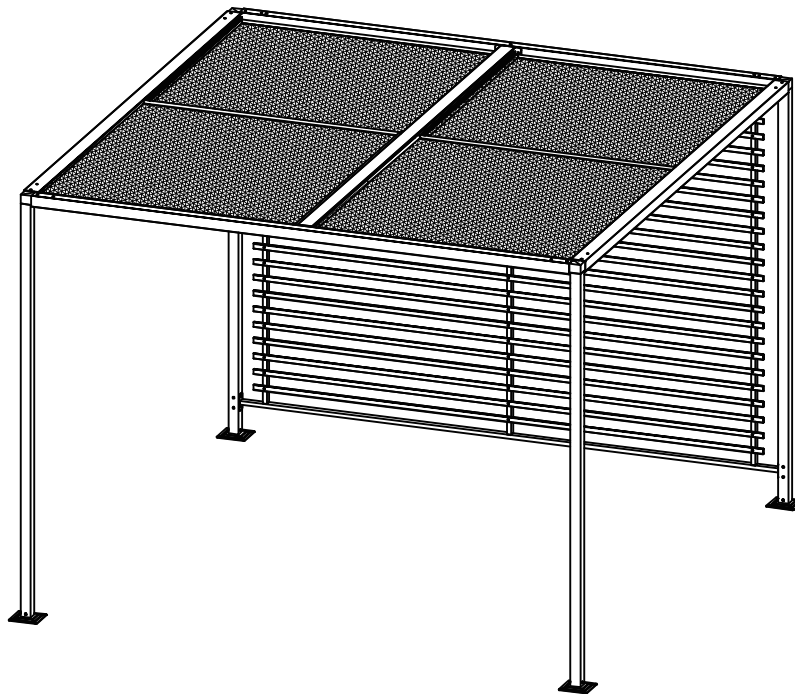# USE AND CARE GUIDE

9 FT X 9 FT PERGOLA

Questions, problems, missing parts? Before returning to the store,
call Hampton Bay Customer Service
8.00 a.m. - 7.00 p.m. EST, Monday - Friday,
9.00 a.m. - 6.00 p.m. EST, Saturday

1-855-HD-HAMPTON

HAMPTONBAY.COM

THANK YOU

*We appreciate the trust and confidence you have placed in Hampton Bay through the purchase of this pergola. We strive
to continually create quality products designed to enhance your home. Visit us online to see our full line of products available
for your home improvement needs. Thank you for choosing Hampton Bay!*

Table of Contents

Safety Information

⚠ **WARNING:** Keep all flames and heat sources away from the sling roof panels.

These parts are not fire proof and will burn or melt if left in continuous contact with any extreme heat source.

⚠ **WARNING:** When assembling and using this product, basic safety precautions must alawys be followed
to reduce the risk of personal injury and damage to product or surroundings.
Do not cook or barbeque under the roof.

⚠ **WARNING:** This pergola is NOT a permanent structure and is designed for sunshade and privacy only.
The pergola should only be used in ideal weather conditions. You MUST completely disassemble the pergola prior to any extreme
weather such as heavy thunder storms, hurricanes and/or ice/hail storms. Failure to do so may result in structural or property damage.

⚠ **CAUTION:** Always install the pergola on level ground utilizing the ground stakes provided for stability. It is not recommended
to permanently anchor this pergola to a hard surface such as a wood deck or concrete floor.

⚠ **CAUTION:** The pergola roof is weather resistant but will leak in rain. It is recommended to remove the roof panels
if expecting ice or hail storms.

⚠ **CAUTION:** Keep all children and pets away from assembly area.
Begin assembly not less than 6 feet from any obstruction such as fence, garage, house, overhanging branches, clothes line or electrical wires.
Some parts may contain sharp edges, wear protective gloves if necessary.

Care Instructions

Before using, wipe with a clean, dry cloth. Do not use bleach or solvents. Treat the frame with liquid wax for maximum protection against
UV light and salty, damp air. Clean the roof panels periodically with a mild soap and water. Do not use harsh chemical cleaners as
this will damage the panel finish. Please properly tighten all hardware and perform periodic inspections during usage for cracked welds
or loose nuts or bolts.

You may contact our customer service department with any questions by phone at 1-855-HD-HAMPTON or visit www.hamptonbay.com.
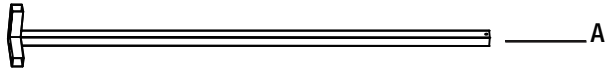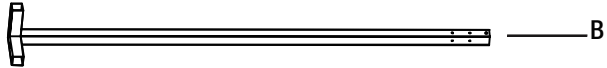
Pre-Assembly

PLANNING ASSEMBLY

It will take at least three people about 30 minutes to complete the assembly process.

