

Vinyl Rectangle Gazebo



Assembly Manual

Vinyl Rectangle Gazebo Assembly Manual

Thank you for your purchase of this Gazebo.

This manual is designed to simplify the assembly process, however we recommend having an experienced carpenter involved in the project. Please read through the entire manual before starting!

The Gazebo put together for this manual was a 12x16 Rectangle. This manual can also be used for other sizes. This manual was designed using basic gazebo options. If you ordered a custom gazebo or custom options you may find some details different. It took Four of our men about 6 hours to assemble a 12x16 Rectangle Gazebo. However, it may take you longer since it will be a new project for you. Take a deep breath and get at it; the satisfaction and enjoyment of this Gazebo is only a few hours away. Have fun!

You have purchased a product that consists of heavy, bulky pieces. With your purchase, you assume full responsibility to have the necessary manpower and/or equipment available to unload the items. You also agree that any damage that happens to the equipment, product, or individuals during the unloading process, or during the entire construction process, is your responsibility, and neither the seller, nor the manufacturer, will be held liable for any such damage.

Tools Required for Job



(1) 2x4x10' Long



3.1/2" Roof Bolt w/
Washers and Nuts



3.1/2" Floor Bolt w/
Washers and Nut



1.5/8" White Head
Screw



2.1/2" White Head
Screw



Composite Decking
Screw



Shingle Nail



1.1/2" Pan Head Screw
(Engineered Gazebo Only)



3.1/2" Brown Screw
(Engineered Gazebo Only)



3" Brown Screw



1.1/4" SS Screw



Lag Bolt
(Engineered & No Floor Only)



Square Head
Driver Bit



Vinyl Fast Caps



Magic Eraser

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Bottom Rail



Top Rail



Door Header



Post



Standard or Pinnacle
Roof Section



Floor Section



Pagoda Ring



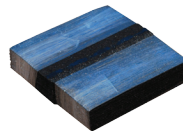
Cupola



Floor Corner Caps



Floor Band Board
Vinyl Covers



Asphalt Shingle
Cappers



Touch Up Stain or
Paint Can



Name Plate



Set your Vinyl Gazebo as close to the building site as possible.



Remove protective shrink wrap. Do not unwrap until you are ready to build. Keep dry and protected until you are ready to assemble the Gazebo.



Remove Straps and Protective Plywood carefully as to not damage gazebo parts.



The Floor and Roof Sections will be attached together for transportation purposes, remove screws and vertical straps holding floor and roof sections together.



Carry the first Floor Section into position. Locate the center point of the Floor Section close to the desired location.



Vinyl Gazebo Floor Sections are pre-assembled at the factory. Place the floor in the correct direction so that the doorway is in the desired location.



Locate the center floor boards that are being held in place by only a few screws and remove the screws. These Floor Boards will be directly above the pre-drilled holes in the joists.



After removing the screws, pull up the Floor Boards, and set them neatly beside the opening.



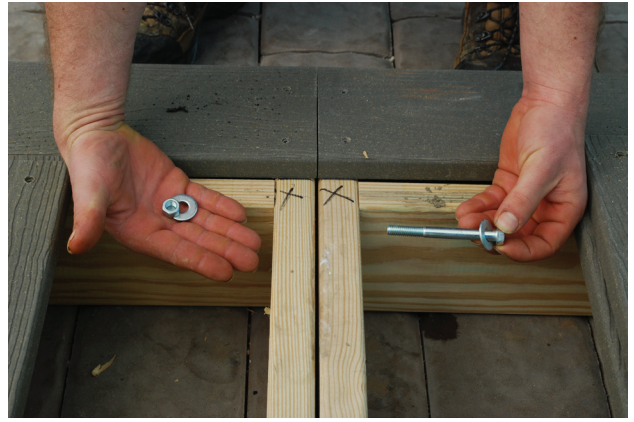
Floor Boards removed.



Prepare the 3.1/2" Floor Bolts by installing (1) Washer per bolt.



Ensure top edge of the Floor Boards are even.
If necessary use a shim. (Not provided)



Insert prepared Bolt and Washer through the
pre-drilled holes in the floor joists.



