

Rotary Student Program

Chartered by Rotary Club of St. Joseph-Benton Harbor, MI USA



LARGE BANNER STAND DIRECTION SHEET

ORDER PROCESS:

1. FINDING THE BANNER:

The large RSP banner stand is produced by XYZdisplays.com

It can be found on their site under the title:

"36" x 80" Econoroll Retractable Banner Stand Silver Graphic Package"

http://www.xyzdisplays.com/36_x_80_Econoroll_Banner_Stand_Graphic_Package_p/ws2731.htm

The screenshot shows the XYZdisplays.com website. The header includes the XYZdisplays.com logo, the tagline "NEVER A PROBLEM ONLY A SOLUTION", and navigation links for "View My Basket", "My Account / Register", and "EMAIL US". A search bar and a "Call Us (973) 515-5151" button are also present. The main navigation bar lists categories: EXHIBITS & DISPLAYS, BANNER STANDS, HANGING BANNERS & SIGNS, TABLETOP DISPLAYS, COUNTERS & PODIUMS, and TOWER DISPLAYS. A "UPLOAD YOUR FILE" button is located on the right side of the banner.

The product page for the "36" x 80" Econoroll Retractable Banner Stand Silver Graphic Package" is displayed. The breadcrumb trail is: Home > Banner Stands > Retractable Banner Stands > 36" x 80" Econoroll Retractable Banner Stand Silver Graphic Package. The product image shows a banner stand with a green plant graphic. Below the image is a "+ Larger Photo" button and a "Like 0" button. The price is listed as "Our Price: \$199.95" and the stock number is "Stock #: WS2731". A "Qty: 1" dropdown and an "Add to Cart" button are also visible.

The "Additional Categories" sidebar on the left lists various display options: 10x10 Trade Show Displays, 10x20 Trade Show Displays, 20x20 Trade Show Displays, Accessories, Carry Bags, Digital & Interactive Displays, Exhibit Lighting, Fabric Tension Display & Exhibits, Home & Garden Decor, Light-Up Displays, Literature Stands, Molded Exhibit & Display Cases, Monitor Stands and Kiosks, Outdoor Event Party Displays, Rotators and Spinners, Shipping & Carrying Cases, Sign Displays, Sign Letters, Logos & Plaques, and Trade Show Furniture.

The product description section includes the following information:

- Description:** 36" x 80" Econoroll Retractable Banner Stand Silver Hardware Only
- The Econoroll packs great value into an easy-to-use durable and attractive stand.**
- Display Total Height:** 82"
- Base Size:** 37"W x 3.5"H x 3.5"D (15"D with feet)
- Construction:** Finished in anodized aluminum and heavy-duty plastic end plates. Banner attached by clamp bar on top and double stick tape on the bottom.

The "Related Products..." section shows a "36" x 69" Double Step Retractable Banner Stand Graphic Package" with a price of \$199.95 and an "Add" button.

2. CHECKOUT AND PURCHASE:

Ad the banner to your cart.

Continue the checkout process as you would with any online order.

Take specific note of your order number.



NEVER A PROBLEM
ONLY A SOLUTION

[View My Basket](#)
[My Account / Register](#)
[EMAIL US](#)

Call Us (973) 515-5151

[SEARCH](#)

EXHIBITS & DISPLAYS BANNER STANDS HANGING BANNERS & SIGNS TABLETOP DISPLAYS COUNTERS & PODIUMS TOWER DISPLAYS

UPLOAD YOUR FILE

Additional Categories

10x10 Trade Show Displays

10x20 Trade Show Displays

20x20 Trade Show Displays

Accessories

Carry Bags

Digital & Interactive Displays

Exhibit Lighting

Fabric Tension Display & Exhibits

Home & Garden Decor

Light-Up Displays

Literature Stands

Molded Exhibit & Display Cases

Monitor Stands and Kiosks

Outdoor Event Party Displays

Rotators and Spinners

Shipping & Carrying Cases

Sign Displays

Sign Letters, Logos & Plaques

Trade Show Furniture

 Your Cart

 1 Page Checkout

 Receipt

Shop for More Items >

Orders of five (5) items or more qualify for a shipping discount.
Please call to get your shipping discount code!

