

# ASSEMBLY

## Step 17

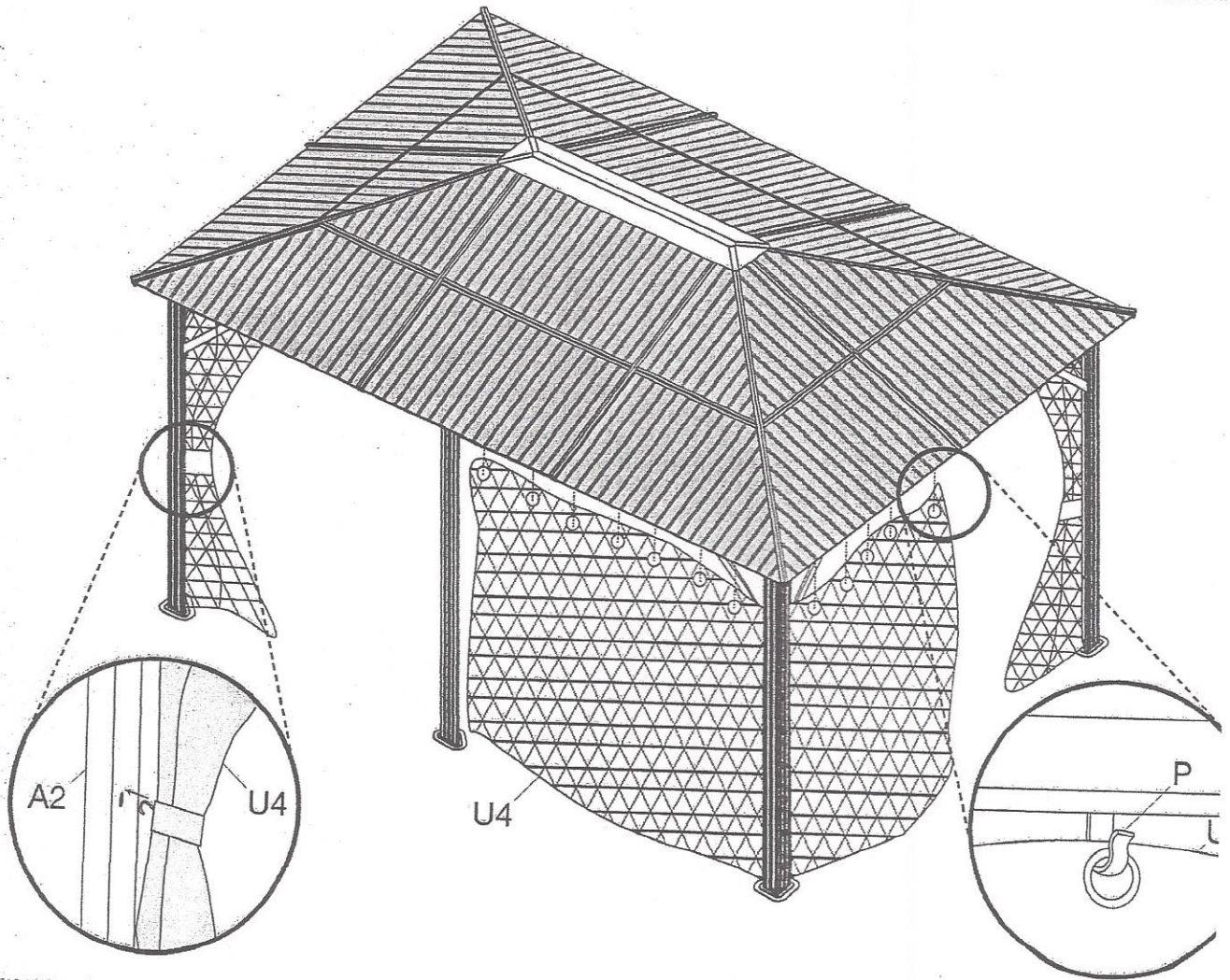
- 17.1 Install the mosquito netting (U4) along the tracks by inserting the hooks (P) one at a time into the eyelets found along the top border of the netting. Repeat for all four netting panels.

**NOTE:**

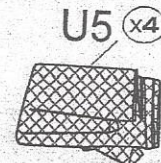
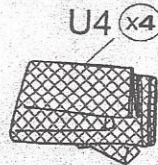
The netting should be installed starting in the middle of the 16 feet side of the unit, wrap around the inside of the post, and finish the installation in the middle of the 12 feet side of the unit. The zippers to close the netting will therefore meet in the center of the each side of the sun shelter.

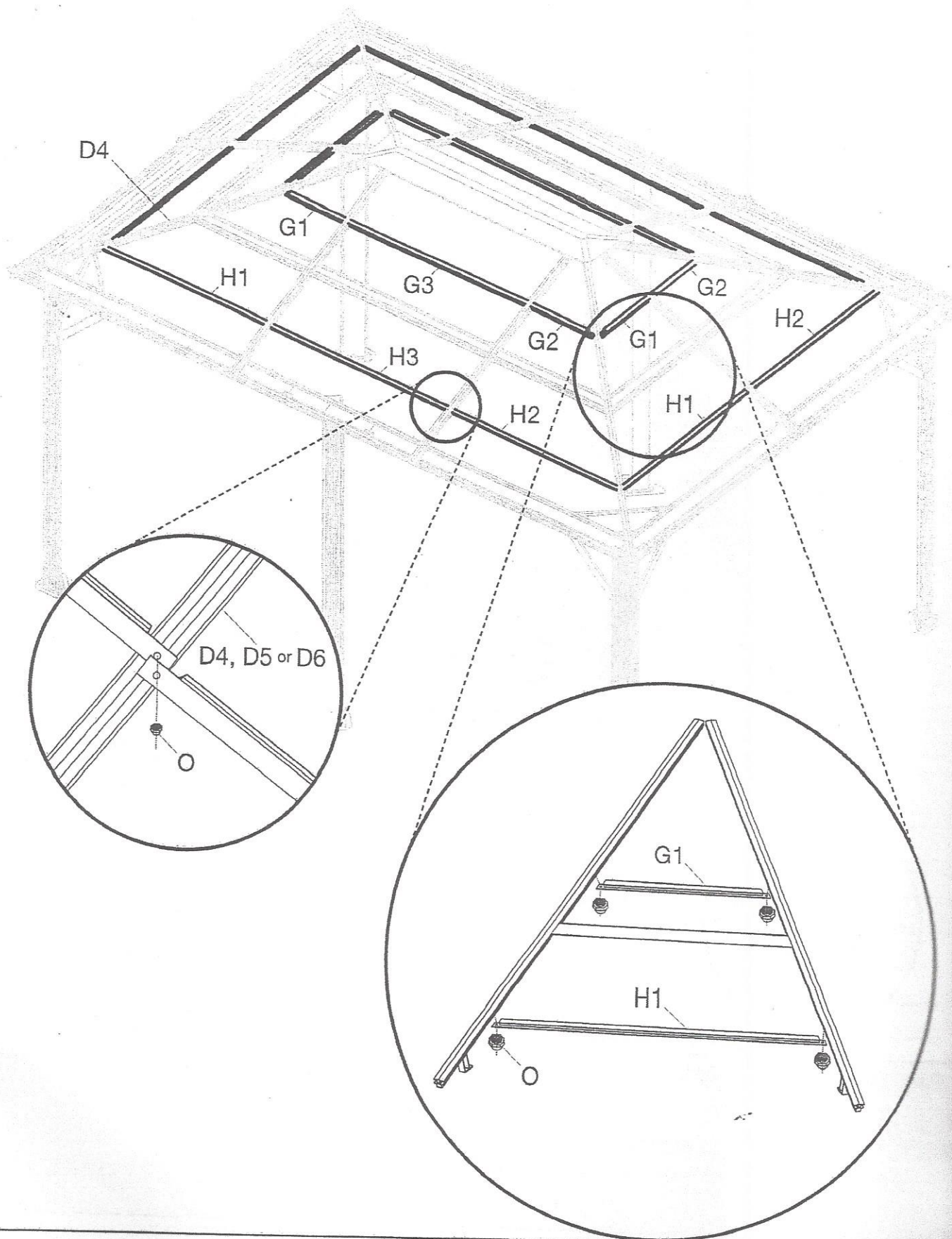
**NOTE:**

For optional curtains, install the curtain first on the track closest to the eave then install mosquito netting on the track closest to the inside of the shelter.



Parts required for this step:





## ASSEMBLY

# Step 16

Refer to diagram on page 25

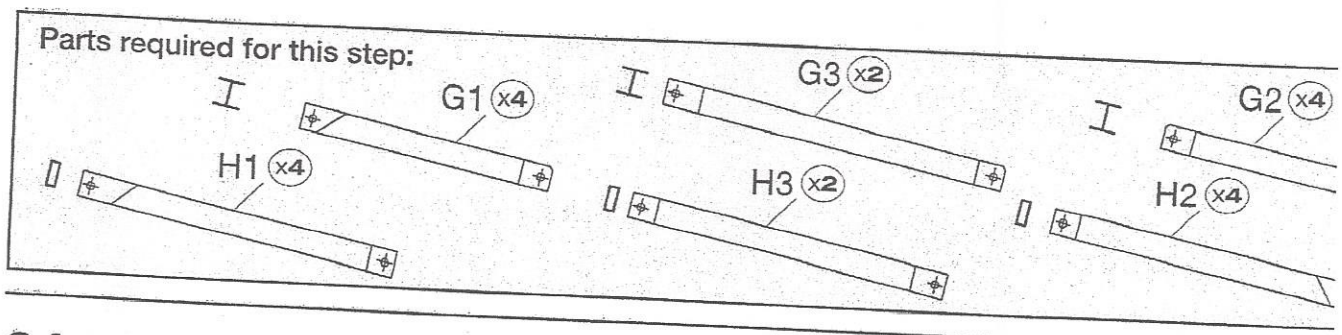
- 16.1 On a 16ft. side of the structure and from the inside of your sun shelter, secure a short solidifying bar (G1) to the underside of roof bar (D4) with the pre-inserted screw (O) from step 7 by sliding it to the desired position. Secure with nut (O). Do not screw the nut (O) tightly as you will have to unscrew it later on.
- 16.2 Move to the other end of the short solidifying bar (G1). Align the pre-inserted screw (O) with the pre-drilled holes found on the short solidifying bar (G1) and on a short solidifying bar (G3). Secure with Nut (O).
- 16.3 Move to the other end of the short solidifying bar (G3). Align the pre-inserted screw (O) with the pre-drilled holes found on the short solidifying bar (G3) and on a short solidifying bar (G2). Secure with Nut (O).
- 16.4 Move to the other end of the short solidifying bar (G2). Align the pre-inserted screw (O) with the pre-drilled holes found on the short solidifying bar (G2) and on a short solidifying bar (G1). Secure with Nut (O).
- 16.5 Continue this process for installing the remaining short solidifying bars all around the structure. Refer to the illustration on page 25. Your last step will be to unscrew the first nut (O) you inserted in order to insert the screw (O) into the pre-drilled hole of the last short solidifying bar (G2).
- 16.6 Repeat previous steps for installing the long solidifying bars (H1, H2 and H3).