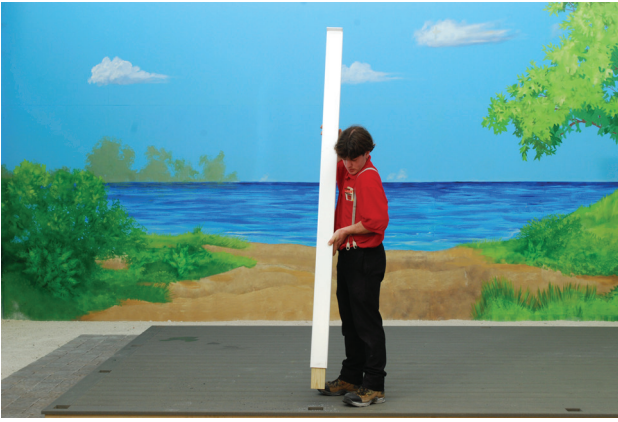
Fasten Bolt by sliding a second washer on bolt
and attaching the 9/16" nut.
Using two 9/16" sockets or wrenches tighten
bolt.



Re-Install all Floor Boards into there previous
locations.



Fasten using a 2.1/2" Composite Deck Screw
filling all pre-drilled holes.



Install Post into Floor.



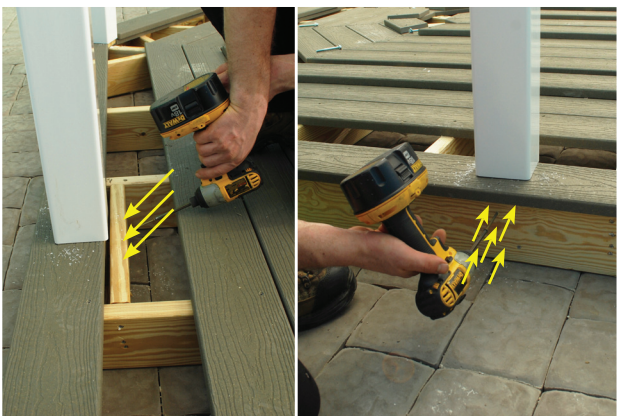
Be sure the Top Bracket is facing towards the outside of the Gazebo.



Continue around the Gazebo installing all Posts.



Place all the Top Rails into position as shown above. This step is to space the bottom of the Posts correctly prior to attaching the Post to the Floor.



Attach center Post to Floor joists using 3" Brown Screws.

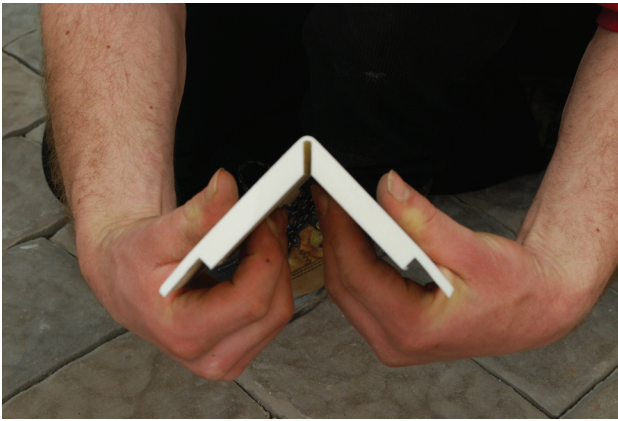
- (3) Screws from the inside
- (5) Screws from the outside



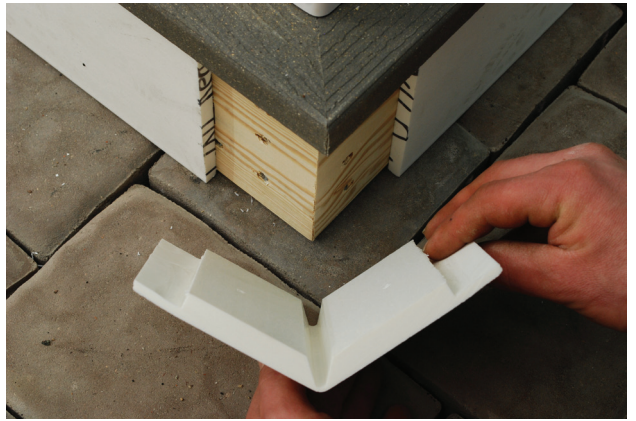
Measure in 3" from the corner and mark with a pen.



Install the Floor Band Board Covers and attach with 1.5/8" White Head Screws through all pre-drilled holes. Install on all sides.



Locate the Corner Caps. Carefully bend them to the desired angle.



Place the Corner Cap into position at the corner of the floor.



Attached the Corner Caps using 2.1/2" White Head Screws through the pre-drilled holes.



