

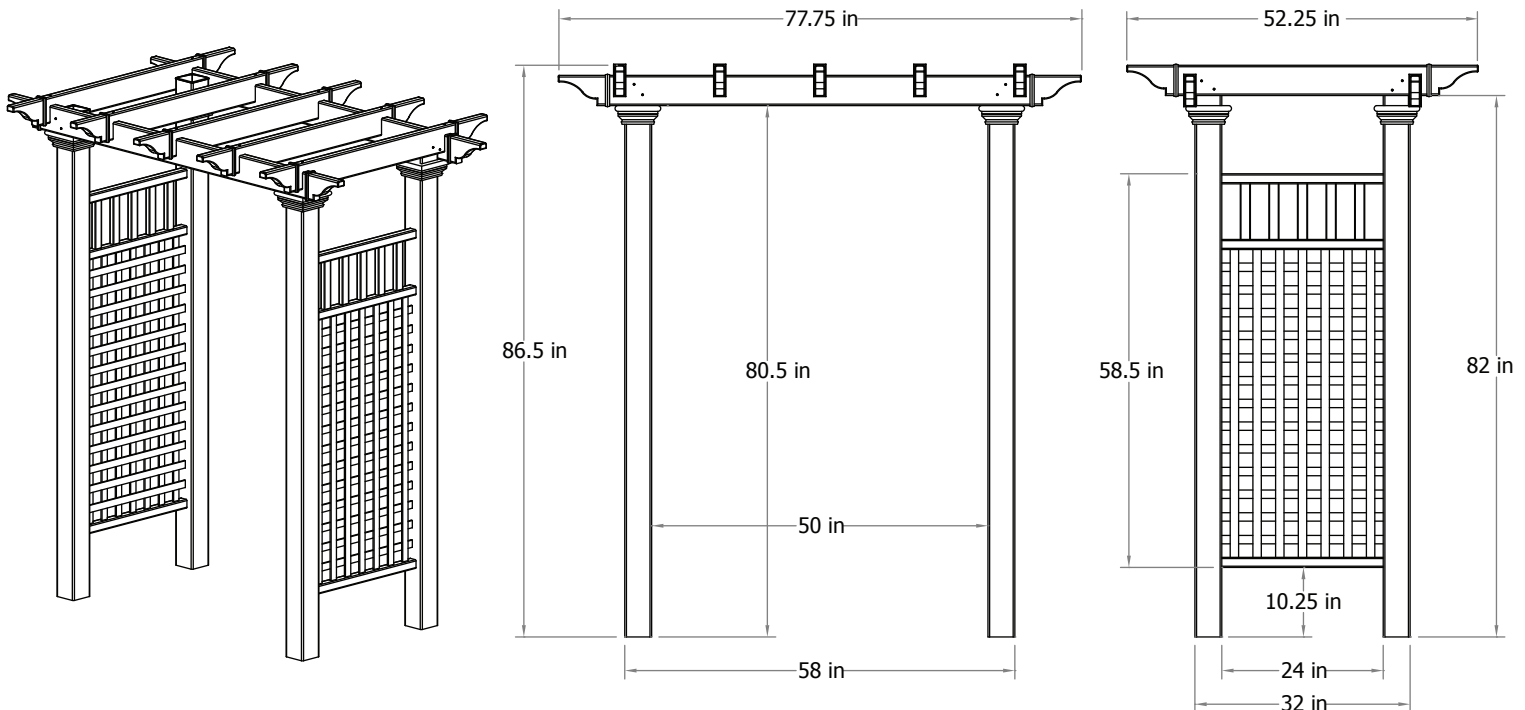
# ASSEMBLY INSTRUCTIONS

New England  
Arbors

Leadership by Design

www.newenglandarbors.com

## The Fairfield Arbor



Please read through before starting assembly.

