

Installation Instructions for Virgin Atlantic Outdoor Billboards

PLEASE READ THESE INSTRUCTIONS BEFORE YOU BEGIN INSTALLATION

Schedule

Expected arrival for props: March 27 through April 3 2006

Post date: April 1 - 7, 2006

Buckle/Strap prop and vinyl must go up at the same time

What You Will Be Receiving

For each billboard, the following items are provided by Tim Vittetoe Originals.

Item	Description
Frame	Main Frame (w/ Support Arm) for Prop, Virgin Atlantic Billboard, Approx. Dim: 15ft x 28 in x 3 in
Buckle/Strap	Buckle and Strap Prop, Virgin Atlantic Billboard, Approx. Dim: 15 ft x 50 in x 10 in
Corners & Hardware	Each Pallet Contains: <ul style="list-style-type: none">- 4 Billboard Corner Extensions- 2 Billboard Top Extensions- 1 Large "T-Bar" Extension Arm- 2 Small "T-Bar" Extension Arm- 2 Straight Extension Arms- 1 Support Arm Bracket (Support Arm W/ Main Frame)- 1 Bag Hardware Approx. Pallet Dim: 5 ft x 5ft x 8 in
Hardware Bag	Each Bag Contains: <ul style="list-style-type: none">- 10 3" Hex Bolts- 5 4" Hex Bolts- 4 3" Hex Lags- 2 6" Hex Bolts- 20 Washers- 20 Nuts- 12 Cable/Zip Ties

Each prop weighs approximately 400 lbs

Shipping Company

CTS

2515 Brunswick Avenue, Bldg B

Linden, NJ 07036

Contact Name: Ann Mandoske

Phone: 1-800-441-4CTS

Note: The support frame, buckle/strap, and hardware are being shipped "LTL Blanket wrapped" and are not crated.

Lighting

- Boards will need to have electricity for lighting at night
- The boards will need enough lighting so that they can be seen clearly at night
- A spotlight will also need to be affixed to the scaffolding to shine on the buckle/strap

Orientation of Buckle/Strap

- The buckle/strap will be mounted on the left side of the board (when you are facing it) - see figure below



