

ULINE H-9234, H-9246

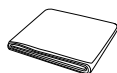
20 x 20' EVENT TENT

1-800-295-5510
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TOOL NEEDED



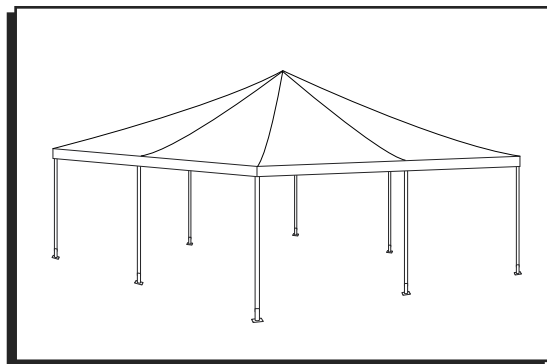
Sledge Hammer
(for H-9234)



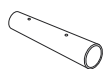
Drop Cloth
(recommended)



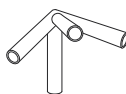
Two Person Assembly
Recommended



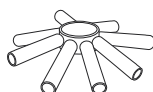
PARTS



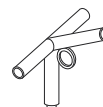
Pole
6'8" Leg (LG) – Black x 8
9'4" Eave (EV) – White x 8
10'6" Full Rafter (FR) – Green x 4
14'4" Hip Rafter (HR) – Red x 4



Corner x 4



8-Way Crown x 1



4-Way Side Tee x 4



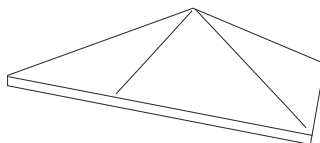
2" Ratchet
Strap x 8



Base Plate x 8



Frame Pin x 48



Canopy Top x 1



Steel Stake x 8
(for H-9234)



Barrel x 8
(for H-9246)

SAFETY



IMPORTANT! Please read carefully.

- Keep away from all flame and heat sources.
- Do not cook underneath or near canopy.
- Do not store or use flammable liquids underneath or near canopy.
- Do not ignite or store fireworks underneath or near canopy.
- Do not use bleach to clean cover.
- Do not dry clean cover.
- Do not wash cover in washing machine or dry in dryer. Hand wash with mild soap and water only.
- Do not allow rain water, snow or ice to accumulate on top of cover.
- Do not hang or suspend anything from the frame, grommets or truss system of the unit.
- Remove rain water, snow and ice from canopy cover.



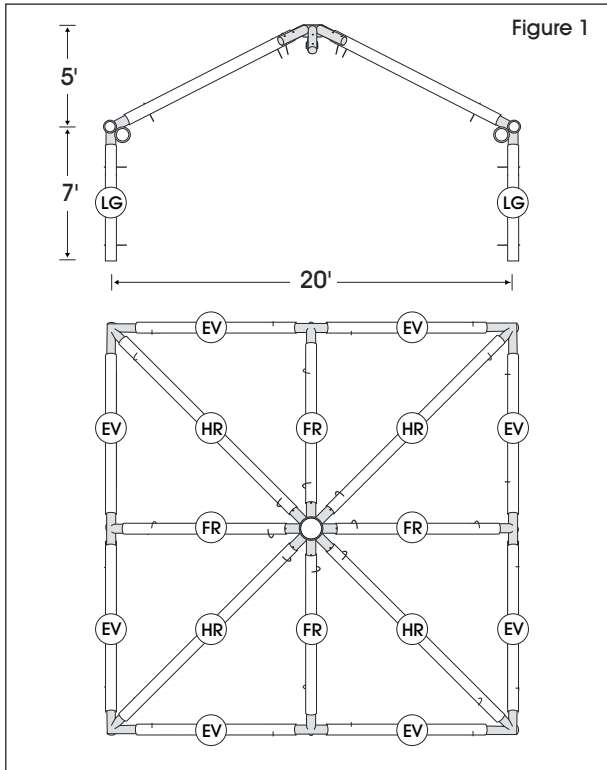
NOTE: This is a temporary structure and is not recommended for use as a permanent structure.