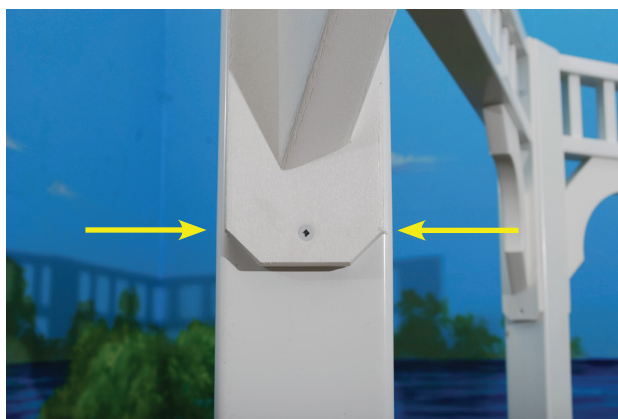
Install all Corner Caps.



Prepare to install all Top Rail Sections and Door Header.
The Doorway is the section with no spindles.



For a Gazebo without a Screen Package, position Door Header between Posts



Ensure the Door Header is centered on the Post.



Ensure top of Header is flush with top of Post.



Attach Header to Post using 2.1/2" White Head Screws through all pre-drilled holes.

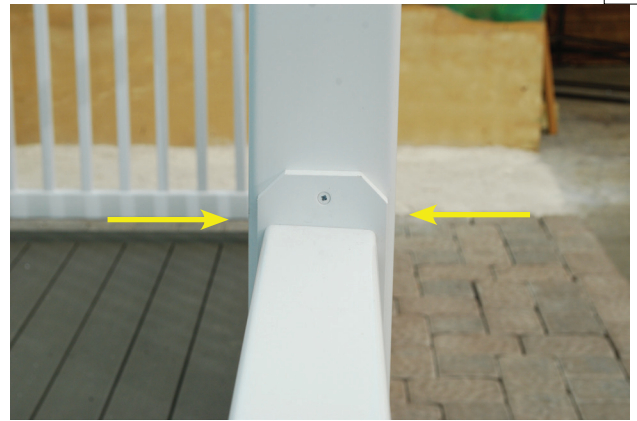


Install all Top Rail Sections.

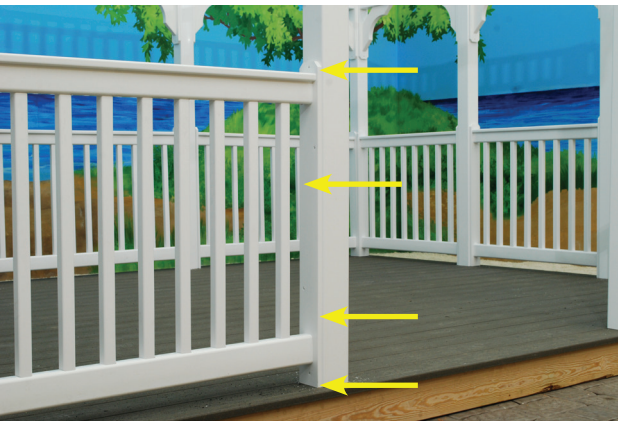
Photo of Wood Gazebo, Photo represents completed Top Rails for both wood or vinyl.



Install the Bottom Rail Section.



Center Railing Section on the post.



Attach Railing to Posts using (4) 2.1/2" White Head Screws in the locations shown.



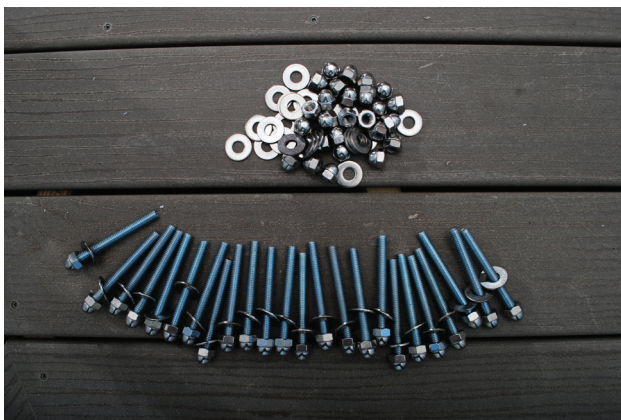
(For Engineered Gazebos Only)
Attach Railing to Posts using (5) 2.1/2" White Head Screws in the locations shown.



Install all Rail Sections.

Alternative Setup Instructions:

Gazebos with a floor you can install the bottom rails after the roof is installed. This will allow you to easily move in and out of the gazebo while finishing the roof. Gazebos without a floor must have bottom rails installed before moving on for stability.



Prepare all Roof Bolts by assembling with

- (1) Acorn Nut
- (1) Washer
- (1) Threaded Stud



Carefully carry the first Roof Section into position.

