

# Santa Fe Vinyl Pergola



# Assembly Manual

# Santa Fe Pergola Assembly Manual

Thank you for your purchase of this pergola.

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 Pergola put together for this manual was an 18x18 Pergola. This manual can also be used for other sizes. It took 3 men, approximately 7 hours using the tools shown. 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 pergola 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



6' & 10'  
Step  
Ladders



Paint  
Brush



Hammer



Ratchet with  
1 1/8" & 3/4"  
Socket



Hammer  
Drill



Level



1/2" Concrete  
Drill Bit



1 1/16" x 16"  
Wood Drill Bit



Cordless  
Drill



25' Tape  
Measure



Utility  
Knife



2 1/2" Finish  
Nails.

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(4) 2x4x12' Long  
(2) 2x4 Approx 4' Long  
for bracing header assemblies

# Parts List

| Description                        | Part #   |
|------------------------------------|----------|
| 3/4" Washer                        | Part #1  |
| 3/4"x10" Lag                       | Part #3  |
| 3/4"x8" Lag                        | Part #4  |
| 1-1/2" Screw                       | Part #6  |
| 1-1/2" Nail                        | Part #7  |
| Rafters                            | Part #9  |
| Stringers                          | Part #10 |
| Back Header (For the Lower Side)   | Part #11 |
| Front Header (For the Higher Side) | Part #12 |
| Side Header                        | Part #15 |
| Front Post (Longest Post)          | Part #23 |
| 2-1/2" Finish Nail (Not Included)  | Part #30 |
| 3" Screw                           | Part #31 |
| 2-1/2" White Screw                 | Part #32 |
| 3-1/2" Screw                       | Part #33 |
| 30" Simpson Strap                  | Part #34 |
| 4" Anchor Bolt                     | Part #35 |
| 4" Timberlock Screw                | Part #36 |
| 6" Timberlock Screw                | Part #37 |
| Rafter Bracket                     | Part #38 |
| Back Brace Arch Trim               | Part #39 |
| Back Brace Vinyl Piece             | Part #40 |
| Back Brace Wood Section            | Part #41 |
| Side/Back Brace Arch Trim          | Part #42 |
| Side/Back Brace Vinyl pc           | Part #43 |
| Side/Back Brace Wood Section       | Part #44 |
| Back Left Header Extension         | Part #45 |

| Description                            | Part #   |
|----------------------------------------|----------|
| Back Right Header Extension            | Part #46 |
| Front Brace Arch Trim                  | Part #48 |
| Front Brace Vinyl Pc.                  | Part #49 |
| Front Brace Wood Section               | Part #50 |
| Side/Front Brace Arch Trim             | Part #51 |
| Side/Front Brace Vinyl pc.             | Part #52 |
| Side/Front Brace Wood Section          | Part #53 |
| Front Left Header Extension            | Part #54 |
| Front Right Header Extension           | Part #55 |
| Back Inside Post Box                   | Part #65 |
| Cove Molding Trim                      | Part #66 |
| Bottom of Brace Trim (Big Piece)       | Part #69 |
| Bottom of Brace Trim (Small Piece)     | Part #70 |
| Front Left Inside Post Box             | Part #71 |
| Front Right Inside Post Box            | Part #72 |
| Inside Post Ring                       | Part #74 |
| Back Outside Post Box                  | Part #75 |
| Front Outside Post Box                 | Part #76 |
| Post Ring                              | Part #77 |
| Post Skirt                             | Part #78 |
| Top of Brace Trim (Big Piece)          | Part #79 |
| Top of Brace Trim (Small Piece)        | Part #80 |
| Back Post (Shorter Post)               | Part #81 |
| Top of Front & Back Header Vinyl Piece | Part #84 |
| Top of Side Header Vinyl Piece         | Part #85 |

# Parts List

Part #1



3/4" Washer

Part #7

Part #3



3/4"x10" Lag

Part #31

Part #4



3/4"x8" Lag

Part #32

Part #6



1 1/2" Screw

Part #33



1 1/2" Nails

Part #35



3" Screw

Part #36



2 1/2" White Screw

Part #37



3 1/2" Screw

Part #38



4" Anchor Bolt

Part #

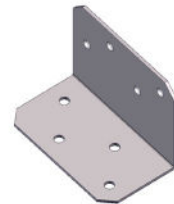


4" Timberlock Screw

Part #34



6" Timberlock Screw



Rafter Brackets



Touch Up Stain



30" Simpson Strap

Parts List  
Part #12



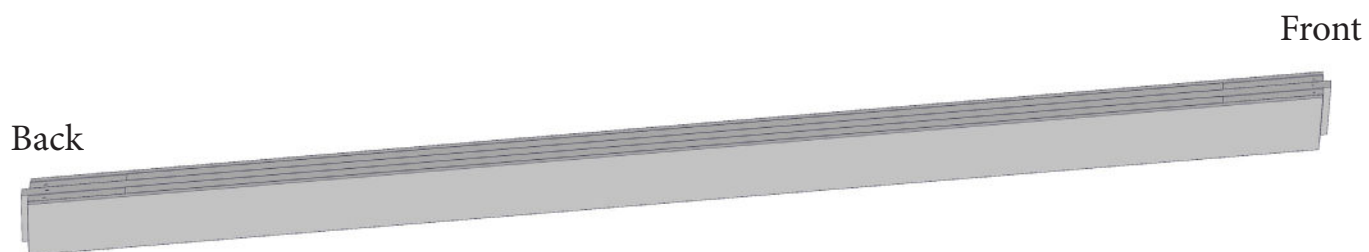
Front Header (Higher Side)

Part #11



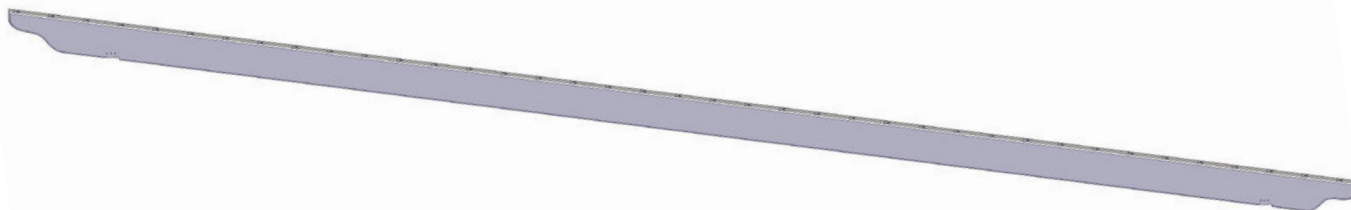
Back Header (Lower Side)