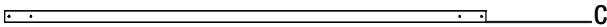A Philips screwdriver, a rubber mallet and a free standing ladder are needed during the assembly process.
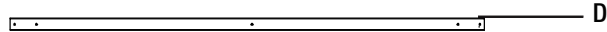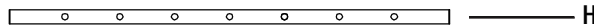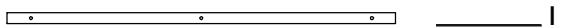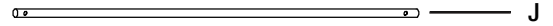
PART LIST

A
B
C
D
E
F
G
H
I
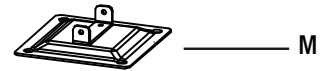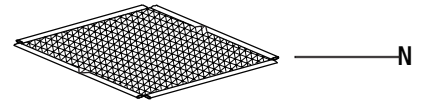
J
K
L
M
N
O

Part	Description	Quantity
A	Corner post	2
B	Corner post	2
C	Cross beam	1
D	Cross beam	1
E	Roof rail	2
F	Cross bar	1
G	Roof rail	1
H	Support bar	3
I	Slat	23

Part	Description	Quantity
J	Roof panel tube	8
K	Roof panel tube	8
L	Roof panel tube	4
M	Post base	4
N	Sling	4
O	Roof panel puller	1

Pre-Assembly

NOTE: Hardware not shown to actual size.

AA

BB

CC

DD

FF

EE

GG
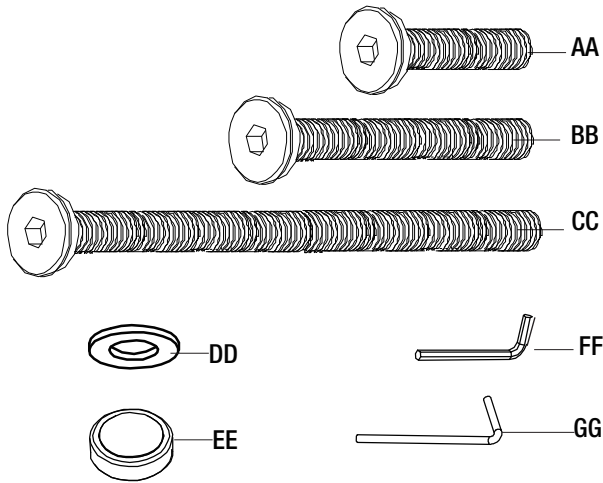
Part	Description	Quantity
AA	Bolt (M6x20)	117
BB	Bolt (M6x35)	19
CC	Bolt (M6x70)	3
DD	Washer(Φ8.8x1.0)	139
EE	Bolt cap (Φ16x5)	139
FF	Hex wrench	1
GG	Ground stake (Φ4x137)	8

Assembly

1 Attaching post bases

AA		8
DD		8
EE		8
FF		

A x 2

B x 2

DD
AA EE

M
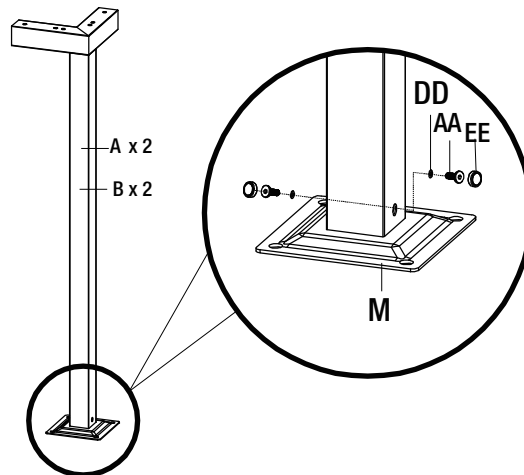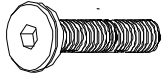
Attach one post base (M) to the bottom of each corner post (A)/(B) with washers (DD) and bolts (AA) using hex wrench (FF). Do not cover bolt caps in each step until at the end of step 10 when all bolt are firmly secured.
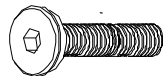
Assembly

