

# Pannier Exhibit Base

## Assembly and Installation Instructions

For use with the following exhibit bases:



Low Profile



Cantilevered

FORM # LP/INST  
REV 01.08.08

### Installing a Pannier exhibit base is as easy as 1, 2, 3.

#### Step 1 – Inspect and Organize

As soon as your shipment arrives inspect all pieces and assembly components to make sure your delivery is complete.

For each exhibit base, the following will be included: (Figure 1)

- A. Frame Leg(s)
- B. Top Angle Bracket
- C. Exhibit Panel (Use Pannier embedded fiberglass panels for best results)
- D. Aluminum Drive Rivets (1/4" and 3/8")
- E. Frame Assembly

Assembling and installing a Pannier Exhibit Base is a straightforward process made even easier if two or more people work together using the proper tools and materials to complete the task.

#### Recommended tools and materials:

- Power or manual post-hole digger
- Shovel
- Wood braces
- Hammer
- Clamps
- Nails
- Plastic sheeting
- Cement
- Gravel
- Tamping bar
- Level

#### Step 2 – Assembly

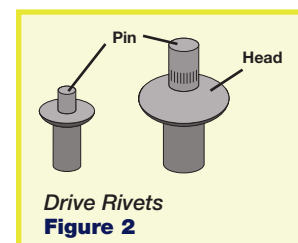
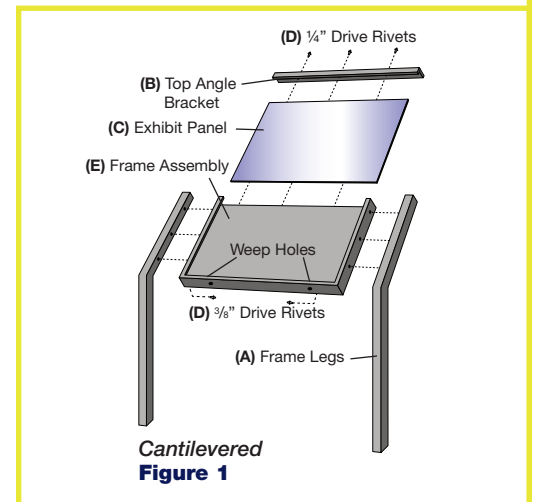
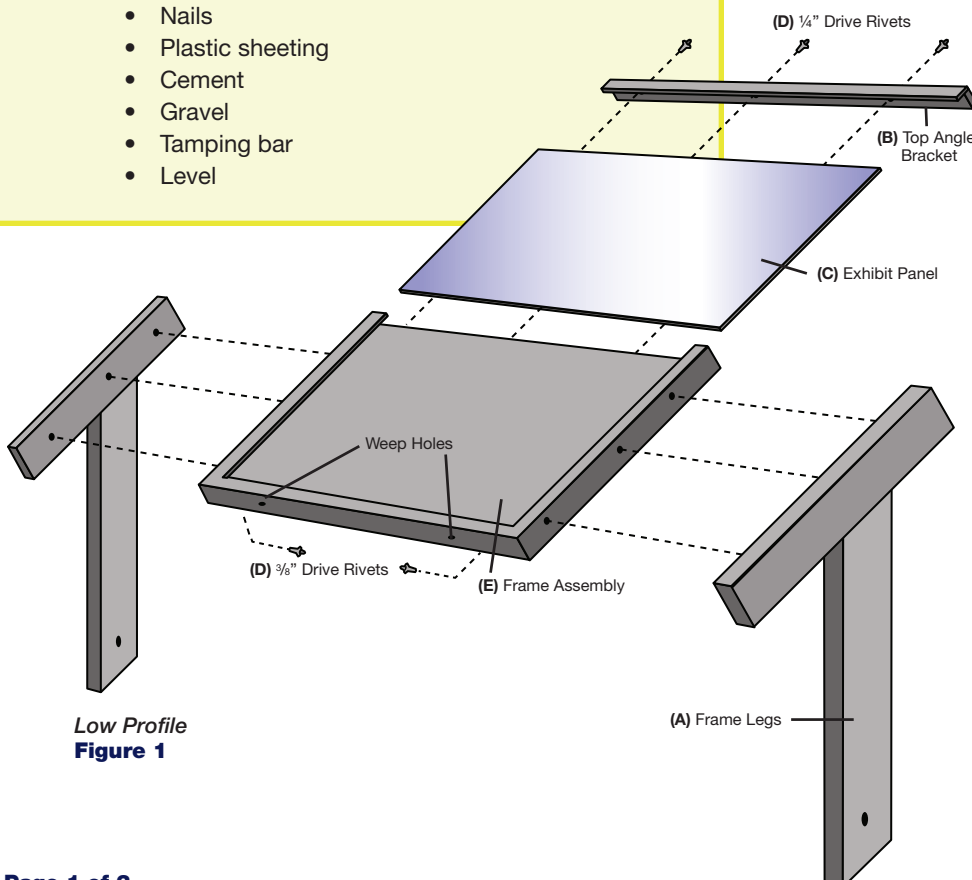
**If you purchased your exhibit panels and bases from Pannier, most of the assembly has already been completed for you**