ASSEMBLY



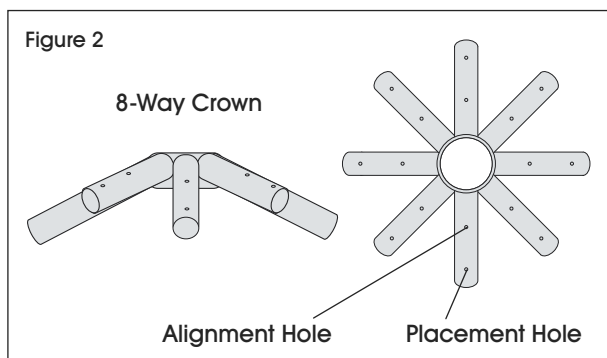
IMPORTANT! Before setting up tent, contact Diggers Hotline (8-1-1) or a local authority to verify that it is safe to set up tent in desired location. Be aware of weather conditions, and always evacuate tent during periods of high winds or lightning.

1. Ensure all parts are present before assembly. Lay frame parts on ground in approximate locations they will be when frame is assembled. (See Figure 1)

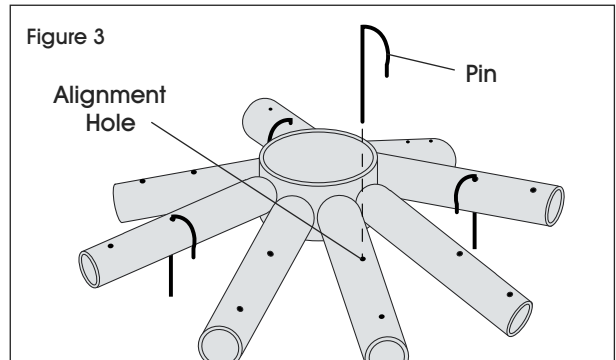


2. Place frame pins in 8-way crown.

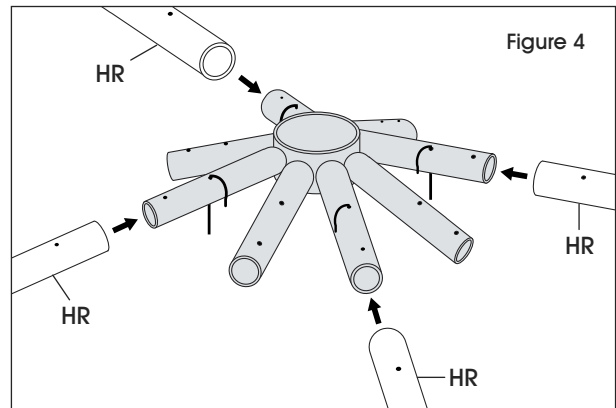
- a. Each protrusion on crown has two holes. The alignment hole is closer to the center; the placement hole is further down the protrusion. (See Figure 2)



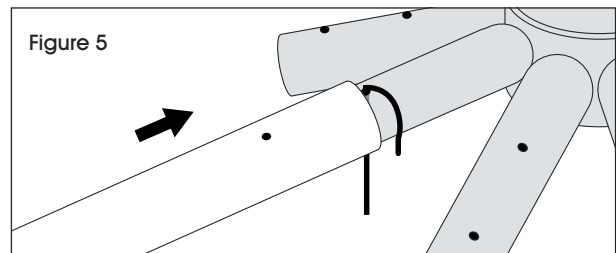
- b. Place a pin in every other alignment hole. This pin prevents the rafter from moving too far onto crown. (See Figure 3)



3. Align four hip rafters (HR) with 8-way crown. (See Figure 4)

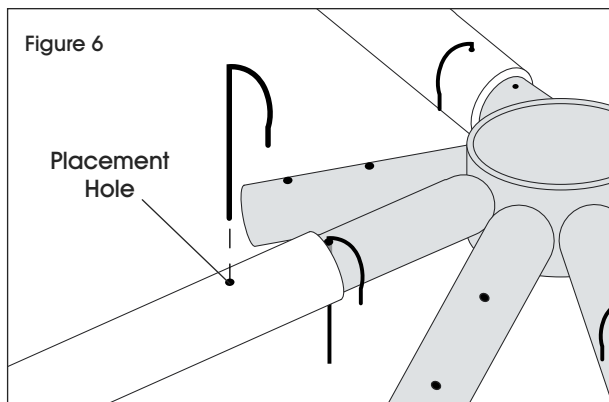


- a. Slide tubing onto protrusion until it meets pin. (See Figure 5)