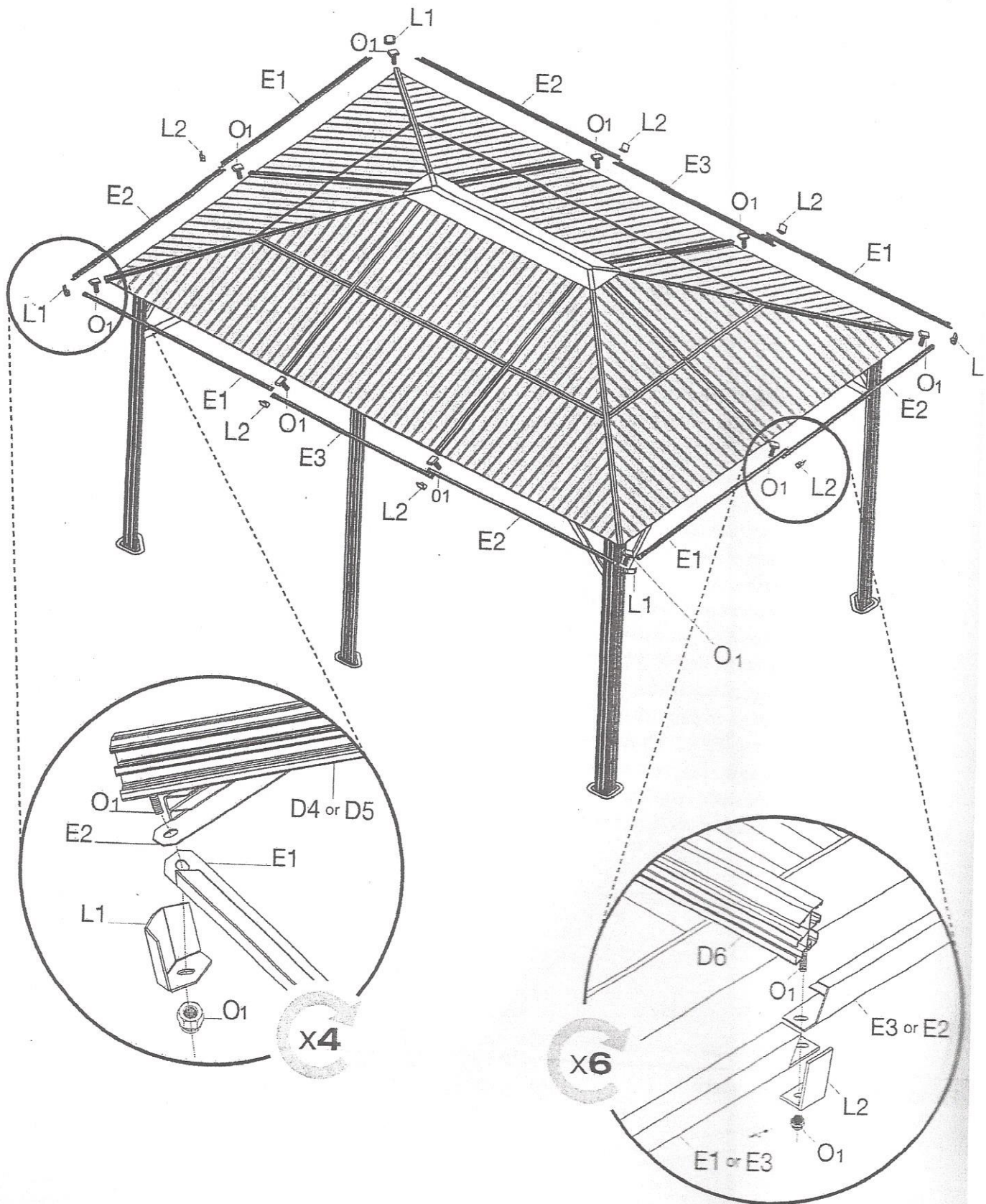
**Note:**

We have removed the roof panels in the image for this step to show where the solidifying bars go.

**Note:**

Use the nuts (O) you have saved from step 7.



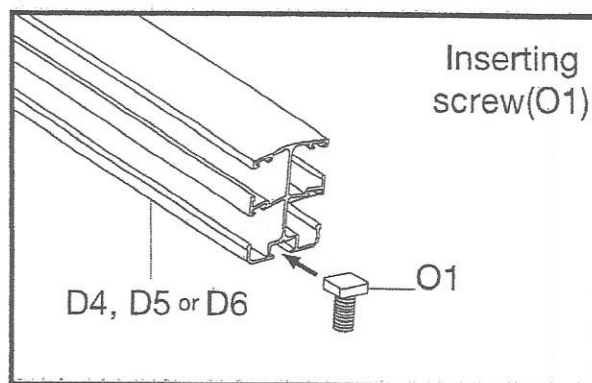


## ASSEMBLY

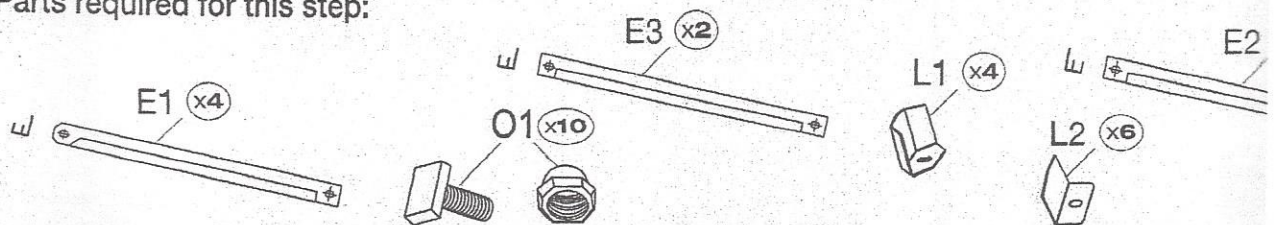
### Step 15

Refer to diagram on page 23

- 15.1 Starting from the left of a 16 ft. side, insert a screw (O1) at the end of the corner roof bar (D4). Install the finishing roof side structure (E1) by inserting the screw (O1) into the pre-drilled hole then secure with the nut (O1). Do not place a finishing end (L1) at this moment as it will be installed at the end of this step.
- 15.2 Move to the other end of the finishing roof side structure (E1). Insert a screw (O1) at the end of the middle roof bar (D6). Insert this screw (O1) into the pre-drilled holes found in the finishing roof side structure (E1) and the finishing roof side structure (E3). Align the pre-drilled hole in the finishing end (L2) with screw (O1) and secure with the nut (O1).
- 15.3 Move to the other end of the finishing roof side structure (E3). Insert a screw (O1) at the end of the middle roof bar (D6). Insert this screw (O1) into the pre-drilled holes found in the finishing roof side structure (E3) and the finishing roof side structure (E2). Align the pre-drilled hole in finishing end (L2) with screw (O1) and secure with the nut (O1).
- 15.4 Move to the other end of the finishing roof side structure (E2). Insert a screw (O1) at the end of corner roof bar (D5). Insert this screw (O1) into pre-drilled holes found in the finishing roof side structure (E2) and the finishing roof side structure (E1). Align the pre-drilled hole in the corner finishing end (L1) with screw (O1) and secure with the nut (O1).
- 15.5 Continue this process for installing all the finishing roof side structures around the shelter. Refer to the illustration on page 23. Your last step will be to unscrew the first nut (O1) you inserted in order to install the last corner finishing end (L1).



Parts required for this step:



# ASSEMBLY

## Step 14

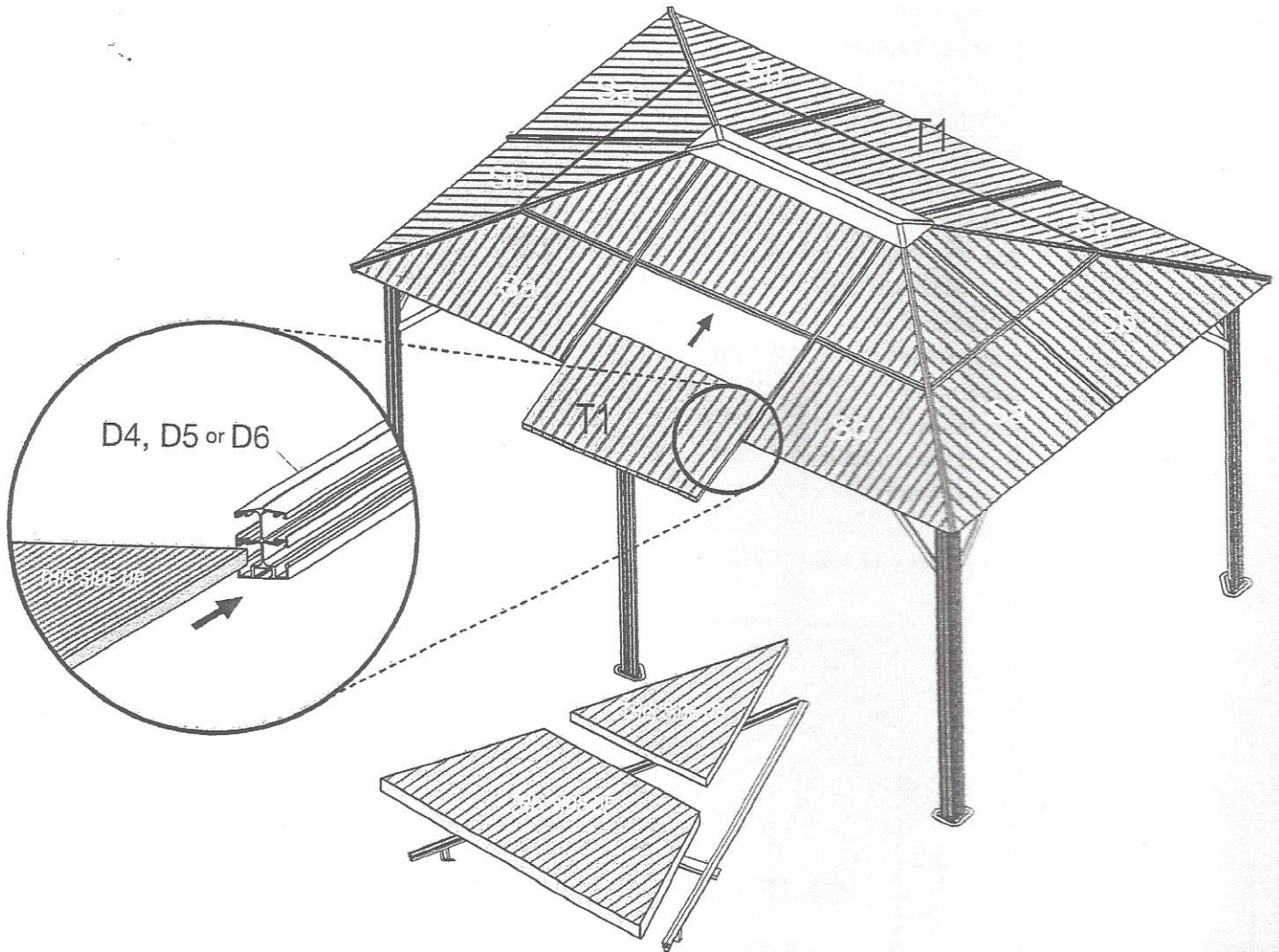
- 14.1 Install the left roof panels (Sa) and the right roof panels (Sb) according to the picture.
  - 14.2 Insert middle roof panel (T2) from the end of the roof bars in the middle of the 16 ft. side of the shelter.
- Repeat this step for all remaining roof panels.

### CAUTION:

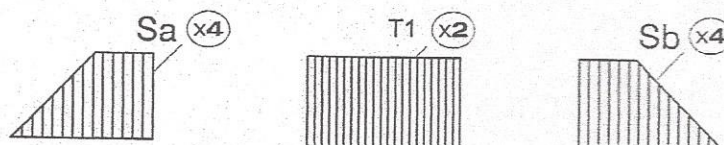
One side of the roof panels is UV protected. Ensure to put the UV protected side facing the sun. It is a very important procedure; if not followed as described, your roof will not be covered by the warranty.

### NOTE:

The roof panels are covered with a plastic film identifying which side has a UV protector. Once the plastic film is removed it is impossible to know which side has the UV protector. We recommend removing the film one at a time just prior to installing the roof panel.



### Parts required for this step:



# ASSEMBLY

## Step 14

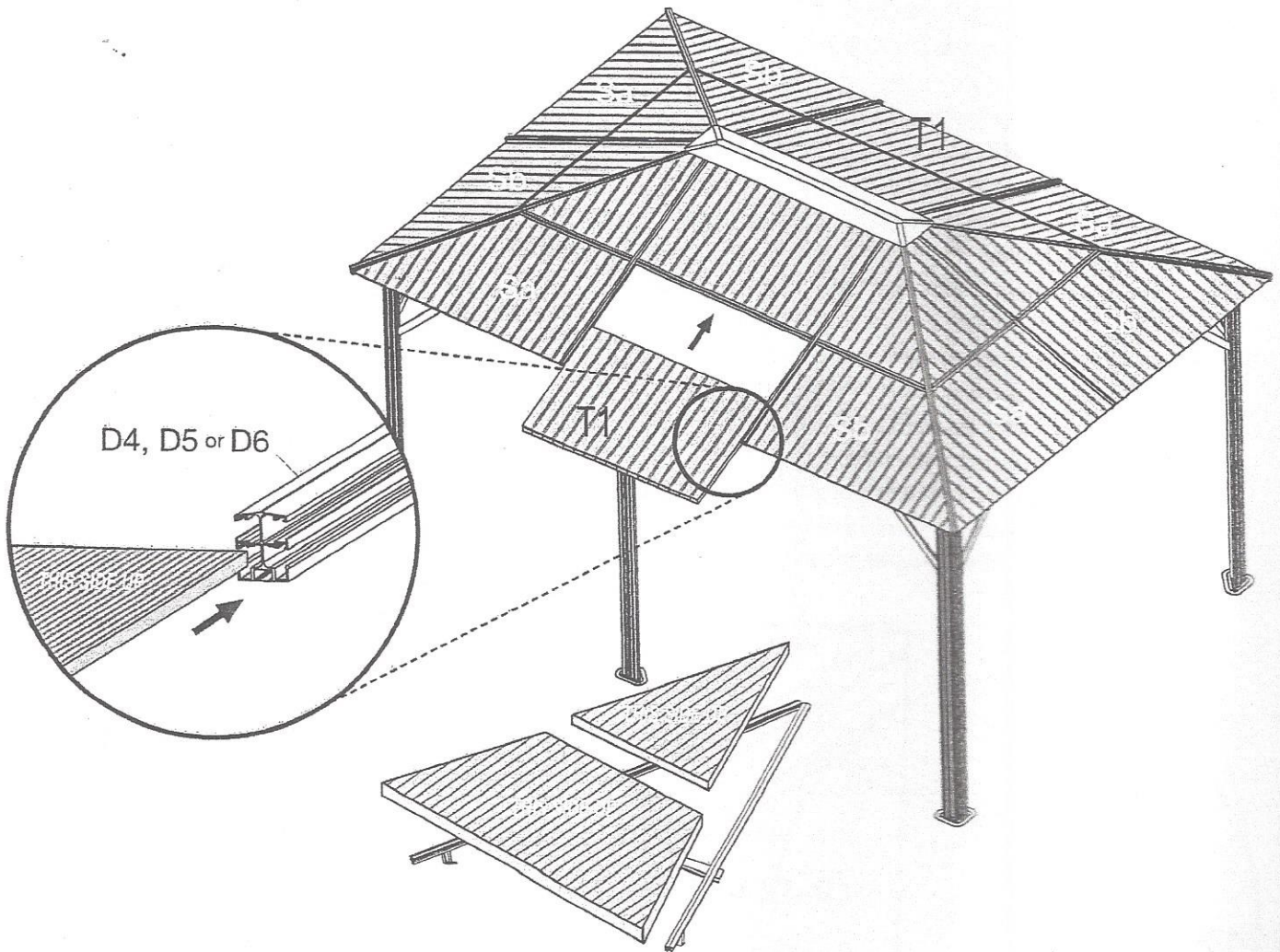
- 14.1 Install the left roof panels (Sa) and the right roof panels (Sb) according to the picture.
  - 14.2 Insert middle roof panel (T2) from the end of the roof bars in the middle of the 16 ft. side of the shelter.
- Repeat this step for all remaining roof panels.

