

# PolySign® Single Panel Series

## Non-Illuminated Fiberglass



## Assembly & Installation



**4110.1**  
**4110.1RP**  
Double Post  
and  
Removable  
Panel



**4110.2**  
**4110.2RP**  
Double  
Companion Post  
and Removable  
Panel



**4130.1**  
Single Post  
Mount



**4130.2**  
Single  
Companion  
Post Mount

### Handling

Sign panels are shipped in separate containers from their supporting posts.

Make sure containers are flat prior to opening, using care not to damage the contents. Depending upon the size of the sign, more than 2 people may be needed for handling. When handling large PolySigns assure that there are an appropriate number of persons to accomplish this before removing the sign from its shipping container. Lay components on a smooth surface. It is preferable to use furniture pads, carpet or even the corrugated board which is found within the shipping crate.

IT IS SUGGESTED THAT YOU NOT REMOVE THE PROTECTIVE WRAPPINGS UNTIL INSTALLATION IS COMPLETE. THIS WILL HELP AVOID DAMAGE TO THE OUTER SURFACES WHILE HANDLING. HOWEVER, IF IT IS NECESSARY TO STORE SIGN OUTSIDE, EXPOSED TO THE ELEMENTS, THIS MATERIAL MUST FIRST BE REMOVED.

The following general information will be helpful, but it is not meant to cover all possible conditions and situations that may occur.



**4110.1RP**  
Double Post  
and  
Removable  
Panel



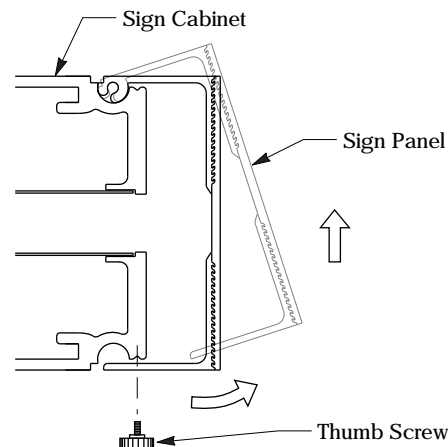
**4110.2RP**  
Double  
Companion  
Post and  
Removable  
Panel

### RP Sign Panel Removal

Standard installation does not require Removable Panel (RP) sign cabinets to be disassembled. If this becomes necessary, more than 2 people may be needed for handling larger sign panels. To avoid racking and twisting, assure there are an appropriate number of persons to accomplish this *before* removing the sign panel.

1. Loosen and remove the thumb screws located across the lower edge of the sign panel.
2. Rotate lower edge of panel outward then lift it upward to remove. Store panel in a safe place while sign is being installed.

**Important:** In windy conditions, care should be taken not to allow the sign panel to be caught and damaged by an unexpected strong wind.



