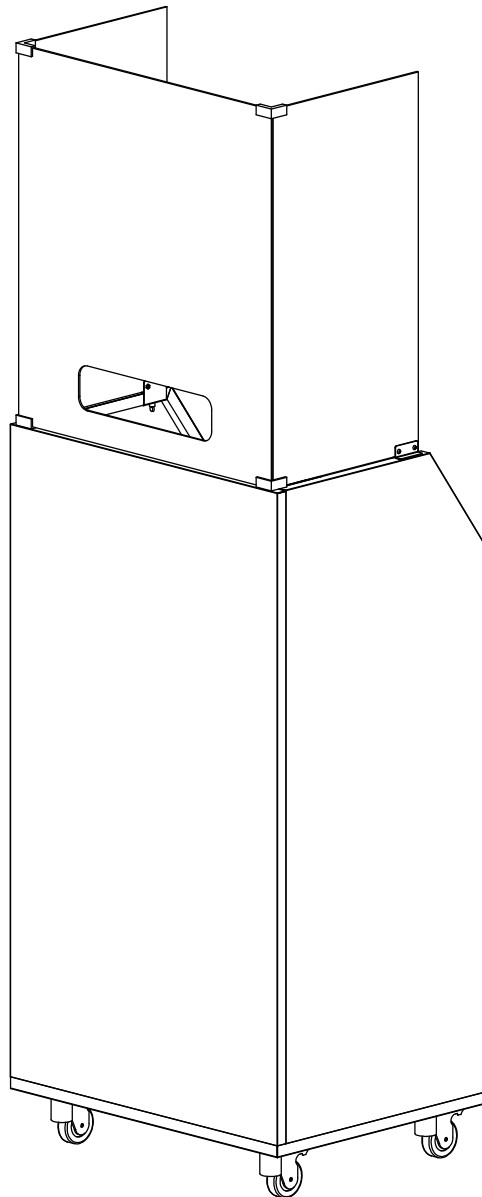


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STANDARD PODIUM
SNEEZE GUARD SET UP

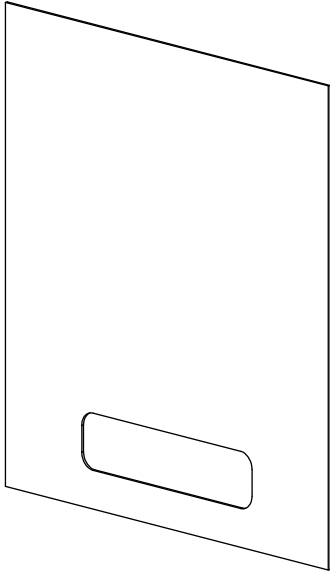


- **Read all the instructions before installing.**
- **Remove all packing materials before you start.**
- **Remove all protection films from acrylic panels.**
- **This installation requires basic mechanical skills.**
- **Proper installation is the responsibility of the installer.**
- **Product failure due to improper installation is not covered under the warranty.**
- **Keep this instruction manual.**

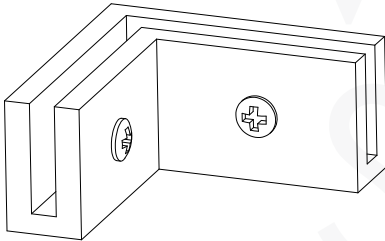
Notes: Two people are required to properly install this accessory.

Check and tighten all hardware regularly to ensure quality and safety of item.

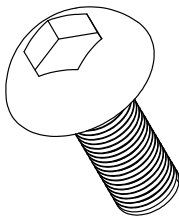
Sneeze Guard Front Piece
QTY: 1



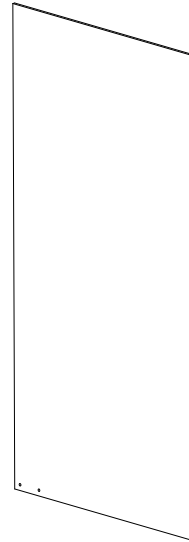
Corner Acrylic Bracket
QTY: 4



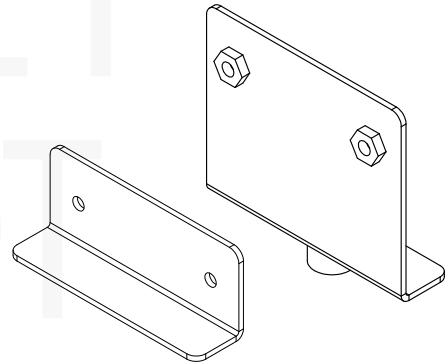
Hex Head Bolt
QTY: 4



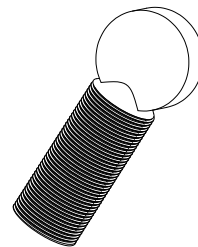
Sneeze Guard Side Piece
QTY: 2



Inner/Outer Mounting Brackets
QTY: 2 ea



Thumbscrew
QTY: 2



Note: Parts are not to scale.