### CAUTION:

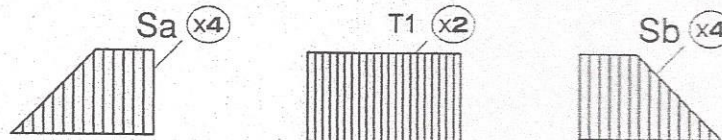
One side of the roof panels is UV protected. Ensure to put the UV protected side facing the sun. It is a very important procedure; if not followed as described, your roof will not be covered by the warranty.

### NOTE:

The roof panels are covered with a plastic film identifying which side has a UV protector. Once the plastic film is removed it is impossible to know which side has the UV protector. We recommend removing the film one at a time just prior to installing the roof panel.



Parts required for this step:



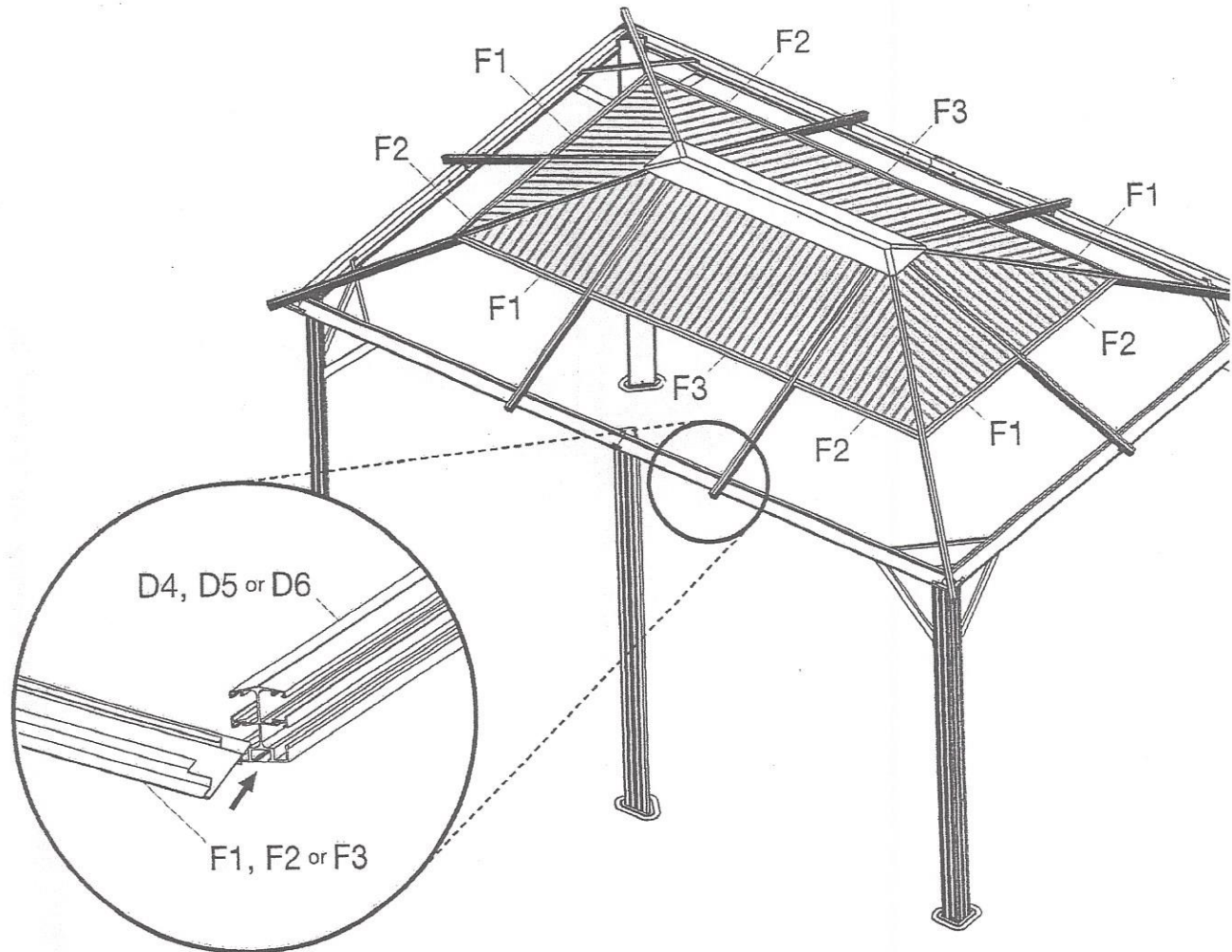
## ASSEMBLY

### Step 13

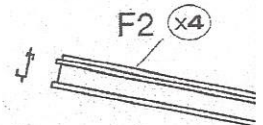
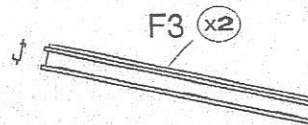
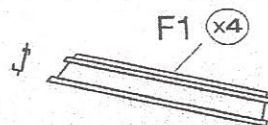
- 13.1 Install the roof support bars (F1, F2 & F3) according to picture. Ensure they are completely inserted into the tracks.
- 13.2 Align middle roof support bar (F3) with roof support bars (F1 & F2).

#### CAUTION:

Ensure that the roof panels are completely inserted into the roof support bars (F1, F2 and F3).



Parts required for this step:





## ASSEMBLY

### Step 12

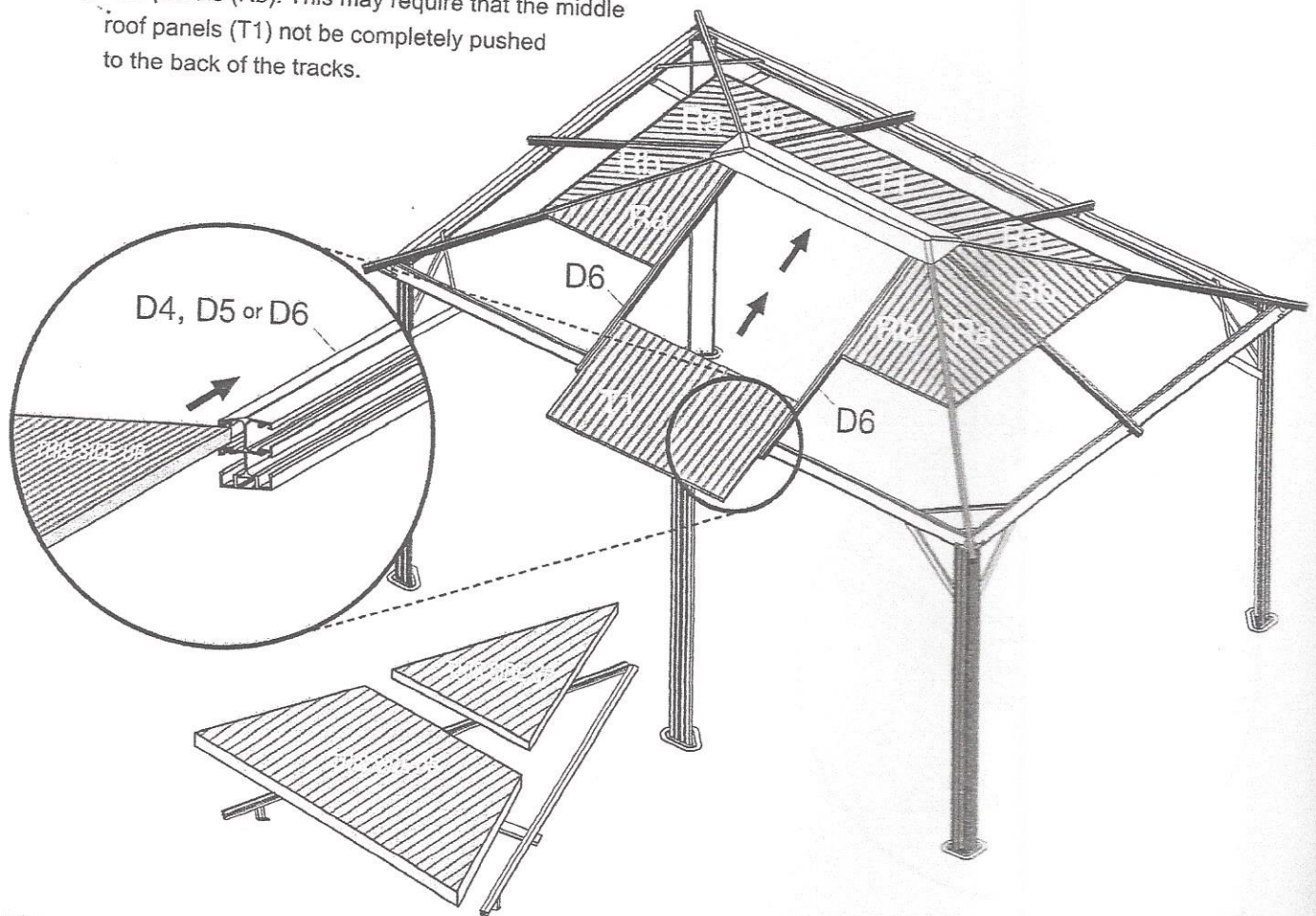
- 12.1 Install the left roof panel (Ra) and the right roof panel (Rb) from the end of the roof bars according to the picture. Repeat this step 4 times.
- 12.2 Insert the middle roof panel (T1) from the end of the middle roof bars (D6) in the middle of the 16 ft. side of the shelter. Repeat on the second 16 ft. side.
- 12.3 Align the base of the middle roof panels (T1) with bases of the left roof panels (Ra) and the right roof panels (Rb). This may require that the middle roof panels (T1) not be completely pushed to the back of the tracks.

#### CAUTION:

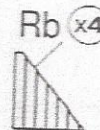
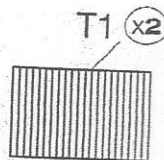
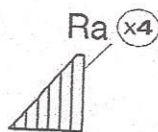
One side of the roof panels is UV protected. Ensure to put the UV protected side facing the sun. It is a very important procedure; if not followed as described, your roof will not be covered by the warranty.

