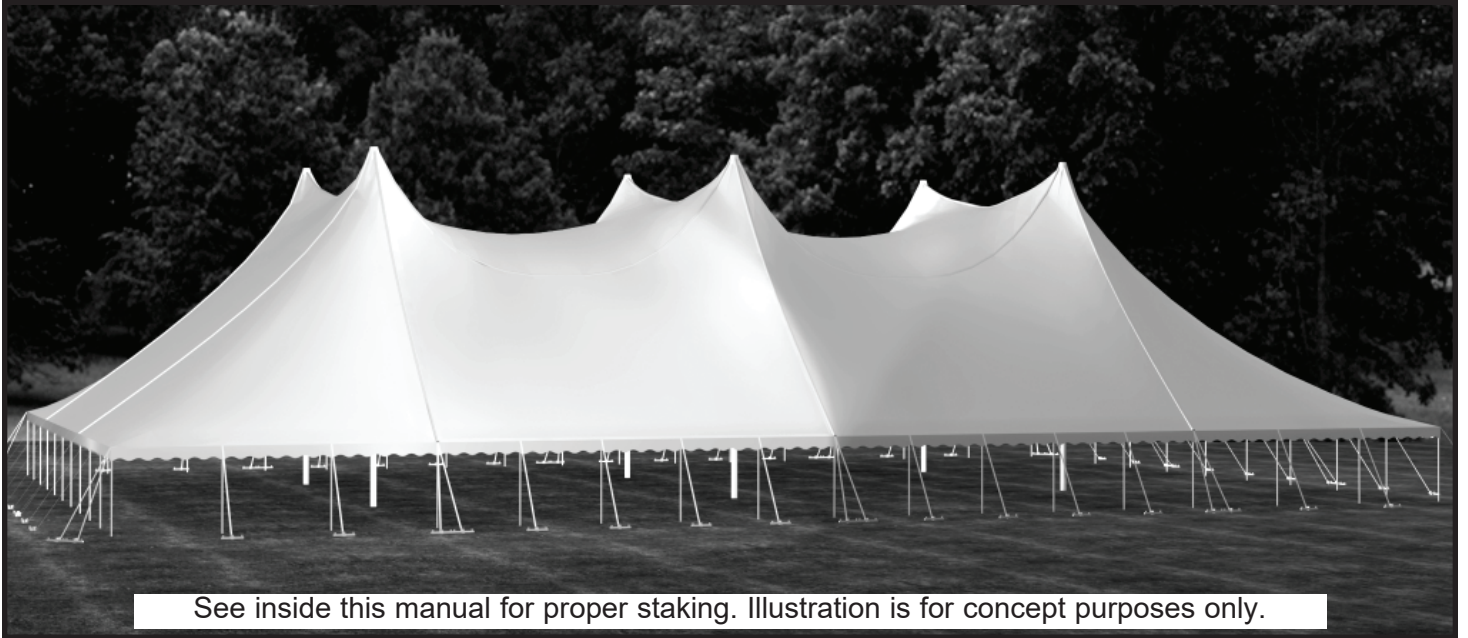


# Installation Instructions

## 100' & 120' Multi-piece

### Century® Tent

### Non-Certified Installation



See inside this manual for proper staking. Illustration is for concept purposes only.

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



7701 Highway 41 N  
Evansville, IN 47725  
Phone: 812-867-2421  
Fax: 812-867-1429  
1-800-544-4445  
email: [tents@anchorinc.com](mailto:tents@anchorinc.com)  
[www.anchorinc.com](http://www.anchorinc.com)

## **IMPORTANT:**

The installation of this Century Tent should be performed/supervised by knowledgeable tent installers with a clear understanding of safety issues as well as the methods of anchoring. The requirements as specified with blue print (supplied by Anchor Industries Inc.) must be followed. The installer/owner must read the assembly instructions completely prior to any installation. Particular attention must be given to anchoring! See Caution Statement on back page of this manual.

## **MANPOWER REQUIRED**

Six experienced installers should be able to assemble a 100' x 100' tent in approximately six hours.

