



How to: Installing a TRACK Trail

A Guide for Partners

Materials

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- **TRACK Trail High Pressure Laminate Sign**
- **Black Metal Frame:**
 - **Two posts**
 - **Brochure holder plate**
- **4 Acrylic brochure holders**
- **4 bolts for sign**
- **4 bolts and washers for brochure plate**
- **16 bolts with nut for brochure holders**

Tools Needed

- **Allen wrench**
- **Post hole diggers**
- **Concrete (minimum 2 - 60# bags)**
- **Water**

Instructions:

- Place a piece of foam on the ground as a layer of protectent.
- Lay the TRACK Trail Sign face down on the foam. (1)
- Place one black metal sign post along either side of the sign. Be sure that the holes on the posts line up with the holes in the back of the sign. (2)
- Place the brochure holder plate inbetween the sign posts and below the sign so that the holes line up with the holes in the sign posts. (3)
- Place the second black metal sign post along the other side of the sign. Be sure that the holes on the posts line up with the holes in the back of the sign. (4)



- Next, begin screwing in the bolts with a washer to connect the brochure holder plate to the signposts. Screw in all four bolts lightly.



- Then, lightly screw in the four bolts through the sign post legs to the TRACK Trail Sign.
- DO NOT drill through the front of the sign as this will void the warranty.



- Once all the bolts have been screwed in and everything looks good, go back and tighten each one.

- For the holes, use the post hole diggers or an auger to dig two holes at least 24 inches deep and 40 inches apart. You want the top of the kiosk to be between 5 and 5.5 feet high.



- Then, set the sign in the holes and make any necessary adjustments to ensure that it is plumb and level.



- Once the sign is level, add the concrete with a little water and fill the remainder of the holes with packed dirt.



- Once the sign is fully in the ground, add the brochure holders.
- Push the bolts through the four holes on the brochure holder to the brochure holder plate and secure with a nut on the back of the plate.
- Repeat this step for all four brochure holders.



- After the brochure holders have been added, fill each one with a set of brochures.
- Be sure not to overfill them so that they are too difficult to remove.

- Take a photo and admire your hard work!



If you have any questions or concerns please give the Kids in Parks team a call at (866) 308-2773 or email below:

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