#### NOTE:

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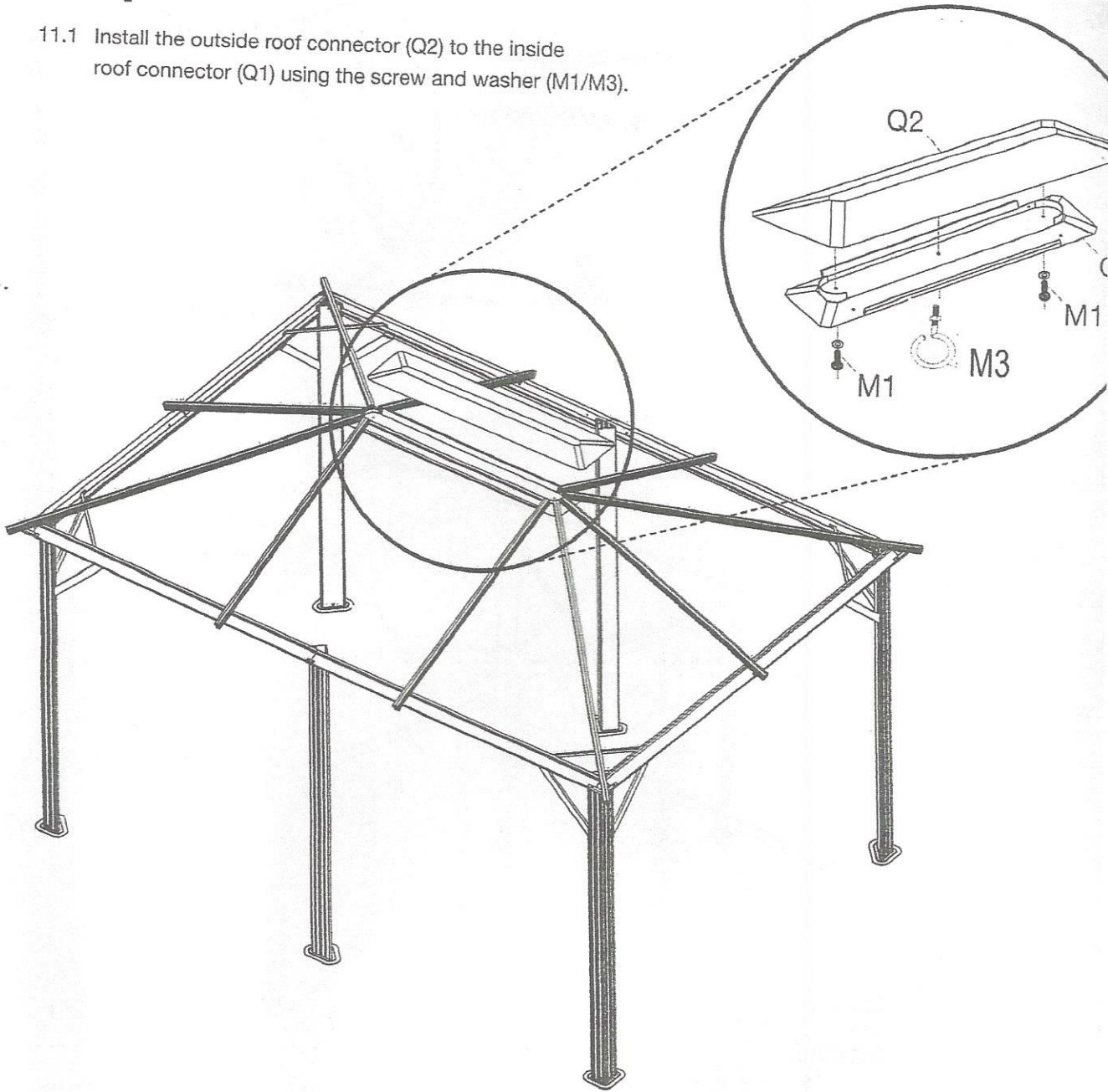
Parts required for this step:



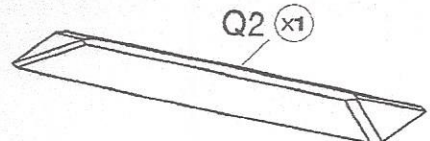
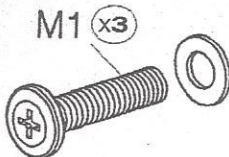
# ASSEMBLY

## Step 11

11.1 Install the outside roof connector (Q2) to the inside roof connector (Q1) using the screw and washer (M1/M3).



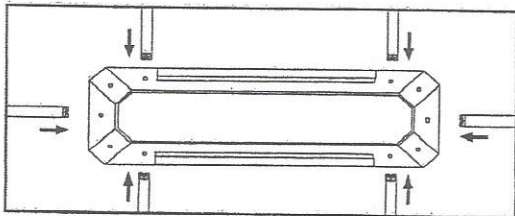
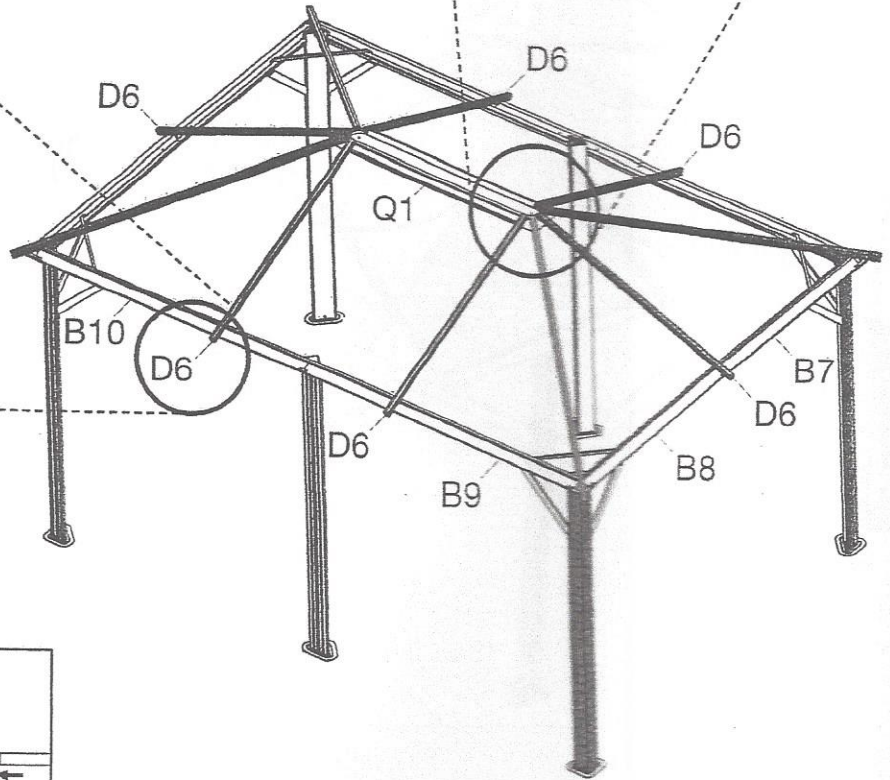
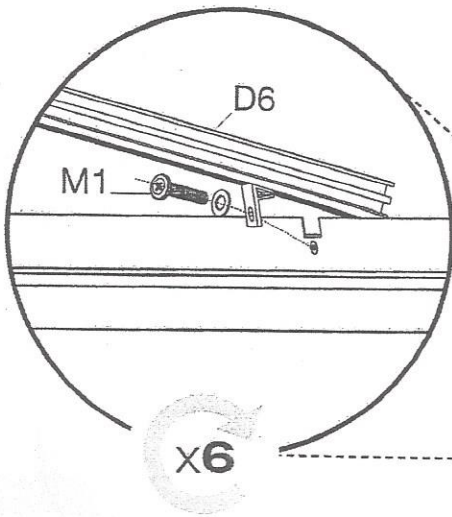
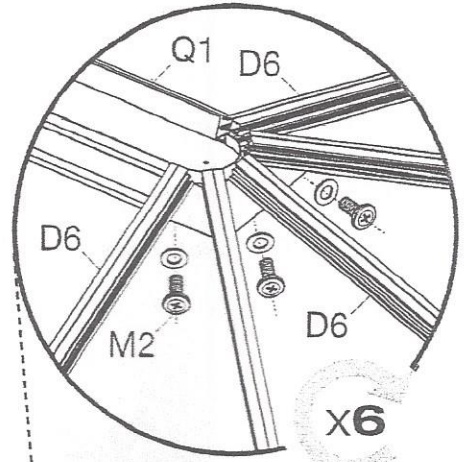
Parts required for this step:



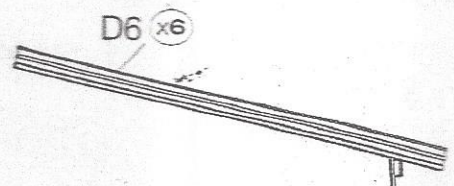
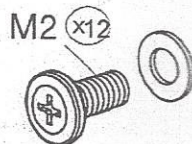
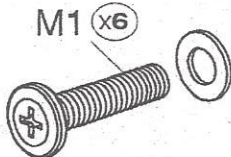
# ASSEMBLY

## Step 10

- 10.1 Attach the middle roof bar (D6) to the inside roof connector (Q1) using the screw and washer (M2).
  - 10.2 Screw the middle roof bar (D6) to the ogees (B7, B8, B9 & B10) using the screw and washer (M1).
- Repeat this step for remaining middle roof bar (D6).



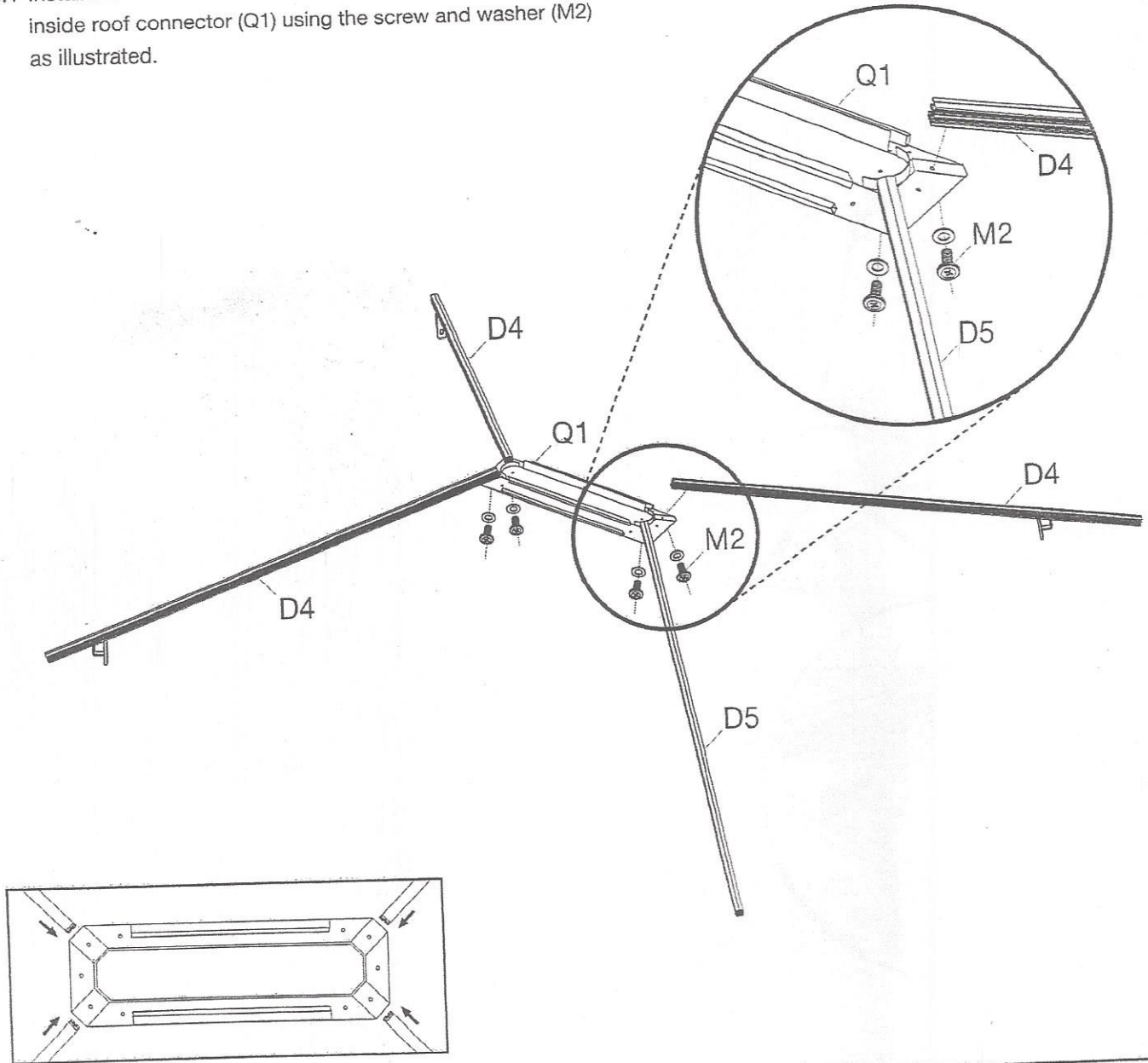
Parts required for this step:



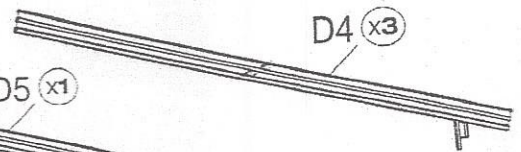
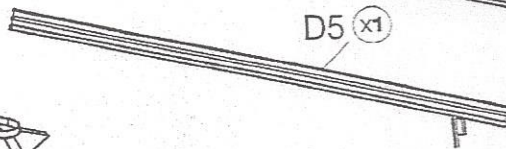
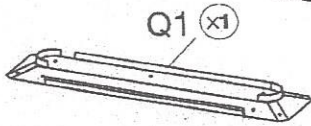
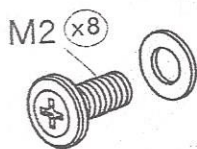
# ASSEMBLY

## Step 8

8.1 Install the four corner roof bars (D4 & D5) to the inside roof connector (Q1) using the screw and washer (M2) as illustrated.



