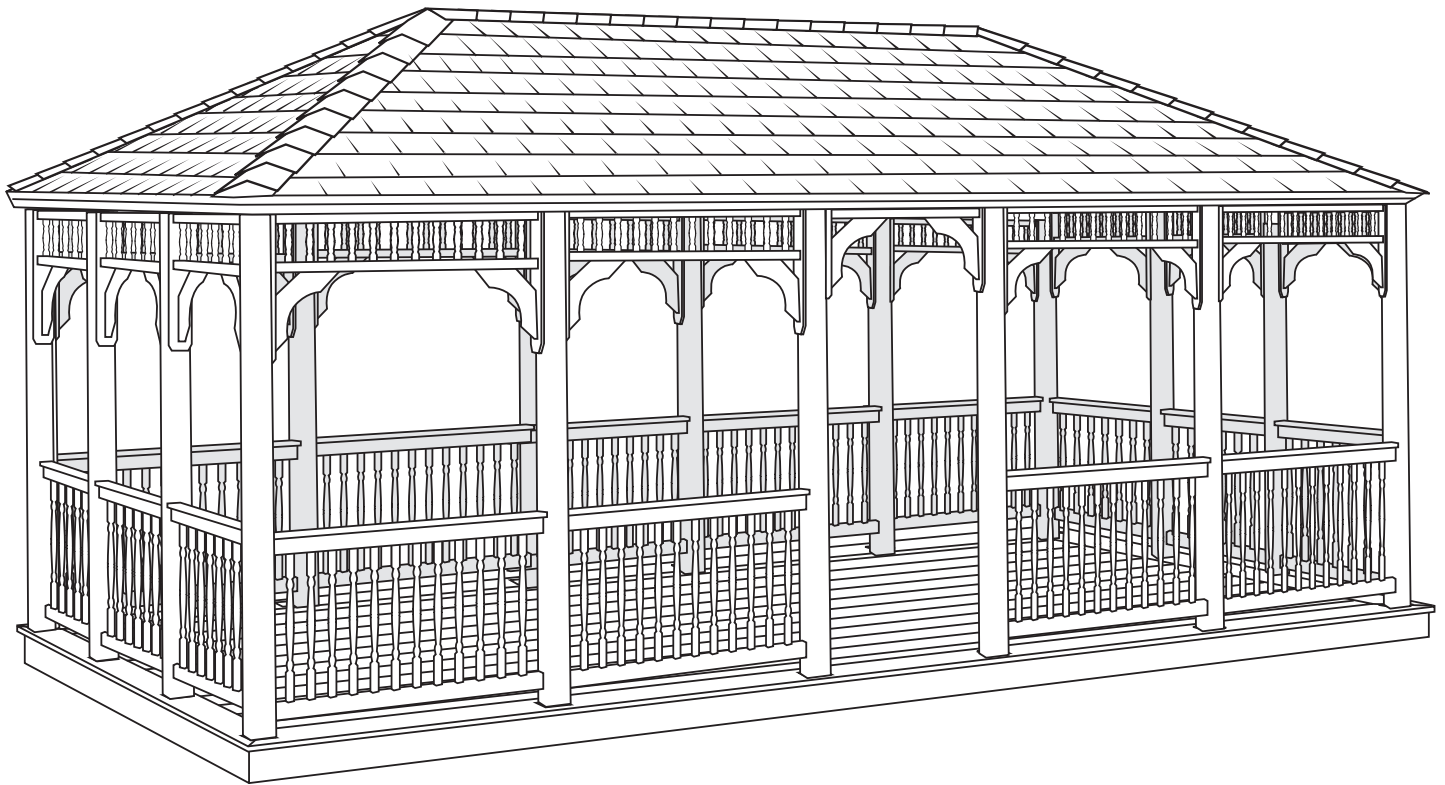


SQUARE AND RECTANGLE WOOD & VINYL GAZEBO ASSEMBLY MANUAL

6' TO 16' WIDE



Thank you for the purchase of your new gazebo. Depending on the size of your gazebo, installation can usually be completed in one to two days. These instructions are the same for wooden and vinyl gazebos up to 16'. Additional options may have a bearing on installation.

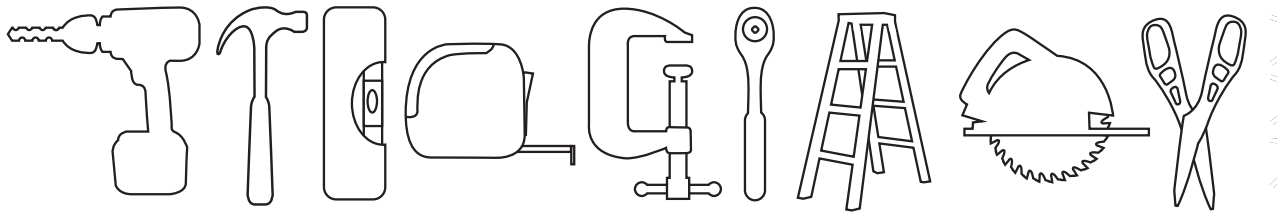
Before You Begin

These instructions are meant to serve as a guide for people with a basic knowledge of general handyman skills. This assembly requires a minimum of two people to complete.
(Extra help with installing the roof sections is suggested.)

Please always check with your local building codes. These will vary from state to state.

Tools Needed for Assembly

Screw Gun/Drill, Hammer, Level, Tape Measure, C Clamps, Socket Set, Ladder, Circular Saw, Vinyl snips



An air-nailer or stapler can be used for rubber or asphalt shingles.
(Air nails and staples are not included in the kit.)

You will receive a parts list with your gazebo. All hardware is included in each gazebo kit.
The specific hardware will vary depending on the gazebo. Please see your parts list for details.

You will also need a few 10+/- foot long 2x4s – Prop boards for the roof

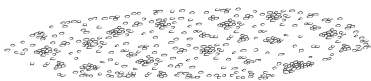
Site Preparation

It is very important that the site be properly prepared before beginning assembly. It is imperative that the site be level. We strongly recommend a hard, compact base for your gazebo. The base both supports the gazebo and allows for proper drainage below. The hard, compact material can be anything from a concrete pad, compacted gravel, or patio blocks.

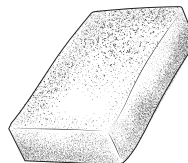
If the area is level, the easiest method would be to use patio stones or blocks. These are available from your local landscape supply company or lumber yard in different sizes such as 8"x16", 12"x12", or larger. They come in different thicknesses as well. Be sure to rest the floor of your garden structure on the blocks so that it is supported at each post and in the middle. Additional supports should be added as needed so that there is no span greater than 4–5 feet.

Once you have selected the foundation material, it must be leveled within 1–2 inches from side to side. Loose gravel is easier to level and provides ample support, but it must be contained. Patio stones should be leveled when set. Additional shimming using treated wood or other material may be needed.

If you choose a concrete pad, it must be square, level and plumb. A sloping pad means a leaning gazebo, which will put extra stress on joints. A benefit of concrete, flagstone or brick pavers is the added functionality, as they can be expanded for other uses and support larger weight.



2B Crushed Limestone Gravel



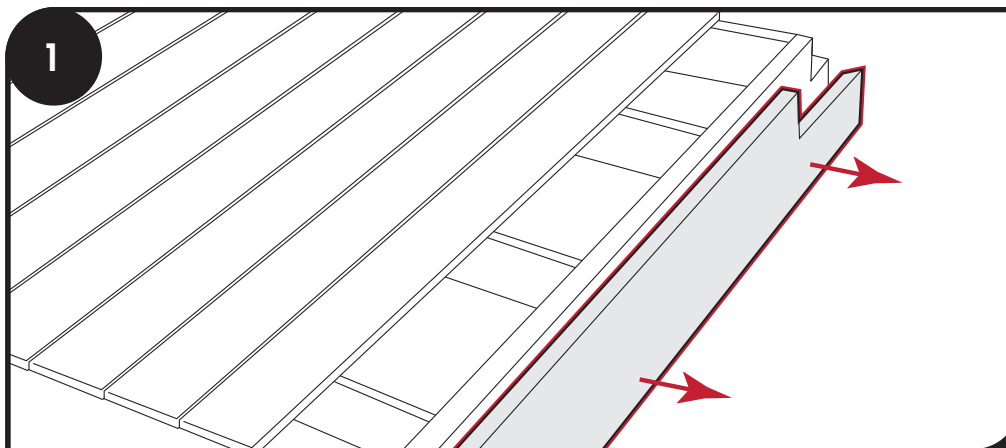
Patio Stones or Blocks



Concrete Pad

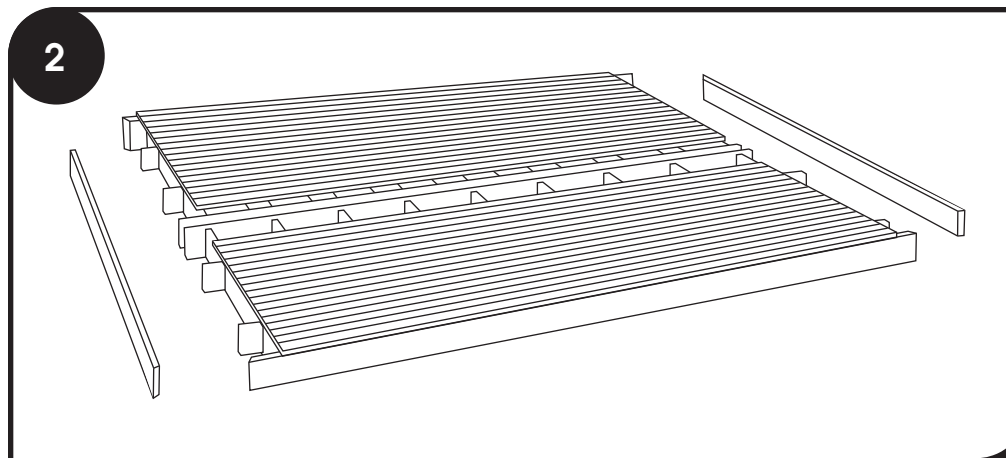
Gazebo Floor Assembly

For structures without a floor, proceed to page 6

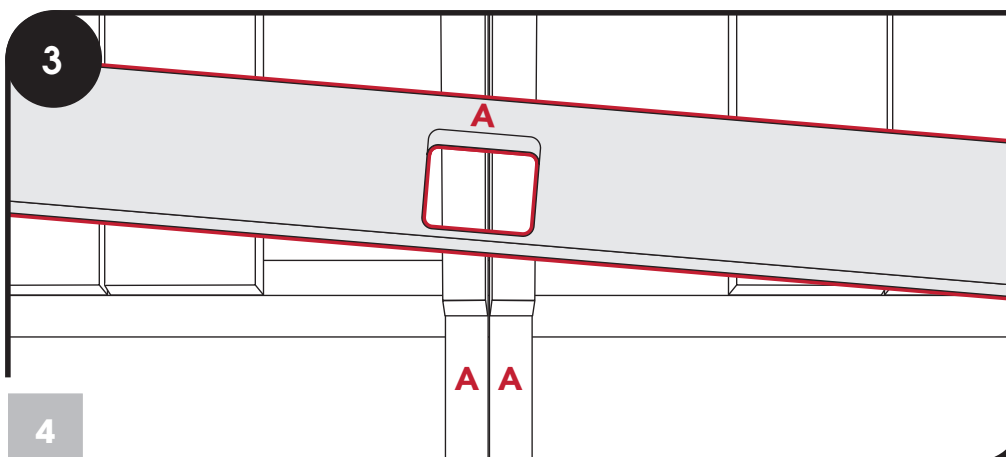


Plan out your building site and remove floor sections from packaging.

Remove the screws to remove the boards attached to the end of the deck sections. These boards will be used in step 5



Arrange the deck sections for assembly



NOTE

There are letters on each joist that will join to the mating section.

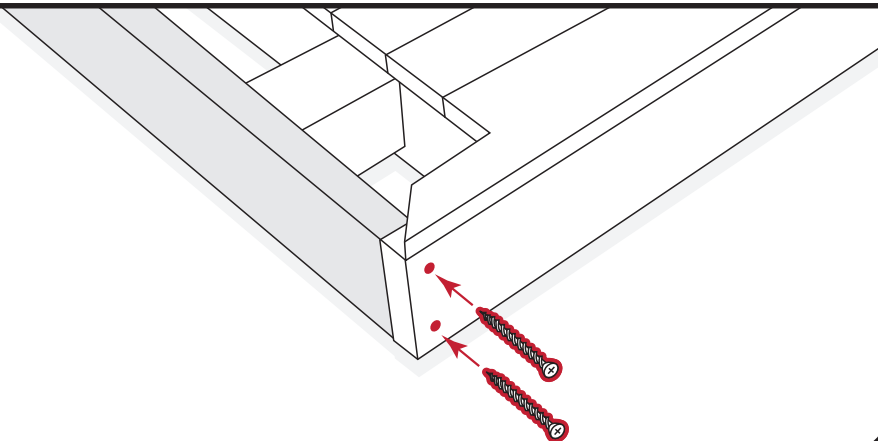
Arrange each section with these letters as shown. The deck boards will also have corresponding letters.

4



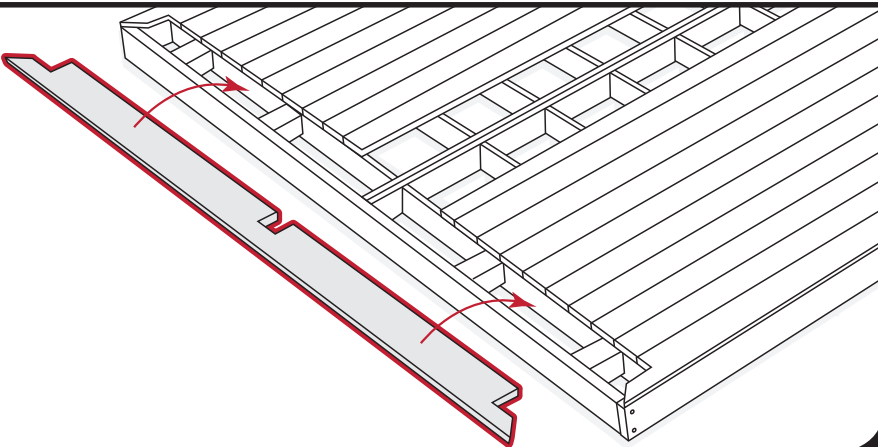
There will be holes in the deck joists where they connect. Put the $\frac{1}{2}$ "x4" Bolts through and make them finger tight. You will finish tightening them in step 5

5



Take the two decking ends, that were removed in step 1 and screw the deck ends in place with $3\frac{1}{2}$ " screws to the outside of the deck frame. After connecting the exterior of the floor frame together, go back and tighten the bolts from the previous step.

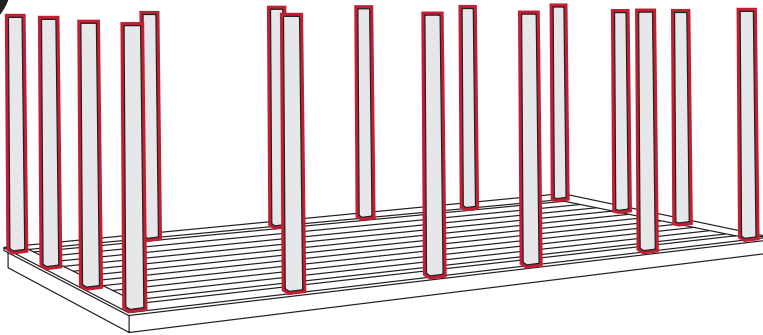
6



Set the missing top decking boards into place. These also have letters for proper placement. Screw the decking boards into place with $2\frac{1}{2}$ " screws. (If you have composite decking, use the screws that match the color the decking).

Posts and Railings

1

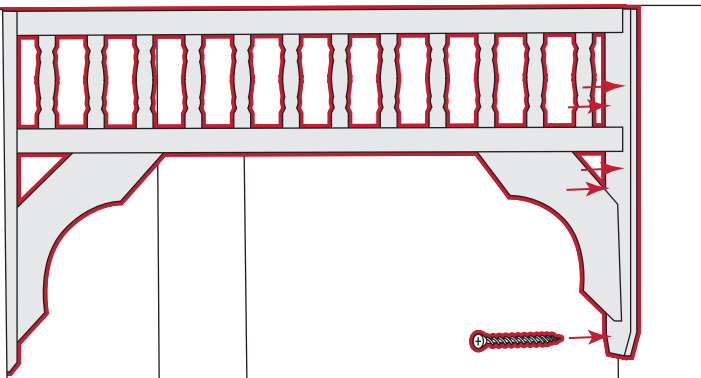


As you place the posts, be sure to line up the holes for mounting the railings. Insert the posts into the deck assembly and fully seat them into their respective pockets.

NOTE

If your structure is 10' or 12' wide, you have 2 posts that are 1½" shorter. These posts belong on the short side where your 2 center joists meet.

2

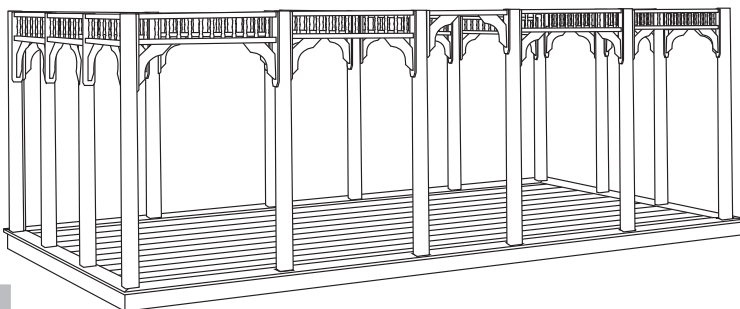


Install the top railing/brace sections by setting them in place and aligning them with the top of the posts. Drive five 2½" screws spaced along the length of the trim into the post.

NOTE

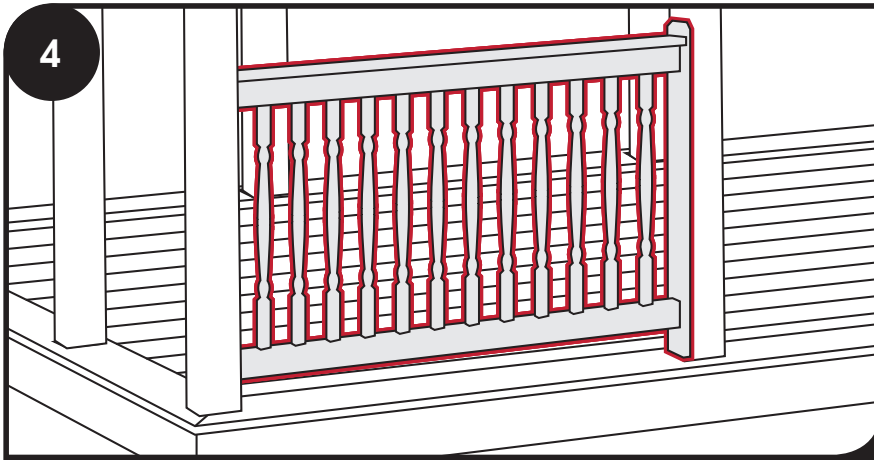
If you ordered a screen package, your doorway will not have a top section with braces, only a 1x4 strip for the doorway.

3

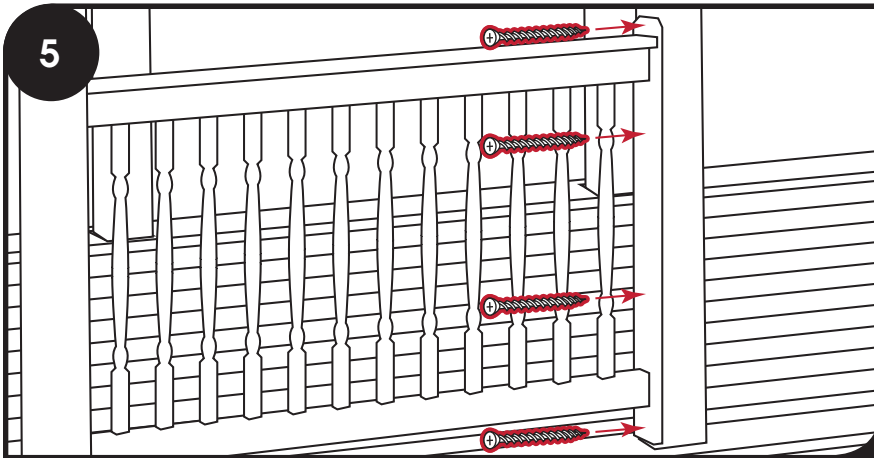


Once you have all the railing/braces installed, your structure should look like this.

6



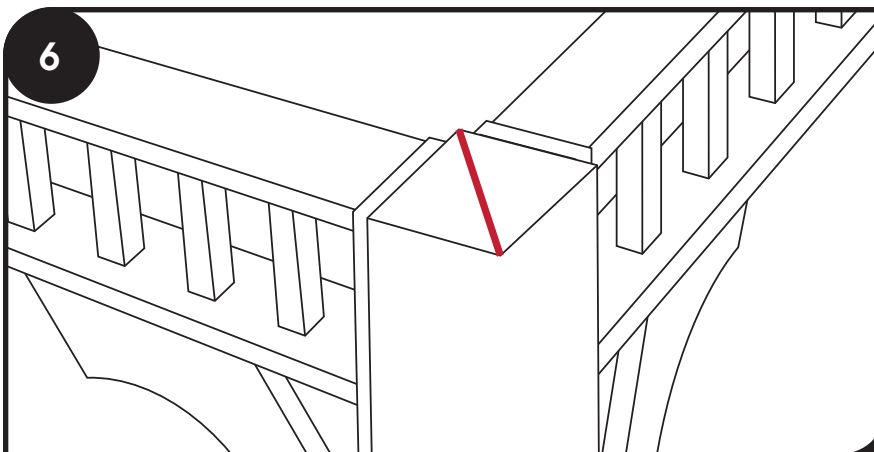
Set the bottom railing in place and center them on the posts. Make sure the bottom of the rail sections are touching the decking.



