



TRADITIONAL PARTY CANOPY

Instruction Manual

10'x10'

15'x15'

20'x20'

20'x30'

20'x40'

30'x40' Oval

30'x60' Oval

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www.eurekpartytents.com

STOP

Prior to installing any tent, always make sure you check for overhead and underground obstructions!

For safe assembly, we recommend:

- Steel Toe Safety Shoes
- Hard Hats/Helmets
- Safety Gloves
- Utility Aprons
- Step Ladders
- Drop Cloths
- Cleaning Supplies
- Sledge Hammer

**ALWAYS READ THE TECHNICAL INSTRUCTION MANUAL COMPLETELY BEFORE BEGINNING.
IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT YOUR SALES REPRESENTATIVE OR THE
MANUFACTURER BEFORE YOU BEGIN.**

CAUTION

Whether you are planning to do it yourself or hire a professional tent installation company, always know what's underground. Call 811 prior to installing your tent and make sure your underground utility lines are marked. It's FREE and helps prevent accidents and/or injury.



**Know what's below.
Call before you dig.**

CAUTION

Whenever you install a tent with hardware at - or above - the shoulders, always wear a hard hat.

CAUTION

Proper staking is required on all tents. Soil conditions can vary from site to site and within a set up site. Additional stakes may be required in soft soil conditions or whenever stakes pull up from the ground. Traditional Party Canopies are NOT engineered or wind-rated.

TECHNICAL INSTRUCTION MANUAL: TRADITIONAL PARTY CANOPIES

Assembly (20'x20' Shown)

1. Inspect the site and make sure the area is level, free of underground utilities and any overhead obstructions. Unload poles and tent bundles.



2. Lay the canopy out, on a ground cloth, with the top side up. Stretch and square the fabric to remove slack. Pull the guy ropes out from the canopy.



3. If this is the first time using your tent, you may need to put the sliders on each rope. To do so, thread a guy rope through one hole in the rope slider. Then, thread the rope through the remaining hole in the rope slider. For the slider to work properly, the guy rope must enter the slider from the same direction/side each time - as illustrated in the picture. Tie a knot in the end of the rope. Repeat with remaining guy ropes and sliders.



**Can't find the sliders? Check inside the vinyl tent top bag.

4. Drive the stakes 4' out and at a slight angle away from the canopy. Stake the corners first, using two stakes placed at 90° from each corner. Continue staking until all guy ropes are at 4'. Be sure to leave enough slack in the guy ropes to raise the poles.



TECHNICAL INSTRUCTION MANUAL: TRADITIONAL PARTY CANOPIES

5. If using sectional aluminum poles, assemble them and make sure each snap button is secured.

NOTE: Side poles are two equal length pieces. The top piece has the pin and the bottom piece has a black end cap. Center poles will have a top (pin) piece, middle pieces that are open on top and bottom and a bottom piece with a black end cap.



6. Next, install the side poles from the underside of the canopy. Insert pole pins up through both the grommet and D-ring.



7. Stand the poles up at a 60° angle with their base toward the center of the tent. Set the corner poles first, then the side poles.



8. With the all of the side poles set, walk under the tent and insert center pole pin into the grommet at the top of the canopy. With this pin in place, lift and push the pin end skyward and the center pole base toward center of tent to raise the pole and canopy.



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9. If your tent has multiple center poles, the first pole base should be angled at 45° to center. Raise the remaining center poles. When you have reached the 45° angles, you can put a stake at the base of the pole so that it does not slip. Once all center poles are in place, return to the first center pole and adjust to almost vertical. Adjust the other poles to almost vertical until all center poles are raised and adjusted.



10. With all center poles almost vertical, bring them into line. Have someone stand at one end of the tent. Align each center pole as directed by that person. Then align each center pole from the sides of the tent. After all center poles are aligned, go around and straighten all side poles.



** If the center or side poles sink into soft ground, try using small wooden "coasters" under each pole to help prevent it from sinking.

11. If the top of the center pole appears to be leaning toward one end, try these helpful hints:

- Tighten guy ropes and straighten side poles, at the end opposite of the lean, to pull the top of the center pole back to vertical.
- Straighten and adjust the guy ropes at the other end. Be careful not to pull the center pole out of alignment.
- When center poles appear vertical, adjust opposing end side poles simultaneously to avoid drawing the entire tent toward one side. After ends are adjusted and guy ropes are secure, repeat down length of the tent. Again, avoid pulling or drawing entire tent to one side or the other.