**IMPORTANT: CHECK THE INSIDE OF YOUR POSTS FOR ALL MATERIALS.**

### Check Box for These Contents

In the event of missing or defective parts please call our customer service dept. at **1 800 282 9346** (Mon. to Fri. 8:00 AM to 4:00 PM EST).

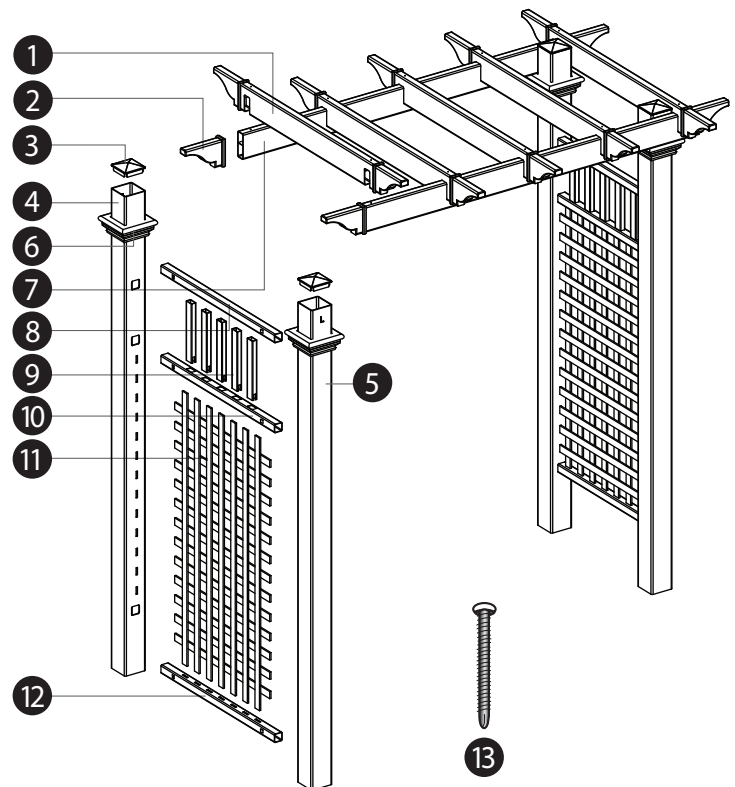
1. Rafters (5) 1 1/2" x 4 1/2" x 38" - 10838
2. Pergola End Caps (14) - 10700-1
3. Post Caps (4) - 10824
4. Right Posts (2) 4" x 4" x 84" - 10792
5. Left Posts (2) 4" x 4" x 84" - 10821
6. Post Trims (4) - 10737-1
7. Carrying Beams (2) 1 1/2" x 4 1/2" x 63 1/2" - 10834-1
8. Side Panel Top-Rails (2) 1 1/2" x 1 1/2" x 31 5/8" - 10822
9. Side Panel Vertical Spindles (10) 7/8" x 1 1/2" x 103/8" - 10795
10. Side Panel Middle Rails (2) 1 1/2" x 1 1/2" x 31 5/8" - 10823
11. Side Panel Square Lattices (2) 1/2" x 26 1/2" x 47 3/4" - 10793
12. Side Panel Horizontal Bottom Rails (2) 1 1/2" x 1 1/2" x 31 5/8" - 10794
13. 3 in. (7.6 cm.) Stainless Steel Screws (for Rafters) (26) - 20007
14. Tube of Vinyl Glue - 20000

### Tools You Will Need

- Hammer
- Tape Measure
- Level
- Stool or Short Ladder
- Shovel or Auger
- Cordless Drill

### General Information

- Read Instructions through carefully before beginning assembly.
- When assembling components, place on a non-abrasive surface (i.e. shipping box) to avoid scratching.
- We recommend an area approx 10' x 8' for unobstructed assembling.
- You should not need to use excessive force when assembling components.

