

How to insert your marathon medal & bib

WHAT YOU'LL NEED



Marathon medal



Marathon bib



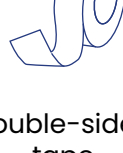
Scissors



Butter knife



Soft cloth or towel



Double-sided tape



Single-sided tape



Lay frame facedown on soft cloth. Bend flexible tabs up with knife.



Remove backing board, recycled paper, and mat from frame. Flip the mat over so that the side that faces the glass is the side that is up.



Gently guide the medal ribbon through the single-slot mat opening, positioning the medal to your liking.



Use double-sided tape to secure the medal to the mat. Next, smooth down the ribbon, making it as flat as possible before securing it to the front of the mat.



Center the bib above the plate. Use double-sided tape to secure the back of the bib to the mat.



Turn the mat over. Starting at the top of the slot opening, smooth down the ribbon, ensuring it's absolutely flat before securing with tape.



To ensure the medal won't slip once it's facing the glass, flip the mat back and forth over the towel to make sure it's secure. Next, gently lower the backing board into the frame.



Bend the flexible tabs down to secure the backing board. Now your marathon medal frame is ready to hang.