**HELPFUL
HINT**

12. Once all poles are vertically aligned, secure the center pole by driving a stake into the ground near the base. Tie a jump rope around the center pole and to the stake. If using sidewalls, clip the sidewalls to the sidewall rope on the inside of the valance. Sidewalls overlap approximately 2'. Buckle the ends to insure complete enclosure.

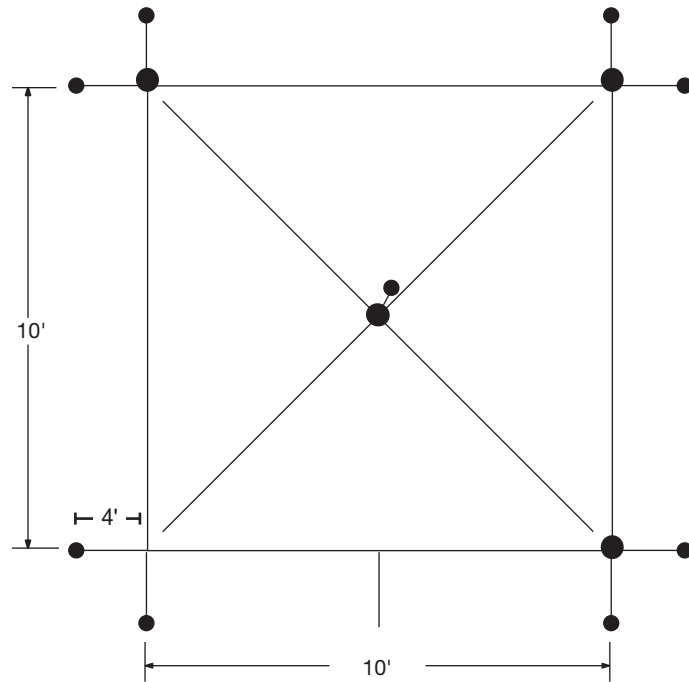
NOTE: Severe weather can damage tents. If severe weather is expected, take down the tent and store in a safe area.



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TECHNICAL INSTRUCTION MANUAL: TRADITIONAL PARTY CANOPIES

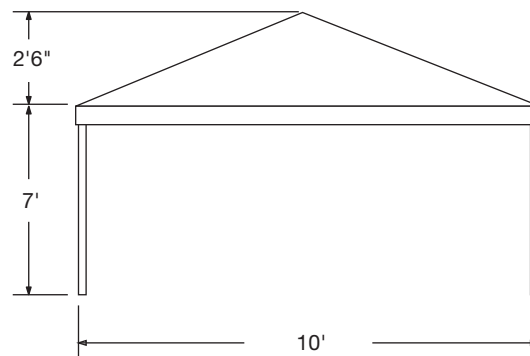
10'x10'



PLAN W/STAKES

Note: Plan shows suggested staking. Additional stakes will be necessary in soft soil conditions or whenever stakes pull up from the ground.