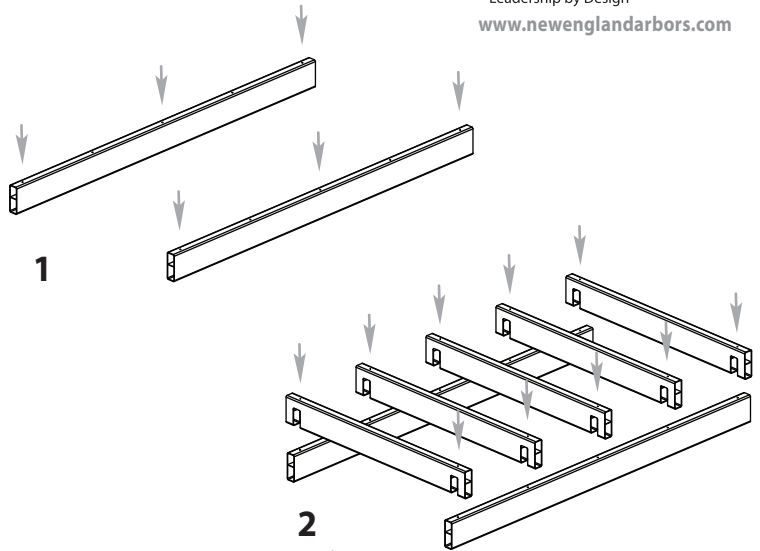


(Not to scale)

## STEP ONE

### Assemble the Arbor Top

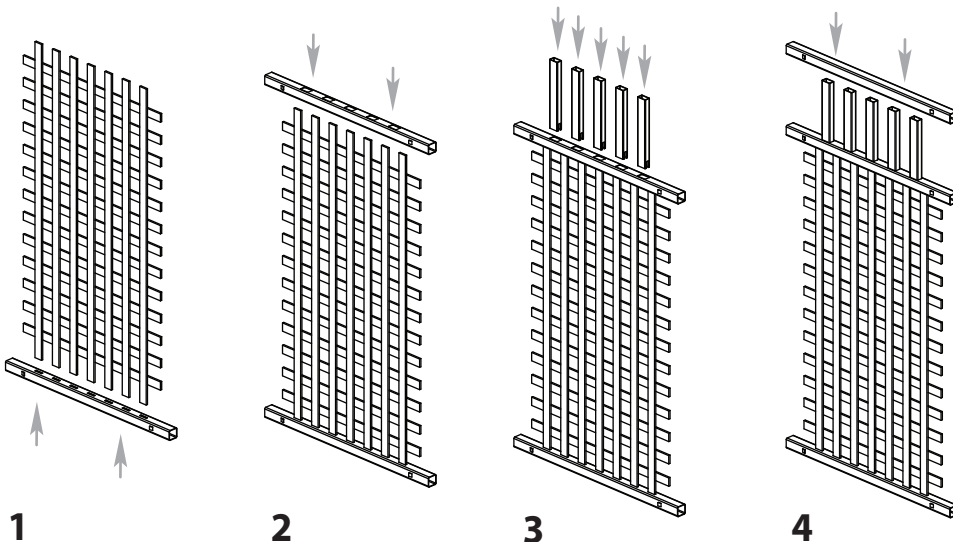
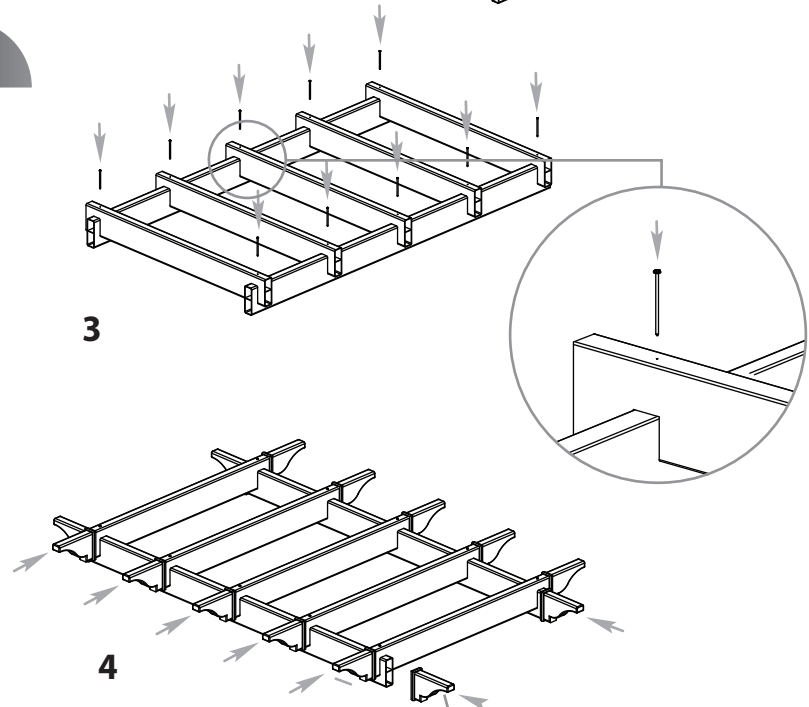
- 1 Lay out the two carrying beams as illustrated with pre-drilled holes facing up.
- 2 Position the five rafters over the respective predrilled holes on the carrying beams as illustrated.  
**Note:** The self-auguring screws will drill through the internal rib. Keep the screw straight to drill through the internal rib.
- 3 Using the 3" screws fasten the five rafters to the carrying beams.
- 4 Apply vinyl glue to the inside of the end cap and install pergola end caps as illustrated.