All you need to do is attach the exhibit base leg(s) to the completed panel frame assembly with the supplied 3/8" drive rivets as shown in Figure 1. Proceed to Step 3 – Installation.

**If you purchased the exhibit bases only, you will need to install your exhibit panel and attach the base leg(s)**

To install the exhibit panel, first remove screws from the top angle. Place the frame assembly face-up on a raised sturdy work surface. Slide your exhibit panel face-up into the frame assembly channel, making sure the panel bottom matches the frame bottom as indicated by weep holes. Attach the Top Angle Bracket with supplied 1/4" drive rivets to securely enclose the exhibit panel. Insert the rivet, and drive the pin (see Figure 2) down with a hammer until flush with the head.

Attach the completed frame assembly to the leg(s) with the 6 supplied 3/8" drive rivets. Proceed to Step 3 – Installation.



## Step 3 – Installation

Move all assembled Exhibit Bases, tools and materials to the installation site. Mark the installation location using stakes or approved marking paint to indicate leg locations. Prior to installation, please check the local building and signage codes as well as the applicable ADA (Americans with Disabilities Act) regulations for compliance.

### Installing to a permanent surface:

When installing the exhibit base with attached base plates to a permanent surface, such as concrete, use the appropriate fastening devices to provide a secure and permanent installation.

### Installing in the ground:

When installing the legs in the ground, you will need to dig holes approximately 6" below the local frost line. We recommend that you plan your installation depth to allow for approximately 28" to 32" distance between the ground surface and the bottom of the exhibit frame assembly when finished.

### Preparing the holes

Fill the completed holes with approximately 6" of gravel and tamp to provide an even and firm surface.

### Protecting the exhibit base

To prevent concrete splatter from attaching to the base legs, wrap and secure plastic to the upper portion of the base legs to protect any part which will be seen after installation.