2 Attaching cross beam (D)

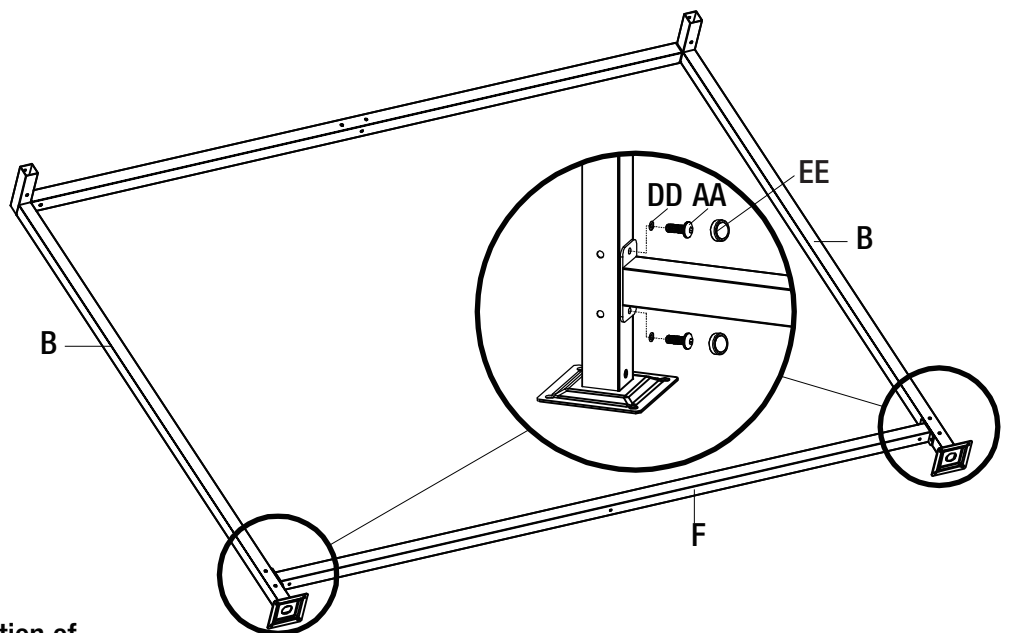|		
AA		8
DD		8
EE		8
FF		
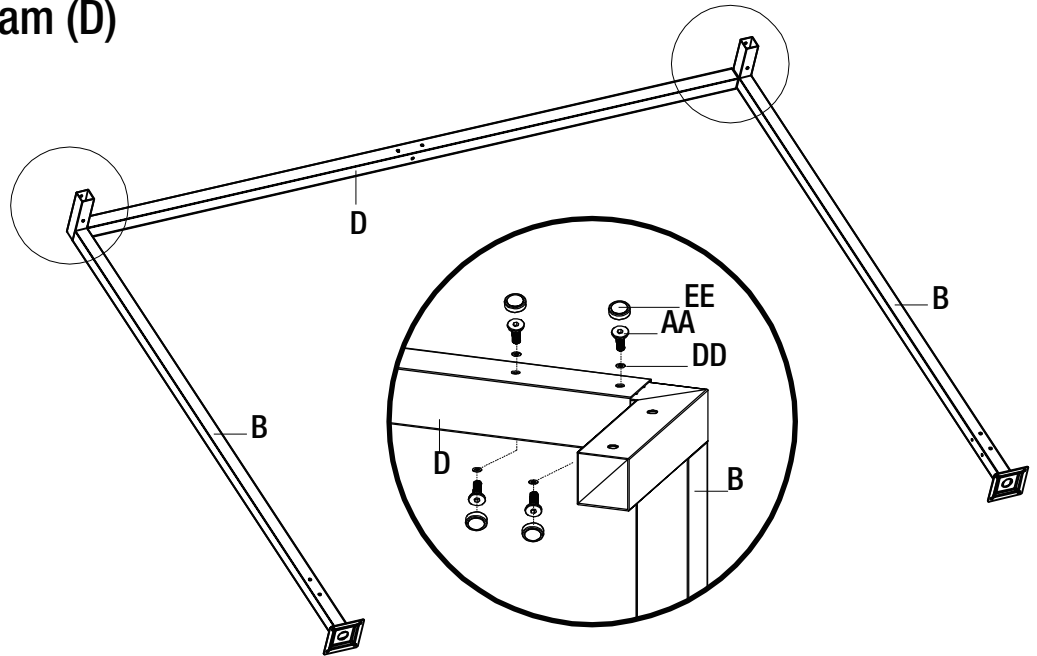
Attach the top of one corner post (B) to each end of cross beam (D) with washers (DD) and bolts (AA) using hex wrench (FF).
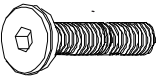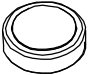
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3 Attaching cross bar (F)

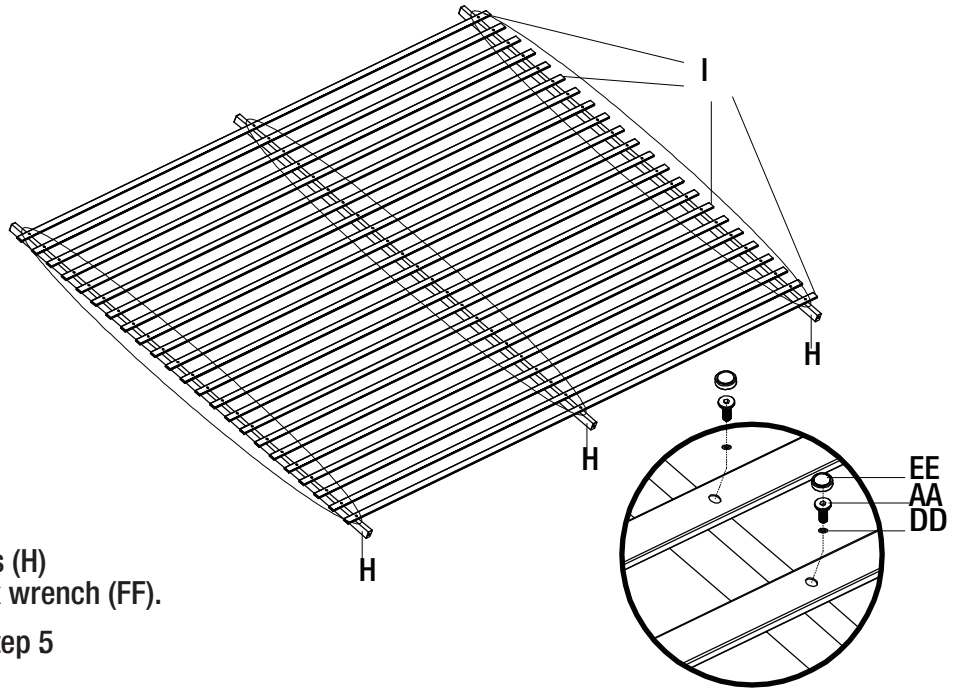|		
AA		4
DD		4
EE		4
FF		

Attach cross bar (F) to the lower portion of both corner posts (B) with washers (DD) and bolts (AA) using hex wrench (EE).

