

## *60 Second Training Guide For Loading or Unloading Fixtures*

- Fixtures should be placed on cardboard.
- If there is cardboard under the fixture, you can tilt a tall fixture on its side in order to place it on a dolly or allow another person to get a grip.
- If there is no cardboard, never ever tilt the fixture on its side. This is the leading cause of bottom damage.
- Do not lift the fixture from the top - lift from the bottom.
- Never leave an unattached tall fixture (over 48") standing without some adjacent support - indoors or out - a fall will lead to damage and possibly injury of others.
- These fixtures are heavy - do not try to lift one alone. Use two persons for all moves.

