

# Installation Instructions

## 20' x 32' Anchor Bandshell



Please read all assembly / installation instructions before the installation or removal of this product.



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## INTRODUCTION

We highly recommend that you become familiar with the entire assembly booklet prior to attempting assembly. Both sizes of Bandshells will be covered and the instructions will often overlap.

It will take approximately 3 to 4 men to install the 20' x 32' unit. Our instructions are merely recommendations as you may be equipped to install the unit in a better fashion. By all means do that!

After checking the pack list on page 2, to insure proper equipment, then go ahead and assemble the poles and base plates. See later page for an illustration.

Take your time on the first few jobs. If you have trouble, don't hesitate to phone Anchor at 812/867-2421.

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BANDSHELL PACK LIST

20' x 32'

1. One canvas bag containing Bandshell cover.
2. 12 30" steel stakes for Pole Base Plates.
3. 2 Front Poles, 3" x 14'7" aluminum (Pear shaped ring apparatus on top of poles supplied but not attached)
4. 2 Middle Poles, 4" x 23'6" Aluminum.
5. 2 Rear Poles, 4" x 20' Aluminum.
6. 6 Pole Base Plates complete. (4 for 4" diameter and 2 for 3" diameter poles)
7. 8 10' snap-on polyester guys.
8. 4 18' snap-on polyester guys.
9. 8 24' snap-on polyester guys.
10. 2 21' snap-on jump ropes, for 20' Poles.
11. 2 24' snap-on jump ropes, for 23'6" Poles.

NOTE: Customer responsible for providing the additional 20 stakes needed for guying purposes. Should be at least 30" long.

## ASSEMBLY INSTRUCTIONS

### LOCATE ANCHOR POINTS

The first and most crucial step is to locate the stake and base plate points. The next two pages show the Anchor Point locations for both the 20' x 32'

It is advisable to purchase two 100' tape lines and have several markers available to mark the Anchor Points. Do now use markers with sharp edges for base plate locations. The fabric will have to rest on markers before raising.

Where do we start? Initially you must decide where your stage will go. Then, determine center of the stage and position your Center Line so that it splits the stage area in half. Now locate the Reference Points and halfway drive a 30" stake at each point. Stakes are for reference only and will be pulled after making measurements.

Using the two tape lines locate stake and base plate points using diagonal dimensions from corresponding reference points. These dimensions will locate the stake spots and the center of pole locations. All points are symmetrical and should line up with the points on opposite side of Center Line.

It might be a good idea to mark your tape line at all the necessary increments for future installations.





## INSTALL STAKES AND ASSEMBLE POLES

1. Install Stakes or Anchors at points shown in Anchor Point Chart. Note that some points require double staking as shown in illustrations. You may want to use a half hitch knot to allow for easy adjusting.



