

**THANK YOU** For purchasing a party canopy from Waterloo Tent & Tarp. Our Canopies are easy to transport and install. We also sell new and used canopies!

## Directions

1. Make sure the site is free from obstructions both below ground and above. Check gas lines, underground cables or other lines; and remember to check overhead for adequate clearance of branches and power lines.
2. Spread the canopy flat on the ground in the desired location, pulling the corners square.
3. Pull the ropes out perpendicular from the edge of the canopy (see diagram).
4. Place stakes in the ground at each rope location about 6 feet from canopy edge. Loop the rope over each stake. (see diagram).
5. If your poles are 2-piece, slide them together now and place the four corner poles into the canopy with bottom ends pointed slightly inward toward the center of the canopy. Tighten ropes around stakes.
6. Install the other side poles and tighten ropes.
7. Assemble the center pole and put it in position; tie the center pole to the rope next to it.
8. Re-tighten all ropes.

**CONGRATUATIONS!** You've done it!  
If you have any questions, call us at 319-234-4679 or 1-800-537-1193.

