

# MODULAR ASSEMBLY INSTRUCTIONS

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## **WARNING**

Assembly of this awning will require some working at height and manual handling. Injury may result if instructions are ignored.

It is the customer's responsibility to see that the awning is properly assembled, installed and taken care of. Failure to follow instruction in this manual could result in bodily injury and/or property damage.

## **For your safety**

- Ensure adequate training in the use of ladders/steps.
- Ensure all ladders/steps had been inspected before use, are in good repair and suitable for the operation being carried out.
- Ensure adequate training in the use of harnesses (if these are to be used).
- Ensure that any harnesses being used are inspected before use and that all certificates are up to date.
- Ensure persons carrying out this operation have been trained in manual handling and working at heights.
- No persons with previous medical history e.g. back or limb injuries that may be affected by the manual handling involved should be allowed to carry out this operation.
- Ensure all PPE is worn as appropriate, including hard hat, safety shoes and gloves (whilst assembling the frame work), harness if working from the roof of the vehicle.

## **Precautions**

- Ensure the ground is level and that there is no risk of sinkage. (Vehicle wheels may need to be mounted on wood if the ground is loose.)
- Ensure vehicle wheels are chocked to prevent movement.
- Ensure the awning can be anchored securely in challenging weather conditions.

**PLEASE READ INSTRUCTIONS CAREFULLY BEFORE ASSEMBLY – RETAIN THIS  
MANUAL FOR FURTHER REFERENCE**

## POLE LIST & AWNING LAYOUT

Please check parts against the appropriate pole list / design plan before assembling the awning. The first time you assemble your awning you may want to layout the poles in line with the plans to familiarize yourself with the contents. Check that all parts are present and fixings are undamaged before assembly.

## ASSEMBLY

### **Warning**

- Whilst every effort has been made in the manufacture of this awning to remove any sharp edges.
- You should handle all components with care and wear gloves to avoid accidental injury during assembly of the framework.

### **Tools required**

- 19mm ring spanner or socket wrench
- 17mm ring spanner or socket wrench x2
- 13mm ring spanner or socket wrench
- A peg hammer



### **Assembly**

- Please read all instruction thoroughly before proceeding.
- Locate a large level area in which to set up the awning.
- Please refer to the pole list and assembly instruction as necessary.
- Assembly of the awning involves some large components; it is advisable to have an adequate number of people available to assemble it.

## 1. STEP 1 - POSITIONING

Find a clean level area with firm ground to prevent sinkage of the vehicle.

Where necessary boards can be placed in front of each of the vehicle wheels and the vehicle rolled forward onto these boards. (Ensure all vehicle wheels are evenly supported on the boards) Once the vehicle is in position and the working area is clear the vehicle can be unloaded.



If using a floor (not supplied) this should be laid now. Ensure the floor will not restrict the securing of the awning.

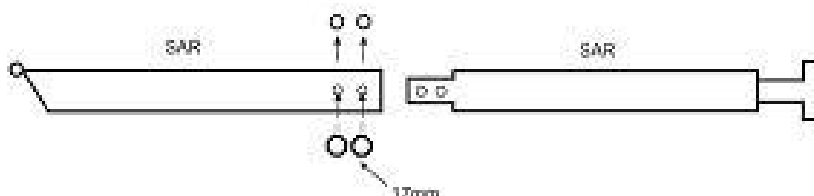
## 2. STEP 2 – VEHICLE LEGS

Vehicle legs (labelled VL) can be clearly identified from all the other components of your awning as they are backed with black foam which protects the vehicle body when fitted. Upper and lower threaded bosses have been fitted to the vehicle. The legs are fitted using the threaded hand wheel.



### 3. STEP 3 – ASSEMBLING THE ROOF

Awning roof rails (labelled as SAR) can be a solid length or may need to be joined depending on design. If required these will need to be joined together into 1 length and bolts secured with a 17mm ring spanner/socket before being attached to the vehicle.



These will be numbered as SAR1 to SAR 1, SAR 2 to SAR 2 and so.

Starting with roof rail 1, one person will need to raise up the end with the hole through, to the position of the locating bracket on the front corner of the vehicle. A second person using a ladder / roof restraint must guide this rail into the U bracket and secure with the locating pin, chain and r-clip.

The roof rail is now allowed to slope down and rest on the floor. This operation is now repeated for the remaining roof rails along the main structure.