PHOTO B

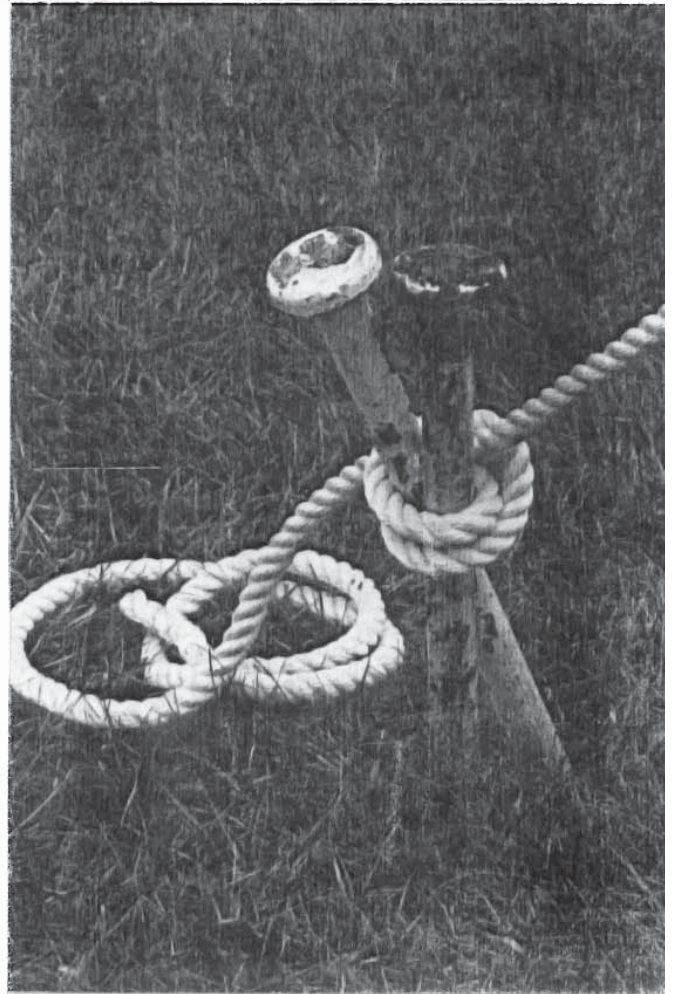


PHOTO A

2. Assemble the poles. Attach base plates as shown and secure all nuts and bolts.

## FABRIC LAY OUT

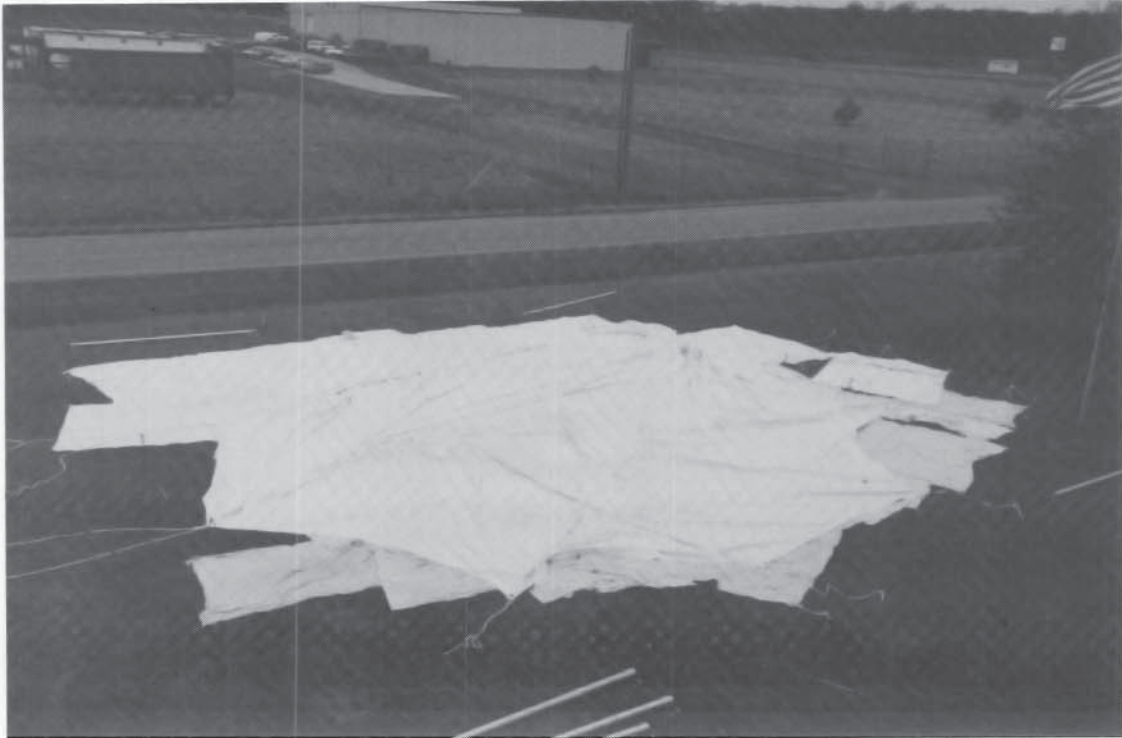
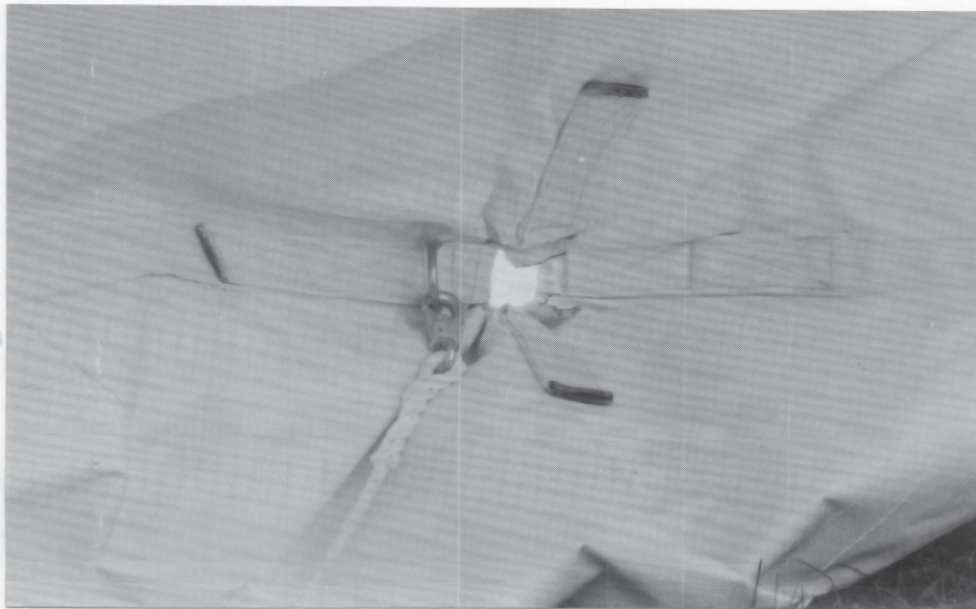


