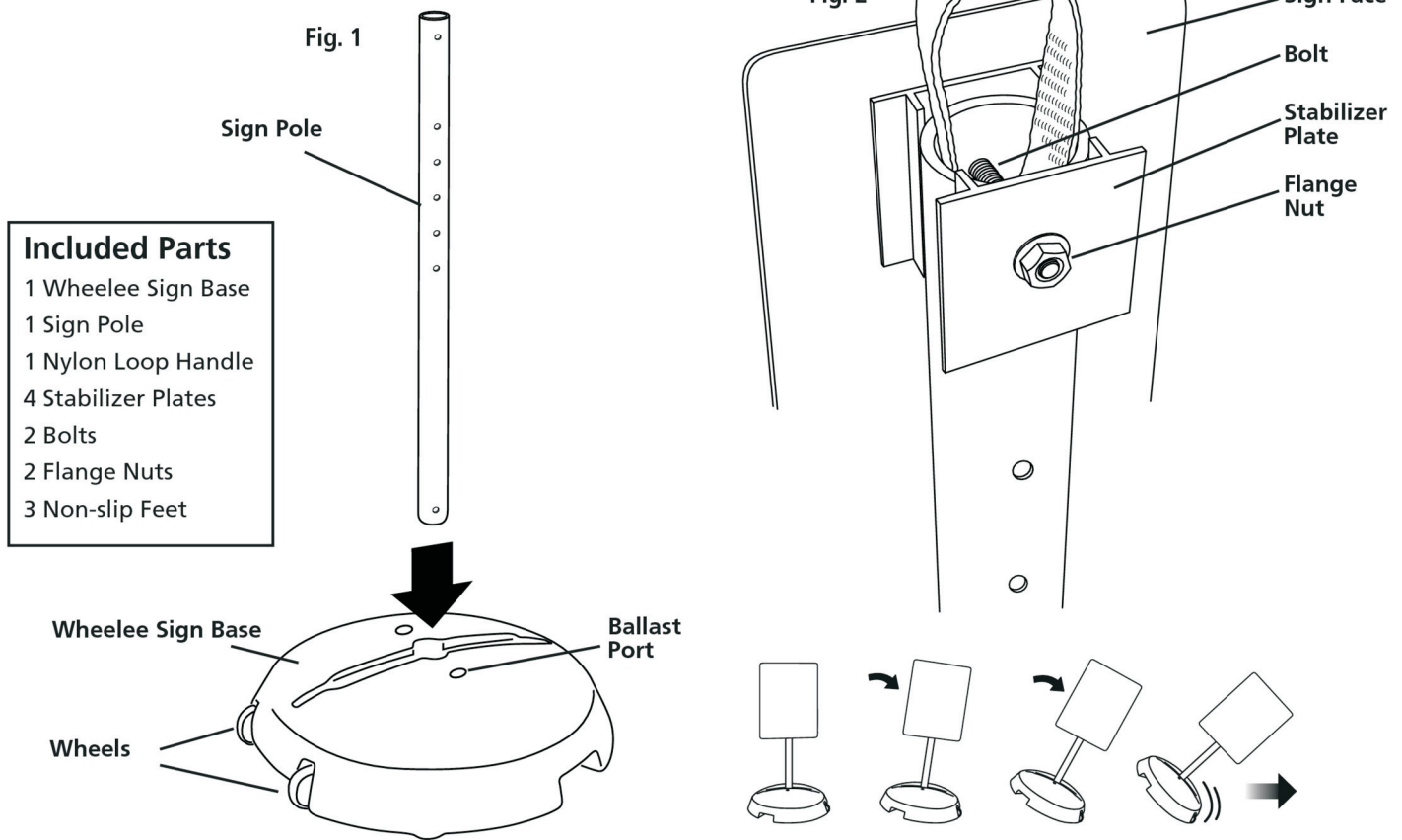


Tip 'n Roll™ Portable Pole Sign User Guide



1. Install the 3 no-mar anti-slip **Feet** by pushing **Feet** into holes on bottom of **Base** and pressing drive pin completely to lock foot into hole.
2. Remove the **Ballast Port** plugs and fill the **Wheellee™** with sand, gravel or water. If using water do not exceed 3 gallons. Add salt or RV antifreeze to prevent freezing.
3. Insert **Sign Pole** into center hole of **Wheellee Base** using a twisting motion while pressing down. Make sure the end of the pole with the 6 mounting holes is facing up with holes perpendicular to slot, see Fig 1.
4. Add 1.5 - 2 gallons of water to the base through one of the **Ballast Ports** for stability. 10 - 15 pounds of sand can be substituted for the water.
5. Attach the top of the sign face to the top hole in the **Sign Pole** using the hardware provided. Make sure to place the **Stabilizer Plate** between the back of the sign and the pole with the flat side facing the sign and the rails running along the length of the pole. The **Nylon Loop Handle** can be added when the **Bolt** is inserted by inserting the **Loop** into the top of the **Sign Pole** so that the **Bolt** goes through it. Attach a **Stabilizer Plate** to the end of the **Bolt** projecting through the pole and finger tighten the **Flange Nut**.
6. Attach the bottom of the sign face to the **Sign Pole** using the hardware provided following the same directions in step 2. You may have to wiggle the sign to align the holes that are 3" on center starting 9" from the top hole.
7. Tighten **Flange Nuts** snugly. Do not overtighten as this may crush or distort the **Sign Pole**. The **Flange Nut** will hold tight.
8. For 2-sided signs place the second sign face between the back **Stabilizer Plate** and the **Flange Nut**. Depending on thickness of sign face, you may need a longer 5/16 - 18 bolt.
9. To move the sign simply grip the **Nylon Loop Handle**, tip the sign on recessed wheels and pull to roll in, out or about.

NOTE: The **Tip 'n Roll™ Portable Pole Sign** accommodates all stock street signs from 9" x 12" to 24" x 24" along with custom shaped sign panels and POP sign faces that attach with zip ties.

CAUTION: **Tip 'n Roll™ Portable Pole Signs** are designed to withstand winds up to 30-40 mph. In the event of higher winds, bring the sign inside or add more ballast.