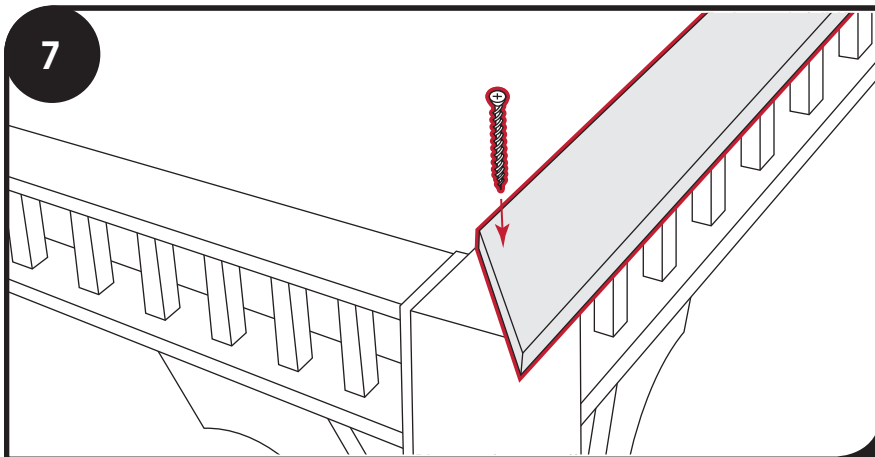
Screw the railing into the post with four 2½" screws. (If you have a vinyl structure, these screws will be white). Continue until all bottom rails are in place.

NOTE

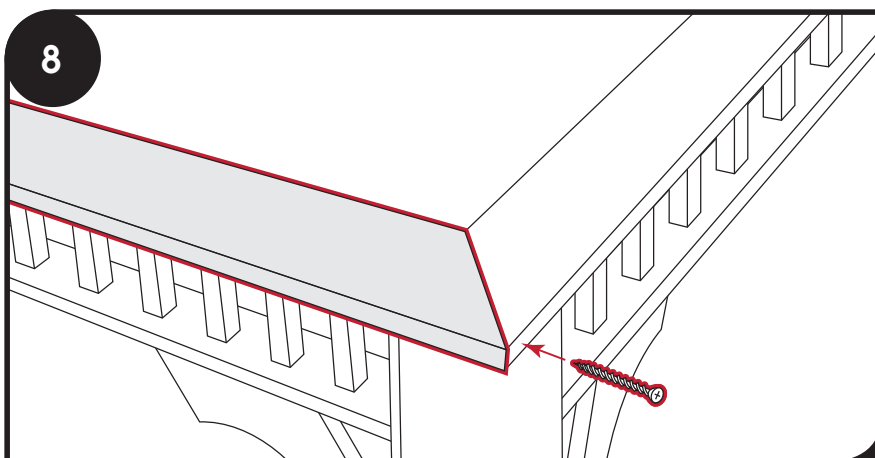
To make access during the assembly process easier you may wish to leave a few of the bottom railing sections off until the roof sections are installed.



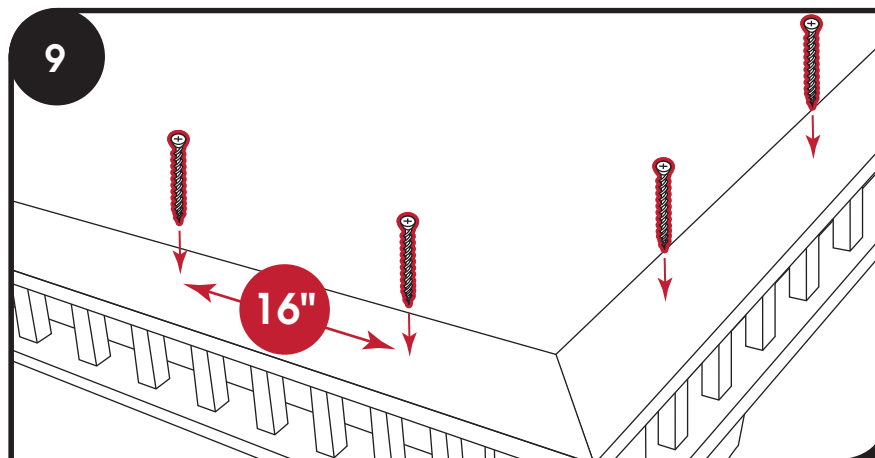
Install the top plate boards. Take a straight edge and draw a line dividing the top of the post diagonally. Now, position the first top plate board as shown and make sure that you have a ¼" overhang toward the inside of the gazebo at each post.



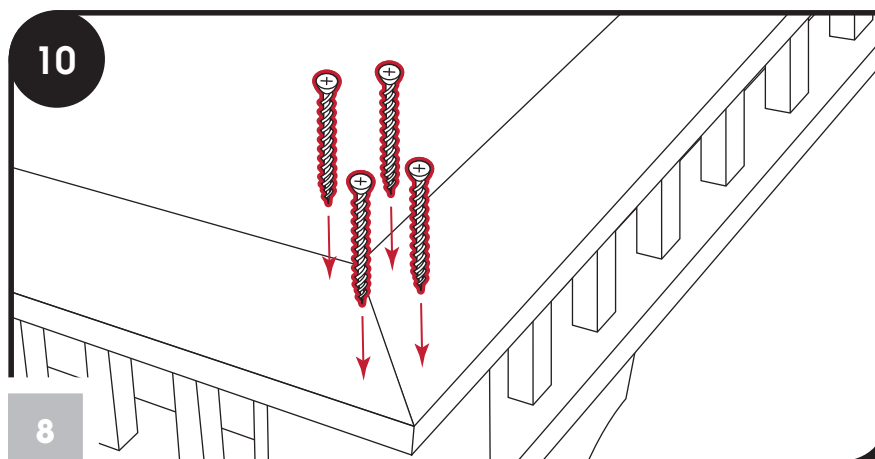
Screw in a single 3½" screw on one end of the top plate to hold it in place while positioning it. Once it is in place on the other side, put a screw in that side as well to keep it in place. Screw only the first board down at this time.



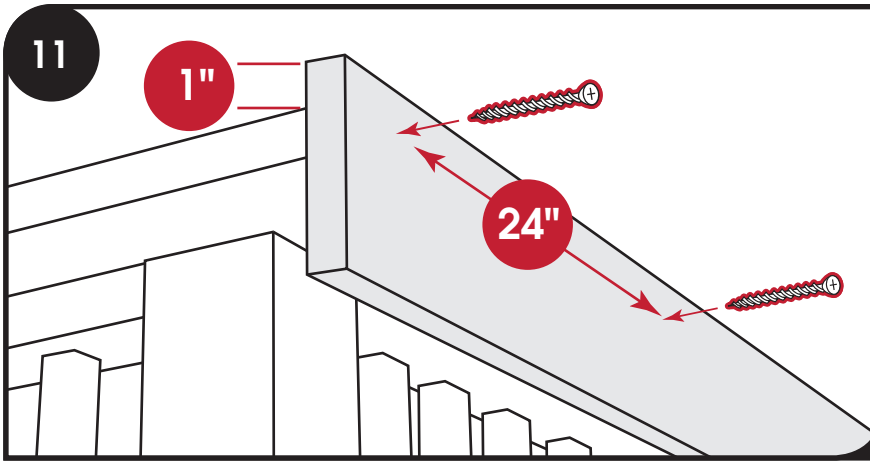
Position the adjoining top plate for installation and screw it from the corner into the other top plate. Follow these steps until all the top plates are in place. Make sure all corners fit tight and are spaced evenly over the posts. You may need to unscrew the first board at this point to get a tight fit.



Fully secure the top plate by driving 2½" screws through the top plate and into the rails every 16" along the entire length of each plate.

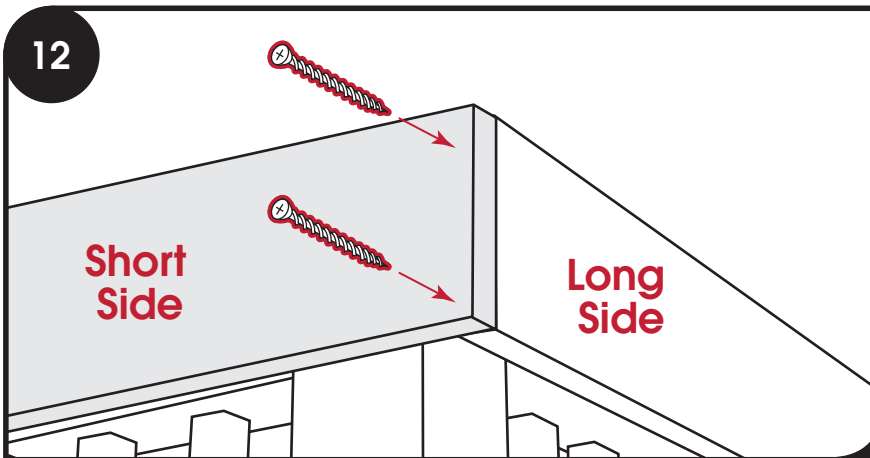


Drive four 3½" screws down through the top plate and into the posts at each corner of your structure.

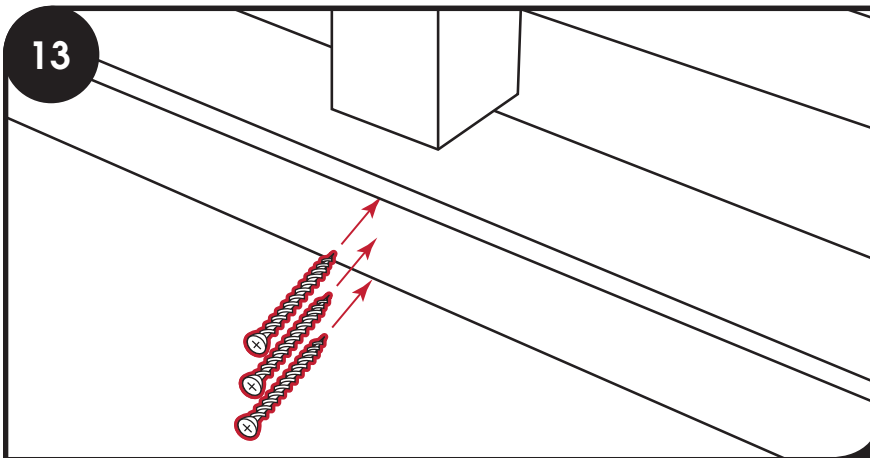


Install the outside fascia. Make sure that the fascia sits up 1" above the top plate (1 $\frac{3}{4}$ " for metal roof). Once the fascia is in position, screw it into the top plate with 2 $\frac{1}{2}$ " screws every 24". The screws should be 4" in from each end and 1 $\frac{1}{2}$ " to 1 $\frac{3}{4}$ " from the top edge.

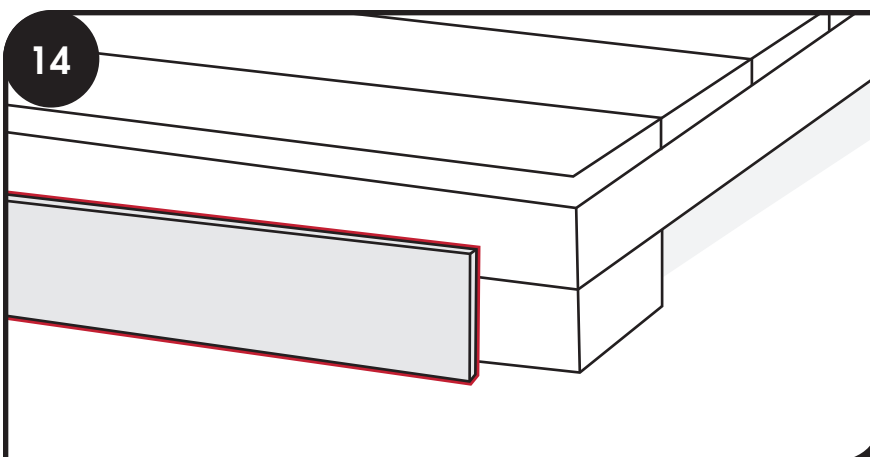
The fascia may be a little long and may need trimmed to fit flush.



Connect the short sides first and align them with the ends of the top plate. Then, install the long sides (the front and back). The long sides will overlap the short sides. Make sure to screw each adjoining fascia board to each other at the corners with two 2 $\frac{1}{2}$ " screws

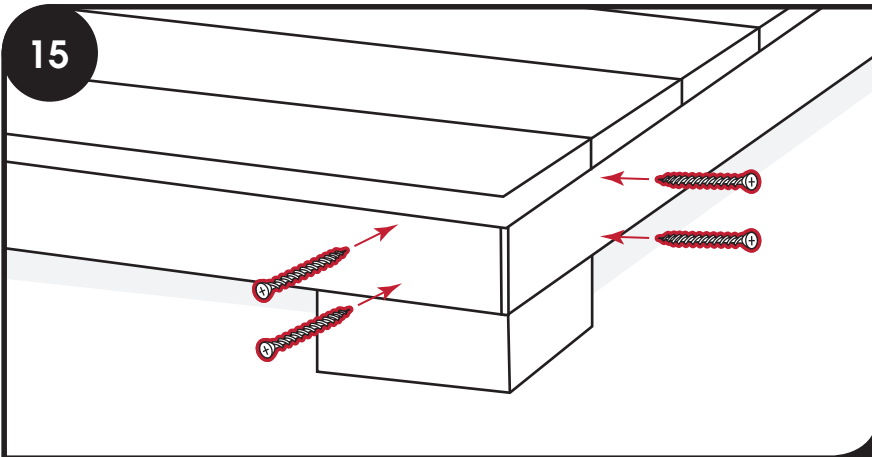


Secure each post to the frame of the deck (rim board). By screwing three 3 $\frac{1}{2}$ " screws into each outside facing post. This is very important because it will provide a lot of stability for the gazebo.



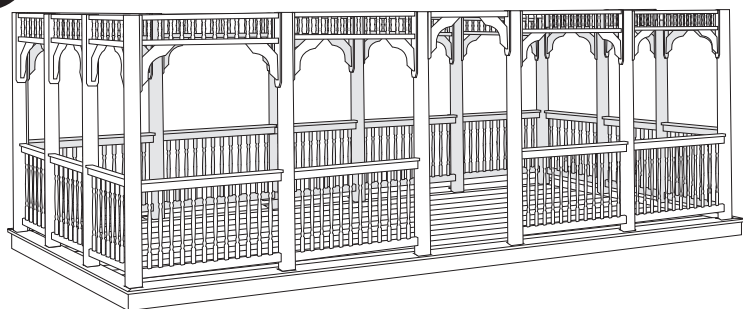
Gather all of the bottom fascia trim boards and place them along the bottom of the decking. Find the center of each deck side and center of the corresponding floor trim board. Be sure to fasten the trim boards to the long sides of the structure first. Do the shorter sides last.

15



Line up the center marks and fasten the trim board to the outside trim board with six 2½" white head screws. Use two screws on each end and two in the middle. Do this all the way around the gazebo. For larger gazebos, fasten with two screws every 3 feet.

16



The gazebo structure is now complete and ready for the roof.

No Floor Structures

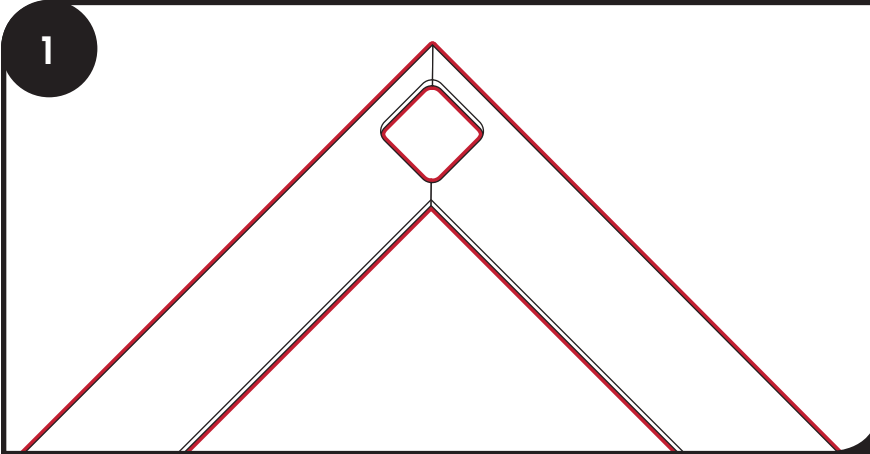
Gazebos ordered without a floor are sent with a floor template. This template is designed to ensure proper placements of the posts for the gazebo. It is made of five 5¼" x 6" boards. If you are building the gazebo on a concrete slab or an existing deck, it is best if the surface is perfectly level. If not level, cut the posts so the tops of the posts are all level (see final step)

NOTE

!!IMPORTANT! The roof will be difficult to assemble if the top of the posts and top plate are not level. It would be best to use a transit or laser level to insure the best accuracy. If your building surface is not level it will be necessary to either cut the posts or shim under the posts to ensure that the tops are level.

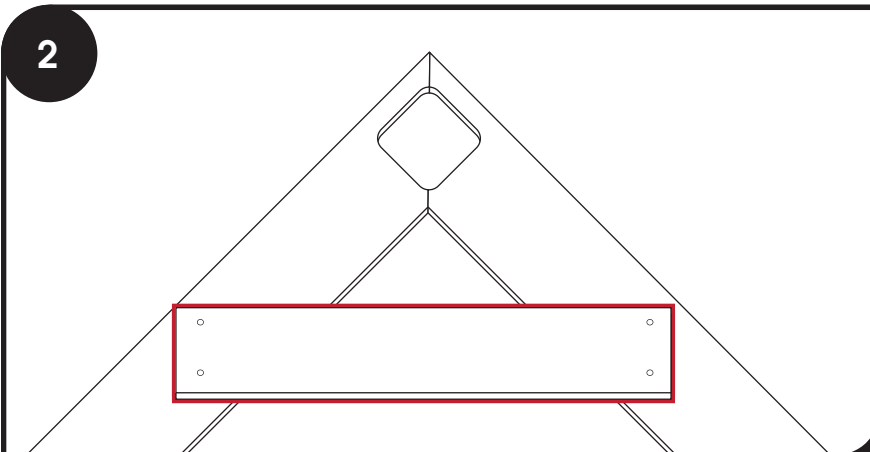
SCREENS and FOUR TRACK WINDOWS — if you plan on using a screen or window kit with your gazebo. These kits are designed to work with a post height of 78" to 78½". This will require you to cut the posts accordingly. If the posts are not the correct size, there will be a gap at the bottom of each screen section.

1



Lay the templates so that the angles at the corners appear as shown here. And make sure that each board is flush with the adjacent template board.

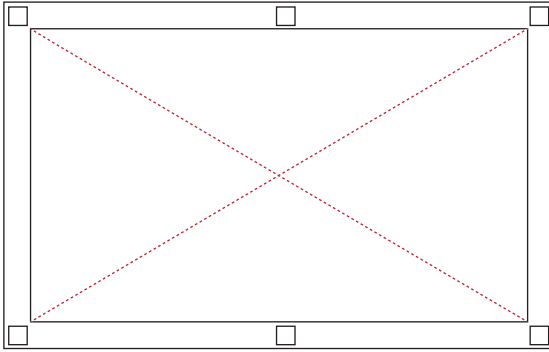
2



Screw the template together using 2½" screws to hold the boards together.

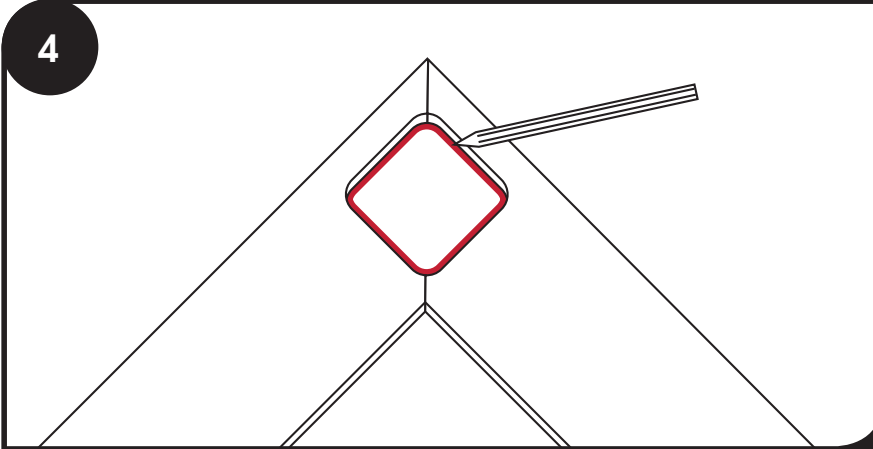
You can also further secure the corners of the template with a scrap piece of wood as shown. The template can also be attached temporarily to an existing deck with screws to hold it in place.