PHOTO C

1. It is advisable to put drop cloths on the ground prior to laying out Bandshell cloth.
  
- 2B. Take the pipe flanges (threaded pipe with screw-on flange on each end) and install them through each center pole hole. The center pole pin will go through these pipe flanges.
  
3. Try to place the Bandshell in its appropriate direction and place-of-use initially when laying it out.
  
4. Next, put the poles in a position near their intended use.



## GUY ROPES & JUMP ROPES



1. Attach Jump Ropes to the large ring near each Center Pole. See Pack List for correct sizes.

PHOTO D

2. Attach appropriate guy ropes to the tent, then loosely tie off to stakes. At this point in time simply tie ropes with plenty of slack in them. After raising the Bandshell you will adjust and tighten the ropes at a later point in time.

Don't attach guy ropes to front two wing tips yet on 20' x 32'. This is next.



PHOTO E



## INSERT AND RAISE POLES



PHOTO F

1. (For 20'x32' only)  
Place the two front poles for 20'x32' in under fabric so that the pear ring at top aligns with the front snaps on wing tips & base-plates are under tent. Snap tips on as shown and also snap two 24' guy ropes on each pear

2. (For 20' x 32' only) Now tie the guy ropes for these two front poles loosely to appropriate stakes. Slide and lift the front poles into an upright position. This position temporary until balance of poles in place. May need to insert a steel rod through the hole drilled 3' up from bottom of each pole to enable two men to carry pole.

If pole slips at base simply flip the plate so it will temporarily dig into ground. Then tighten front guy ropes simply to hold poles in place.