Part #15



Side Header

Part #9



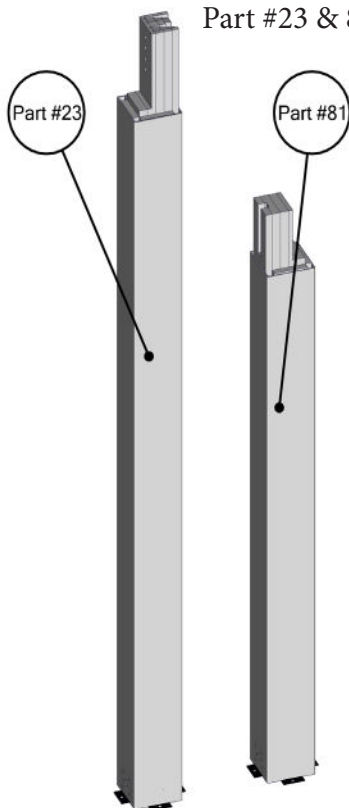
Rafters

Parts List  
Part #10



Stringers

Part #23 & 81

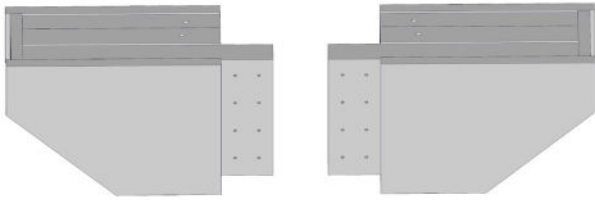


Front and Back Post

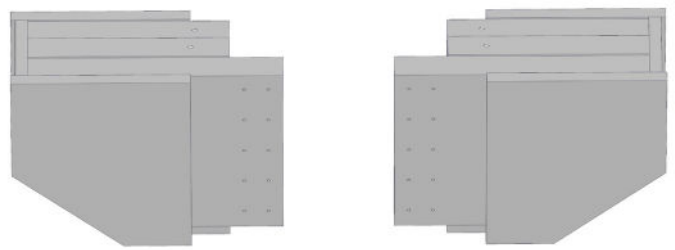


# Parts List

Part #45 & 46



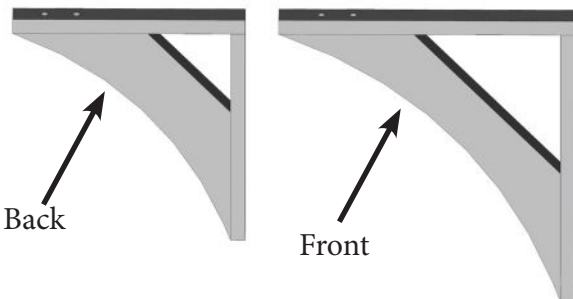
Part #54 & 55



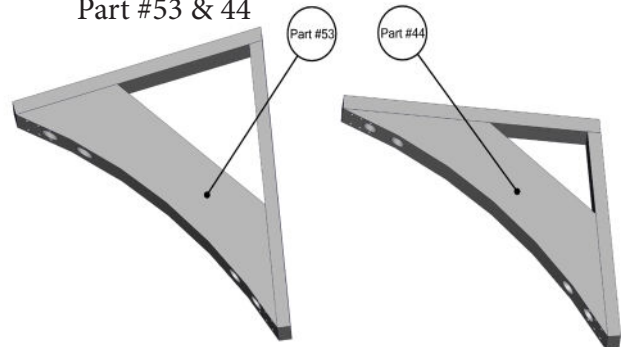
Back Left and Right Header Extensions

Front Left and Right Header Extensions

Part #41 & 50



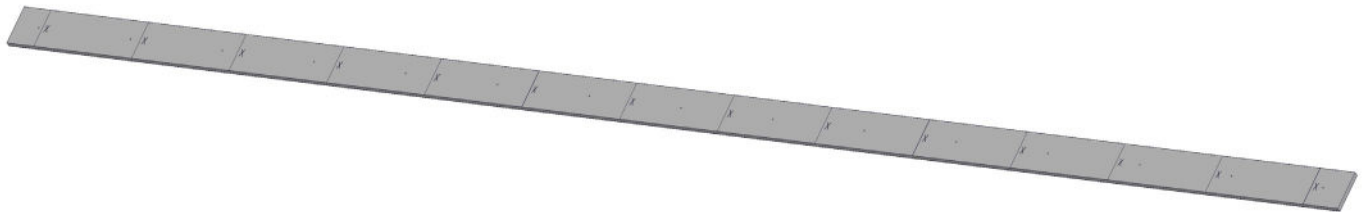
Part #53 & 44



Back and Front Wood Brace Section

Side/Front and Side/Back Wood Brace Section

Part #84



Top of Front and Back Header Vinyl Piece

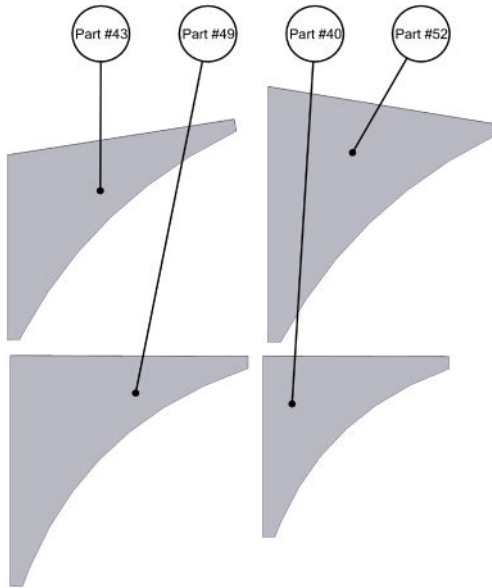
Part #85



Top of Side Header Vinyl Piece

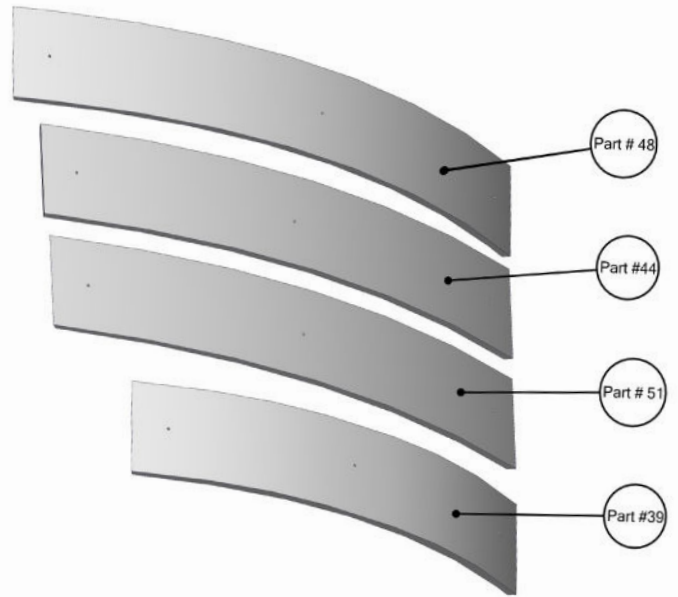
## Parts List

Part #40, 43, 49, & 52



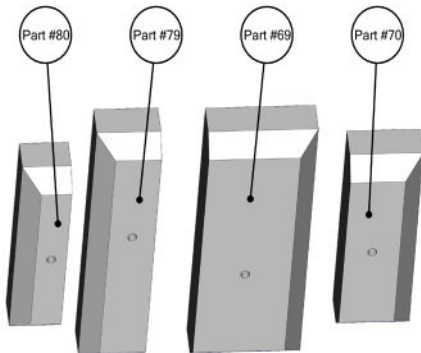
Vinyl Pieces for the Brace Sections

Part #39, 42, 48, & 51



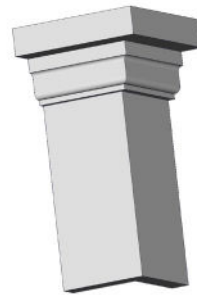
Arch Trim for the Brace Sections

Part #69, 70, 79, & 80



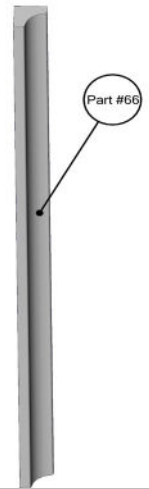
Vinyl Trim Pieces at Brace Locations

Part #65



Back Inside Post Box

Part #66

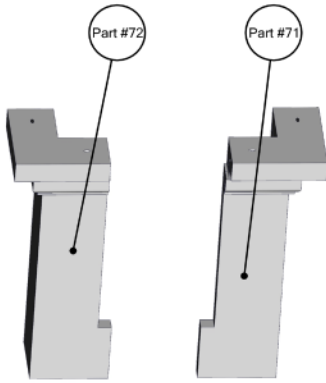


Cove Molding Trim

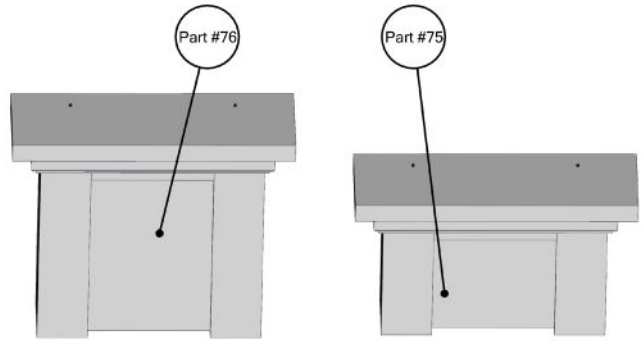


Parts List

Part #71 & 72



Part #75 & 76



Front Left and Right Inside Post Box

Front and Back Outside Post Box

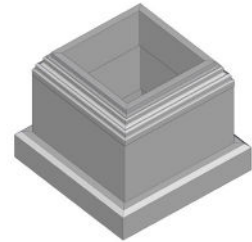
Part #77



Part #74



Part #78



Post Ring

Inside Post Ring

Post Skirt



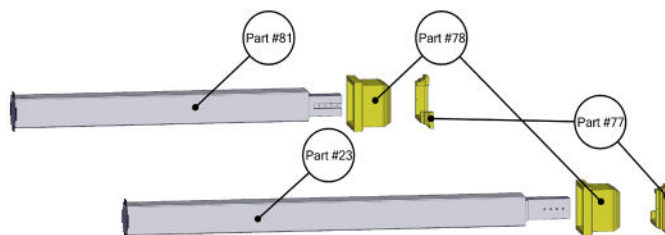
Set your Pavilion package as close to the building site as possible.



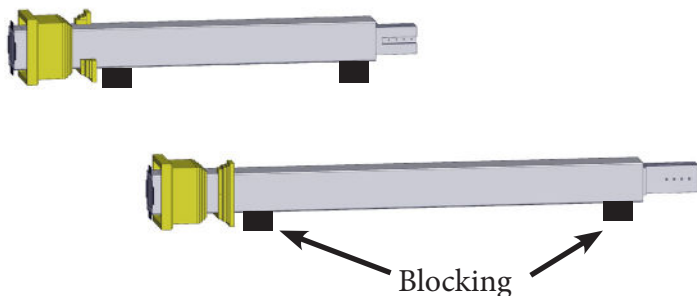
Remove the protective shrink wrap. Do not unwrap until you are ready to build. Keep dry and protected until you are ready to assemble the pavilion.



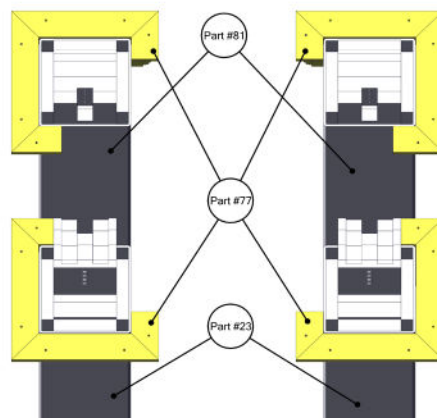
Start by locating the Front and Back Post. The Front Post is Higher than the Back Post.



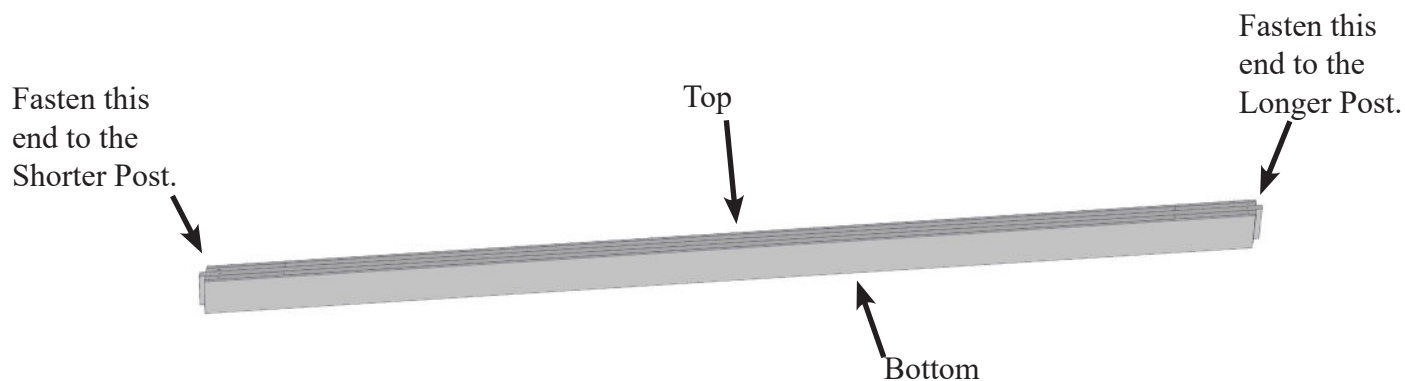
Lay one Front Post and one Back Post on cardboard to protect them from scratching or getting damaged. Prepare the post by installing the Post Skirt and Post Ring.



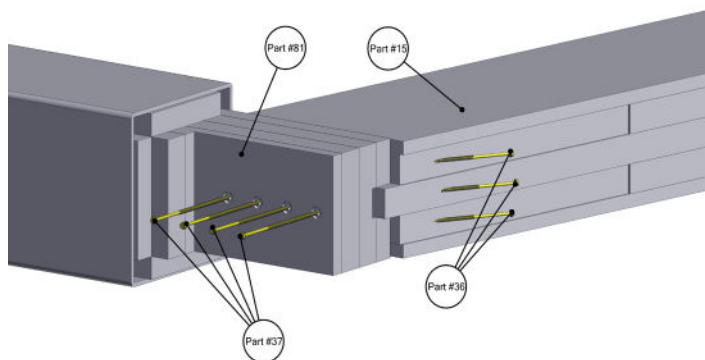
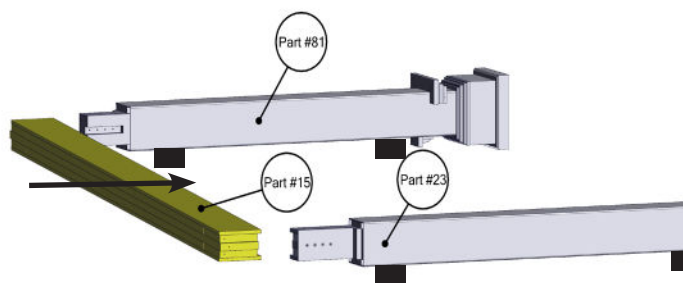
Slide the Post Skirt and Post Ring down to the bottom of the Post. Using your own blocking, block up underneath the Post to keep the weight of the Post off of the Post Skirt and Post Ring.



Take note of the Post Ring orientation on all post.

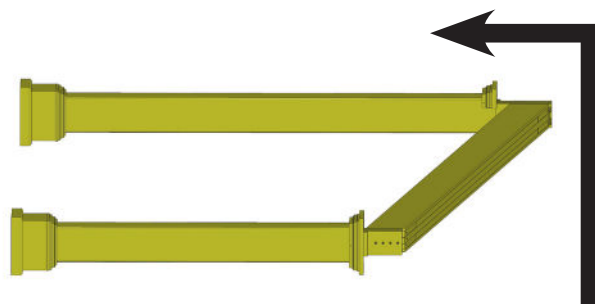
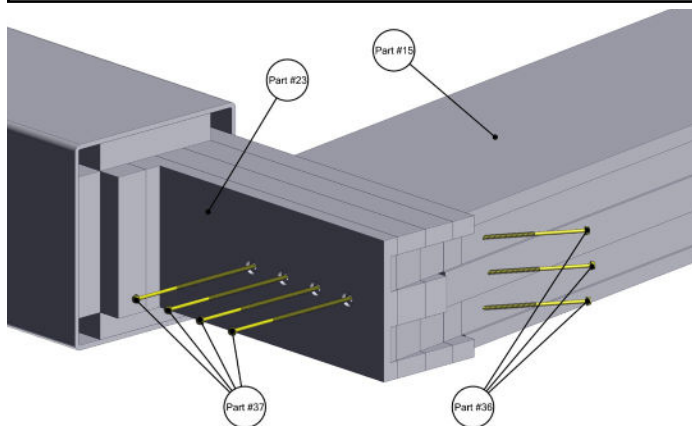


Locate the Side Header



Slide the Side Header into the notches in the Post.

Make sure to push the Header tight against the Post and in against the notch. Fasten the Header with 6" Timber Lock Screws through the pre-drilled holes in the Post and with 4" Timber Lock Screws through the pre-drilled holes in the Side Header.



Fasten the opposite end of the Side Header to the Post using the previous step.

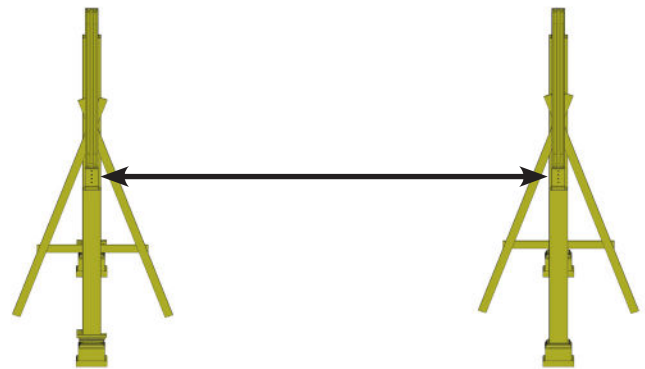
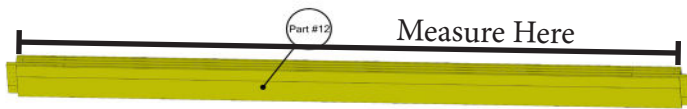
Lift the Post and Header Assembly to its upright position.



To keep the Header Assembly upright, build a temporary X-brace using your own 2x4's.

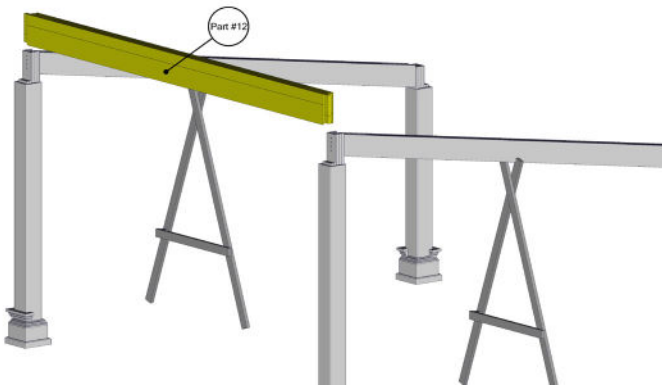


Using previous steps, build the second Header and Post Assembly.