Assembly

4 Installing slat panels

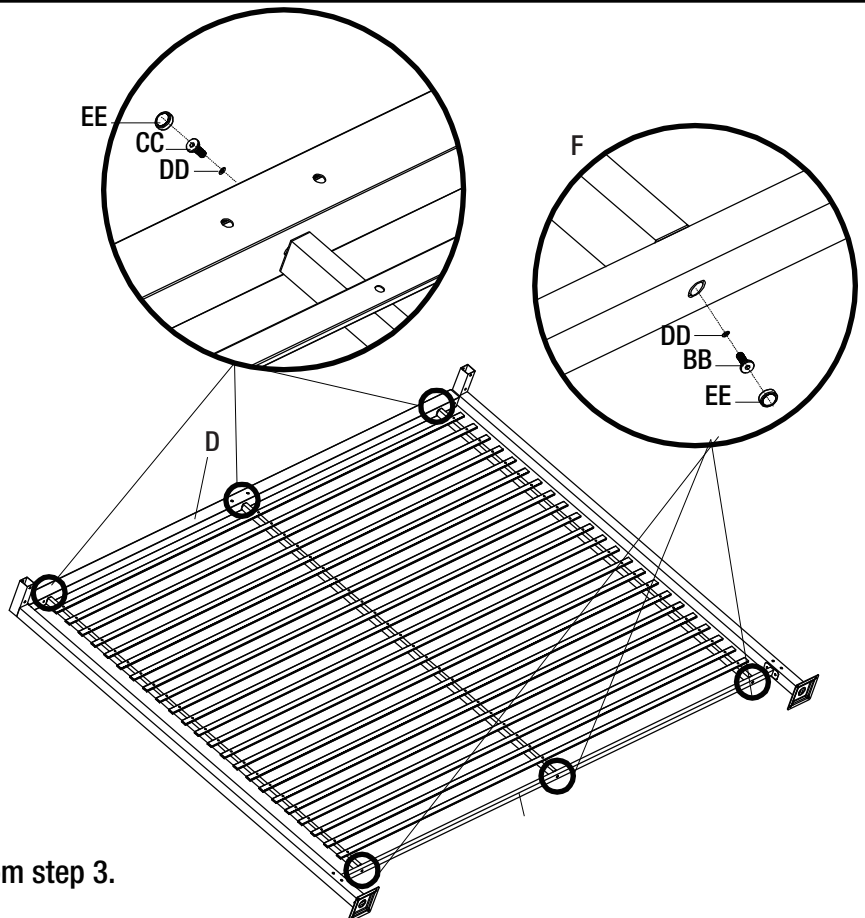|		
AA		69
DD		69
EE		69
FF		

Attach slat (I) onto the three supports tubes (H)
with washers (DD) and bolts (AA) using hex wrench (FF).

