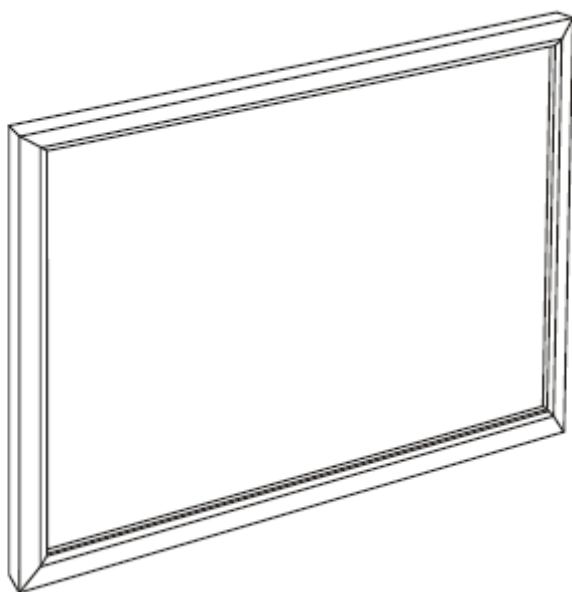


# BROADWAY



## Assembly & Installation Instructions

Thank you for purchasing a Broadway Screen.

**Read entire Assembly and Installation Instructions before assembly.  
Take all safety precautions such as wearing safety glasses during assembly and installation.**

Keep manual for future reference.

[www.broadwayscreens.com](http://www.broadwayscreens.com)

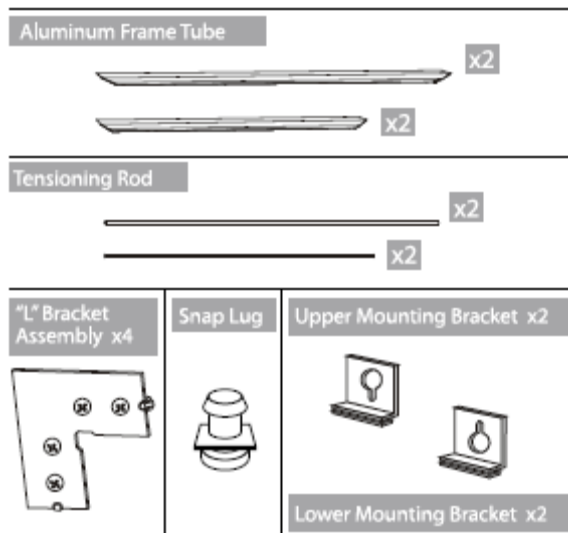
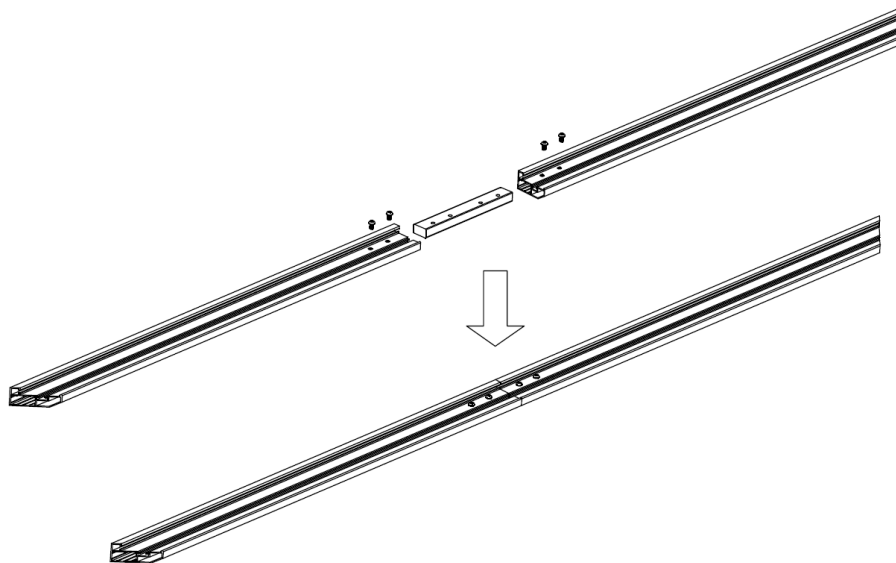
**Follow these instructions carefully. Proper assembly and installation will allow you to enjoy your screen trouble-free for years to come.**

### **Preparing your screen for installation**

- Carefully open the packages and lay out all the parts on a clean flat surface.
- Do not use knives or sharp objects.
- Do not unroll the screen material at this time.

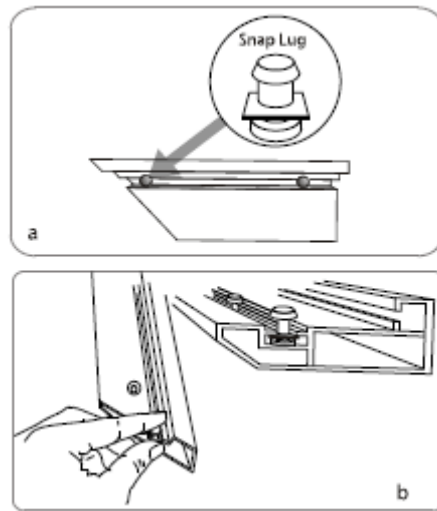
### **Parts**

Preassemble the top and bottom frame pieces as shown below to prepare for assembly.



