

Arch and Column Kit for FOIL BALLOONS Assembly Instructions
Read completely before beginning.

Congratulations on your purchase of the 11' x 9' Arch & 6.5' Column Foil Balloon Kit!
You are on your way to creating custom balloon décor that will WOW.

There are three kits currently available: Arch Kits – Column Kits – **Deluxe** Arch & Column Kits

Remove contents from the box and examine the components. Kits include:

- 2 Bases - 4 Bases with the **Deluxe** Kit
- 2 Interlocking extension poles – (4 pieces) - 4 Interlocking extension poles with **Deluxe** Kit
- One 20 ft length of black arch cord (Not included with Column Kits)
- 1 Electric foil balloon inflator
- Tape Tabs

You'll need Large or Small Cluster Balloons. (We recommend Anagram's magic arch balloons and Anagram's 18" foil balloon for the column topper). Sand to fill bases and electricity

Assembly is fast and easy. Columns can be built by one person and two people are recommended to build the arch.

1. Remove the pole receptacle bottom of each base
2. Place bases near the location you'll want them to remain in.
3. Fill the bases with sand, kitty litter or marbles for stability.
4. Insert the pole receptacle into the center of each base and turn to lock

Now it's time to inflate the balloons! The fun part!

For a standard column: Inflate 18 small Magic Arch Balloons and an 18" Balloon topper, per column.

For a jumbo column: Inflate 10 Large Magic Arch Balloons and a 36" Balloon topper, per column.

For the standard arch: Inflate 38 Large Magic Arch Balloons.

For a smaller profile arch: Inflate 61 Small Magic Arch Balloons.

Save extra balloons for replacements if needed.

1. Plug your electric balloon inflator into a grounded standard outlet. For your safety this is best done indoors.
2. Insert the tip of the electric balloon inflator fully into the valve cavity on the balloon. On the large Balloons the valve is on the outside edge of the balloon. On the small Balloons the valve is on the inside edge.
3. Look for a thin white edge on valve opening and place inflator tip going in that direction. Tip needs to be inserted in the correct direction or balloon will not inflate.
4. Turn on the Electric Foil Inflator. Immediately the balloon will begin to plump and inflate. The Foil Inflator has an automatic backflow device so you cannot overinflate or pop the balloons. Make sure all 4 sections of the Balloon Cluster fill completely.
5. Once balloon is fully inflated, remove the tip of the inflator, and turn inflator off.

The balloons have self sealing valves so there is no need to knot or tie. If, for some reason a balloon did not fill completely, carefully reinsert the inflator tip and re-inflate. Inflate all the balloons necessary to complete your arch or columns. The balloon arch is large and requires 22 ft or more in room length to assemble.

Now the really fun part!

To Create a Column: Once your balloons are inflated, your bases assembled and filled with sand and pole receptacle locked:

- Connect pole pieces to make 2 large extension poles. Make sure the button on the pole aligns with the hole of the other pole half and locks.
- Insert the 62" pole into the pole receptacle cup in the base & turn the top of the pole receptacle to tighten around the pole for a secure fit.
- One by one, slide the center hole of the Cluster Balloons over the pole. Use alternate colors if desired. Make sure balloons are snuggled into one another.
- Once the balloons are stacked on the pole press down on the top balloon to expose enough of the top portion of the pole to allow you to secure the Balloon Topper with tape tabs (included).
- Once Balloon Topper is attached remove pressure on the balloons and let them rise up to meet Balloon Topper. Your Column is now complete!

To Create an Arch: Once your balloons are inflated, your bases assembled and filled with sand and pole receptacle locked:

- Insert half of an extension pole into the pole receiver. Use the pole half that does not have the button mechanism. You will not need the upper halves of the poles for this application. Store in box for future use.
- Turn top of pole receptacle to tighten around pole.
- Place the bases where you intend to display your arch. Place them at least 8-10 feet apart depending on your needs. The closer the bases, the higher the arch. The more distance between bases the lower the height of the arch.
- Assemble the bendable arch rod by inserting each black rod into the silver connector between each rod to make one long bendable arch cord and lay it on the floor. You'll need 20 ft. of space to do this.
- Thread balloons on each extension pole mounted to the base until poles are full.
- Thread remaining balloons on the bendable arch cord and then lift arch cord from both ends. This requires two people to lift at the same time. Keep tension on the cord from both ends and be careful not to pull apart.
- **Person one and two:** Lift the arch cord together and slowly bend to create an arch. Again keeping tension on the cord from the ends so as not to pull the cord apart.
- **Person one:** Insert one end of the arch cord in to the top of the extension pole and allow it to slide all the way down. Hold base securely until the arch cord is inserted into the other base.
- **Person two:** Slowly bend the arch cord more and insert the other end into the top of the other extension pole and base and allow it to slide all the way down inside the pole.
- **You did it! You assembled a Balloon Arch & Column!**

This product was created for indoor use. Balloons will be damaged if exposed to water or rain. If placed outdoors additional weight and precautions may be necessary to prevent damage or toppling that can be caused by wind. It may be necessary to secure the arch cord to the pole it is inserted in with tape so that a gust of wind will not lift the balloons and cord out of the poles.