Installation Guide For
11' Thatch Reed Umbrella with Eucalyptus Pole
Natural or Synthetic
Reed or Palm

Important Notice:

These instructions contain important safety and general instructions. Reading these instructions prior to attempting assembly will greatly simplify the procedure.

Tools Required:

- Ladder
- Sharp Utility Knife
- Ratchet Set/wrench (specifically 1/4" socket)
- Protective Eye Wear
- Drill with 3/16" bit
- Spirit level

Caution:

Use care when climbing your ladder. Ensure that it has stable footing before use.
Be careful when handling the thatch reed panels. Make sure to wear safety glasses to avoid injury to your eyes from the reed ends.

Materials List:

- 4x Galvanized steel frame sections w/ 5 rungs each
- 4x 38" long umbrella struts
- 1x 4-5" dia. Eucalyptus pole
- 20x 1" x ¼" dia. sets of nuts and bolts
- 4x Eye lag screws

Options List:

Top Cone – pick one

- 1x 36" Natural Thatched Reed top-cone
  Or
  34" Synthetic Thatched Reed top-cone
  Or
  36" Natural Thatched Palm top-cone
  Or
  34" Synthetic Thatched Palm top-cone

Panels – pick one

- 29x Natural Thatched Reed panels
  Or
  28x Synthetic Thatched Reed panels
  Or
  25x Natural Thatched Palm panels
  Or
  29x Synthetic Thatched Palm panels

If Reed Thatch is chosen, you will also need:

- 2x Heavy-duty Thatched Reed panels
  (**Important:** keep heavy duty panels separate from regular panels)

Assembly Instructions:

I. Installation of Post

The galvanized steel Thatch Umbrella is a heavy umbrella and we suggest that you ensure that you create a solid foundation for the pole. We suggest a minimum of a 1' x 1' x 2' deep concrete foundation. Please allow for the extra 2' length of post (minimum) for the foundation when calculating your overall post lengths.

1) Calculate your post length:
   a) Your post length above ground should be 9'-8"
   b) Add to this the depth of the foundation (minimum 2')
   c) This gives your total post length = 11'-8" (minimum).
   d) Cut posts to this size or add an additional foot for a deeper foundation.

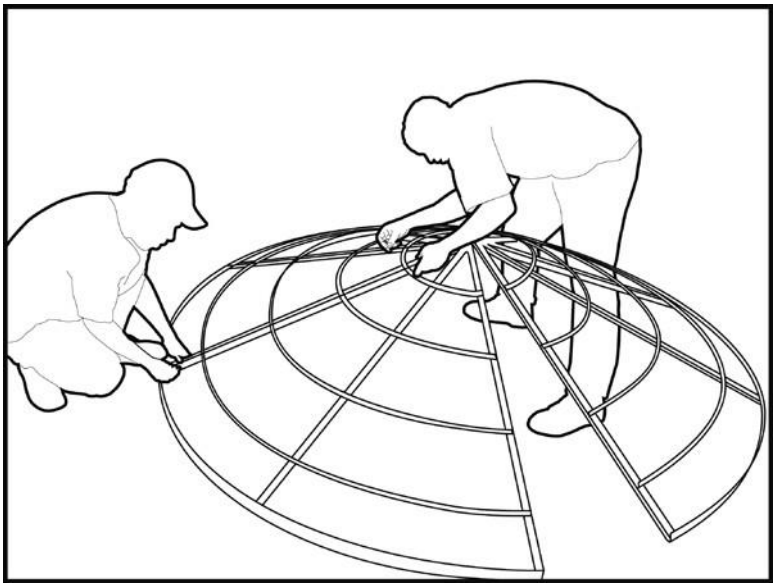
NOTE: A 9'-8" above ground post length will yield a 7' clearance from the ground to the bottom edge of the umbrella frame. While this is a standard clearance height, please check your local building codes to make sure you meet the requirements of your area.