## Installation of Snap Lugs

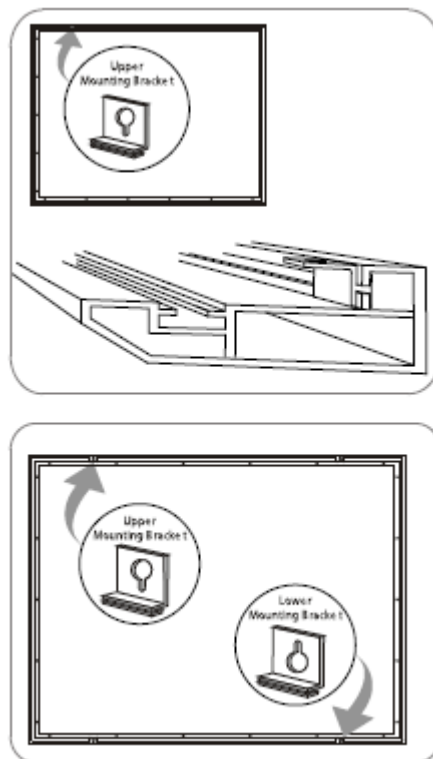
Slide the snap lugs into the track of the extruded aluminum frame as shown below. You will need the same number of snap lugs as there are arrow stickers.



Align the snap lugs with the arrow stickers on the frame. Exact alignment is not critical. Two extra snap lugs are included.

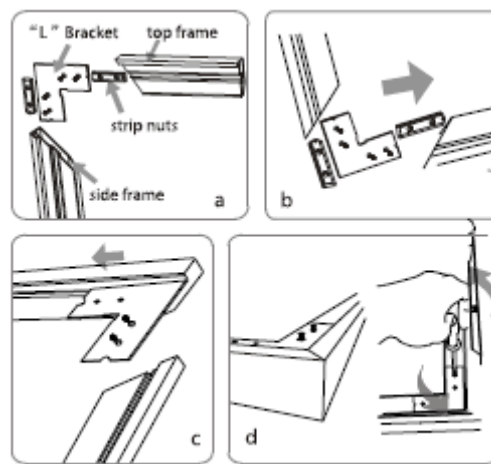
## Installation of Mounting Brackets to Frame

There are two types of mounting brackets supplied. Upper mounting brackets and lower mounting brackets. Slide mounting brackets in the track of the extruded aluminum as shown. Slide the lower mounting bracket into the bottom frame piece which has the Broadway label.



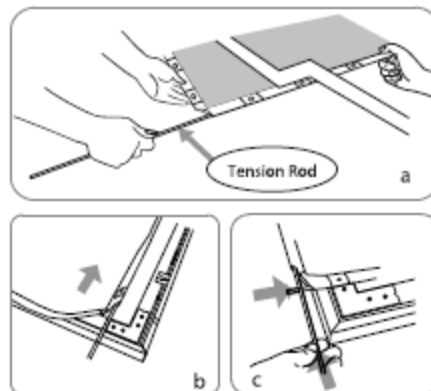
## Assembling the frame

- On your clean work surface, align all frame parts in the shape of the finished screen.
- Slide the “L” Brackets into each corner of the frame.
- Bring frame pieces all the way together, holding corners tightly together and tighten the screws.

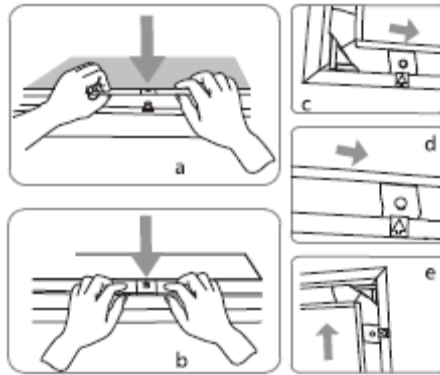


## Installing the screen material

- Wash your hands and make sure the work area is very clean.
- Carefully unroll the screen material. Use caution, as there are four tensioning rods inside the screen material tube.
- Make sure the screen material roughly lines up with the frame and the viewing side of the material is facing the front side of the frame.
- Unpack the four tensioning rods.
- Carefully slide each of the tensioning rods into the screen pockets, making sure not to damage the screen material or scratch the frame cloth surface.



