



## How to remove the back panel on the Acrylic Trays



These modern versatile acrylic trays can be used at a party to serve snacks or drinks and then at home to keep your desk, dresser or vanity organized. The four magnets keep the acrylic back panel in place. Give the tray a new look by simply removing the back panel and inserting another paper or photo.



1. Your tray was shipped with a tissue insert so you can remove the back panel from the tray. If you want to be able to change the paper insert from time to time, we recommend that you add a piece of ribbon to the back panel (as shown left). The magnets are very strong and the ribbon will allow you to easily separate the back panel.



2. Use the acrylic back panel as a template to cut your paper insert. Here's a few ideas for what kinds of papers you use in your tray: photos, wrapping paper, scrapbooking paper, maps, book pages, cards and art prints, ticket stubs.



Tip for removing the acrylic back panel if the original tissue insert has already been removed and you would like to be able to change the paper insert: Try to slide the back piece of acrylic to one side so you create a small gap to insert a thin flat screwdriver. Carefully pry open one corner and lift out the back panel. The magnets are quite strong so be patient and try not to scratch the acrylic tray with the screwdriver.