



Double Peak Star Marquee
(sides available on request)

13.65m(L)x8.65m(W)x5m(H)

INSTRUCTION MANUAL



FOR SAFETY REASONS YOU MUST READ THIS INSTRUCTION CAREFULLY BEFORE USE

IMPORTANT NOTICE PLEASE READ

Minimum FOUR adults are required to set up a double-peak star marquee.

Ensure area is free from any sharp objects & overhead objects.

The star marquee can only be installed on grass area.

Do not assemble or use the marquee in very windy conditions.

Do not leave your marquee unattended.

Keep flame and heat sources away from the fabric to prevent damage.

Absolutely no cooking/bbq under this marquee - marquee is for shade use only.

**Make sure that the marquee & accessories are completely dry before placing back
into the relevant bags and returning to Cancer Society Nelson Tasman**

Any questions please call our office 03 539 1137 during business hours.

ACROSS THE TWO BLACK BAGS WILL INCLUDE THE BELOW

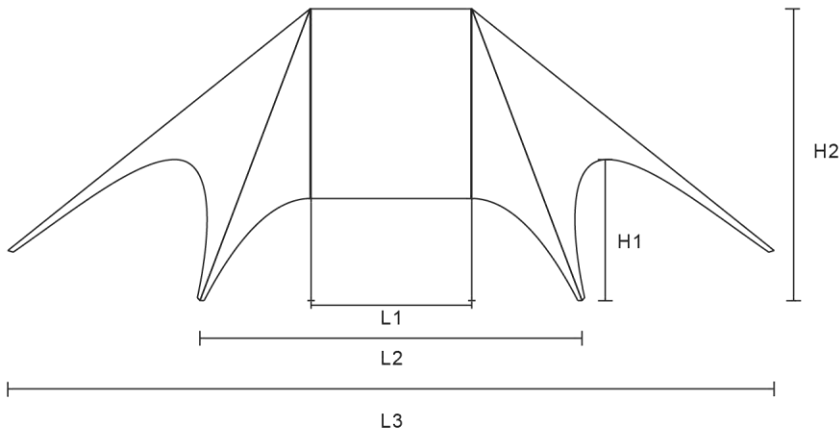


TOOLS PROVIDED PLEASE ENSURE THESE ARE RETURNED TO US IN THE BAG PROVIDED.

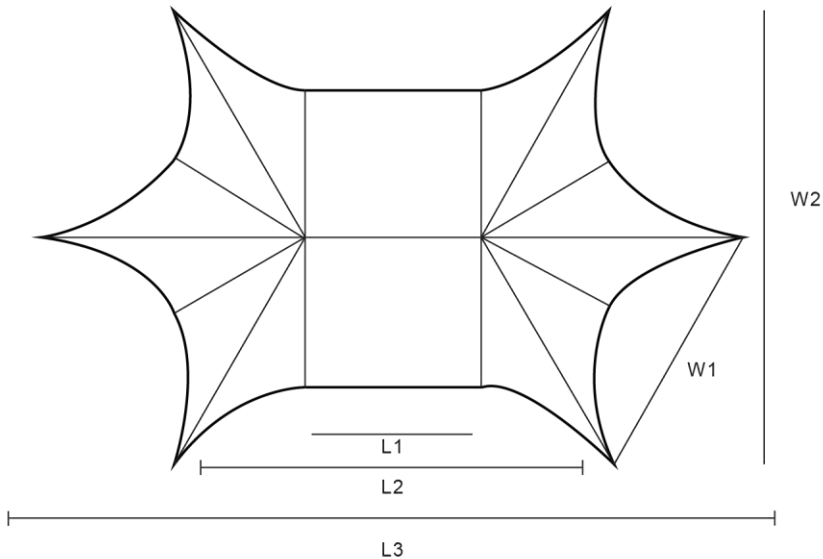


LAY OUT PLAN

LENGTHS & HEIGHTS



LENGTHS & WIDTHS



SIZE	LENGTH			WIDTH		HEIGHT	
	L1	L2	L3	W1	W2	H1	H2
13.65m x 8.65m x5m	3.65	8.65m	13.65m	5m	8.65m	2.1m	5m

