



## Instruction Manual

Backyard Canopy  
10' Wide x 20' Long  
SKU #103434

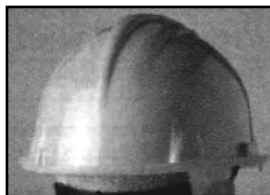
## Introduction

Thank you for purchasing the ClearSpan™ Backyard Canopy. We appreciate your patronage. We hope you enjoy building and utilizing your shelter. Please read this entire instruction manual before starting to assemble your shelter. If you require assistance during the construction process you may call us at 1-800-245-9881.

## A Word About Safety

Just as we want you to be pleased with your assembled canopy, we don't want you to get hurt in the process of building and using it! Our comments and suggestions include the following:

- The ClearSpan™ Backyard Canopy is a **temporary structure** and is not designed as a permanent structure.
- The structure is not meant to support ice or snow. As such, ClearSpan™ **does not** guarantee this canopy if used in ice or snow.
- ClearSpan™ has no control over occurrences of wind, snow, ice, and heavy rain, and can not be responsible for damage caused by or to the canopy.
- Proper anchoring is the responsibility of the buyer and owner/user. Ask your ClearSpan™ representative if you need assistance with anchoring choices. ClearSpan™ **will not** be responsible for damage caused by failure to properly anchor the canopy.
- **Do not** place or use any open flame or other heat source under or near the canopy.
- Use a portable GFCI when working with corded power tools.
- Never erect a canopy directly under power lines.
- Be careful not to drive anchors into buried power cables.
- Do not climb on the canopy or its frame. It is not designed to support human weight.
- Do not occupy the canopy during high winds, hurricanes, or tornadoes.
- If the canopy is moved or disassembled after construction, inspect thoroughly before reuse.
- Use common sense at all times.



## Suggested Tools

Before you start to build your shelter you should assemble the following tools:

- Tape Measure
- Step ladder tall enough to safely work at the height of your shelter

# IMPORTANT - Read Anchoring Instructions

You must read the anchoring instructions packed with your kit prior to shelter assembly!

## Selecting a Location

It is important to select a proper location for your poly shelter. While the location may have been predetermined before you even ordered your shelter, you may want to “improve” the location before starting the assembly process.

One of the most important considerations is that the location should be level. If it is not, the shelter’s frame will not assemble or sit properly. If your location is not level, you should consider grading it before building on it. Another alternative is to provide footings which are level to support the shelter. These could be pressure-treated posts, precast concrete blocks, or poured in place footings.

Drainage is another important consideration. Rain flowing off your shelter should have a natural path to flow away from the shelter and not under or into it.

## Section A - Unpack & Identify Parts

**Step 1:** Before you begin to assemble your shelter you should first unpack the contents of your shipment. During this process you will learn what all of the various parts look like.

**Tip:** We recommend you start by laying out the contents of your shipment in an orderly fashion as shown in the photograph below. Note that your parts may look different from those shown.

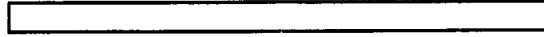


**Step 2:** Carefully go through the bill of material that came with your shelter and verify that you have all the required parts.

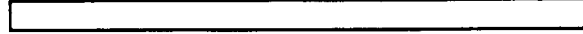
**Tip:** It is not necessary to open the plastic bags and count all of the fasteners at this time.

