



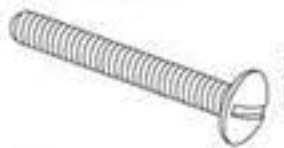
Tip 'n Roll® Portable Pole 2 Sign Holder USER GUIDE



Split Flanged Bushing (1)



Pole Stop (3)



Stabilizer Mounting Plate Bolt (5/16") (2)



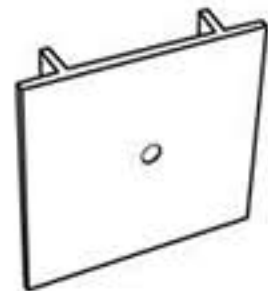
Security Bolt (1/4") (1)



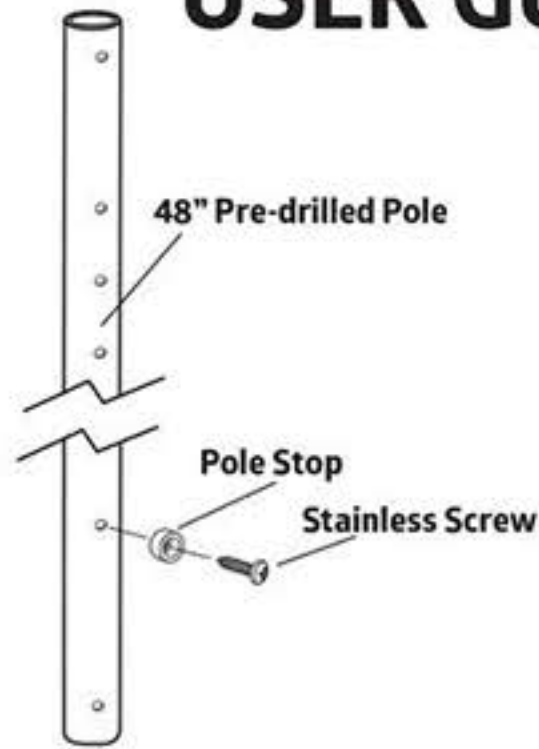
Stainless Screws (2)



Flange Nut (2)



Stabilizer Mounting Plate (4)