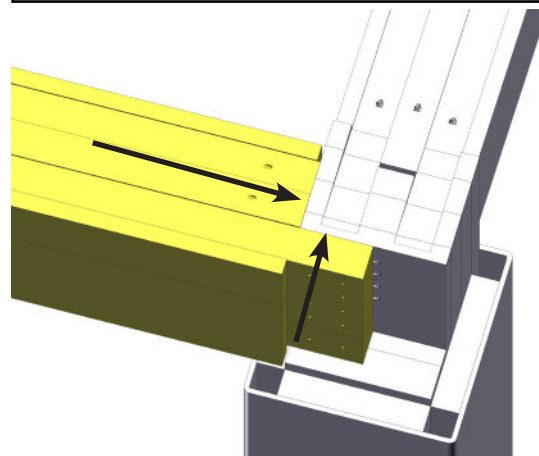


Locate and measure the Front Header.

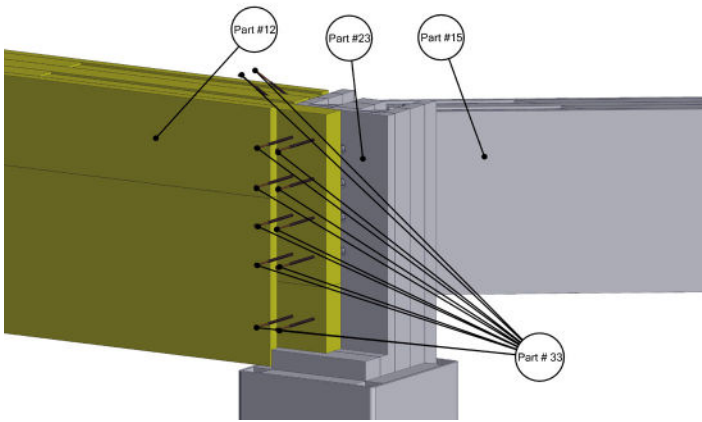
Adjust the distance between the Post and Header Assemblies to match the correct measurement of the Front Header.



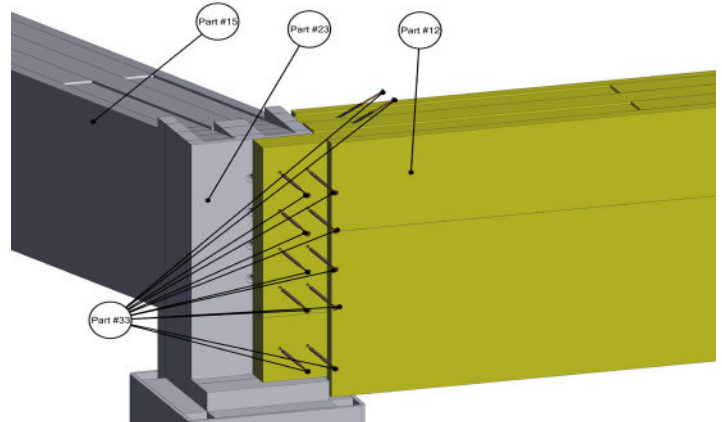
Lift the Front Header into place.



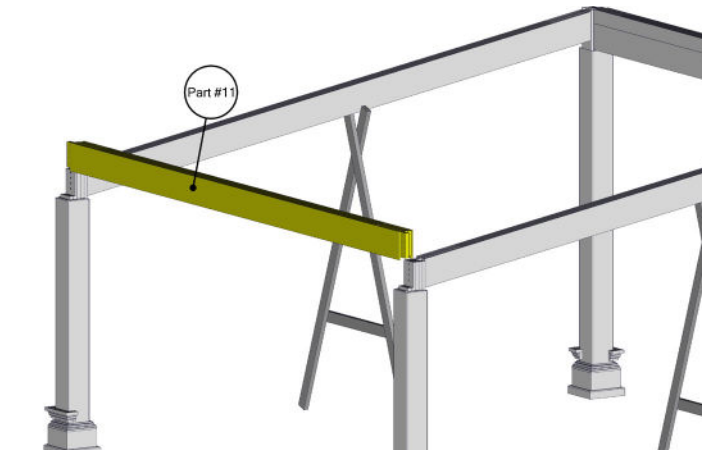
Make sure the Front Header is against the Post at both sides.



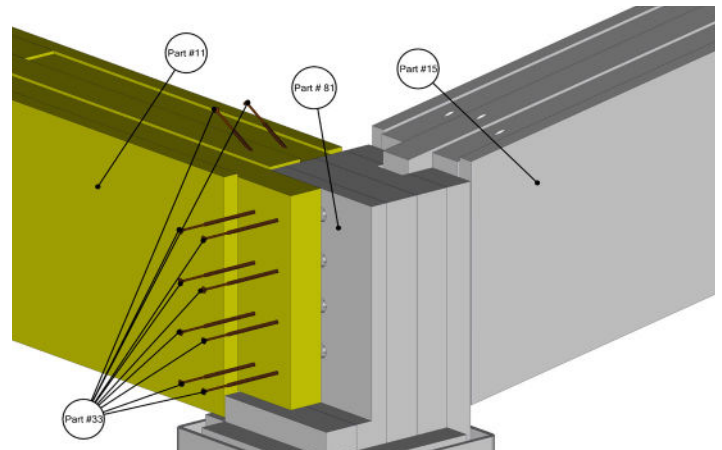
Fasten Front Header with 3 1/2" Screws into all pre-drilled holes. Including 3 1/2" screws toed from the top down into the post.



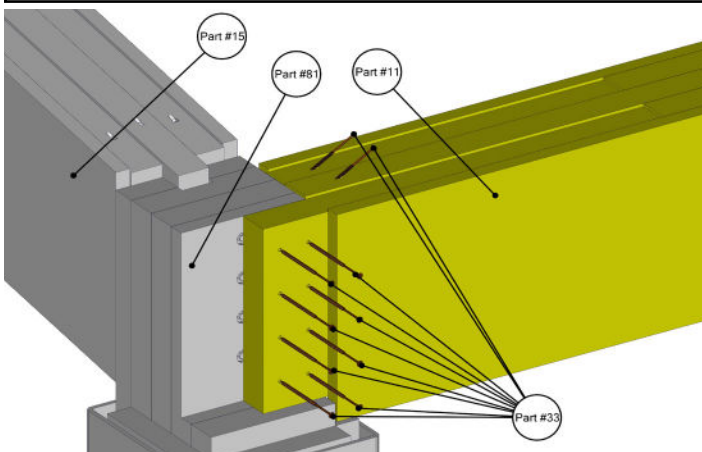
Fasten opposite end of the Front Header using previous step.



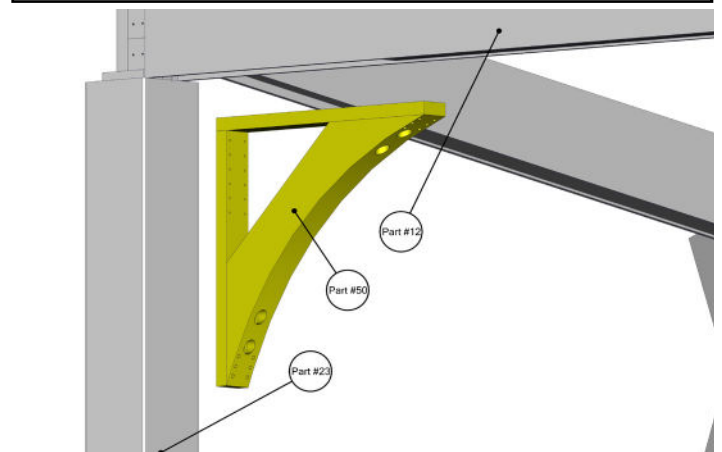
Lift the Back Header into place.



Again make sure the Back Header is tight against both sides of the Post, and fasten with 3 1/2" screws into all pre-drilled holes. Including 3 1/2" screws toed from the top into the Post.

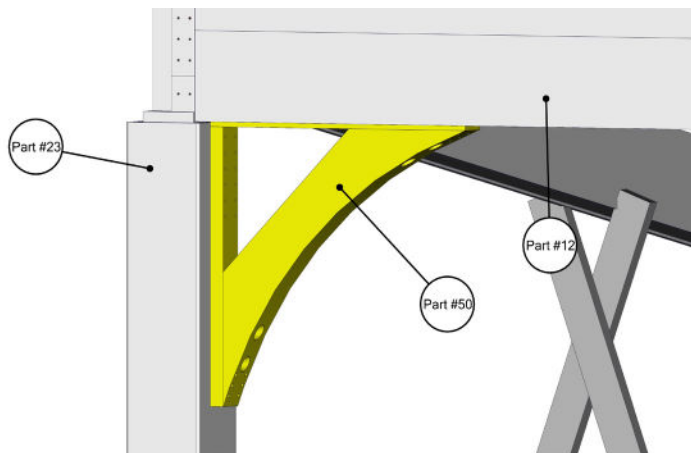


Fasten opposite end of Back Header using Previous steps.

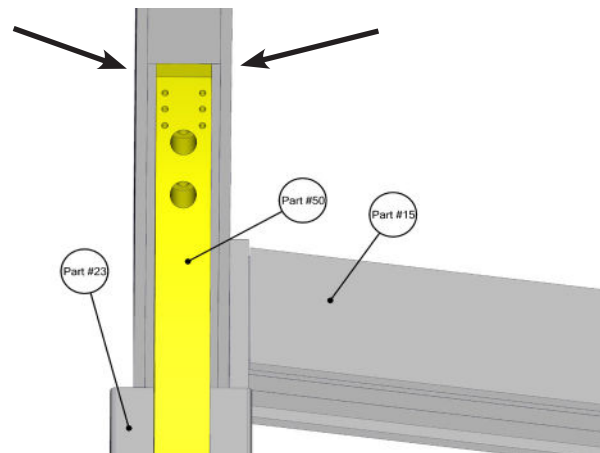


Locate the Front Wood Brace Section.

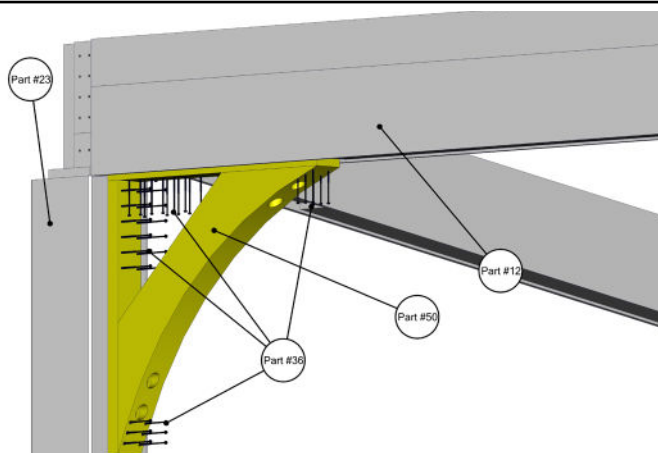




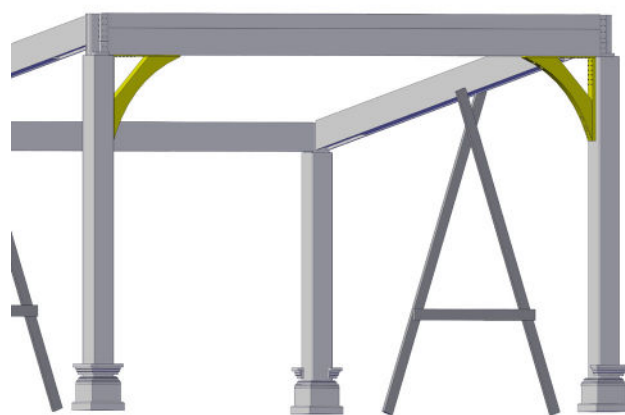
Place against the Post and up against the bottom of the Front Header.



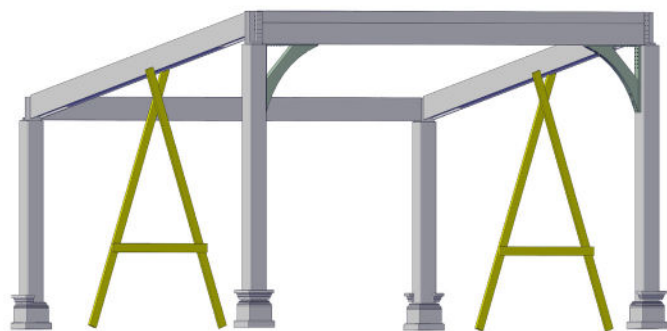
Place directly in the center of the Header. It is very important to have an equal distance on each side of the Wood Brace Section. (You will need to put Vinyl Trim in there later)



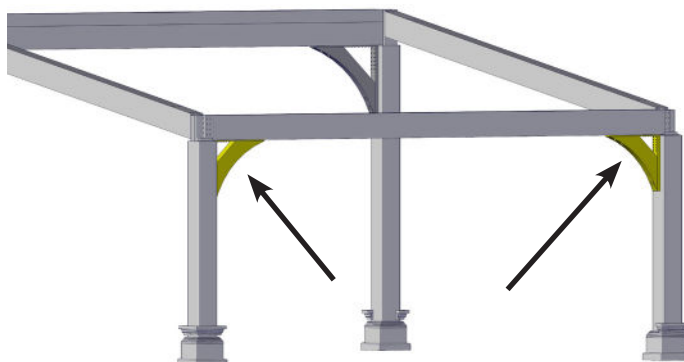
Keeping the Wood Brace Section tight against the Post and Header, Fasten with 4" Timberlock Screws through all pre-drilled holes.



Using the previous steps, install the Front Wood Brace Section on the opposite end.