# PolySign® Single Panel Series

## Non-Illuminated Fiberglass



## Assembly & Installation



4110.1  
Double Post  
and Panel



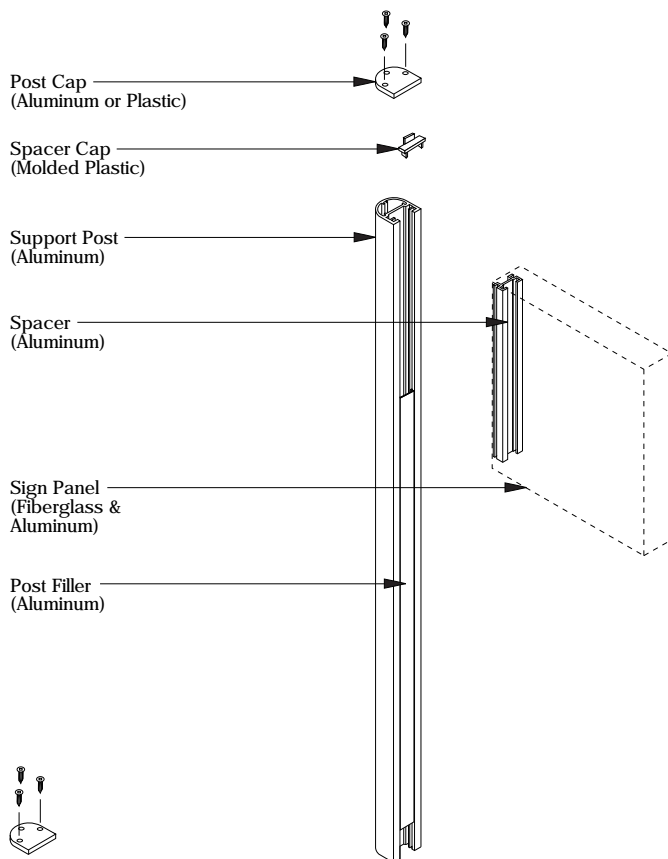
4130.1  
Single Post  
Mount

### Assembly

Sign panel must be assembled to posts prior to installation.  
DO NOT INSTALL POSTS SEPARATELY FROM SIGN FACE.  
These instructions apply to APCO's 2" and 4" support posts.

1. Remove post cap from the support post using a No.1 square head driver.
2. Lay the post(s) along side the sign panel in an assembly manner.
3. Beginning at the bottom of the panel, slide the post upward, engaging the spacer to the post.
4. Assure the molded plastic spacer cap is inserted firmly into the top of the aluminum spacer. No cap is required at the bottom of the spacer.
5. Reattach post cap.

The PolySign is now ready for installation.



4110.2  
Double  
Companion  
Post and  
Panel



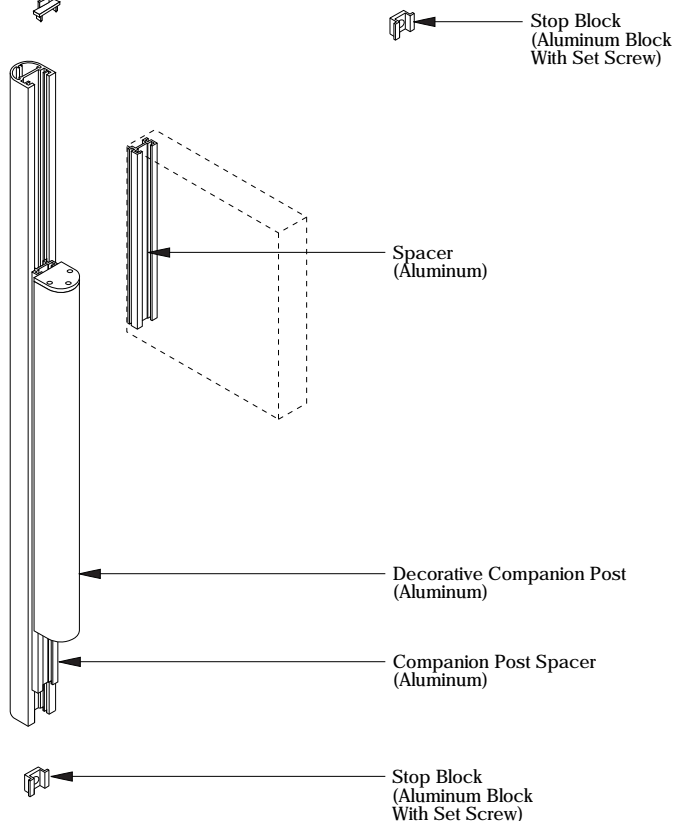
4130.2  
Single  
Companion  
Post Mount

### Assembly

Sign panel must be assembled to posts prior to installation.  
DO NOT INSTALL POSTS SEPARATELY FROM SIGN FACE.  
These instructions apply to APCO's 2" and 4" support posts.

1. Longer support post is preassembled to shorter "Companion Post". Remove post cap from the longer post only using a No.1 square head driver.
2. Lay the post assembly(s) along side the sign panel in an assembly manner.
3. Beginning at the bottom of the panel, slide the post assembly upward, engaging the spacer to the post.
4. Assure the molded plastic spacer cap is inserted firmly into the top of the aluminum spacer. No cap is required at the bottom of the spacer.
5. Reattach post caps.