48 ft x 14 ft Billboard Concept

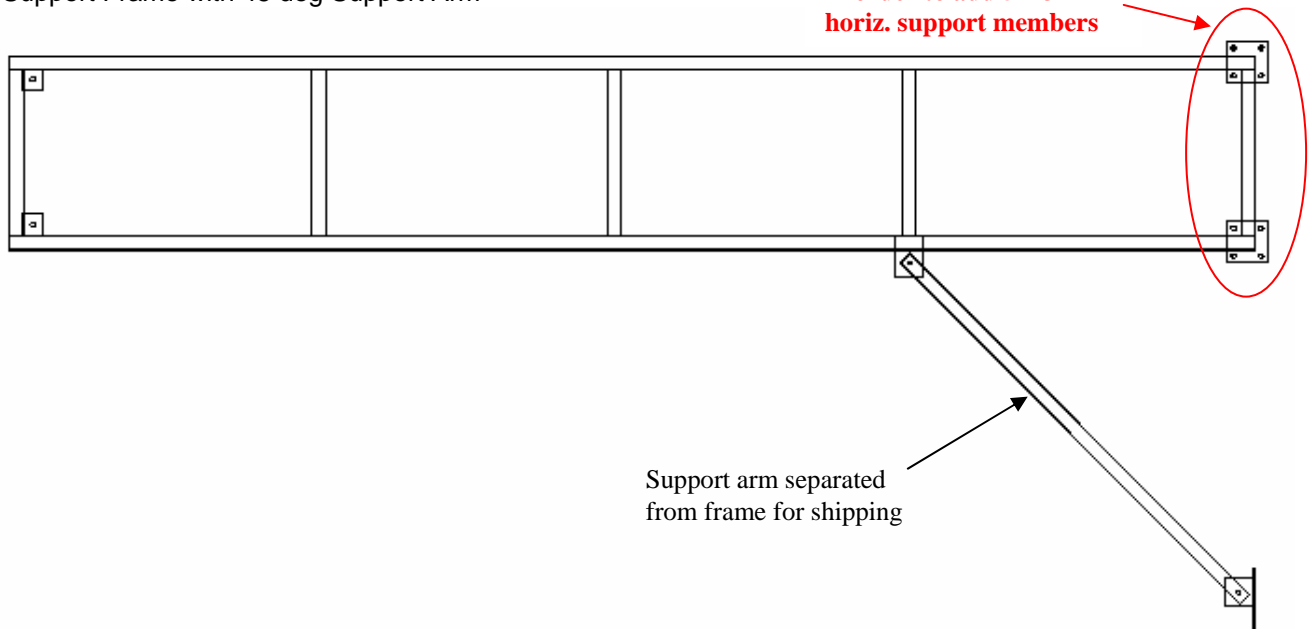
Virgin Atlantic Luggage Tag Prop

Support frames with nuts, bolts and plates have been provided for mounting the prop to the billboard. **The installer will be required to provide additional hardware and frame members to mount the support frame to the back of the billboard. Modifications to the support frames will be needed to accommodate the horizontal 5 x 3 tubes as shown in Scott Lewis instructions and schematics.**