STEP 1: Lay down sneeze guard front piece on a flat surface. Install all four acrylic corner brackets as shown below:

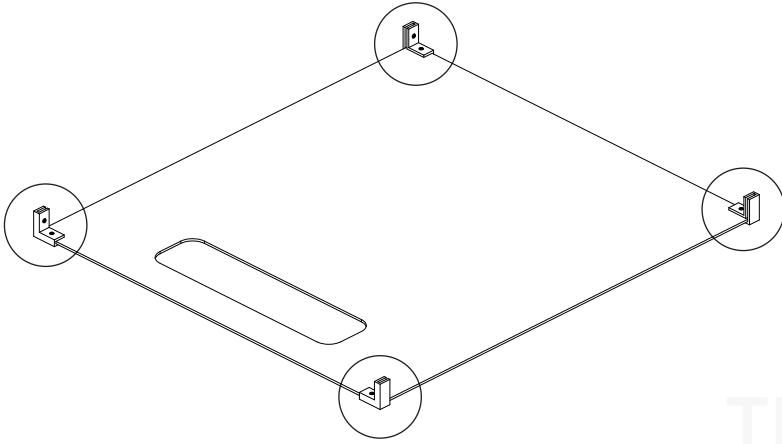


Figure 1

STEP 2: Install side pieces by aligning them with the corner brackets on the front piece. Tighten all four brackets using a phillips screw driver.

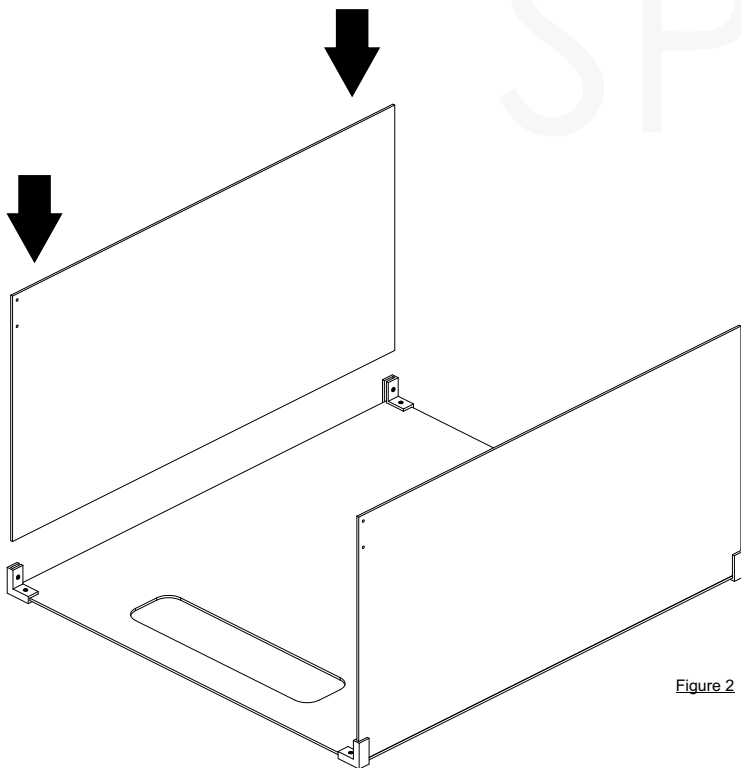


Figure 2

STEP 3: With two people, lift the guard and place on top of the side and front frames (highlighted) ensuring both bottom corner brackets stay within the frame.