## 4. STEP 4 – ASSEMBLING THE CORNER POSTS

Corner posts (labelled as CP) are now laid out in position.

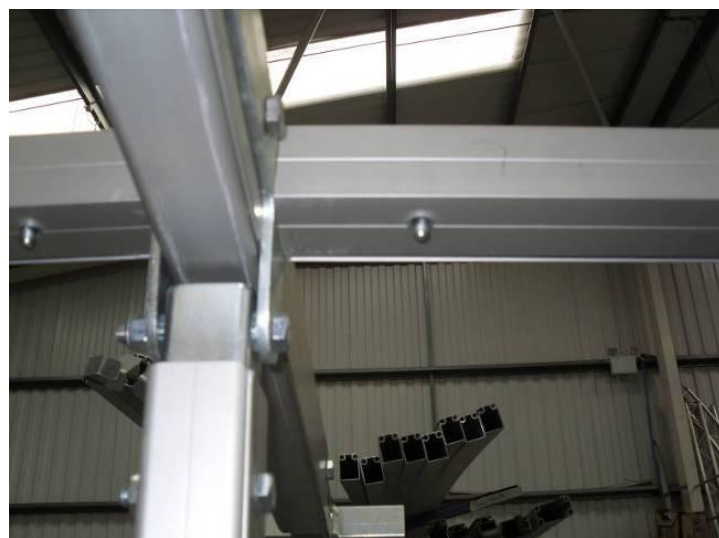


The roof rail is connected to corner post and secured using the 17mm spanners, This assembly is carried out with the parts still on the floor, repeat for each post.



## **5. STEP 5 – ASSEMBLING THE FRONT FRAME**

Front fascia beams (labelled as FF) connect between the corner posts with a spring button fixing.



Repeat this operation between all positions along the main structure.



## **6. STEP 6 – INSTALL THE ROOF SHEETS**

The roof sheets can now be slid along the roof line tracking attached to the vehicle. One end of the roof sheet will have a larger keder (piping) this is the end that attaches to the vehicle. Ensure that the D-rings are facing upwards. Step ladders or a platform will be required to do this. If installation is to be from the roof of the vehicle ensure harnesses are worn and securely anchored. 2 people will be required to carry out this procedure.

The roof sheets will need to be gathered up so that the outer most ends can be fed into the roof rail. Because of the projections and heights involved with some awnings it may be necessary to attach rope to the end of the roof sheets to assist in pulling the sheets down the rails.

Repeat this operation for each bay.



## **ONE PIECE ROOF SHEET**

For one piece roof sheets or one piece roof sheets with attached apex sheet we recommend that you do not fit the roof sheet until the framework has been fully erected and preferably when all the sheets have been installed.

## **7. STEP 7 – FIXING THE PURLIN BARS**

*Note. This step can be done prior to putting roof sheets in if you wish, but would give little or no room for tolerance when installing the roof sheets.*

Now that all the roof sheets are in position, the purlin bars can be added. Each bar has a curved end and a straight end.

Connect the curved end first into the roof rail.

Now the straight end can be connected. The roof sheet will need to be pushed up to do this. A ladder will probably be required for this operation.

Continue this for the other remaining purlin bars.



## **8. STEP 8 – LIFTING THE FRONT FRAME**

Once all the roof sheets are in position, one person will be required on each post to support and lift the frame. Raise the framework and stand it upright. Tighten all bolts.



It is recommended that fixing pegs are used to anchor the corner posts into position. The two corners of the front frame should now be tethered to the ground, to help keep the frame in position. This will also stop the roof panels from lifting the frame in windy conditions.

**Storm bars should be attached at this point especially if the awning cannot be anchored down.**

## 9. STEP 9 – STORM BARS

Fix in the main storm bars (labelled SB), these fit from the roof rail back to the vehicle. It is extremely important that the storm bars are in position at this point, to stop the awning from lifting with the wind.

**Do not** leave the awning unattended at any time without the storm bars in place. Additional bars may be required depending on design (refer to your layout plan).



Storm bars that can also be fitted now or when the frame is built are; from the intermediate leg to the next roof rail and also from the corner post to the roof rail. (Refer to plan) These bars are to stabilise the awning and stop the legs from kicking in high winds.



## STEP 10 – INTERMEDIATE LEGS

The intermediate legs (labelled IL) can now be fitted into position. These fix halfway along the side of the first and last roof rail and go vertically down to the ground.