3



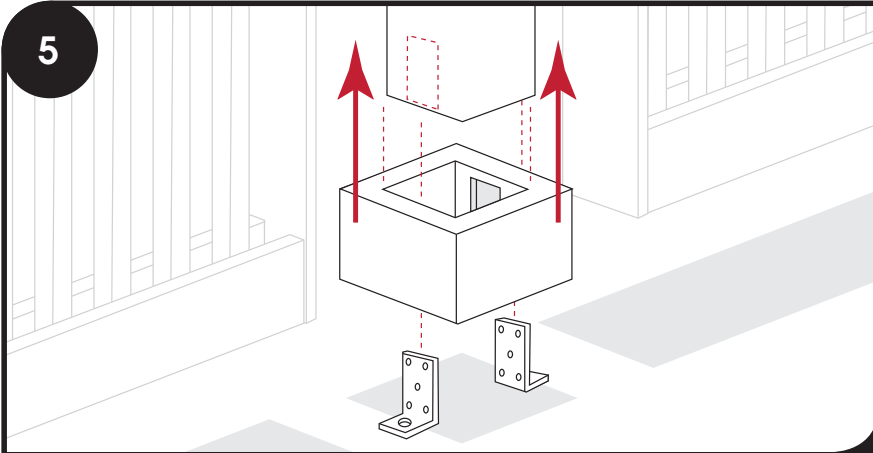
Make the template square by measuring the distances from one corner to the opposing corner and compare the measurements. Adjust the position of the template until all four measurements are the same. (Be sure all corners are still securely fastened.)

4



If you intend to anchor your posts using an "L" bracket, mark the location of the posts with a pencil then remove the template before construction.

5

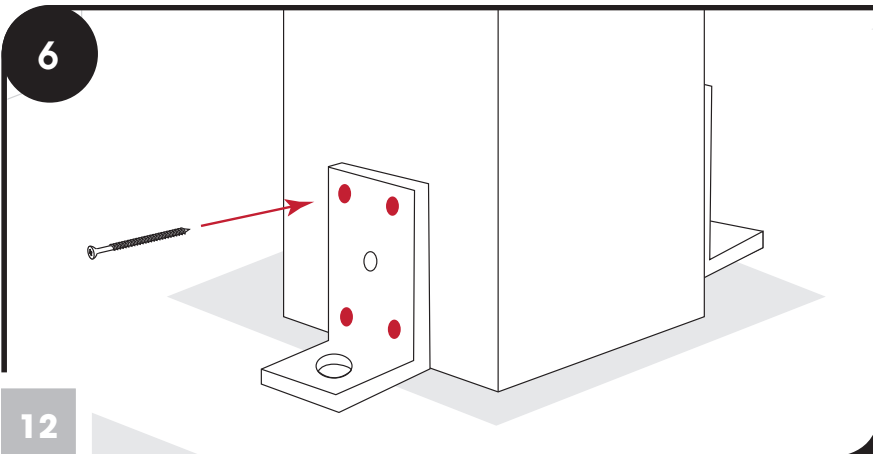


For posts using base trim and L bracket anchors - Slide the base trim onto the post. Be sure to position the notches on the inside of the trim to line up with the L brackets which will be placed on either side of the post and directly under the railing.

Note

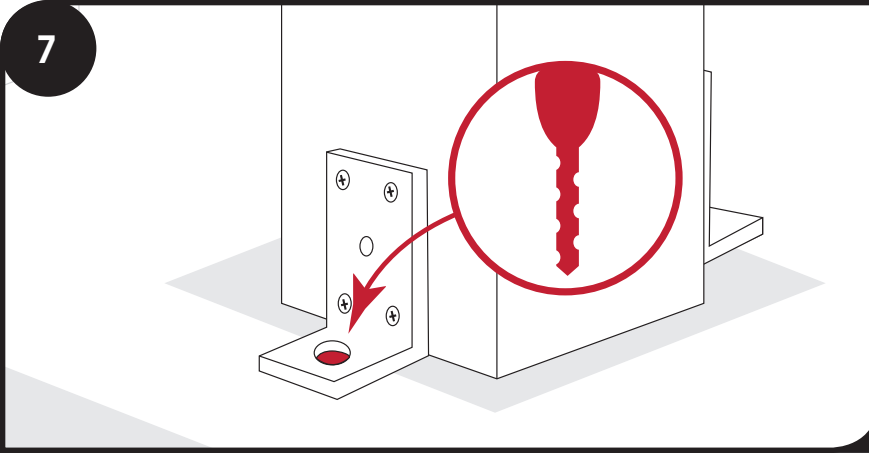
If your structure was engineered, there may be more than two brackets, or they may be positioned differently.

6



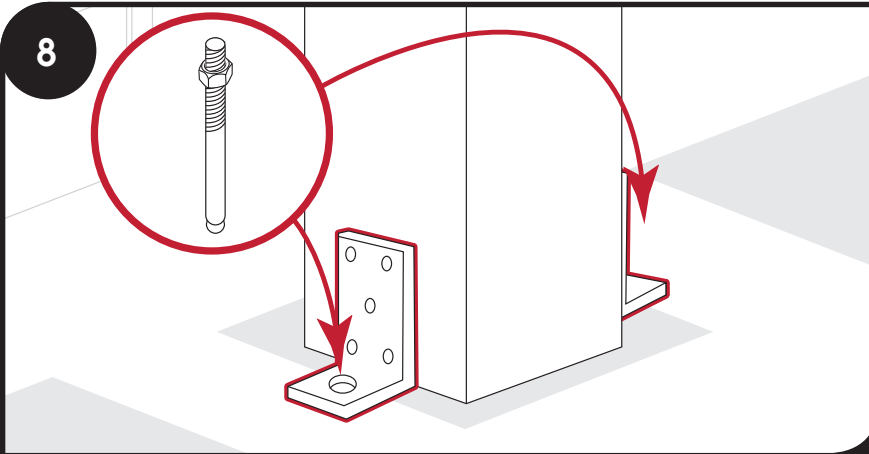
Attach L brackets to either side of each posts using five 2½" screws.

7



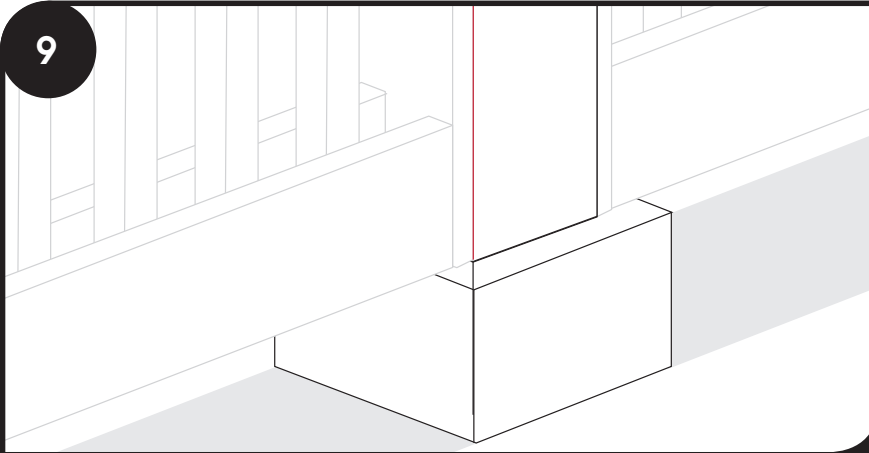
Mark the lower anchor holes with a pencil. Remove the post and bracket and drill the anchor holes using a 1/2" drill bit.

8



Position the post and brackets back over the holes and insert the size wedge bolts and tighten them down.

9

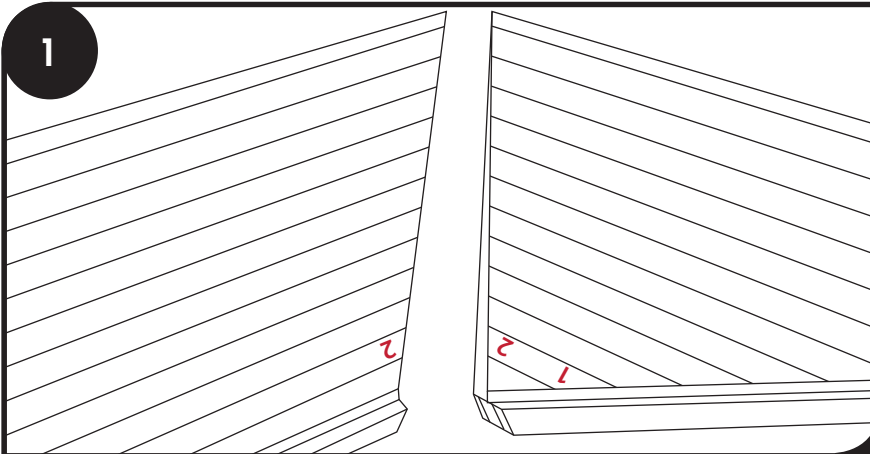


Slide the base trim down over the secured L brackets.

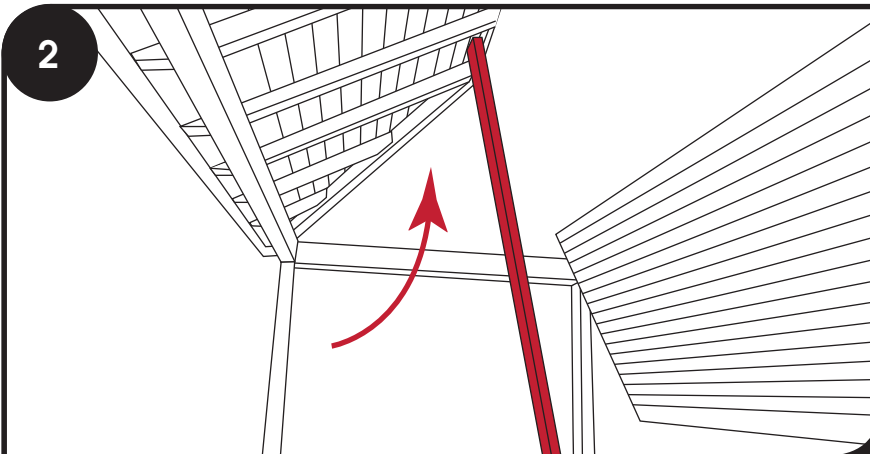
When installing railing the bottom of the railing will rest on top of the base trim.

Square/Rectangle Roof Assembly

Regular Roof (No Pagoda)



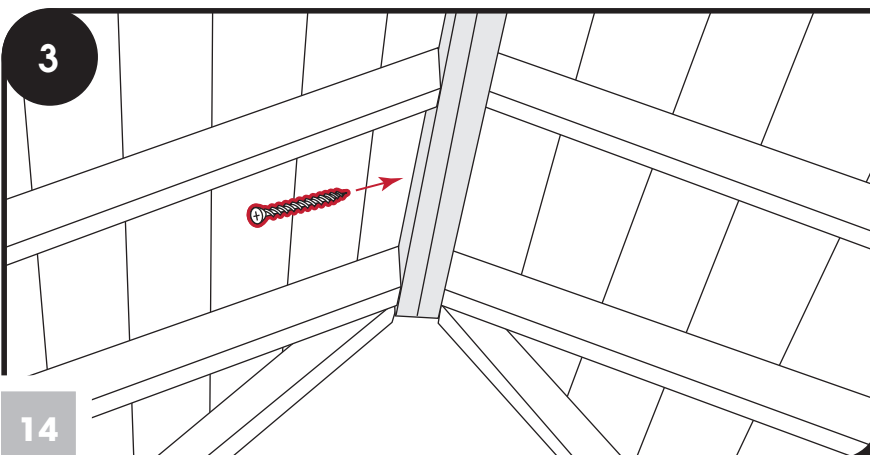
Lay out your roof panels, start with the long side first and match the numbers on the roof panels.



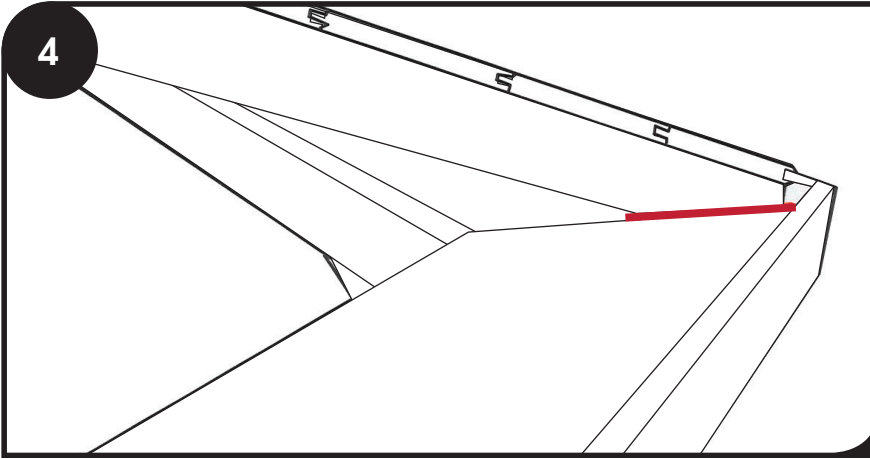
Lift one of the roof panels up past the plate to the outside of your structure. When the rafters of the roof panels rest against the fascia board, use a board prop to keep the roof in place.

NOTE

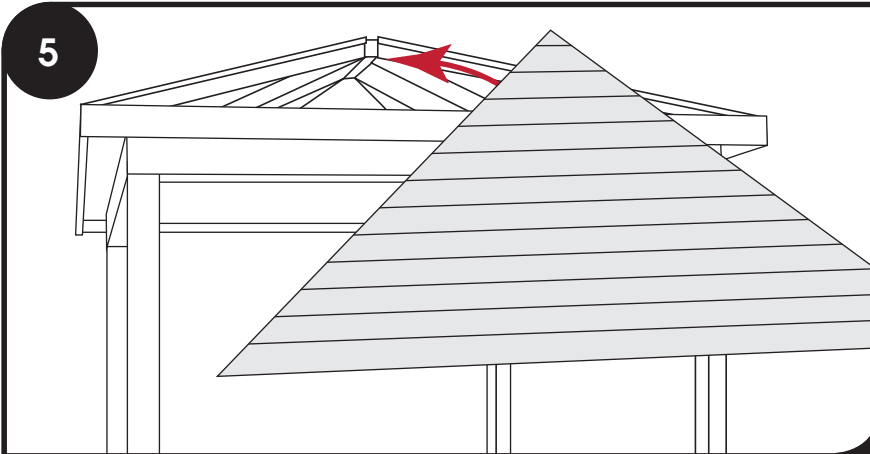
If you install roofing panels in a clockwise order, be sure to screw each section together after lifting into place.



Raise the second roof panel. You might have to lower the prop until they meet at the ridge pole. Make sure the ridge pole is flush on both ends. Fasten them together with 2½" screws every 16".



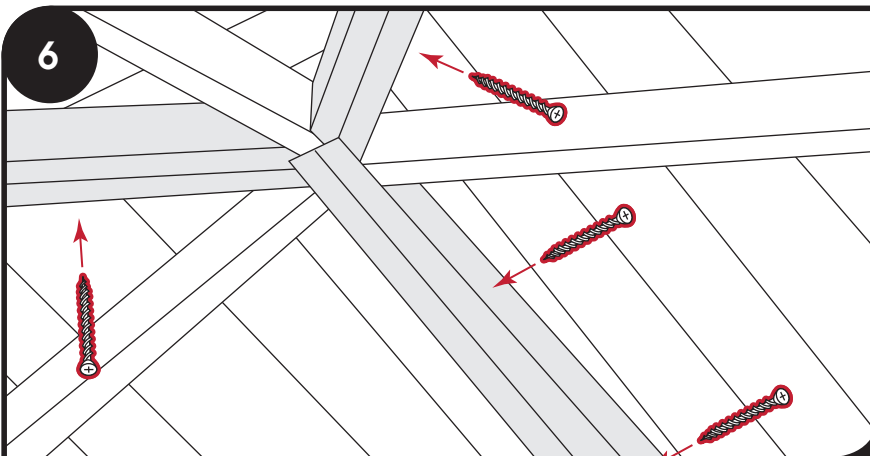
Make sure the panels are at the corners of the plate.



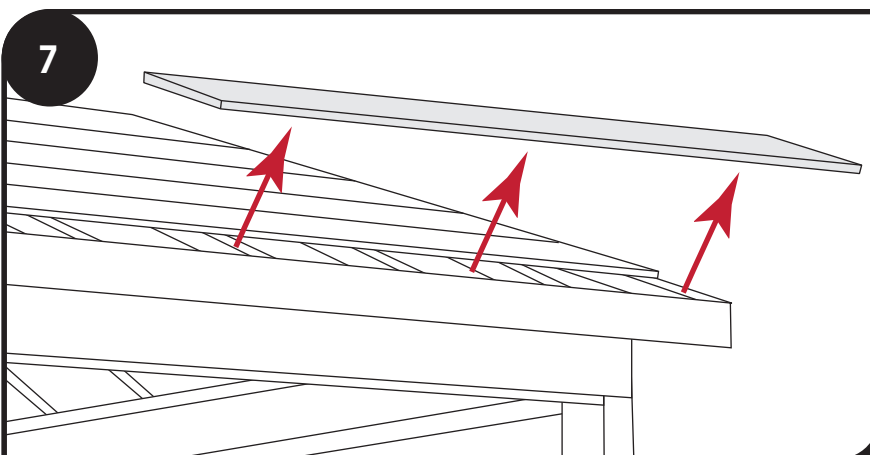
Lift the other roof panels into place. Make sure the numbers match.

NOTE

For square pavilions only. After you have the four roof sections installed, match the numbers of the compression ring with the roof panels and using 2½" screws, secure the compression ring into place.



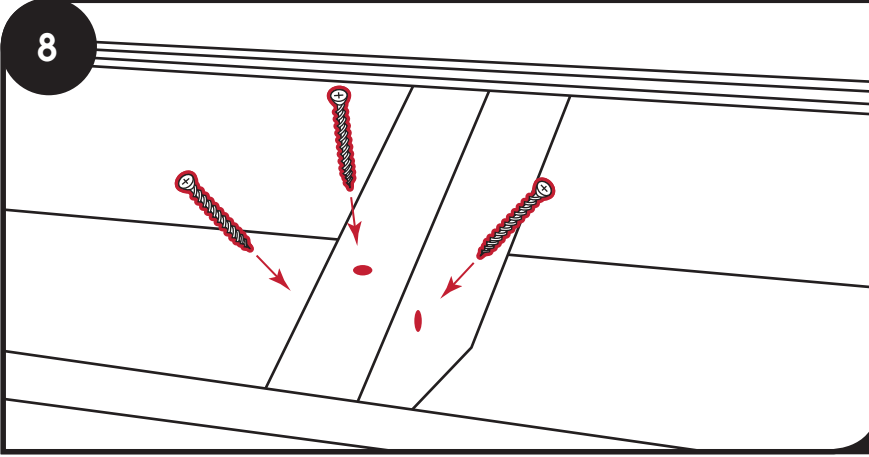
Screw the ridge beams together with 2½" screws every 16". (Your might have to push up on the ridge pole to make it fit properly.) Repeat this process with the other side.



When you have attached all roof panels together, go up on the roof and remove the bottom tongue and groove board.

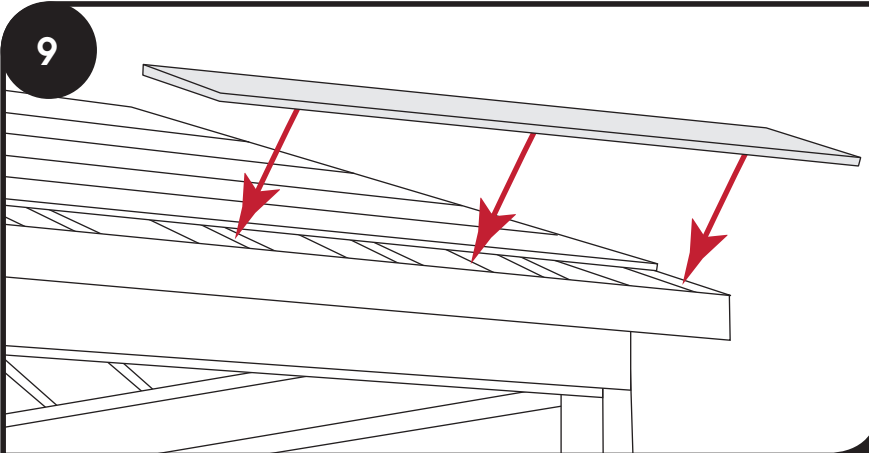
You are now ready for roofing material.

8



Use 2½" screws to attach the rafters to the top plate. You will want to screw one screw into the top of each rafter and then another screw into the side of each rafter.