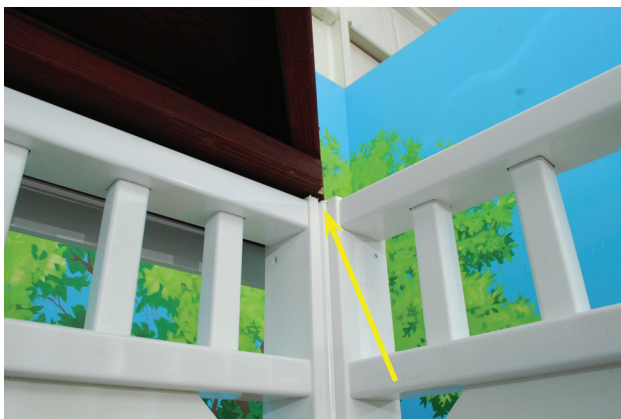
Lift first Roof Section onto top of Top Rail.



Lift Roof Section up into approximate finished location.



Attach a 2x4 Prop to keep in elevated position.



Align the Roof in each corner to intersect the Corner Posts as shown above.
Ensure reveal on inside is equal all the way across.



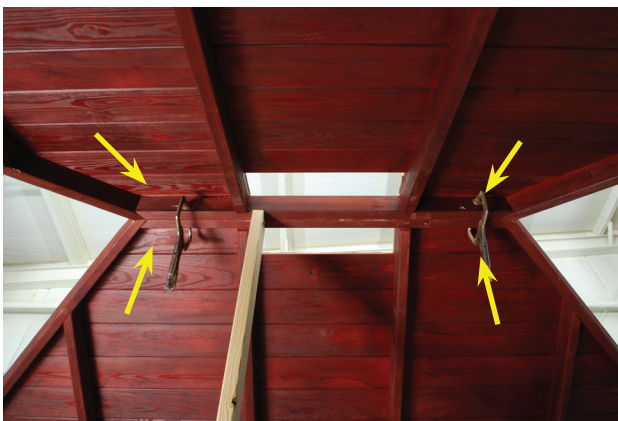
Attach the Post to the Roof Section using (1) 2.1/2" White Head Screw per side.



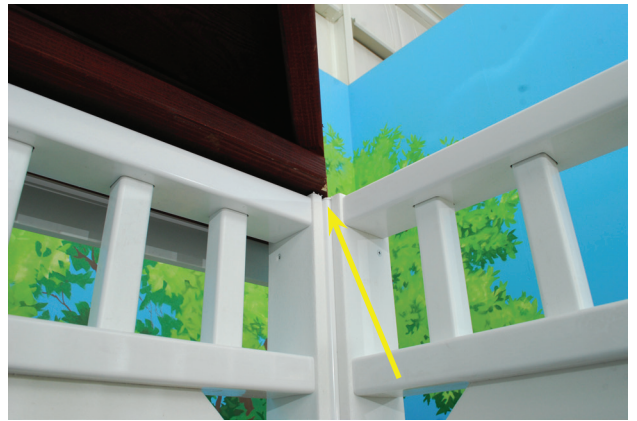
Slide the opposite Roof Panel up onto Top Rail Section.



Align Roof carefully together.



Clamp the Roof Section together and attach the two Roof Panels with (4) 2.1/2" Brown Screws.



Align the Roof in each corner to intersect the Corner Posts as shown above.



Attach the Post to the Roof Section using (1) 2.1/2" White Head Screw per side.



If your Roof is numbered locate the Roof Panel with the matching number.



Slide the side Roof Panel up onto Top Rail Section and into place.



Ensure outside edge of Roof is aligned and tight.



Clamp the Roof Panels together in two to three locations up the Rafter.



Install the Roof Bolt, with a Washer and Nut attached.



Fasten Bolt by sliding a second Washer on Bolt and attaching the Acorn Nut.
Using two 5/8" sockets or wrenches tighten securely.



Install all Roof Bolts, Washers and Nuts through all pre drilled holes in the Rafters.



Install all Roof Bolts, Washers and Nuts in each Roof Section as you work around Gazebo.



Attach each Upper Rail to the Roof Section using (3) 2.1/2" White Screws.
(1) Screw on the inside centered and (2) Screws on the outside at third spindle. Larger units may need additional screws



Continue installing all Roof Sections.



Fill all remaining holes on Bracket located at the top of the Post. Using 2.1/2" White Head Screws. Ensure posts are aligned and vertically plumb before attaching.



Complete all sides of roof.

Photo of Wood Gazebo, Photo represents completed roof for both wood or vinyl.

Note: Pagoda Roof Section shown from Wood Rectangle Gazebo. Although the material is different the information and steps are accurate for both wood and vinyl Gazebos.



Prepare all roof bolts by assembling with

- (1) Acorn Nut
- (1) Washer
- (1) Threaded Stud



Carefully carry the First Roof section into position.



