

Tips for getting started with your

STOWaway® Truss set up.

IMPORTANT: Before you begin, **open the entire STOWaway® truss container and check that you have all the parts** for your STOWaway® truss system configuration. These tips and instructions only apply to this truss system. All STOWaway® truss configurations vary greatly. The following tips provide a general guide to most 10 x 10 , 10 x 20 and 20 x 20 booth configurations and should help reduce set up time and lost parts.

GETTING STARTED:

Please reference parts list provided with your set up kit, all parts supplied for this system are listed in the upper right hand corner of the drawing, see below. If any parts are missing please contact your STOWaway® dealer. All of these system parts have been packed in specially designed protective bags and may have more than one part per bag. **Save these bags for re-packing.**

<i>ITEM #</i>	<i>QTY</i>	<i>PART NUMBER</i>	<i>DESCRIPTION</i>	<i>INSTRUCTION SHEETS</i>
1	2	SFA3	STOWAWAY FLAT STRAIGHT 34.5	
2	2	SFA4	STOWAWAY FLAT STRAIGHT 46	
3	1	SQA1	STOWAWAY BOX STRAIGHT 11.5	
4	1	SQA2	STOWAWAY BOX STRAIGHT 23	
5	1	SQA3	STOWAWAY BOX STRAIGHT 34.5	
6	1	SQA4A	STOWAWAY BOX STR 46 FR SHELVES	41083
7	1	SQX1	STOWAWAY CUBE INT RIG 90*2WAY	
8	1	SFX1	STOWAWAY FLAT INT RIG90* 1PL2W	
9	3	SAL1	STOWAWAY SHELF - RECESSED	
10	1	SAL13	STOWAWAY COUNTER TOP KIT BLK	41068
11	1	SAL6	STOWAWAY HARDWARE KIT	
12	1	CAD	CAD DRAWING PACKET	



2



4



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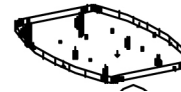
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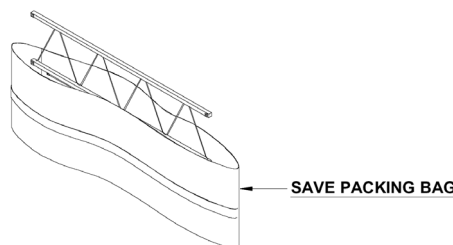
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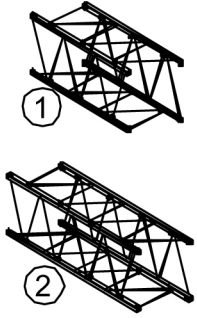
[EXAMPLE]

Preparing for Assembly:


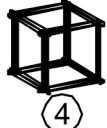
- First locate packaging materials out of your assembly space. It will reduce overall assembly time. Remember, save the packing materials for later when you will need them to re-pack.



- We recommend assembling the accessories last.
- Move the accessories away from the assembly space until your truss is completely in place in the booth area.
- **Lay out the truss parts un-assembled** to make sure you know where each part goes. Many parts are similar, if you start with an incorrect part you may have to start over.
- On the same drawing as the parts list, note that each truss piece drawn has a reference item number. This item number signifies a specific truss component that will reference the length of the truss piece measured in inches.
- When laying out your truss parts a quick check of these numbers will help relate the part to its length. Having a tape measure will aid in this process. For example An **SQA3** is approximately 3 feet long, 34.5 inches to be precise. An **SQA4** is approximately 4 feet long, 46 inches to be precise. See key in upper right hand corner of drawing as shown below.

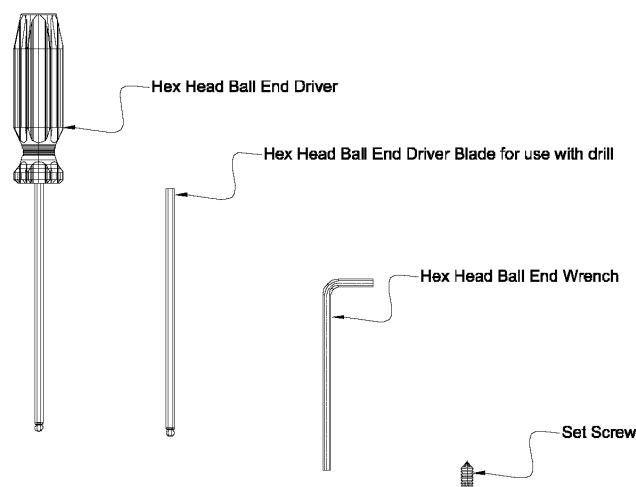


ITEM #	QTY	PART NUMBER	DESCRIPTION	INSTRUCTION SHEETS
1	3	SQA3	STOWAWAY BOX STRAIGHT 34.5	
2	9	SQA4	STOWAWAY BOX STRAIGHT 46	
3	3	SQX1	STOWAWAY CUBE INT RIG 90° 2WAY	
4	1	SQX4	STOWAWAY CUBE INT RIG 3WAY	
5	1	SAJ8	STOWAWAY HARDWARE KIT	
6	1	CAD	CAD DRAWING PACKET	