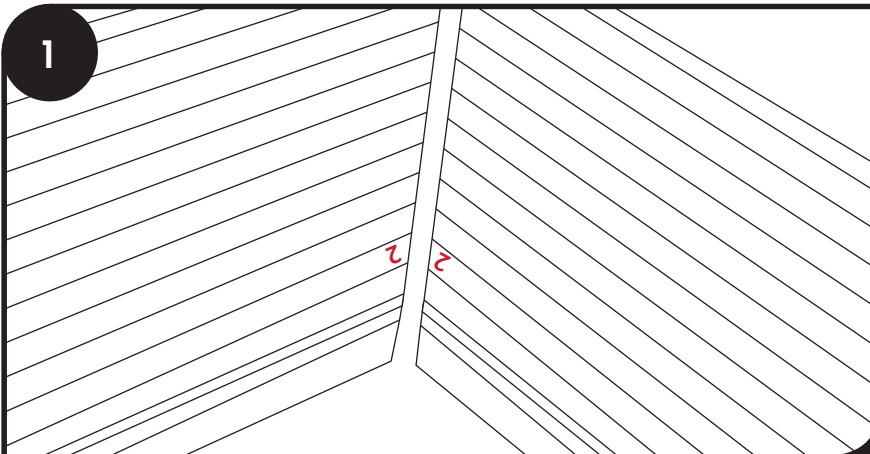
9



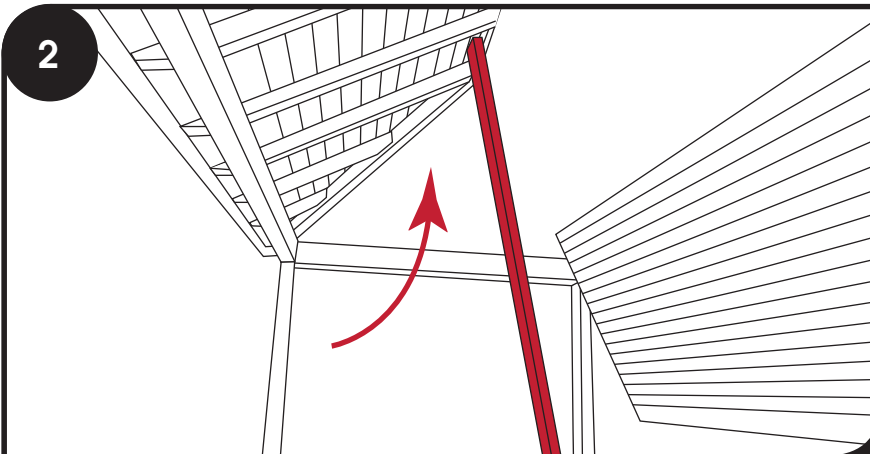
Once all of the rafters are attached to the top plate, you can now re-attach the roofing boards that were previously removed.

Square/Rectangle Roof Assembly

Pagoda Lower Roof



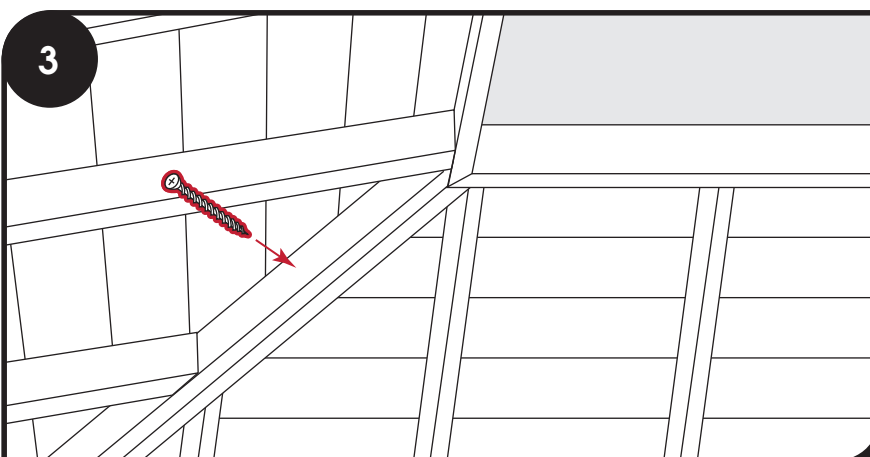
Lay out your roof panels, start with the long side first and match the numbers on the roof panels.



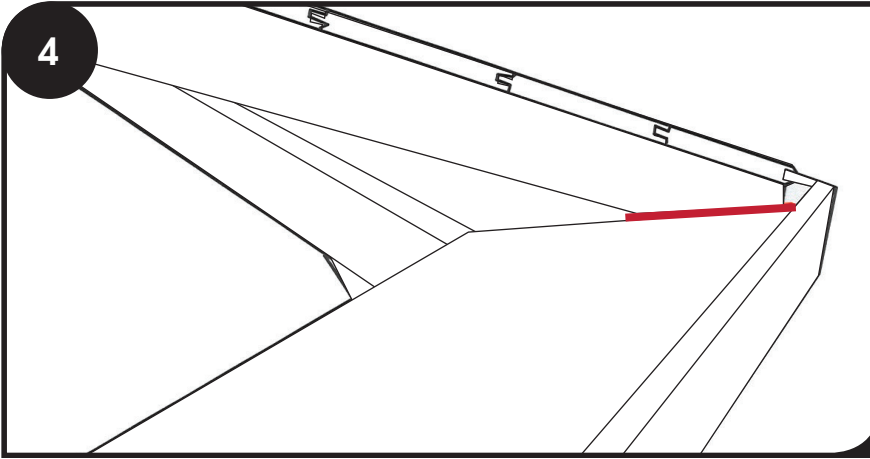
Lift one of the roof panels up past the plate to the outside of your structure. When the rafters of the roof panels rest against the fascia board, use a board prop to keep the roof in place.

NOTE

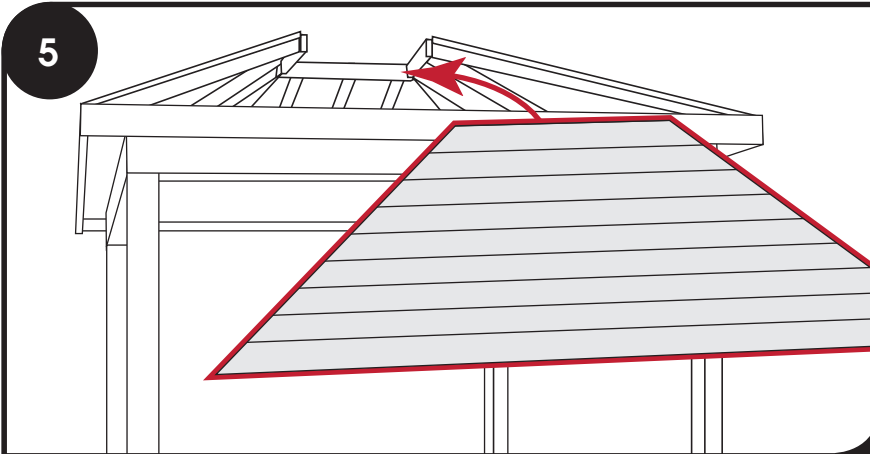
If you install roofing panels in a clockwise order, be sure to screw each section together after lifting into place.



Raise the second roof panel. You might have to lower the prop until they meet. Fasten them together with 2½" screws every 16".



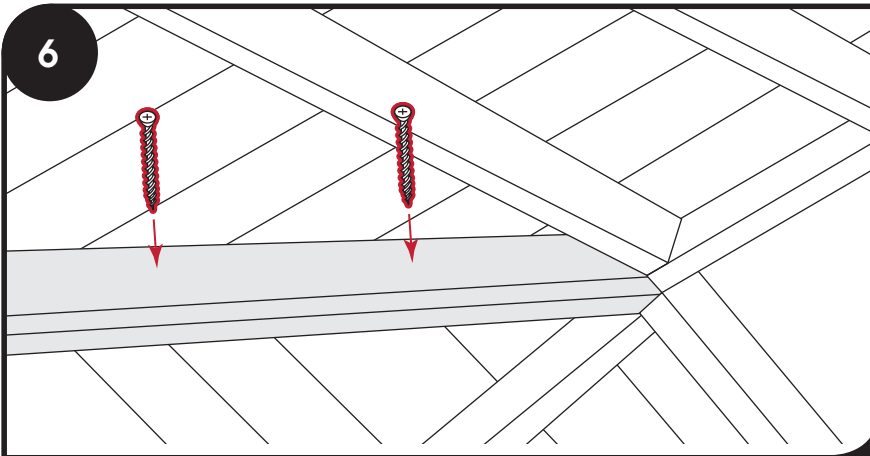
Make sure the panels are at the corners of the plate.



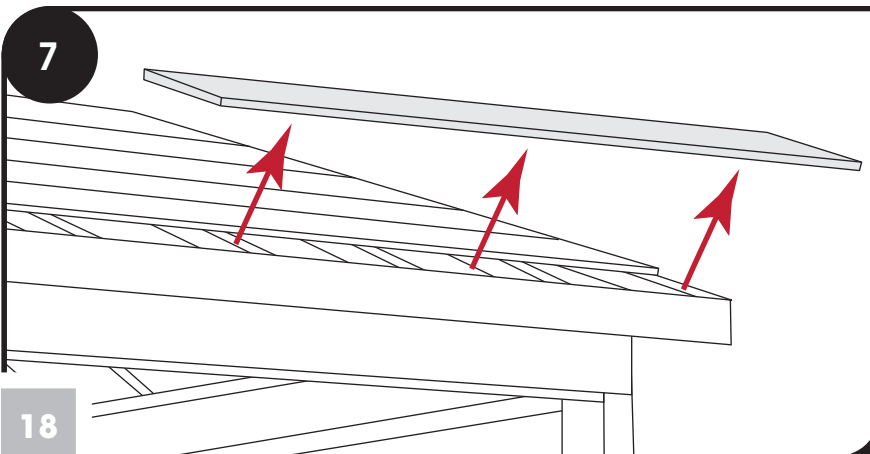
Lift the other roof panels into place. Make sure the numbers match.

NOTE

For square pavilions only. After you have the four roof sections installed, match the numbers of the compression ring with the roof panels and using 2½" screws, secure the compression ring into place.



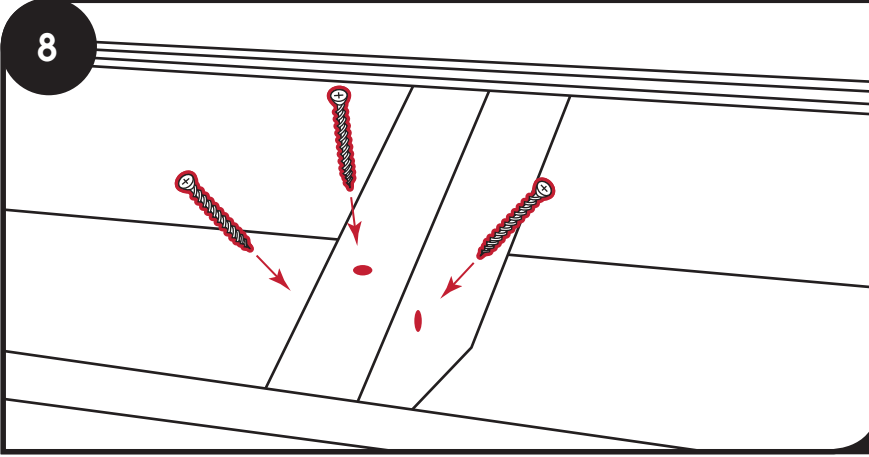
Screw the ridge beams together with 2½" screws every 16". (Your might have to push up on the ridge pole to make it fit properly.) Repeat this process with the other side.



When you have attached all roof panels together, go up on the roof and remove the bottom tongue and groove board.

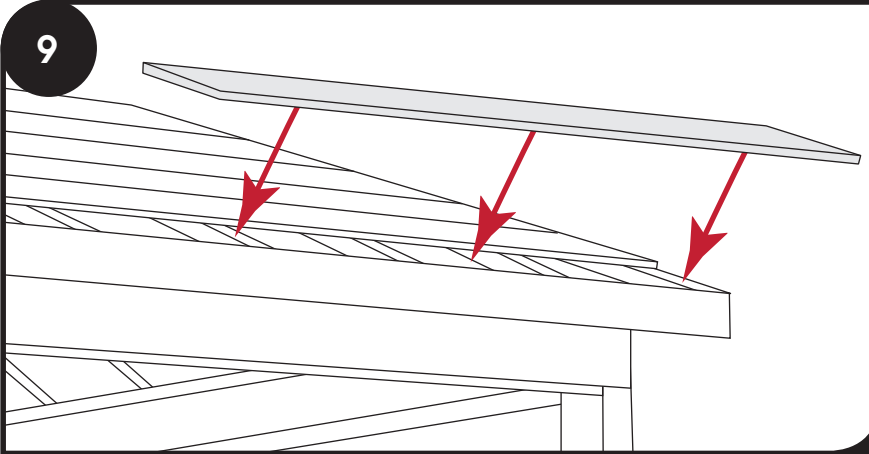
You are now ready for roofing material.

8



Use 2½" screws to attach the rafters to the top plate. You will want to screw one screw into the top of each rafter and then another screw into the side of each rafter.

9

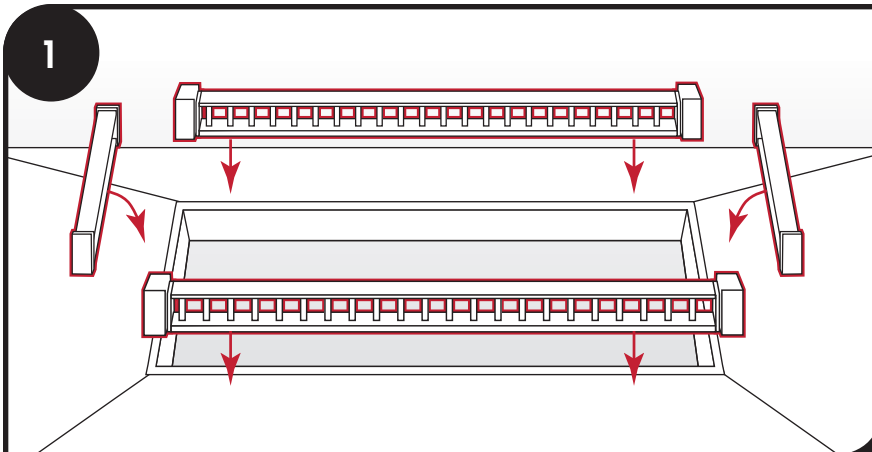


Once all of the rafters are attached to the top plate, you can now re-attach the roofing boards that were previously removed.

You are now ready for roofing material.

Square & Rectangle Pagoda Roof Kit

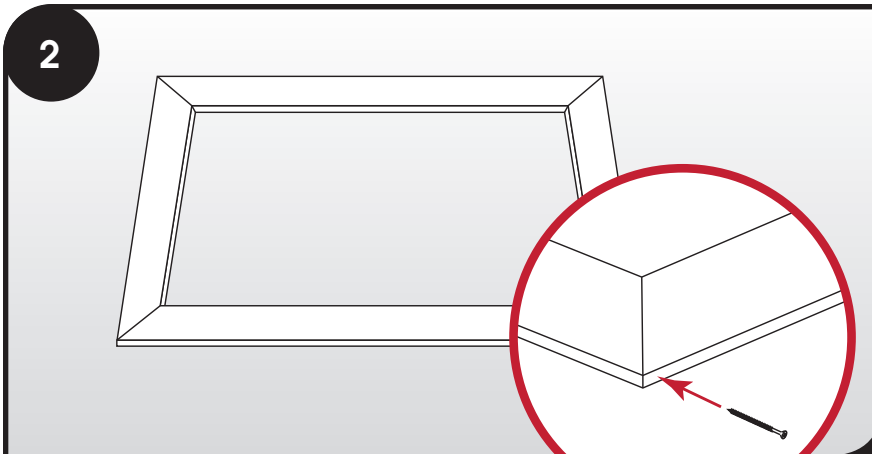
1



Insert the lower pagoda roof collar before positioning the upper pagoda roof.

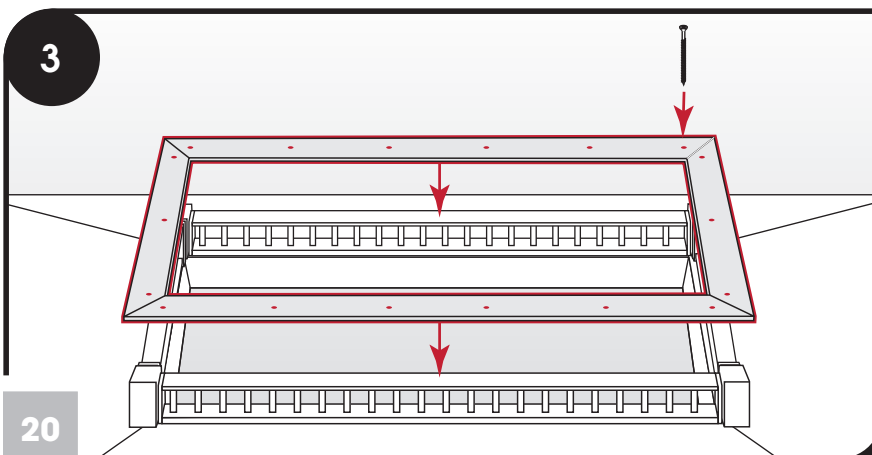
Sort out the parts for your pagoda roof kit. Take the upper pagoda ring panels of the top and join them together and then secure them to the inner roof ring with 1 1/2" screws. Be sure to follow the numbering sequence noted on each panel.

2



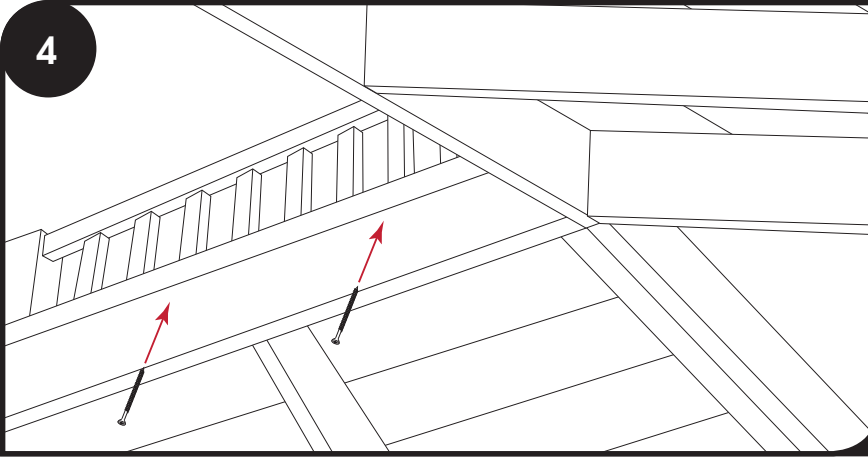
Connect all of the upper top plates to each other on the ends with 2 1/2" screws to create the top plate assembly.

3



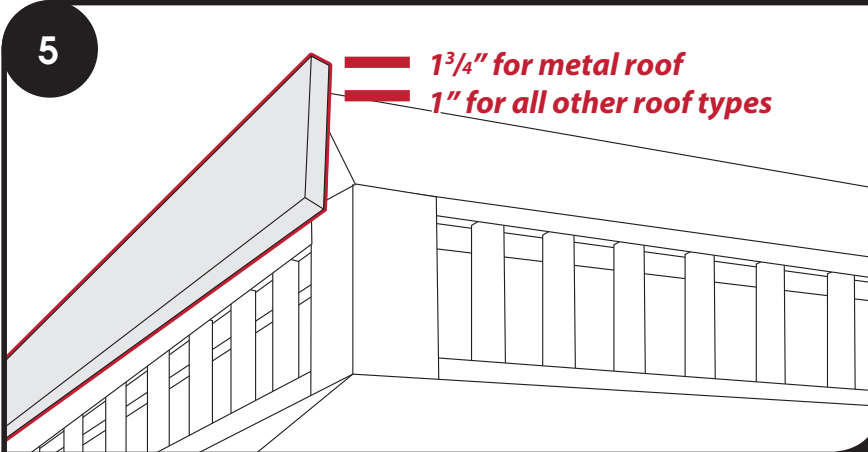
Center the top plate assembly over the upper ring. Screw the upper top plate assembly into the trim ring every 24" with 2 1/2" screws.

4



Secure the pagoda ring to the roof sections by toe nailing every 16" with 2½" screws.

5



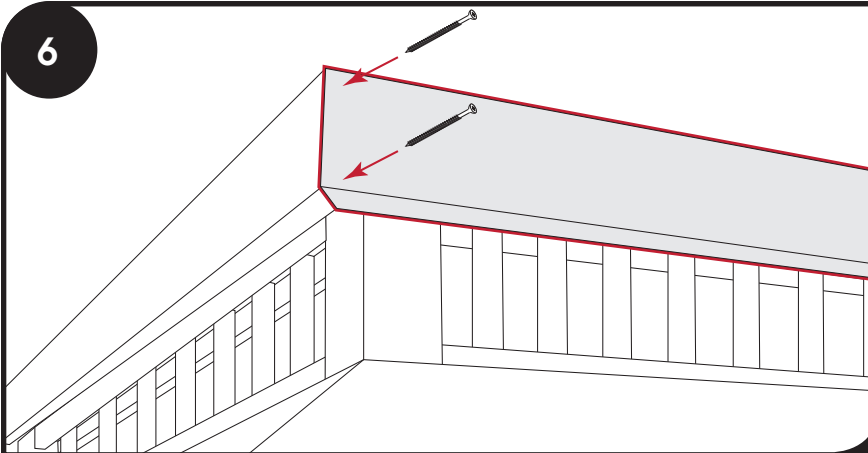
Install the upper fascia. Make sure that the fascia sits up above the top plate

1 ¾" for a metal roof

1" for other roof types

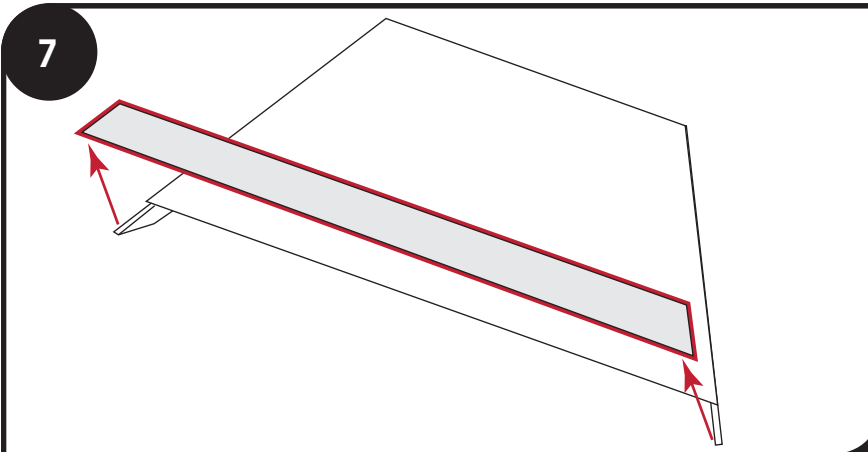
Once the fascia is in position, screw it into the top plate with 2½" screws every 24". The screws should be 4" in from each end and 1½" to 1¾" from the top edge.