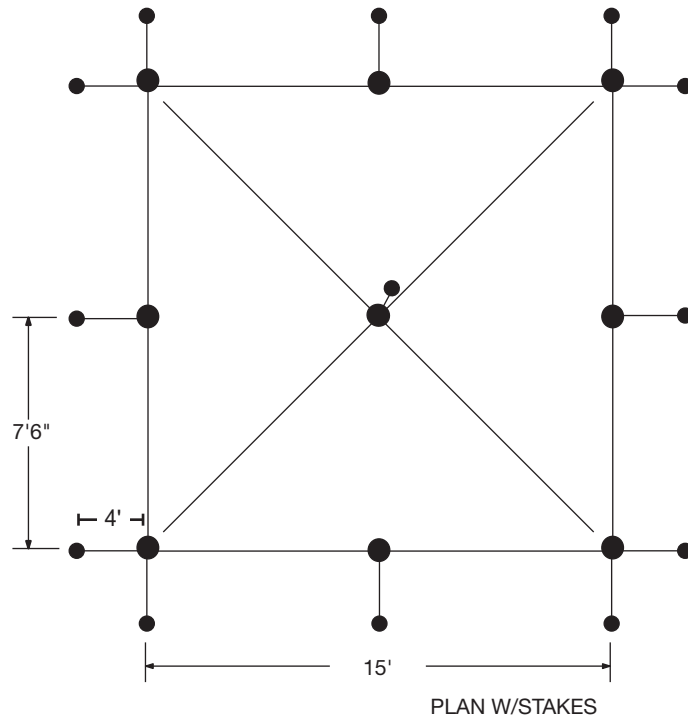
END/ SIDE



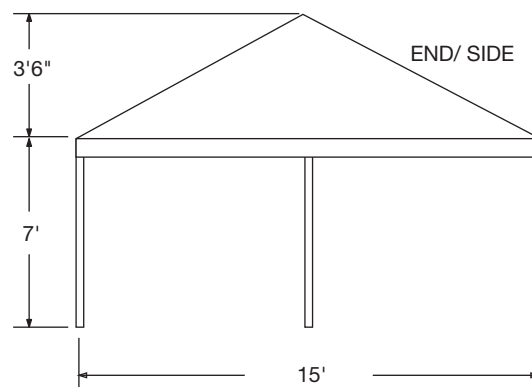
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TECHNICAL INSTRUCTION MANUAL: TRADITIONAL PARTY CANOPIES

15'x15'



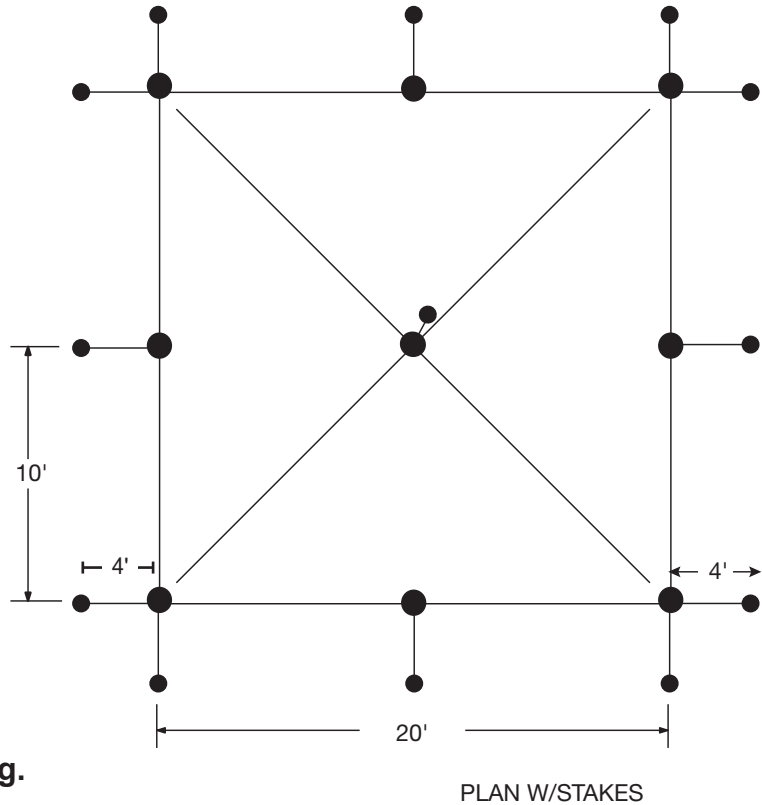
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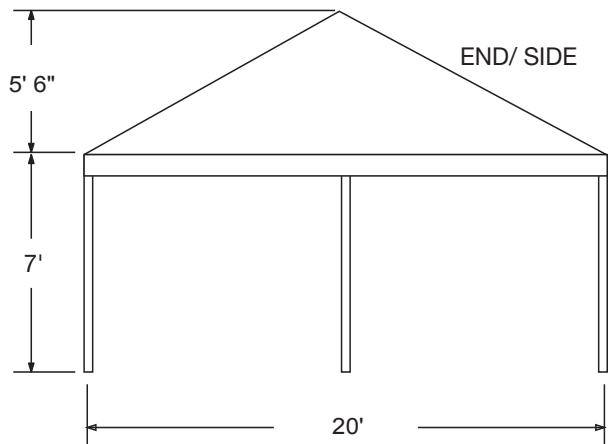
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TECHNICAL INSTRUCTION MANUAL: TRADITIONAL PARTY CANOPIES

20'x20'