48" Pre-drilled Pole

Pole Stop

Stainless Screw

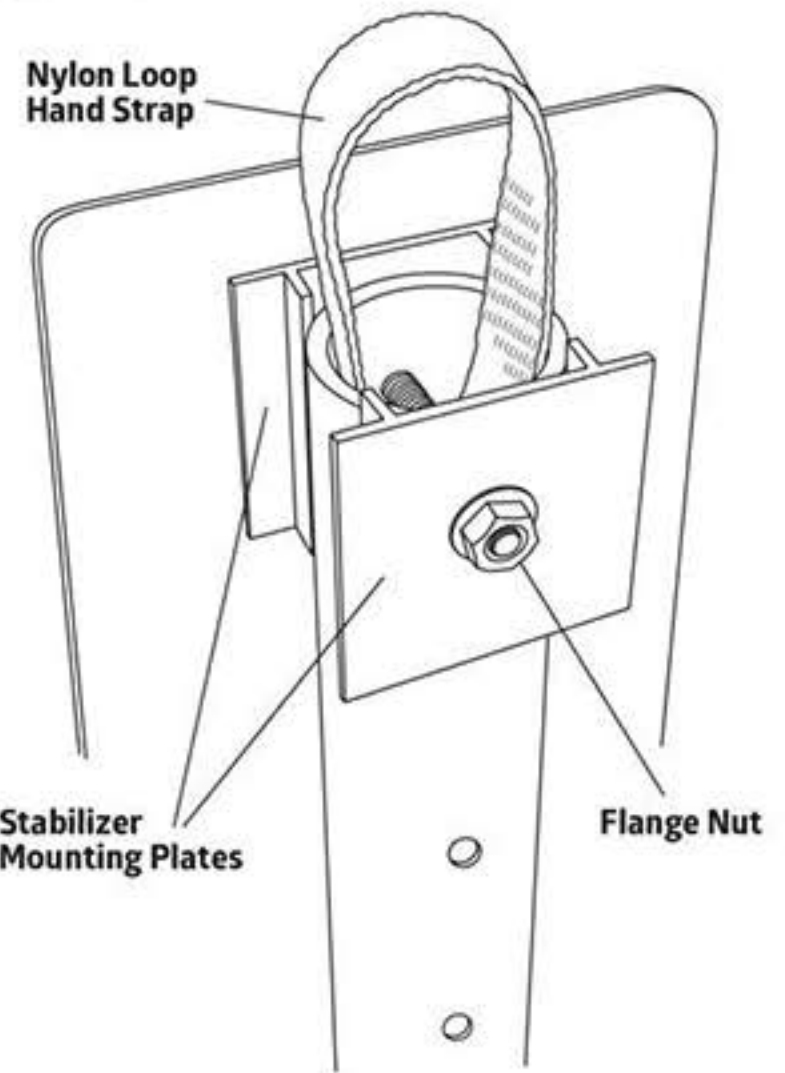


Split Flanged Bushing

Ballast Ports

Security Bolt

Portable Pole 2 Rolling Sign Base



Nylon Loop Hand Strap

Stabilizer Mounting Plates

Flange Nut

1. Insert **Split Flanged Bushing** into center hole of **Sign Base** making sure to orient it so that the larger ends with the screw holes are perpendicular to the **Ballast Ports**.
2. Attach the 2 **Pole Stops** using the pre-drilled holes about 12" up from the bottom on the **Sign Pole** using the **Stainless Steel Screws** provided; the screw fits into the inside of the cup side. The 3rd stop is an extra.
3. Insert the Pre-Drilled **Sign Pole** into center hole of base through the **Split Flanged Bushing** using a twisting motion while pressing down until the **Pole Stops** make contact with the **Split Flanged Bushing**. Make sure the end of the pole with the 6 mounting holes is facing up.
4. Put the **Security Bolt** into the hole on the side of the **Sign Base** and screw in firmly; Do Not over-tighten.
5. Add 2-2.5 gallons of water to the base using one of the **Ballast Ports**, for stability and wind resistance; the complete sign will weigh 25-30 lbs.; 20-35 pounds of sand can be substituted for the water for additional stability.
6. Attach the top of the sign face to the top hole in the **Sign Pole** using the hardware provided. Make sure to place the **Stability Plate** between the back of the sign and the **Sign Pole** with the flat side facing the sign and the rails running along the length of the **Sign Pole**. The **Nylon Loop** handle can be added when the top bolt is inserted by inserting the **Nylon Loop** into the top of the **Sign Pole** so that the bolt goes through it. Attach a **Stabilizer Plate** to the end of the **Mounting Bolt** projecting out of the **Sign Pole** and finger-tighten the **Flange Nut**.
7. 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 on 3" centers starting 9" from the top hole.
8. Tighten the **Flange Nuts** snugly; Do Not over-tighten, crush or distort the **Sign Pole**. The **Flange Nuts** have serration's that will hold tight.
9. For 2 sided signs place the second sign face between the back **Stabilizer Plate** and the **Flange Nut**. For thick sign panels a longer 5/16" bolt may be required.
10. To move the sign simply grip the **Nylon Loop** hand strap, tip the sign on its recessed wheels and pull to roll in, out or about.

NOTE: The 'TIP-N-ROLL'™ Portable Pole 2 Sign Holder accommodates all stock street, safety, directional and other signs from 9"x12 to 24"x24" plus 12"x36" along with custom shaped sign panels. POP pole signs that attach with zip ties can also be used.

CAUTION: 'TIP-N-ROLL'™ Portable Pole 2 Sign Holders are designed for winds up to 30-40 mph. In the event of higher winds bring sign inside or add more ballast.