Lift first Roof Section onto top of Brace Section.



Lift Roof Section up into approximate finished location.
Attach a 2x4 Prop to keep in elevated position.



Align the roof in each corner to intersect the corner posts as shown above.
Ensure reveal on inside is equal all the way across.



Attach the Post to the Roof Section using (1) 2.1/2" Brown Screw per side.



If your Roof is numbered locate the Roof Panel with the matching number.



Ensure outside edge of Roof is aligned and tight.



Install the Roof Bolt, with a Washer and Nut installed.



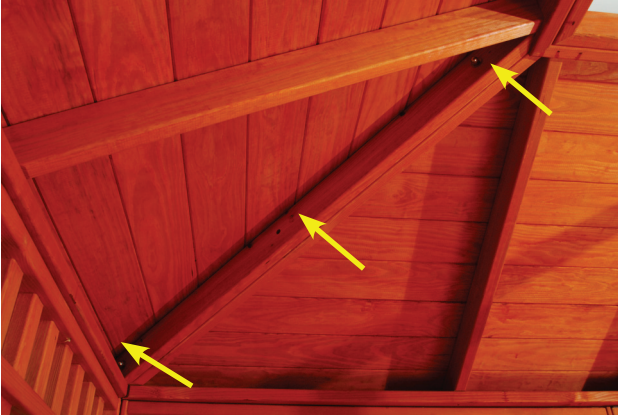
Slide the adjacent Roof Panel up onto Top Rail Sections.
Position the Roof Panel tight against the adjacent Roof Panel.



Clamp the Roof panels together in two to three locations up the rafter.



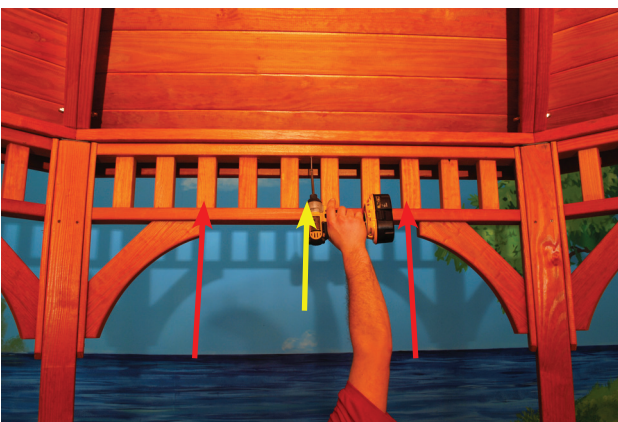
Fasten Bolt by sliding a second Washer on Bolt and attaching the Acorn Nut.
Using two 5/8" sockets or wrenches tighten securely.



Install all Roof Bolts, Washers and Nuts through all pre drilled holes in the Rafters.



Install all Roof Bolts, Washers and Nuts in each Roof Section as you work around the Gazebo.



Attach each Upper Rail section to the Roof Section above using (3) 2.1/2" Brow Screws. (1) Screw on the inside centered and (2) Screws on the outside at third spindle. Larger units may need additional screws



Continue installing Roof Sections working around the Gazebo.



Fill all remaining holes on Bracket located at the top of the Post. Using 2.1/2" Brown Screws. Ensure posts are aligned and vertically plumb before attaching.



Complete entire Bottom Roof.



(This Page For Engineered Gazebos Only)
Locate the Pagoda Spreader.



Lift into place at center of opening



Using a block of wood and hammer to
carefully nudge Spreader into place.



Measure both sides and both ends to ensure
spreader is centered in opening.



Attach the Spreader to the Roof Sections using
(2) 3" Brown Screws on each side.

For Larger Gazebos units there may be more
pagoda spreader pieces.
Space out evenly across opening.



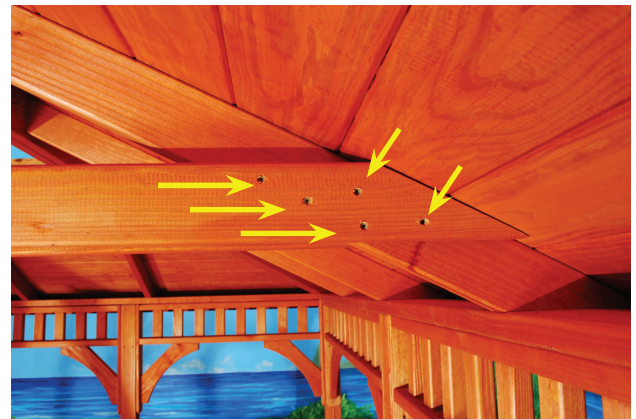
(This Page for Large Gazebos and Engineered Gazebos Only)
Locate the supplied Collar Ties and lift into place.



