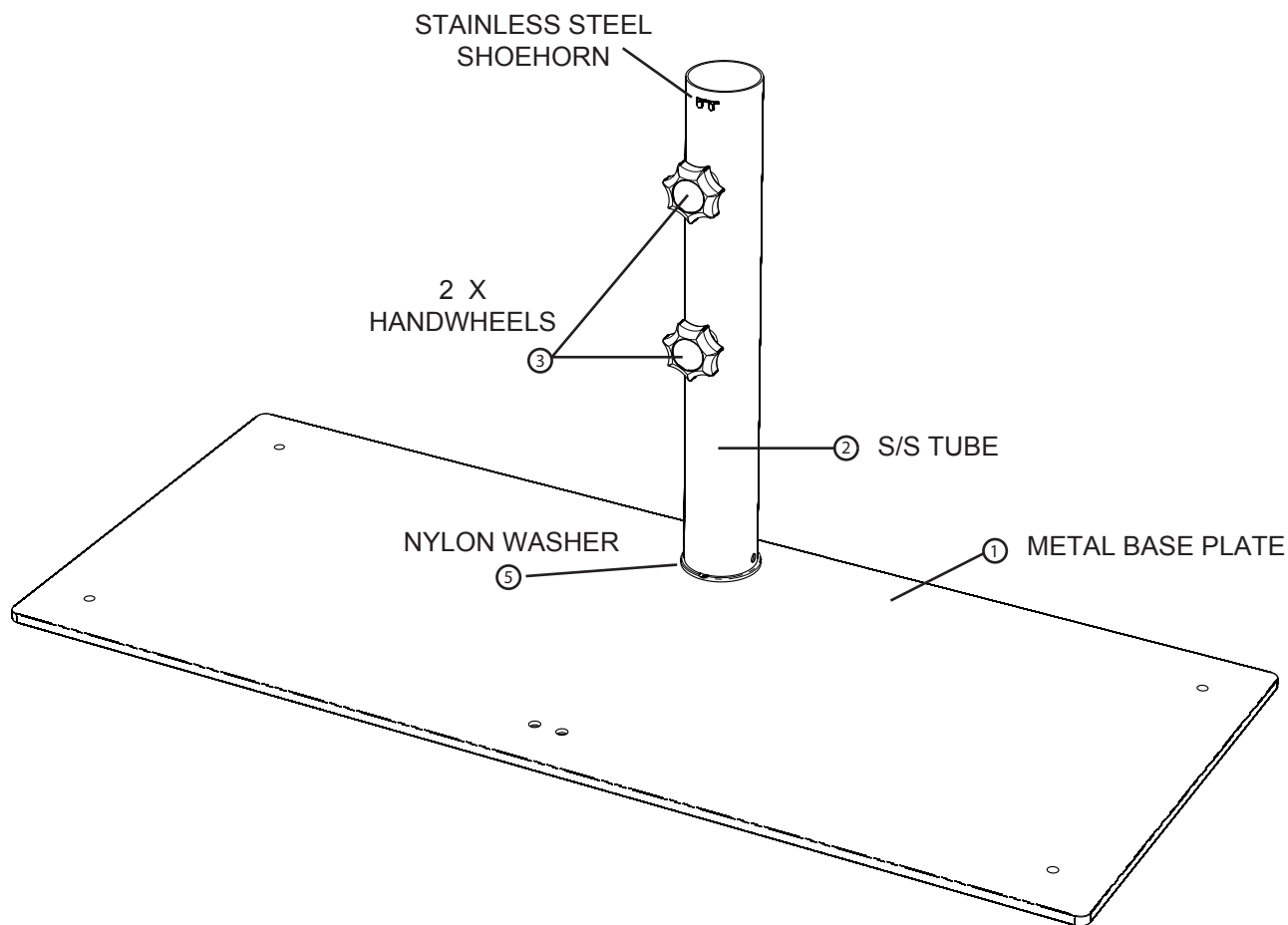
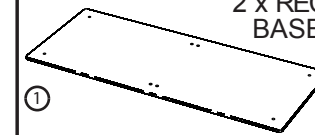


**ASSEMBLY INSTRUCTIONS:  
RECTANGULAR METAL BASE PLATES  
+ POLE TUBES**



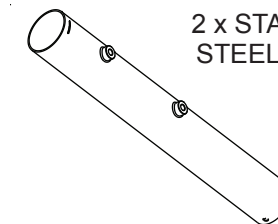
**METAL BASE BOX**

2 x RECTANGULAR  
BASE PLATES



**TUBE BOX**

2 x STAINLESS  
STEEL TUBES



1 X SHOEHORN  
(PACKED PER TUBE)



2 x FASTENING WHEELS  
(PACKED PER TUBE)



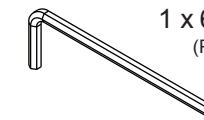
2 x COUNTERSUNK  
M10 X 35 SCREWS  
(PACKED PER TUBE)



1 x NYLON  
WASHERS  
(PACKED PER TUBE)