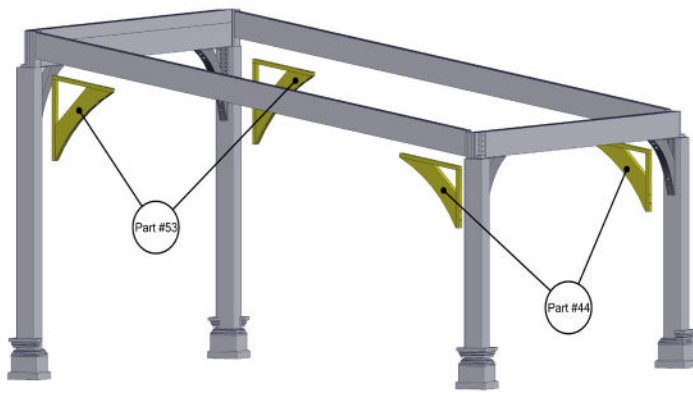


You may now remove the temporary X-braces.

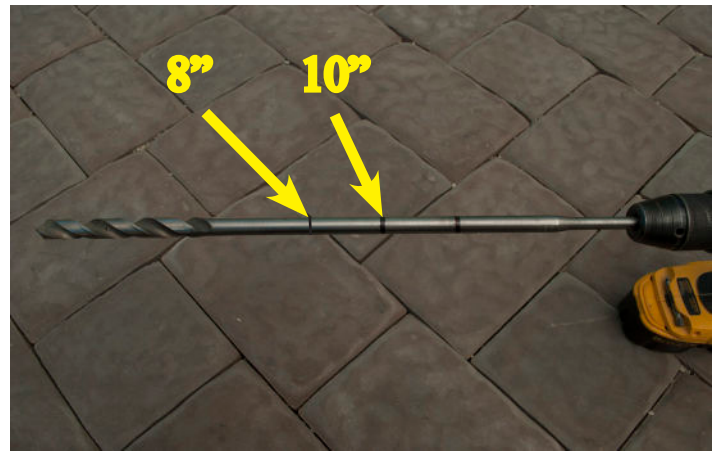


Locate the Back Wood Brace Sections. Install at the Back Header and Post using previous steps.

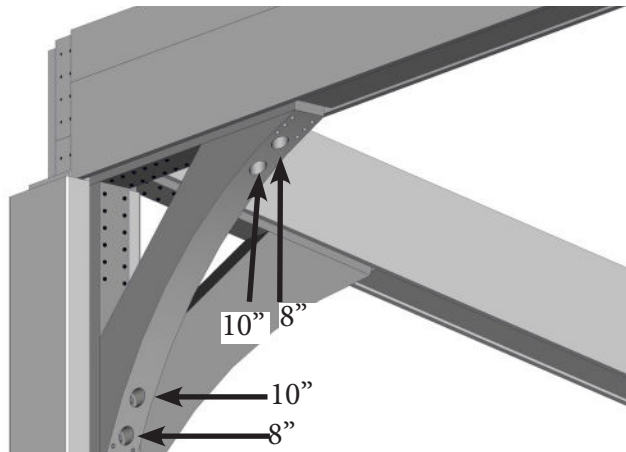




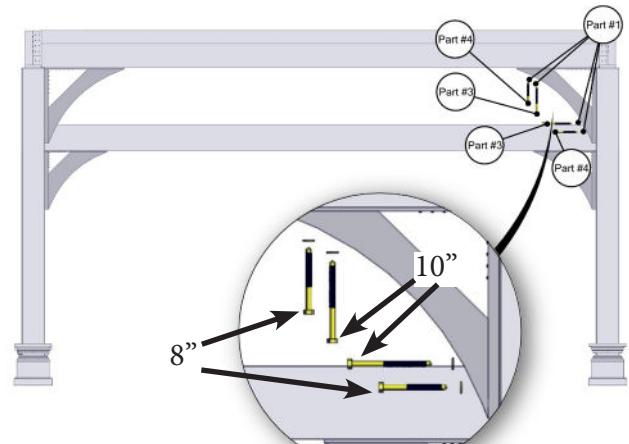
Locate the Side/Front Wood Brace Sections and the Side/Back Wood Brace Sections. Place in the correct locations as shown above. Fasten using 4" Timberlock Screws as shown in previous steps.



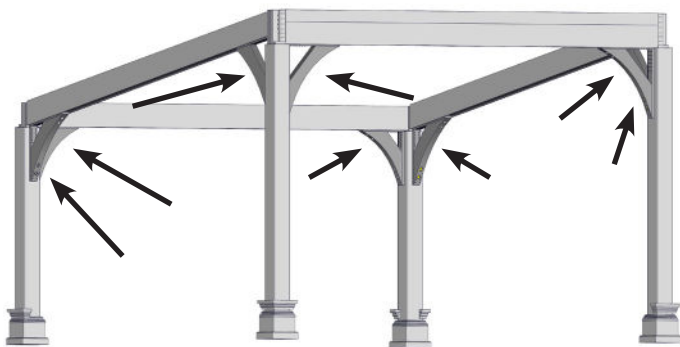
Using your own  $1\frac{1}{16}$ " x 16" Drill Bit, Place a mark at 8" and 10".



Using the  $1\frac{1}{16}$ " Drill Bit with the marks, drill a 10" and 8" deep hole through the Wood Brace Section into the Post and also into the Header at the proper locations shown above. **Do not over drill. The bit is long enough to come out the other end of the Post.**



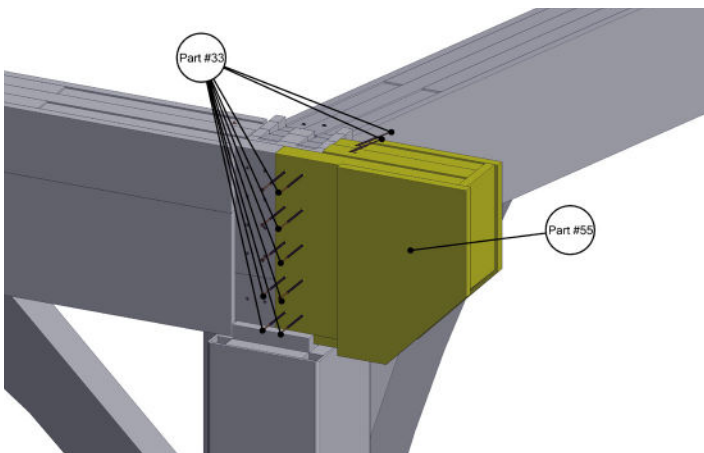
Using a  $1\frac{1}{8}$ " Socket, install a 10" and an 8" Lag through a  $\frac{3}{4}$ " Washer then into the pre-drilled holes through the Wood Brace Sections into the Post and Headers at the proper locations shown above. Pre-drill and install the Lags on the opposite end of the Front Header using previous steps.



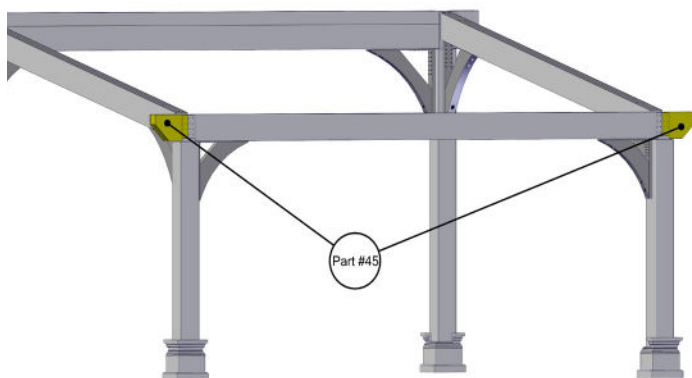
Using previous steps, pre-drill and install all remaining  $\frac{3}{4}$ " Lags and Washers at each Wood Brace Location.



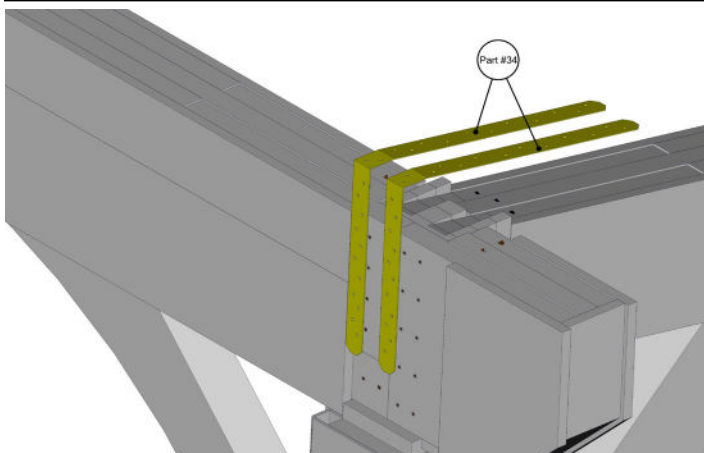
Locate the Front Left and Front Right Header Extensions.



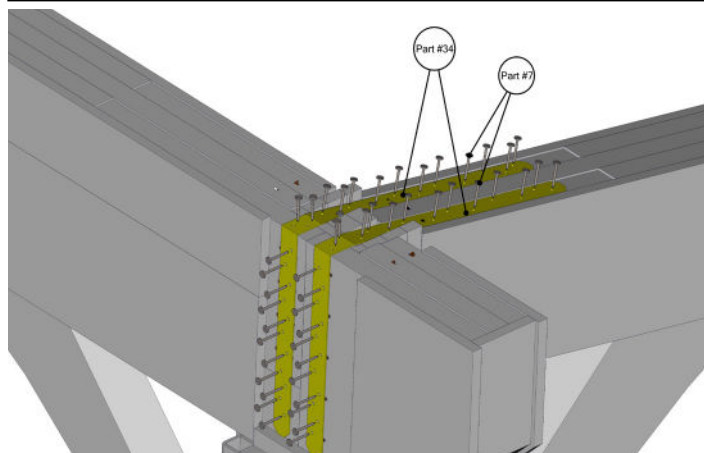
Place the Front Right Header extension against the post each way and fasten with 3 ½" Screws through all pre-drilled holes. Repeat this step to install the Front Left Header Extension on the opposite end.



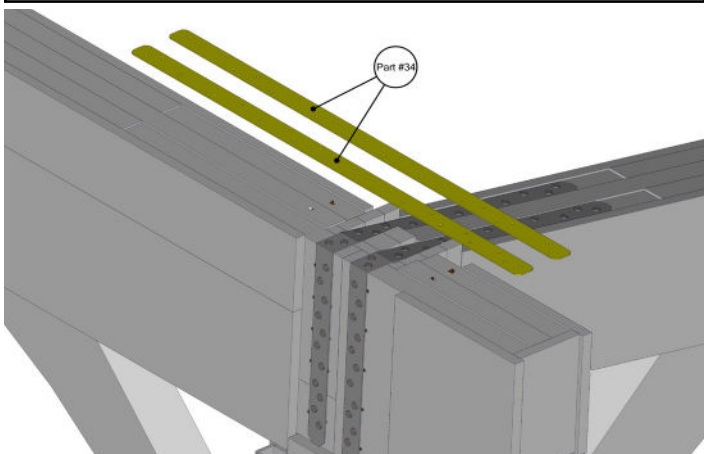
Using the previous steps, install the Back Left and Back Right Header Extensions.



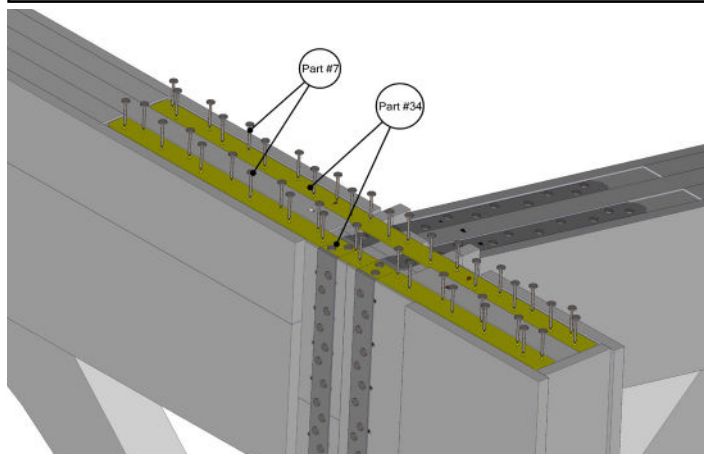
Locate the 30" Simpson Straps. Hold against the Post and bend around the Header as shown.



Fasten the 30" Simpson Straps with 1 ½" Nails through all holes, into the Post and Headers.



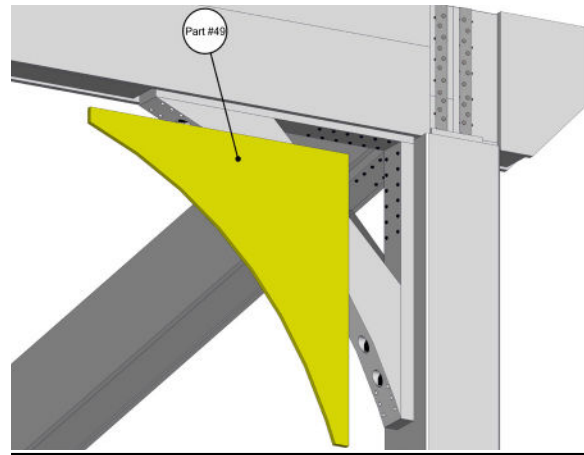
Place two more 30" Simpson Straps on top of the Header.