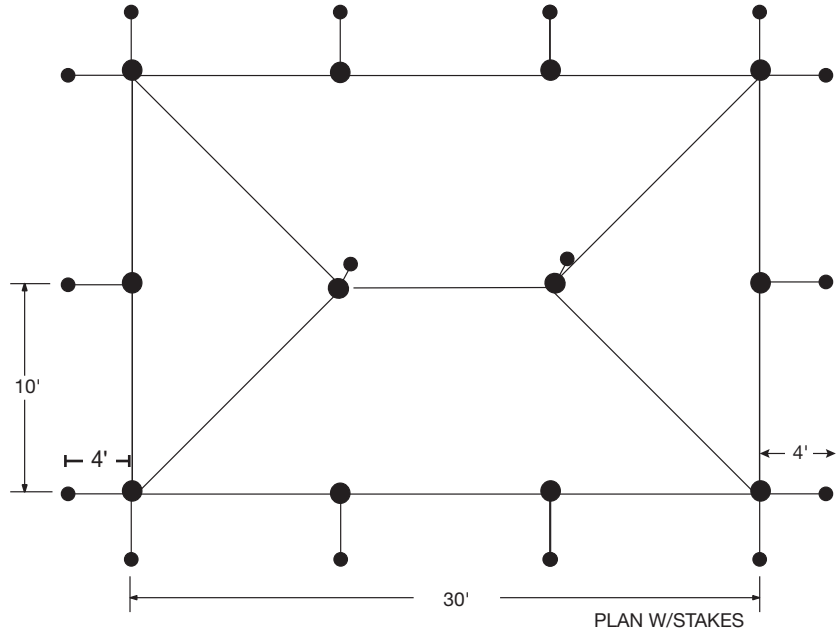


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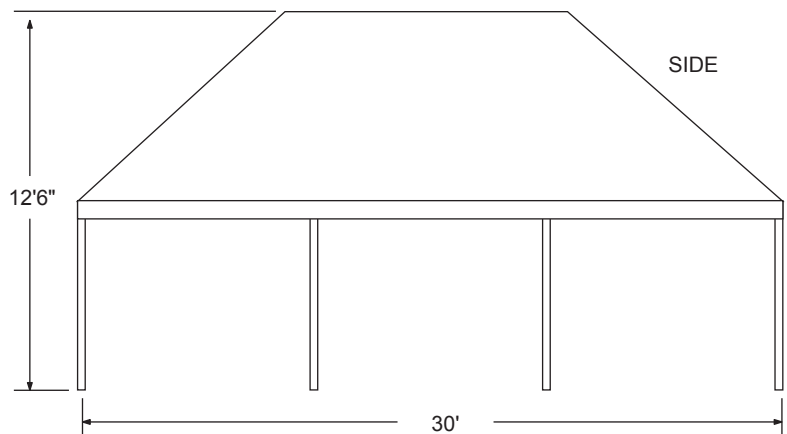
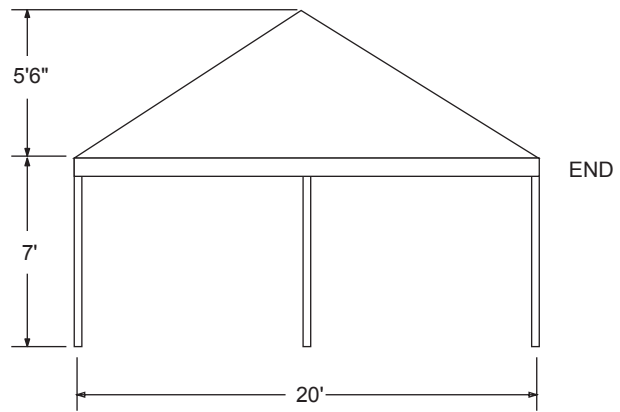


TECHNICAL INSTRUCTION MANUAL: TRADITIONAL PARTY CANOPIES

20'x30'



