

DESIGNER’S CHOICE

Contemporary Do-It-Yourself Plaque

Installation Instructions

Instructions for horizontal number placement

- 1: The first step is to create the horizontal template located on the reverse side of the card included in your Contemporary Do-It-Yourself Plaque.
- 2: Place the template in the center of your address plaque, keeping the alignment arrows in the middle of the frame and pull the two tabs out creating a rectangular window.
- 3: Use the lettered columns that correspond to the number of digits in your address.
- Use the center column

Use the columns

Use the columns

Use the columns

Use the columns
- A

B

B

C

A

C

D

B

B

D

E

C

A

C

E

for one number

for two numbers

for three numbers

for four numbers

for five numbers
- 4: Remove the numbers of your address from the supplied card and peel off the adhesive backing from each digit.
- 5: Starting from the center of the plaque and working outward, gently apply each of the address numbers to the plastic plate, keeping them centered within the columns described above. The numbers can be removed if they are not firmly applied initially.
- 6: Once correctly in place, press down firmly to affix permanently. If you have five numbers on your address plaque start with the center number, the next two on either side of the center, and then align the last two numbers on the edges of the frame. (Note: for vertical number placement the maximum is 3 numbers.)

Instructions for vertical number placement

- 1: The first step is to create a vertical template by popping out the die-cut vertical template (included in package) and pull the two tabs out creating a rectangular window.
- 2: Place the template in the center of your address plaque keeping the alignment arrows in the middle of the frame.
- 3: Use the lettered columns that correspond to the number of address digits.
- Use the center column

Use the columns

Use the columns
- A

B

B

C

A

C

for one number

for two numbers

for three numbers
- 4: To complete your vertical Plaque, follow steps 4, 5 and 6 in the horizontal instructions above.

Instructions for mounting your Contemporary Do-It-Yourself Plaque.

- 1: Hold your plaque in the desired position and use a level or an assistant to help align your plaque, and mark the position for the mounting screws.
- 2: Drill two holes on the marks you made at least 1 3/4” deep with a 1/4” drill bit. Insert the plastic anchors provided and tap in until they are flush with the wall.
- 3: Mount your Contemporary Do-It-Yourself Plaque with the black screws provided.

If you have any questions regarding the installation of this product, please call our Customer Service Department at 1-800-277-7578 or (905) 709-5772 or email us [sales@enviromate.com](mailto:sales@enviromate.com)

**Warranty**  
This product is guaranteed against defects in workmanship or materials for a one year period from the date of purchase. It will be replaced or repaired at our discretion. This warranty does not cover damage caused by misuse, alterations, or improper product installation. The warranty will be void if repairs are attempted by unauthorized service personnel.