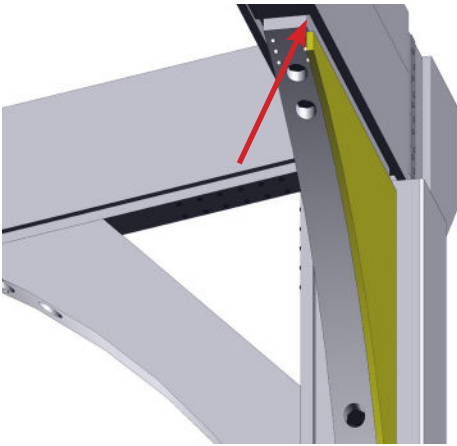
Place on the Header as shown and fasten with 1 ½" Nails.



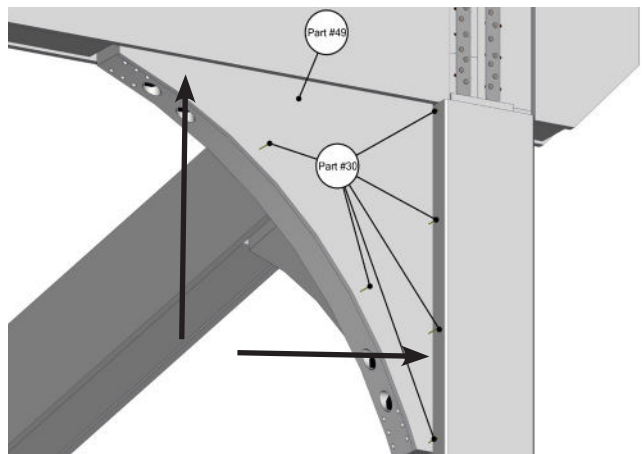
Install all remaining Simpson Straps at each Post location, as shown in previous steps.



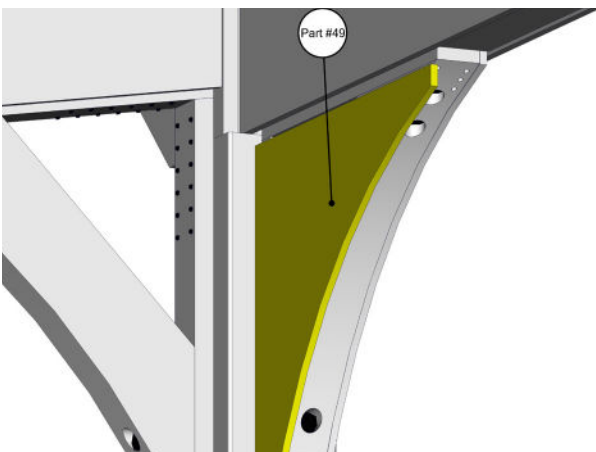
Locate the Front Brace Vinyl Piece.



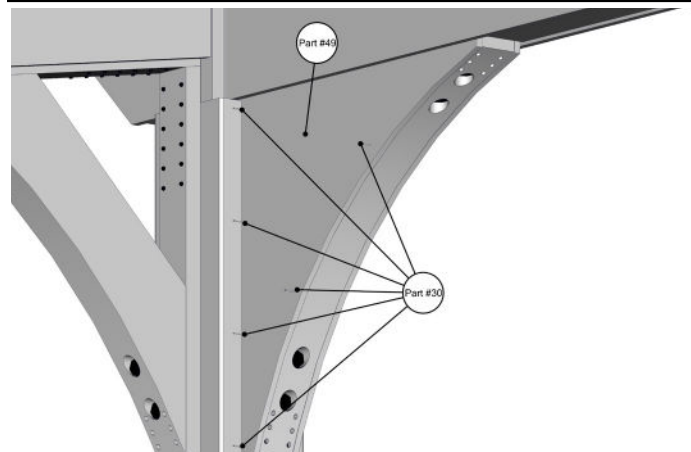
Slide the Vinyl Brace Piece up between the Wood Brace Section and the vinyl on the header.



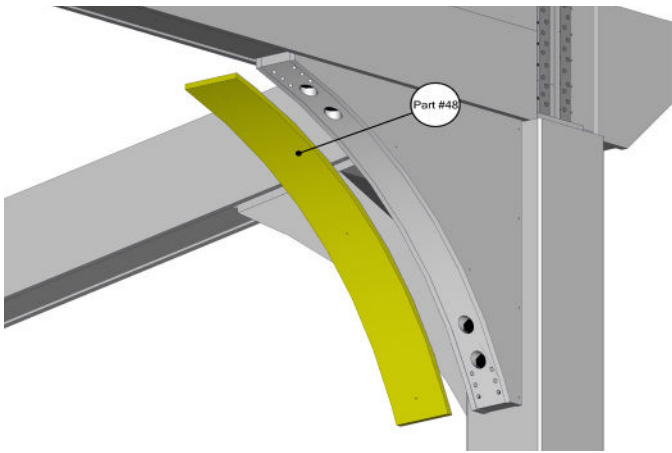
Push the Vinyl Brace Piece against the Post and up against the Header. Fasten to the Wood Brace Section using your own 2 1/2" Finish nails. (Not provided).



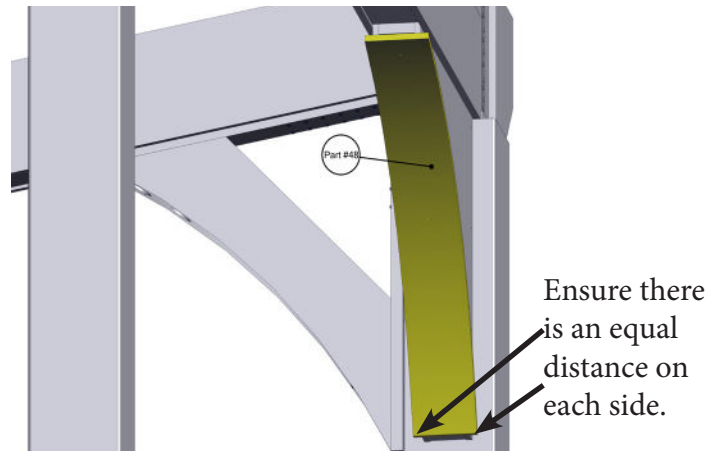
Place another Front Brace Vinyl Piece on the opposite end of the Wood Brace Section.



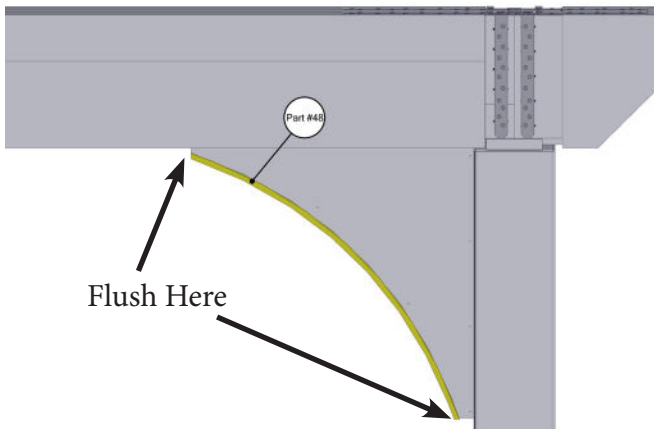
Fasten to the Wood Brace Section with 2 1/2" Finish Nails. (Not provided).



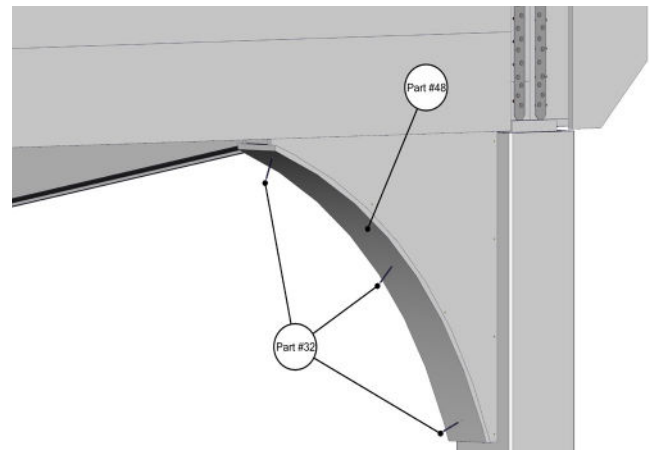
Locate the Front Brace Arch Trim. (This Trim will not be pre-bent as shown in the Picture.)



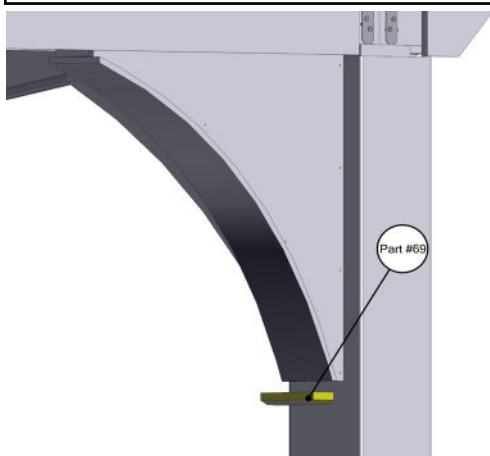
Push in against the curve of the Wood Brace Section. Also center on the Brace Section.



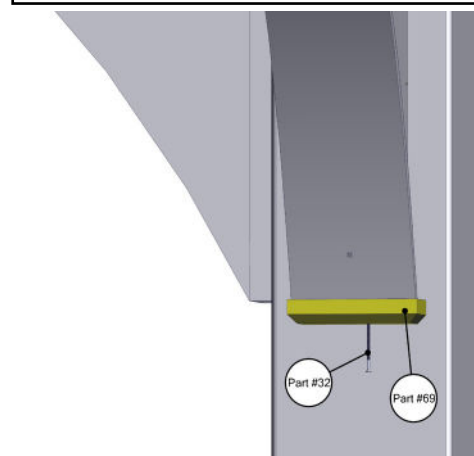
While holding the Arch Trim onto the curve and keeping it centered on the Brace Section make flush at the top and bottom.



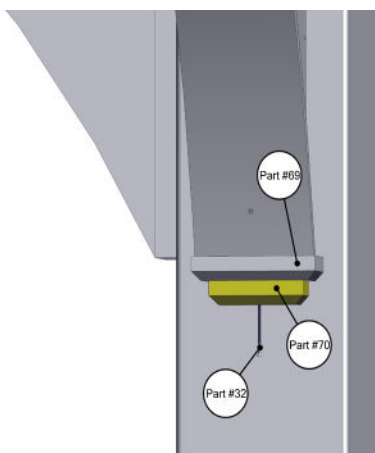
Fasten Arch Trim to Wood Brace Section through pre-drilled holes with 2 1/2" White Screws.



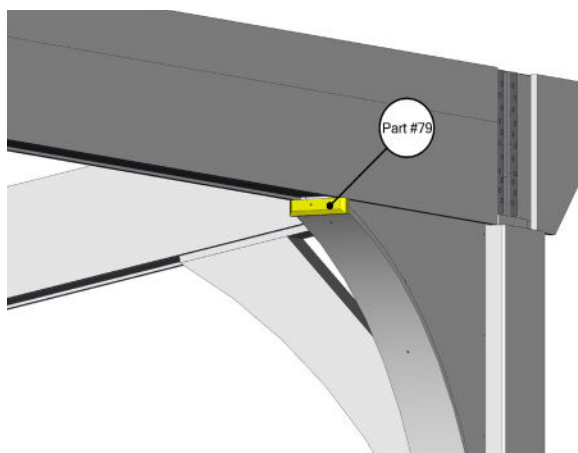
Locate the Bottom of Brace Trim (Big Piece).



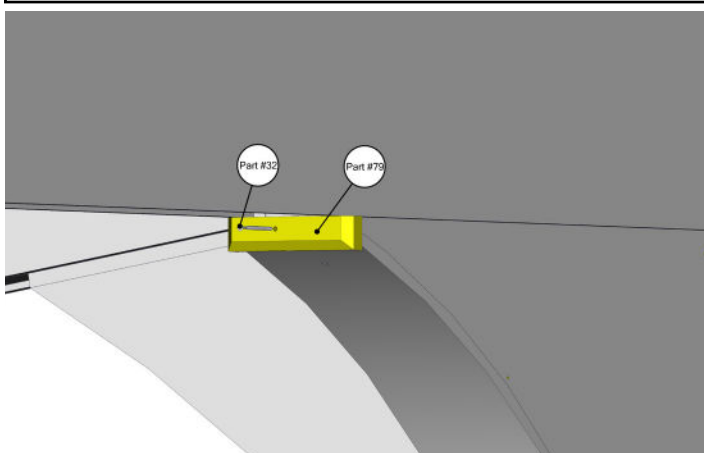
Place up against the bottom of the Brace Section and center on the Brace Section. Fasten to the Wood Brace Section with a 2 1/2" White Screw through the pre-drilled hole.