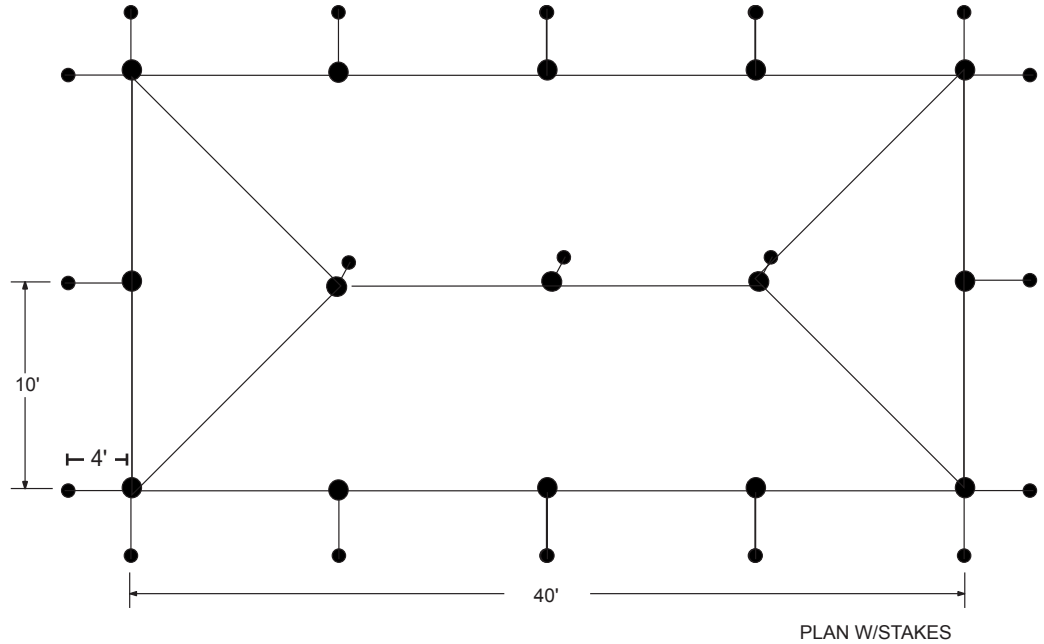
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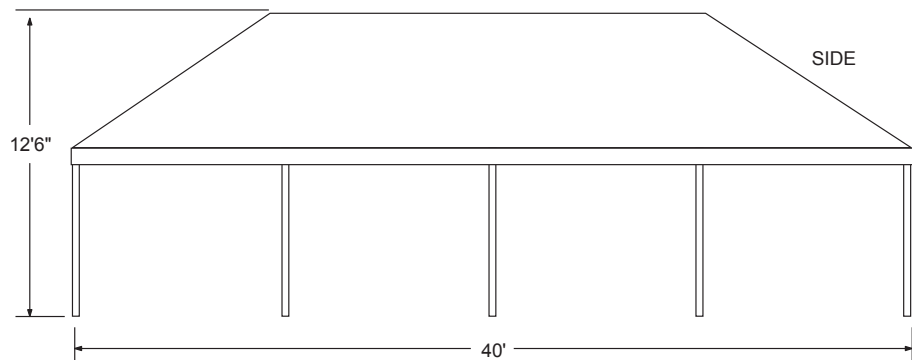
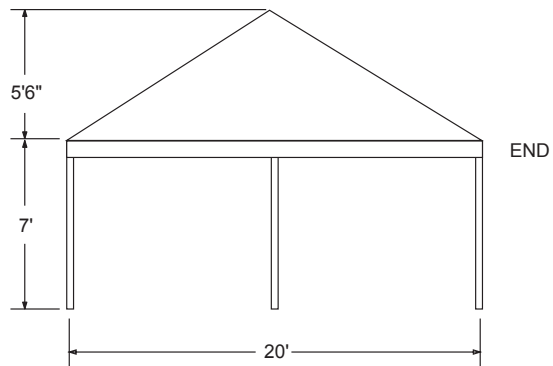
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TECHNICAL INSTRUCTION MANUAL: TRADITIONAL PARTY CANOPIES

20'x40'