6



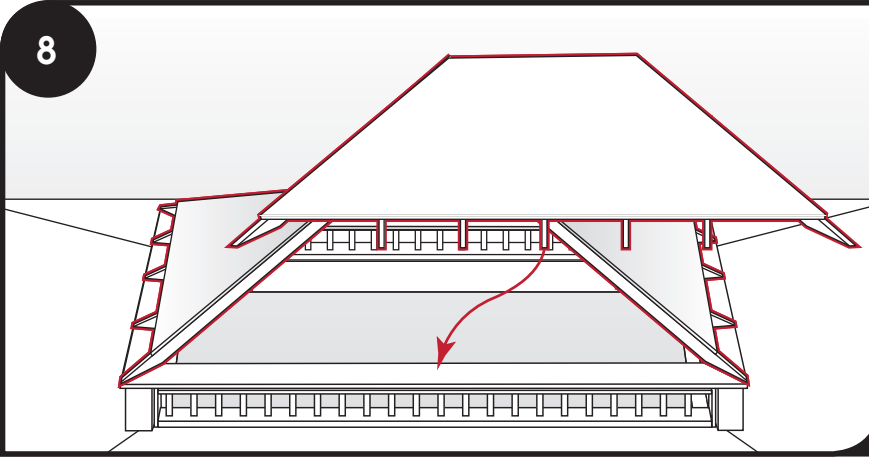
Be sure to attach each fascia board to the adjoining board at the corners with 2½" screws.

7



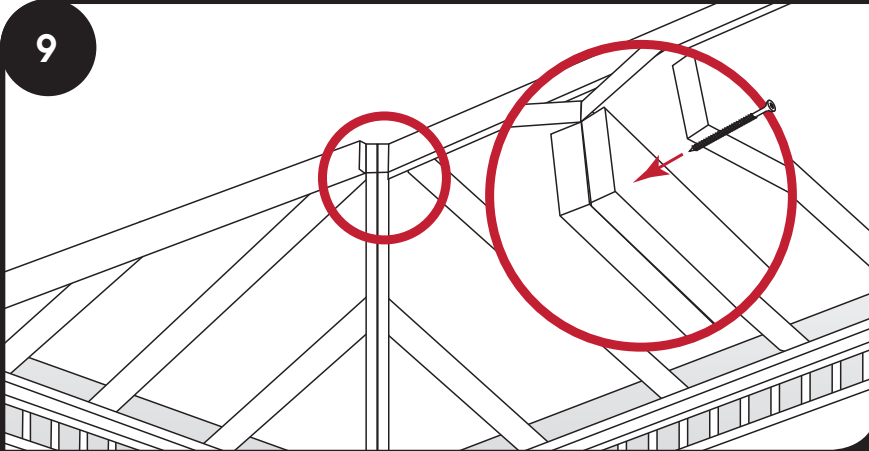
In order to be able to install the pagoda roof sections on the top plate, we recommend that you first carefully remove the bottom roofing board on each section and set them aside for reattachment later. This will give you access to the rafters in order to connect them to the top plate.

8



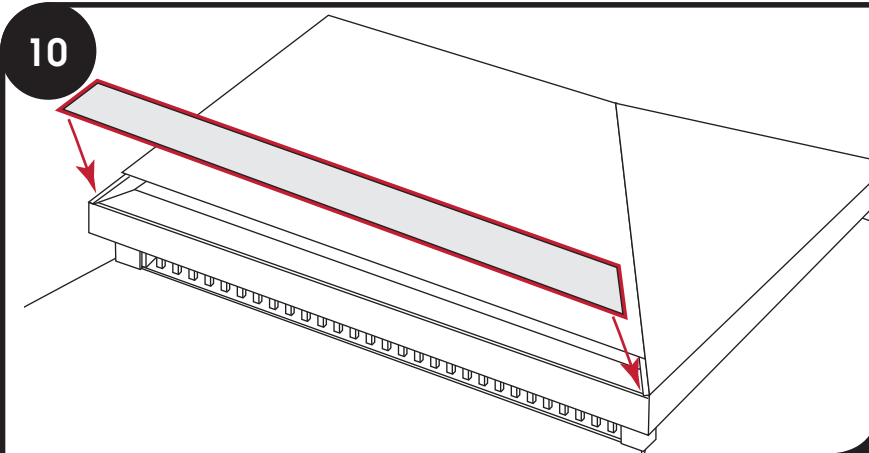
Set the upper pagoda roof sections into place. Raise the first panel into position followed by an adjacent panel. These panels are numbered and should be installed in their proper sequence.

9



With the pagoda roof rafters aligned and flush at the top with each other, secure them together with 2½" screws. Screw them together every 16" to 24" along the entire length of the rafter.

10



Once all of the pagoda roof rafters are attached to the top plate, you can now re-attach the roofing boards that you previously removed.

Congratulations!

Your gazebo is complete.

Move on to the roofing material included in your kit.

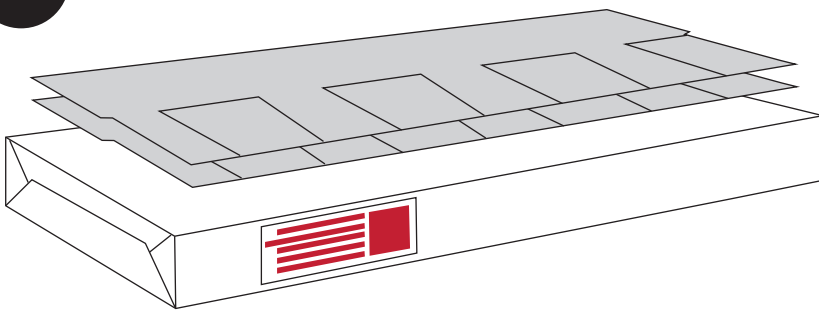
Asphalt Shingles - go to page 23

Metal Roofing - go to page 27

Cedar Shake - go to page 30

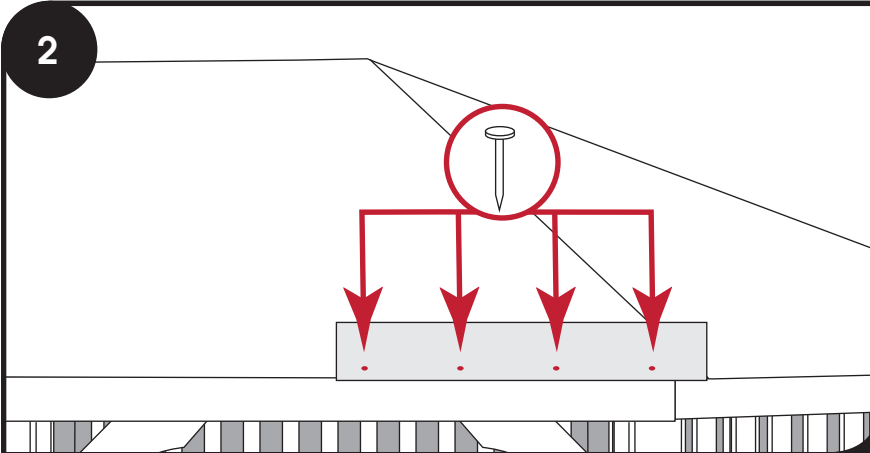
Installing an Asphalt Roof

1



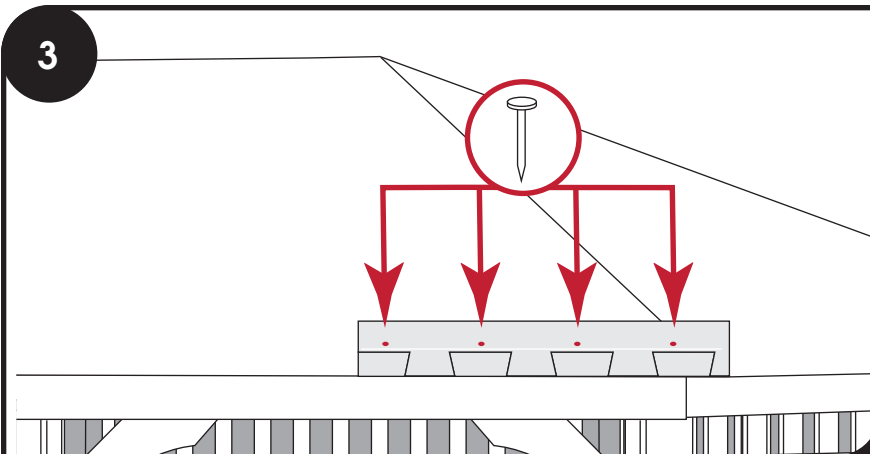
Install roof paper and review all instructions on shingle package.

2



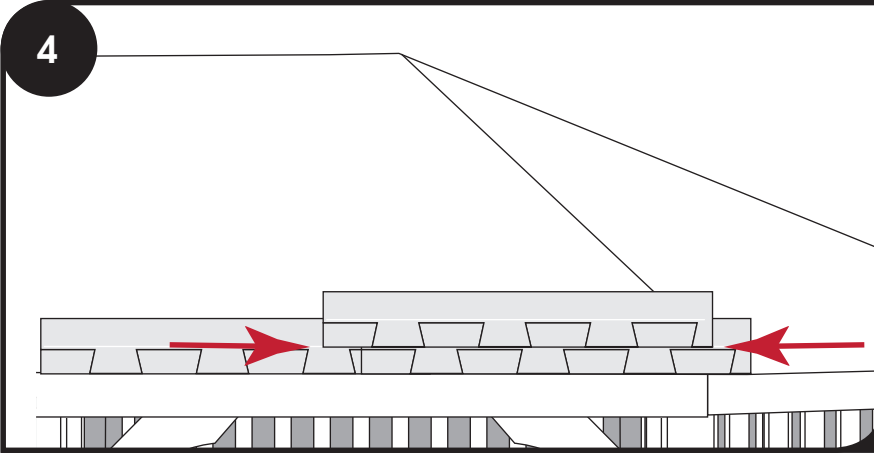
To install first row of shingles, turn shingle upside down with black tar line at bottom edge facing up and attach to roof using four $\frac{3}{4}$ " roofing nails. Place nails approximately 3" from the bottom.

3



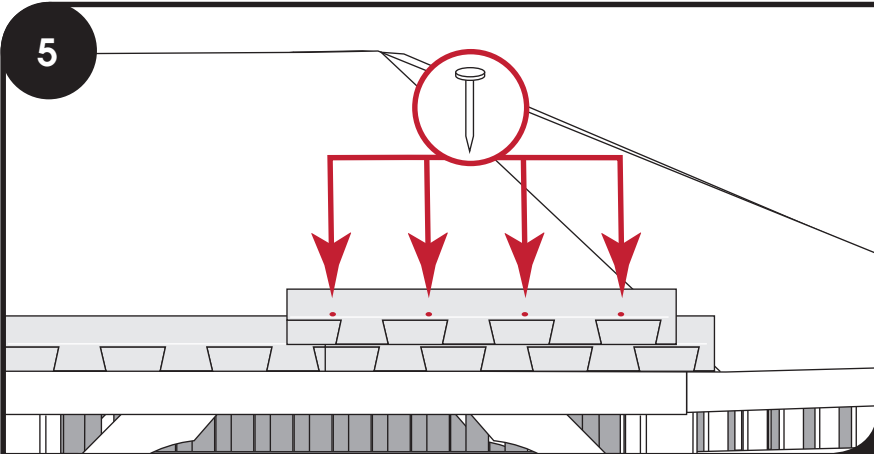
Use four $\frac{3}{4}$ " roofing nails and attach the roof through the shingle at the center line. Do not fasten below the line or your fasteners will be exposed.

4



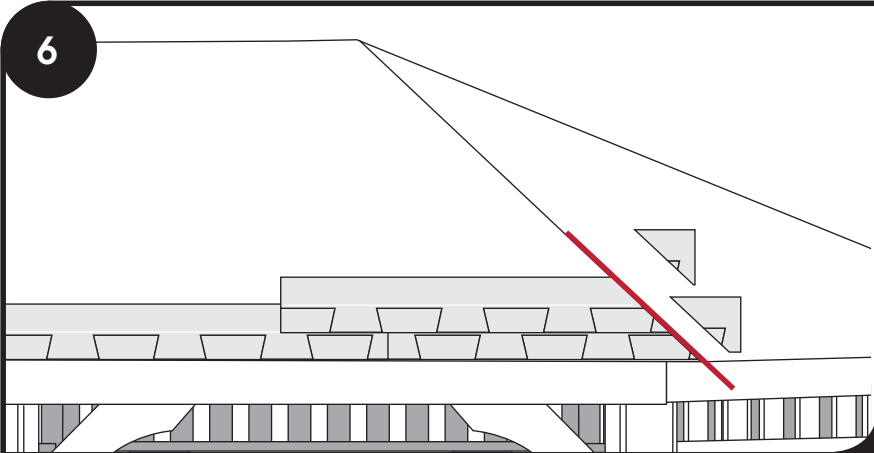
Start a second row of shingles, line up the bottom of shingle with the architectural line on the shingle below.

5



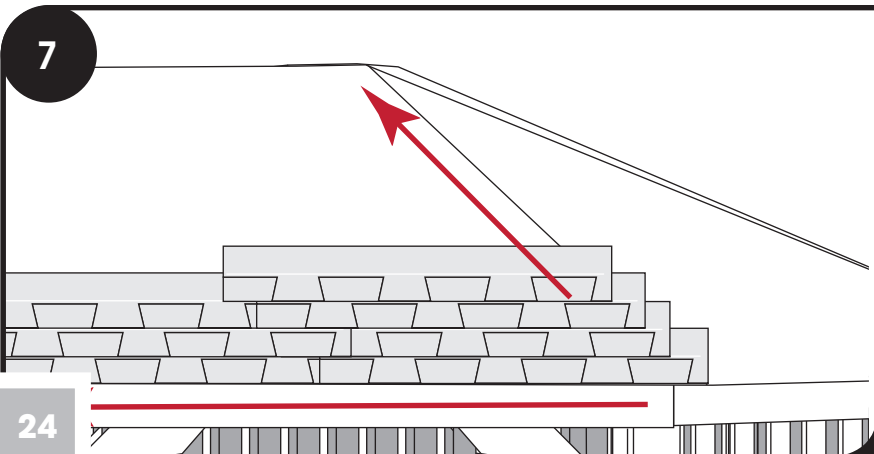
Attach second row of shingles to the roof using $\frac{3}{4}$ " roof nails proved or a power stapler. Do not use long nails or staples that protrude though the 1x6 roof decking.

6



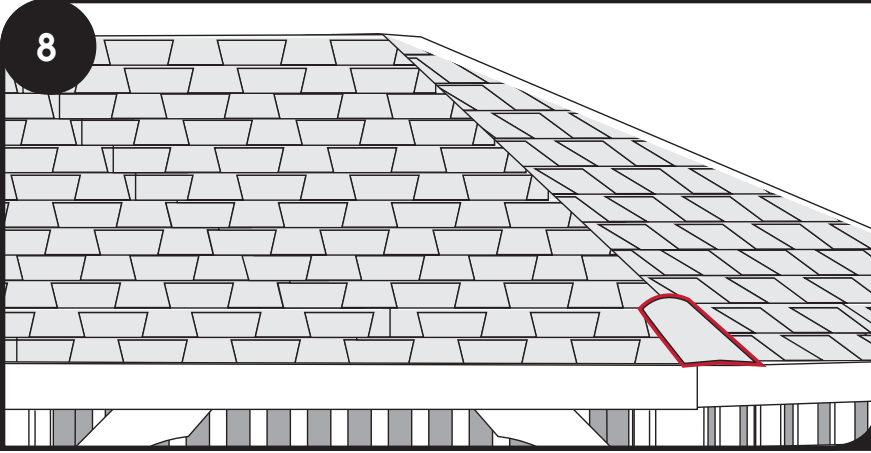
Trim corner shingles using a shingle scissor or utility knife. When using a knife, cut on the bottom side.

7



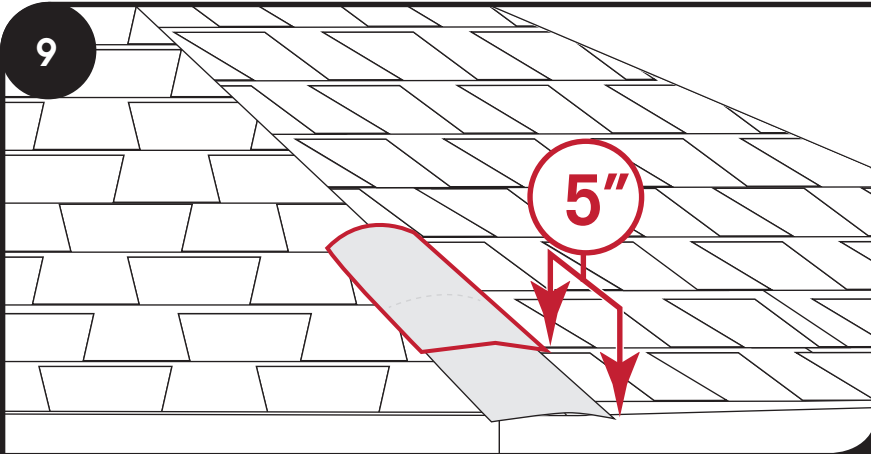
Work across then up. Continue to the top.

8



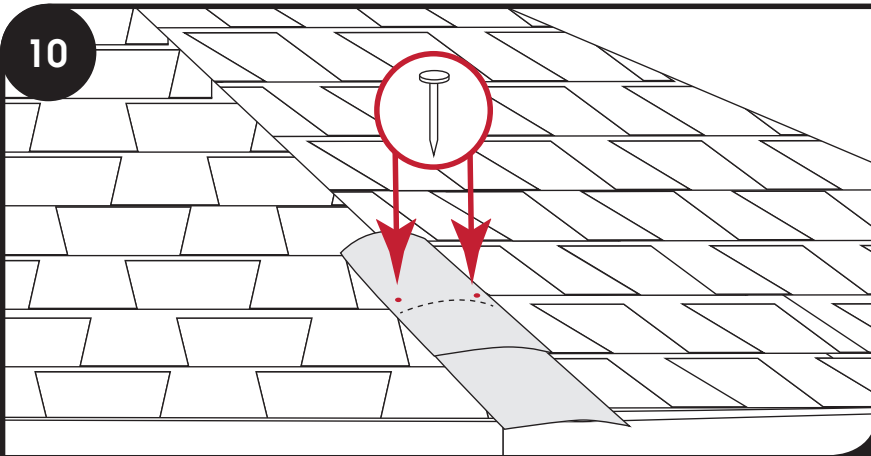
To cap the ridge, start the first capper centered on the ridge down past the corner.

9



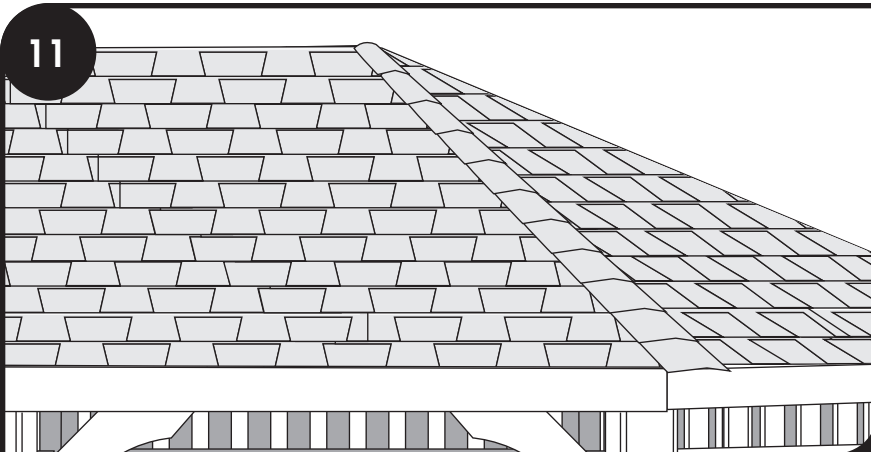
Place second capper into place. Leave approximately 5½" exposed to the weather.