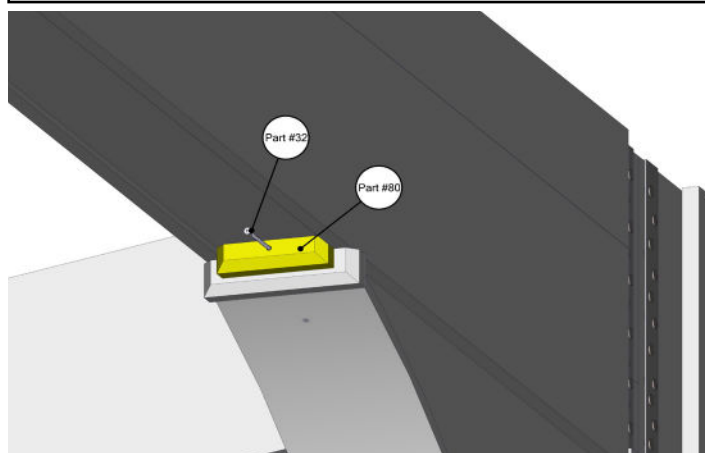
Locate the Bottom of Brace Trim (Small Piece). Place onto the Big Piece and center, then fasten with one 2 ½" White Screw through pre-drilled hole.



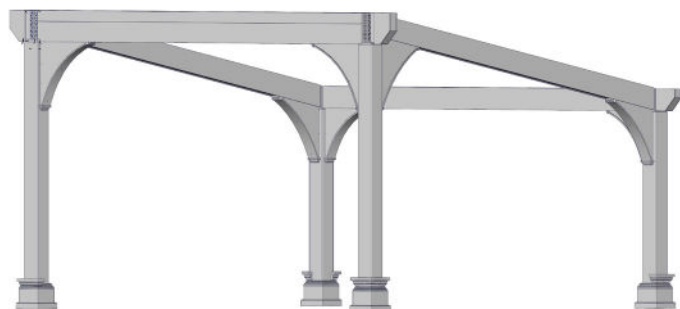
Locate the Top of Brace Trim (Big Piece).



Place against the Brace Section and Header, then fasten to Wood Brace Section with one 2 ½" Screw through pre-drilled hole.



Locate the Top of Brace Trim (Small Piece). Place against the Big Trim Piece and up against the Header. Fasten with one 2 ½" White Screw.

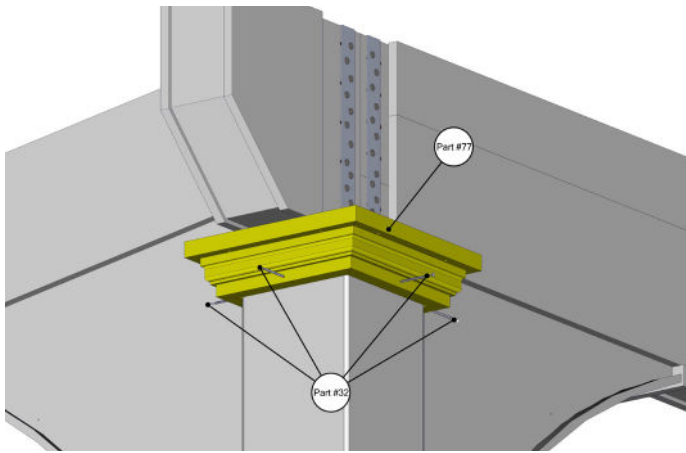


Using the previous steps, install all the Vinyl Trim at each Brace location.

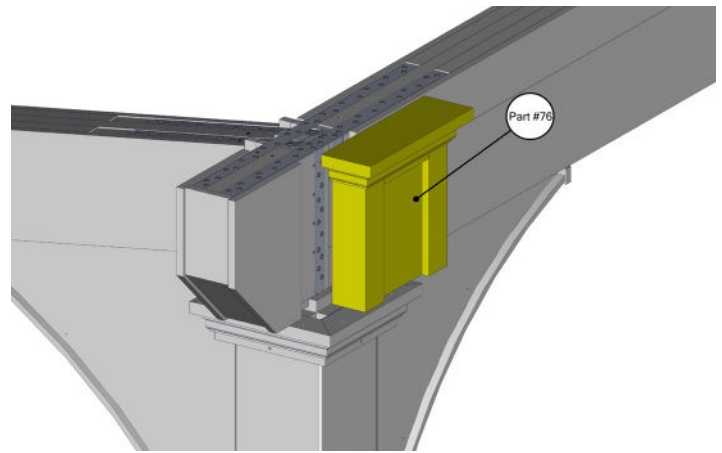


Slide the Post Ring up to the Header.

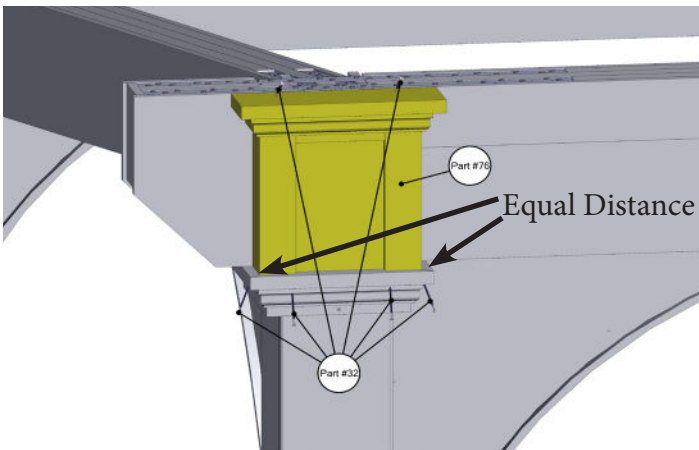




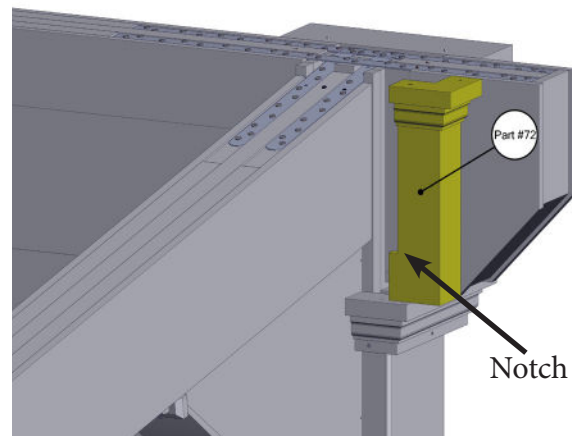
Push the Post Ring up against the bottom of the Header. Fasten to Post with four 2 ½" White Screws through pre-drilled holes.



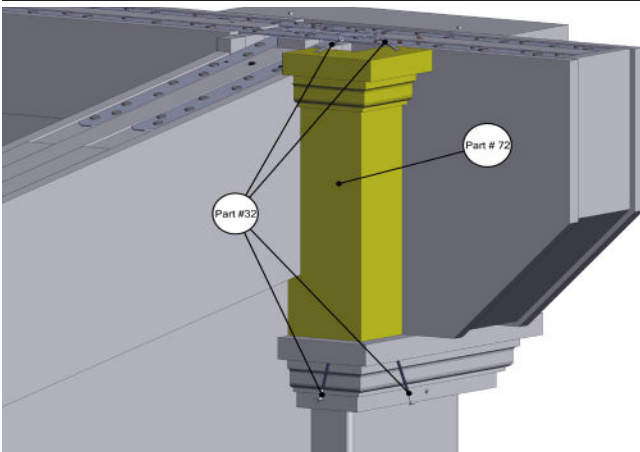
Locate the Front Outside Post Box.



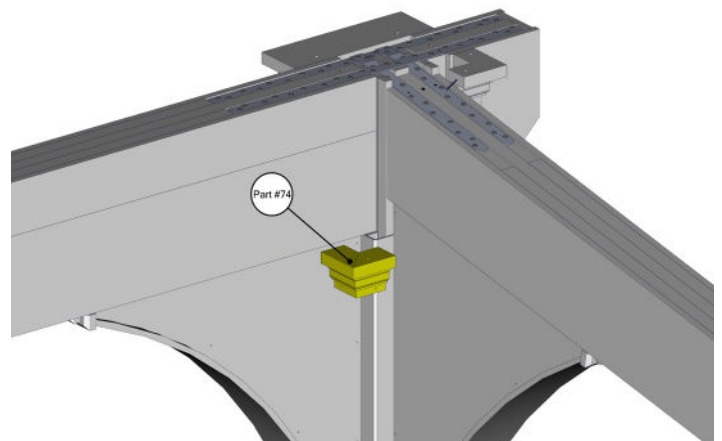
Place on top of the Post Ring and against the Header and center on the Post Ring. Fasten the Outside Post Box to the Post Ring from the bottom with four 2 ½" White Screws through the pre-drilled holes. Then from the top down into the Header with two 2 ½" White Screws through the pre-drilled holes.



Locate the Front Right Inside Post Box. (Notice the notch in this piece.)

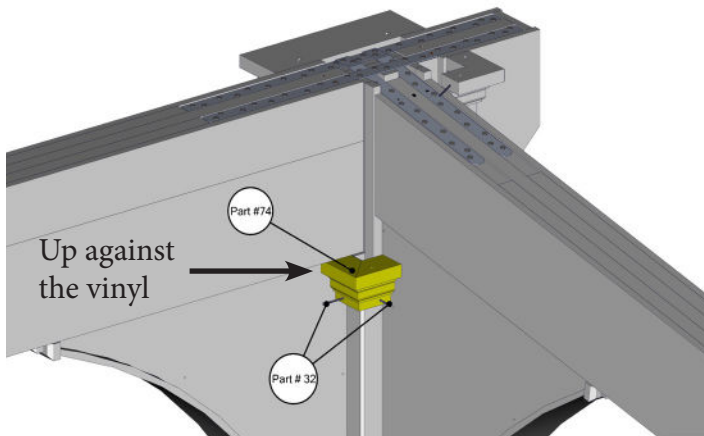


Place on top of the Post Ring and push in against the Front and Side Headers. Fasten at the bottom and top with 2 ½" White Screws through the pre-drilled holes as shown.

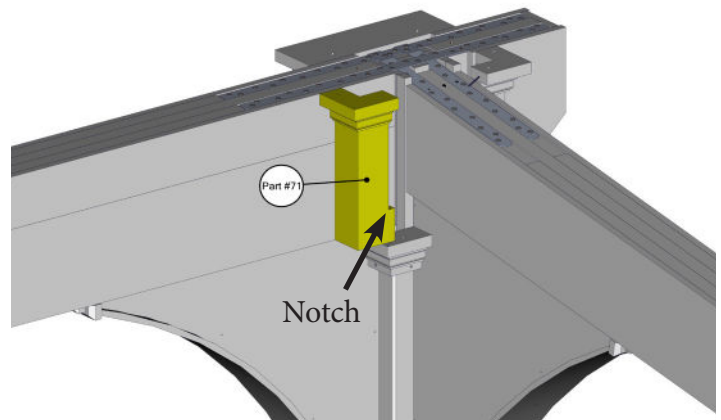


Locate the Inside Post Ring.

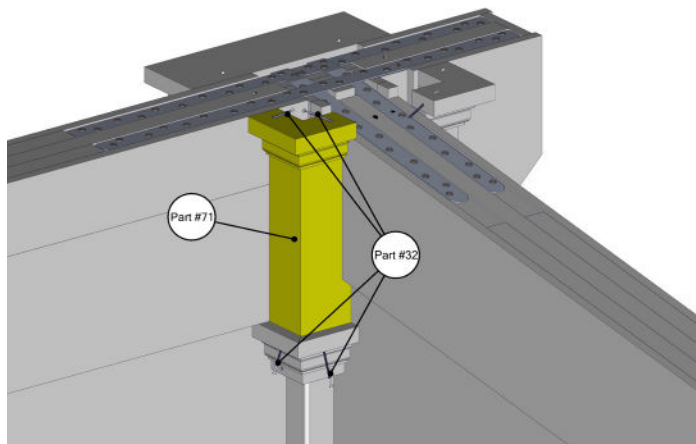




Place against both of the Brace Sections and up against the vinyl on the Front Header. Fasten with two 2 ½" White Screws through pre-drilled holes.



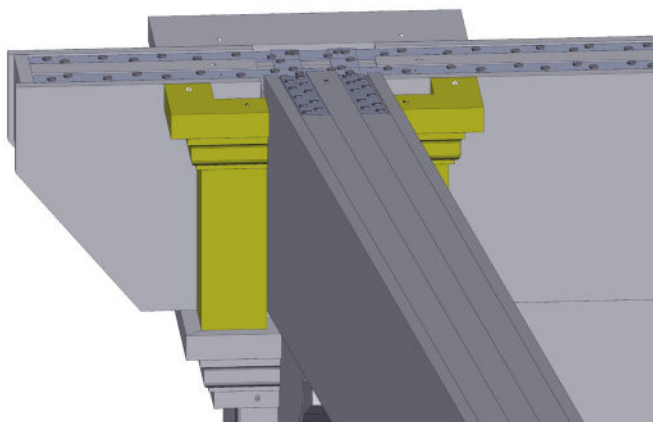
Locate the Front Left Inside Post Box. (This one also has a notch.)



