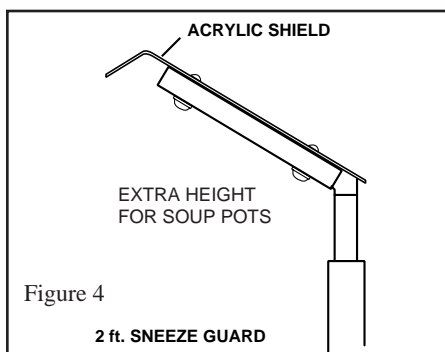
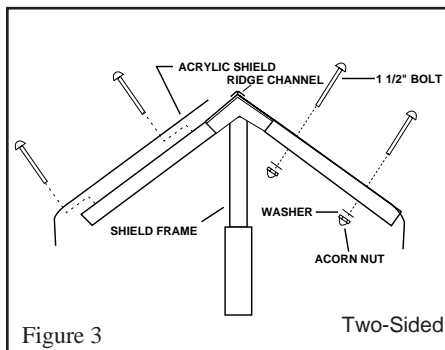
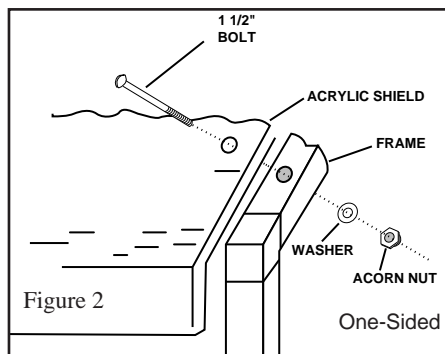
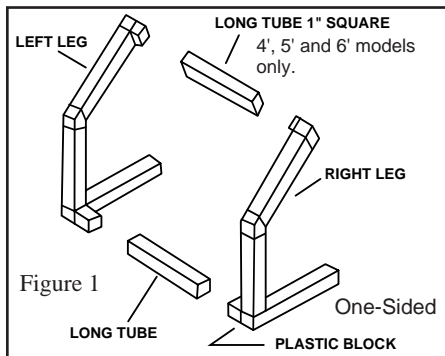


# SNEEZE GUARD ASSEMBLY INSTRUCTIONS



**PRODUCT NUMBERS** 9148, 9160, 9172, 9224, 9248, 9260, 9272, 9404, 9406, 9414, 9416, 9710, 9712, 9720, 9722

## SINGLE-SIDED

1. Lay shield, both legs, spars (long tubes) and package of nuts, bolts and washers on the floor or on a table.
2. Holding one spar (long tube) in one hand and one leg in the other hand, start pushing the exposed end of plastic block into the end of the spar (see Fig. 1). Then start pushing upper block into second spar, (for 4', 5' & 6' only). Repeat for second leg.

**NOTE:** If the blocks are hard to push into the tubes, put leg flat on floor with plastic block pointing up and push tubes onto blocks. To get a snug fit, it may be necessary to use a mallet or hammer.

3. This part (assembly of sneeze guard shield) requires two (2) people:
 

*Side 1:*

  - a. Person #1: Position and hold one (1) shield in place (with bend at bottom) above the sneeze guard legs (see Fig. 2).
  - b. Person #2: Align holes and insert 1½" bolt – 2 places.
  - c. Both people: Place washers & screw on the acorn nuts until they're snug.
  - d. Repeat steps b & c at the other end (*Side 2*).

## DOUBLE-SIDED

4. Requires Two (2) People.
  - a. Person #1: Position and hold one (1) shield in place (with bend at bottom) above the sneeze guard legs (see Fig. 3).
  - b. Person #2: Align holes and insert 1½" bolt – 2 places.
  - c. Repeat steps a & b at other end.
  - d. Slide ridge channel into place.
  - e. Tighten down with washers and acorn nuts.
  - f. Repeat steps a, b, c and e for other side.

## ADJUSTABLE

5. To adjust (from 11½" to 17½"):
  - a. With one hand holding the vertical tube, use your thumb on the other hand to depress the black button as far as possible.
  - b. Push or pull the moveable upper section either "up" or "down". The leg will move one notch at a time. Continue until at desired height.

## 2 FT. SNEEZE GUARD ONLY

6. To get extra height for soup pot, attach acrylic shield with curved edge at the top (see Fig. 4).

**TO CLEAN:** Use a soft rag with soap and water, or a cleaner such as **Tend** (manufactured by Dawn Products Company, Englewood, Colorado). **DO NOT** use **ammonia** glass cleaners, or **abrasive** cleaners since they will **cloud** or **scratch** the surface of the Sneeze Guard.

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