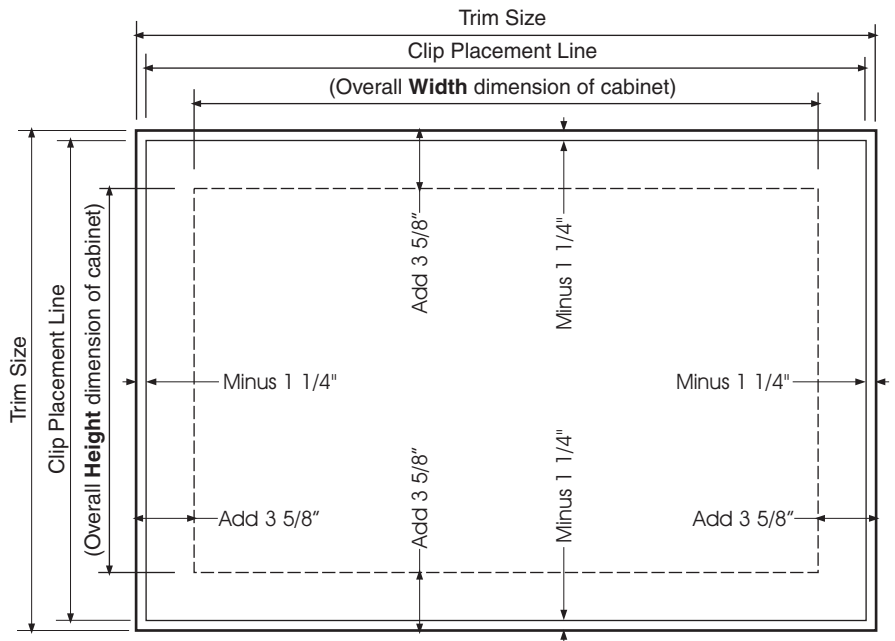# CTS - Assembly Instructions

STEP 1

Vinyl signs produced with the Clip Tensioning System requires one important measurement to insure correct fit. This measurement is the overall dimensions of the sign itself, or the sign size. The sign size is not to be confused with the visual opening. Visual opening deals with the part of the sign that eventually will be visible or illuminated. For example, if a design calls for a sign that is 6' (182.75cm) x 12' (362.75cm), its sign size is 6' x 12'.

STEP 2

Determine the center point and center lines of the sign face to be installed. WORKING FROM CENTER, measure one half of the sign size for both the **Height** and **Width** on either side of the center marks.

Diagram labels:
Trim Size
Clip Placement Line
(Overall **Width** dimension of cabinet)
Trim Size
Clip Placement Line
(Overall **Height** dimension of cabinet)
Add 3 5/8"
Minus 1 1/4"
Minus 1 1/4"
Minus 1 1/4"
Add 3 5/8"
Add 3 5/8"
Minus 1 1/4"
Add 3 5/8"

STEP 3

Add 3 5/8" to both sides of the H**eight** and **Width** for a total of 7 1/4" to the overall **Height** and **Width** of the sign size. This will give you the **Trim Size**. (Example 6' x 12' sign now reads 6'-7 1/4" x 12'-7 1/4")

STEP 4

Minus 1 1/4" in from the **Trim Size** from both sides of the **Height** and **Width**. This will give you the Clip Placement Line.

STEP 5

Fold flexface vinyl substrate along Clip Placement Line and install the CTS Flexholder Clips (CTSCLIP) over this folded edge first. The vinyl is held in by the CTS Flexholder Bar (CTSBAR-P). The bar is inserted between the fold of the vinyl, bullet edge first. **(Fig.A)** The bar is correctly installed if the channel is facing towards the direction of the decorated sign face. Clips and Bars should be positioned no more than 8" apart, and no closer that 6" apart. Install the FHU-CLIP two per clip/bar one on each side of the CTSCLIP. Repeat this process until all clips and bars are installed.
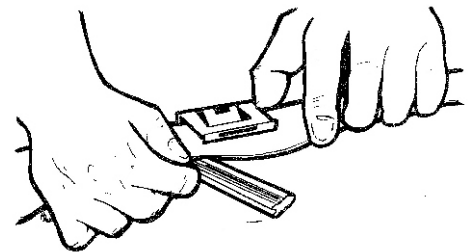
Fig. A

STEP 6

Position vinyl onto CTS Frame. Tuck all clip/bar assemblies into channel of the frame. The face is now ready for tensioning. Begin by aligning the center most clip with the center of the frame. Starting from this center location, insert the pivot of the Clip Tensioning Tool (CTS-TOOL). Position the blade of the tool between the folded vinyl and into the slot of the CTSBAR-P. **(Fig. B)** Push clip/bar assembly into the frame by "rocking" the tool, until spring "snaps" into the frame. Remember to work from the center of the frame on all four sides. Tension sign face so that is it smooth and flat. **Be careful not to over tension the face.**
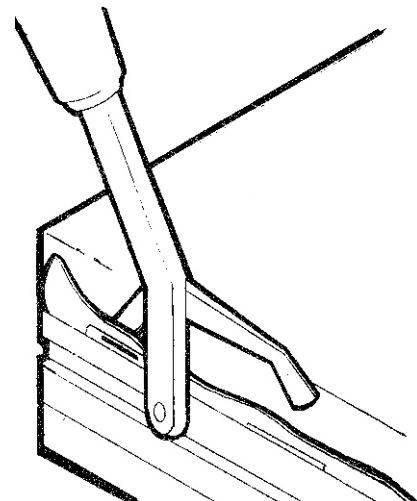
Clip Removal

To loosen or remove the sign face, depress the spring with a standard screwdriver, and face will pull out of the frame.

Fig. B