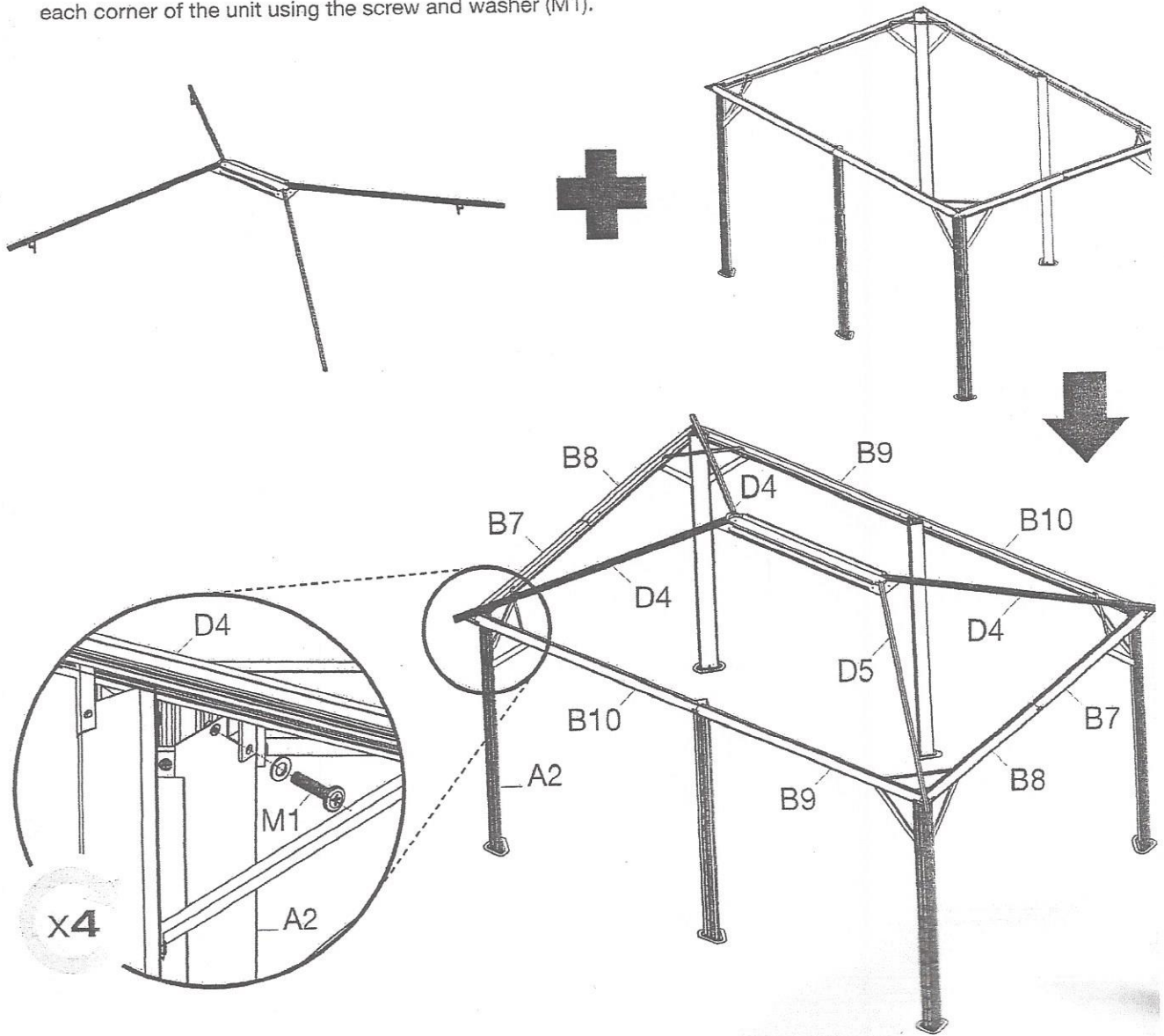
Parts required for this step:



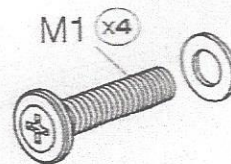
# ASSEMBLY

## Step 9

- 9.1 Place the roof structure on top of the ogees.
- 9.2 Screw the corner roof bars (D4 & D5) to the columns (A2) in each corner of the unit using the screw and washer (M1).



Parts required for this step:



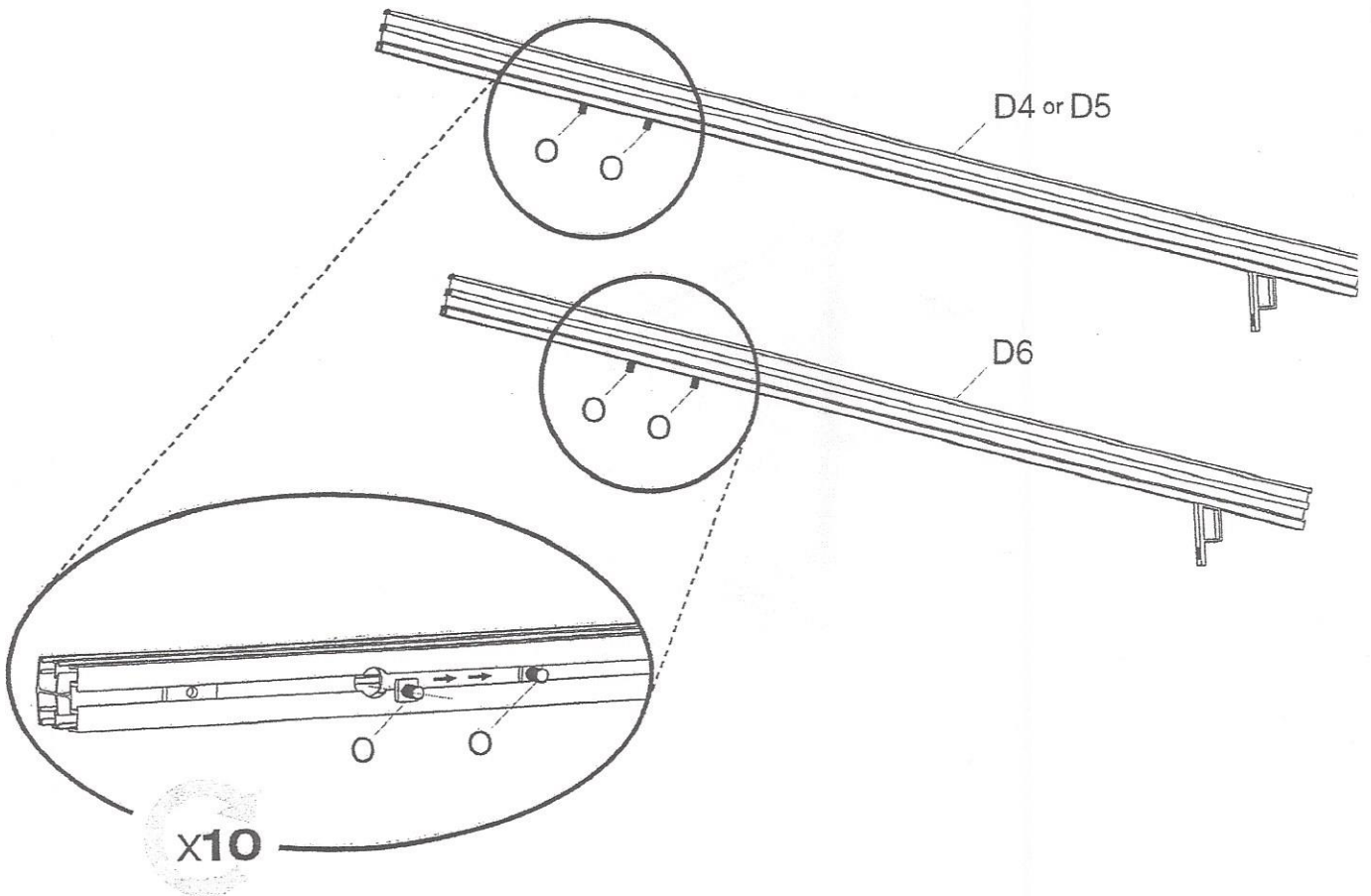
# ASSEMBLY

## Step 7

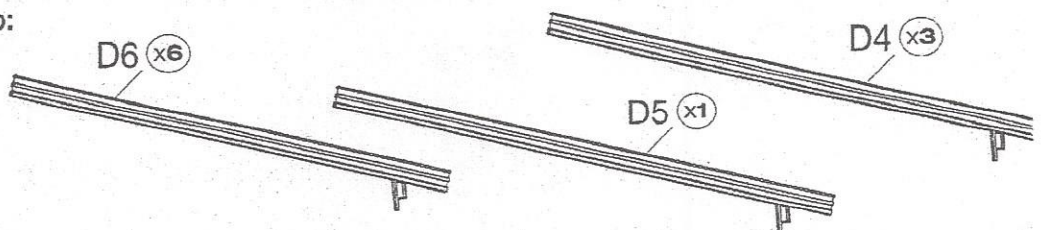
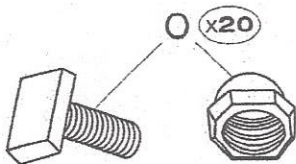
**NOTE:**

Do not attach the nut to the screw (O) at this step. Save the nuts (O) for the step 16.

- 7.1 Insert two screws (O) in each corner roof bars (D4 & D5) by inserting them in the pre-drilled holes and sliding them in the rail.
- 7.2 Insert two screws (O) in each of the middle roof bars (D6) by inserting them in the pre-drilled holes and sliding them in the rail.



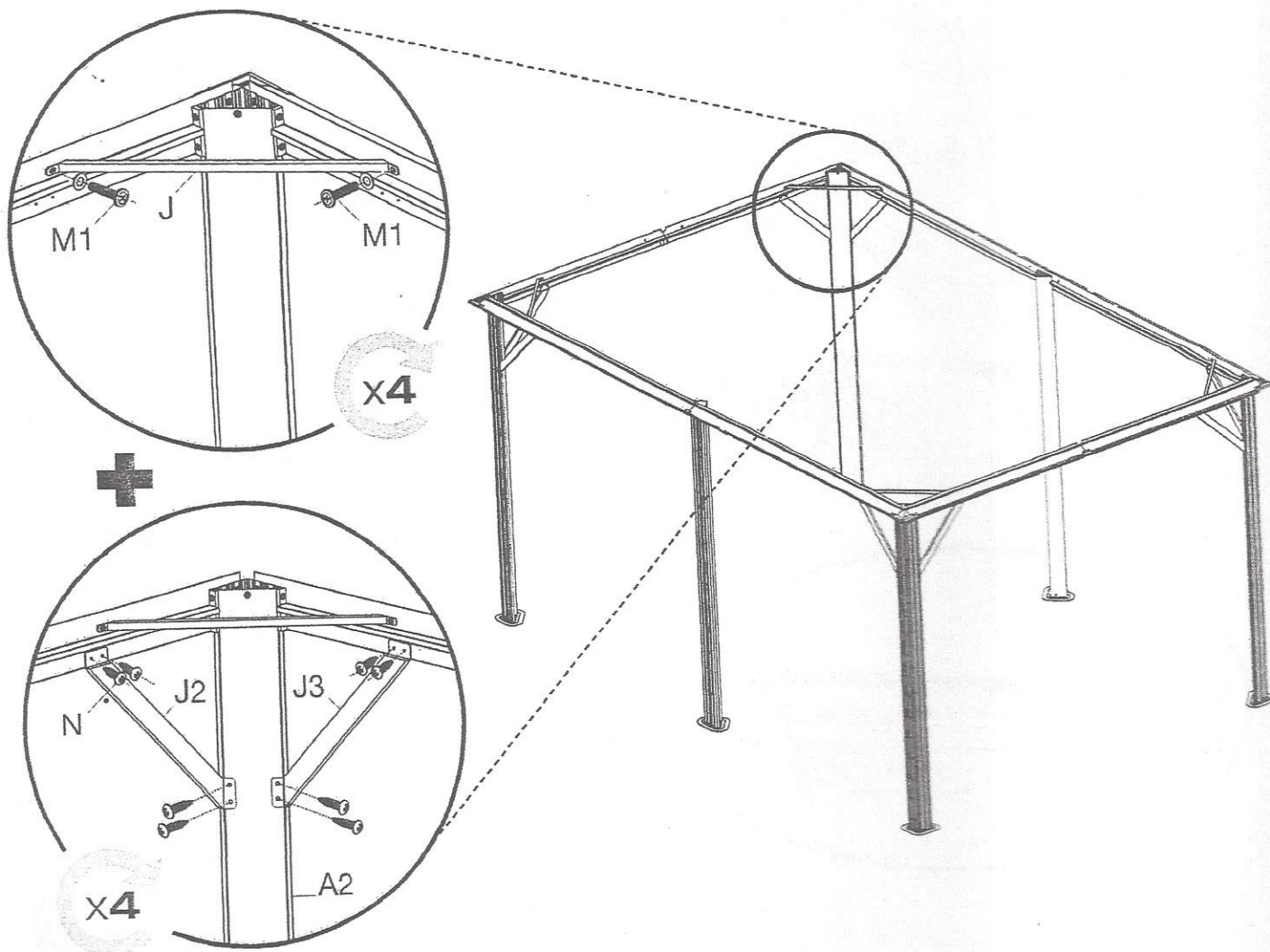
Parts required for this step:



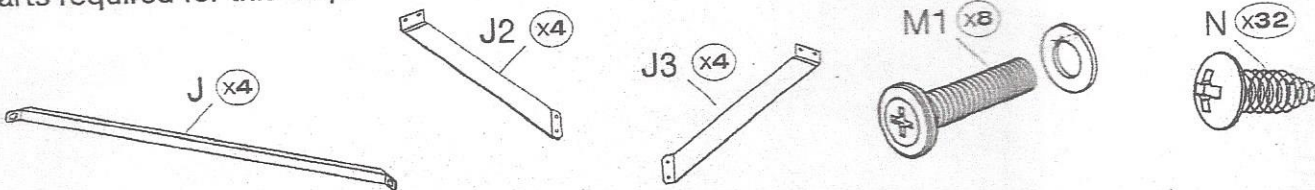
# ASSEMBLY

## Step 6

- 6.1 Install the solidifying bar (J) inside the corner of the unit using two screws and washers (M1).
- 6.2 Install the corner solidifying bars (J2 & J3) inside the corner of the unit by screwing one end to the ogee and one end to the column (A2) using the screws (N).  
Repeat for each four corner.