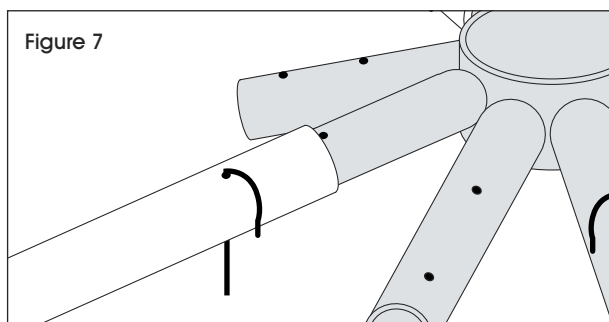


ASSEMBLY CONTINUED

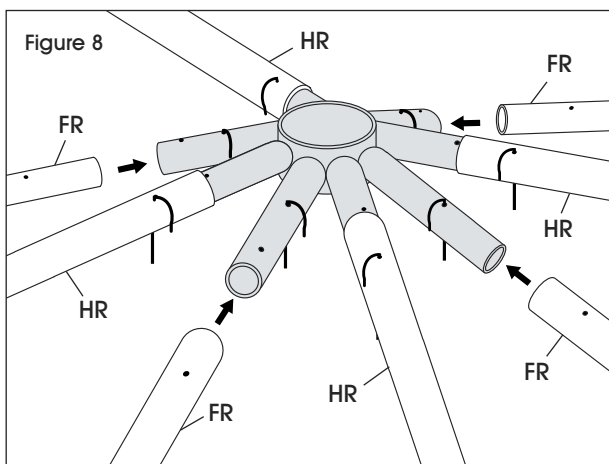
- b. Align placement hole in the crown with hole in rafter and insert pin. (See Figure 6)



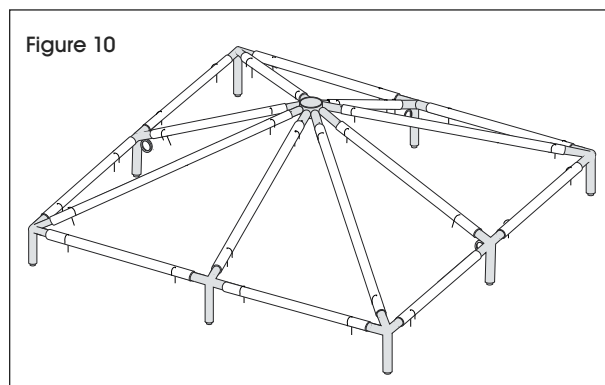
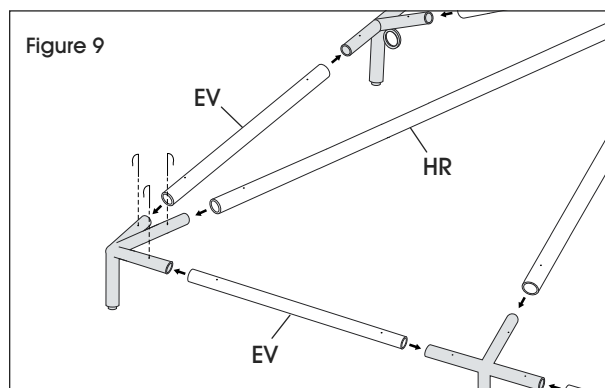
- c. Remove alignment hole pin and place in adjacent protrusion alignment hole. (See Figure 7)



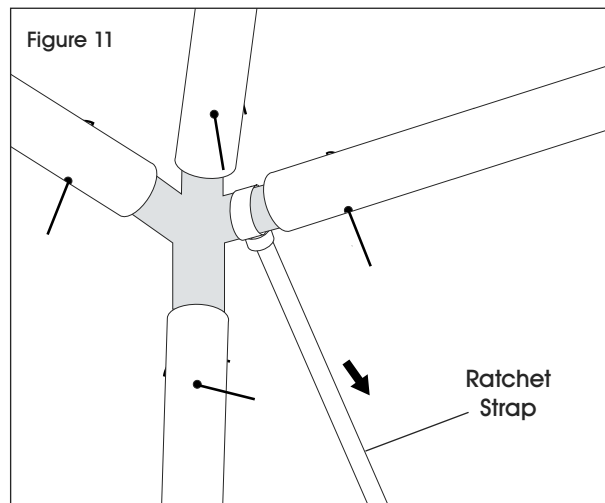
4. Repeat steps b-c to connect the four full rafters (FR) to the 8-way crown. (See Figure 8)



5. Beginning at a corner fitting, attach eave poles (EV) to corner fittings and 4-way side tee fittings, working clockwise around the assembly. (See Figures 9-10)