Ensure the Collar Tie is level



Attach the Collar Tie to the Rafter using (5) 2.1/2" Brown Screws.



Use the screw pattern shown above.



Install all remaining Collar Ties.
Note: Not all Rafters receive a Collar Tie.
Space evenly across pagoda roof opening.



Lift a Long Pagoda Ring Section onto the Roof.



Place the Pagoda Ring Section into the Lower Roof Section.



Layout the Pagoda Roof Ring Sections around the roof opening.



Ensure the Pagoda Ring Sections are flush.



Attach the Pagoda Roof Ring sections together using (4) 2.1/2" Brown Screws per section. Complete by attaching all sections together.



(For Engineered Gazebos Only)
Find Lower Pagoda Bracket



(For Engineered Gazebos Only)
Attach Lower Pagoda Bracket to the bottom of the Pagoda Roof Ring with (8) 2" Brown Screws.



(For Engineered Gazebos Only)
Find Upper Pagoda Bracket



(For Engineered Gazebos Only)
Attach Upper Pagoda Bracket to the Top of the Pagoda Roof Ring with (8) 2" Brown Screws.





Carefully place the first, Upper Roof Section into position.



Attach a 2x4 Prop to keep in elevated position.



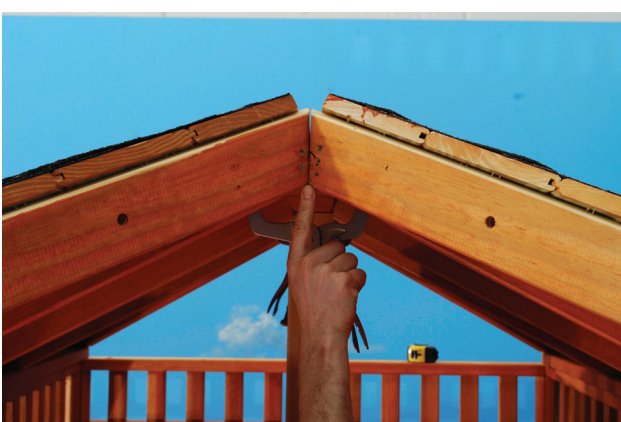
Attach the Pagoda Roof to the Pagoda Ring using (2) 2.1/2 Brown Screws (Toed) at each side.



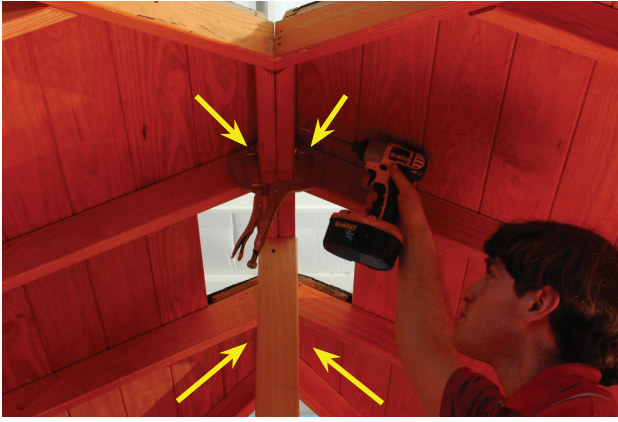
(For Engineered Gazebos Only)
Attach Upper Pagoda Bracket to the above Roof Panel using (4) 2" Brown Screws.



Slide the opposite side Roof Panel up and onto the Pagoda Ring.
Position the Roof Panel tight against the opposite Roof Panel.



Align the roof and Clamp the Roof Panels together.



Clamp the Roof Section together and attach the two Roof Panels with (4) 2.1/2" Brown Screws.



Slide the adjacent Roof Panel up and onto the pagoda circle. Position the Roof Panel tight against the adjacent roof panels.



Ensure outside edge of Roof is aligned and tight.



Clamp the Roof Panels together in two locations up the rafter.



Install the Roof Bolt, with a Washer and Nut attached.



Fasten Bolt by sliding a second Washer on Bolt and attaching the Acorn Nut. Using two 5/8" sockets or wrenches tighten securely.



Attach the Top Pagoda Roof Ridge together using 2.1/2" Brown Screws.



Space Screws evenly across Ridge on both sides approximately 12" on center.



Attach the Pagoda Roof Ring to the Top Pagoda Roof using 2.1/2" Brown Screws.



Space Screws evenly across Pagoda Ring leaving approximately 12" between each screw.