The position and number of these legs may change depending on design size, please refer to your own layout plan.



## STEP 11 – ROOF TENSION BEAMS

Now that the main structure is in position and all supports are secured, the tension beams (TEB) can be slid onto the front edge of the roof sheets.



Rotate the tension beams and place over the tension brackets in the end of the roof rail. **Do not** tighten the bolts at this point. Repeat this for each bay. Tighten the bolts once all roofs are fitted.

## STEP 12 – INSTALL THE FRONT SHEETING

The PVC side sheets are fed into the middle of the front fascia beam (FF) through the groove in the channel and then out towards each end. Once it is in place unzip the two side zips. These zipped flaps will allow the keder to be fed down the post easily, once in place zip back up (you may find it easier to zip up when all the sheets are installed in case adjustment is required for the next bay).

Each of the canvas sheets has a pole pocket in it at the bottom. These are to slide the base poles through.



## STEP 13 – BASE FRAME

The base frame poles (labelled BF) are finished with an eyelet on both ends, these locate onto the steel bracket fitted on the foot and secured with an R clip. These brackets have a hand wheel adjuster on them so that once the sheet is installed it can be tensioned down and locked in place.



### **STEP 14 – TERRACE SHEETS AND RAIL**

Feed the top terrace sheet in following the step 12, once in place feed the terrace rail (labelled (TR)) into the removable keder strip attached to the bottom of this panel. Now fit the rail into the keyway on each post and push into place.

Fit the bottom terrace sheet by sliding the top keder into the terrace rail then down the legs (the corner post is routed out to enable this).

**Solid Panel** - Install the top terrace sheet as above and slide the keder strip into the track on the top of the panel. Fit the panel into the keyways and push down to secure. Fit the removable mudwall.

### **STEP 15 – INSTALL THE SIDE SHEETING**

The side sheeting needs to be fed into the top outer groove on the first and last roof rail, The sheet will need to be pulled along towards the vehicle so the use of ladders is necessary, once in place unzip to allow the flap to be fed down the vehicle leg outer groove. Then fit into intermediate leg (IL) or corner post (CP) following usual procedure.

### **STEP 16 – APEX SHEET AND RAIL**

Install the apex sheet following step 14. When the sheet is in place slide the Apex Rails (labelled A) along the bottom keder and secure.



## **STEP 17 – SECURE THE AWNING**

It is essential that the awning is tied or pegged down at all times to prevent wind damage.

Always use the pegs provided to secure the feet, if the ground is unsuitable then we recommend you use a rawlbolt fixing, if these fixings are not suitable then you must ensure your awning is guy roped down to an immovable object at all corners.

Never leave the awning without satisfactory anchorage points.

The Awning Company cannot accept responsibility for injury or damage to the awning or any property as a result of extreme weather conditions..

## **DISMANTLING**

1. Remove base frame (BF) and sheeting
2. Remove tension from roof by loosening the bolts
3. Remove Tension Beams (TEB)
4. Remove all storm bars (SB) and Intermediate legs(IL)
5. Remove corner posts and lower roof structure to floor
6. Remove purlin bars (TB)
7. Remove Fascia Beams (FF)
8. Remove top pin and chain fitting and slide out Roof Rail(SAR)
9. Slide out roof sheets

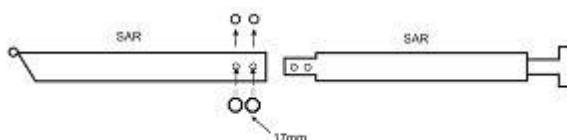
## BUILDING THE REAR & CORNER

Build the **REAR** module first following same procedures as the main.

**CORNER** - can be made up of two, four or 6 bays depending on awning size, but the principles for building up are the same. The framework needs to be in place before the roof sheet is fitted.

The following instructions guide you through the build of a 4 bay corner, layout all the poles on the floor following the pole plan issued.

1. Assemble the diagonal roof rail ensure the bolts are securely tightened with a 17mm ring spanner/socket before attaching to the vehicle.