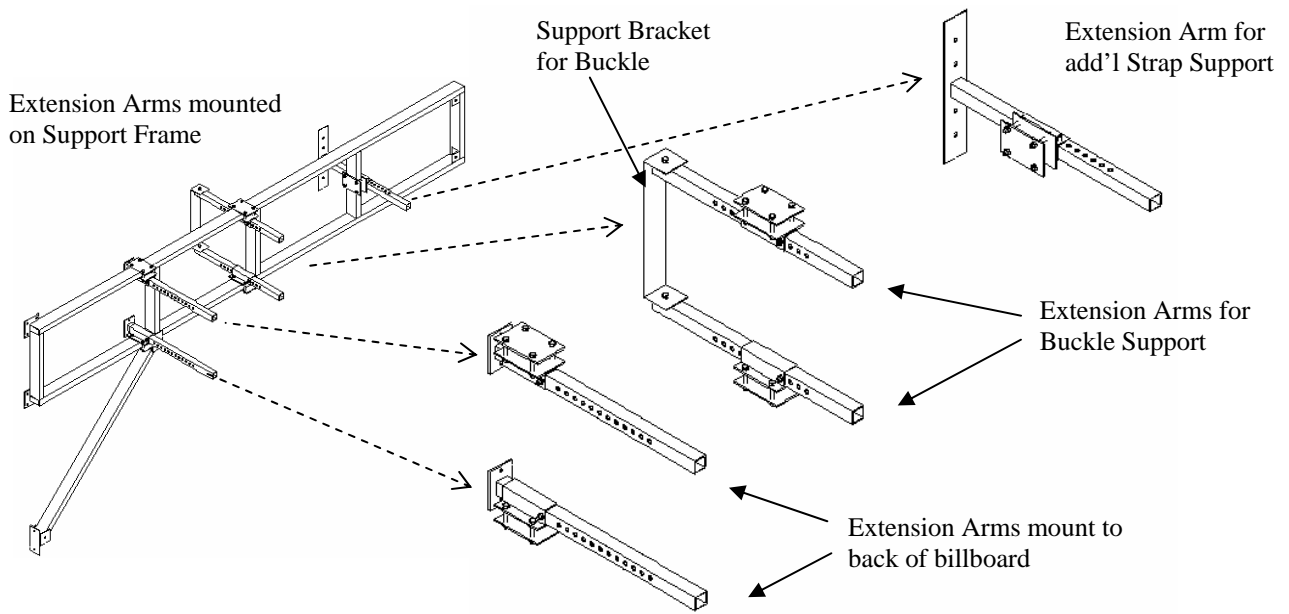
Parts List

- Support Frame with 45 deg Support Arm

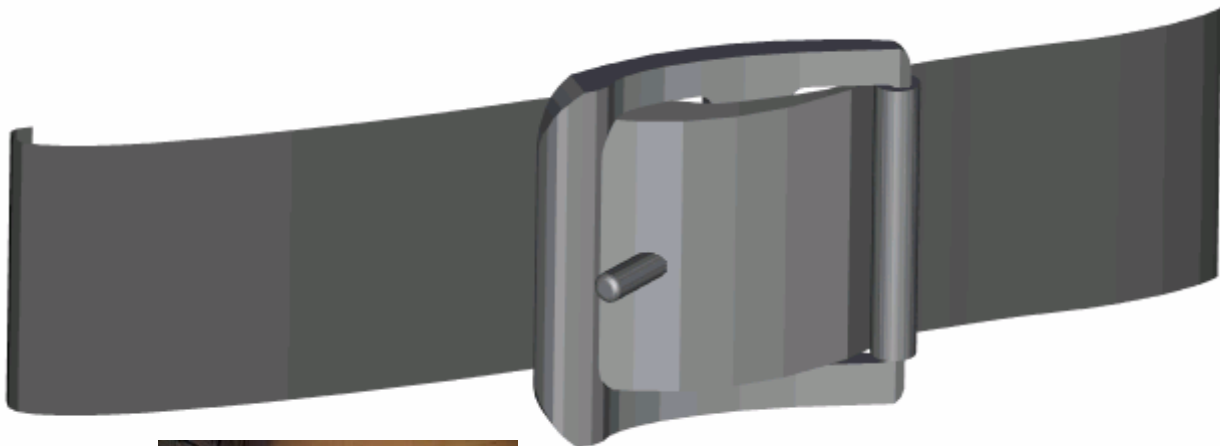
Installer will need to modify the end treatment in order to add 5 x 3 horiz. support members



□ Extension Arms with support brackets (5 ea)

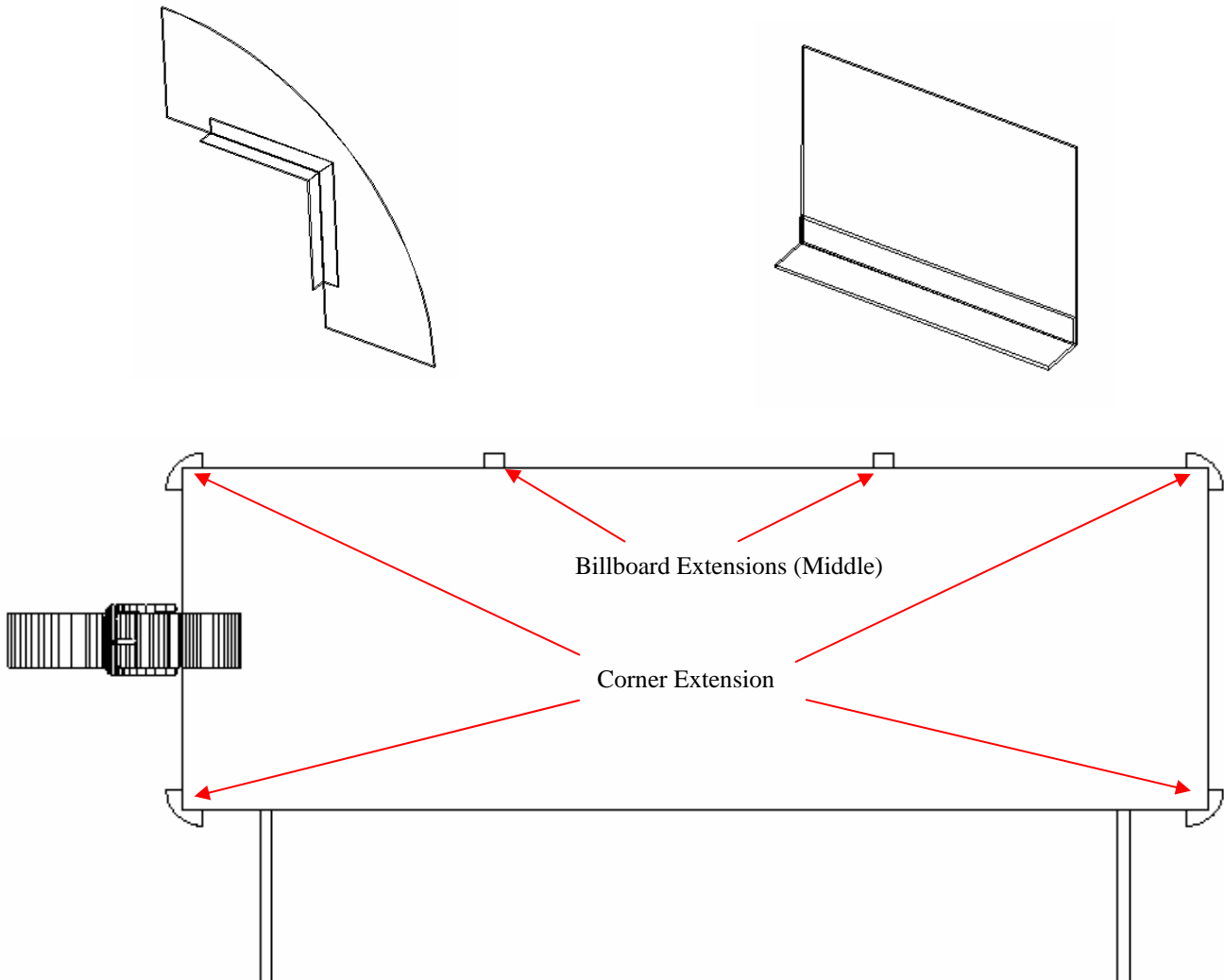


□ Buckle and Strap (Pre-assembled)