Figure 01: Marquee dimensions

Set up a layout plan according to your marquee dimensions

E = POLE SPIGOT BASE

H = STEEL PIN

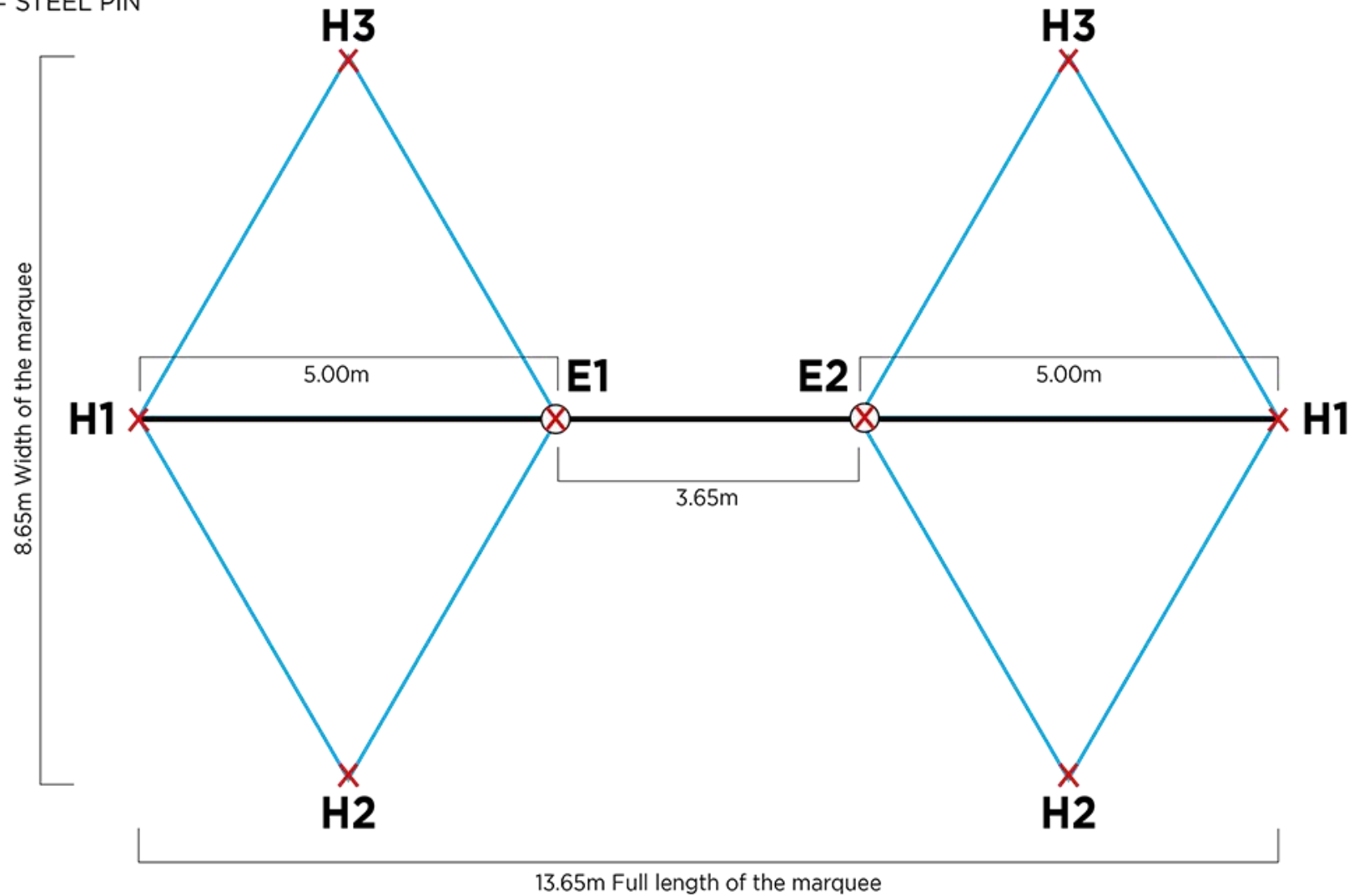
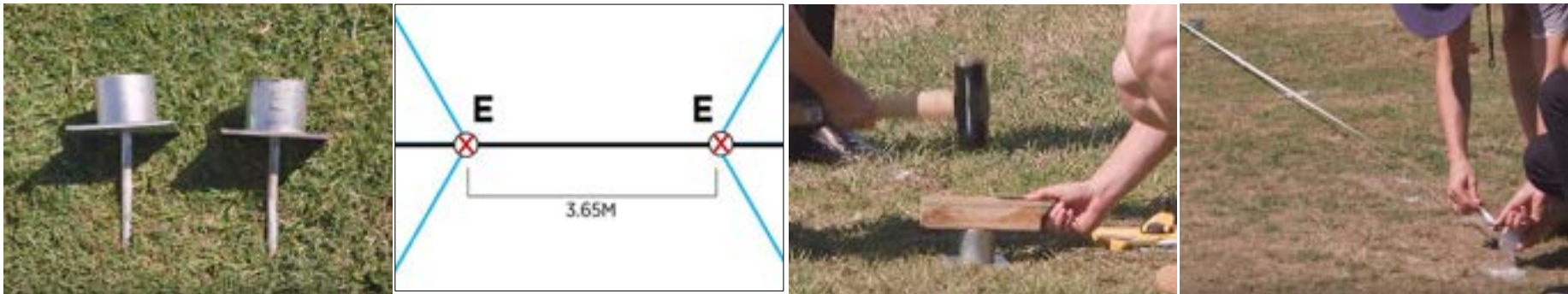


Figure 02: Layout plan steps of spigot and peg placement

POLE SPIGOT BASE PLACEMENT

The pole spigot bases(E) are drilled into the ground by using a sledge hammer, and 3.65m apart. A small block timber must be used to reduce the likely damage to the spigot top by the hammer. Using your spray marking paint and tap measure marking a 5m straight line, using small dots on the ground, either side of pole spigot bases, also mark out the full length of the marquee.