10



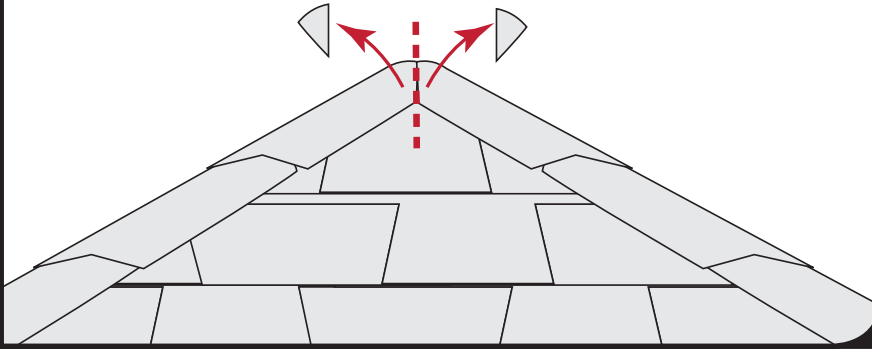
Fasten using two 1" roof nails per capper. Fasten nail through the black tar strip.

11



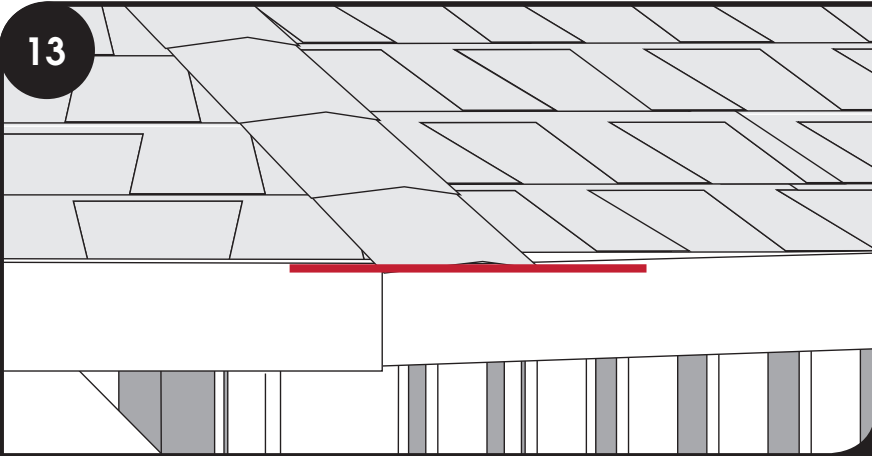
Continue up the ridge using the same previous steps. Install cappers in a nice straight row for a neat appearance from ground view.

12



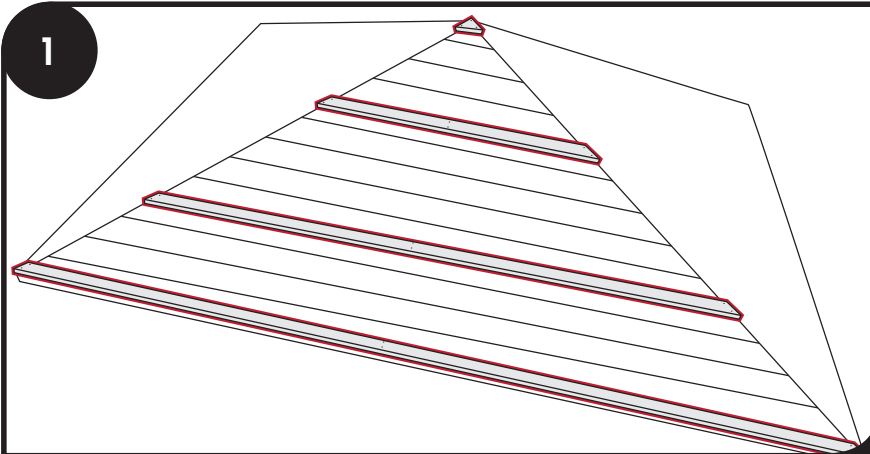
Trim shingles at the top to fit together nicely.

13



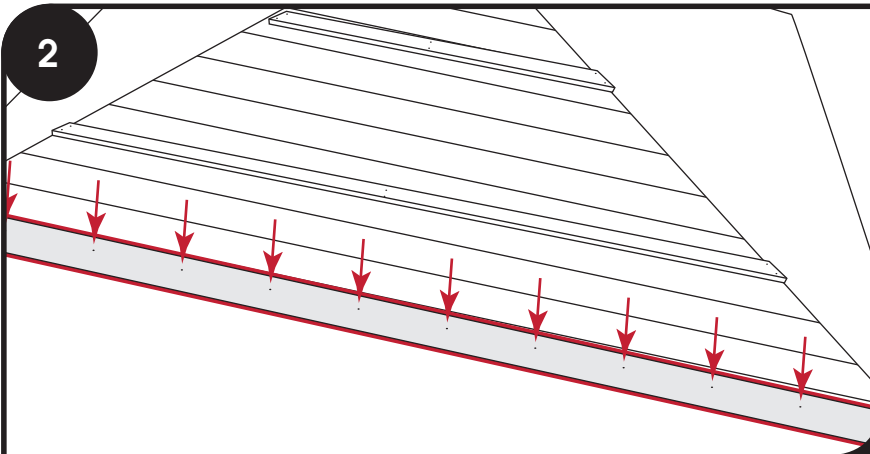
Trim the bottom edges using a shingle scissors or utility knife.

Metal Roofing



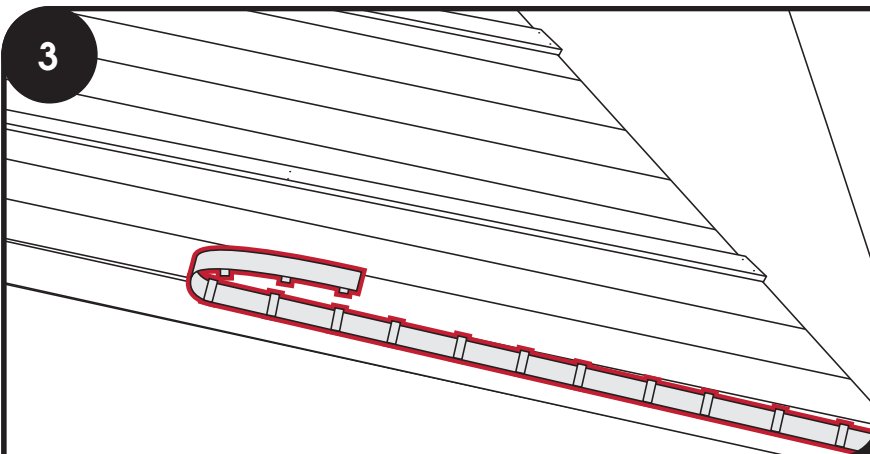
1

Fasten horizontal "roof lath" pieces with two 2" roofing nails at each rafter. Place the first piece of lath directly on top of the lowest decking board. Space each lath board roughly 20-24" apart with the longest piece placed at the bottom and the shortest piece placed at the top. (Lath boards may need to be cut to length.)



2

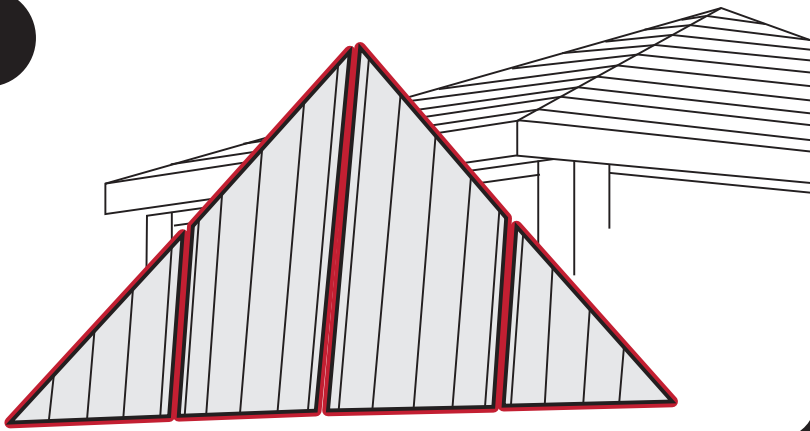
Install the drip edge over the bottom lath piece. Cut each piece to length. Fasten with 1" screws, staples, or nails every 16".



3

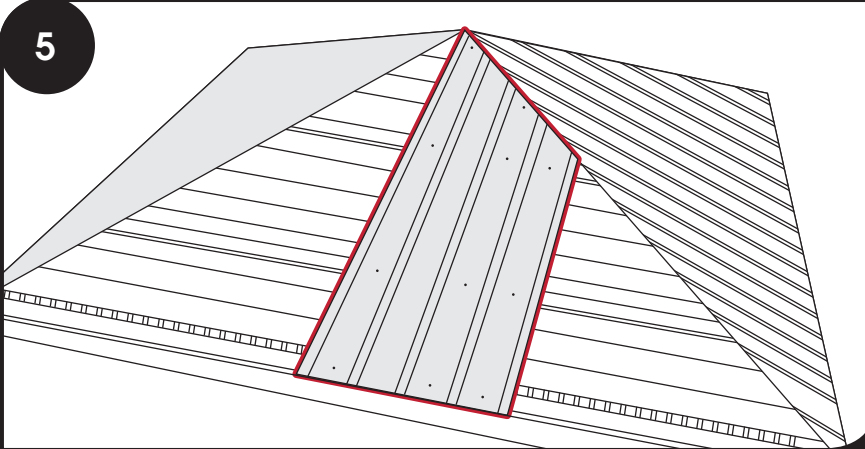
Install the ribbing roughly 1½" - 2" from the bottom of the drip edge. Do not stretch the ribbing because the grooves of the roof must line up with the ribs.

4



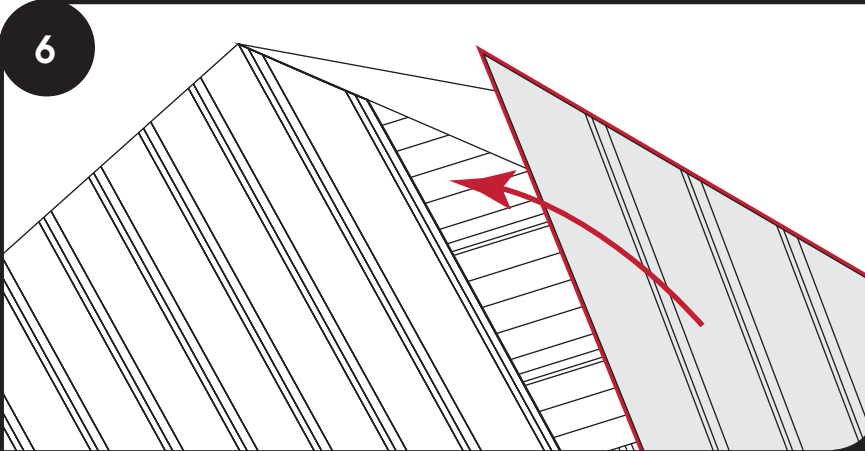
Lay out the roof tin.

5



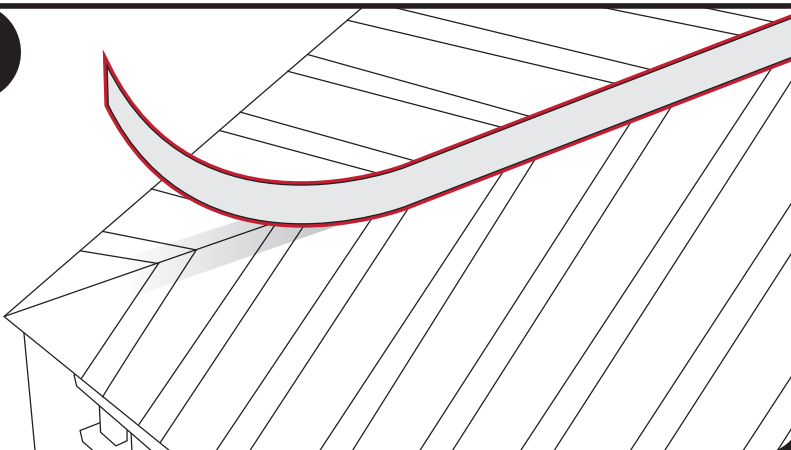
Install the tin, starting at the center and moving to each end. Ensure the first piece is installed squarely. Keep the bottom of the tin flush with the drip edge. Fasten with 1" screws. The first piece will have 3 screws at every lath.

6

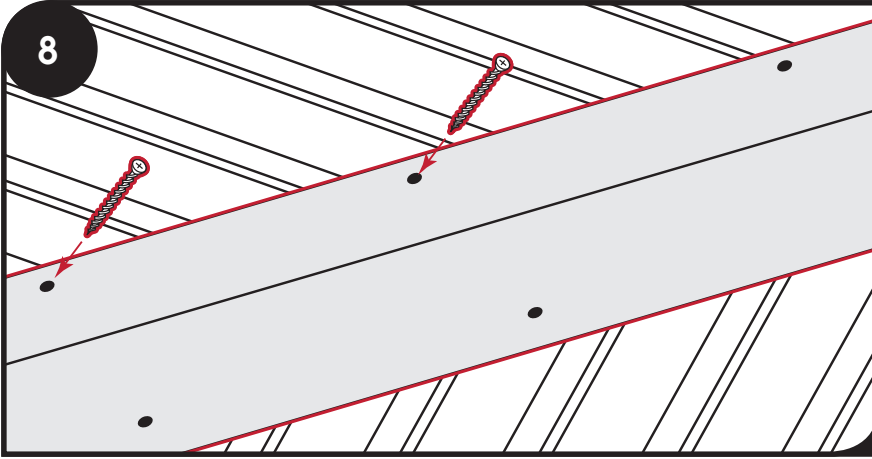


Repeat step 4 on all sides.

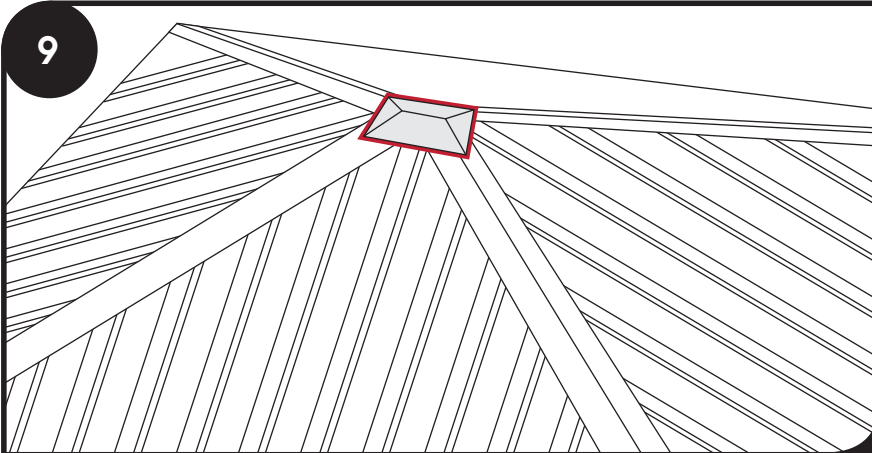
7



Peel backing off of the foam and apply foam to the tin roof. Make sure not to go wider than the hip capping.



Fasten hip capping with 1½" screws on the tall ridges.

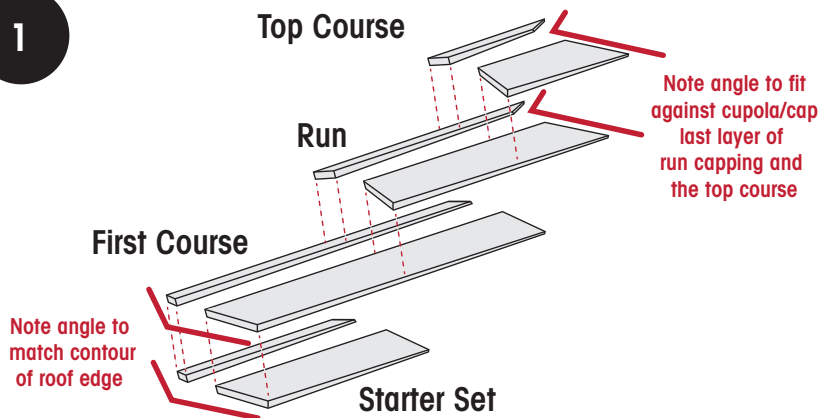


Fasten ridge cap with 1½" screw on both sides.

Installing Cedar Capping

Cedar shakes come pre-attached to roof panels. All that is needed to finish the cedar shake roof is the cedar capping.

1



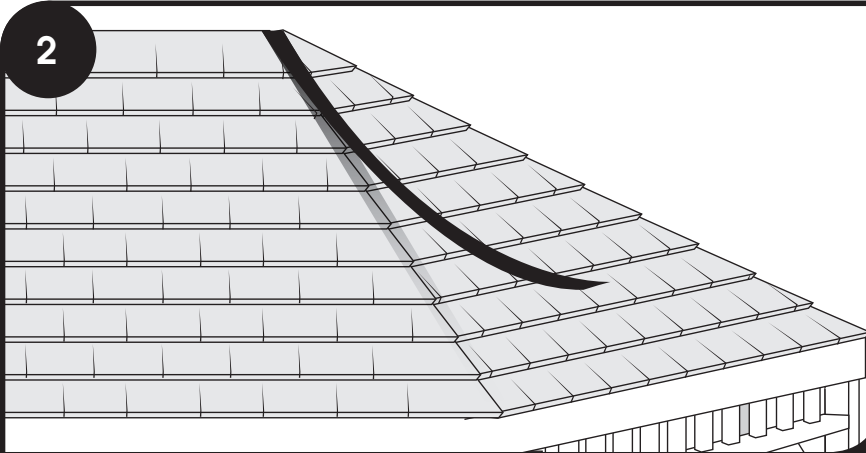
Capping Parts

There are 4 types/lengths of shake shingles. Identify each and arrange them in sets

NOTE

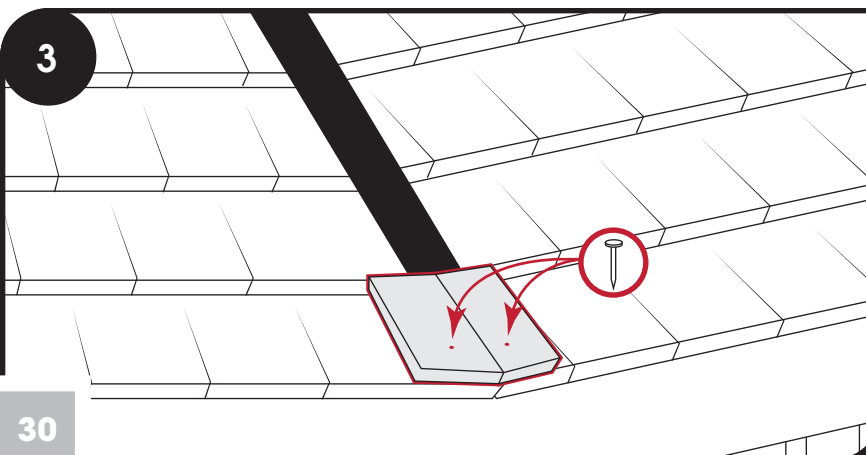
The bottom of each shingle is thicker than the top. The right side of each shingle is beveled as shown here.

2

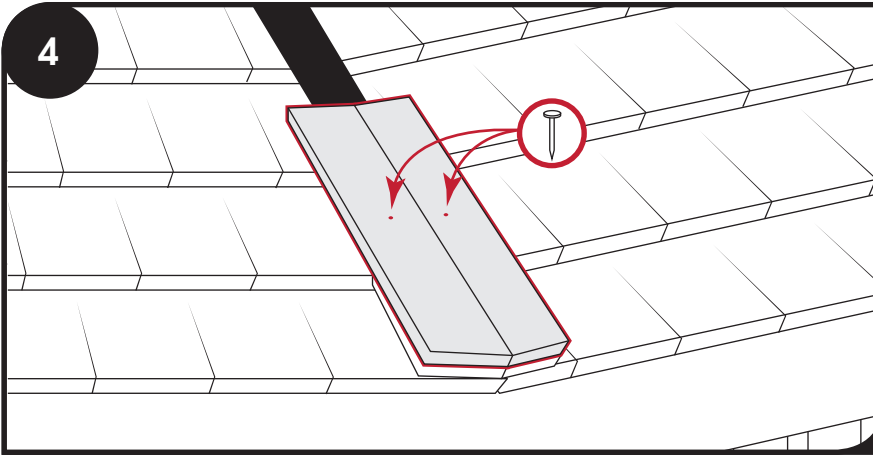


Cut a strip of roofing paper to length slightly less than the run of the roof. Staple the paper to the roof at the top to keep it in place. Make sure the paper will not extend below the first course of capping.

