

PRE-INSTALLATION

- A notification will be sent when a package is on its way and tracking information will be provided. Notify the marketing team of any special delivery instructions or needs.
- Ensure all packages have arrived and are not damaged. If a package is damaged, reach out to marketing immediately.
- Marketing will reach out regarding install schedule and any equipment needs.

INSTALLATION

- Ensure a lift is on-site, charged and in working order.
- Provide the murals and install plans to the installers. The install plan will be emailed and a printed copy will be inserted into one of the packages. The package will be labeled.
- Stay on-site to supervise the installers for workmanship, provide any assistance if needed and answer any questions.
- Call the marketing team with any questions/clarifications.

MURAL INSTALL INSTRUCTIONS

Install panels from top left to right. Each panel is printed longer than the wall to allow for a finish trim along the chair rail. The last panel will need to be finish trimmed to the column.



POST-INSTALLATION

- Take a picture of each wall.
- If a space has multiple walls, take a picture of each wall and the entire space collectively.
- If a wall has multiple historical photos, take a close up picture of each historical photo and a picture of the entire wall to show all photos collectively. **Be sure to include the piers in the picture** so we can ensure proper spacing of the historical photos.
- Take a straight on picture of the wall if possible.
- Take close up pictures of any issues or questions.
- Email hi-res pictures to marketing for our tracker.

INCLUDE PIERS IN PICTURE



SPACE A → SPACE B → SPACE C → ALL SPACES