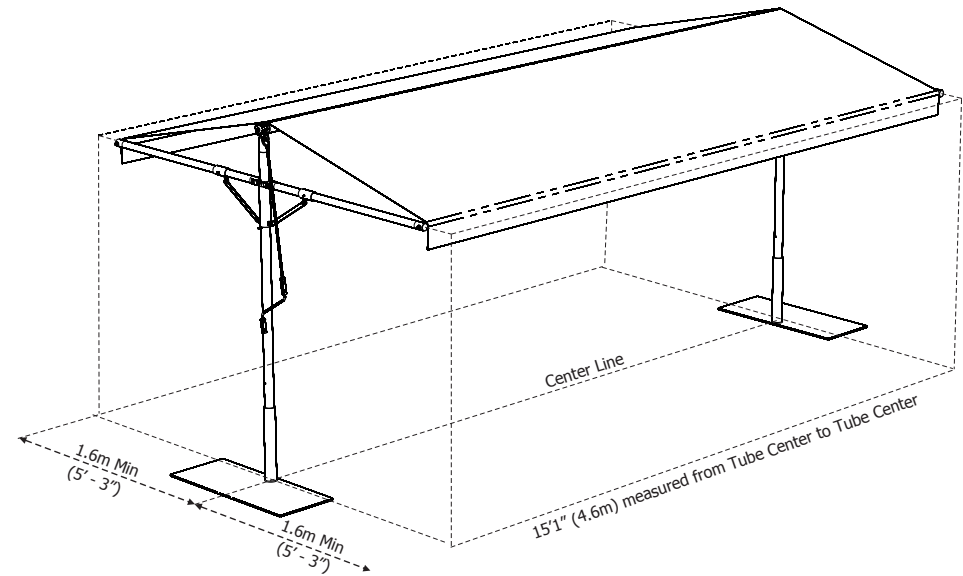
1 x 6mm ALLEN KEY  
(PACKED PER TUBE)



### POSITION THE FREE STANDING BASE PLATES

**Note:** The Papillon base plate has two sets of countersunk holes for attaching the stainless steel tube. If there is sufficient room, it is advisable to position the plates so the majority of the plate is positioned outside of the area covered by the roof structure as shown above. If there is not sufficient room, the base plates may be positioned so that the majority of the plate rests underneath the the roof structure.

- Position the base plates so the stainless steel tubes are aligned and the center to center distance between the tubes exactly matches the length of the roof structure.
- For the 15'1" roof structure the distance from center to center of the stainless steel tubes is exactly 15'1" (4.6m).
- The center line must be at least 5' 3" (1.6m) away from the nearest obstruction on both sides (in the directions the canopy opens).



#### STEP 1

**NOTE:** It is recommended to have 2 people assemble the rectangular metal bases. Remove the stainless steel tubes from the box. Observe how the nylon washers are fitted into the stainless steel tubes. Use the allen key to remove the 2 x M10 x 35 countersunk screws ④ from the bottom end of the tubes.

#### STEP 2

Use the packaging as a work surface to protect the bases during assembly. Tilt one plate vertically onto its side and hold it in place.

#### STEP 3

Attach one of the Papillon tubes ② to the base plate ①. **NOTE:** The two center holes on the **underside** of the base are countersunk so the screws will fit flush when tightened. Insert one screw through the bottom of the base and into the corresponding hole in the tube. Do not tighten until the other screw is in place.

#### STEP 4

Place the second screw through the bottom of the base and into the remaining hole in the tube.

#### STEP 5

Tighten both screws firmly with the allen key.

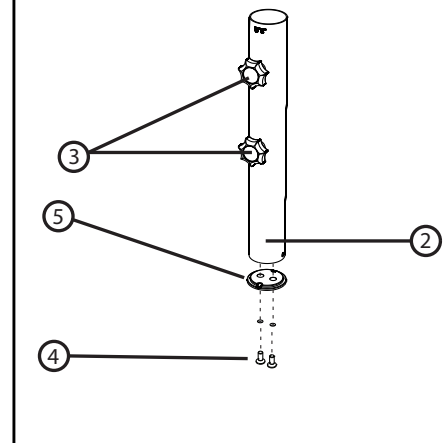
#### STEP 6

Repeat the process for the second rectangular metal base.

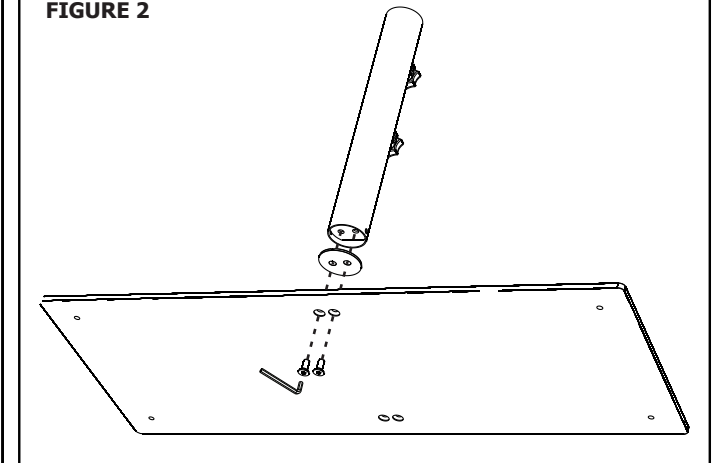
#### STEP 7

Loosen the fastening wheels from the tubes. Insert the umbrella pole in the tubes. **IMPORTANT:** Tighten the fastening wheels until the poles cannot be lifted out of the tubes.

**FIGURE 1**



**FIGURE 2**



For alternative base options please view our website  
[www.woodlineshade.com](http://www.woodlineshade.com)