## STEP TWO

### Assemble the Side Panels

- 1 Insert the lattice into the bottom rail as shown.  
*Note: Bottom rail will have 7 holes on one side only*
- 2 Insert the lattice assembly into the middle rail.  
*Note: Middle rail will have 7 holes on the bottom side and 5 holes on the top*
- 3 Insert the five spindles into the top side of the middle rail.  
*Note: The middle rail will have 5 holes on one side only, share the space within the middle rail for lattice and spindles.*
- 4 Slide the top rail over the lattice assembly.  
Repeat for other side panel.

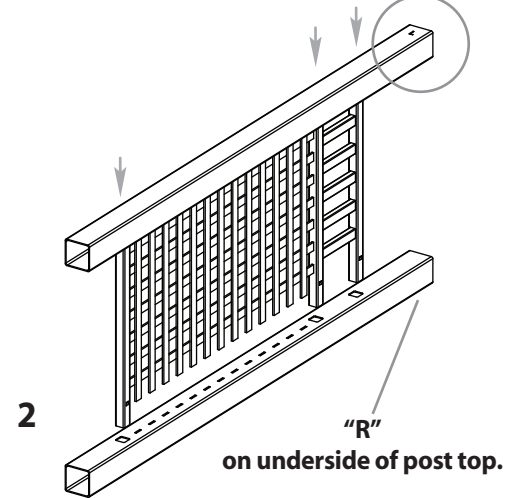
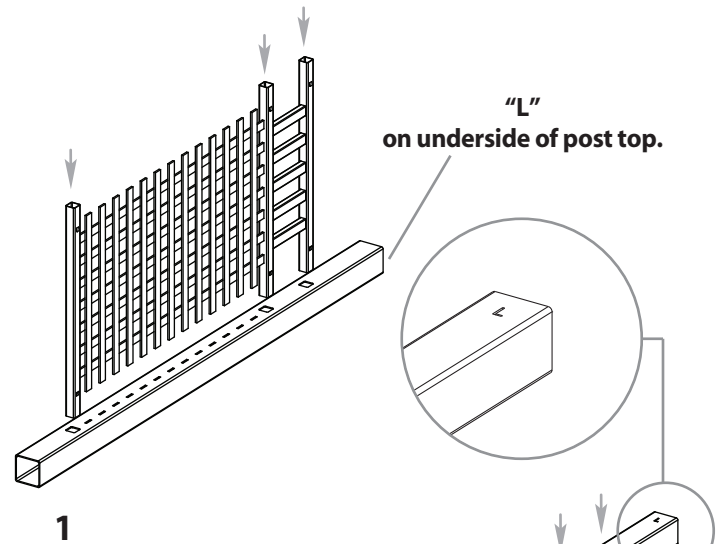