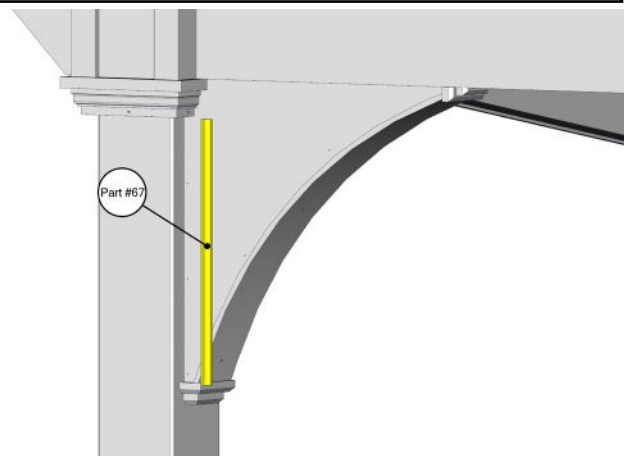
Place on top of the Post Ring, push against the Side Brace Section and against the Front Header. Fasten with 2 ½" Screws through pre-drilled holes as shown in previous steps.



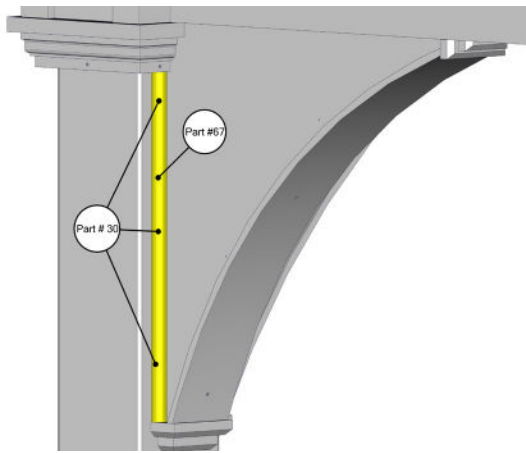
Using previous steps, install the Post Ring and Post Boxes at all remaining Post locations.



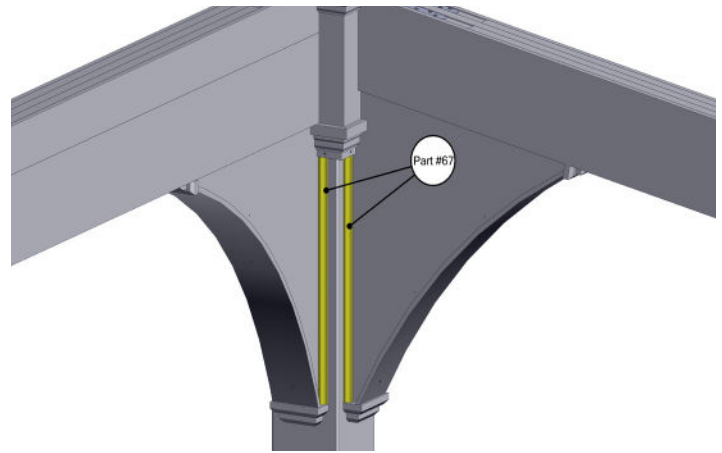
The Back Inside Post Boxes will not have notches.



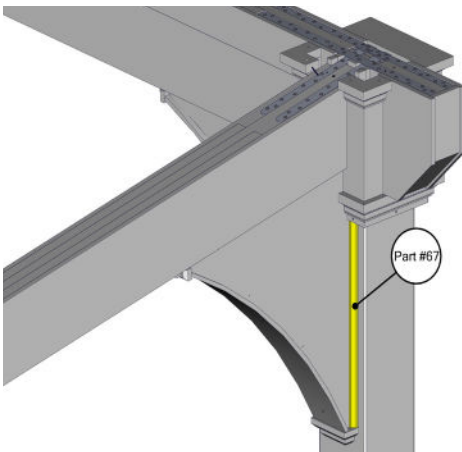
Locate the Cove Molding Trim. These pieces are all the same length. You will need to cut to length.



Cut the Cove Molding Trim to fit between the Post Ring and the Brace Trim. Fasten through the center of the Cove Molding Trim with 2 ½" Finish Nails. (Not provided).



Cut and install the Cove Molding Trim on the inside, as shown in previous steps.



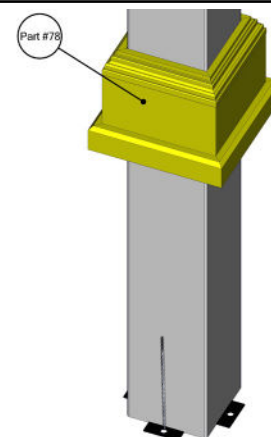
Install the Cove Molding Trim at each Post location. You will have four pieces of Cove Molding Trim to cut and install at each Post location.



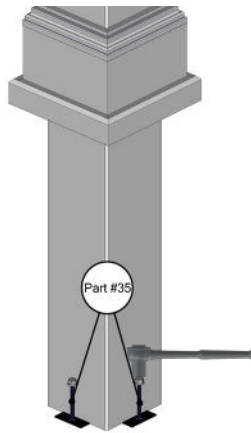
You are now ready to square up the Pavilion and level the Posts. Measure diagonally from corner to corner to ensure the Post and Header assembly is square. Adjust the Post placement to create an equal distance.



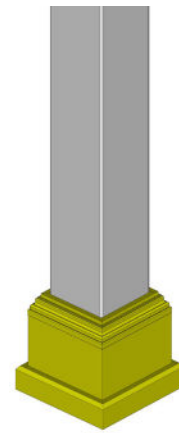
Level all the Posts both ways.



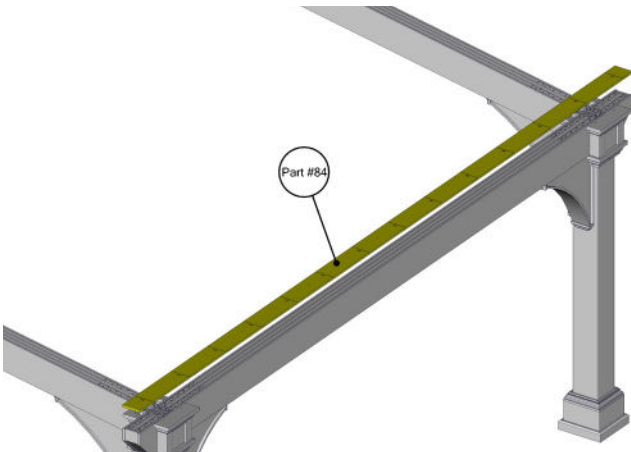
Slide the Post Skirt up and away from the brackets. Using a hammer drill and a ½" concrete drill bit, (not included) drill through the hole in the bracket and into the footings below.



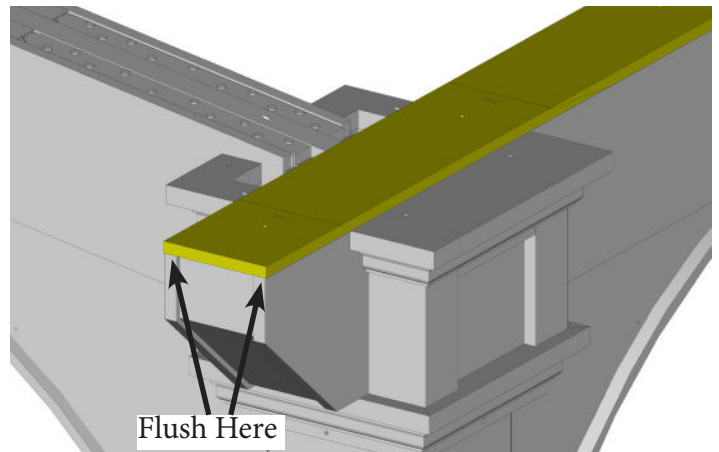
Insert a 4" Anchor Bolts into each bracket and tighten using a 3/4" Socket. (Four anchors at each Post.) Anchor directly to concrete footer. Do not attach to pavers.



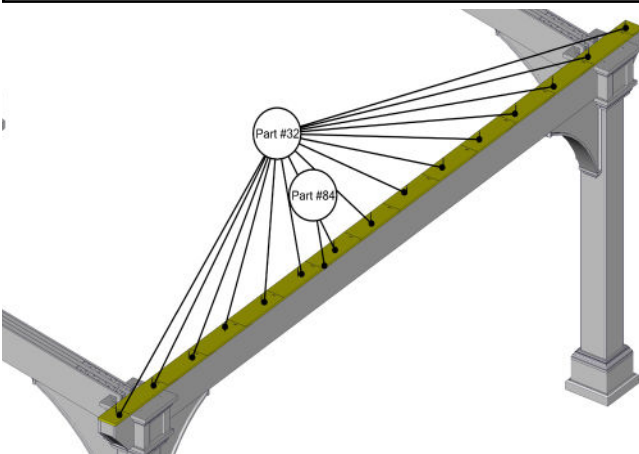
Slide the Post Skirt down firmly into Place. Anchor all remaining Post as shown in previous steps.



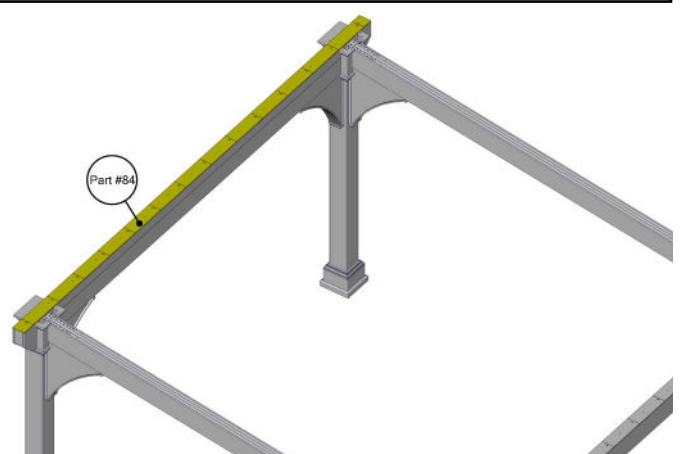
Locate the Top of Front Header Vinyl Piece. Place on top of the Front Header with the marks facing up.



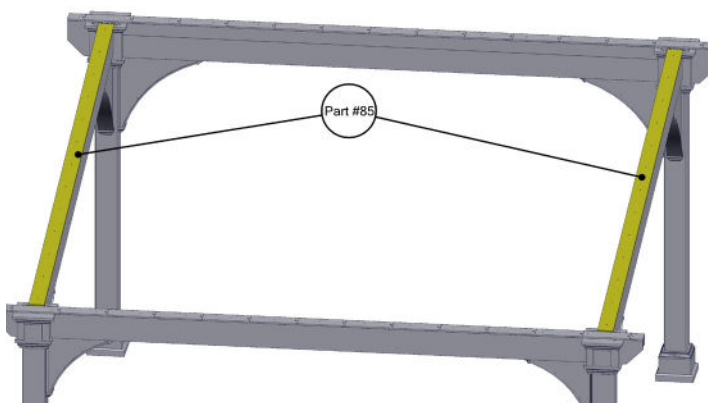
Place, centered on the Header and make the end flush with the vinyl on the Header Extension.



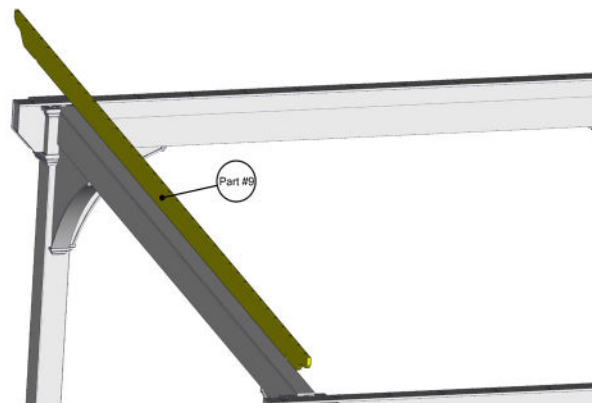
Fasten the Vinyl Piece to the Header with one 2 1/2" White Screw approximately every 16".



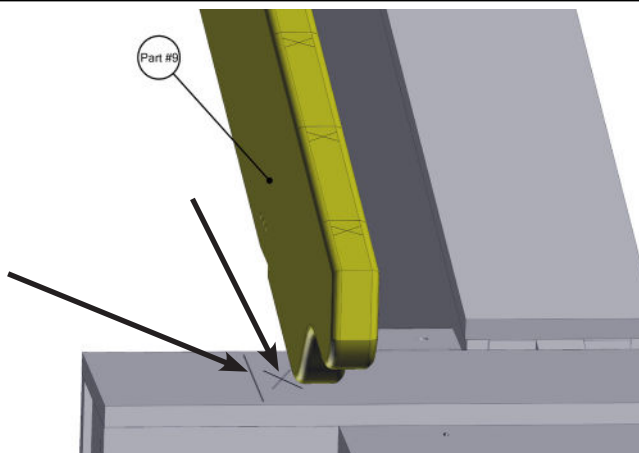
Install the Top of Back Header Vinyl Piece on the Back Header as shown in the previous steps.