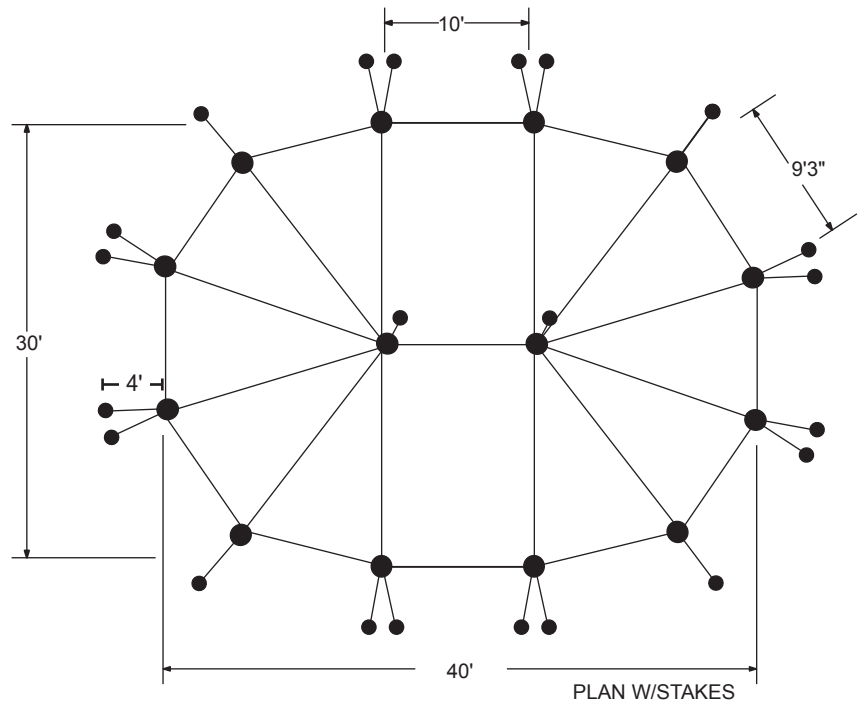
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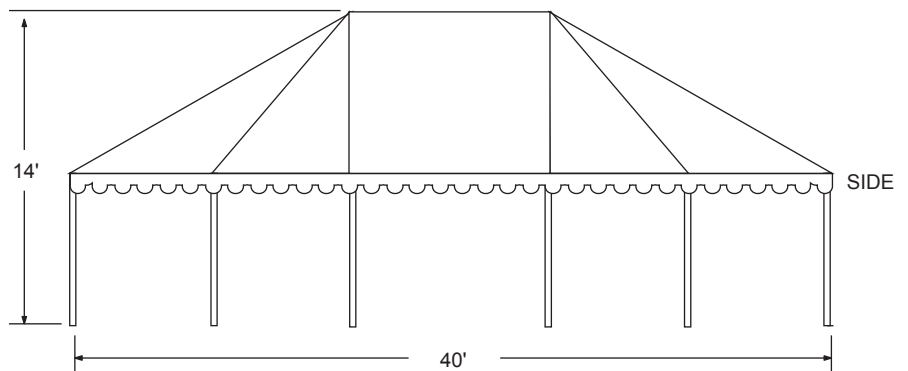
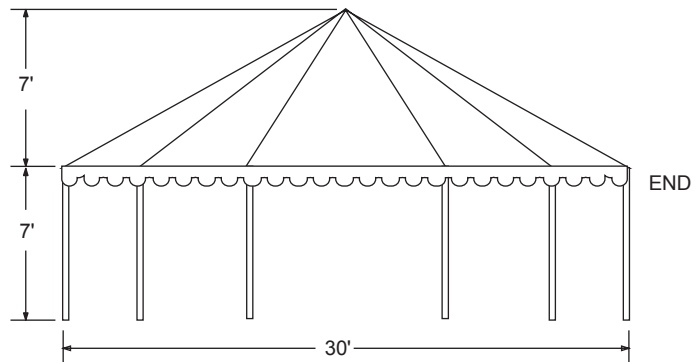
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TECHNICAL INSTRUCTION MANUAL: TRADITIONAL PARTY CANOPIES