## STEP THREE

### Attach Side Panels to Posts

- 1 Set out one post and complete the side panel by inserting the side panel assembly into the holes on the post. Push rails until the tabs snap into place.
- 2 Repeat for the adjacent post. Note that there is a Left and Right post. They are marked at the top of the post.

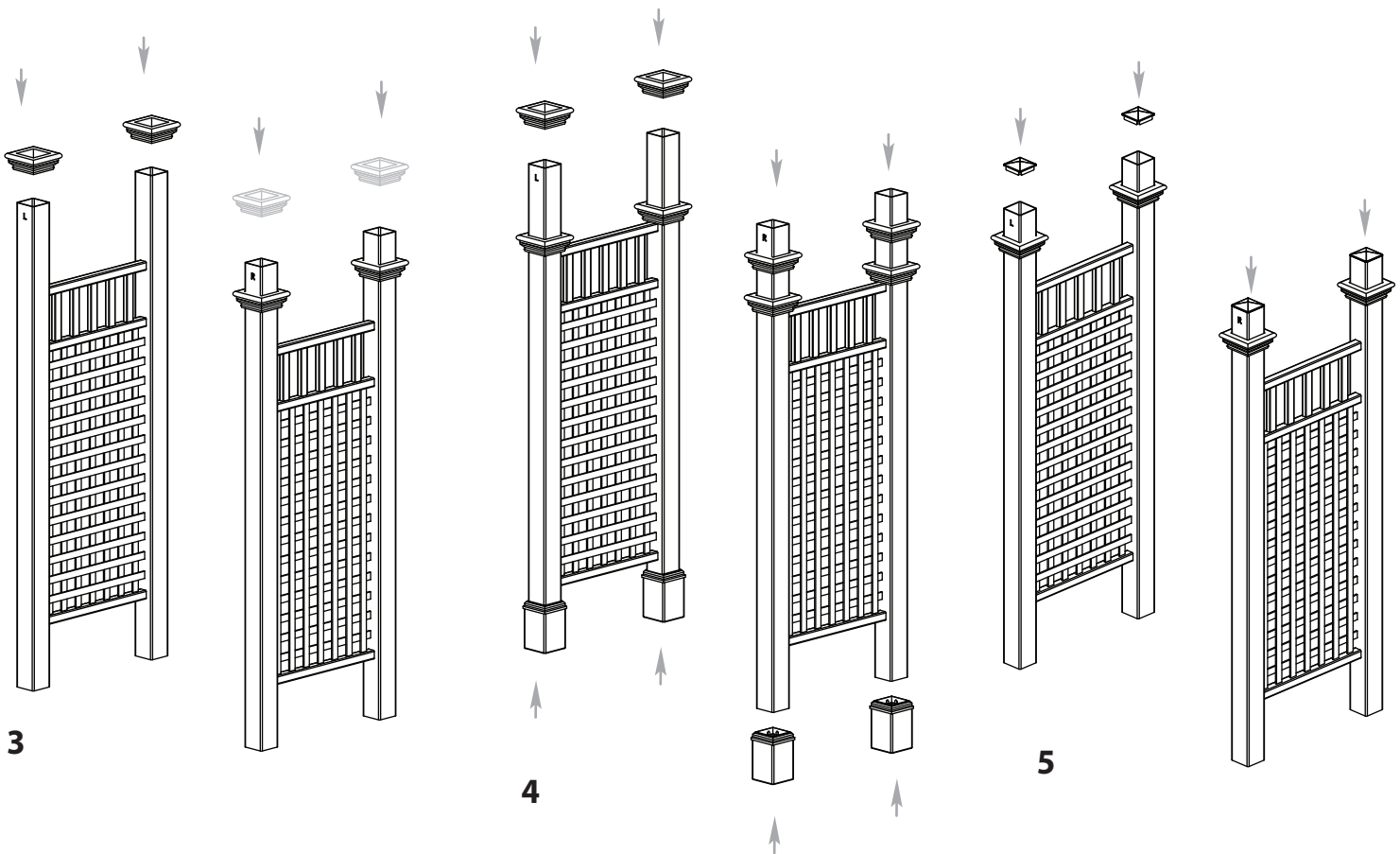
Each side panel should have a Left and Right post.



