eliminate any air bubbles.

6. Carefully peel back the clear transfer tape to reveal the vinyl decal.
7. Peel back the paper from the “menu” transfer tape, and place it in the top middle of your board, with the top of the “M” almost touching the top edge of the board. Run a credit card over the “Menu” decal as well, and carefully peel back the clear transfer tape.
8. Attach the standoff hardware by unscrewing the top of the standoff, inserting it in the drilled hole and screwing the back on.

Installation For All Boards

Note: If you purchased a Clear Planner™, remove the white protective paper from the back of the board before installation.

1. If you are using the included clear adhesive dots, peel the dots off the backing. Stick the dots directly on the back of the standoffs (the side with the hole).
2. Using a level, determine your placement of the board. Remove the red film from the dots, and install on your surface.
3. If you are using screws, place your board (without standoffs attached) on your wall and mark a dot in the middle of each drilled hole. Drill pilot holes. Install the screws through the base of the standoff. Place your board over the installed standoff bases, and twist in the other part of the hardware to secure your board.