Corner Extensions (4 ea per billboard)

Billboard Extensions (2 ea per billboard)



Mounting Hardware

- 3" x 1/2" Hex Bolts, 10 ea
- 4" x 1/2" Hex Bolts, 5 ea
- 3" x 1/2" Hex Lags, 4 ea
- 6" x 1/2" Hex Bolts, 2 ea
- 1/2" Washers, 20 ea
- 1/2" Dia. Nuts, 20 ea
- Cable/Zip Ties, 12 ea

Additional Hardware Needed (Supplied by Billboard Installers)

The billboard installers are required to provide additional hardware to mount the support frame to the back of the billboard. Scott Lewis, Professional Engineer, has provided recommendations for how the prop shall be secured to the various billboards. Mr. Lewis has inspected the boards in the New York and New Jersey regions to determine the installation requirements – the installation, support system and hardware vary with each billboard. In addition, Mr. Lewis has consulted with James R. Haynes, P.E., State of Washington License # 21470, of CADRE Analytic, 2035 201 Ave S.E, Sammamish, WA 98075 who performed the load and structural analysis (report No. 60003) for the prop. A copy of this report is available online at <http://www.costumesandprops.com/docs/Rpt60003.pdf>.

Installation Guidelines

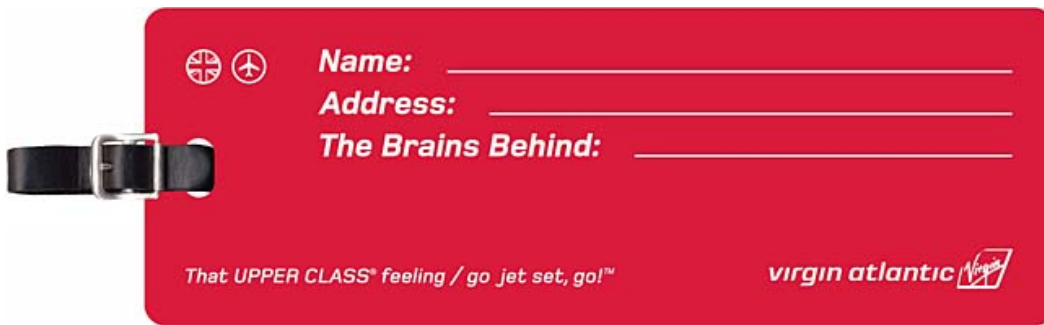
Orientation

The orientation of the buckle/strap should be as shown in the drawing below:

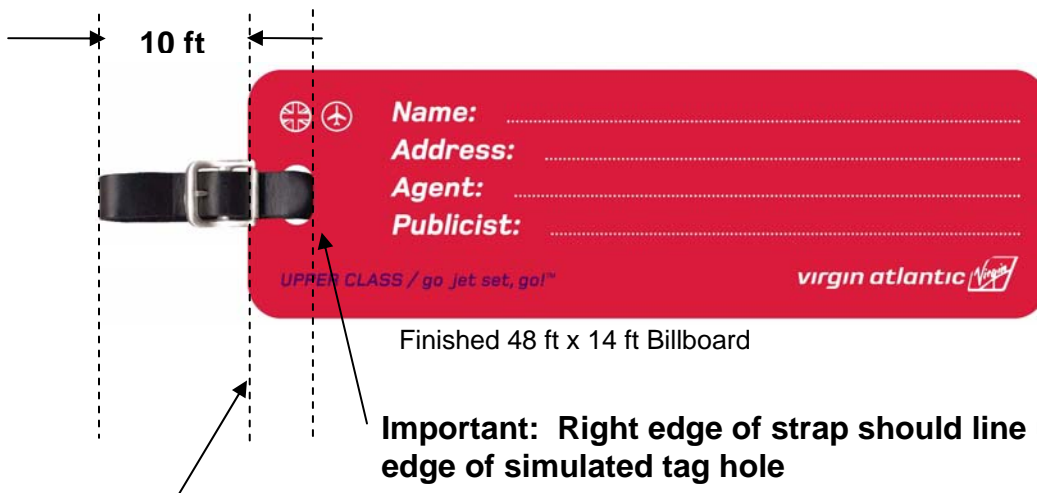
The blue line shows the original billboard size. The corners and the middle extension pieces (rectangular) extend the board size by approx. 10 ¾" on all sides.