The PolySign is now ready for installation.



# PolySign® Single Panel Series

## Non-Illuminated Fiberglass



## Assembly & Installation



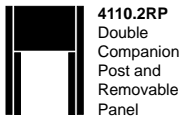
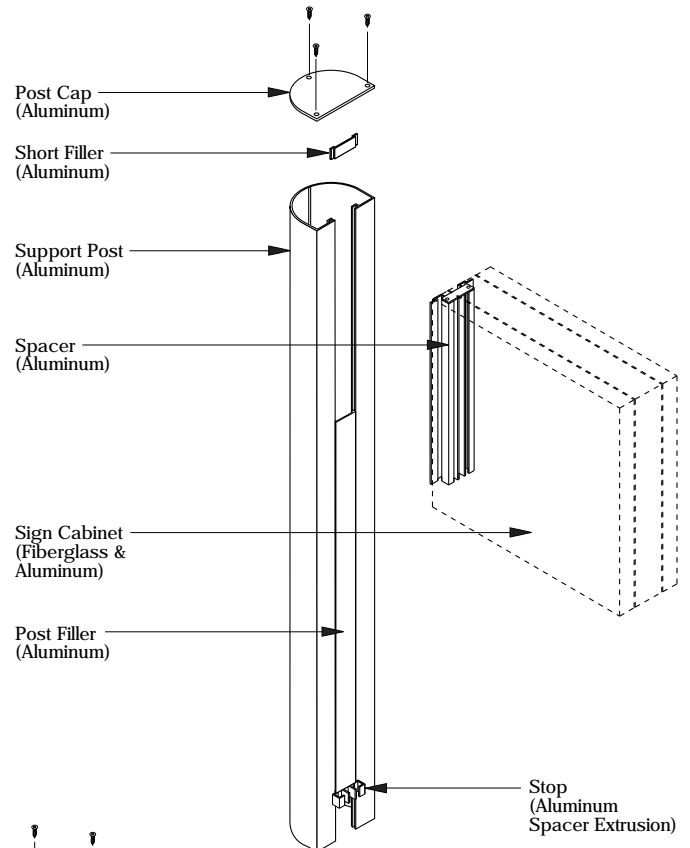
**4110.1RP**  
Double Post  
and  
Removable  
Panel

### Assembly

Sign cabinet must be assembled to posts prior to installation. **DO NOT INSTALL POSTS SEPARATELY FROM SIGN CABINET/FACES.** These instructions apply to APCO's 8" support posts only.

1. There are two support posts for the 8" deep sign cabinet. Remove each post cap using a No.2 square head driver.
2. Slide short filler out of post.
3. Lay the support posts along side the sign cabinet in an assembly manner.
4. Beginning at the bottom of the cabinet, slide the support post upward, engaging the spacer to the post.
5. Return the short filler into the post slot and reattach post caps.

The PolySign is now ready for installation.



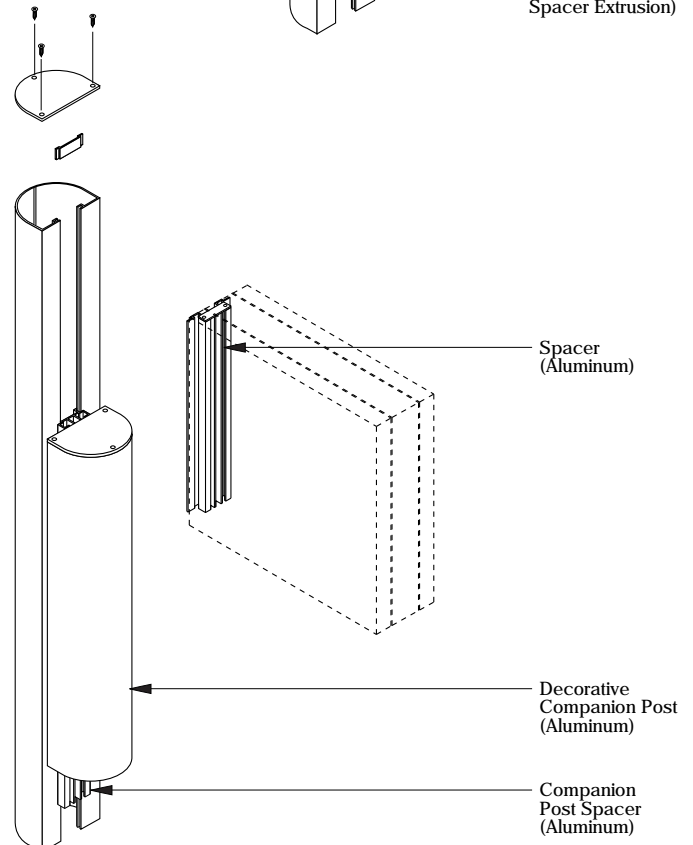
**4110.2RP**  
Double  
Companion  
Post and  
Removable  
Panel