Do not fully tighten bolts until the end of step 5

5 Attaching the slat panel

BB		3
CC		3
DD		6
EE		6
FF		

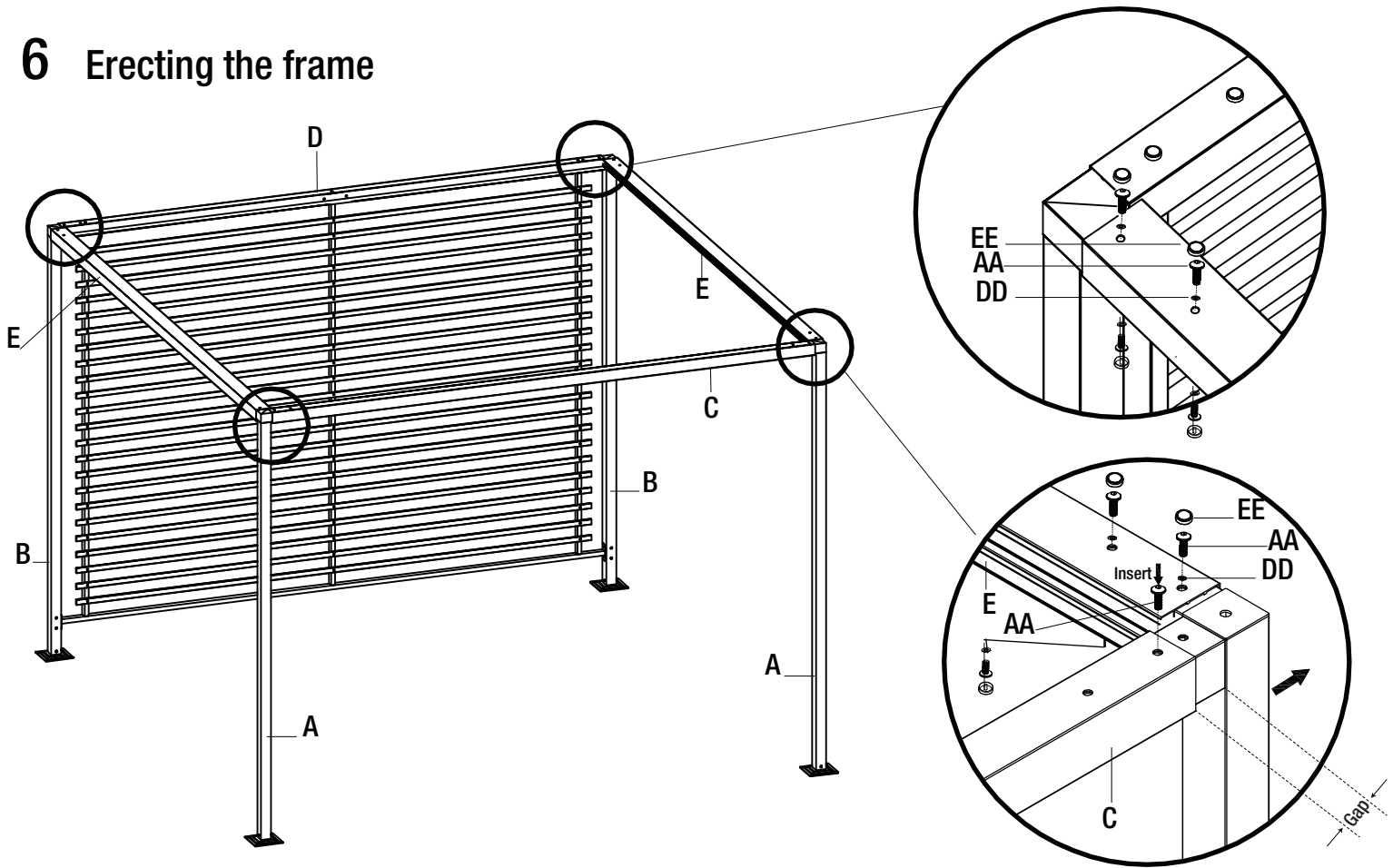Inset the slat panel from step 4 into the frame from step 3.

Secure support bars (H) onto the cross beam (D) with washers (DD) and bolts (CC) using hex wrench (FF).
Secure support bars (H) onto the cross bar (F) with washers (DD) and bolt (BB) using hex wrench (FF).
Fully tighten all the bolts (CC), (BB) and (AA) once all bolts are in place.
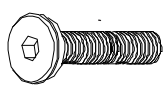
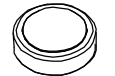# Assembly

6 Erecting the frame

Place the corner posts (B) upright.

With a ladder attach roof rails (E) to corner posts (B) at the top with washers (DD) and bolts (AA) using hex wrench (FF).
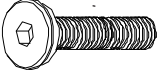
Insert the top of corner post (A) into cross beam (C).

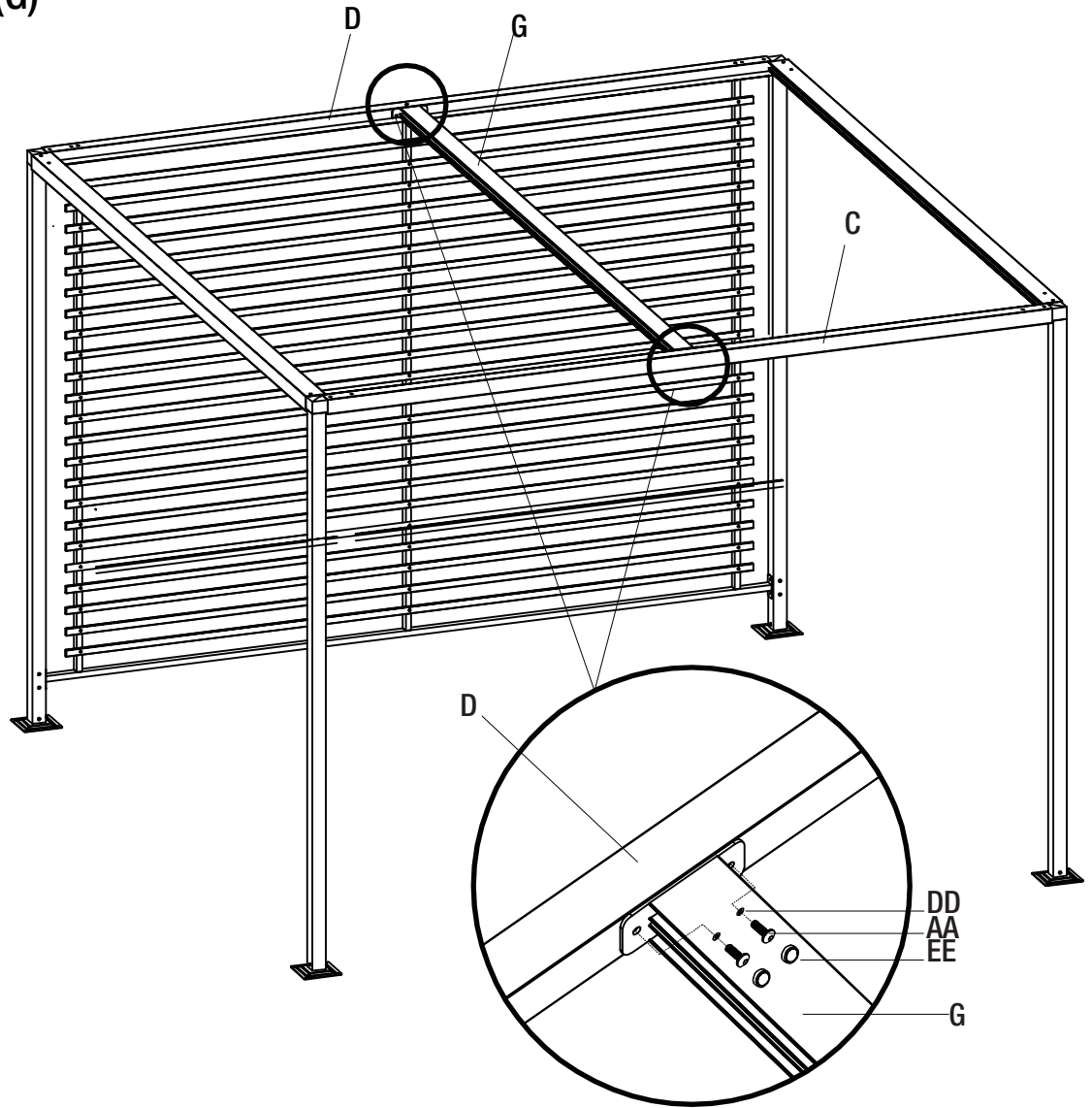Place the corner posts (A) upright.