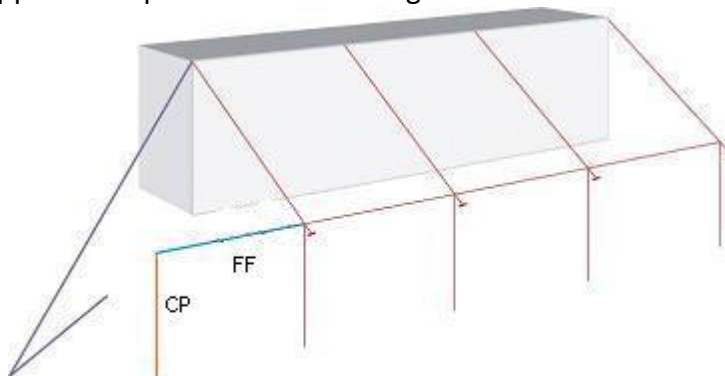


2. Attached the diagonal rail to the vehicle using the pin and chain. Allow the rail to slope down to the floor.

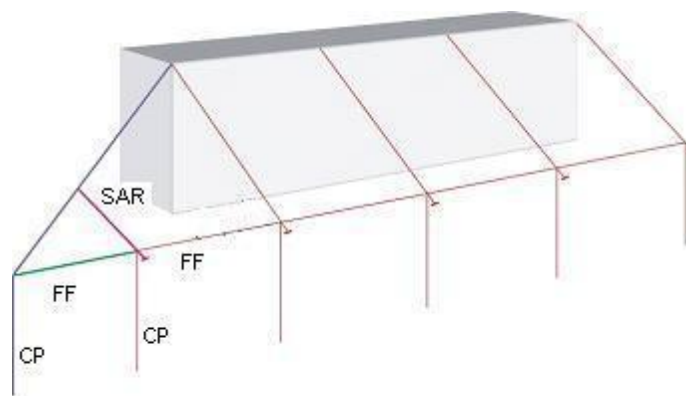




- Starting from the main awning build the next bay along by first attaching the fascia rail (FF) to the end roof rail (SAR). Next attach the upright post (CP), ensure that one person supports this post for the next stage of the build.



- Attach the corner post to the diagonal rail and lift into position. Again ensure that one person supports this post. We recommend that you fix this post to the floor.
- Now attach the next fascia beam (FF) to complete the 2 front corner bays.
- Following the pole layout plan, identify the roof rail (SAR) that attaches the centre post of the 2 new bays; this rail is shown in red on the illustration below. Fit this rail to the upright post (CP) first then bolt the opposite end to the diagonal rail.



- Build the remainder of the corner in the same way. Start from the rear module to the diagonal rail.
- Finish off by installing the Storm Bars (SB)

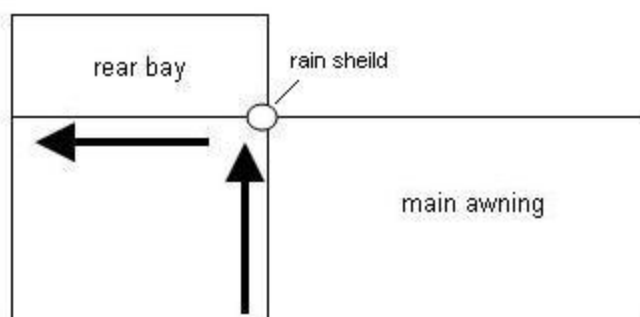
*Note: You should now have purlin rails (TB) and tension beams (TEB) remaining, these are fitted once the roof sheet is in place.*

## BUILDING THE REAR & CORNER

The corner can be made up of 1 square roof sheet or 2 triangular sheets depending on customer design.

Roof sheet(s) are fitted with the awning in the raised position, so ladders or a platform will be required.

1. Slide the PVC rain shield into the roof rail around the top/rear corner of the vehicle. This needs to be in position before the roof sheet is fitted.



2. Whilst the roof sheet is still in a folded/rolled position, slide one side up the top slot in the roof rail of the main awning.

3. Then unroll the roof so it sits over the top diagonal rail and slide it down the top slot of the rear awning roof rail.

If your awning has 2 triangular roofs then fit from front to back then down the diagonal rail. Because of the heights involved with some awnings it may be necessary to attach rope to the end of the roof sheets to assist in pulling the sheets down the rails.

4. Once all roof sheets are in position the **purlin bars** should be fitted to the underneath of the roof panels.

5. Fit the **tension beams** following same procedures as main awning. Once all the beams are in place, tighten the bolts making sure that the corner is the last one to be tightened.