## **TOOLS REQUIRED**

Sledge Hammers  
Stake Driver  
2 Measuring Tapes  
Front End Loader

## **INSPECT SITE**

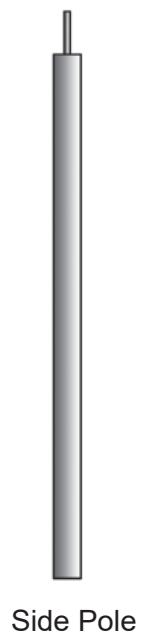
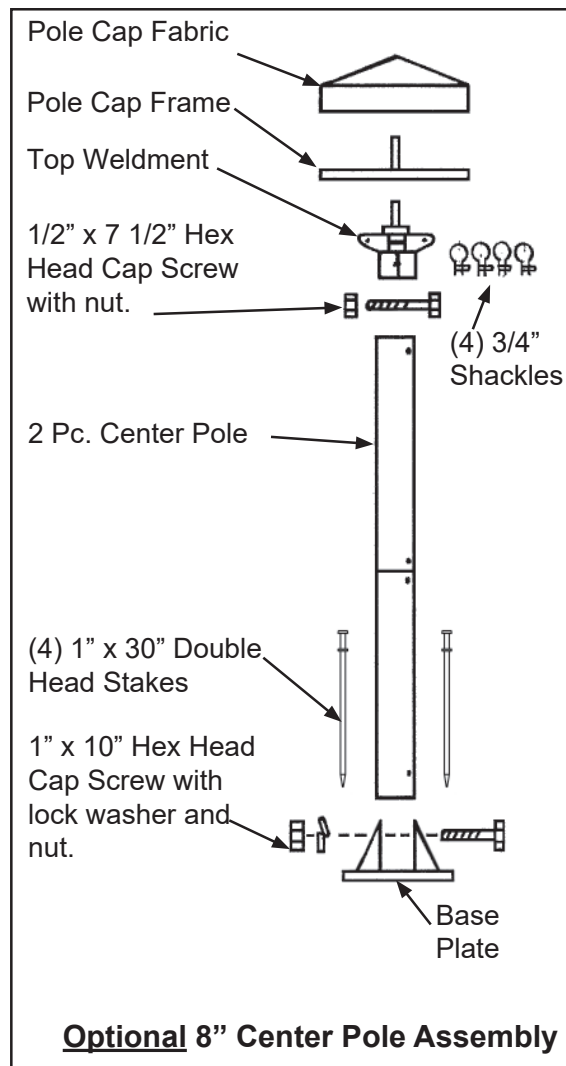
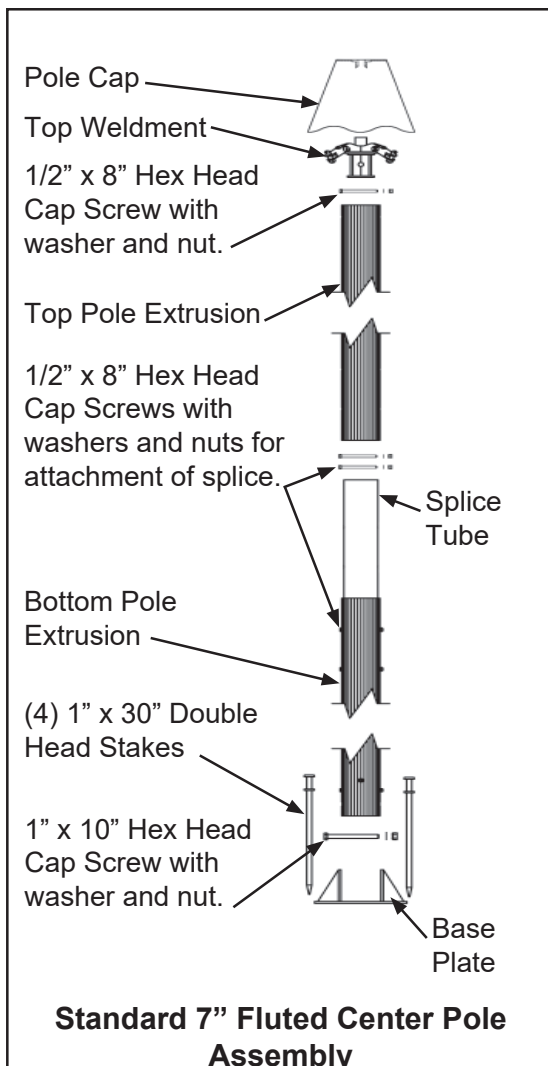
### **Caution:**

Consult your local utility locator service or the National Utility Locating Contractors Association (NULCA) prior to installation. Prior to actual tent assembly, be sure to look up, down, above & below for obstacles, pipes, wires, trouble, etc.

## **LAYOUT & CHECK**

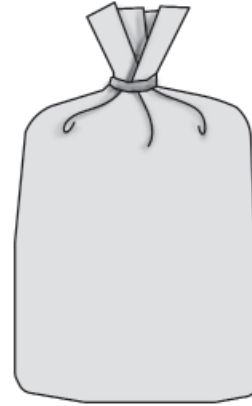
Utilize parts list for a quick I.D. and a check list to ensure that you have all the parts.