# Parts Identification and Quantities

(8) "A" Rafter Poles



(9) "B" Long Poles



(8) "C" Leg Poles



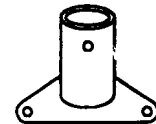
(6) 3-Way Couplers



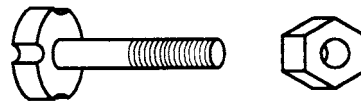
(6) 4-Way Couplers



(8) Base Feet



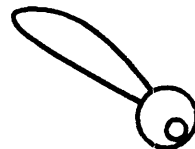
(8) Base Feet Nuts & Bolts



(42) Wing Nuts for Couplers



(53) Ball Bungies



(1) Canopy Cover



**Note: Illustrations are not to scale.**

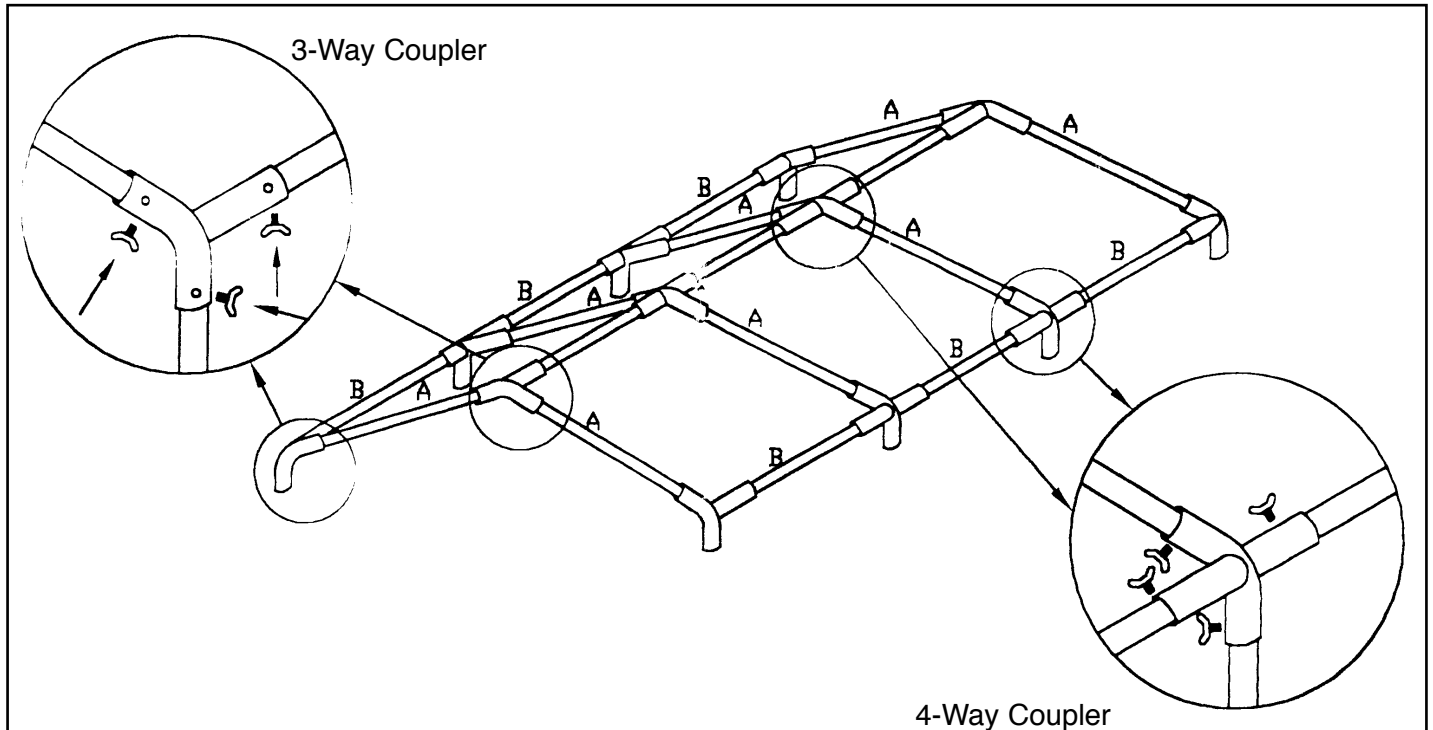
## Section B - Assembly

**Step 1:** Assemble the ridge using (3) of the “B” sections with (2) 4-way couplers between them.

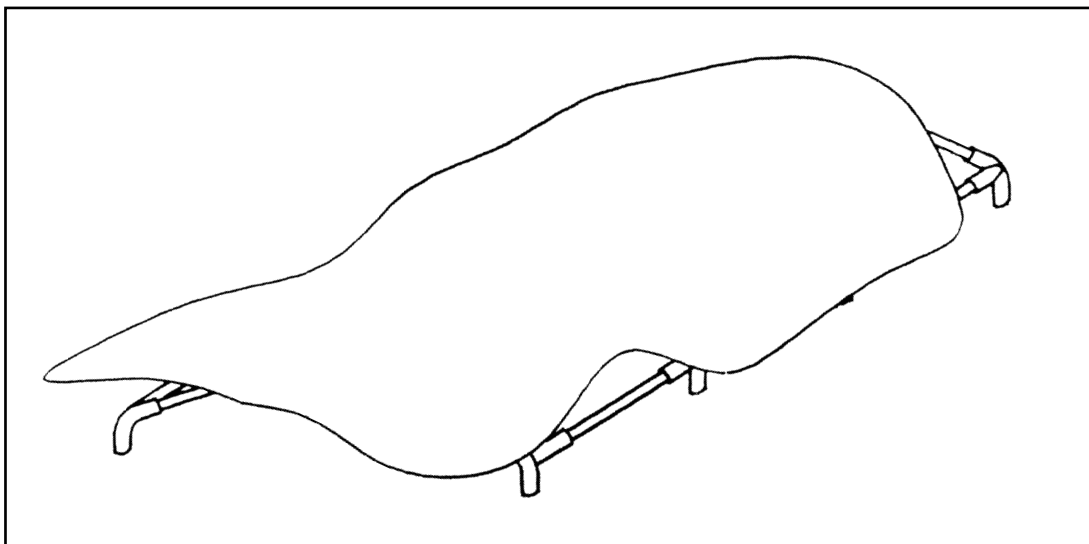
**Step 2:** Add a 3-way coupler to each end of the ridge.