2) Digging and installing pole
   a) At pole location, dig your 1' x 1' x 2' deep (min) hole.
   b) Make sure your pole is the desired length and then place it in the center of the hole.
   c) Pour a concrete mixture around the pole.
   d) Using your spirit level, make sure the pole is perfectly upright.
   e) Allow ample time for concrete to set before proceeding

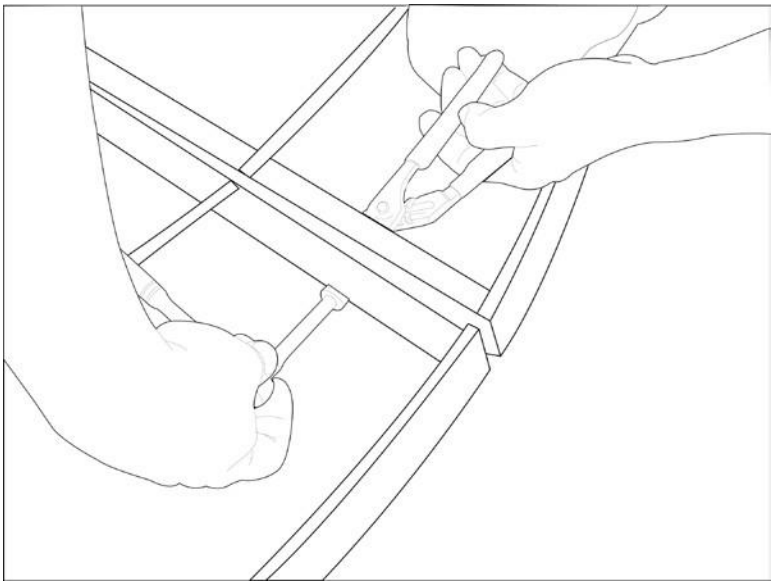
   TIP: brace the pole with spare timber to ensure that the pole remains perfectly vertical while the concrete dries.

II. Assembly of Frame

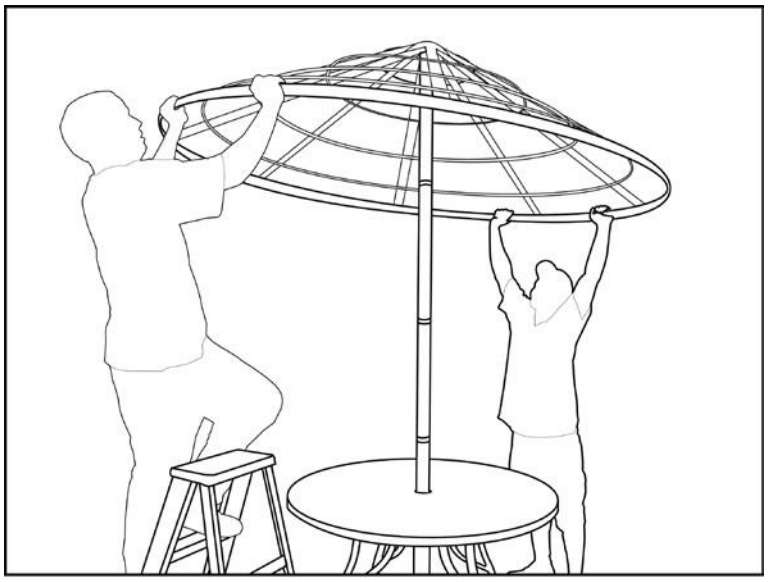
1) On a flat and level piece of ground, lay out the 4 galvanized steel frame sections in a ‘pie’ shaped layout.



2) Push the sections together to create an umbrella/cone shape.
3) Loosely bolt the sections together one at a time.