## **Parts Illustrations**



## Parts Illustrations (cont'd)

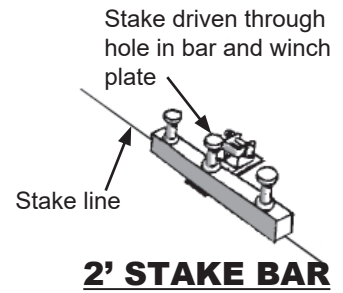
APPROVED SIDE AND CENTER POLES		
	LENGTH	SIZE
<b>Side</b>	8'	Alum. 2" Sch. 40 Pipe Alum. 2 1/2" Sch. 40 Pipe Alum. 3" Fluted Alum. 3" Kedar Trac Fluted
	10'	Alum. 2 1/2" Sch. 40 Pipe Alum. 3 1/2" Fluted Alum. 3 1/2" Kedar Trac Fluted
	12'	Alum. 2 1/2" Sch. 40 Pipe Alum. 3 1/2" Fluted Alum. 3 1/2" Kedar Trac Fluted
<b>Short Center</b>	37'	Alum. 8" Ctr. Pole Assy. Alum. 7" Fluted Assy.
	39'	Alum. 8" Ctr. Pole Assy. Alum. 7" Fluted Assy.
	41'	Alum. 8" Ctr. Pole Assy. Alum. 7" Fluted Assy.
<b>Long Center (120' Tent only)</b>	40'	Alum. 8" Ctr. Pole Assy. Alum. 7" Fluted Assy.
	42'	Alum. 8" Ctr. Pole Assy. Alum. 7" Fluted Assy.
	44'	Alum. 8" Ctr. Pole Assy. Alum. 7" Fluted Assy.