6. Loop end of each ratchet strap to fitting at each leg location. (See Figure 11)

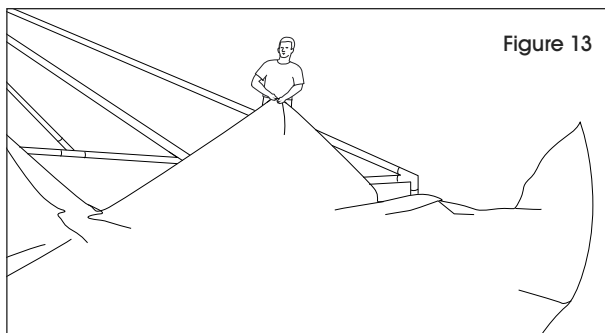
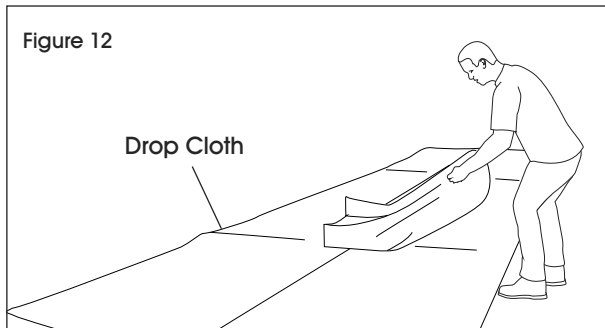


ASSEMBLY CONTINUED

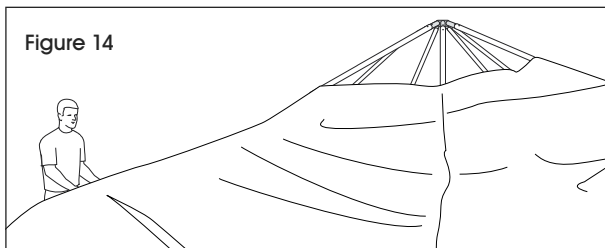
7. Unroll the tent top. (See Figures 12-13)



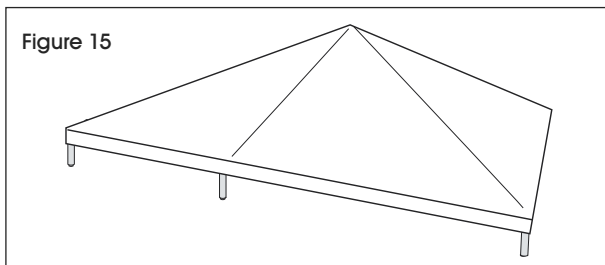
NOTE: It is recommended to place tent top on a drop cloth to protect from dirt and abrasions.



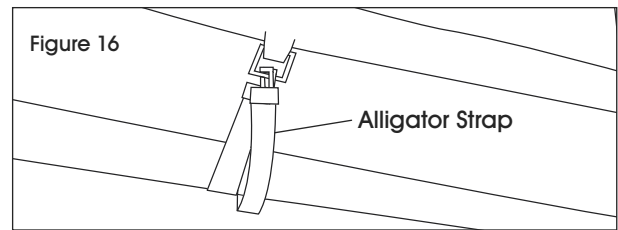
8. Pull tent top over frame, lifting up on fabric to create air cushion under tent top. (See Figure 14)



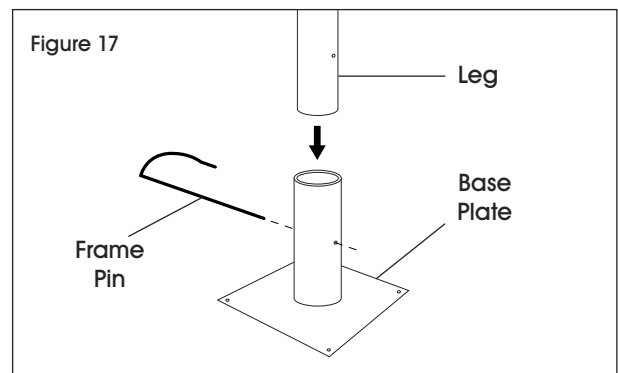
9. Center tent top on frame by aligning the seams behind hip rafters. (See Figure 15)



10. Loosely fasten the alligator straps attached to canopy top at each side of the corners around EV tubing to secure tent top. (See Figure 16)