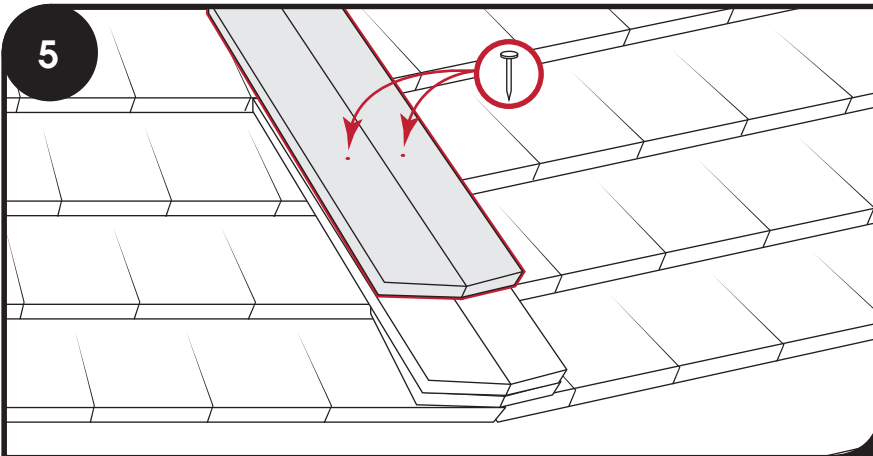
3



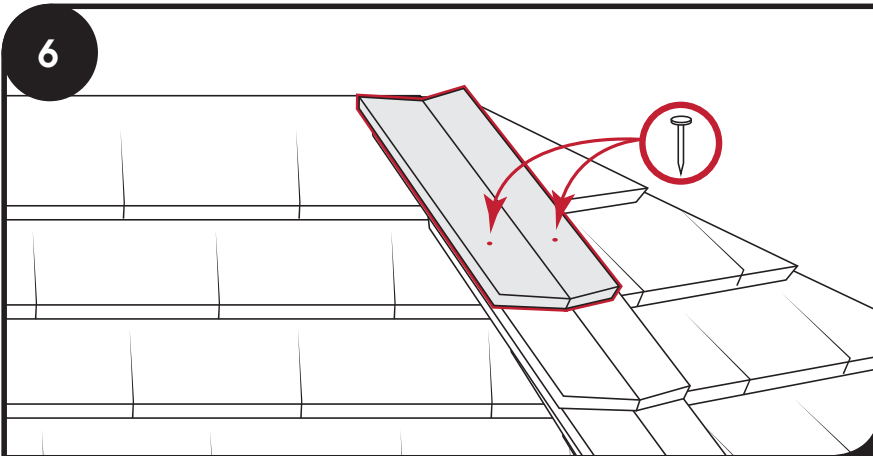
Position two starter shingles as shown and place two roofing nails 1½" from the bottom of each starter shingle.



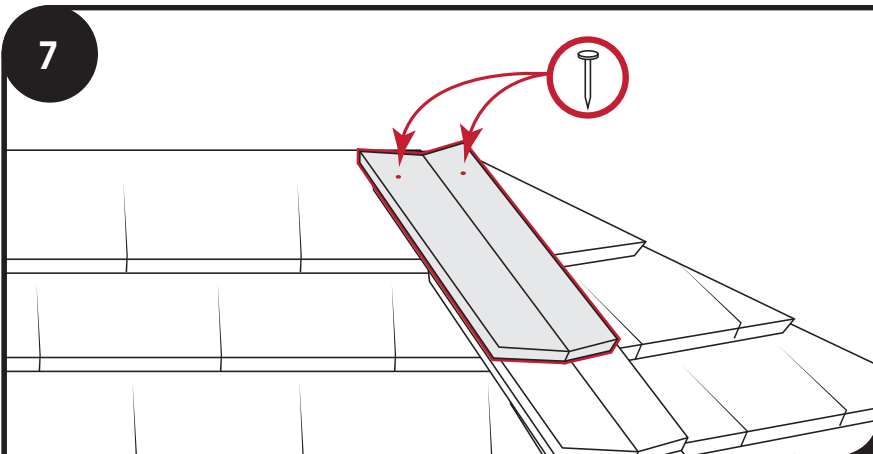
Place the first course of capping over the paper so that the bottom of the first course mounts flush and directly on top of the starter set.



Align each new course of shakes over top of the previous course making sure it is stepped and being careful to cover the nails of the previous course.



For the second to last course, use the shingles with "V" cuts at the top.

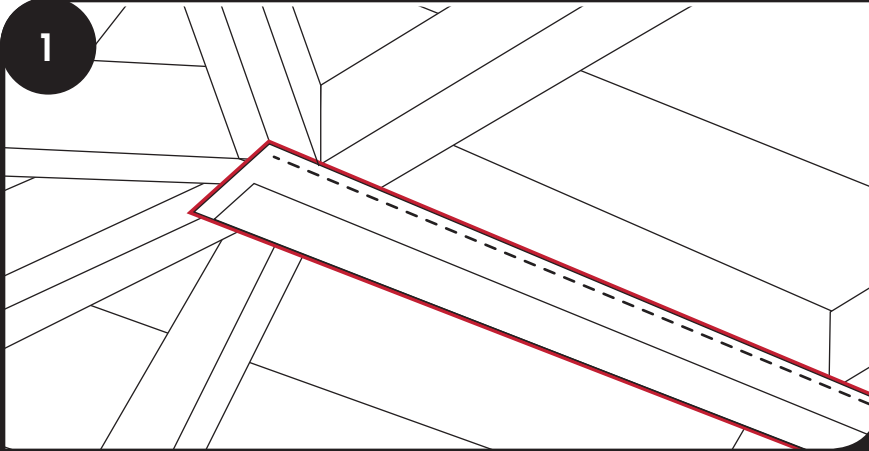


If a cupola is ordered, the top course of capping may need to be trimmed to fit against the center ring.

Repeat this process for each ridge.

Interior Vinyl Ceiling

1

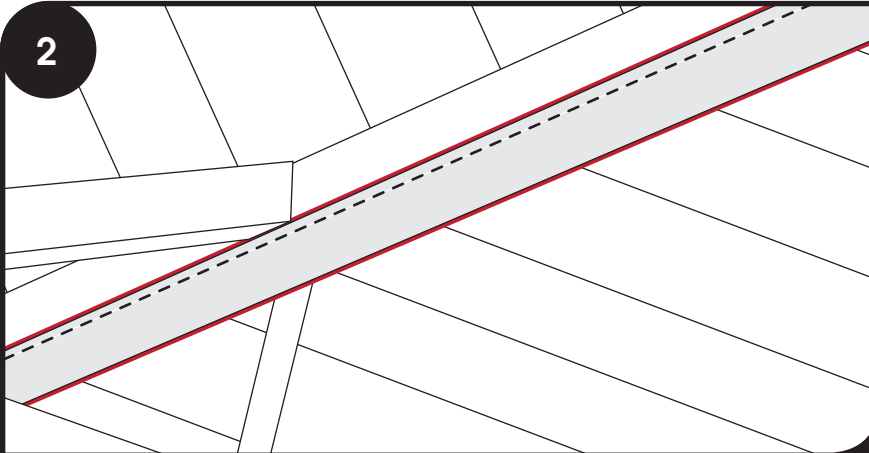


Install T Channel centered on ridge pole, using $\frac{3}{4}$ " nails, nailing every 16". Begin at ends and work inward.

NOTE

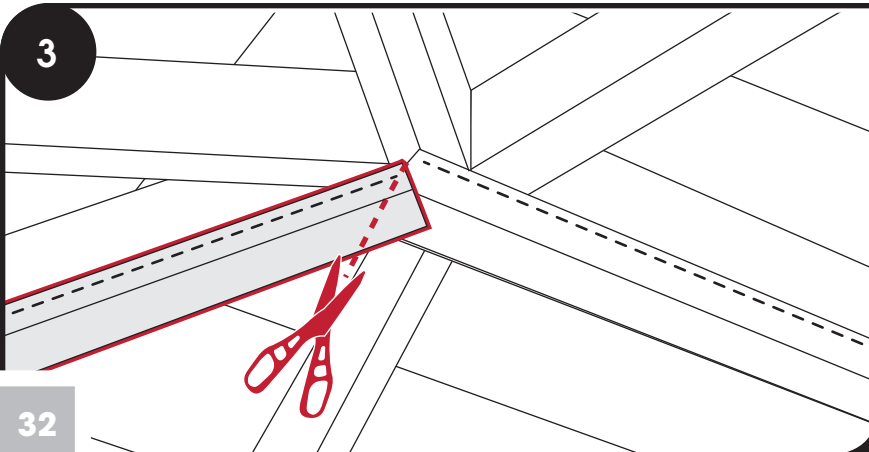
If you have a square pavilion, skip this step.

2

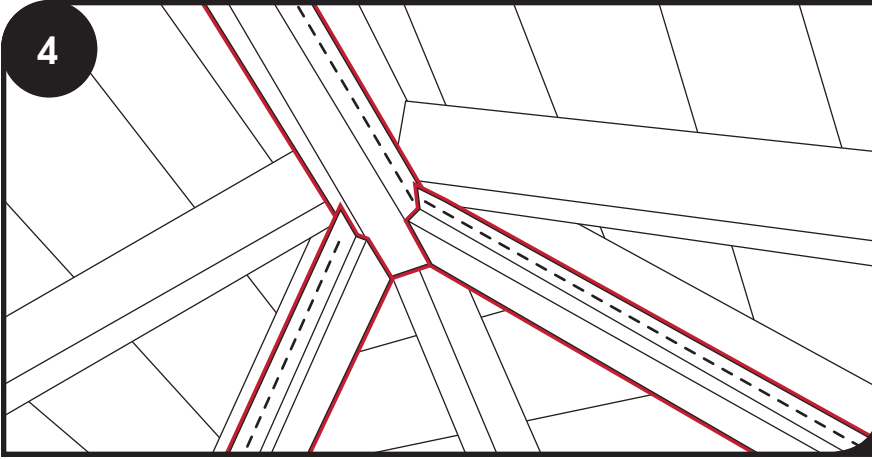


Install T channel on hip rafters. Place lower end first, fitting the T channel where hip rafter meets the plate.

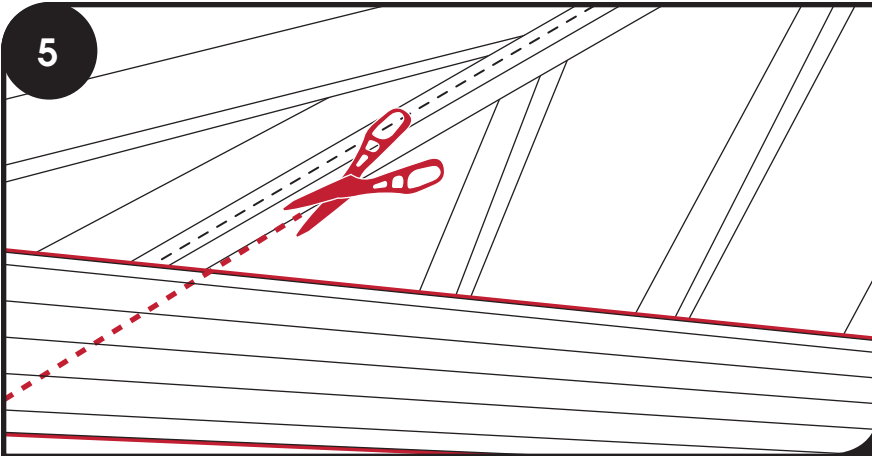
3



T channel may be longer than space provided. Hold longer end against the ridge pole T channel and mark appropriate angle, then cut to size. Center on the hip rafter and fasten, using $\frac{3}{4}$ " nails, nailing every 16". Begin at the ends and work inward.



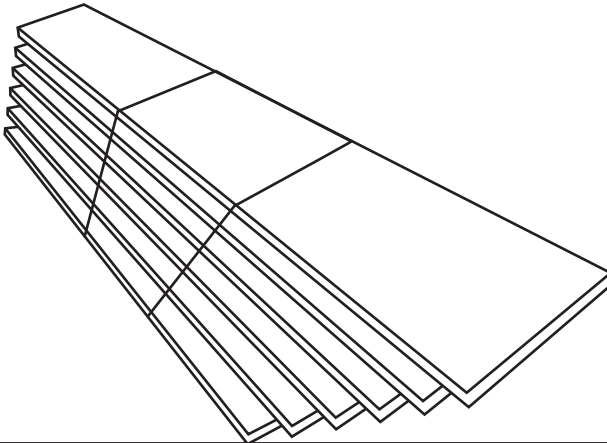
Complete step 3 on all hip rafters.



Install first piece of vinyl ceiling. If piece is longer than provided space, mark appropriate angle and cut accordingly. Be sure to measure twice before cutting to reduce gaps. Secure with $\frac{3}{4}$ " nails at each rafter. Interlock next piece and repeat last step working upward.

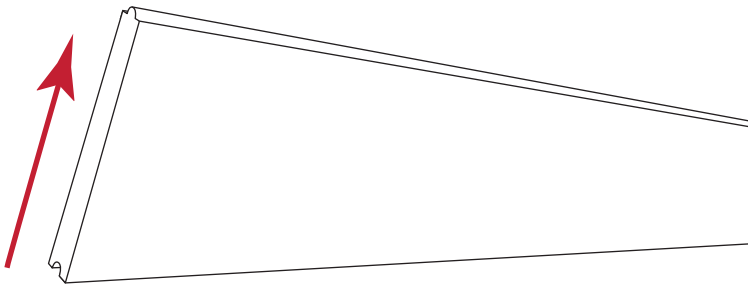
Interior Wood Ceiling

1



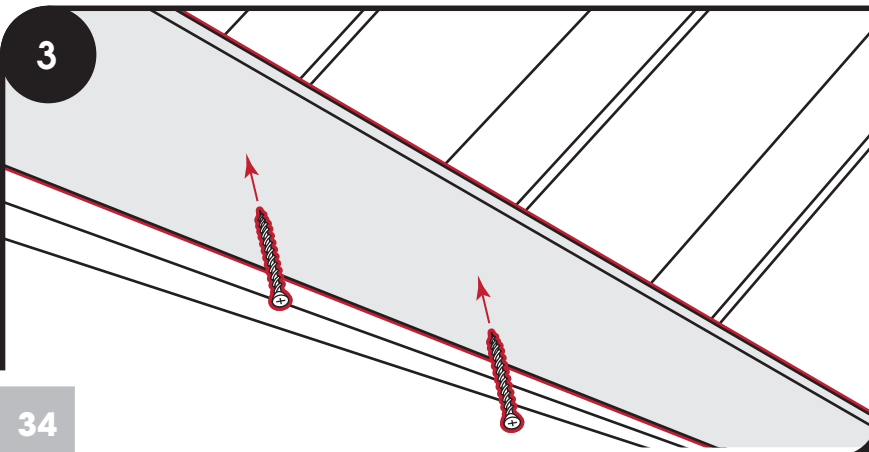
Locate the ceiling boards that are wrapped together. They will be wrapped in order — largest to smallest.

2



As you work with the ceiling, be sure that the tongue of the boards is facing upward so the groove of the next board can connect to the last and lock the boards together.

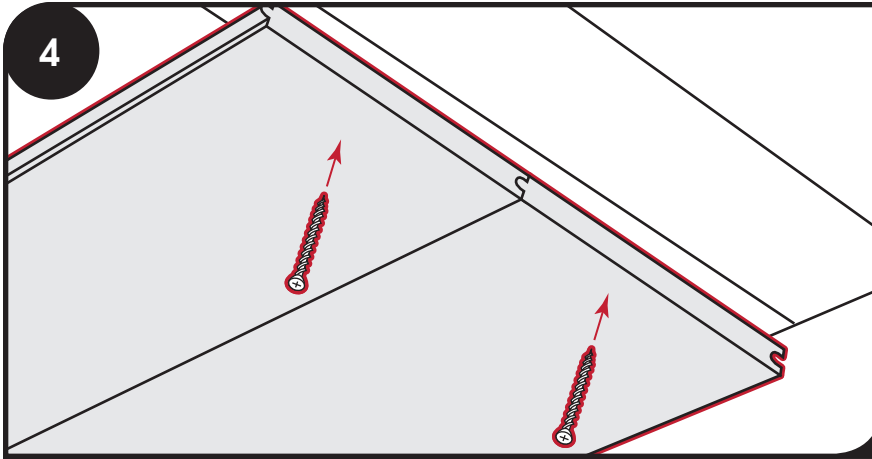
3



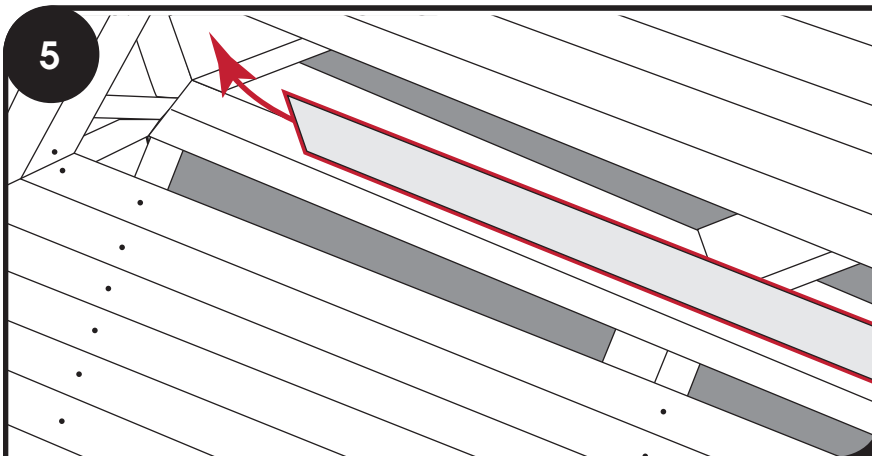
Using the largest piece, start at the bottom and work upward.

NOTE

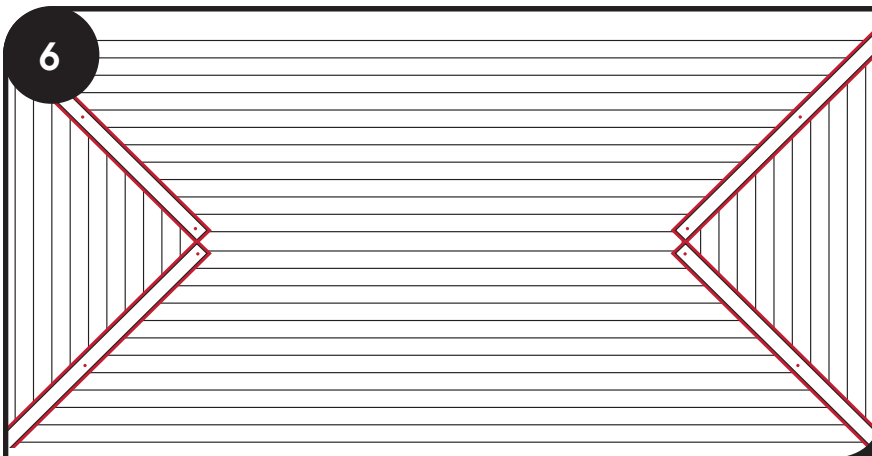
The first piece will have an angled side and a tongue side. Fasten the board with 1½" screws at each rafter.



Place the groove of the next board into the tongue of the first board. Make sure boards are flush with no gaps before continuing on. Fasten each board to the rafters using 2 1/4" trim head screws.



Complete steps 2-4 for all sides of the gazebo for all but the last piece. Hold the last piece in place and mark where the end needs to be cut. Then cut the top pieces to fit and screw them in place.



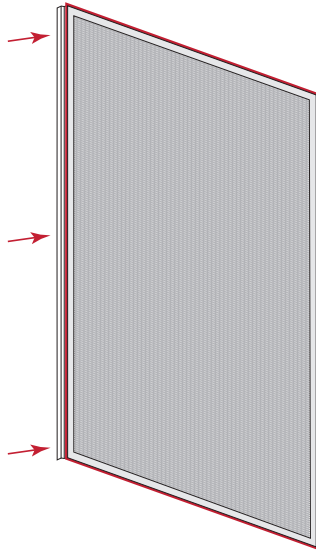
Next, install the four 1" x 3" hip rafter trim pieces. Fasten with three 2 1/2" screws. Place one screw at the bottom, one in the middle and one at the top.



You are now ready to install the 1" x 3" ridge pole trim piece. Place a 2 1/2" screw at the end, middle and other end.

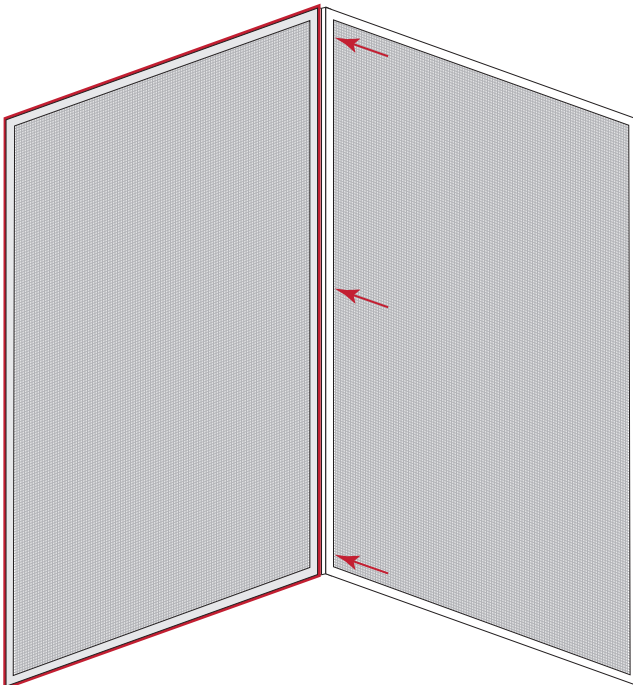
Screen Installation

1



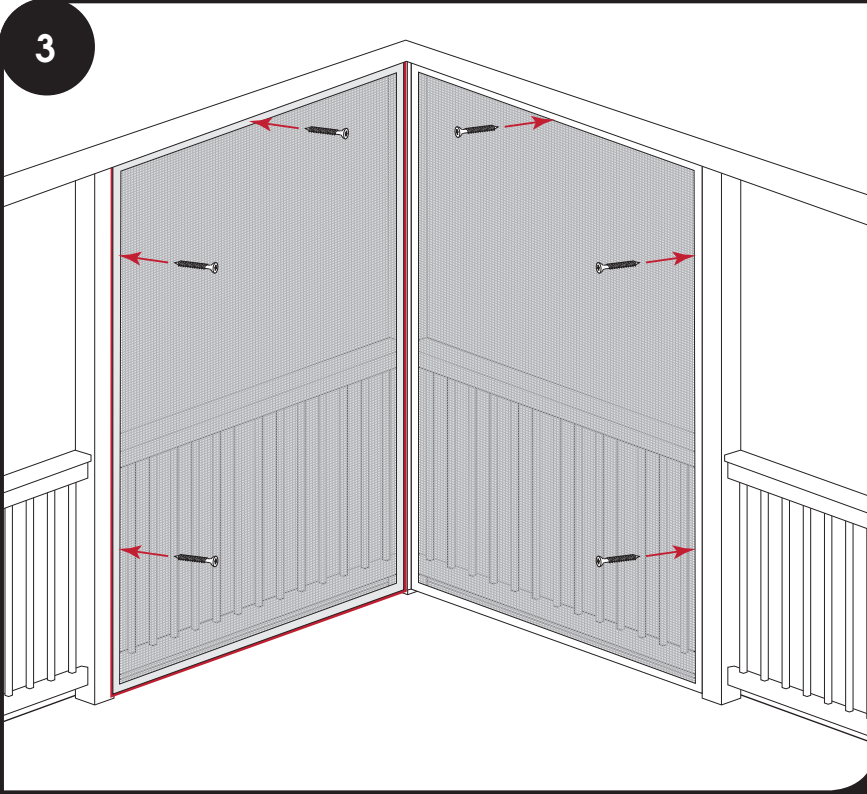
Fasten the corner bracket to one of the screen panels. This will form the first corner.