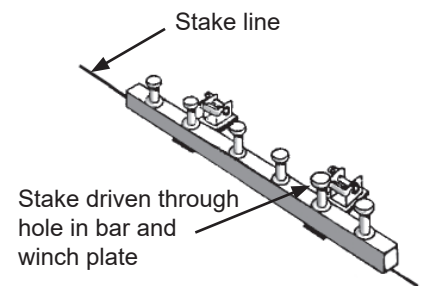
Bag with Fabric Section



Maxi-Grip Flap Tool - (1) per Tent Section



**2' STAKE BAR**



**4' STAKE BAR**

## Parts List

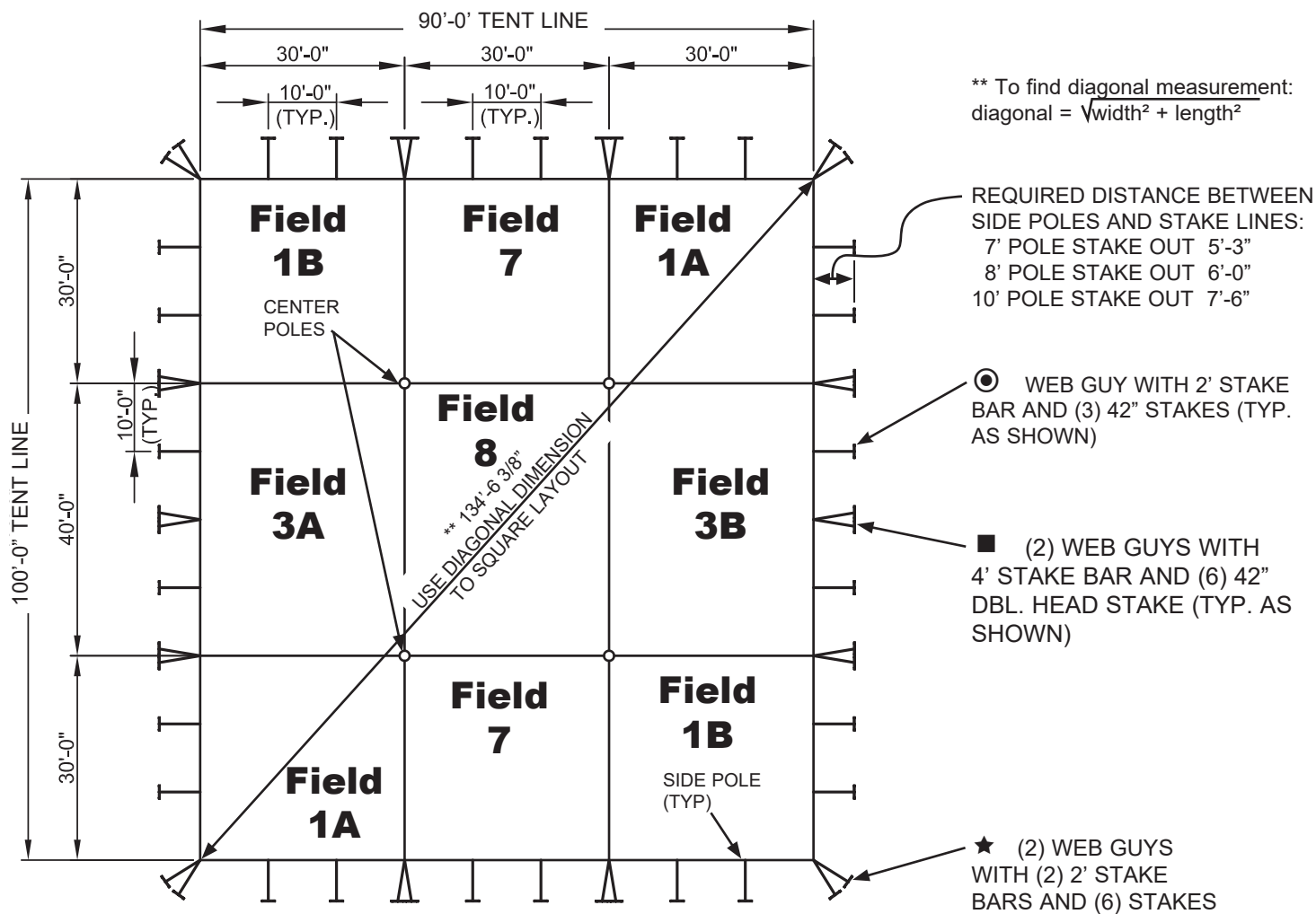
	100' Wide Tent				120' Wide Tent	
	100' x 90' Tent	100' x 100' Tent	100' x 30' Middle	100' x 40' Middle	120' x 100' Tent	120' x 40' Middle
Field 1-A Bundle, Blue	2	2	-	-	2	-
Field 1-B Bundle, Red	2	2	-	-	2	-
Field 2 Bundle, Green	-	2	-	2	2	2
Field 3-A Bundle, Purple	1	1	-	-	-	-
Field 3-B Bundle, Orange	1	1	-	-	-	-
Field 4 Bundle, Yellow	-	1	-	1	-	-
Field 5 Bundle, Pink	-	-	-	-	2	-
Field 6 Bundle, Brown	-	-	-	-	1	1
Field 7 Bundle, Royal Blue	2	-	2	-	-	-
Field 8 Bundle, Lilac	1	-	1	-	-	-
Side Pole	38	42	6	10	46	10
Shorter Center Pole Assembly	4	4	2	2	4	2
Long Center Pole Assembly	-	-	-	-	2	1

See Web Guy Layouts and Staking tables for staking requirements.