Attach the top of corner posts (A) to the other side of roof rails (E) with washers (DD) and bolts (AA) using hex wrench (FF).

Keep some gap between cross beam (C) and roof rails (E) by temporarily inserting a bolt into a hole at both ends.

AA		16
DD		16
EE		16
FF		

Assembly

7 Attaching roof rail (G)

AA		4
DD		4
EE		4
FF		

Attach the roof rail (G) to cross beam (C) and (D) with washers (DD) and bolts (AA) using hex wrench (FF).

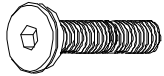# Assembly

8   Assembling roof panels

N

J

K

J

K

BB		16
DD		16
EE		16
FF		

DD

BB EE

L
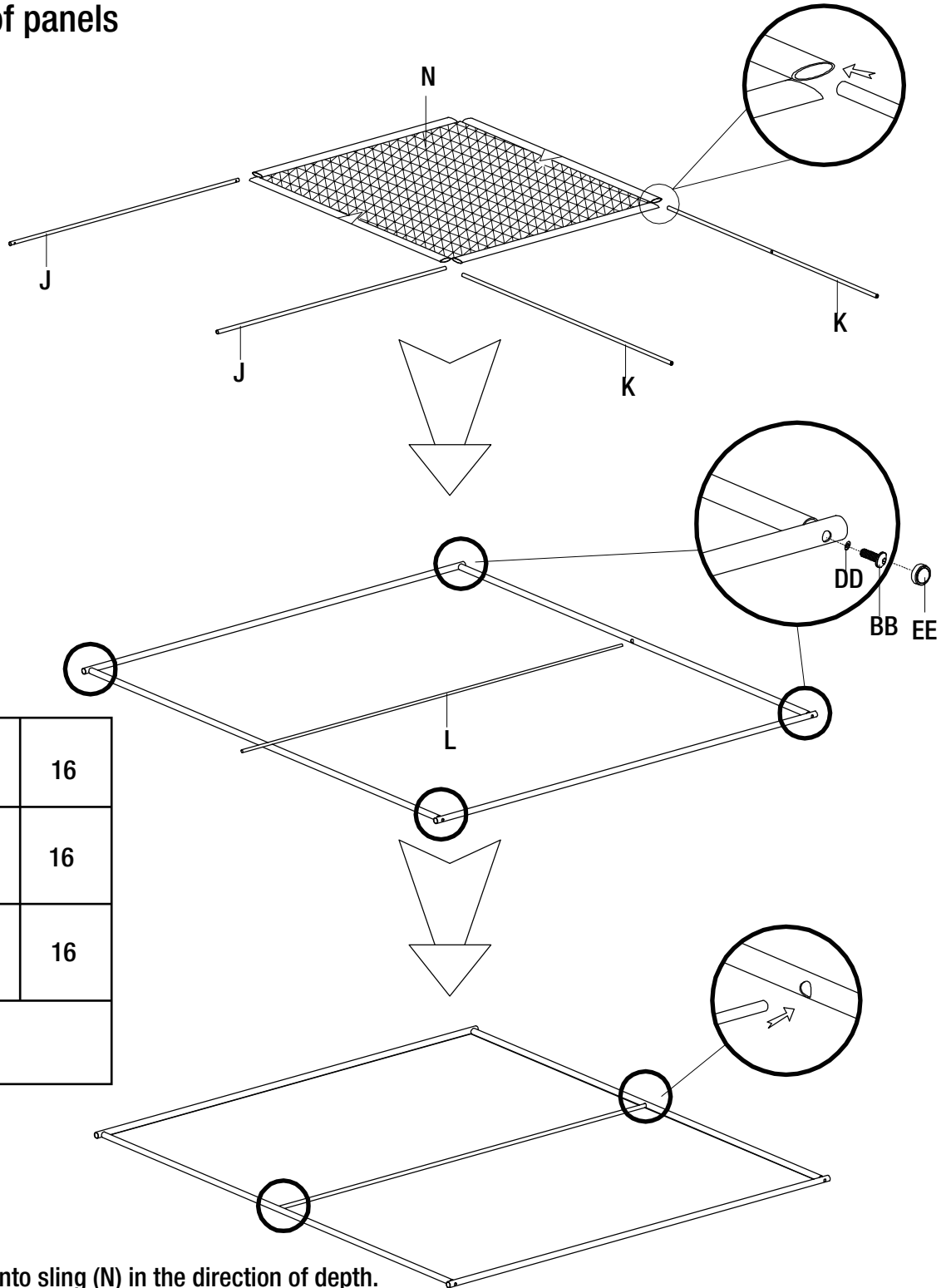
Insert roof panel tubes (K) into sling (N) in the direction of depth.
Insert roof panel tubes (J) into sling (N) in the direction of width.
Secure tubes (J) and tubes (K) at four corners with washers (DD) and bolts (BB) using hex wrench (FF).
Plug roof panel tube (L) into roof tubes (K) in the center.
Repeat the above procedure for the other three sling panels.