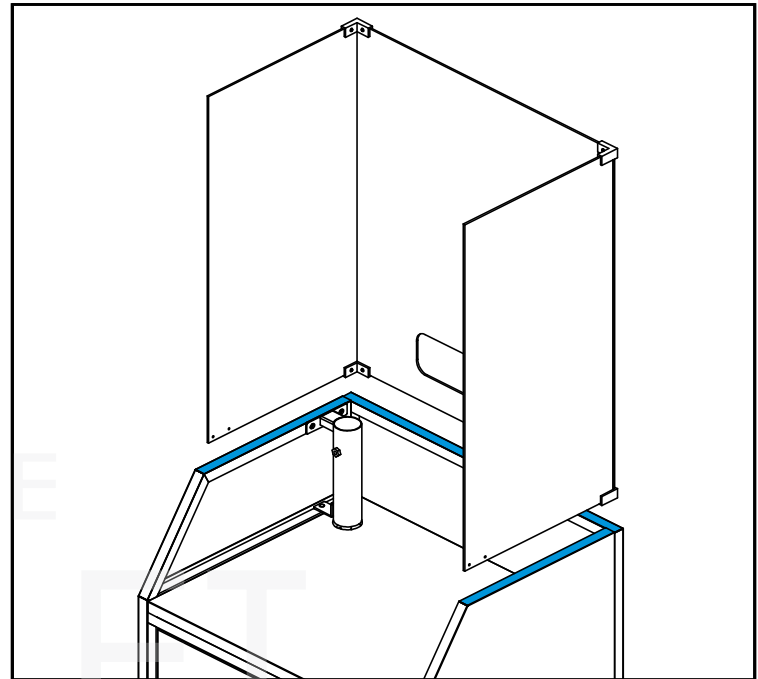


Figure 3

STEP 4: Set the outer bracket on the left side frame while aligning it with the holes in the side panel.

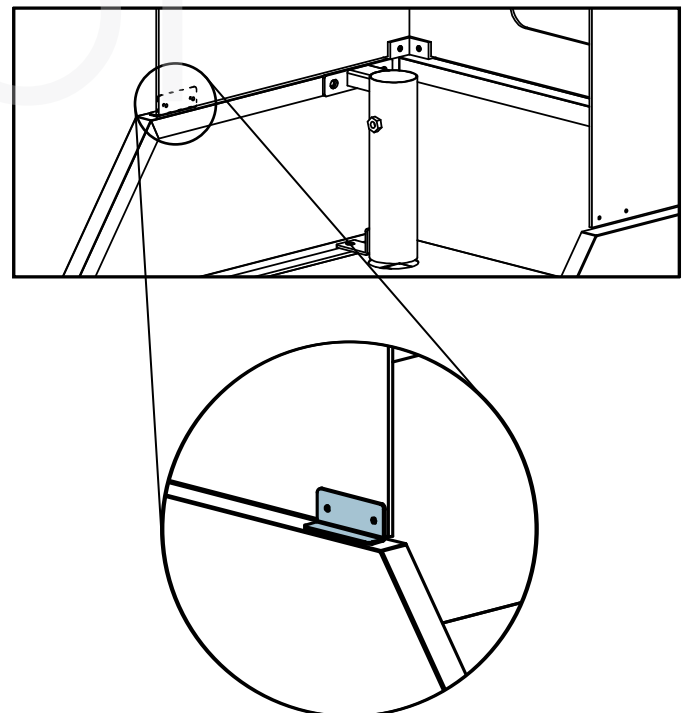


Figure 4

STEP 5: Align inner bracket with the panel and outer bracket. Hand tighten the brackets together with the hex bolt ensuring the side panel stays in place between the brackets.