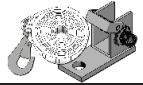

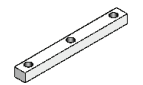


# 1 WEB GUY LAYOUT\*

## Multi-pc -100' with 30' Mid

MARK LOCATION OF STAKES, SIDE POLES & CENTER POLES

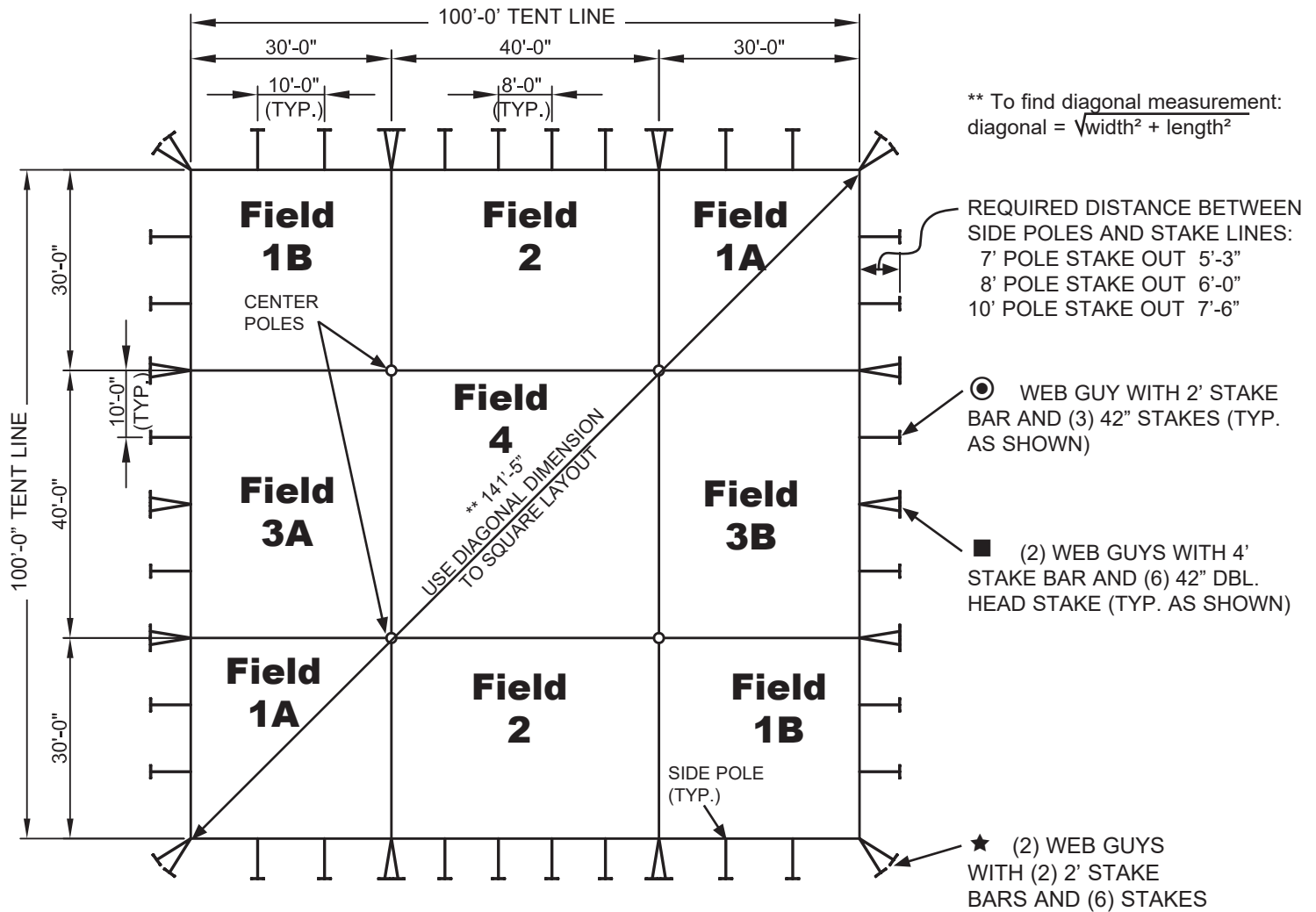


### Staking Table for All Fields

Illustration	Item No.	Description	Qty. for Field 1-A	Qty. for Field 1-B	Qty. for Field 3-A or 3-B	Qty. for Field 2	Qty. for Field 5	Qty. for Field 7
	23000	Century Guy w/ Winch	8	8	6	6	8	4
	37020A 3704242 (over 25)	42" Double Hd. Stake	24*	24*	18*	18*	24*	12*
	33000	2'-0" Stake Bar w/ (3) Holes	6	6	2	4	4	2
	33100	4'-0" Stake Bar w/ (6) Holes	1	1	2	1	2	1
	23100	Winch Tool	1	1	0	0	0	0

## Multi-pc -100' with 40' Mid

## MARK LOCATION OF STAKES, SIDE POLES & CENTER POLES



SEE STAKING GUIDELINES ON PAGE 7.