PHOTO G

#### INSERT AND RAISE POLES



PHOTO H

3. Next step is a major one and may require extra manpower. Insert pole pin through pole hole and raise each pole individually. Start with front poles and enter the Bandshell from the side. Make sure the front guy ropes are secure before lifting poles.

4. Do not try to put base of the first poles in the proper spot. Simply get them fairly close and leave them at that angle in such a way so that they won't fall. Then proceed to put in the balance of the poles. After they are all somewhat lifted, then move the poles so that baseplates are in appropriately marked spots. Drive stakes into baseplates. Attach the jump ropes to poles.

NOTE: May need to loosen or tighten some guy ropes during pole erection.



PHOTO I



## TENSION THE POINTS

1. After all the poles are in position, the Bandshell may look as shown. Next step is to tighten all guy ropes so fabric is pulled out tight.



PHOTO J

2. There is no simple method for tensioning the structure. It is best to pull the 4 side points (having web sewn up and over) as tight as possible. The remaining points should be tightened with the idea the the Bandshell is a tension structure and should have equal tension throughout the top.

Photo shows one method for tightening guys. You may use a block and tackle if available, but be careful.



PHOTO K



## CARE AND STORAGE

### A. Care

At this point in time your Bandshell should be up and looking sharp. You may need to adjust guy ropes, check stakes, move baseplates if hilly, etc. If you have any problems please feel free to phone Anchor at (812) 867-2421.

After the Bandshell is up, be sure to maintain tight guy ropes and stakes. Double check this if unit is up for any length of time.

Lowering the shell is the reverse of raising it.

### B. Storage

1. Always make absolutely sure fabric is dry before storing.
2. Store in provided sacks in a cool, dry area - - away from rodents. Rodent protection may be necessary if they are plentiful. Keep off floor if possible.
3. Clean fabric with mild laundry detergent and a soft bristled brush. Can use a high pressure sprayer but must keep nozzle 18" away from fabric. Can not use steam cleaners.
4. May want to sand and paint the steel baseplates before storing in order to eliminate future rusting. Stakes may be painted also.



Thank you for purchasing an Anchor product. In return, we pledge Quality, Service and Craftsmanship and are available for any questions you may have or assistance you may need.

## **PHONE NUMBER**

812-867-2421

## **FAX NUMBER**

812-867-0547

Anchor products are of superior design and operate best within the parameters of these instructions. It is **IMPERATIVE** that the instructions be carefully read and **COMPLETELY FOLLOWED**. Please read installation instructions before the installation or removal of this product. Installation instructions are available at **[www.anchorinc.com](http://www.anchorinc.com)**.

For additional assistance consult: "The IFAI Procedural Handbook For The Safe Installation And Maintenance Of Tentage" and the IFAI "Pullout Capacity Of Tent Stakes", both available from the IFAI Tent Rental Division.

### **CAUTION:**

1. For each installation, the installer is solely responsible for evaluating the site and the proper securing method determined. Some soils require different staking or securing than that provided with the tent. Due to this variety of soil conditions, these are the manufacturer's suggested sequence of installation procedures. Anchor's responsibility is limited to the construction of the tent. We are not responsible for methods that installers may choose to secure the tent to the ground.

2. Inasmuch as the weather is unpredictable, good judgment and common sense must be incorporated within installation guidelines. It is the responsibility of the tent Installer/maintainer to determine the severity of the weather, proper time and method of installation and/or erection and disassembly.

The structure has been manufactured to meet code requirements. For the safety of all occupants, evacuation is recommended if inclement weather occurs, or if there is any doubt concerning the safe use of this product.

3. Proper safety equipment should be used at all times to insure a safe installation and take down. We suggest a careful evaluation be made to determine safety equipment needed, such as hard hats, steel-toe shoes, safety glasses and other as required.

4. Anchor stands behind its products in accordance with its standard Terms and Conditions of sale. A copy of our Terms and Conditions of Sale can be obtained by contacting Anchor at the telephone number and/or address on this document.