Screen Surface Instructions

Unfolding and Cleaning Surface

1. Remove the screen surface from its storage pouch and unfold on a clean, dry area. Unfold the surface carefully and slowly.

2. If the screen surface is *cold* (from being transported in cold weather), *do not unfold the surface.* Allow the surface to warm up to room temperature, unfolding the cold surface can damage it.

CAUTION: If the screen surface is the translucent type used for rear screen projection, *do not* permit the surface to come in contact with *any* painted, varnished or plastic finishes. The screen surface will become permanently discolored.

3. When spot cleaning the surface, use a damp cloth with mild, non-abrasive soap and water.

Removing Surface from Frame and Packing

1. To remove the surface from the frame, place the frame and surface on the ground and start at the corners using the finger tabs to unsnap the corners of the surface from the frame (fig a). Continue around the sides, carefully unsnapping the surface from the frame.

2. Start the first fold along the long dimension of the screen surface. Fold the screen in half (fig b), binding to binding (fig c). Important: only the first fold is binding to binding, do not overlap the surface on the binding for subsequent folds.

3. Fold the surface in half again along the long dimension, being careful to not overlap the surface on the binding. Leave at least a 1 1/2" space between the binding and the folded screen surface (fig d). Fold in half again, and continue folding until it is narrow enough to fit in the pouch.

4. Now fold the screen in half cross-wise (fig e), binding to binding. Fold in half again, but do not overlap the surface over the binding (as noted in steps 2 and 3 above). Continue folding in half until the folded surface is the width of the pouch. Place folded surface in pouch.

figure a

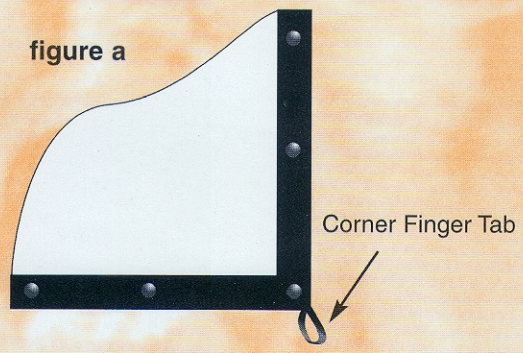


figure b

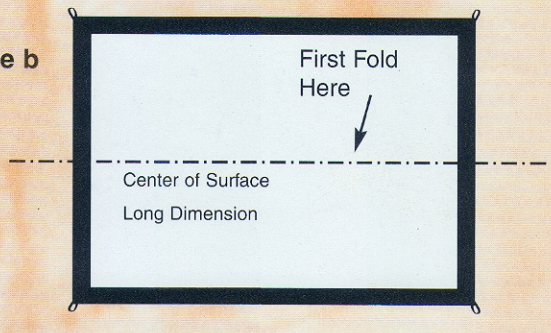


figure c

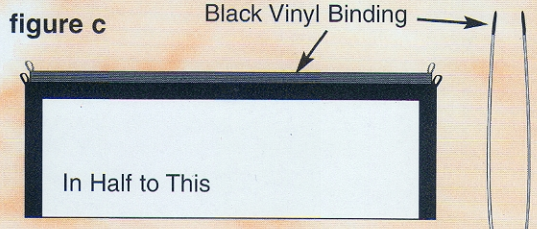


figure d

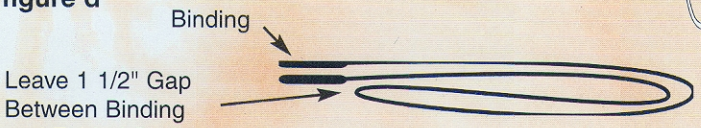
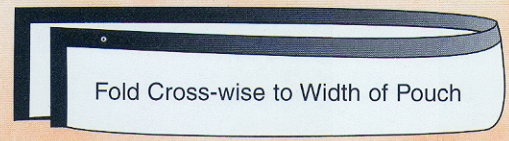


figure e



THE SCREEN WORKS
CHICAGO
AMSTERDAM

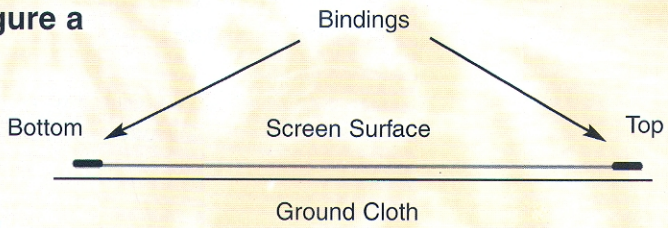
The Screen Works USA
2201 West Fulton Street
Chicago, IL 60612 USA
Phone: 312-243-8265
Fax: 312-243-8290
Toll-Free: 800-294-8111

