


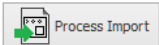





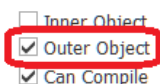
How to add the new Event CAD object to your system:

1. Save the EXZ file, attached to the email, to any location on your machine.
2. Open your Event CAD program.
3. Click on the  icon top left and select import.
4. Press  and then browse to the saved EXZ file and click to select it.
5. Click on the  button so you only import additions and don't alter any of your current colours/materials.
6. Press the  button

The new item/s will now be loaded into your system, restart the program to be able to use them.

NB. If any of the objects were chairs you will need to do an additional step.

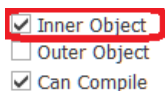
1. Open your Event CAD program.
2. Click on the  icon top left and select **Object Maintenance**.
3. Select **CHAIRS** from the left-hand column.
4. Click on one of the new chairs from the second column i.e. **Cross Back Black**.
5. Tick the box, to the right, that says **Outer Object** and then press the **Update** button below.



6. Repeat steps 4 and 5 for each of the new chairs in the second list.

If the object you are adding is a round table you need to follow the same steps above, except...

1. Select **ROUND TABLES** from the left-hand column.
2. Click on the new round table in the second list
3. Tick the box, to the right, that says **Inner Object** and then press the **Update** button below.



Close the object maintenance screen, restart Event CAD and the new objects will now be available.