2



Attach the second screen panel to the corner bracket and the first screen panel.

3

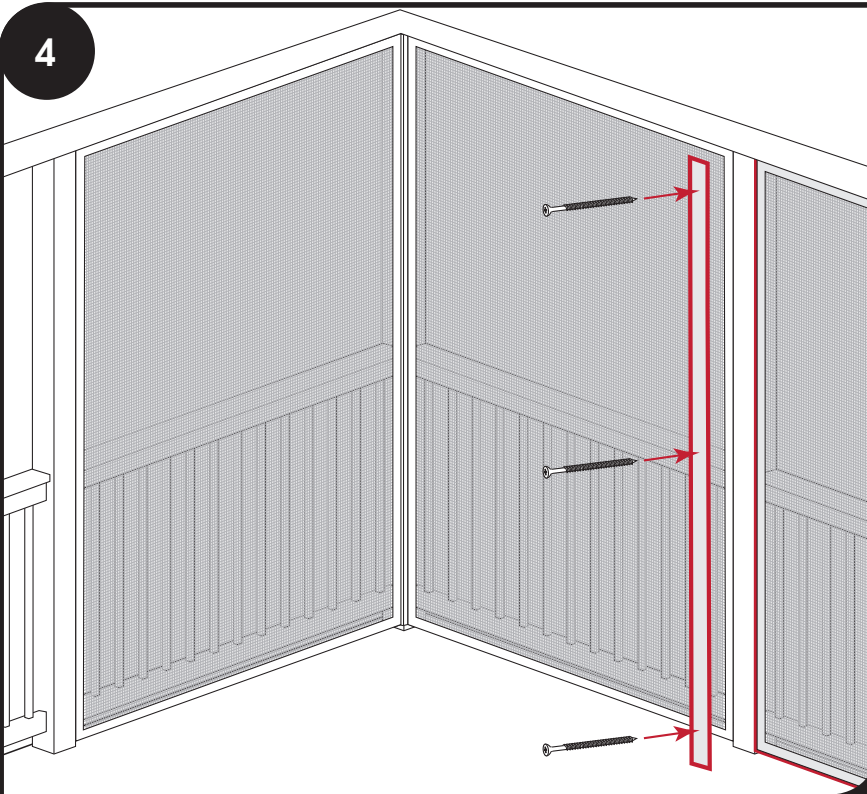


Place the two screens into the corner of your gazebo and fasten them in place using 1½" self tapping screws.

NOTE

Assemble all corners first and position them before placing straight panels in place.

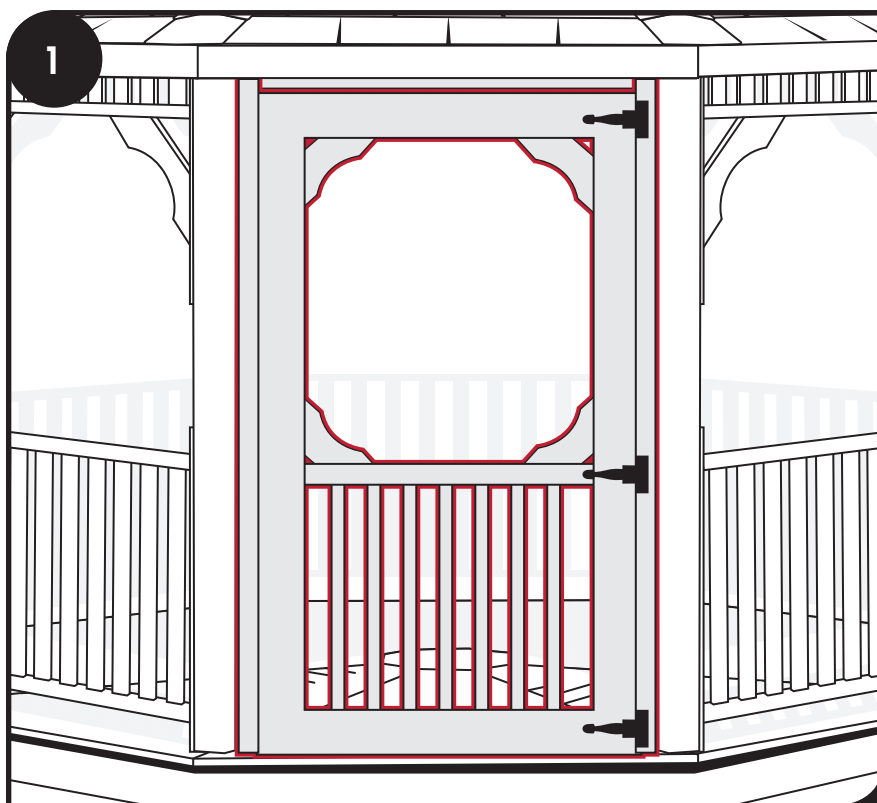
4



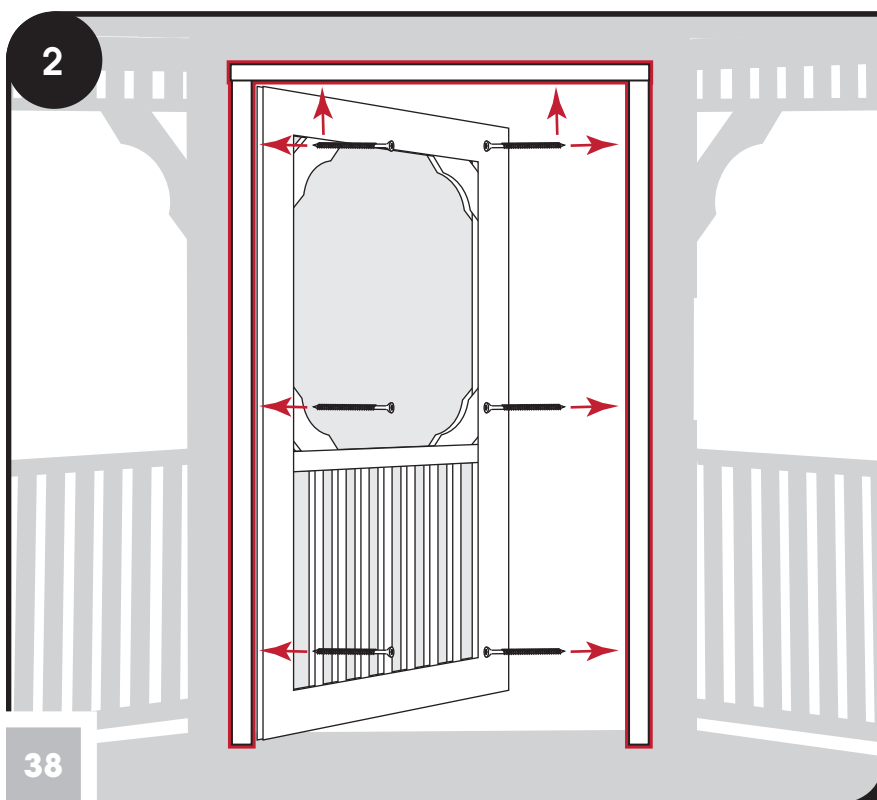
After all screens are installed - fasten finishing strip on each post with three 2½" screws (screwed directly into the posts overlapping the screen frames). No finishing strips will go in the corners.

Repeat this step with each of the supplied finishing strips, one for each post.

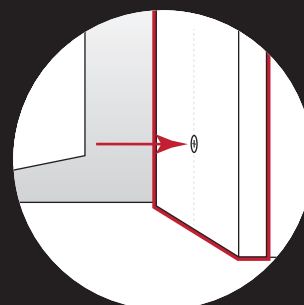
Wood Door Installation



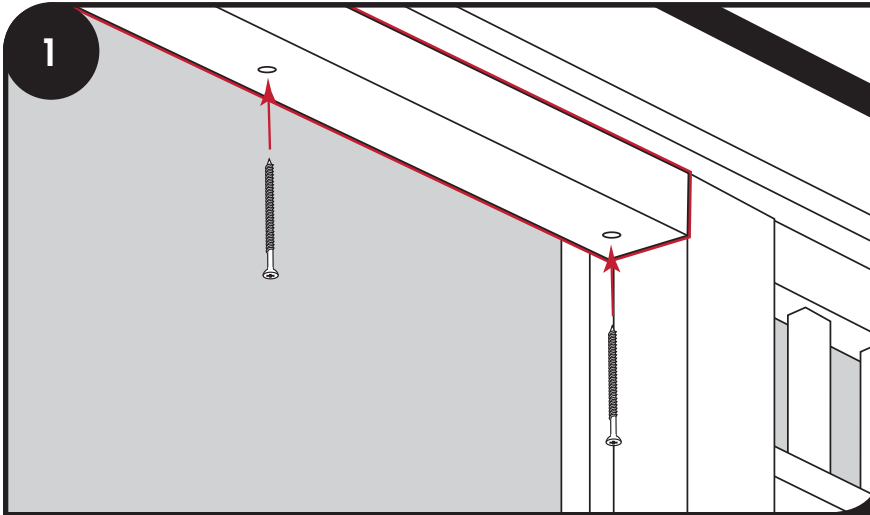
Remove bottom packaging strip and set pre-assembled door inside gazebo doorway.



From the inside of the door frame secure the door to the gazebo posts using 8 - 2½" screws. Open the door and run the screws straight into the centerline of the door frame and into the post.

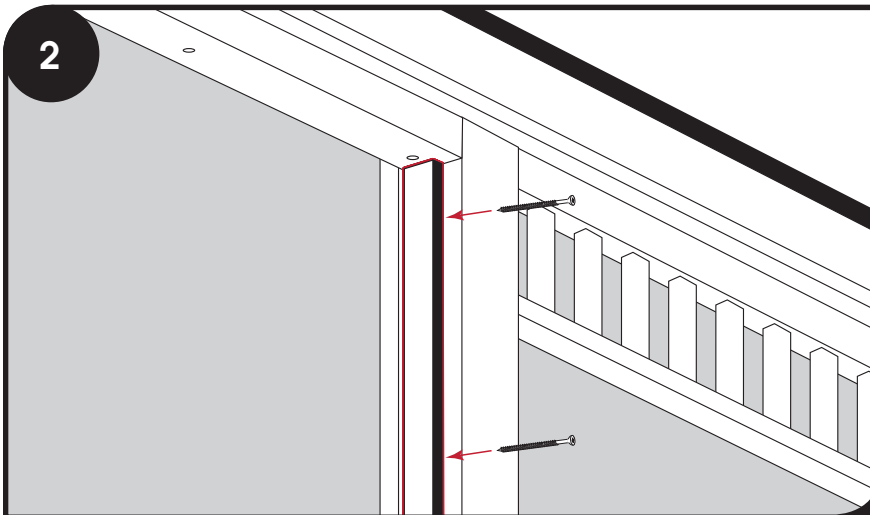


Vinyl or Aluminum Door Installation



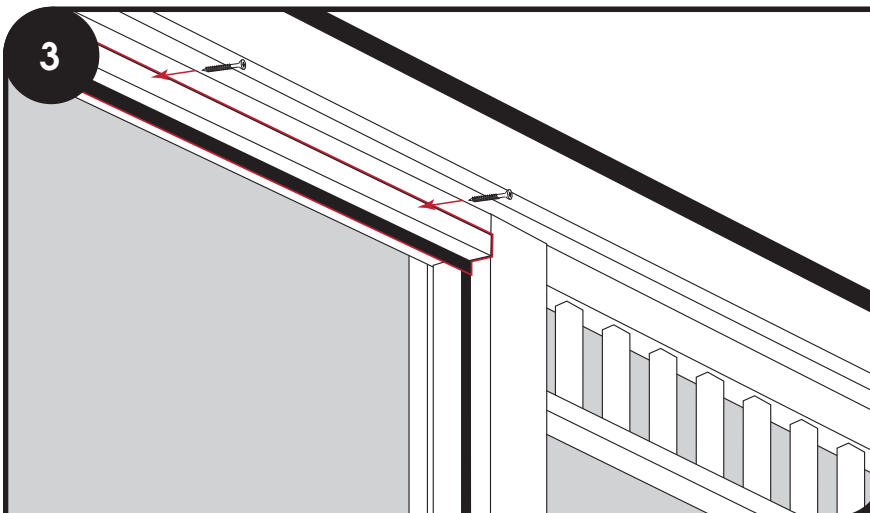
With the door header aligned with the outside edge of the post, pre-drill "through-holes" for installation.

Secure the door header in the opening using 2½" screws.



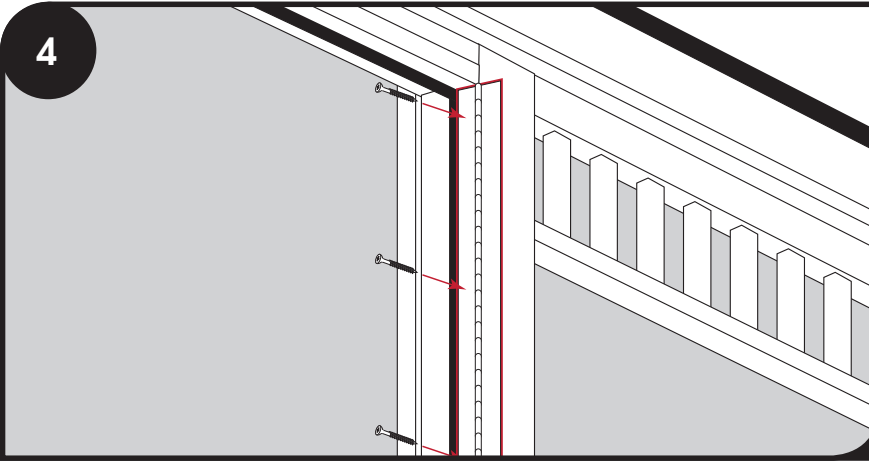
Position the hinge side weather strip, centered on the post and plumb. Make sure it sits tight against the vinyl door header.

Secure the weather strip by driving screws through the trim on the outside of the door opening. Likewise, secure the striker side of the trim



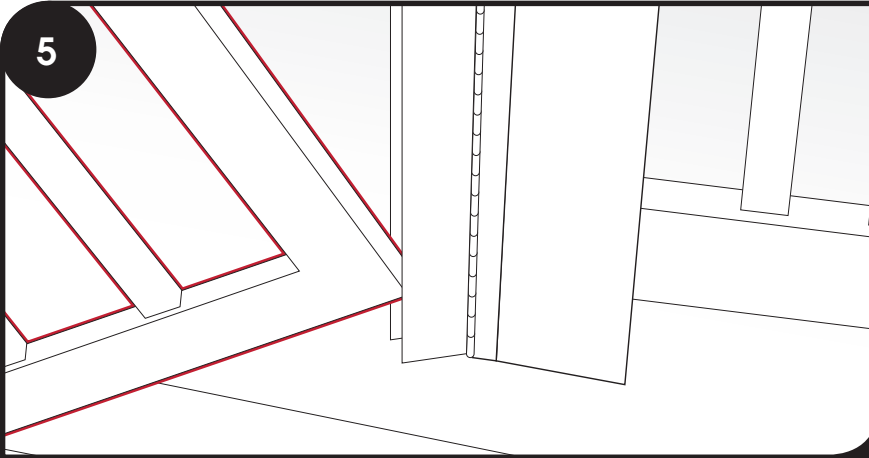
Fit the top trim in place between the two side trim pieces and secure.

4



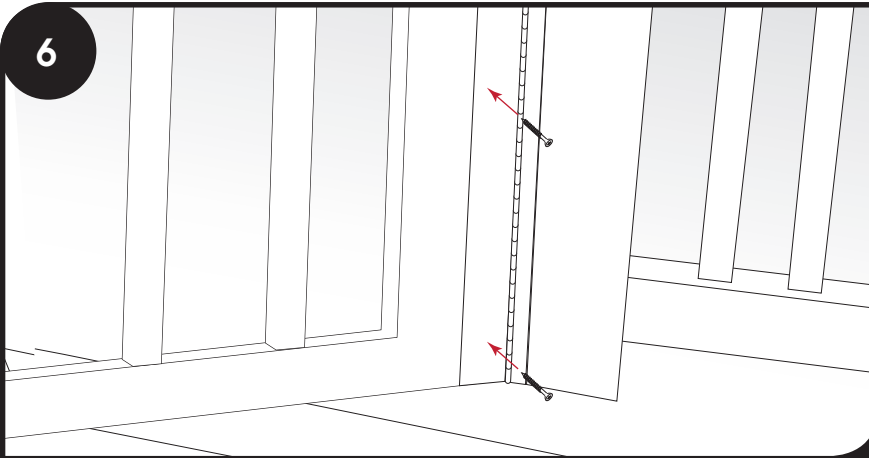
Position the door hinge for installation. Before securing the door hinge, ensure that the inside edge of the hinge is aligned with the weather strip along the length of the door. Properly placed, the door channel opens fully to the outside of the building with the hinge fully opened. Secure with the supplied screws.

5



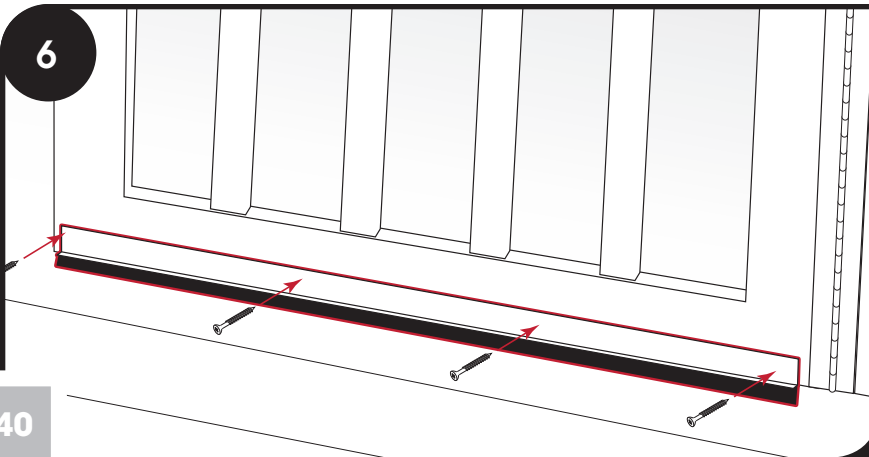
Slide the door into the door channel for installation.

6



When the door is properly positioned with a $\frac{1}{4}$ " uniform gap on the top and striker side, secure it with screws to the channel from the outside of the building.

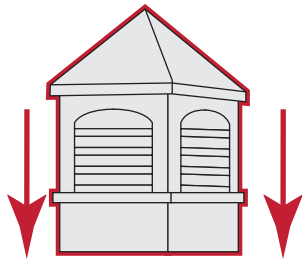
6



With the sweep resting on the deck and centered on the door, secure it with screws.

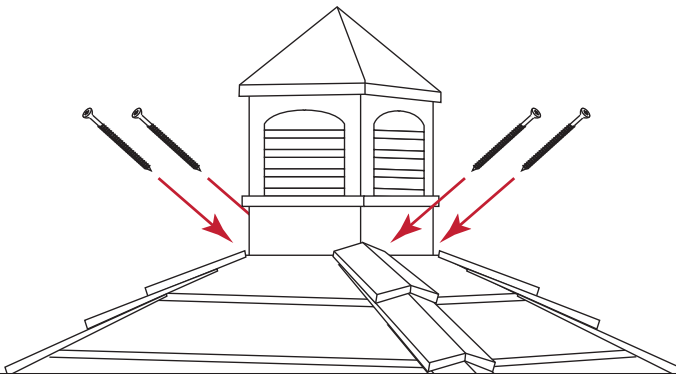
Installing a Cupola

1



You are now ready to start the installation of the cupola (if you have one). First, you will need to get the cupola on the roof and set it into place.

2



Once the cupola is set into place, drive 2½" screws from the pre-drilled holes in the cupola into the roof of the gazebo.