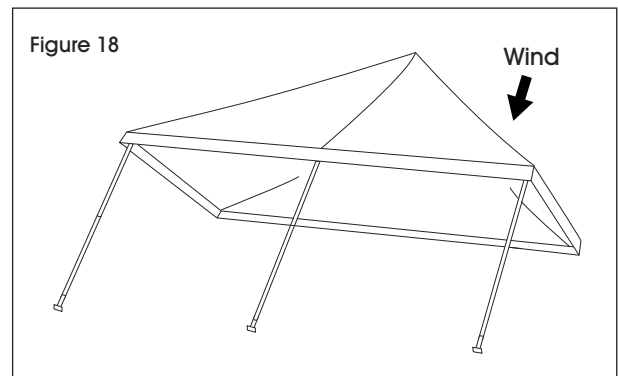
11. Attach base plates to legs securing with frame pin. (See Figure 17)



12. Lift downwind side of frame and keep all sides level. Attach leg poles to the lifted side. (See Figure 18)

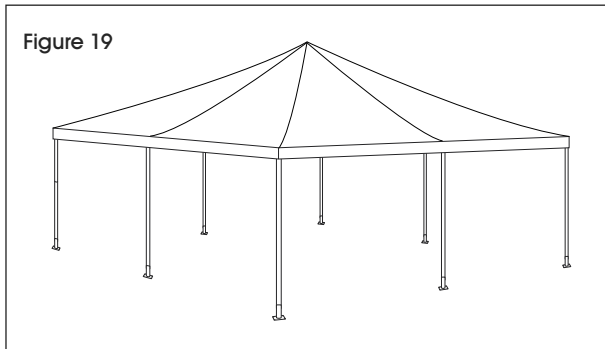


NOTE: Always lift the downwind side of tent first.

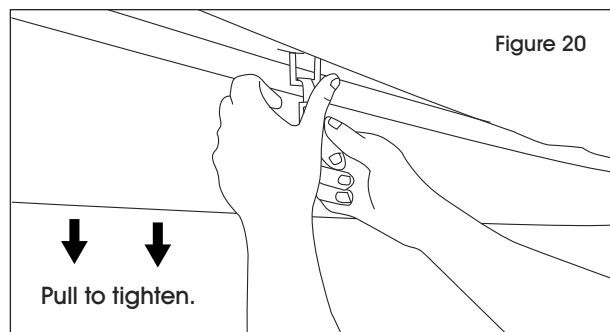


ASSEMBLY CONTINUED

13. Raise other side of tent and attach remaining legs. (See Figure 19)



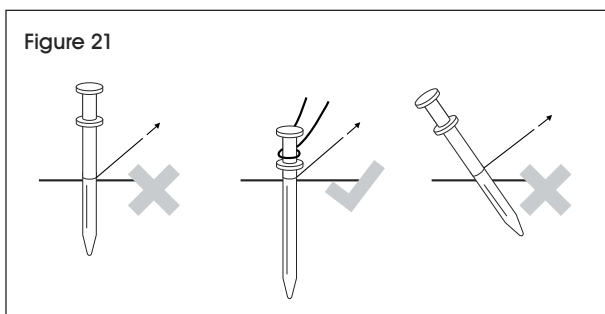
14. Fasten the rest of the alligator straps around EV tubing by tugging on the valence to keep the material taut and firmly pulling the straps. Slide excess strap through the metal slide on the alligator clip. (See Figure 20)



CAUTION! Yanking on straps will cause undue wear and tear as well as wrinkling of tent top fabric.

IF USING STAKES (H-9234)

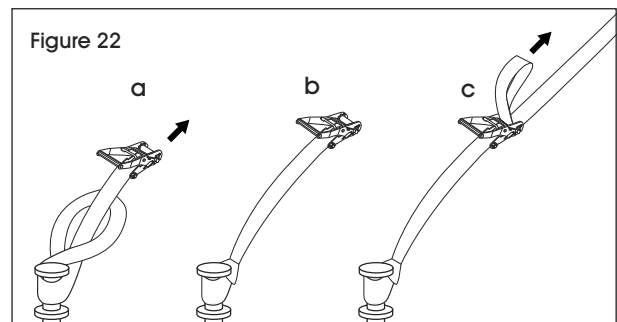
1. Place stakes 5' out from each leg. Drive stakes into the ground until 6" or less of the stake shows. (See Figure 21)