**Step 3:** Add a pair of “A” rafters to each coupler, one on each side of the ridge (8 total).

**Step 4:** Add a 3-way coupler in each corner, and a 4-way coupler at the ends of the two middle rafters on each side.

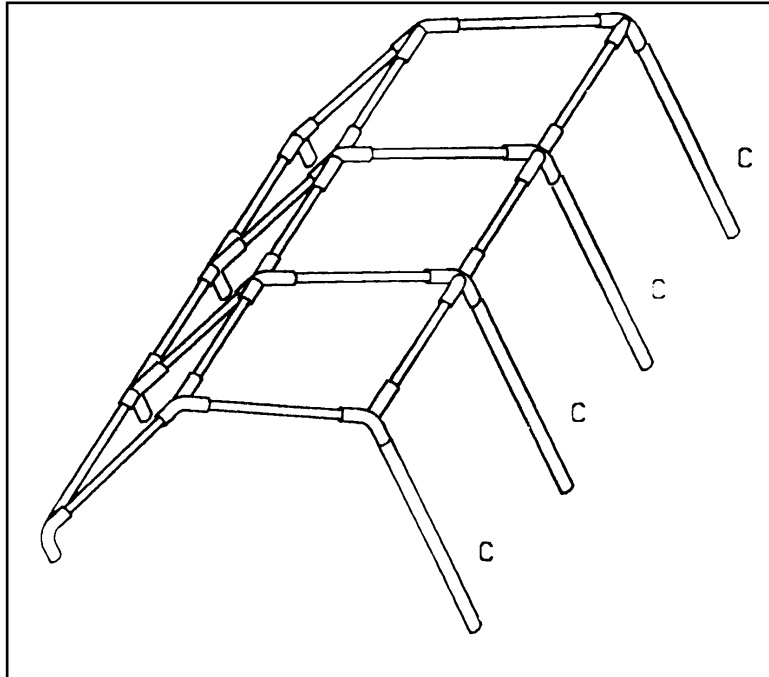


**Step 5:** Drape the cover over the roof frame, grommetted portion face down, so the valence wraps around and covers the frame eaves.

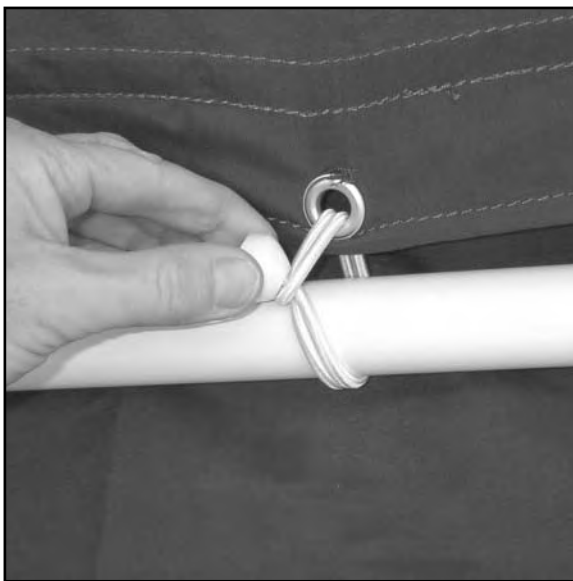


**Step 6:** Secure a foot to the end of each of leg using a base foot nut and bolt.

**Step 7:** Lift one side of the roof and slide in the leg poles. Then lift the other side and insert the remaining leg poles.