## STEP FOUR

### Attach Trim Caps to Posts

- 3 Slide trim caps into place as illustrated.
- 4 If you purchased the Trim Kit, also slide the second set of trim caps and base moldings at this point.
- 5 Glue and insert post caps on top of posts as illustrated



## STEP FIVE

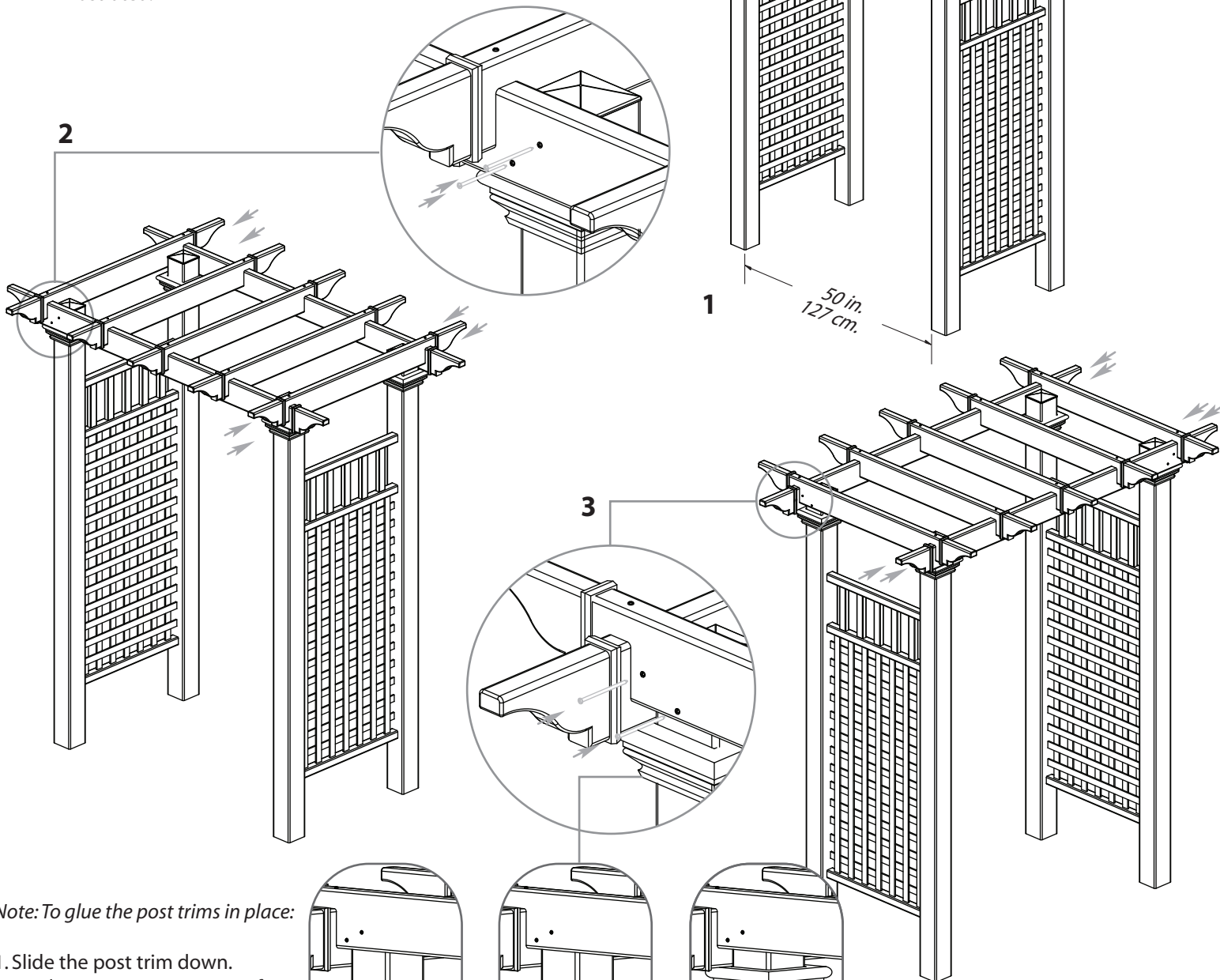
### Connect the Pergola Top to the Posts