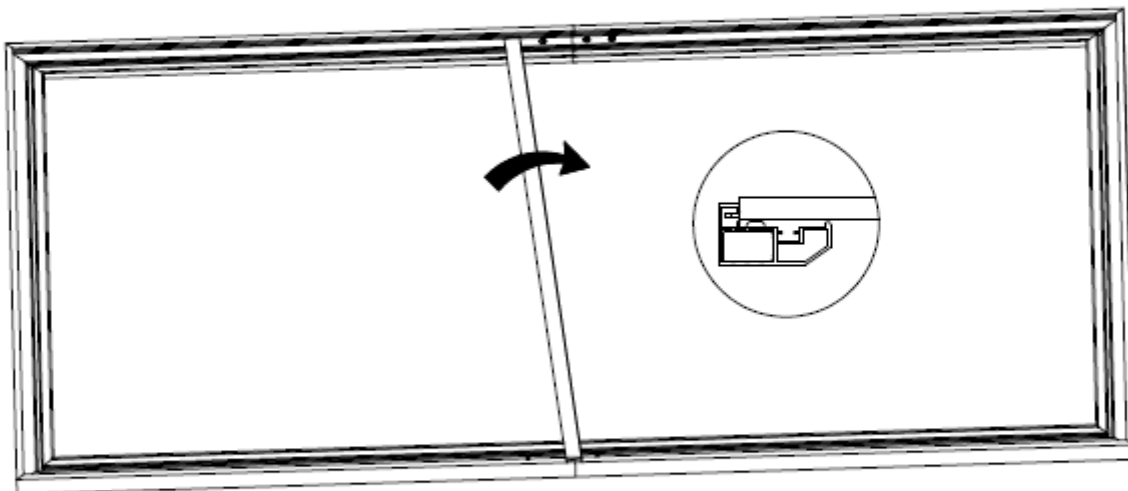
- Line up the snap lugs and the screen material with the frame and press the snap lugs through the hole in the screen material. Adjustment and re-adjustment may be necessary. The tensioning rods go to the outside of the snap lug.



- Continue the process of pulling the screen material over the snap lugs all the way around the frame. Continue positioning the screen material and snap lugs until the screen material is evenly tensioned across the whole surface. Some wrinkles in the screen material may show at this time. Wrinkles will relax out over time and surface will be flat.
- Check the screen viewing side to make sure the screen is tensioned properly and positioned correctly. If you see anything besides the viewing area of the screen material such as the material pockets, simply lay the frame back down and readjust until correct.

#### Installing the Support Bar

- Align the support bar in the track of the top and bottom frame piece as shown below. Then slide the support bar until it is in a straight position over the joints of the top and bottom frame pieces.
- You may have to remove the screen material from one snap lug on each side of the frame to slide the support bar into its place. After securing the support bar, simply reattach the screen material to the snap lug.



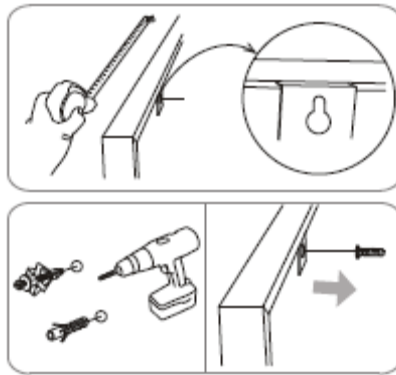
## Mounting the screen onto the wall

If you are not properly trained to mount this Broadway screen onto the wall, please consult or hire a professional to install the projection screen.

- Select an appropriate location to mount the screen to the wall. Make sure the location will not interfere with existing features in the room or cause damage to the screen.
- Do not install screen over electrical outlets or switches.
- Select the proper fastening hardware for your wall type.
- Since there are many wall types, the proper wall hardware is not always included in packaging. *Never hang on the screen. A projection screen is only meant to be looked at, not to be used as a piece of furniture or playground equipment.*
- The fastening hardware should be placed a minimum of 48" apart and a maximum of 80" apart. The head of the fastening hardware should be small enough to fit in the keyhole of the mounting brackets on the screen, and should remain 3/8" from the wall surface. This way the keyhole can properly lock over the fastening hardware head.
- Measure to determine the proper height of the fastening hardware before installing.

For the upper mounting brackets, subtract 3/4" from the top measurement of the screen frame height desired on your wall. For example, if you want the top of the frame to be 85" from the floor, install fastening hardware 84 1/4" from the floor.

For the lower mounting brackets, measure on your frame the mounting brackets that were previously installed into the extruded aluminum track. Measure the large part of the keyhole on the top brackets to the large part of the keyhole on the bottom brackets. Use this measurement for the distance of your wall fastening hardware from the top fastening hardware to the bottom fastening hardware.
- Lift the screen and hook the mounting brackets into the wall fastening hardware. Make sure each fastening hardware locks into each keyhole of the four mounting brackets installed into the extruded aluminum frame. Be sure that the screen is securely mounted to the wall. If necessary, readjust the screen until it is properly secured.



## Care and Cleaning

- Clean the screen only with a soft cloth using mild soap and water. Do not use harsh detergents, chemicals, distilled spirits or oil chemicals to clean the screen. Using the wrong chemicals can cause damage to the viewing surface of the screen.
- If the felt covering on the frame becomes dusty, clean it using a household vacuum, making sure not to damage any part of the frame or screen material. Use proper attachments of the vacuum for removing dust. Do not touch frame with the vacuum or scratch the frame. Consult your vacuum manual for more information.
- Damage done to the screen or frame by improper cleaning voids the warranty of the screen and the frame.