









WARNING READ INSTRUCTIONS CAREFULLY BEFORE USE


Wheeled Marquee Moving Instructions - 4x8







Do not move wheeled marquees with protective cover on. Please see moving instructions below.

 Where the wheel symbol is shown this step is for wheeled marquees only.

<p>ONE</p>  <p>Ensure brakes are in the "on" position.</p>	<p>TWO</p>  <p>Remove marquee protective cover. NEVER move with cover on.</p>	<p>THREE</p>  <p>Hold marquee with 2 hands.</p>	<p>FOUR</p>  <p>Set brakes to "off" position.</p>
<p>FIVE</p>  <p>Open frame slightly. Never move fully folded marquee.</p>	<p>SIX</p>  <p>Grasp one leg and pull marquee in the desired direction. Never push.</p>	<p>SEVEN</p>  <p>Apply brakes to "on" and read "Set Up Instructions"</p>	


Attaching Roof to Frame - 4x8

Recommended procedure below.  Where the wheel symbol is shown this step is for wheeled marquees only.

<p>ONE</p>  <p>Open frame 75% of full extension.</p>	<p>TWO</p>  <p>Apply brakes to "on" position.</p>	<p>THREE</p>  <p>Position the roof on frame.</p>
<p>FOUR</p>  <p>After fitting the roof on the frame connect the velcro around the legs at the top of the frame.</p>	<p>ROOF CAP</p>  <p>Fit the center of the roof on top of the center pole. If your marquee has a cap pull strings until tight.</p>	<p>TRANSPORTATION</p>  <p>Transportation of marquees. The marquee must be stood upright during transit. If your marquee needs to be positioned horizontally you MUST remove the roof to prevent damage.</p>

Set Up Instructions - 4x8

Recommended procedure below. For safety reasons it is recommended that 4 persons set up any marquee.

 Where the wheel symbol is shown this step is for wheeled marquees only.



ONE

Set brakes to "off" position.



TWO

Grasp marquee truss bars (2 people).



THREE

Walk backwards and open frame fully (ensure there are no trip hazards).



FOUR

Apply brakes to "on" position.



FIVE

Lift roof poles (1 person each pole) engage outside leg connectors.



SIX

Lift all six roof connectors until pin locks into position.



SEVEN

Attach roof straps by looping straps around frame and engaging clip.



EIGHT

Front corner legs, extend to desired height followed by front middle. Repeat for back legs.




NINE

Fit Tie Down Straps, Sandbags, Steel Pins or Weight Plates and anchor marquee into position. Please check/download engineer certificates (page 7 & 8) for applicable hold down weight methods.

Pack Down Instructions - 4x8

Recommended procedure below. For safety reasons it is recommended that 4 persons pack down any marquee.

 Where the wheel symbol is shown this step is for wheeled marquees only.



ONE

Remove Tie Down Straps, Steel Pins, Sandbags or Weight Plates.



TWO

Middle legs, pull lower leg pins and fully retract legs.



THREE

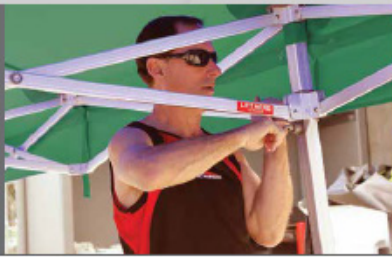
Back corner legs, pull lower leg pin and full retract. Repeat front corner legs.

FOUR



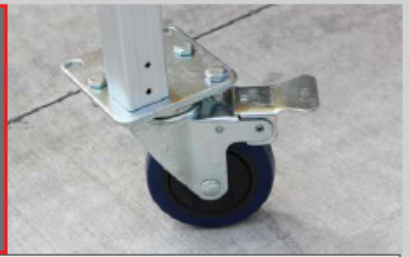
Unclip roof straps.

FIVE



Pull all roof connector pins.

SIX



Set brakes to the "off" position (do not stand underneath).

SEVEN



Walk marquee inwards until frame is 75% of full extension.

EIGHT



Set the brakes to the "on" position.

NINE



Release velcro straps and remove roof for transportation.

ROOF CAP



IF marquee has roof cap release string until loose.

TEN



Fit the protective cover to frame and store roof in protective cover.

TRANSPORTATION



Transportation of marquees.
The marquee must be stood upright during transit. If your marquee needs to be positioned horizontally you **MUST** remove the roof to prevent damage.



ACCESSORY INSTRUCTIONS

Half Wall Instructions

ONE



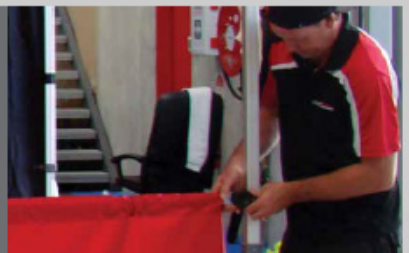
Attach half wall display connector to marquee leg. Repeat on other side.

TWO



Insert half wall display bar through half wall sleeve.

THREE



Tighten half wall display connector. Attach velcro tabs to marquee legs.

Half Wall Support Instructions

ONE



Attach the half wall support to the display bar.

TWO



Adjust the height of the support leg until securely in position.

THREE



Completed Half Wall with Support.

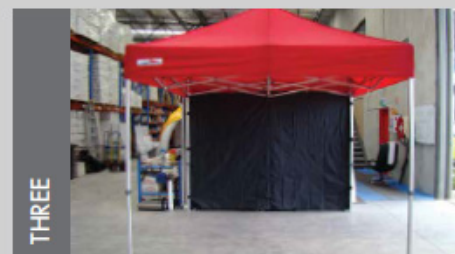
Full Wall Instructions



Put wall hooks through eyelets in roof flap (face hooks inwards).



Attach velcro tabs to marquee legs.

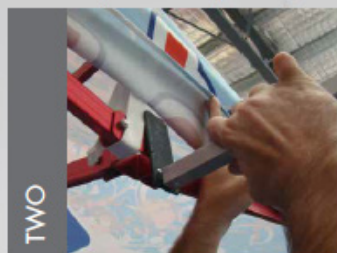


Completed Wall.

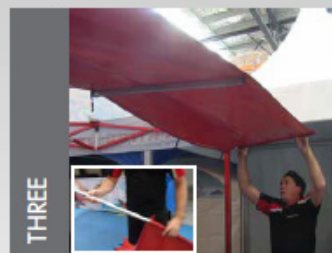
Awning Instructions - 32mm Mate / 30mm Explorer / 37mm K2 / 40mm Summit



Attach awning leg connector to marquee frame.



Attach centre support pole to the truss bar of the marquee.



Insert the awning poles (2) into the awning sleeve. Attach the awning to the awning leg connector.



Attach awning clips to inner flap on marquee roof.

Rain Gutter Instructions



Position marquees side by side and attach leg connector and tighten.



Put gutter hooks through eyelets in roof flap (face hooks inwards).



Attach rain gutter strip to marquee wall.

Banner Instructions



Fix marquee banner connector to marquee leg.



Insert banner pole into rotary bearing.



Push down to lock into position.

Marquee Locking System



Position the marquee lock connector on marquee leg. Repeat on all four legs.



Insert the steel lock bar into the lock connector. Repeat on all four sides.



Along the bottom edge of wall attach velcro to the steel lock bar.



Attach padlocks through zip and eyelets.