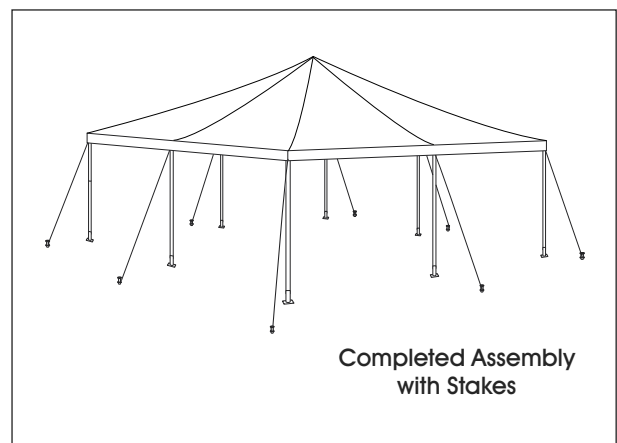
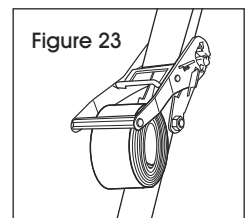
2. Attach ratchet straps to the stakes loosely. (See Figure 22)
 - a. Attach ratchet buckle with loop strap to stakes by turning the 6" loop at the end of the ratchet inside out and pulling strap through the loop.
 - b. Pull slipknot tight over stake.
 - c. Take loop strap attached to tent and pull it through reel bars slot of ratchet.



NOTE: Keep ratchet buckle handle facing up at all times.



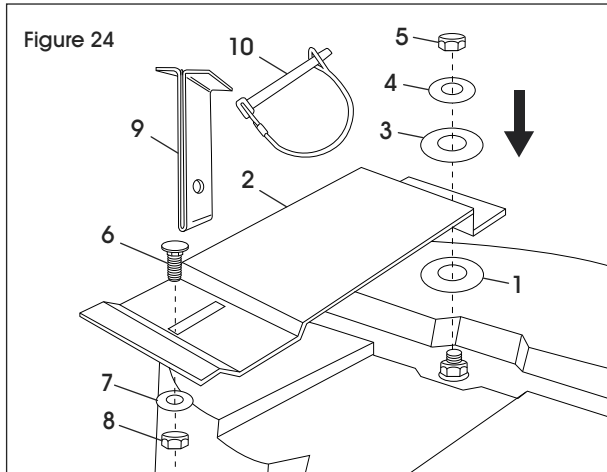
3. Tighten ratchet straps by holding strap and pulling all slack through ratchet reel. Then, with one hand, crank ratchet handle with the other.
4. Roll excess ratchet straps and secure into the ratchet buckle. (See Figure 23)



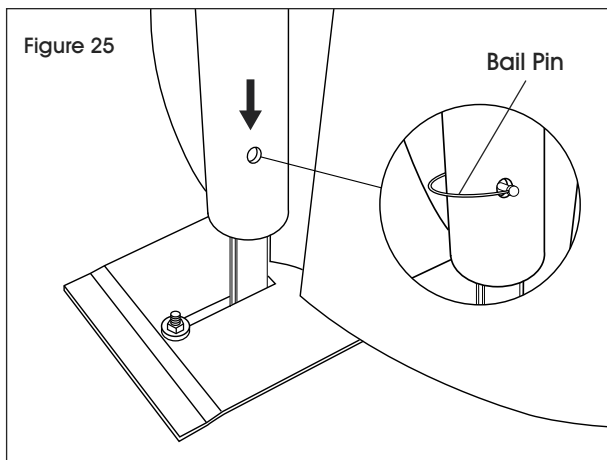
ASSEMBLY CONTINUED

IF USING BARRELS (H-9246)

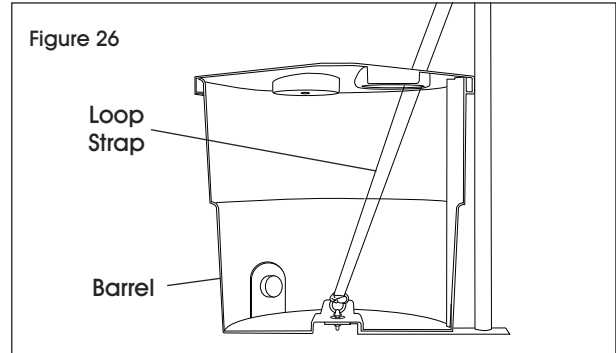
1. Turn the barrel upside down to connect the mounting plate. (See Figure 24)