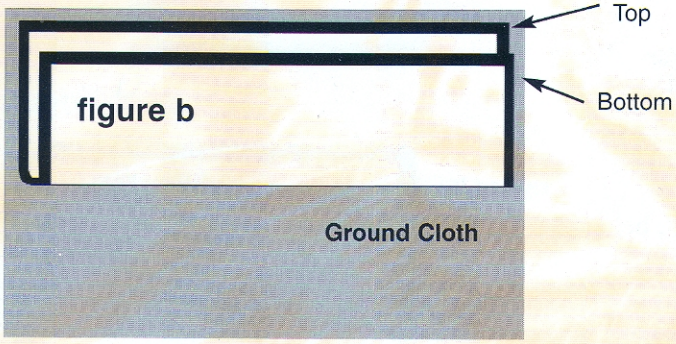
www.thescreenworks.com **ussales@thescreenworks.com**

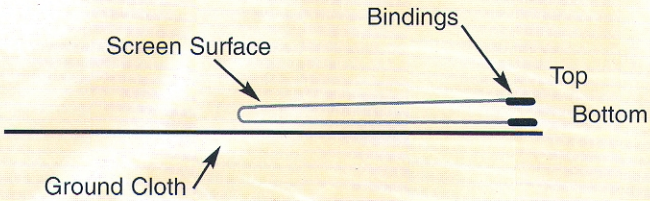
Repacking Large Screens with Groundcloth

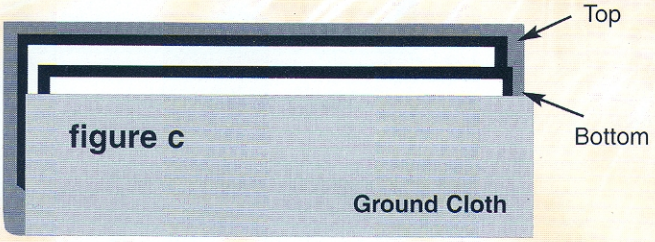
1. *Before* lowering aluminum frame with projection surface still attached, spread ground cloth on floor with clean side up.
2. Lower frame on to the ground cloth.
3. Unsnap projection surface from frame. (fig a)
4. Fold surface *Top* to *Bottom*. (fig b)
5. Fold ground cloth over folded surface, Top to Bottom (fig c)
6. Fold again in same direction. (fig d)
7. Fold twice more in same direction until approximately 12" wide.
8. Fold the *bundle* in half as shown in fig e and fig f until the it is approximately 3' long, and insert into protective envelope or special fiber case.

figure a









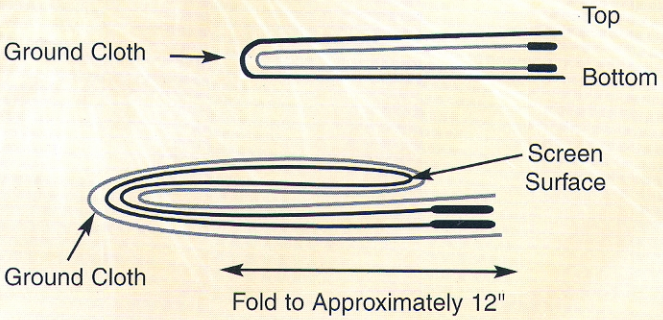
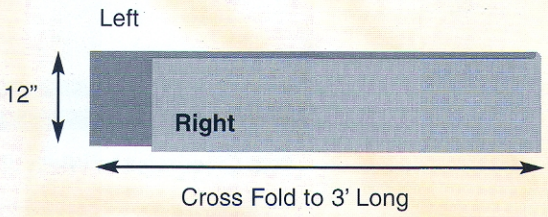


figure d

figure e



The Screen Works Europe
Bennebroekerweg 269
1435 CJ Rijsenhout
NETHERLANDS
p. +31.297.362499
f. +31.297.362498

THE SCREEN WORKS
CHICAGO ★ ★ ★ AMSTERDAM

www.thescreenworks.com **euro@thescreenworks.com**