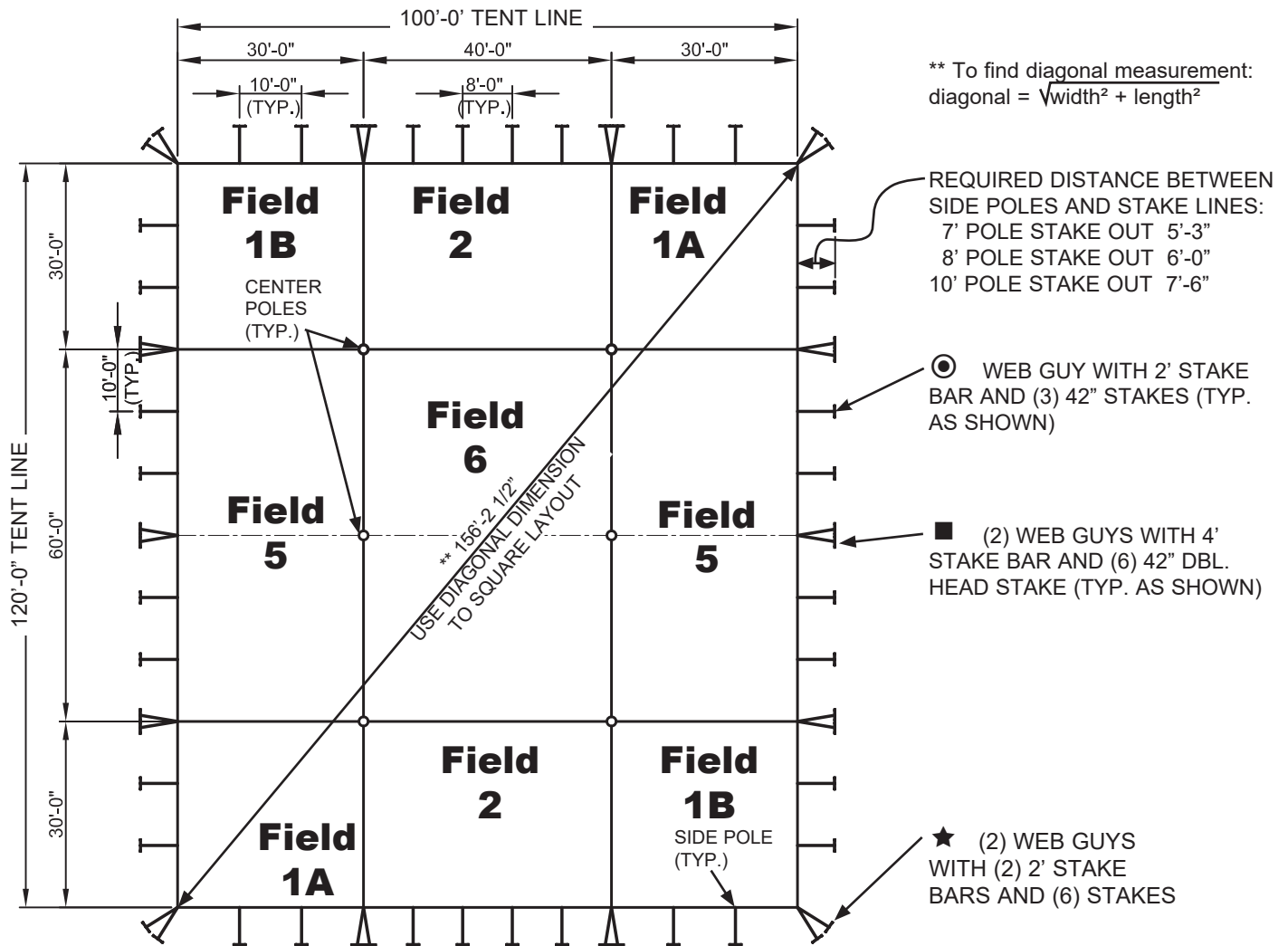
**\* IMPORTANT NOTE:** REFER TO CAUTION STATEMENT #2 FOR IMPORTANT WARNING ABOUT NUMBER OF STAKES SUPPLIED. (SEE BACK PAGE OF THIS MANUAL)

**THE INSTALLER MUST USE THE LOCAL SOIL CONDITIONS TO CALCULATE THE ACTUAL NUMBER OF STAKES REQUIRED AND IS RESPONSIBLE FOR THE STAKING PATTERN AND CONFIGURATION.** ANCHOR PROVIDES ANCHORING PACKAGES FOR COMMON SOIL CLASSIFICATIONS; CONTACT YOUR TENT SALES REPRESENTATIVE FOR MORE INFORMATION.

# WEB GUY LAYOUT\*

## Multi-pc -120' with 40' Mid

MARK LOCATION OF STAKES, SIDE POLES & CENTER POLES



● ★ ■ SEE STAKING GUIDELINES ON NEXT PAGE.

**\* IMPORTANT NOTE:** REFER TO CAUTION STATEMENT #2 FOR IMPORTANT WARNING ABOUT NUMBER OF STAKES SUPPLIED. (SEE BACK PAGE OF THIS MANUAL)

**THE INSTALLER MUST USE THE LOCAL SOIL CONDITIONS TO CALCULATE THE ACTUAL NUMBER OF STAKES REQUIRED AND IS RESPONSIBLE FOR THE STAKING PATTERN AND CONFIGURATION.** ANCHOR PROVIDES ANCHORING PACKAGES FOR COMMON SOIL CLASSIFICATIONS; CONTACT YOUR TENT SALES REPRESENTATIVE FOR MORE INFORMATION.

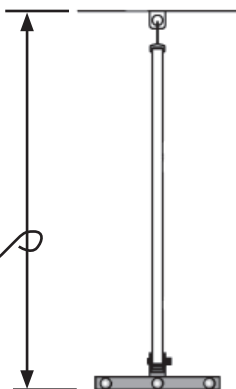
# WEB GUY - STAKING GUIDELINES

REQUIRED DISTANCE  
BETWEEN SIDE POLES  
AND STAKE LINES:

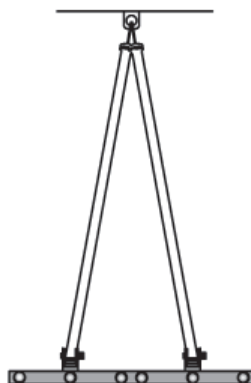
8' POLE STAKE OUT 6' 0"

