

Dear TheatreWorld Customer,

- Do not throw away the THEATREWORLD box, THEATREWORLD cotton travel bag that the backdrop(s) arrived in, or Return Shipping label located inside the white Important Documents Envelope, as you will need these items again for the return shipment.
- Make sure the stage/work space is clean prior to unfolding the backdrop. (Covered if necessary, swept, mopped, and has no liquid, sharp objects, or debris on it to ensure that the backdrop will remain clean and undamaged).
- Make sure that the painted side of the drop is NEVER exposed to the stage/work space whether it be during folding or unfolding, as this may scratch and noticeably damage the backdrop.
- Make sure that all lighting sources are appropriate distances from the backdrop with a minimum of
 12" between the backdrop and the nearest light. See the following pages for further information.
- DO NOT build or paint set pieces near the backdrop. Backdrops should be hung after set building and painting is complete and dry.
- To remove wrinkles and creases as a result of shipping, we suggest weighting the bottom of the drop through the utilization of the pole pocket (explained below) and letting the drop simply hang for approximately 24 hours. If wrinkles and creases are still noticeable, you may wish to use a plastic head steamer on the unpainted side of the drop.
- The pole pocket is an independent pocket sewn approximately 5 inches from the bottom of the backdrop. This pocket is fully stitched along the top of the pocket and utilizes a basting stitch every 6"-18" along the bottom. This allows for air flow, movement, and avoids pulling. Make sure that when using this pocket, you are in fact placing the pole in the pocket itself, and NOT between the pocket and the backdrop as this may cause damage to the backdrop and will not properly secure the pole in place leaving your cast/production team at potential risk of injury.
- Do not place tape of any kind on the painted surface of the backdrop. This includes the top, bottom, and side edges.
- When preparing the backdrop to be returned, please remove all set pieces and make sure that the stage/work space is clean prior backdrop being folded, as this is when a majority of backdrop injuries occur.

If Backdrops are returned later than the date specified in your contract, you will be assessed late charges.

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Dear TheatreWorld Backdrops Customer:

Flame Retardancy is a very important step in the backdrop production process and meeting or exceeding the NFPA 701 standards in the USA is a requirement and enforced by virtually all local Fire Marshals. When selecting our fabricating and producing associate, TheatreWorld Backdrops made the application of Flame Retardant solutions a high priority, as well as assuring that our associate was an ISO and ANSI-Certified fabricator/producer.

When we began building our inventory, it was important to us that the entire fabric was "fully dipped" in the approved solution, rather than merely spraying the back of the resulting backdrop. This enhanced process ensures a "durable" flame-retardancy that lasts much longer. The following statement was provided by our producer during this phase of TheatreWorld Backdrops' development.

It is hereby certified that natural fabric measuring 1462.00 running meters of 132" and construction 56x60 with 20s yarn has been treated for Flame Retardancy by Shield Flame Retardant. The same fabric has been used in producing all of your backdrops which are manufactured and painted by us. The fabric, thus treated, passed the NFA 701 testing successfully. It also satisfies BS 5867 part 2 Type B performance level successfully undergoing BS 5651 and BS 5438 Test 2. It is also certified that Shield Flame Retardant is a special chemical formulation manufactured by M/S Fibre Shield Industries, Inc. USA to provide all kinds of fabric with flame retardancy treatment. It also holds certification from the State Fire Marshall, California (#C-17400) and City of New York (#141-89-SM). It is further certified that this fire retardancy treatment, on the fabric mentioned above, will remain effective for a period of four years or more from the date of the treatment or issuance of this certificate with normal use and reasonable care and cleaning, as they're over treated and are durable fire retardant.

In rare instances, our backdrops actually get "tested" in the field. For example, we received one of our Road to Oz backdrops back from a client with multiple burns in it. This backdrop had clearly been placed too close to an intense theatrical lighting in an attempt to create a visual effect. Evidenced in the extreme close-up view of the image below, the burns worked themselves clear through the fabric, but did not spread due to the flame retardancy treatment.