ITEM	DESCRIPTION	QTY	EACH	TOTAL
	36" x 80" Econoroll Retractable Banner Stand Silver Graphic Package	1		

Click  to remove an item from your cart
[Empty My Entire Cart](#)

☐ Show gift options during checkout

Coupon code? Enter it here:

APPLY

Calculate Shipping Rates:
Country:
State:
Zip / Postal Code:
Type Of Address*: ☐ Residential ☐ Business

Tax: \$0.00

Total:

RECALCULATE



New Customers

Click Proceed to Checkout to complete your order now.

On the next page you'll be able to

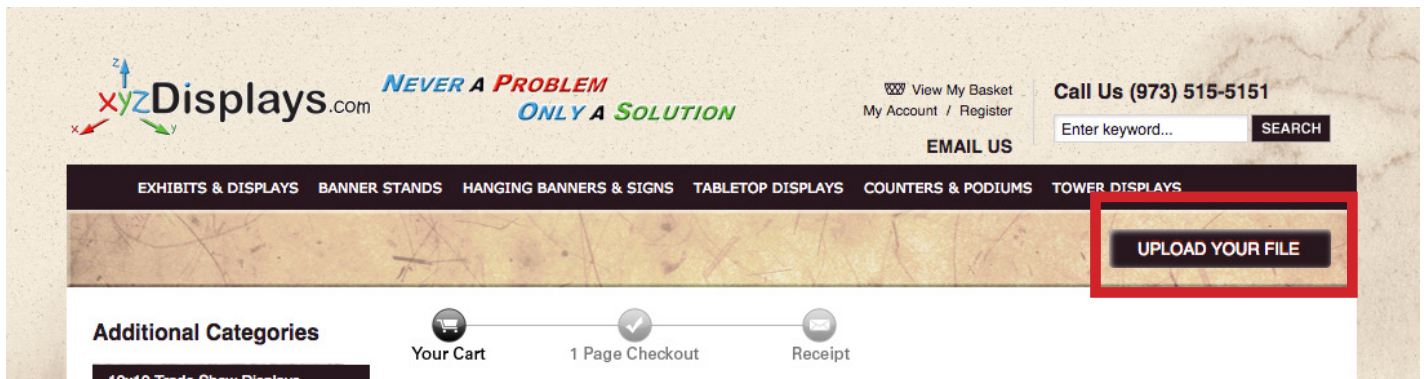
Returning Customers

Sign In for Faster Checkout

OR

3. UPLOADING ARTWORK:

Once your order is complete, you will find the “UPLOAD YOUR FILE” button in the top right corner of the screen:



Clicking “UPLOAD YOUR FILE” will take you to the following screen:

A screenshot of the "sendspace DropBox" upload form. The header includes the xyzDisplays.com logo and tagline. The form is titled "sendspace DropBox:" and contains instructions: "Submit artwork with reference to your an ORDER # in the field 'SHORT DESCRIPTION'. ***** Enter your Company and Contact information in the field 'Message to xyzDisplays.com' ***** Any questions please contact @ 973-515-5151." The form fields include: "Select File To Upload (max 2GB):" with a "Choose File" button and "No file chosen" text; "Short Description (required):" with a text input field; "Message to xyzDisplays.com (optional):" with a larger text input field; and "Your Email Address (required):" with a text input field. An "Upload File" button is located below the email field. At the bottom, a blue footer bar contains the text "© 2005-2017 sendspace.com | Get Your Own DropBox" and "Powered by sendspace".

Follow the direction and fill out your information.

When prompted to upload artwork, select the “RSP_Banner_Large_print.pdf” included in this folder.