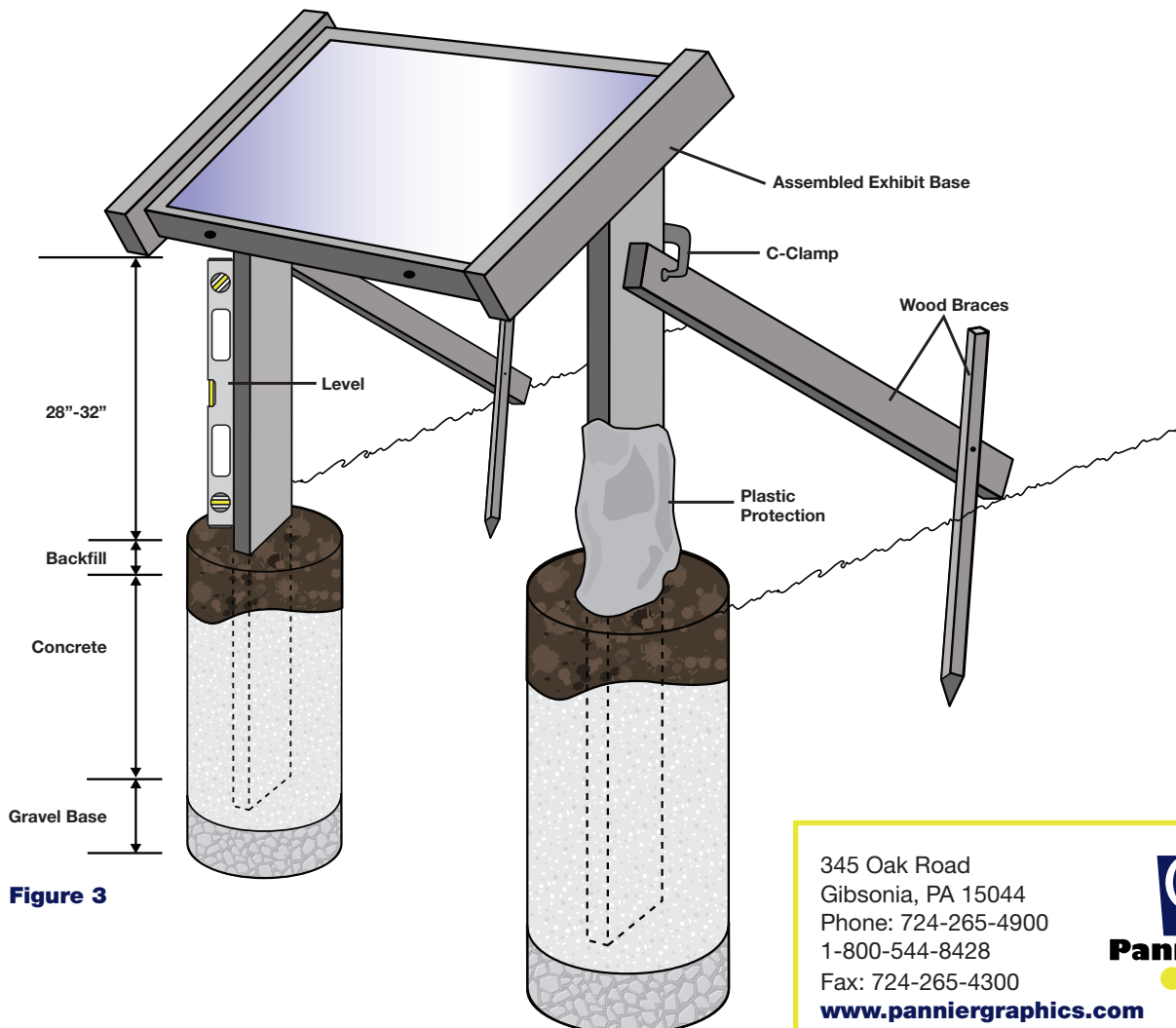
### Setting the exhibit base

Set the exhibit base in the ground, level the uprights by securing with temporary braces and clamps as shown in Figure 3. Double-check the distance from the ground surface to the exhibit frame for proper height.

Mix and fill the holes with wet cement to within 2" of the ground surface. Agitate the concrete to remove air pockets making sure to not bump or move the braced exhibit base. Carefully recheck the base level before the concrete begins to harden.

### Finishing the installation

Let cement set for at least 24 hours, remove the plastic and braces, back fill remaining holes and finish as necessary.



345 Oak Road  
Gibsonia, PA 15044  
Phone: 724-265-4900  
1-800-544-8428  
Fax: 724-265-4300  
[www.panniergraphics.com](http://www.panniergraphics.com)