## BAY EXTENSION – CAB OR REAR



Once the main awning is in place you can add the bay extension.  
 Start by laying out all poles to the plan.  
 Insert the L shape box bracket into the top of the vehicle leg (VL) already fitted to the vehicle and secure with the hand wheel.  
 One person will need to support the outer extension leg which also has an L shape box bracket fitted.  
 Secure the cross rail with hand wheels  
 Secure this outer leg to the floor where possible.



Fit the tubular bracing bar back to the truck)  
 Next fit the end roof rail (SAR) with pin and chain and drop to floor.  
 Fit the front corner post and raise framework.  
 Fit the front fascia beam (FF)  
 Fit the storm bar (SB)



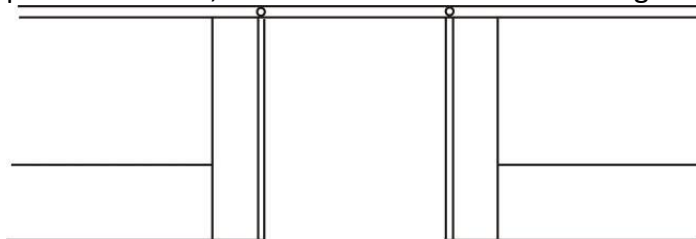
☑☑ Install backdrop sheet and base pole

- Install intermediate leg sidewall sheet and base pole
- Install front sheet and base pole
- Install roof sheet
- Fit purlin and Tension beam (TEB)
- Tighten tension bolts to secure.

## FITTING THE DOORS

Doors are supplied as a complete double glazed unit.

- The position of this unit varies depending on customer design. (Please refer to your own layout plan.)
- The door will either fit between two of the corner posts, or will come with additional posts if the distance is too great.
- If required the front fascia beam above the door opening will already have fixed bolts in position.
- If the double glazed unit comes with additional corner post rails, these attach directly to the bolts in the front fascia beam using hand wheels.
- On a door that does not fit between the standard corner posts, there will be 2 canvas sheets supplied which fit either side of the door. These will need to be slid into the Front fascia bar before the door is fixed into position.
- The door unit fits flush between 2 corner posts on adjustable feet and is fixed into position using the hand wheels through the slotted holes in the corner posts.
- **Do not** fully tighten until the feet have been adjusted for height and the door is level.
- Once the door is in position the 2 canvas sides (if required) can be slid down the corner posts as normal, and secured at the bottom using base poles.



## ACCESSORIES

### TRUSS

Enhance the look of your awning in the paddock with aluminium truss framework. From structural sections and entrance arches to simple bolt on legs. Contact us for more information.



### FLOORING

We can provide heavy duty PVC groundsheets or plastic interlocking flooring all competitively priced per square metre. Contact us for more information.



### FREE STANDING TERRACES

Create further working areas or section off interior areas with our aluminium framed free standing terraces. Custom sizes available. Contact us for more information.



When it is not possible to drive stakes into the ground or to avoid the cost of reinstatement of concrete or tarmac in the paddock, we have the perfect solutions for your awning;

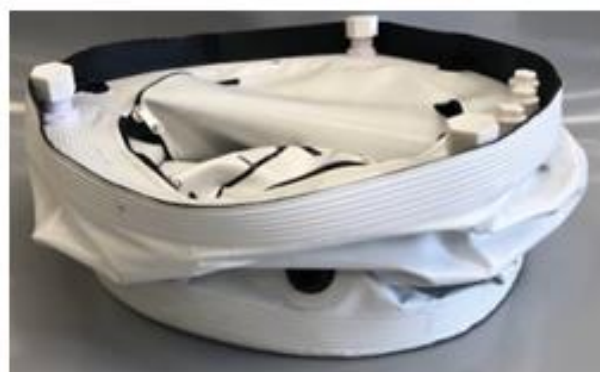
## BALLAST TANK KIT



These Collapsible tanks are filled at the top and emptied through a tap in the bottom. They come with an anti-slip 12mm thick base that mounts to the centre hole on the foot of your GH awning.

Manufactured in white pvc, the kit includes a pvc cover which is available in a range of colours to better suit your team profile and are an ideal branding opportunity.