10' POLE STAKE OUT 7' 6"

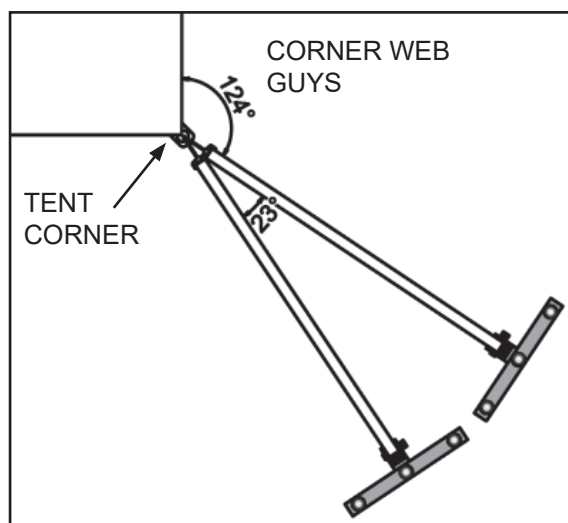
12' POLE STAKE OUT 9' 0"



⊙ (1) WEB GUY  
WITH 2' STAKE BAR  
AND (3) 42" DOUBLE  
HEAD STAKES



■ (2) WEB GUYS  
WITH 4' STAKE BAR  
AND (6) 42" DOUBLE  
HEAD STAKES



★ (2) WEB GUYS WITH (2) 2' STAKE BARS  
AND (6) 42" DOUBLE HEAD STAKES

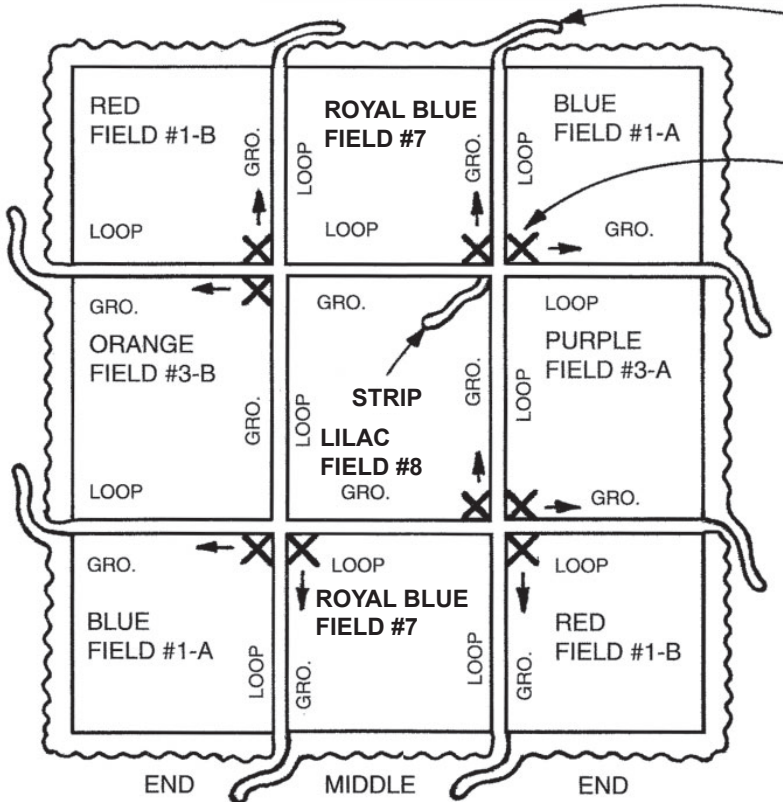


## 2 TENT SECTION LAYOUTS

Spread drop cloths. Properly orient tent sections by placing bundles at spots marked "X" and unroll in the direction of the arrows on the following diagrams.

**Caution:** Any objects with sharp projections which must remain on site under the tent should be padded and taped.

### 100' x 90' Century (30' Mid)



Use color strip to identify bundles.

To properly orient tent sections, place each bundle at spot marked 'X'.