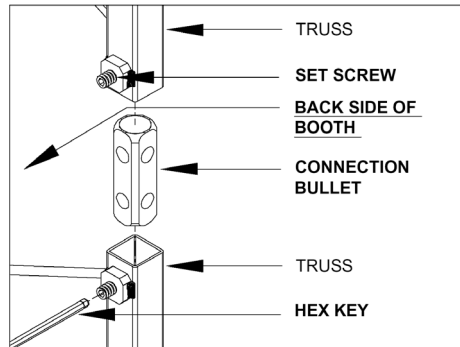
[EXAMPLE]

- **Locate the supplied hex head ball driver tool.** Keeping this STOWaway[®] assembly tool readily available during the assembly process will reduce assembly time.



Truss Assembly Tips:

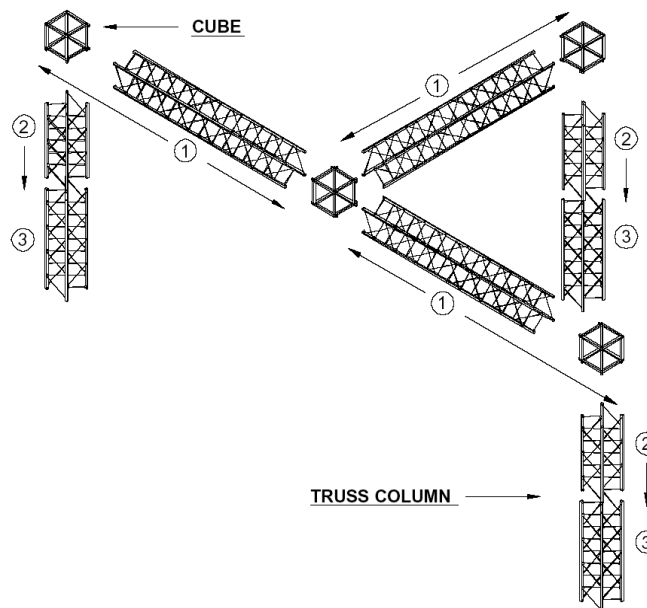
- Using the assembly tool shown above, **loosen but do not remove all truss set screws two full turns before you begin assembly.** This is important and will assure all your parts go together easily. Stowaway truss set screws are shipped fully tightened to eliminate hardware loss.



A note regarding mounting screws and connectors; When using flat truss, the mounting screws for the connecting bullets should face the back of the exhibit booth to enhance the look of the finished booth from the front. Each piece of square truss is pre loaded with four connecting bullets and each flat piece is loaded with two connecting bullets.

1. **Start your the assembly from the center top truss pieces of each column and assemble towards the outside.**
1. **Place that assembly onto the upper truss pieces of the columns.**
1. **Place that assembly onto the remaining pieces of the truss columns.**

This order of assembly eliminates the need to set the last pieces at the top of the column structure which will be 8 feet or higher off the floor.



[EXAMPLE]

NOTE: There will be some pieces of truss that will require no connectors. Remove and save any connectors you remove for use as spare.

Assembly of the columns is made easier when the lowest truss has the connectors at the top. This allows each consecutive truss piece or truss sub-assembly to move up more easily saving time. **When your final truss configuration is complete without the accessories installed yet, it is important that you check that all setscrews where the truss components are joined are tight in both the horizontal and vertical positions.**

Accessory Assembly Tips:

Each accessory comes with its own instruction sheet in the enclosed configuration packet. In addition, a second copy of the STOWaway[®] Counter Top Kit, **SAU13**, instruction sheet is affixed to the bottom of the countertop. **All required assembly instruction sheets that you require are located on the following pages.**

NOTE: When disassembling the STOWaway booth, do not remove the connectors. By leaving them in the truss it will be ready for assembly the next time.

SAFTEY FIRST!

1. Use cube or end plate at each end of every truss span or column.
2. All connector screws must be tightened to complete the exhibit set-up.
3. The STOWaway[®] truss exhibit system is designed to support lights, graphics and monitors only.
4. **THIS IS NOT A SCAFFOLD. DO NOT CLIMB THE TRUSS**
5. Call your STOWaway[®] dealer with any questions.

STOWaway[®] FOLDING TRUSS SYSTEM

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