Assembly

9 Installing roof panels
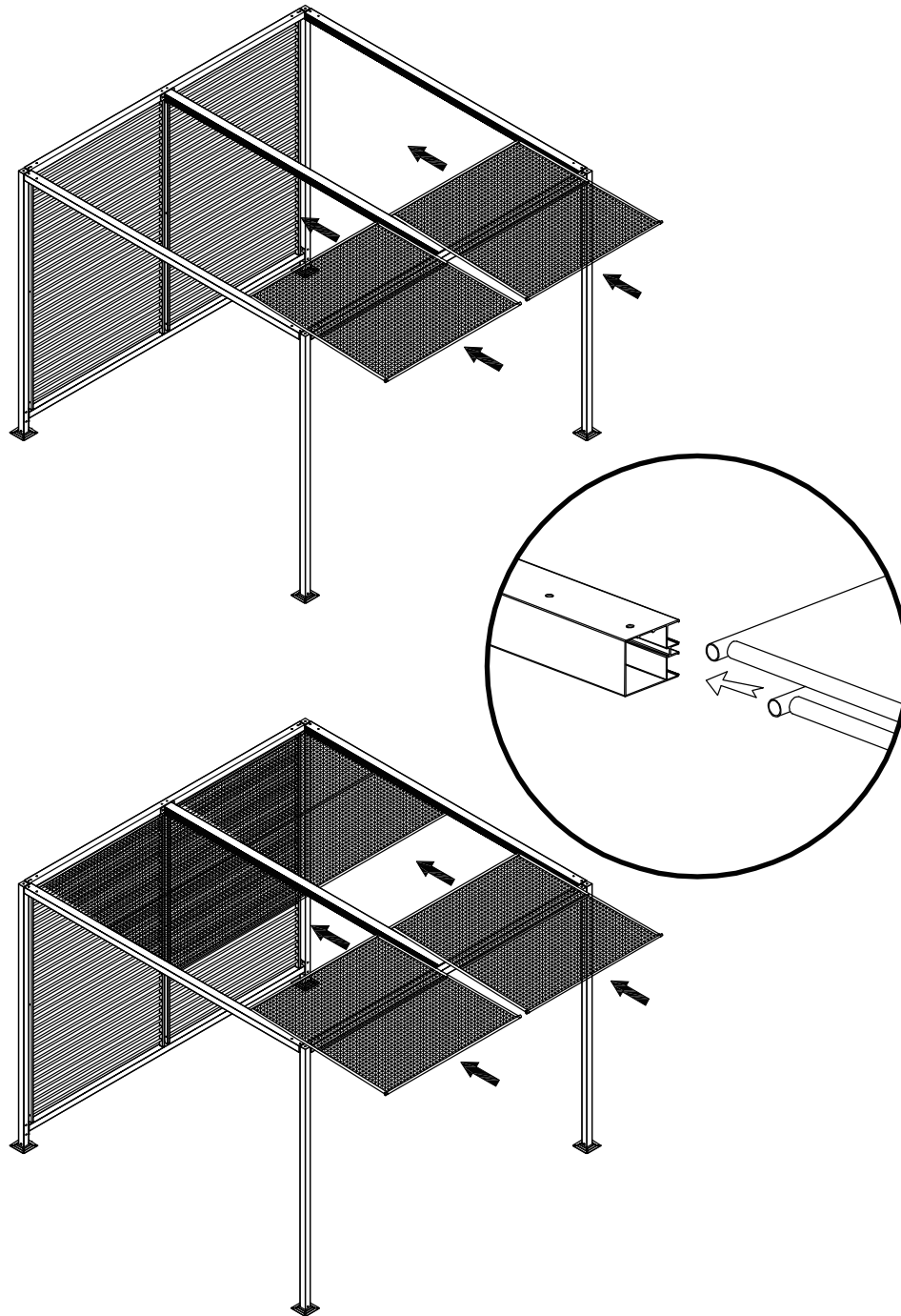
Slide two roof panels into the upper roof rails .
Slide the other roof panels into the lower roof rails.