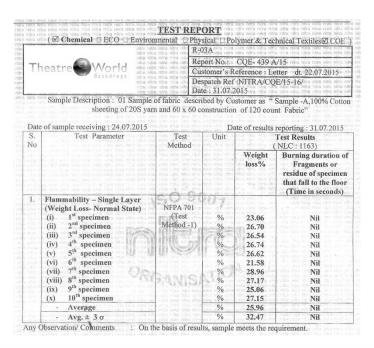
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In fact, that same backdrop was later used at the Largo Cultural Center Technical Summer Camp Backdrop Workshop which is organized and taught by Joe Ingrao, a veteran techie in the theatrical industry with years of experience teaching the craft. Joe carefully explained what and how the damage was created, but more importantly, he explained that if our backdrop had not been properly treated with approved Flame Retardant materials, the entire backdrop could have ignited and caused serious issues for the facility and audience.

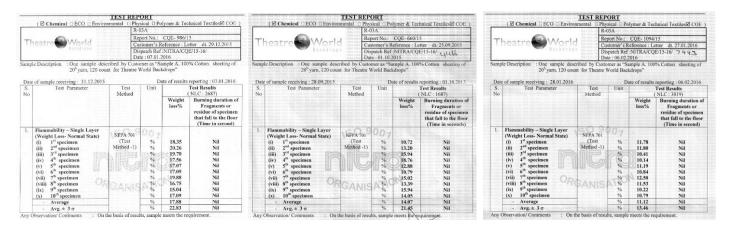


As our monthly volumes grew, we began having an independent third party testing group perform the NFPA 701 certification testing on a periodic basis through our producer and a copy of the results sent to TheatreWorld. The sample below is the image of a periodic test report provided by the independent testing facility:





Since circa mid-2015, our production volumes have grown significantly and we have enhanced production controls again; we now have every large bolt of treated fabric tested by an independent third party. It is noteworthy that the independent third party is an industry oversite extension of the Indian Government. The samples below are images of actual monthly test results conducted by the independent testing facility.



The following statement was provided by our producer during this new phase of TheatreWorld Backdrops development.

It is hereby certified that natural sheeting fabric measuring 1267.00 running meter of 132" width and construction of 60x60 with 20s yarn, has been treated for Flame Retardancy by us and the same fabric has been tested in the lab and passed all tests successfully. The same fabric has been used to produce all the backdrops for TheatreWorld Backdrops, which are manufactured and painted by us. The fabric, thus treated, passed NFA 701 testing successfully, which is substantiated by the lab report attached, tested from Govt. owned and approved Lab under the Ministry of Textile, Govt. of India, NITRA. It is further certified that this fire retardancy treatment on the fabric mentioned above will remain effective for a period of four years or more from the date of the treatment or issuance of this certificate with normal use and reasonable care and cleaning, as they're over treated and are durable. The flame retardant chemical is non-corrosive, formaldehyde free, has no objectionable odor of fumes in the area of operation and the goods. Ingredients of the chemical have no adverse effect on the environment. It imparts non-hygroscopic, non-corrosive, non-plasticizing & thermally stable FR finish. This finish is stable to outdoor exposure (i.e., UV radiation, heat & humidity) and therefore it imparts a very high longevity to its efficacy.

Fire Marshals throughout the country have reviewed and accepted TheatreWorld's Flame-Retardant documentation. Some Fire Marshals would like to have a copy of the report or two for their files. Simply call us and give us the Marshal's name and email address and we will be happy to send them copies of several reports. Should they wish to run their own testing, we have a limited supply of testing swatches available to send them.

TheatreWorld Backdrops maintains Life-Cycle Management Information on every backdrop in our inventories. Proper backdrop cleaning and inspection processes are part of our standard quality control procedures that every returning backdrop goes through. We maintain our backdrops to the highest standards in the industry.

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