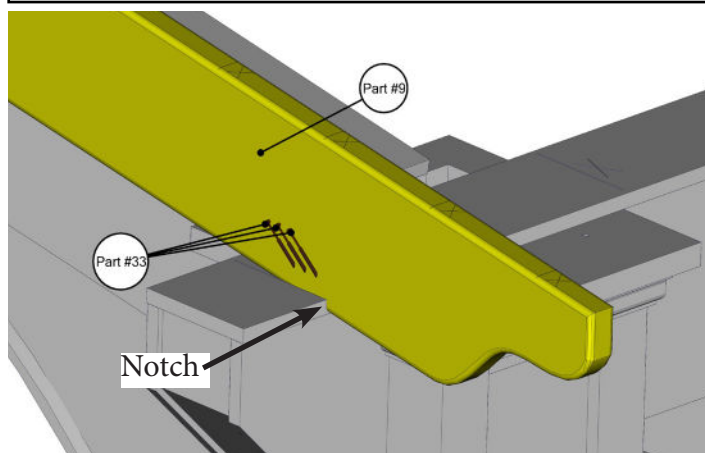
Place the Top of Side Header Vinyl Pieces on top of the Side Headers and fasten with 2 ½" White Screws through pre-drilled holes as shown in previous steps.



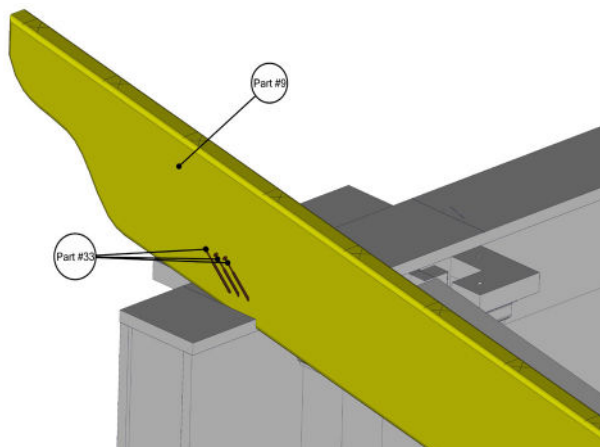
Locate the Rafters.



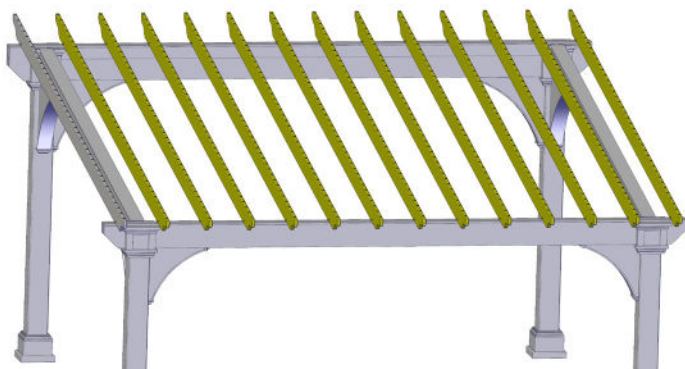
Align the Rafter with the mark on the Header. The X indicates which side of the mark to place the Rafter.



Install the Rafter with the notch tight against the Header. With the rafter securely against the Header and Aligned with the mark, as shown in previous step, fasten to the Header with 3 ½" Screws through the pre-drilled holes.

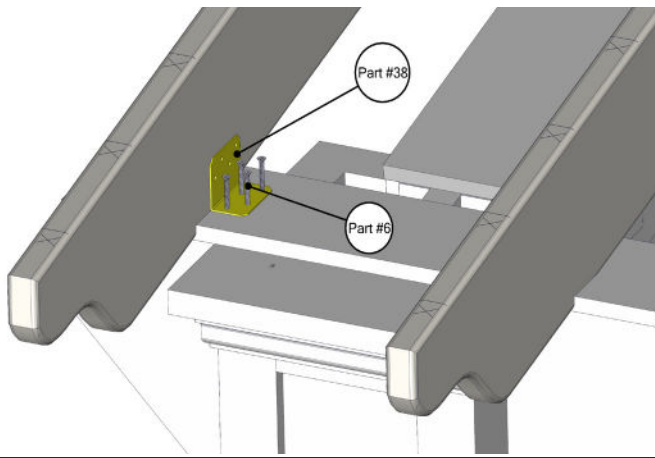


Fasten the opposite end of the Rafter with 3 ½" Screws through pre-drilled holes.

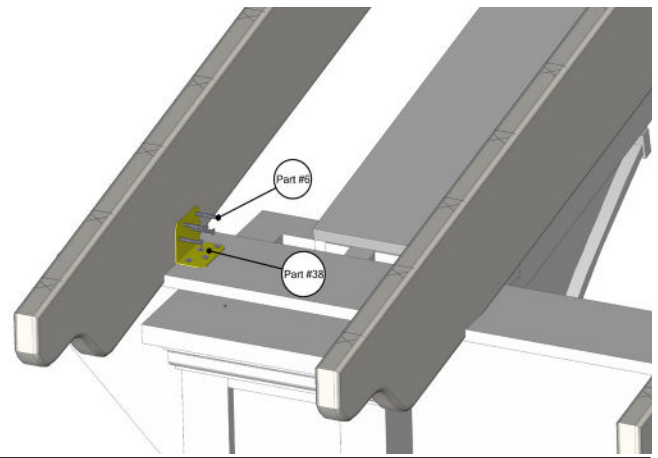


Install all remaining Rafters. Fasten to the Front and Back Header with 3 ½" Screws using previous steps.

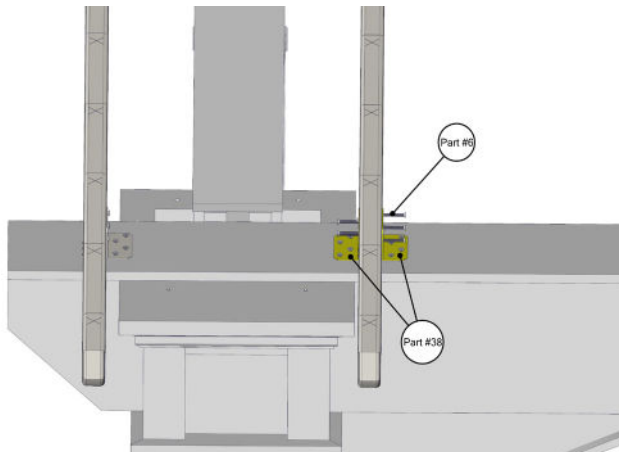




Locate the Rafter Brackets. Place on top of the Header and against the Rafter. Place this Rafter Bracket on the opposite side of the 3 1/2" Screws that were previously installed. Fasten to Header with 1 1/2" Screws.



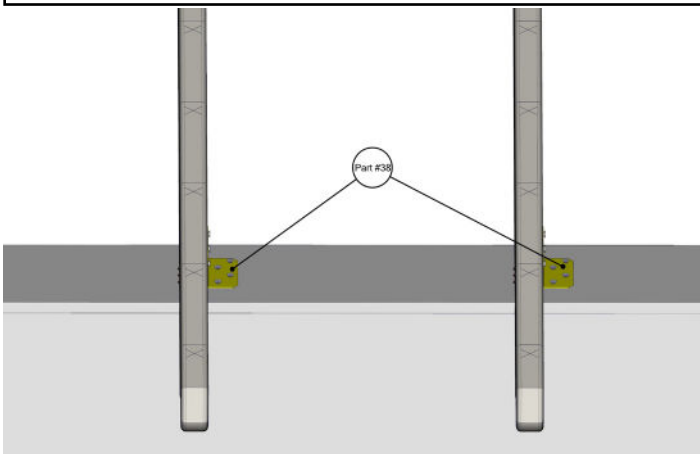
Then fasten to Rafter with 1 1/2" Screws.



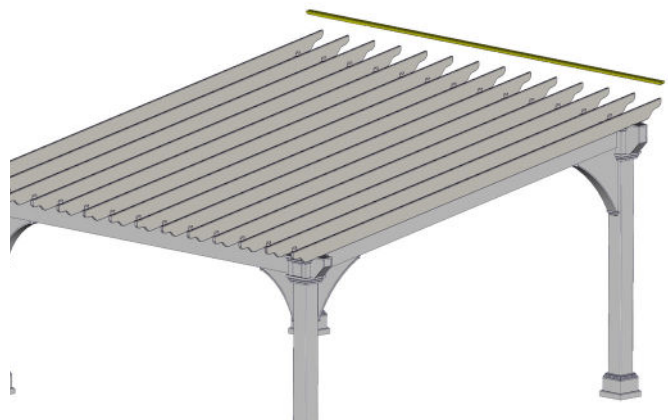
The second Rafter in from each end will need two Rafter Brackets. (One on each side as shown above). Fasten to the Header and Rafter with 1 1/2" Screws.



The two rafters with arrows get two Rafter Brackets as shown in previous step.

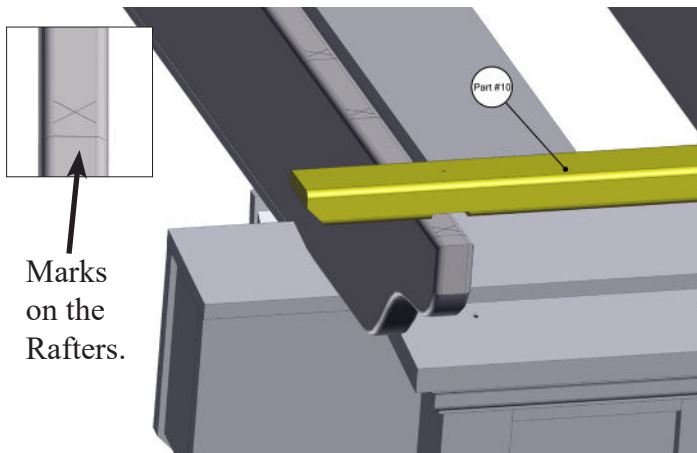


Install one Rafter Bracket at each of the remaining Rafters as shown in previous steps. Install the Rafter Brackets at both the Front, and the Back Headers.

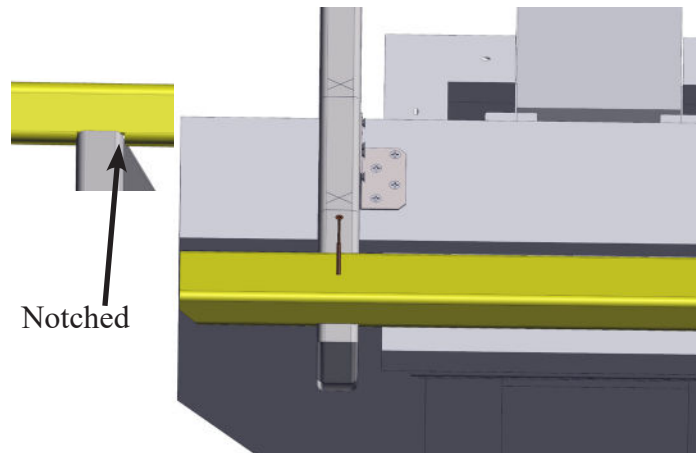


Locate the Stringers.

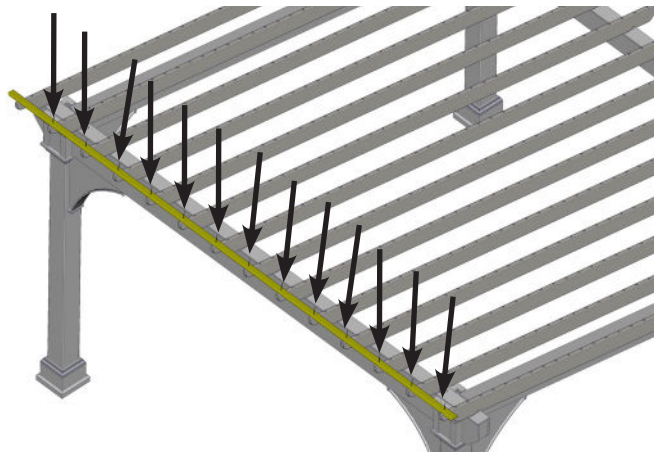




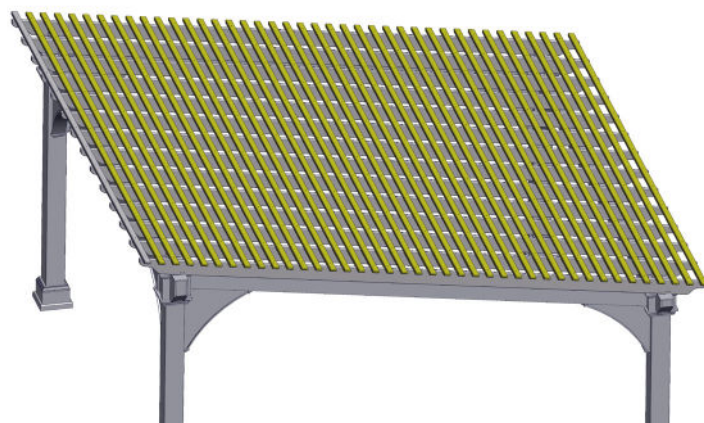
The Rafters will be marked for the Stringer location. Place the Stringer over the X, and align with the mark. The Stringer is notched. Place the notch on the Rafter.



Place the notch in the Stringer securely over the Rafter and aligned with the mark on the Rafter. Fasten with one 3" Screw at each Rafter location.



Fasten the Stringer at each Rafter location with one 3" Screw.



Install all remaining Stringers at the marked locations, as shown in previous steps.



All stringers installed.

# Enjoy Your New Santa Fe Pergola!