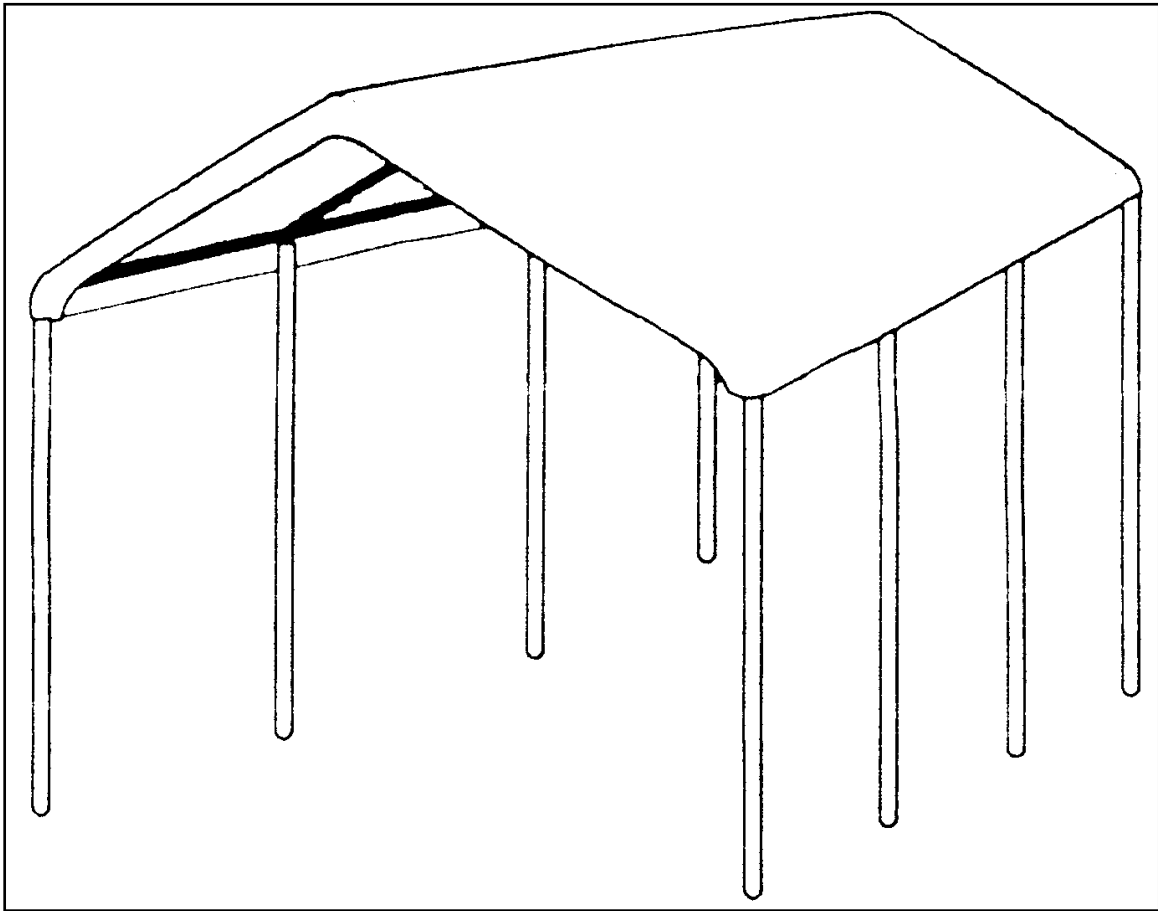


**Step 8:** Working inside/under the canopy, secure the cover to the frame using ball bungies. Note that your bungies may be a different color than those shown. Start in the corners.



**Step 9:** Once the corners are fastened, place ball bungies through all the grommet holes and loop around the pipe as illustrated above.

**Step 10:** Anchor your shelter using an approved anchoring method. While anchors are not supplied in your kit, the type appropriate for your installation may be purchased from ClearSpan™. Call us at 1-800-245-9881 if you need advice from one of our shelter experts prior to purchase.



## **Section C - Shelter Use and Maintenance**

- **Cover must be kept taut - Check and adjust tension periodically.**
- **Do not allow snow or ice to accumulate on the cover.**
- **Use a broom, mop, or brush to clear any ice or snow from the cover.**
- **Clean your canopy with water and mild soap when necessary.**
- **Never use bleach, abrasives, or strong cleaners on your canopy.**
- **If the canopy is moved after construction, inspect it thoroughly before reuse.**