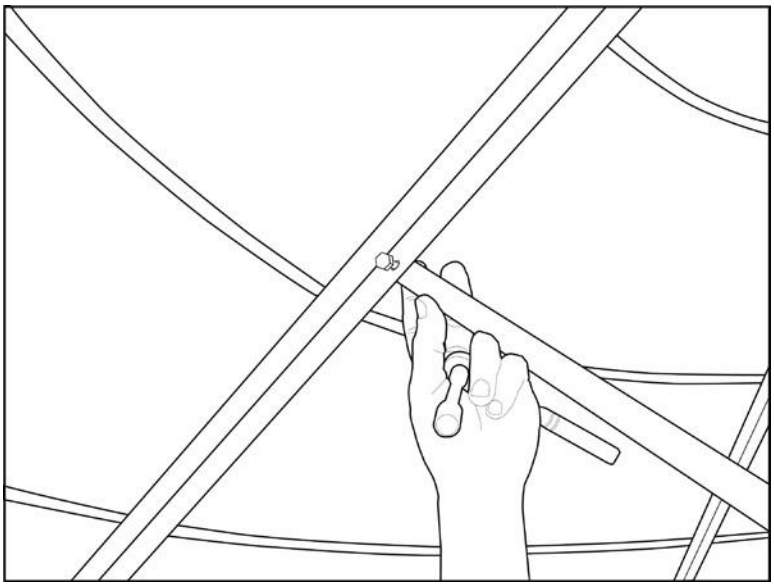


4) Once all the bolts have been placed into their relevant holes, you must tighten them to make the entire frame completely rigid.

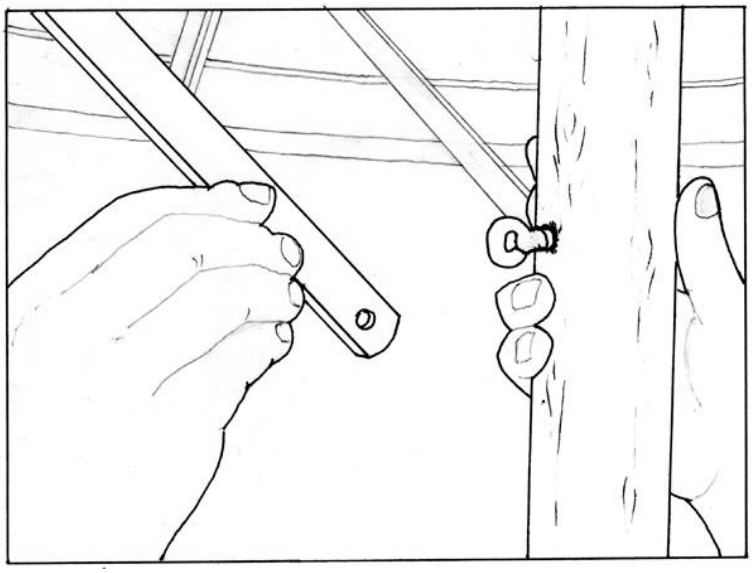


5) After the frame has been completely assembled, use 2-3 people to lift the frame onto the post.

