



For instructions on assembling your Custom Wood Frame Kit, see *Custom Wood Frame Assembly Instructions*.



Included Hardware:

- 10 Spring Clips
- 10 Screws
- 2 Omni Hangers
- 2 Wall Protectors
- 1 Standard Wall Hook
- Wire
- Courtesy Hanger

Needed Materials:

- Phillips Screwdriver
- Drill and Phillips Bit for Harder Woods
- Soft Cloth, Towel, or Protective Surface

Before Assembly

- Work on a soft surface to avoid scratching the frame.

1. Prepare Your Materials

Mount artwork to mat board or backing board to create your art stack. Peel the protective film from the acrylic and place it on top of the mounted artwork to complete the stack in this order: acrylic, mat, artwork, backing board.

If necessary, clean acrylic with anti-static cleaner or diluted mild dish detergent and a microfiber cloth. **Never use ammonia-based cleaners.** Set the completed art stack aside.

2. Insert Frame Contents

Position the frame face down on your work surface. Place the art stack inside the frame, making sure the acrylic face rests securely on the frame's inner lip.

3. Secure Frame Contents

Evenly space spring clips around the back of the frame. Secure each clip with a small screw and tighten until the backing board is held firmly in place, applying gentle, even pressure.

4. Prepare for Hanging

Attach one hanger to each side of the frame, positioning them approximately one-third down from the top. Use the screws provided to secure each hanger firmly. Loop wire between hangers and twist the ends to secure. Apply wall protectors to the bottom corners of the frame. Your frame is now ready to hang.