30'x40' OVAL



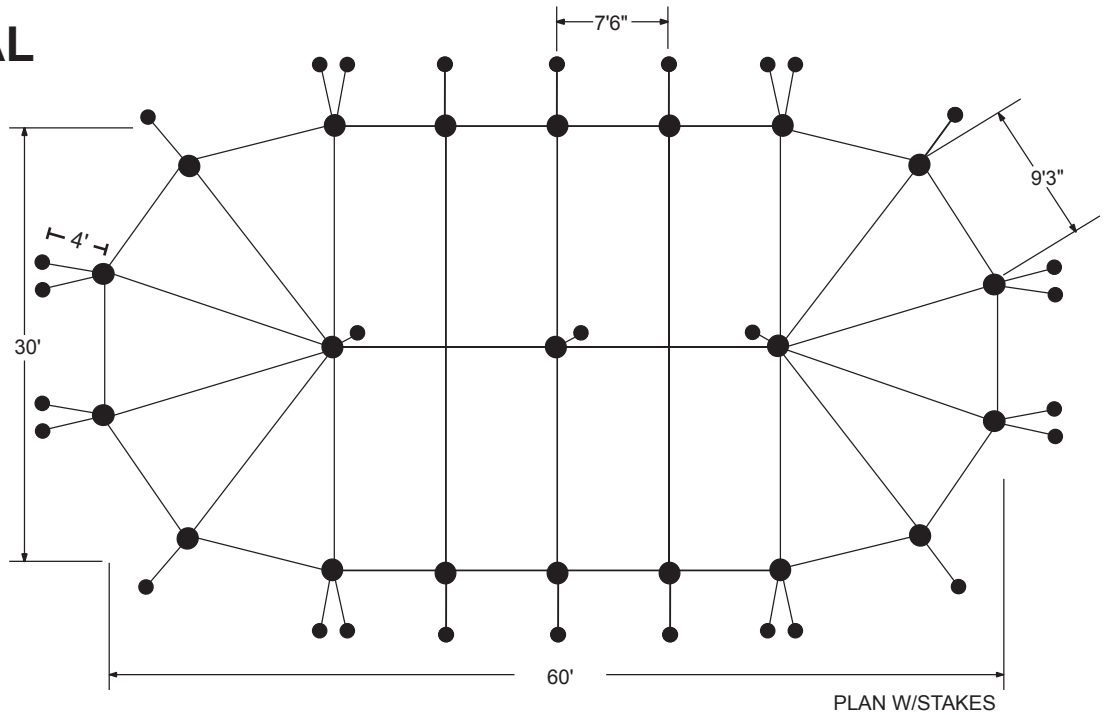
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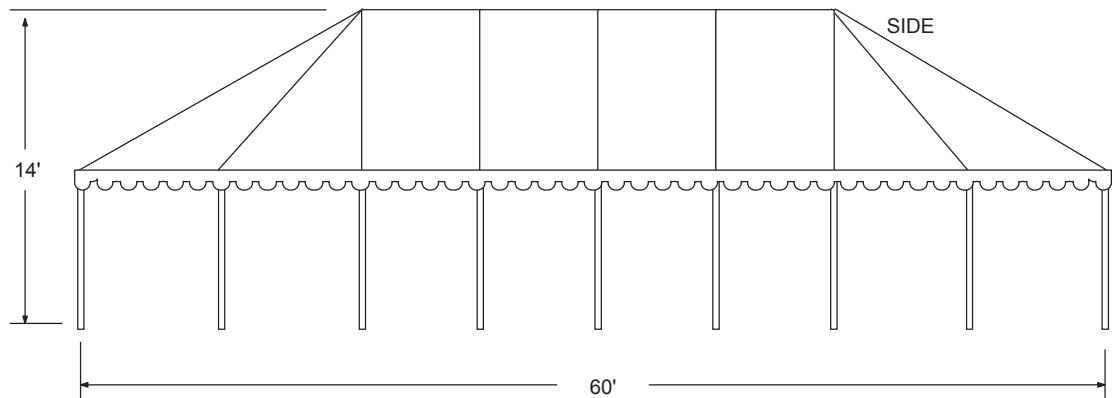
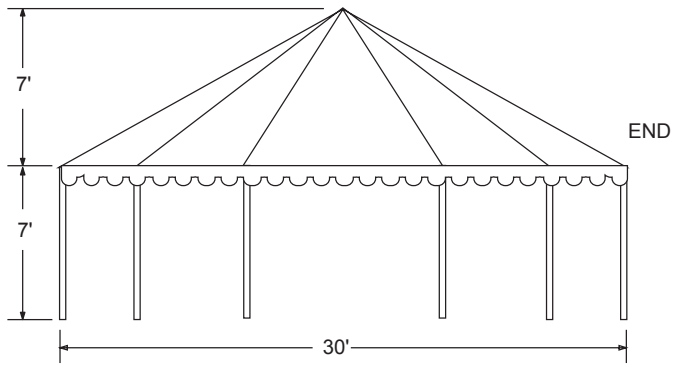
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TECHNICAL INSTRUCTION MANUAL: TRADITIONAL PARTY CANOPIES

30'x60' OVAL



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