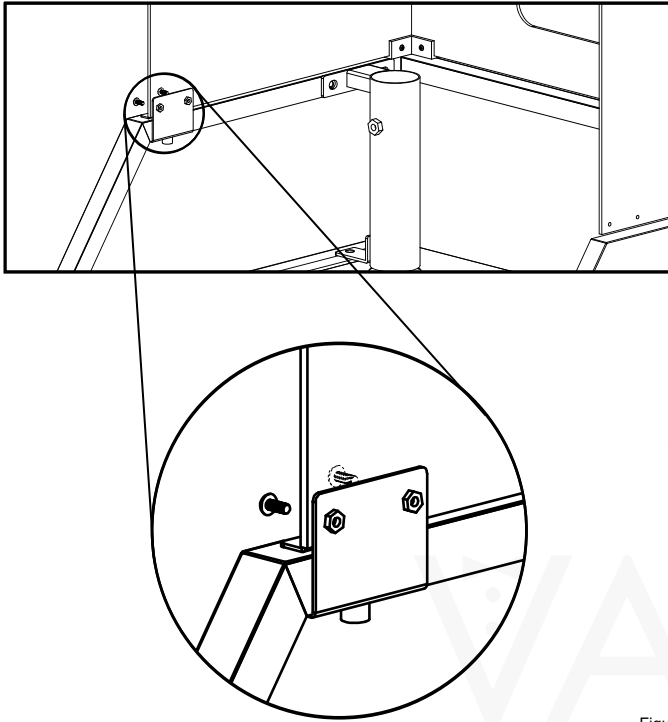


Figure 5

STEP 6: Use the thumbscrew on the underside of the inner bracket to attach and secure the assembled guard to the trim of the podium.

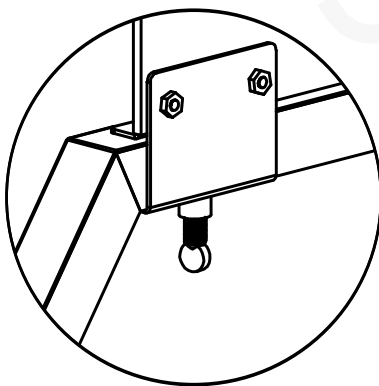


Figure 6

STEP 7: Repeat Steps 4 through 6 on the other side panel and finish tightening all 4 bolts with included allen wrench.

Note: Make sure all hardware is securely fastened

Final Assembly

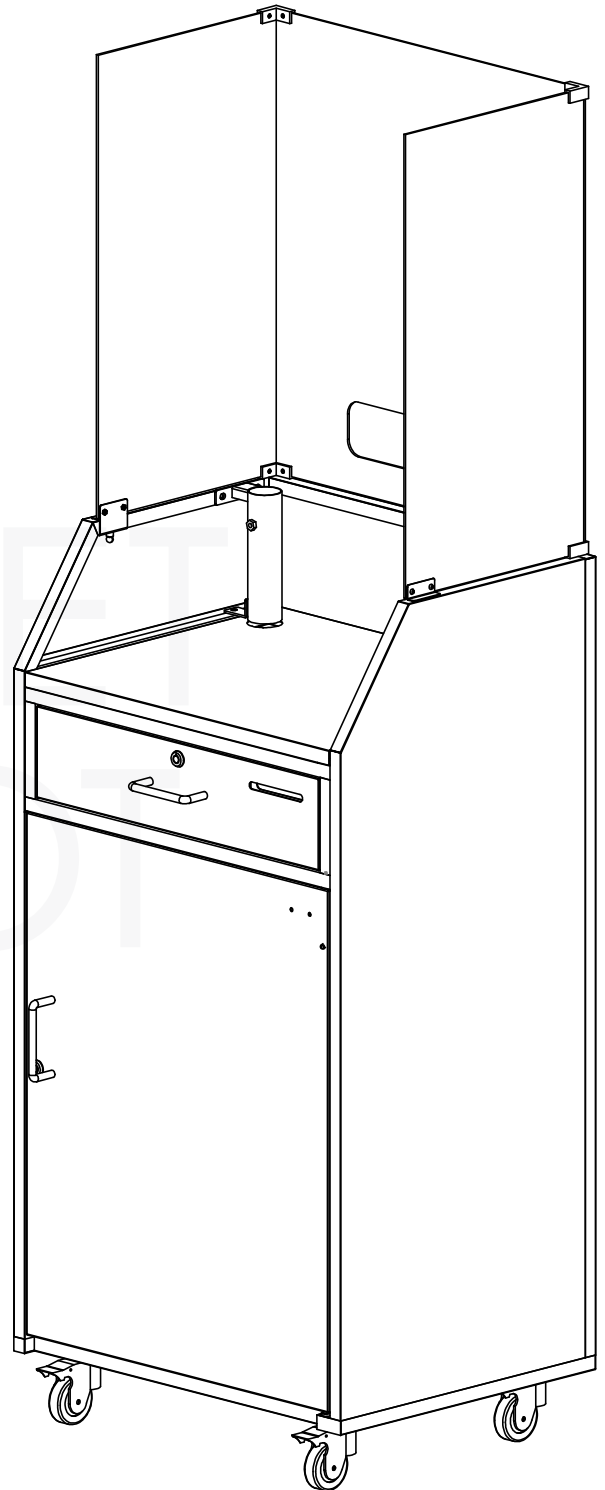


Figure 7

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