

ASSEMBLY INSTRUCTIONS FOR 20FT 3-SECTION FLAGPOLE

Villager III (Item# 395)

Tools and Accessories Required (Not included)

Level	Concrete	Shims
Screwdriver - Phillips	Shovel	

Foundation Requirement

Dig a hole, 20" by 20" by 26" deep.

Line the bottom 2" of the hole with loose stones for drainage.

Place the ground sleeve upright into the center of the hole and surround with premixed concrete.

Do not allow concrete to get into or under the sleeve.

Use a level to ensure the sleeve remains plumb while filling the hole and preparing the foundation.

Allow for an inch of ground sleeve to stick above the top of the concrete.

Leave concrete to set.

***Please note:** If the ground is soft or sandy, increase the diameter of your hole and the concrete used.*

Installing your flagpole

Remove the pole sections from their packaging • Join the three sections together, lining up the mold mark.

Insert the small screw, through the screw cap provided, into the hole on the upper joint and secure. Fold the white screw cap over the head of the screw.

Sleeve the flash collar down from the top of the pole to within 2ft from the base of the pole.

To attach the cleat:

The cleat is used, both to secure the halyard; and to fix the bottom joint together.

First, insert the 2 rubber anchor nuts into the 2 pre-drilled holes either side of the bottom joint.

Then attach the cleat, using the 2 phillips screws, screwing them tightly into the 2 rubber anchor nuts, compressing the anchor nuts and making for a firmly-fixed bottom joint.

Insert the stem of the Ball Finial into the truck at the top of the pole and secure with lock nut provided.

Thread Halyard through the truck and bring the two loose ends together with a knot, attaching to the cleat.

Secure the truck to the aluminium ring at the tip of the mast using grub screws in truck.

Bring the butt of the pole to the foundation ground sleeve.

Walk the pole up to the foundation, gently lifting it and sliding it into the ground sleeve.

Rotate the pole so that the cleat is turned to the preferred location and secure the pole within the ground sleeve using small wooden shims.

We recommend using a small strip of caulking to seal the space between sleeve and pole.

Drop the flash collar to cover the foundation detail.

Your Pole is now ready to fly your flag

The Nylon snap hooks can now be attached to the halyard (see illustration) spaced to accommodate the size of your flag. Attach and hoist flag. The halyard may be secured to the cleat in a figure eight fashion.

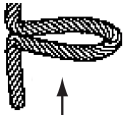
Proper flag etiquette precludes flying the flag in inclement weather. Furthermore, the flag should not be flown in high winds. It can damage the pole and flag.


Annin
FLAGMAKERS

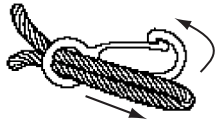
ASSEMBLY INSTRUCTIONS FOR 20FT 3-SECTION FLAGPOLE (continued)

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A



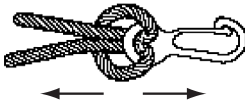
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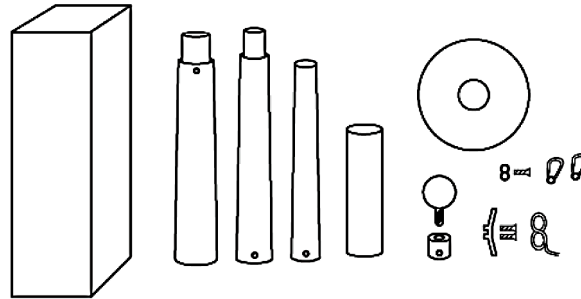


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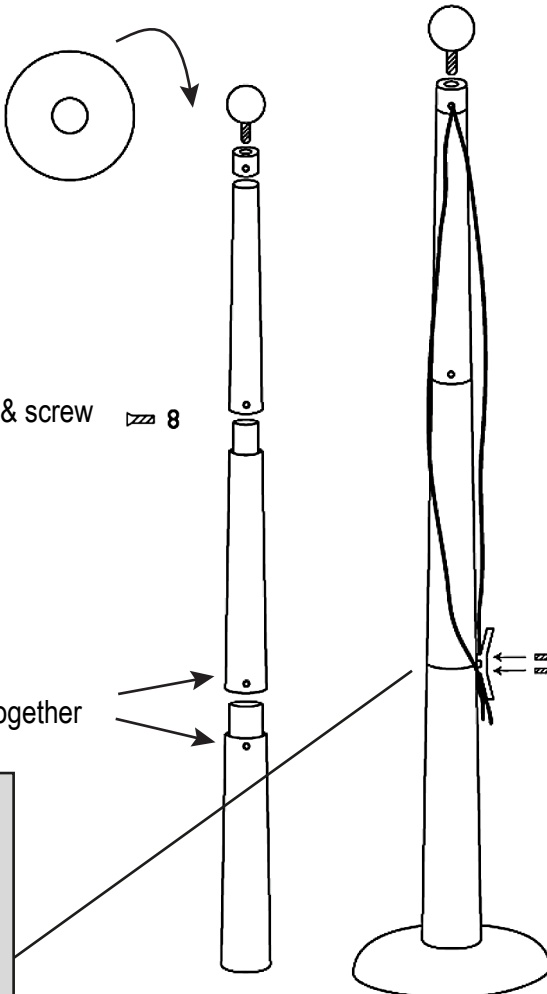
Assembly of 3 Piece Fiberglass Flagpole

To view installation video go to: <https://www.youtube.com/user/Anninvideo>



- 3 Sections of Pole
- 1 Ground Sleeve
- 1 Ground Collar
- 1 Fairlead
- 1 Ball Finial
- 1 Cleat, 2 Screws, 2 Rubber Anchor Nuts
- 1 Halyard
- 2 Snap Hooks

Ground Collar over top of pole prior to the finial being placed.



White cap & screw 8

Cleat Holes
Cleat will fix joint together

To fix cleat at bottom joint

1. insert rubber anchor nuts
2. screw cleat on tightly so that rubber anchor nuts are firmly compressed