Attach the Pagoda Roof Ring to the Bottom Pagoda Roof using 2.1/2" Brown Screws. Space Screws evenly across Pagoda Roof Ring approximately 12" on center.



Your Gazebo will be completed to this point.



Capping the Roof Ridge.
Start 1st Capper centered on Ridge down past corner.



Fasten using (2) 1" Roof Nails per Capper.
Fasten Nail through black tar strip.



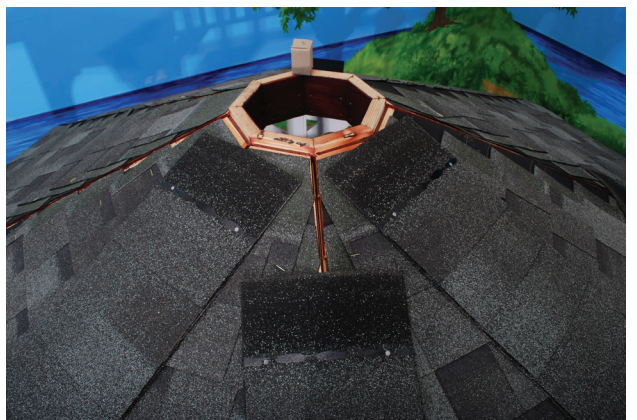
Align bottom of 2nd Capper w/ small groove on the side of the capper below it.
Leave approx 5" exposure to the weather.



Fasten using (2) 1" Roof Nails, (1) per side..

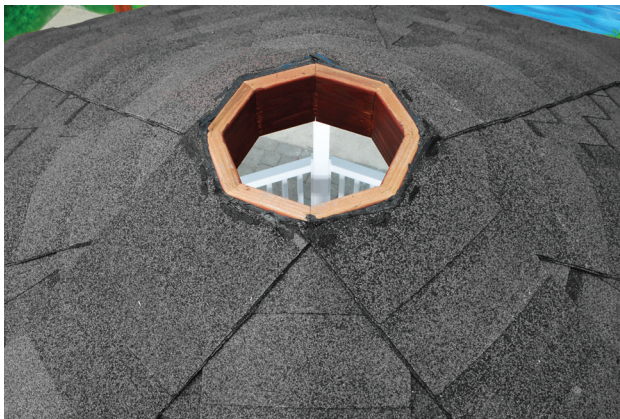
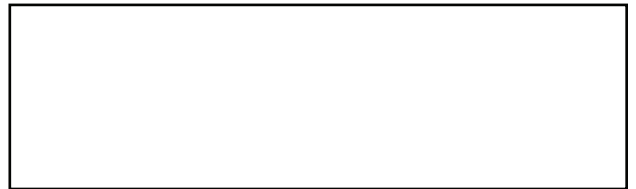
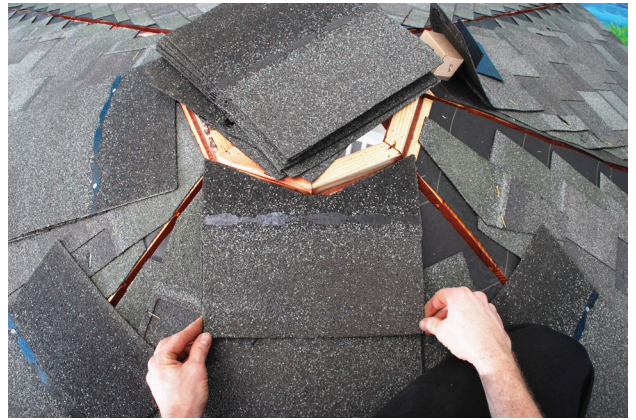


Continue up the ridge using the same previous steps. Install cappers in a nice straight row for a neat appearance from ground view.





Cut and Trim top Cappers around Cupola Hole or Pagoda Circle.



Trim and Finish all Sides.



Trim the bottom edges using a shingle scissors or a utility knife.



Capping the Ridge.
Start 1st Capper centered on ridge even with bottom edge of the Rubber Slates below.



Fasten using (2) 1" Roof Nails per Capper.
Fasten Nail through black tar strip.



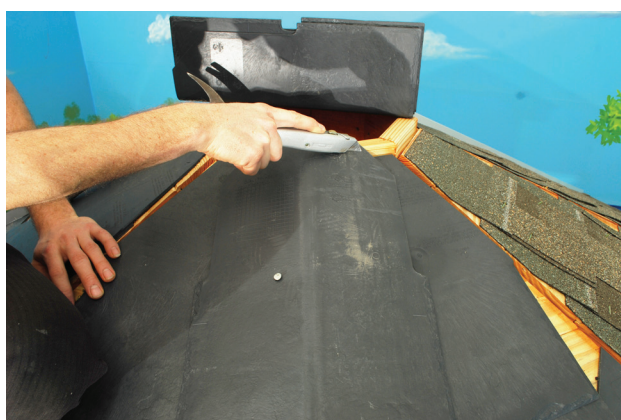
Align bottom of 2nd capper w/ small groove of the capper below it.
Leave approx 7" exposure to the weather.