III. Strut Assembly

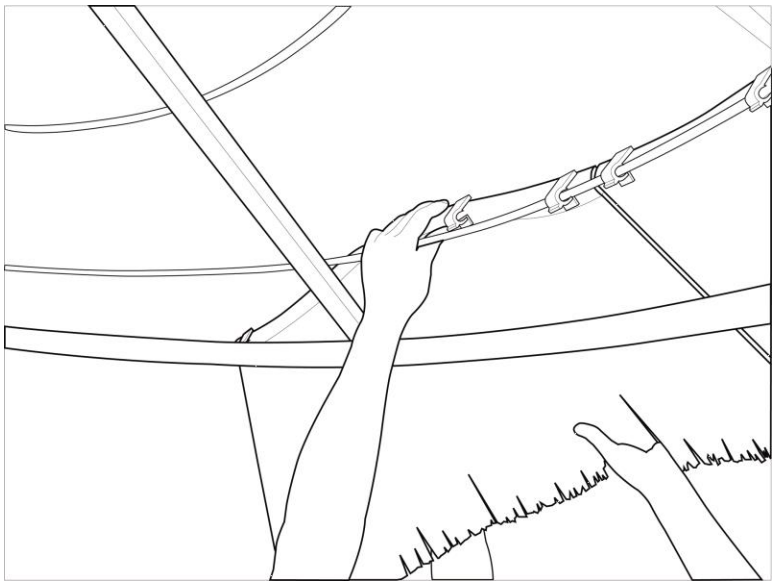


1) Using the bolt that is second from the bottom of each frame section, loosely attach each strut to the frame.
   (Important: One end of each strut is mitered to fit specially into the frame. Be sure to place this end on the frame.
2) Once all struts are bolted, select one strut and slowly swing it toward the pole. Take care that the strut does not swing back and hit anyone.
3) While making sure the umbrella is sitting evenly on the top of the pole, mark where the strut touches the pole with a pencil.
4) Repeat this process for each strut.
5) Now drill a guide hole at each marked-off location on the pole. A 1" deep hole is adequate.



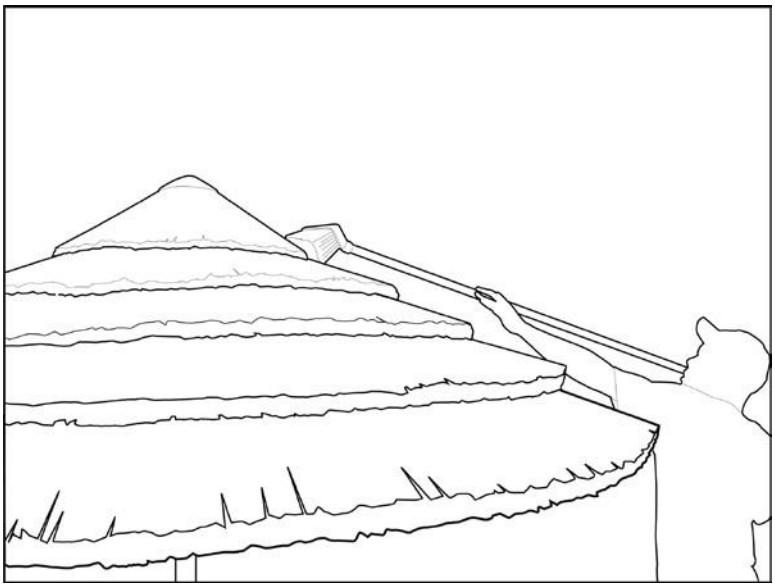
6) Screw each eye lag screw into the pole. The "eye" of the bolt should be vertically aligned so that the strut will be able to be attached.
7) One by one loosely bolt struts to the eye lag screws in the pole.
8) Once all struts are bolted to the pole, step back once again to make sure the frame is not crooked.
9) Adjust the frame as needed, then tighten all the bolts on the strut.

IV. Installation of the Thatch



1) Starting at the lowest rung (not the flat outer edge), clip on the thatch panels.
    a) The rungs will take increasingly less panels as you work up the umbrella. The first rung will take 10 panels, the second 8, then 6, and finally 4 panels on the second to last rung.
    b) Take care in placing the panels, and you will be able to clip them all on with only the final panel of each row needing to be trimmed.

2) Now use the 2 Heavy Duty Panels on the last rung. These panels are denser and will take the tighter radius of the top rung.
(Important: Take care when you trim these panels. The tighter radius of the top rung can be more challenging to work with).



3) Finally, the top cone is placed centrally on top of the umbrella. Take a step back to make sure it isn't crooked, and then tightly tie the top cone to the frame using the embedded strips in the top cone. ***TIP: you can use a broom handle to help position the top cone properly.***

4) Once all the thatch has been clipped onto the frame, place the ladder underneath the umbrella and gently pat the underside of each panel--lifting it slightly off the frame. This process will allow the reeds to settle evenly.

5) Then move the ladder to the outside of the frame and remove any loose pieces of thatch.

Your umbrella is now completed, so sit back, relax, and enjoy!