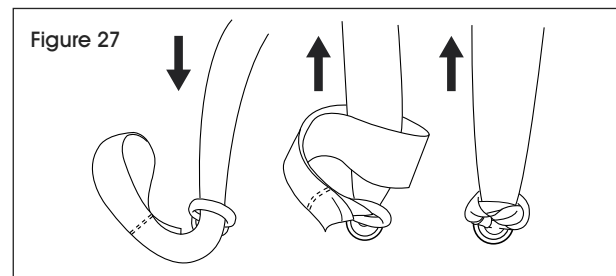
- a. Put a large washer (1) over the nut and bolt.
 - b. Place the plate (2) over the washer.
 - c. Place another large washer (3) followed by a smaller washer (4).
 - d. Place and tighten the nut (5).
 - e. On the opposite end of the plate, which hangs over the barrel, place the extra bolt (6) through the slit, securing it with a washer (7) and a nut (8).
 - f. Flip the barrel right side up and insert the T-shaped bar (9) through the slit in the plate.
2. Place a pole over the T-shaped bar that has been inserted into the plate. It will go over just the "T", not the bolt that is attached at the back of the plate. Put bail pin (10) through pole and T-shaped bar to secure. (See Figure 25)



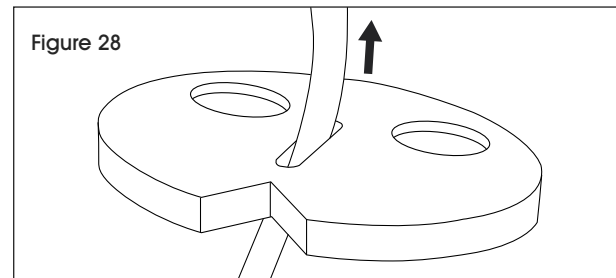
NOTE: Attach strap at bottom of barrel before filling barrel with water. (See Figure 26)



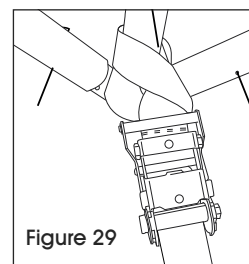
3. To connect the strap to eye bolt in bottom of barrel, pull looped strap through the eye bolt. Take the other end of strap and pull it all the way through the loop. Pull long end tight to secure strap to eye bolt. (See Figure 27)



4. Pull strap through cover slit. (See Figure 28)



5. Connect the opposite end of the strap to the fitting at the top of the pole, **not** around the tent frame poles. This forms a strong triangle. (See Figure 29)
6. Fill barrel with water.

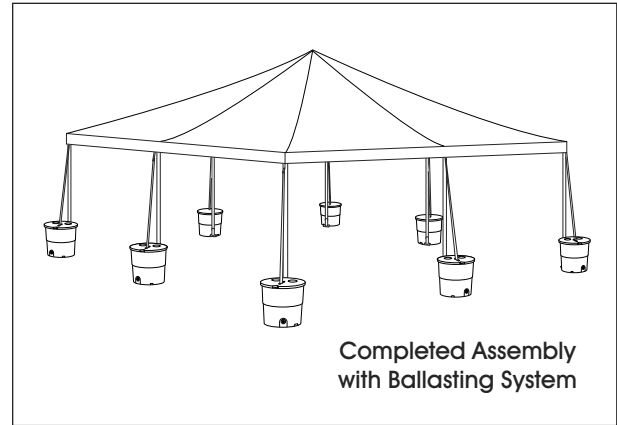
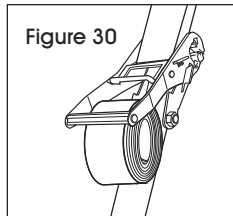


ASSEMBLY CONTINUED



NOTE: Keep ratchet buckle handle facing up at all times.

7. After barrel is full, tighten ratchet straps by first pulling all slack through ratchet reel, holding strap with one hand and cranking ratchet handle with the other.
8. Roll excess ratchet straps and secure into the ratchet buckle. (See Figure 30)