Original Billboard Size (Blue Line) with Corner and Side Extensions



Finished 60 ft x 20 ft Billboard with Rounded Corners



Finished 48 ft x 14 ft Billboard

Important: Right edge of strap should line up with right edge of simulated tag hole

Important: Align buckle roller with edge of vinyl for all billboards

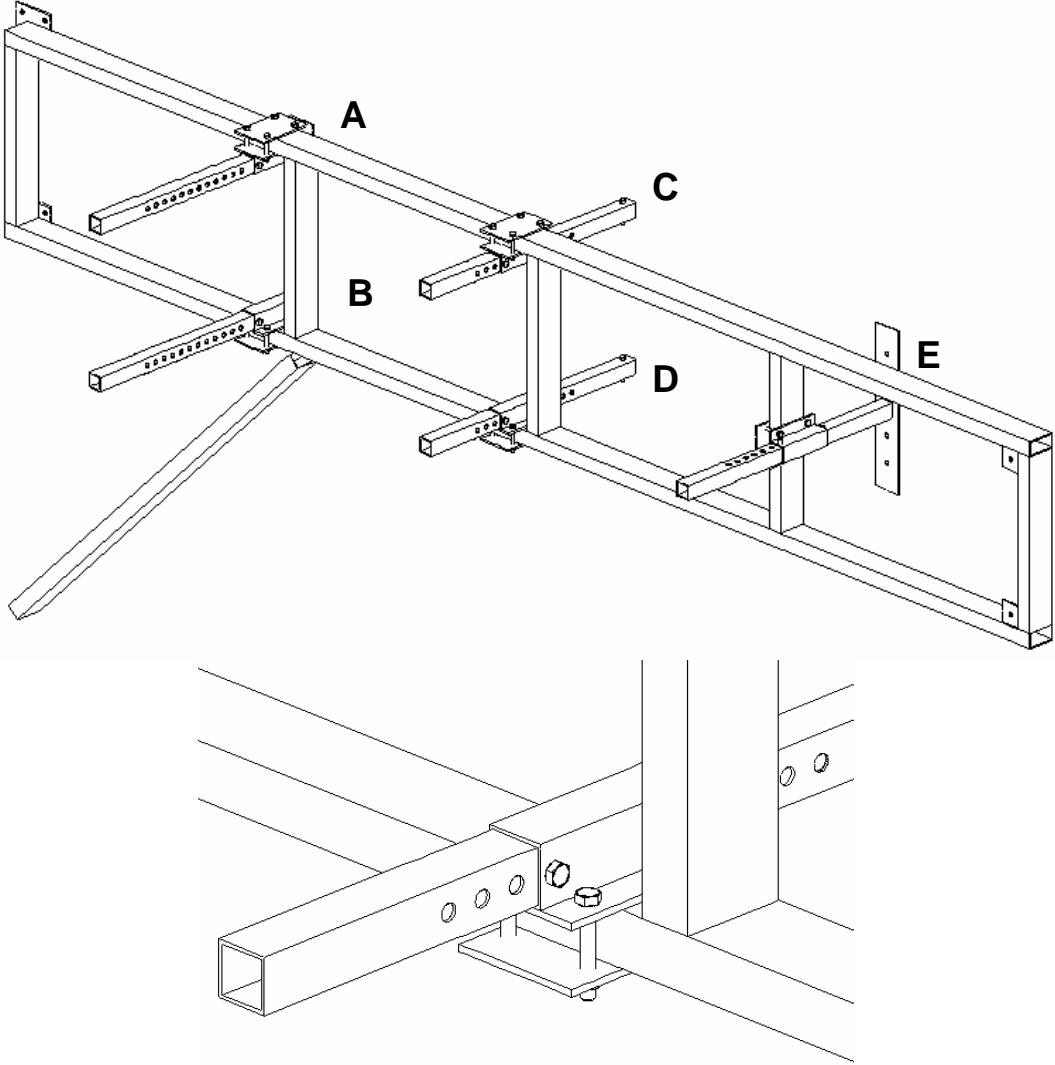
Installation Steps

Step One – Add Corner and Side Extensions

Add corner and side extensions to the billboard. **It is likely that the billboard installers will need to construct an extension that spans the entire length of the billboard on all four sides to ensure that the vinyl does not sag.** Rectangular extensions have been provided for the top of the billboards, since the effect of gravity on the vinyl is the greatest on the top edge of the billboard.

