

# ALL PURPOSE CANOPY (AP)

## Broadway Party & Tent Rental

www.BroadwayPartyRental.com

**DO NOT** return Stakes or Poles in Tent Bag or you'll be **CHARGED \$50**

**INSTALLATION** MUST BE ON GRASS: 2-3 installers should be able to assemble AP Canopy in approx. 30-45 minutes.

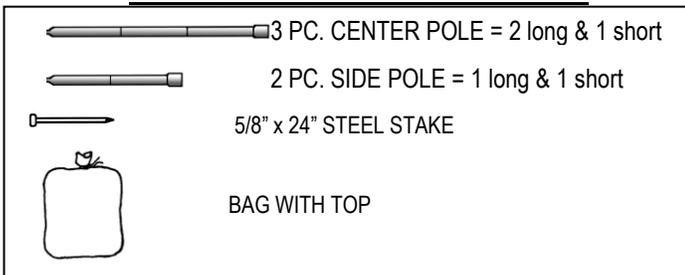
**TOOLS NEEDED**: Sledge hammer or rubber mallet & drop cloths (to help keep vinyl top clean)

**IMPORTANT SITE INSPECTION** Call Gopher State One Call (811) at least 48 business hours prior to installation to locate & mark underground Public Utilities (gas, electric, cable, phone, etc). YOU are responsible for Private Utilities - be sure to look around area for obstacles, such as pipes, wires, landscaping, underground sprinkler system, sprinkler heads, underground gas or power lines for grills, sheds, lighting, etc. An 8' clearance is required away from overhead power lines (electrical) because power can jump.

**WEATHER** As much as weather is unpredictable, good judgment & common sense must be used with installation guidelines. It's the responsibility of Canopy installer/maintainer to determine severity of weather, proper time & method of installation/erection & disassembly. **Tent has been manufactured for use as a temporary sun shade structure, there is no guarantee for protection from rain.** For the safety of occupants, evacuation is recommended if threatening or windy weather occurs, or if there's any doubt concerning the safe use of canopy. **To prevent damage to: Customer is responsible to immediately remove any accumulation of snow, ice, &/or rain.**

**This is NOT a storm shelter! In event of severe weather it's recommended the Canopy be taken down to prevent damage not only to Canopy but surrounding persons & property.**

### ALL PURPOSE CANOPY PARTS

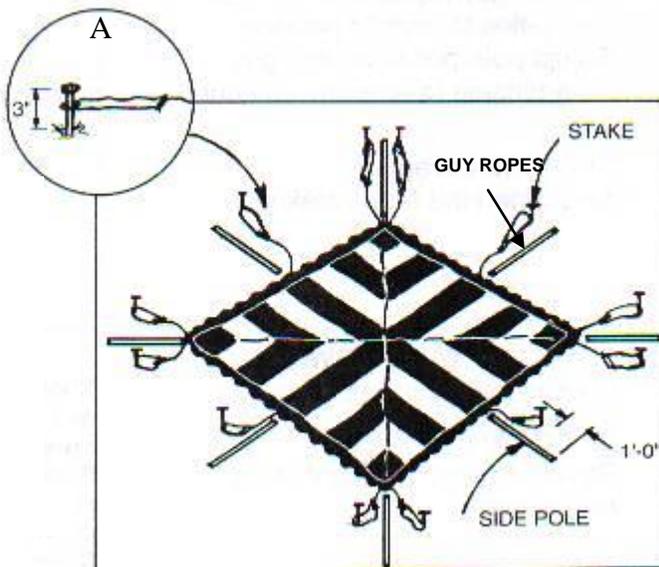


PARTS	AP CANOPY SIZE			
	16 X 16	20 X 20	20 X 30	20 X 40
SHORT POLES 3'	9	9	12	15
LONG POLES 4'	10	10	14	18
STAKES	12	12	14	16
BAG WITH TOP	1	1	1	1

(Poles are 1.163" galvanized steel)