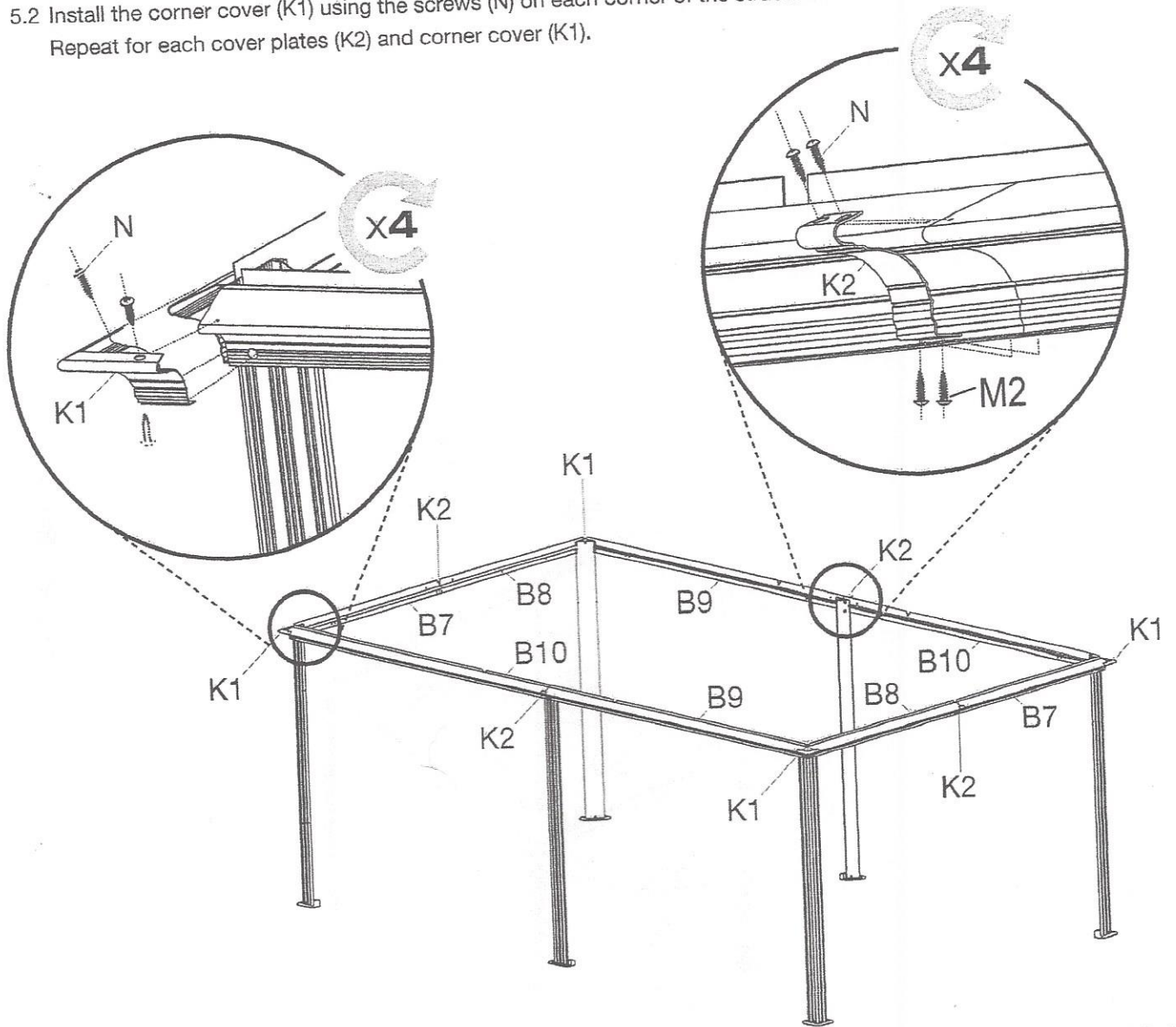
Parts required for this step:



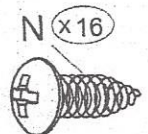
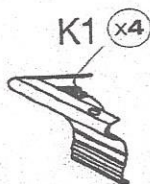
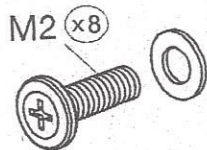
# ASSEMBLY

## Step 5

- 5.1 Install the joint cover plates (K2) using the screws (N/M2) on the joint between the ogees (B7 & B8) and (B9 & B10).
- 5.2 Install the corner cover (K1) using the screws (N) on each corner of the structure. Repeat for each cover plates (K2) and corner cover (K1).



Parts required for this step:



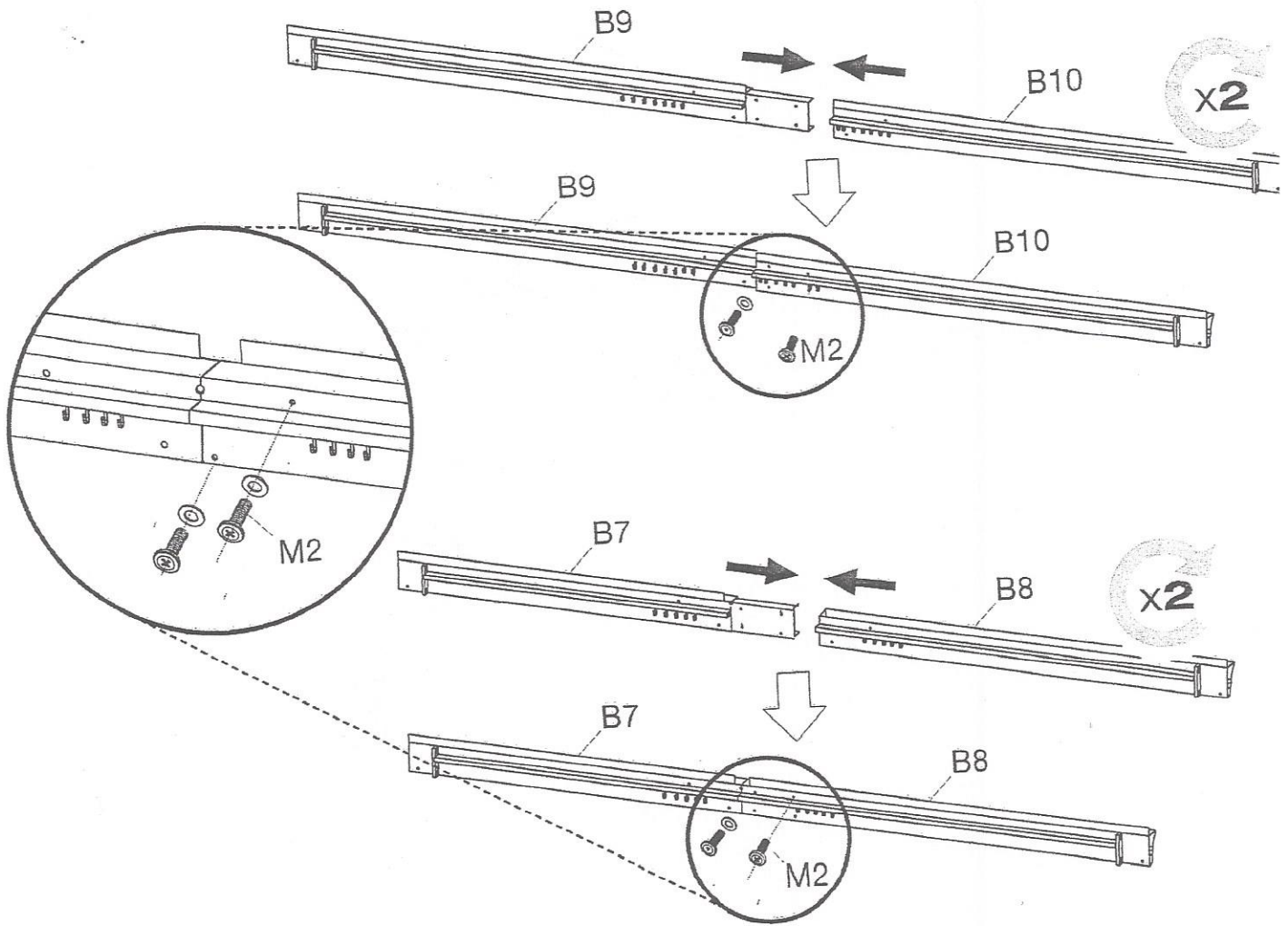




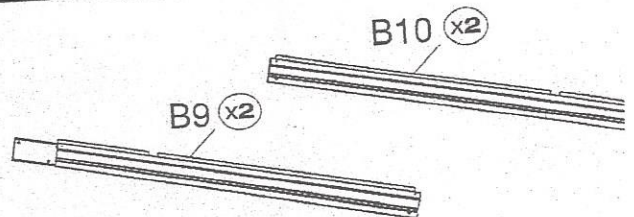
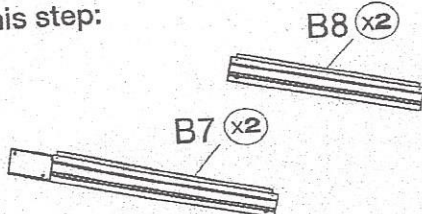
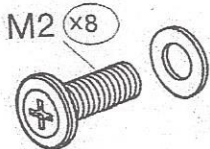
# ASSEMBLY

## Step 3

- 3.1 Slide the long ogee (B9) into the long ogee (B10).
  - 3.2 Slide the short ogee (B7) into the short ogee (B8).
  - 3.3 Attach the long ogee (B9) to the long ogee (B10) using two screws and washer (M2).
  - 3.4 Attach the short ogee (B7) to the short ogee (B8) using two screws and washer (M2).
- Repeat for all ogees.