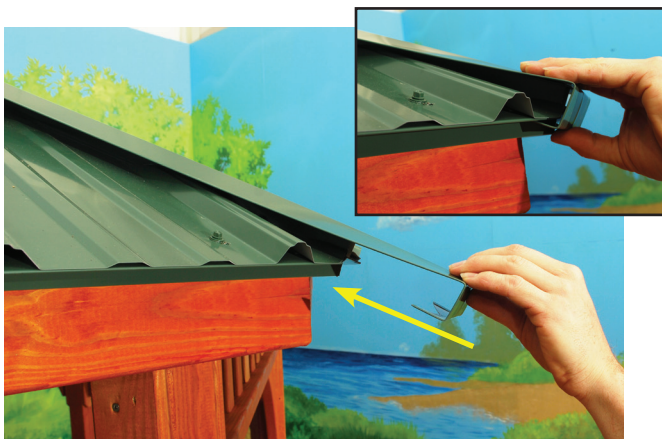
Fasten using (2) 1" Roof Nails, (1) per side..



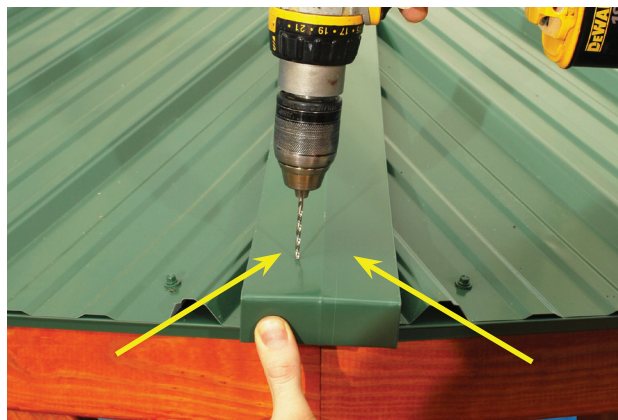
Continue up the ridge using the same previous steps. Install cappers in a nice straight row for a neat appearance from ground view.



Trim the top edges using Utility Knife.



Installing Metal Roof Capping
Start by sliding Metal Roof Capper into position as shown.



Pre-Drill (2) 1/8" holes at the bottom of the capping and be sure to drill through the ridge piece below.



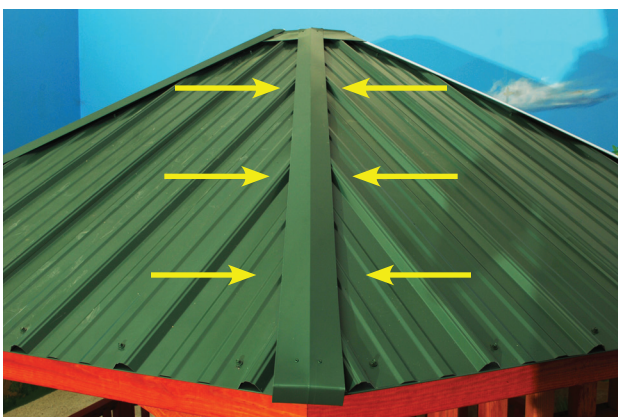
Attach the Metal Capping to the Ridge Piece
below using the provided rivets. Install all capping pieces using previous steps.



Trim each Ridge piece at the top to be flush with the top edge of the metal roofing as shown.



Pre-Drill (2) holes through Capping and the below metal ridge.
Attach the metal roof together using the provided rivets.



Add additional rivets up each ridge to secure the metal ridge in locations shown.



Optional Crown Moulding



Place Crown Moulding onto Fascia Trim.



Align Crown Moulding with edge of Roof Panel



Attach Crown Moulding to Fascia Trim using (3) 1.1/4" SS Screws. Drive screw into 2x8 wood on other side of Fascia Board.



Finish By installing remaining Crown Mouldings.



If you ordered a Cupola you will receive a Cupola Ring. Insert the Ring into the opening.



Attach the Cupola Ring to the ridge below using (4) 3" Brown Screws.



If you purchased a Cupola. Place the Cupola on the center of the roof. Measure both sides to ensure the Cupola is centered.



Fasten Cupola to the Roof using (4) 2.1/2" Screws.