TAKING DOWN TENT



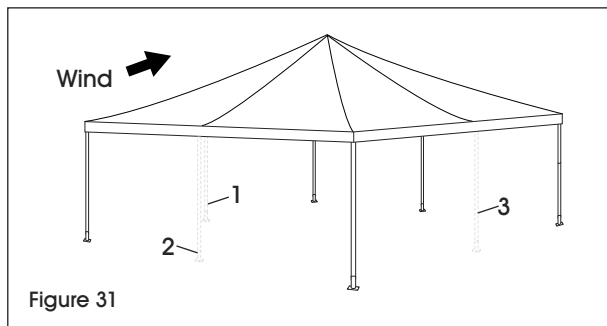
Two Person Takedown Recommended

1. Loosen ratchet strap assemblies and remove straps from stakes or barrels.

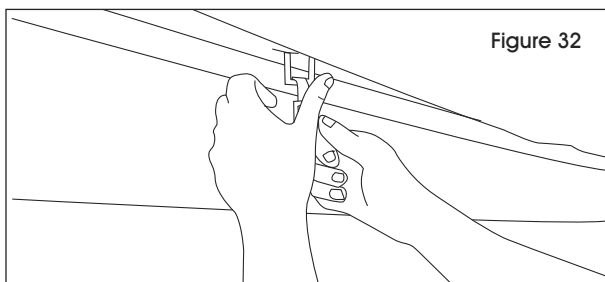


NOTE: If using barrels, drain them. Lift every leg and remove pin from barrel, setting legs on ground not back on barrel. Move the barrels away from tent to make room for lowering tent.

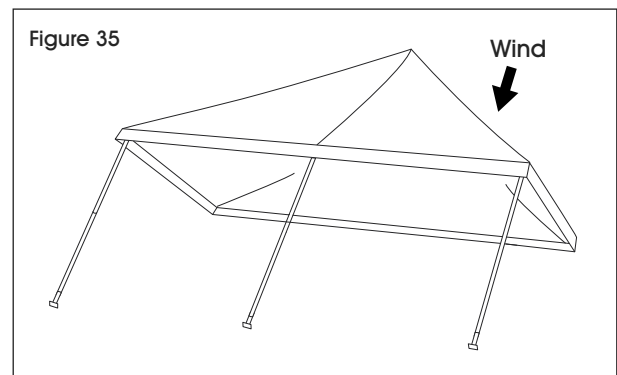
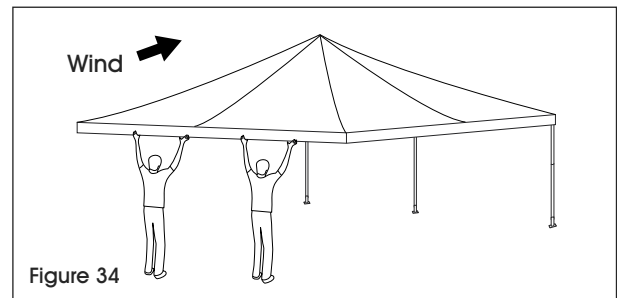
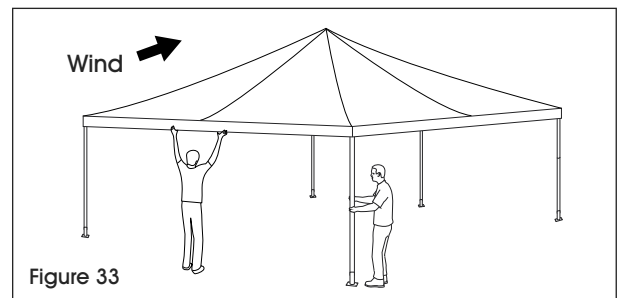
2. Remove three adjacent side legs. (See Figure 31)



3. Unfasten all alligator straps except the two at each corner (one at each side of corner). (See Figure 32)

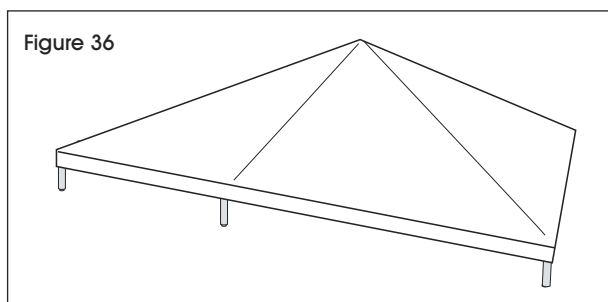


4. Start with upwind side. Have another person remove two corner legs from one side and carefully set tent frame on the ground. (See Figures 33-35)



TAKING DOWN TENT CONTINUED

5. Remove remaining legs. (See Figure 36)



6. Unfasten remaining straps until all are completely disconnected.
7. Remove the tent top from the frame.
8. Fold and roll the tent top pieces as tightly as possible. Use a fan fold or a z-fold for best results.



NOTE: For longevity of the tent, do not stand or walk on top of the tent top. It is recommended to dry and wipe clean the tent top fabric before folding for storage.

9. Bagging:
- Place the folded tent top in an upright vertical position.
 - Pull tent bag over the upright tent top.
 - Turn the tent top and bag over.
10. Disassemble all corner, side tee and center crown fittings by removing pins and sliding tubing off fittings. Work from perimeter of frame inward.
11. Remove all stakes. If using ballasting system, empty water from barrels for storage.

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