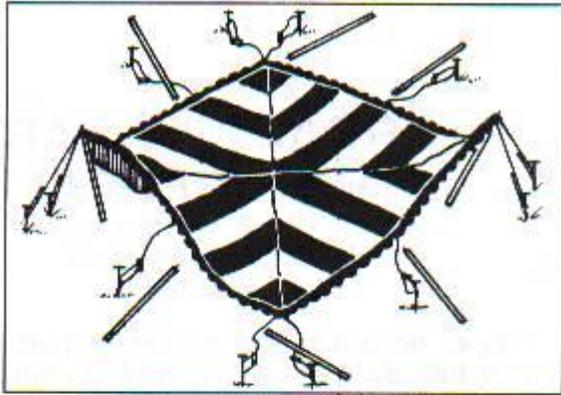
***You will be charged for missing parts!***

**MUST BE STAKED IN GRASS  
CAN NOT BE SETUP ON ASPHALT,  
CONCRETE, DECKS, ETC**

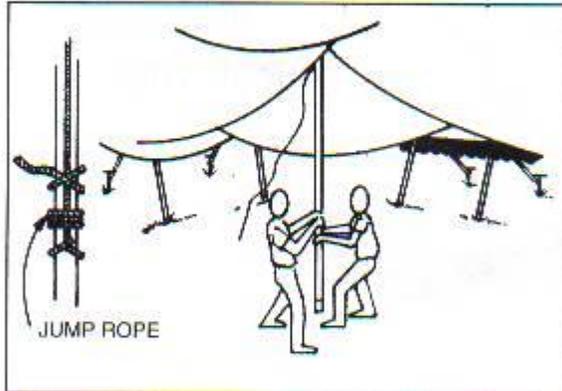


**1) SPREAD OUT** in desired location your own drop cloths. Sharp objects (rocks, bushes, etc.) which must remain under Canopy should be padded and taped. Unroll Canopy. Assemble side poles (1 long with 1 short) & lay straight out from each pole hole in Canopy. While poles are down, drive a stake one foot in from end of each 2 pc leg (towards Canopy). The stake can be driven through the ring attached to guy ropes as shown in "A".

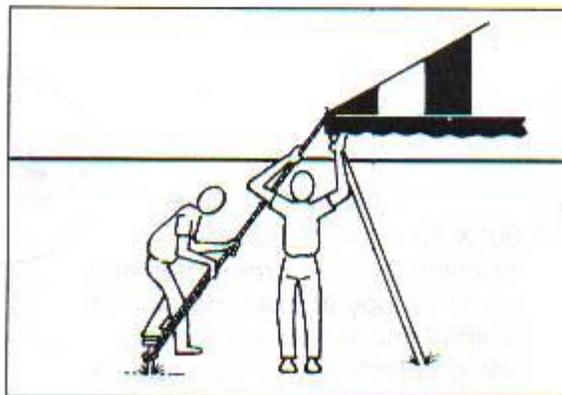
**Putting on protective covers or something to prevent & block people from tripping over stakes is recommended for each stake.**



**2) RAISE SIDE POLES** Start at opposite corners. Insert side poles into pole holes and raise so bottom of poles slant toward center of Canopy, adjust guy ropes, and continue with other two corners and then the sides.



**3) RAISE CENTER POLE** Assemble a three piece center pole (2 long with 1 short) insert into center pole hole. Raise to an upright position & tie off jump rope to pole.



**4) SIDE POLE ADJUSTMENT** Tighten guy ropes and set side poles to an upright position. Adjust pole positions and guy rope tension to properly pull out canopy. Check guy ropes periodically and re-tighten often to maintain good condition.

**To TAKE DOWN** Spread drop cloths. Loosen all guy ropes, reverse steps one through four for disassembly.

**IMPORTANT** Check guy ropes periodically and re-tighten often to maintain good condition. Stakes provided are for average soil conditions; sandy soil may require additional staking. Proper installation suitable to site conditions is the responsibility of installer. **To prevent damage to Canopy; use drop cloths for setup and takedown, store in cool, dry area, never wet or damp & remove any accumulation of puddling rain, snow, & ice immediately.**

**CAUTION: DECORATIONS** (such as crepe paper streamers) have been known to stain Tent Top & Poles if they get wet! You will be charged a replacement and/or cleaning fee if that happens. Remove all tape and decorations or you will be charged a cleaning fee.

**DO NOT return stakes or Tent poles in Tent Bag or YOU will be charged \$50**

*"We Rent Celebrations!"*

**IF EQUIPMENT IS WORKING INCORRECTLY,  
CONTACT BROADWAY PARTY & TENT RENTAL AS SOON AS POSSIBLE.**