### Assembly

Sign cabinet must be assembled to posts prior to installation. **DO NOT INSTALL POSTS SEPARATELY FROM SIGN CABINET/FACES.** These instructions apply to APCO's 8" support posts only.

1. There are two sets of posts for the 8" deep sign cabinet. Longer support posts are preassembled to shorter "Companion Posts". Remove post caps from the longer posts only using a No.2 square head driver.
2. Slide short filler out of post.
3. Lay the post assemblies along side the sign cabinet in an assembly manner.
4. Beginning at the bottom of the cabinet, slide the post assembly upward, engaging the spacer to the post.
5. Return the short filler into the post slot and reattach post caps.

The PolySign is now ready for installation.



# PolySign® Single Panel Series

## Non-Illuminated Fiberglass



## Assembly & Installation

APCO accepts no responsibility for footing design or installation unless performed by APCO. The illustration and details included are intended as suggestions only.

### In-Ground Installation

Concrete footings should be specified by qualified persons, based upon acceptable local codes and geographic practices, such as frost lines, soil conditions, wind load regulations, etc.

When setting sign assembly into earth, do not use force to drive the posts into position, as this is unnecessary and may result in damage to the post caps, sign alignment, etc. Assure holes are an appropriate depth *prior* to implanting the posts. Also be sure the electrical supply conduit is protrudes upward, out of grade, so that electrical connections can be made by certified person(s).

To protect the finish from unwanted concrete splatters, mask the post and sign panel as necessary prior to pouring footings.

### Above-Grade Installation

In above-grade installations, each support post is supplied with a mounting plate welded to the bottom. Plates are equipped with pre-drilled mounting holes.

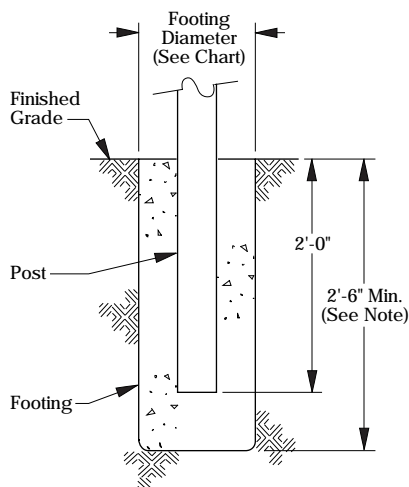
Mounting hardware is not included and should be determined based on the structure of the mounting surface. Anchor locations can be taken directly from the mounting plates or from APCO shop drawings.

### Contractor Notice

Because of widely varying site conditions, installation techniques must be determined on an individual basis. While shop drawings offer suggestions for mounting the PolySign, it should be understood that common sense, caution and care are factors which cannot be built into any product. These factors must be considered by the actual person(s) installing and maintaining the product.

### Additional Information:

Should you encounter any problems whatsoever with installation, call (404) 688-9000 for technical assistance.



### Footing Diameter

Post Size	Footing Diameter
2" Single	1'-0"
2" Companion	1'-0"
4" Single	1'-0"
4" Companion	1'-6"
8" Single	1'-6"
8" Companion	2'-0"

### Note:

1. Concrete depth must equal frost depth or 2'-6" min., whichever is deeper.