Use the supplied triangle peg placement template mark out the position of each peg. It's important that the template steps(Figure 02) to follow to identify correct peg placement, failed to follow these steps will result in your marquee not sitting in the correct position and may cause damage to the marquee.

PEG PLACEMENT

Start by lifting one spigot base(E1) out of the ground and place back in the ground through one of the template rings. Lay one side of the template along the painted line previously marked, and square out the other template so the template rings are point H1 and H2. Painted mark on the ground through the both the template rings at this point, swing the template over to the other side either the marquee keeping one side template on the original painted line, lay the line on the ground through the blank template ring point H3, remove the spigot base and template, replace the pole spigot base into the hole, repeat these steps to other end of the marquee, starting the other spigot base(E2).



All peg locations should now be identified and drilled out in the ground using a sledge hammer, each peg must be fully drilled in the ground vertically and leaving only the top section with washers pre-drilling, they are not to be angle otherwise it will be difficult to hook the marquee legs onto them.

POLE ASSEMBLY

To build the poles, join section mark A, B, C and D. And ensure the pole extension is fully closed on each process using the winder handle. Place the assembled pole on the ground and repeat these steps to assemble the other pole.

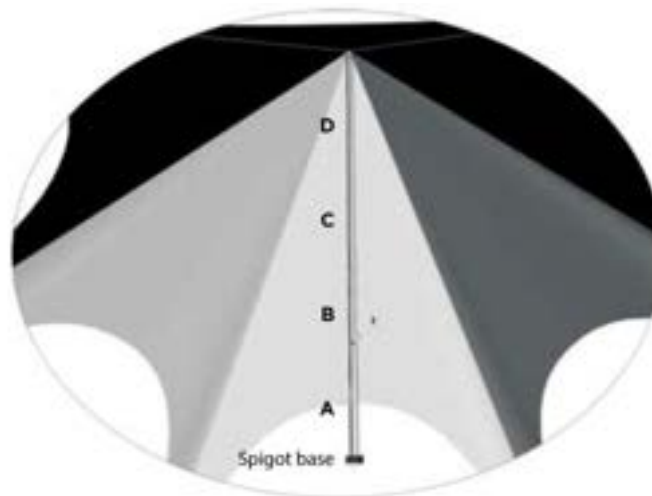


Figure 03: pole assembly order

MARQUEE ASSEMBLY

Spread out the marquee, and hook each marquee leg into place on top of each corresponding pegs. Ensure the hook on the leg sits between the two washes on the peg. From the same side of the marquee, insert the top of each pole to one of the soaking fitting. Ensure they are fully inserted.

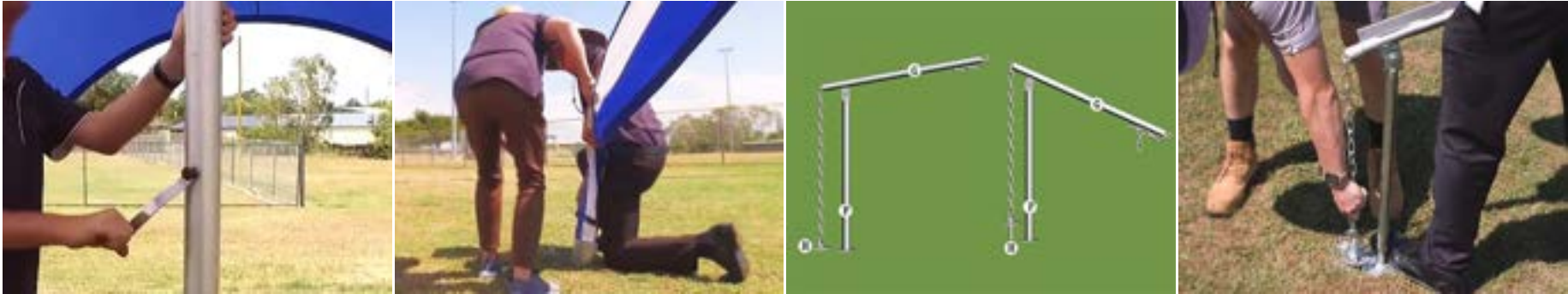


With at least one person holding each pole, walk towards the centre pushing up the marquee until both poles up vertical. Each pole must be inserted over and enter the relevant pole spigot base. Adjust both poles by turning the winder handles clockwise and right up until the marquee is reasonable tight. If in windy, additional people may be needed to access to lift the one or two marquee legs off the pegs until both poles are being inserted in spigot bases. **It is not recommended to assemble your marquee in extreme winds.**



MARQUEE DISMANTLING

Firstly, take down both poles with the winder handles until it is in fully closed position. The pole being held, release one of the marquee legs from one of the pegs. Lift both poles out of the spigot bases, and walk the poles out of the marquee. Remove all the pegs from the ground using the peg removal tools. Pull apart both set of poles, remove two spigot bases.



MARQUEE FOLDING

Fold the marquee in half, and keep folding it two more times in the same direction. Fold the marquee legs back into the marquee and fold the fabric again. Finally place the marquee into the protective bag. **Please make sure that your marquee & accessories are completely dry before storing, do not store away wet.**