Step Two – Attach Extension Arms to Support Frame

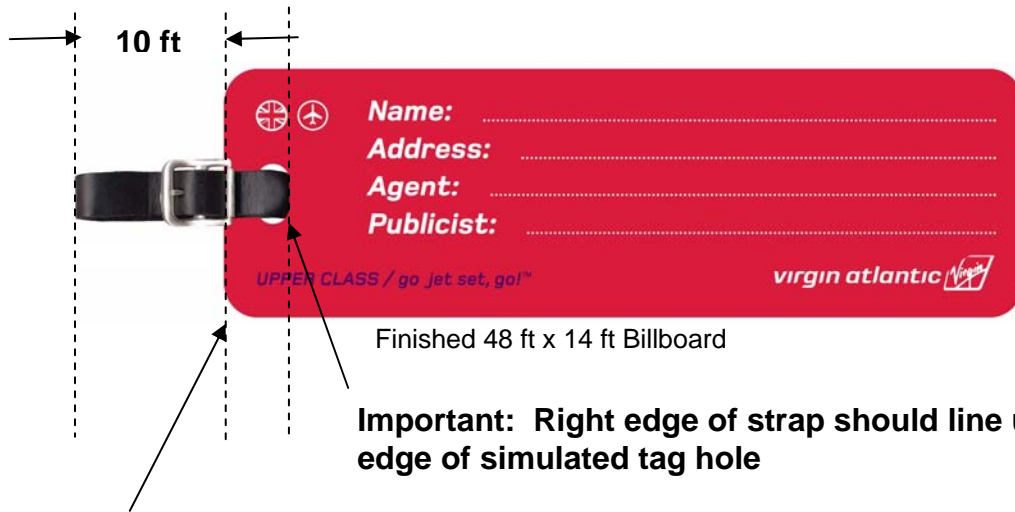
After the vinyl has been installed, secure the extension arms to the support frame using the hardware provided. Extension arms A and B will be mounted to the billboard structure (behind it). The depth of the extension arms is adjustable to allow for the greatest of amount of flexibility in order to accommodate different billboard structures.



Detail Showing Extension Arm Mounted to Support Frame

Step Three – Mount Support Frame to Billboard Structure

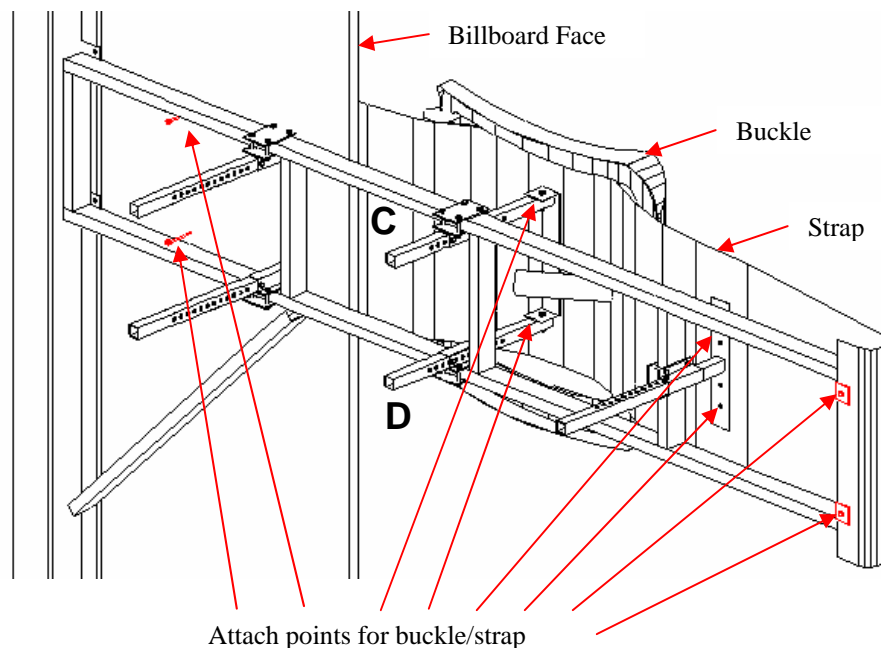
Follow the instructions drawings provided by Scott Lewis to secure the frame to the back of the billboard. The strap and frame should extend to the side of the billboard by 10 ft as shown below. The edge of the buckle roller should align with the vinyl edge for all billboards.