- Structurally attached to the awning
- Aesthetically pleasing
- Easy storage



Contact our Sales Team now on 01204 544908

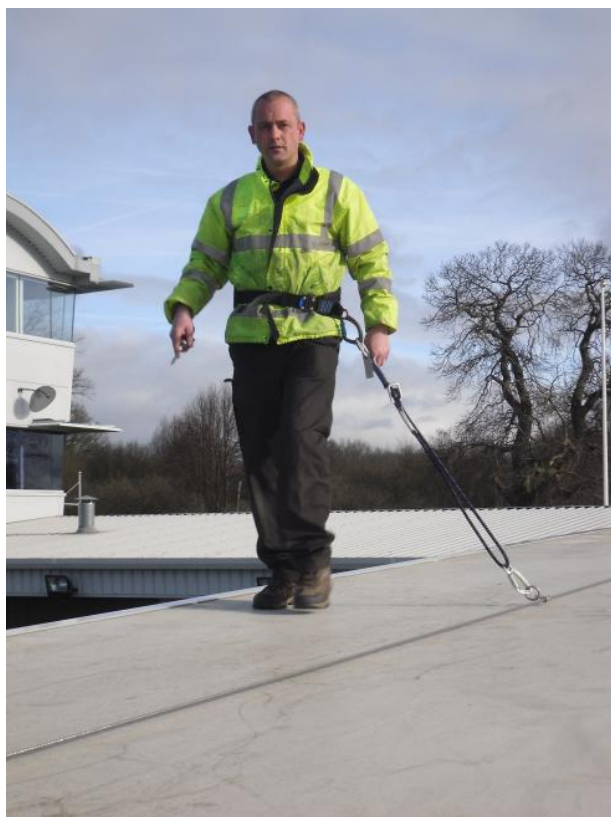
100 litres @ £120.00

225 litres @ £165.00

*All prices are plus vat*

## WORKING AT HEIGHT SOLUTION

Whilst it is always preferable to avoid working at height, the reality of erecting an awning in the paddock means it is unavoidable. The Awning Company can provide you with a permanent safety system, tailored to suit your vehicle and awning. We can factory fit or offsite fit at your premises or at circuit on one of our exclusive install dates.



### **Roof Height Safety System £680.00 with work belt and lanyard**

2 man work restraint system for fall prevention.

**Installation at premises (mainland UK) - £400.00**

**Installation at Awning Co - £ 200.00**

We can also offer a simple solution for ladder safety, with fittings utilising the 1 point harness and a strap to secure the ladder to the vehicle, as well as providing training for use of this equipment and working at height.

Contact us for more information. All prices are subject to vat.

### **Please note:**

We strongly recommend that all your staff receive training in working at height procedures and safe use of the equipment we provide.

## PADDOCK SAFETY SOLUTION

Paddock Safety Solutions is a pack that has been produced to assist Race Team managers in the development of risk assessments, emergency procedures and safe systems of work for mobile workshops and hospitality facilities, including the erection of your awning in the paddock at motorsport events.

All race teams, be they family run, sponsorship funded or professional factory supported teams are duty bound to comply with the safety standards of the circuit they are visiting and to ensure that they are safe and legally compliant in their activities at the circuit. The guide covers many of the issues you will need to consider, from point of arrival in the paddock through to the safe dismantling before leaving the site. However, this guide cannot be a one-size fits all solution and it will need to be tailored to the size and needs of your team.

All teams have a civil duty to avoid acts of negligence and in addition those teams operating as an employer or business are duty bound to comply with the Health and Safety at Work Act and the many supporting regulations. It's important to note that whilst many family or sponsored teams have chosen for financial reasons to establish themselves as limited companies this very action has exposed the teams to the duties of employees and employers under Health and Safety legislation. Collectively all the teams in the paddock contribute to the safe running of an event. Teams must ensure that both their neighbours in the paddock and the event promoters are satisfied with each other's safety procedures. The Paddock Safety Solutions guide will assist Race Teams in providing their contribution to event safety plans and prompt teams to share safety information with others.

As all team set-ups are different and venues and conditions vary, it is the team management's responsibility to ensure that ALL preparations are made Site Specific BEFORE work starts. This initial assessment must be undertaken by a competent person.

A competent person is someone that is experienced, knowledgeable and capable of understanding and overseeing the Health & Safety arrangements of the Race Team facilities and work practices.

If you need any advice or assistance with the completion of these documents, or to upgrade your package to include a visit from one of our specialists do not hesitate to contact us:

**01204 544 900    [info@theawningcompany.co.uk](mailto:info@theawningcompany.co.uk)**