Wood Frame Assembly

Hardware Included:
• 8 Spring clips
• 10 screws
• 1 sawtooth hanger
• 2 wire hangers
• Wall protectors

Materials Needed:
• Wood glue
• Screwdriver
• Drill
• 1/8” drill bit
• Hammer/Mallet

Please note: If your frame has arrived assembled, skip steps 1&2 and proceed to step 3.

1. Organize materials.
Locate the pieces with the connecting inserts in the frame ends. Set these aside.

2. Assemble the frame.
Select a piece that does not have inserts and apply wood glue sparingly to both ends. Spread the glue, place the piece face down and let set (1-15 seconds). Position a piece with inserts over one glued end, holding it parallel to the work surface. Push the insert down into the routed opening and gently tap with a small hammer or rubber mallet so that the mitered ends will be joined. Repeat with remaining pieces and to complete the frame. Wipe off any excess glue and allow completed frame to dry for 24 hours.

3. Prepare your art.
Attach art to mat board and backing board, peel and stack acrylic on top of mat, then set aside.

4. Insert the materials.
Position frame face down and place the art stack in the frame, insuring the acrylic rests on the lip of the frame.

5. Secure the contents.
Here you have a choice; use the clips provided or secure using a point driver. Position one spring clip at each corner and at the mid-point of each side. Flex the clips as needed to put pressure on the backing board. Fasten with the screw provided.

6. Add the finishing touches.
If using the wire hangers, mark a position for each hanger on the back of each frame side, typically 1/3 distance from the top as shown. Fasten hangers with screws and loop wire between them. For smaller frames a saw tooth hanger is provided. Center the hanger with saw tooth projections pointing down. Tap the ends into the frame. Adhere wall protectors to the bottom corners of the frame. Optional: For a professional finish, add a Kraft paper dust cover before securing hanging hardware and bumpers.

7. Display and enjoy!
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