- 1 Move side panels to their final location and adjust the opening width to 50 in. (127 cm.).

Place the pre-assembled arbor top onto the post as illustrated.

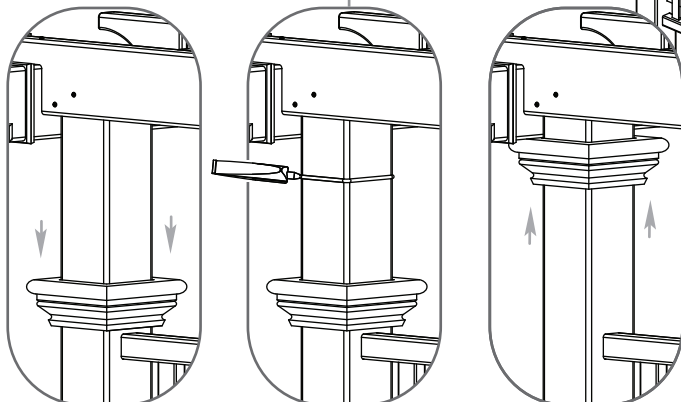
- 2 Fasten the main carrying beams onto the posts using two screws per side as illustrated.

- 3 Fasten the rafters to the posts using two screws per side as illustrated.



*Note: To glue the post trims in place:*

1. Slide the post trim down.
2. Apply a generous amount of vinyl glue around the post.
3. Slide the post trim back up to desired location and allow a few minutes to cure.



## STEP SIX

### Install the Arbor into the Ground

#### You have Three Options to Complete this Step.

(All purchased separately)

##### OPTION ONE - If Your Arbor:

- is going to be installed with fencing or a gate
- is located in a high wind or hurricane area
- is located in ground conditions that are not level

Consider Using:

##### A - 4x4 Professional Post Extension Kit (30 in./76.2 cm. long), (Kit of 4)

- Purchase from New England Arbors, [www.newenglandarbors.com](http://www.newenglandarbors.com)
- Recommended to be installed in concrete footings
- Follow instructions included with the kit

- or -

##### B - 4 x 4 x 3' (91.4 cm.) Long Wood Post (4)

- Purchase separate from your local lumberyard
- Recommended to be installed in concrete footing

##### OPTION TWO - If Your Arbor:

- is intended to be used as a stand alone garden accent or pathway
- is located on level ground

Consider Using:

##### 4 x 4 Aussie Augers (Kit of 4)

- Purchase from New England Arbors, [www.newenglandarbors.com](http://www.newenglandarbors.com)
- Instructions are included with the kit

##### OPTION THREE - If Your Arbor:

- is going to be installed onto pre-existing concrete or wood surface

Consider Using:

##### 4 x 4 Surface Mount Kit

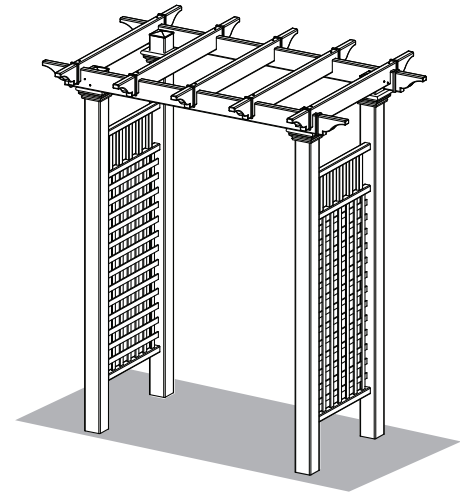
- Purchase from New England Arbors, [www.newenglandarbors.com](http://www.newenglandarbors.com)
- Follow instructions included with the kit

#### Into Earth with Concrete Footing (Option One)

(Assuming posts have been extended)

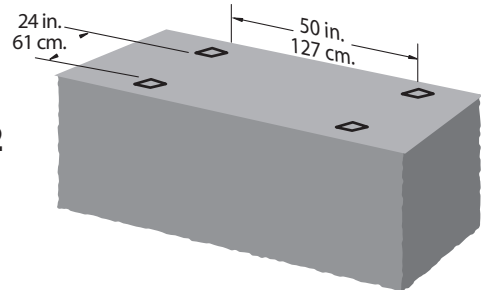
**Arbors must be well secured to prevent tipping over from wind load, etc.**

- 1 Move the arbor to its final location (*you will need a helper*).
- 2 When you have identified the location of each post, mark the positions of the ground and then move the arbor aside.
- 3 Excavate four holes approx 33 in. (83.8 cm.) deep. The location and excavation of these four holes is the most critical step and should be completed with care. The depth of these holes will allow the post extension (if chosen as option) joint to be hidden 3 in. (7.6 cm.) under the ground.
- 4 Carefully move the arbor back into position and level both horizontal and vertically.
- 5 Backfill the holes with either gravel or cement.



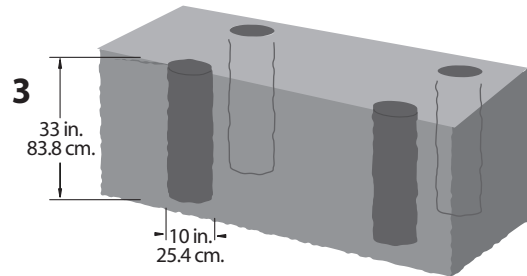
1

(Posts have been extended with 4x4 Professional Post Extension Kit)

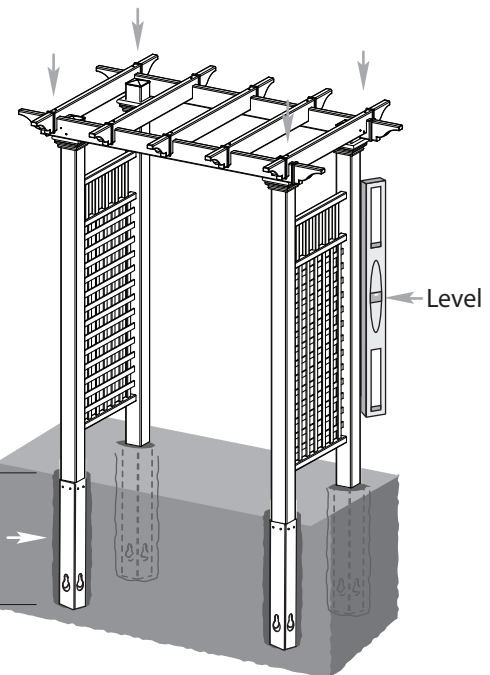


2

(Measurements shown are inside to inside of posts)



3



4

Shown with  
Optional 4 x 4  
Post Extensions