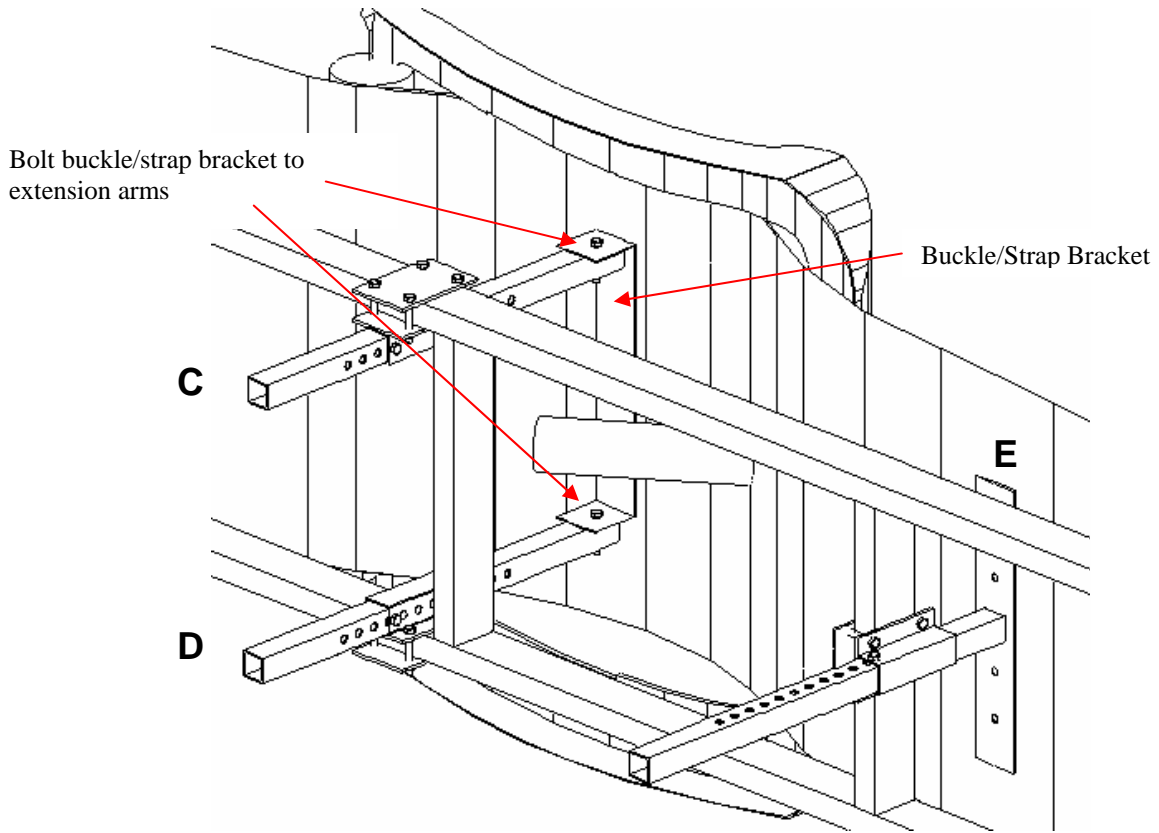


Important: Align buckle roller with edge of vinyl for all billboards

Step Four – Attach Buckle/Strap to the Support Frame

A) Extension arms C and D support the buckle. The bracket for the buckle is already installed and should be secured into place with the strap at the same time. There are multiple attach points to secure the buckle to the support arm and billboard face.

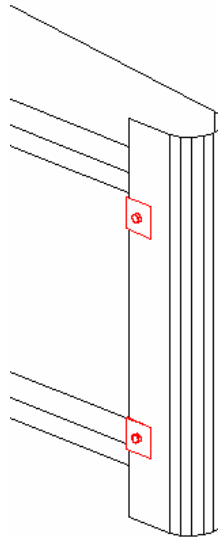




B) Secure the right side of the strap (looking from the rear view) to the frame using the plates, nuts, bolts and washers provided (see picture below which shows lower attach point on frame).



