

Instructions for Do-It-Yourself 20' x 20' Party Tent

BEFORE INSTALLATION!

- Carefully select site for installation of Party Tent.
- **IMPORTANT!** Keep away from overhead wiring and underground utility services. Illinois state law **REQUIRES** that you contact **J.U.L.I.E. (800-892-0123)** at least 2 working days before installing tent so that underground services can be located and marked.
- Open parts bags and check for all parts.
(Should any parts be missing contact Herriott's at 356-9713.)

PARTS LIST

- 1 - Party Tent Top (With 12 Guy Ropes)
- 1 - 4 Piece Center Pole (Larger diameter pole sections.)
- 8 - 2 Piece Side Poles (8 Top Sections (pin on one end) and 8 Bottom Sections (no pin))
- 12 - Stakes

5 E-Z INSTALLATION STEPS

- 1 Spread out tent top and guy ropes as shown in Fig. 1. Drive stakes 3 feet out from edge of tent. Two at each corner (90°) and one at each side pole position.
- 2 Fasten ropes to stakes by looping rope on hook of each stake. (DO NOT TIGHTEN ROPE BETWEEN TENT AND STAKE AT THIS TIME.)

Assemble two piece side poles by sliding top (with pin) and bottom sections together as shown in Fig. 2. Be certain snap buttons are securely snapped into position as shown in Fig. 3. Push assembled pole (Pin end first) through tent grommet. Angle pole approximately 45° as shown in Fig. 5. Finish by assembling and installing remaining 7 side poles in same manner.
- 3 Assemble 4 piece center pole by sliding two center sections together; then top section (with pin) into the center section and then add the bottom section (shortest length section). See Fig. 4. Be certain snap buttons are securely snapped into position as shown in Fig. 3. From under tent push assembled pole (Pin end first) through center grommet of canopy top. Push pole vertical.
- 4 Push side poles to vertical. Adjust and tighten guy ropes. (When properly installed tent will look like the drawing on the cover of this brochure.)

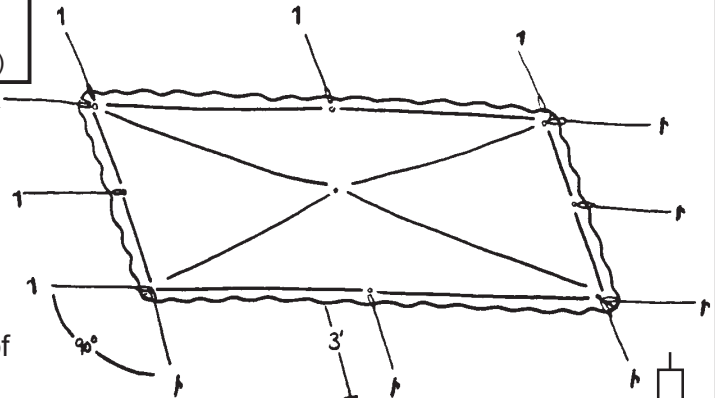


Figure 1

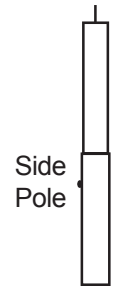


Figure 2

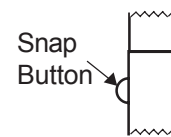


Figure 3

Figure 4

Center Pole

Shortest Section

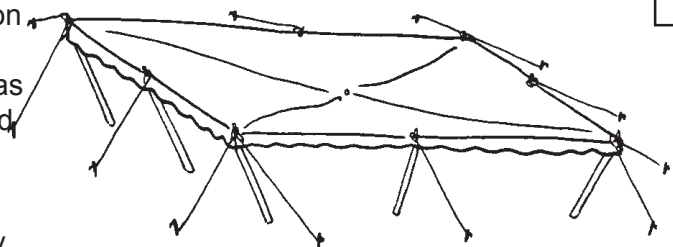



Figure 5

E-Z TAKE DOWN

Remove everything from under tent; Loosen side pole guy ropes; push side poles to 45° angle; remove center pole then side poles & disassemble poles; remove guy ropes from stakes; Pull stakes from ground. Store all parts in parts bags. BEFORE PUTTING TENT TOP IN STORAGE BAG BE SURE TENT TOP IS DRY TO PREVENT MILDEW. Fold tent top in half first right to left and then in half top to bottom and once again right to left; Then tightly roll (like a sleeping bag) so that it can fit into storage bag. Count all parts to be sure everything is accounted for BEFORE returning to Herriott's.

Thank you for renting from  Herriott's
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