Parts required for this step:



# ASSEMBLY

## Step 2

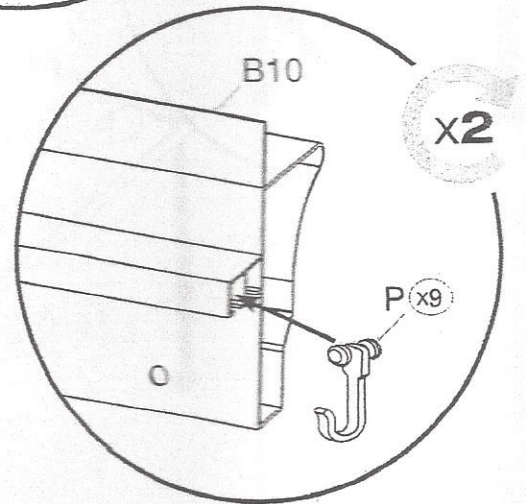
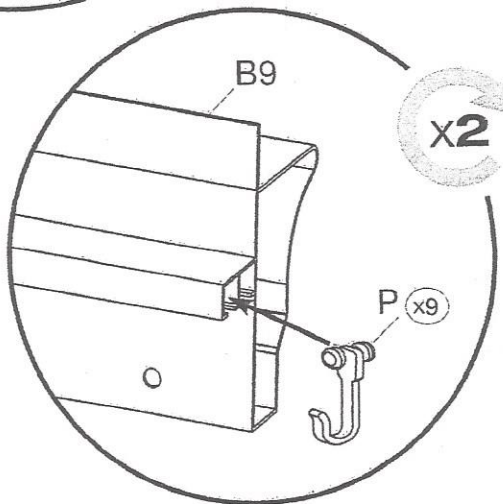
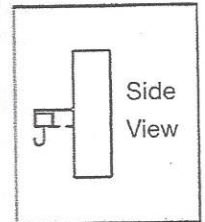
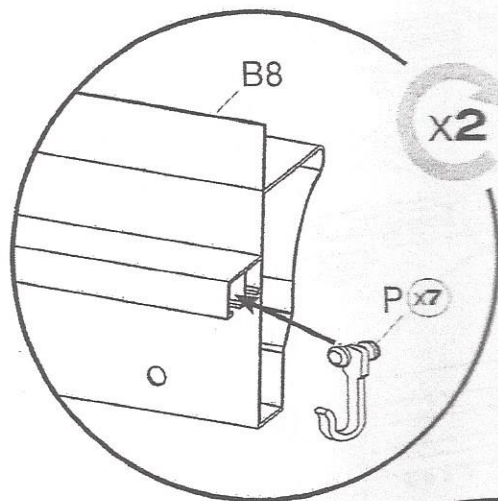
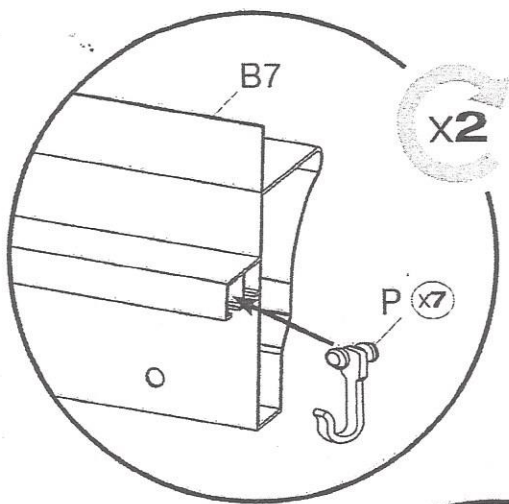
- 2.1 Insert 7 Hooks (P) into the first track found on the ogee (B7) and 9 Hooks (P) into the first track found on the ogee (B8) by sliding them into the track.
- 2.2 Insert 9 Hooks (P) into the first track found on the ogee (B9) and 9 Hooks (P) into the first track found on the ogee (B10) by sliding them into the track.

### CAUTION:

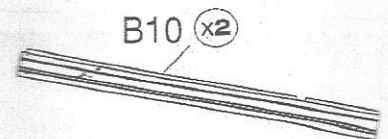
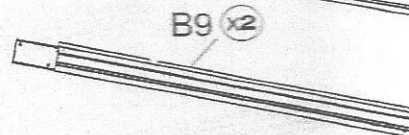
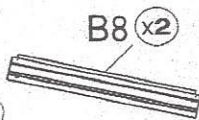
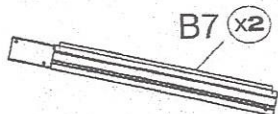
Ensure the tips of the hook ends point toward the inside of the sun shelter.

### NOTE:

The sun shelter has double tracks for use of mosquito nettings and curtains. The curtains and extra hooks are sold separately while quantity last. Hooks for curtains will be placed into the back tracks following the same quantity used for the mosquito nettings.



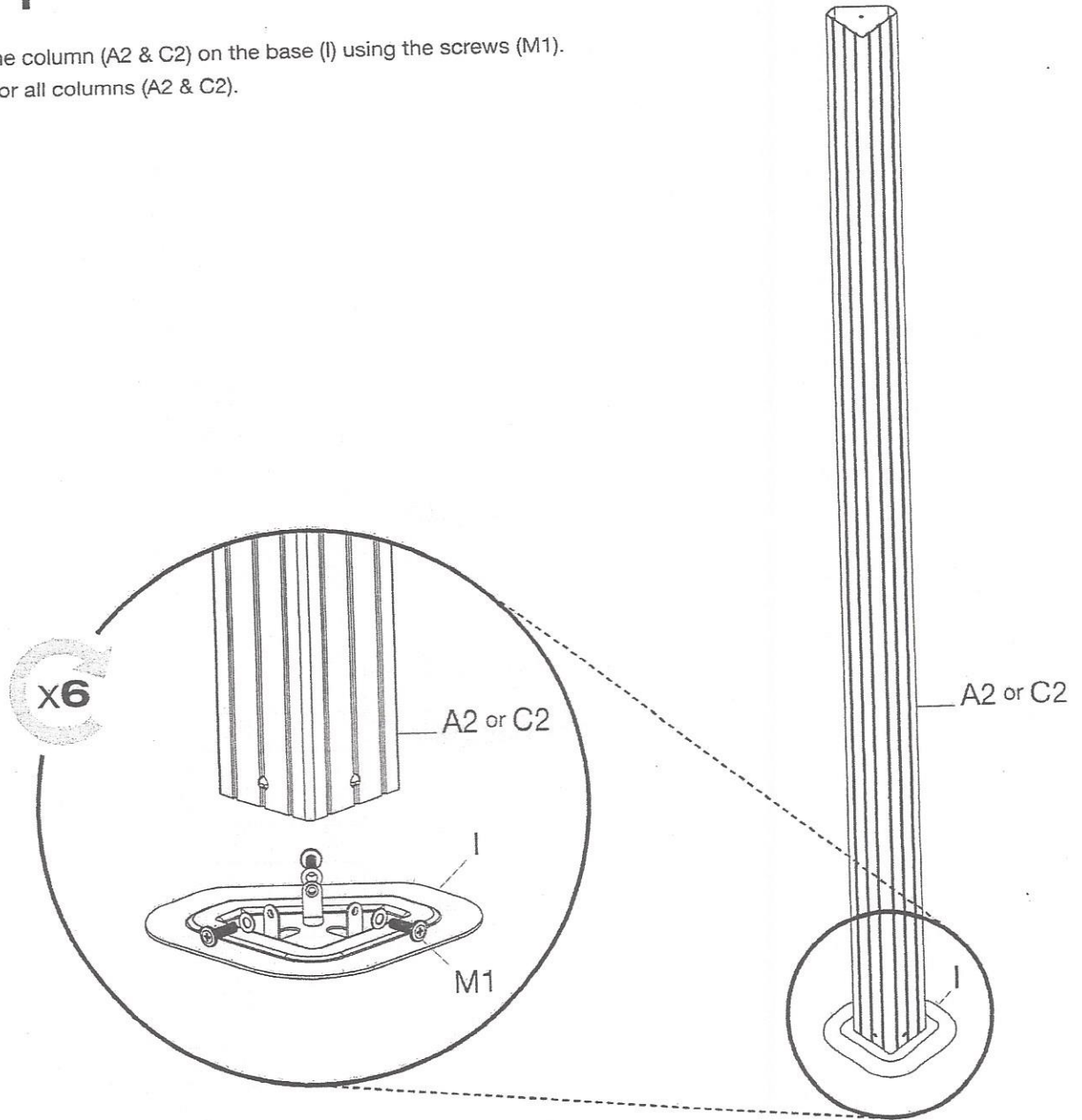
### Parts required for this step:



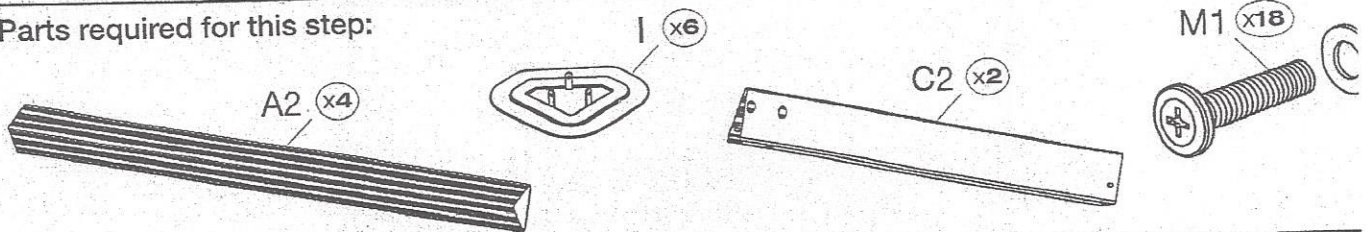
# ASSEMBLY

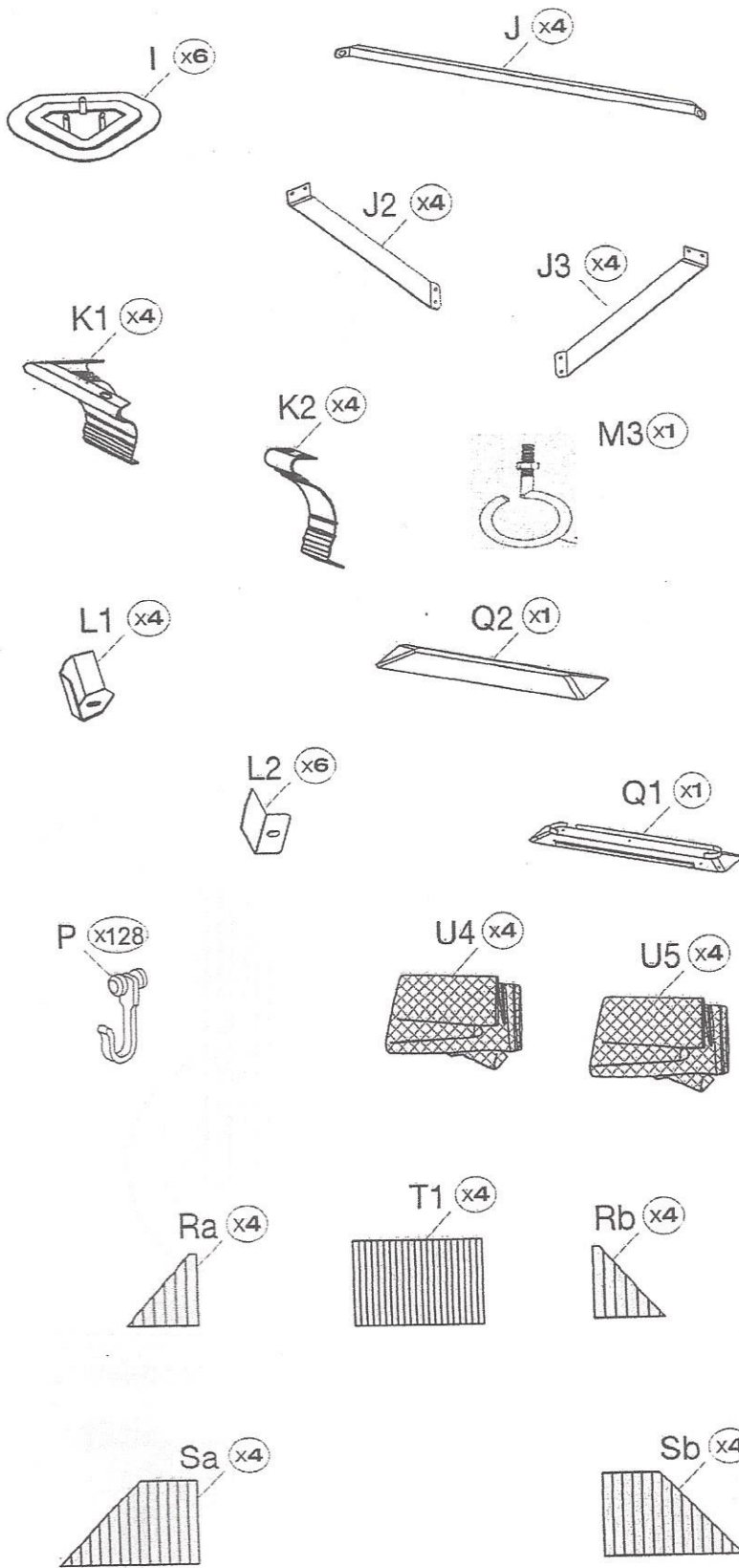
## Step 1

1.1 Attach the column (A2 & C2) on the base (I) using the screws (M1).  
Repeat for all columns (A2 & C2).



Parts required for this step:

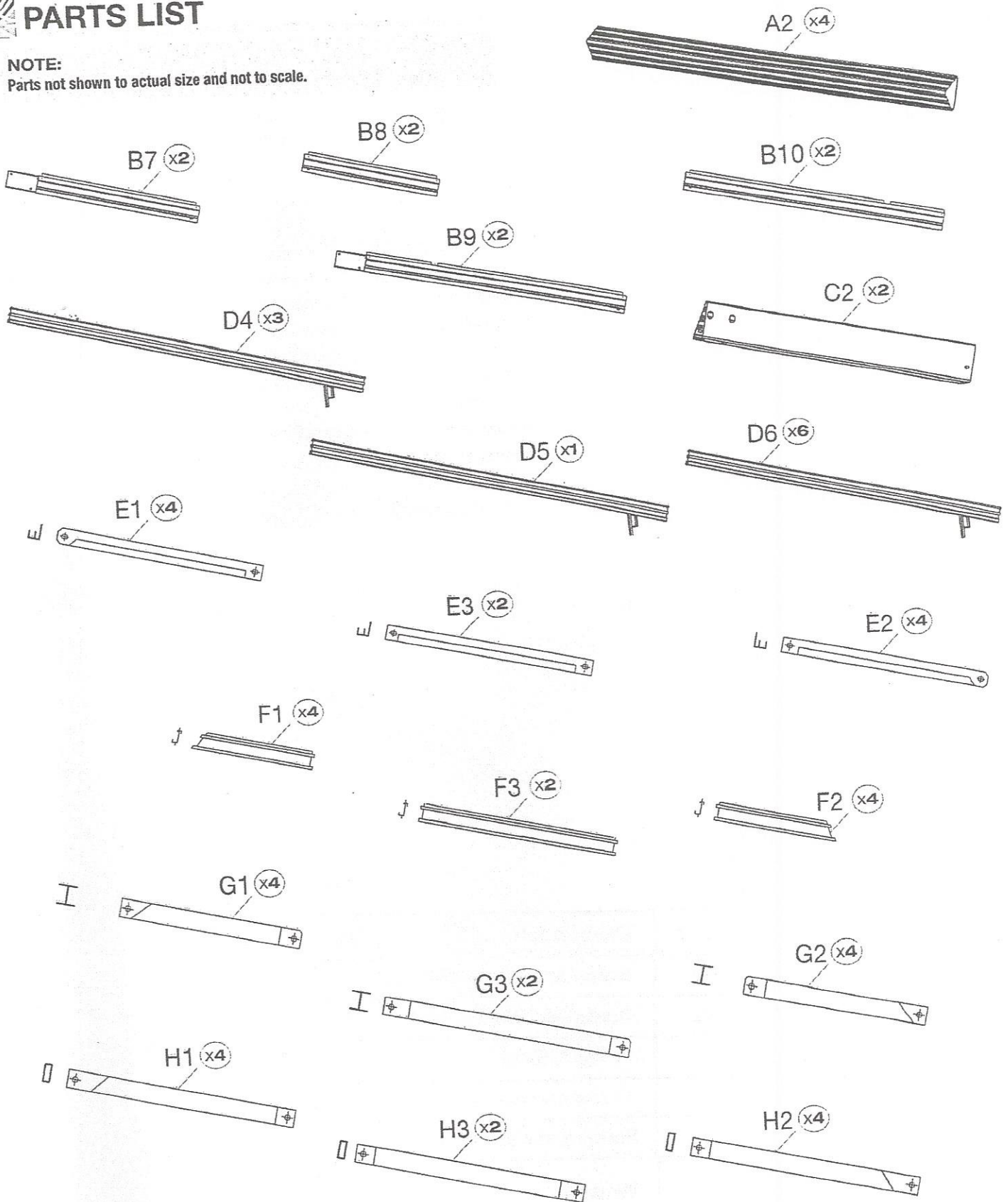




Item	Description	Qty
A2	Column	4
B7	Short Ogee	2
B8	Short Ogee	2
B9	Long Ogee	2
B10	Long Ogee	2
C2	Column	2
D4	Corner Roof Bar	3
D5	Corner Roof Bar	1
D6	Middle Roof Bar	6
E1	Finishing Roof Side Structure (left)	4
E2	Finishing Roof Side Structure (right)	4
E3	Finishing Roof Side Structure (middle)	2
F1	Roof Support Bar (left)	4
F2	Roof Support Bar (right)	4
F3	Roof Support Bar (middle)	2
G1	Short Solidifying Bar (left)	4
G2	Short Solidifying Bar (right)	4
G3	Short Solidifying Bar (middle)	2
H1	Long Solidifying Bar (left)	4
H2	Long Solidifying Bar (right)	4
H3	Long Solidifying Bar (middle)	2
I	Base	6
J	Corner Solidifying Bar	4
J2	Corner Solidifying Bar	4
J3	Corner Solidifying Bar	4
M3	Screw	1
K1	Corner Cover	4
K2	Joint Cover Plate	4
L1	Corner Finishing End	4
L2	Finishing End	6
P	Hook	128
Q1	Inside Roof Connector	1
Q2	Outside Roof Connector	1
Ra	Left Roof Panel (upper)	4
Rb	Right Roof Panel (upper)	4
Sa	Left Roof Panel (lower)	4
Sb	Right Roof Panel (lower)	4
T1	Middle Roof Panel (upper)	4
U4	Mosquito Netting	4
U5	Mosquito Netting	4

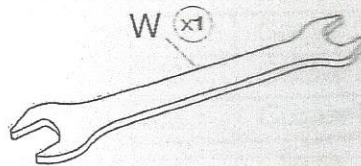
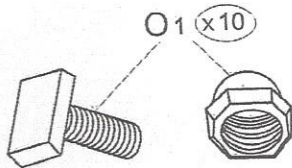
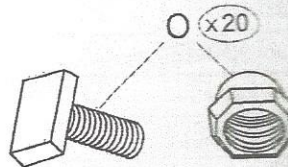
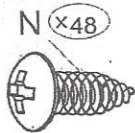
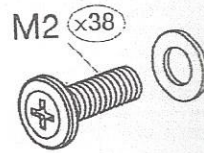
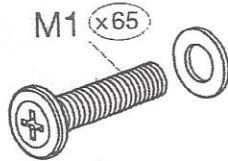
# PARTS LIST

NOTE:  
Parts not shown to actual size and not to scale.



# HARDWARE KIT

**NOTE:**  
Parts not shown to actual size and not to scale.



Item	Description	Qty
M1	Screw and Washer M6X20	65
M2	Screw and Washer M6X12	38
N	Screw M5X16	48
O	Screw and Nut M6x10	20
O <sub>1</sub>	Screw and Nut M6x12	10
W	Wrench	1



## WARRANTY

### WHAT IS COVERED

The Meridien sun shelter is guaranteed against defective materials based on normal use of the product for 1 year. Limited warranty applicable on parts only.

### WHAT IS NOT COVERED

Damages due to vandalism, abuse or wrong use of the product. Damages due to extreme weather conditions such as a thunderstorm, windstorm and hailstorm. Rust, water infiltration, holes in polycarbonate roof panels, fabric and structure discoloration are not covered under warranty.



## OPERATION

- The unit is a 4 season sun shelter, meaning it may be left up year round. However, any accumulation of snow must be removed from the roof of the unit.
- Mosquito netting and optional curtain must be removed for storage during the winter.
- The unit must be anchored using the appropriate screws based on the flooring which it is be anchored to.
- Roof panels must be installed with the UV protected side facing the sun.
- Failure to follow any of the previously mentioned requirements will void the warranty.



## MAINTENANCE

### *If this shelter needs repairs:*

- In case of a defective part or if a problem occurs while using product, please contact your retailer.
- Use the model number and the part number on the parts list to order replacement parts.



## CARE AND CLEANING

- For cleaning: Use a domestic soap or detergent and wash with warm water using a sponge or fabric. Rinse with clean water.
- Check all screws on a regular basis to maintain the solidity of the structure.



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## SAFETY INFORMATION

### **WARNING:**

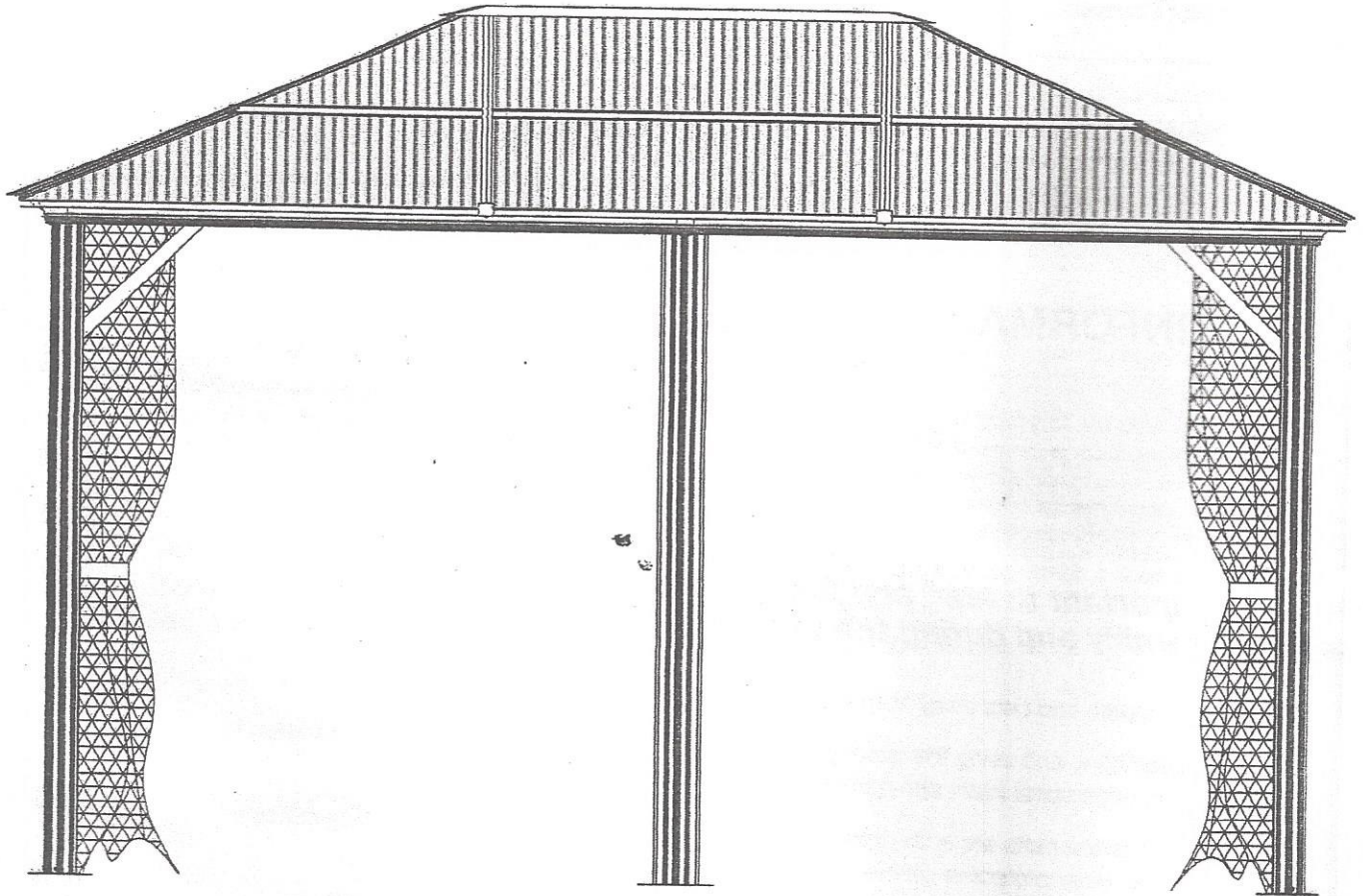
**KEEP ALL FLAME AND HEAT SOURCES AWAY FROM THIS TENT FABRIC.** This tent meets the flammability requirements of CPAI-84. The fabric may burn if left in continuous contact with any flame source. The application of any foreign substance to the tent fabric may render the flame-resistant properties ineffective.

### **IMPORTANT:**

Do not remove the protective film on the polycarbonate roof panels before installation (step 12 & 14). Ensure to put the UV protected side facing up. It is a very important procedure; if not followed as described, your roof will not be covered by the warranty.

***It is very important to read and follow the safety precautions before assembly and during the use of the product.***

1. Keep all children and pets away from assembly area.
2. When assembling and using this product, basic safety precautions must always be followed to reduce risk of personal injury and damage to product or surroundings.
3. Ensure that all the parts are in the box before starting the assembly. Some parts may contain sharp edges, wear protective gloves.
4. This unit will take at least 5 hours to set up. You must schedule enough time to complete the assembly. You cannot leave it unattended if not fully assembled, even if bolted to the ground. At least 3 people are required for safe assembly.
5. Begin assembly no less than 6 feet from any obstruction including but not limited to a fence, garage, house, overhanging branches, laundry line or electrical wires.
6. Always install your unit on a level platform. The unit must be anchored to either wood or concrete using the appropriate screws for that flooring.
7. Check all screws for tightness before and during usage.
8. Your shelter has been created for all four seasons and will resist to snow accumulations of 2000 lbs. However, you must remove any snow accumulation on the roof. The mosquito netting and optional curtain must also be removed for winter storage.
9. Do not place any type of heat conductor under the sun shelter or within 5 feet of the unit including but not limited to a barbeque or space heater.



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## Owner's Manual

Meridien 12 ft. x 16 ft. • Hardtop Gazebo

Pedona 3.65 x 4.86 m

Date of purchase: \_\_\_\_/\_\_\_\_/\_\_\_\_