10 Fixing the Cross Beam (C) and Anchoring the Pergola

AA		8
DD		8
EE		8
FF		
GG		8
II		1

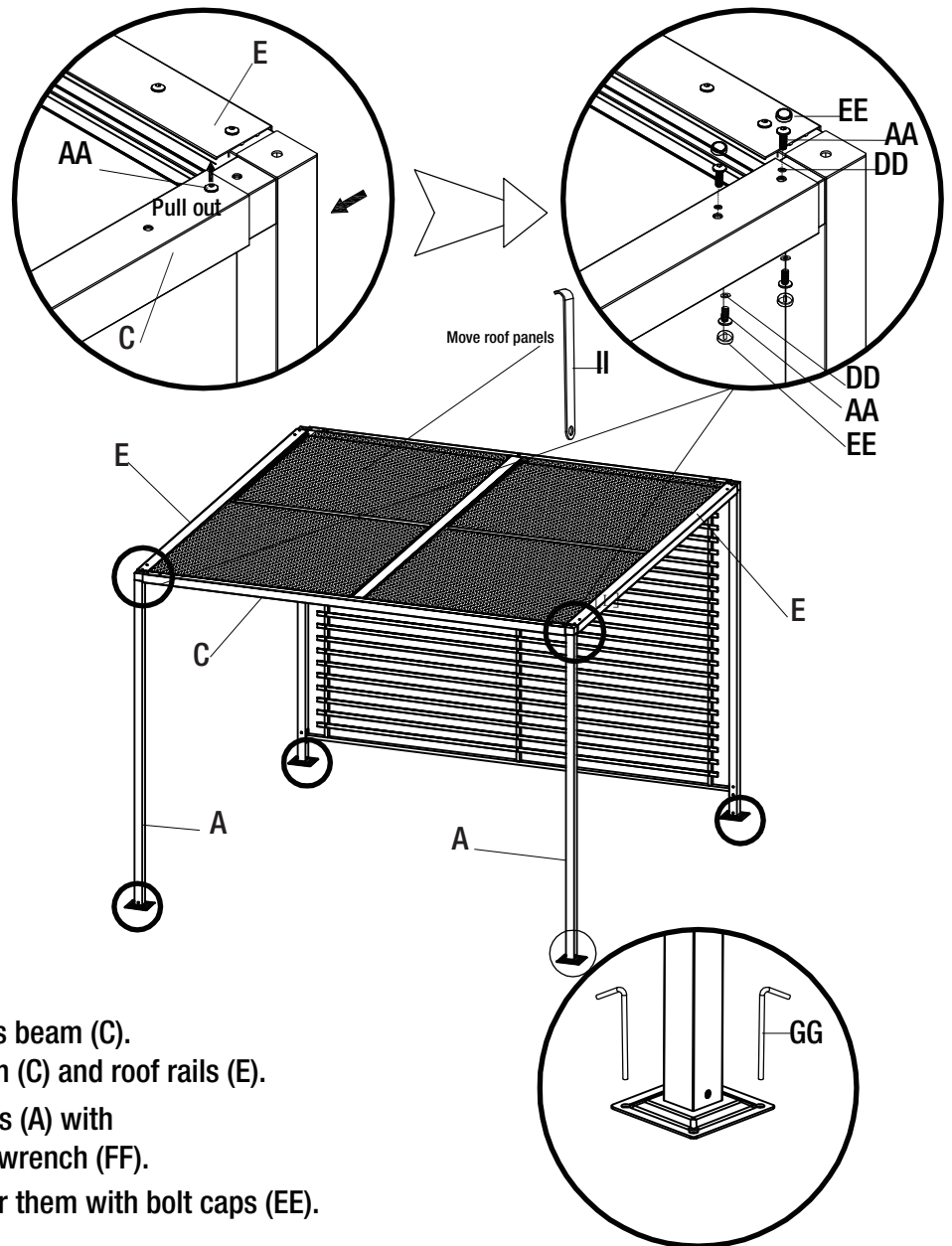Remove the temporary bolts from cross beam (C).
Minimize the gaps between cross beam (C) and roof rails (E).

Secure cross beam (C) and corner posts (A) with
washers (DD) and bolts (AA) using hex wrench (FF).

When all bolts are firmly secured, cover them with bolt caps (EE).

Adjust each corner post upright.
Hammer two ground stakes (GG) through the holes on each post bases into soft ground.
Move roof panels with roof panel puller (II). Hook it onto one slat when not in use.

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Retain this manual for future use.