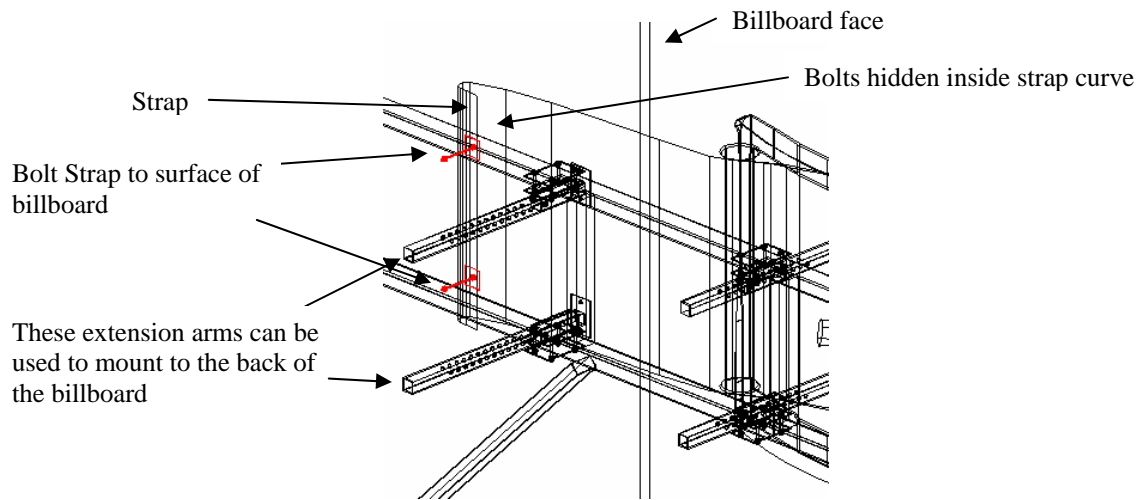
Attach Plates And Hardware, Right Side



Strap Attach Points, Right Side

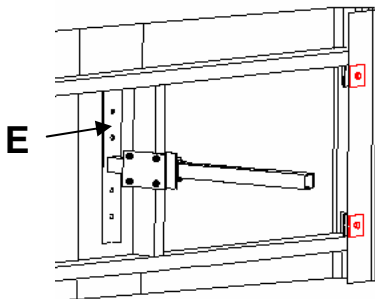
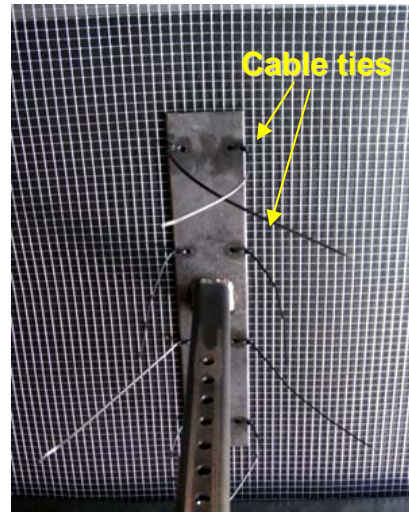
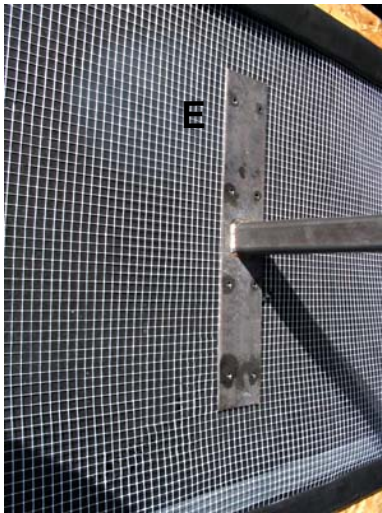


- C) Secure the left side of the strap through the FACE OF THE BILLBOARD using ½” diameter nuts, bolts and washers. The treatment of the left side is similar to the right side. **The plates and bolts are hidden from view by mounting the nuts, bolts and plates within the strap curvature on the billboard face.**



Strap Attach Points, Left Side (Rear View)

- D) Secure the strap to Bracket on Extension Arm E on the right side using the plastic cable ties and plates provided.



Questions?

Please call Tim Vittetoe at (425) 260-8949 or e-mail us at info@costumesandprops.com.