

Directory Installation

Supplies needed
at least 2 persons
drill
pen or pencil
5/32" & 1/4" drill bits
level

1. Remove the top and last directory strips with the suction cups provided exposing the pre-drilled holes.
2. Locate the directory on the wall desired.
3. Make sure it is level.
4. Use a pencil and mark the corners.
5. Drill into the same pre-drilled holes using the 5/32" drill bit through the sheet rock or other wall surface.
6. Remove the directory from the wall.
7. Use the 1/4" or larger drill bit to make the holes in the wall larger to accommodate the anchors.
8. Install the anchors in the holes.
9. Place the directory back on the wall and line it up with the corner marks made
10. Screw the directory to the wall.
11. Replace the directory strips

Question call CCSW 1-800-322-4515