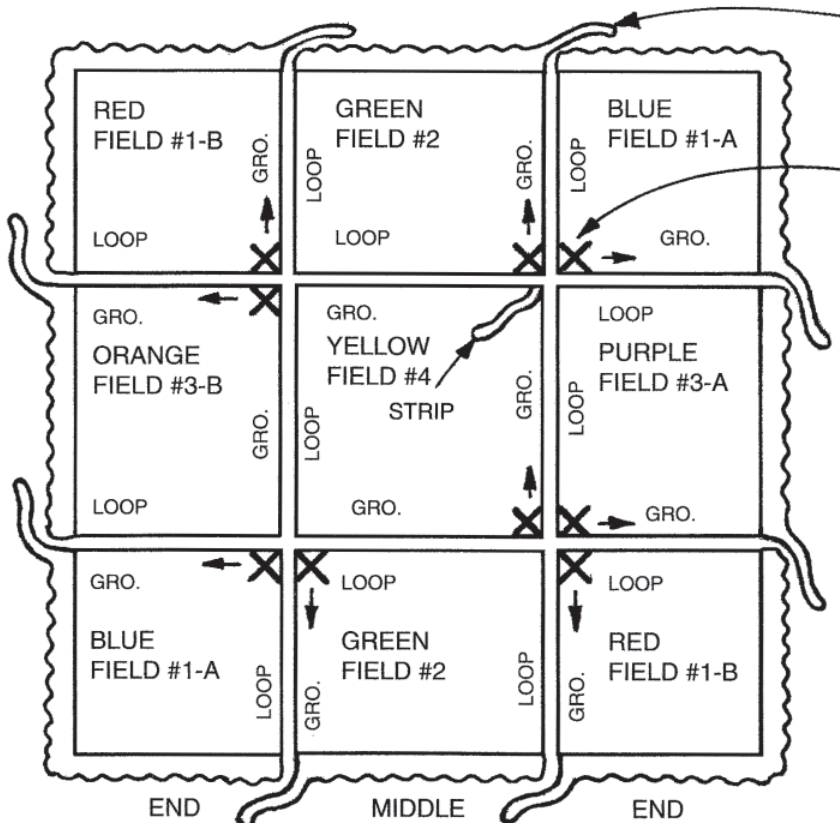
Unroll in direction of arrow.

#### IMPORTANT:

Note method of folding. When taking down tent, fold in like manner and keep color strip exposed to allow unfolding as shown.

**Note:** Each tent section has been color coded with labels and color strips to match the layout shown. Orientation of sections as shown is essential.

### 100' x 100' Century (40' Mid)



Use color strip to identify bundles.

To properly orient tent sections, place each bundle at spot marked 'X'.

Unroll in direction of arrow.

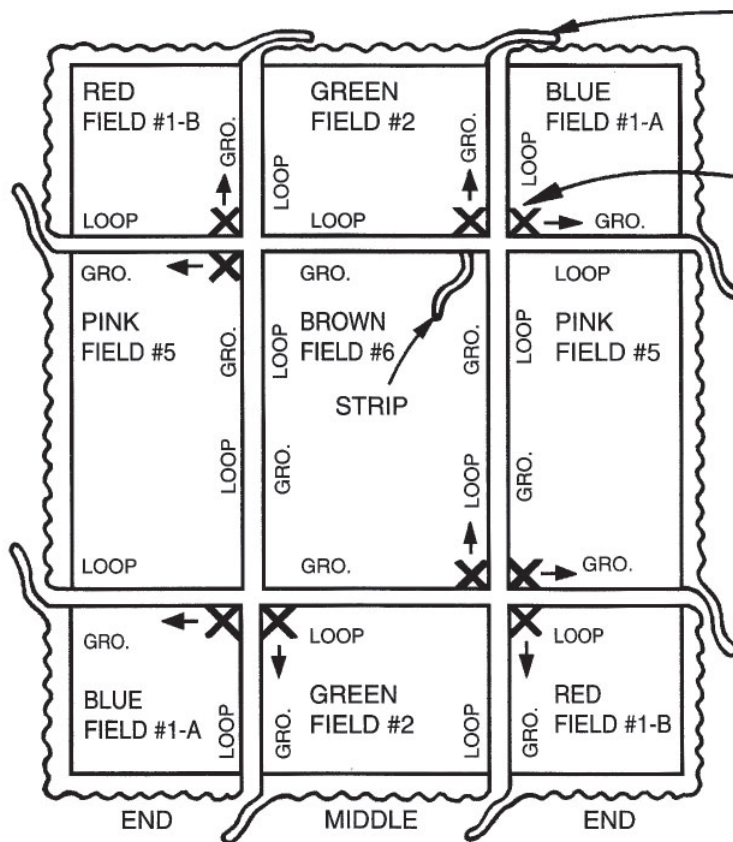
#### IMPORTANT:

Note method of folding. When taking down tent, fold in like manner and keep color strip exposed to allow unfolding as shown.

**Note:** Each tent section has been color coded with labels and color strips to match the layout shown. Orientation of sections as shown is essential.



## Layout 120' x 100' Century (40' Mid)



Use color strip to identify bundles.

To properly orient tent sections, place each bundle at spot marked 'X'.

Unroll in direction of arrow.

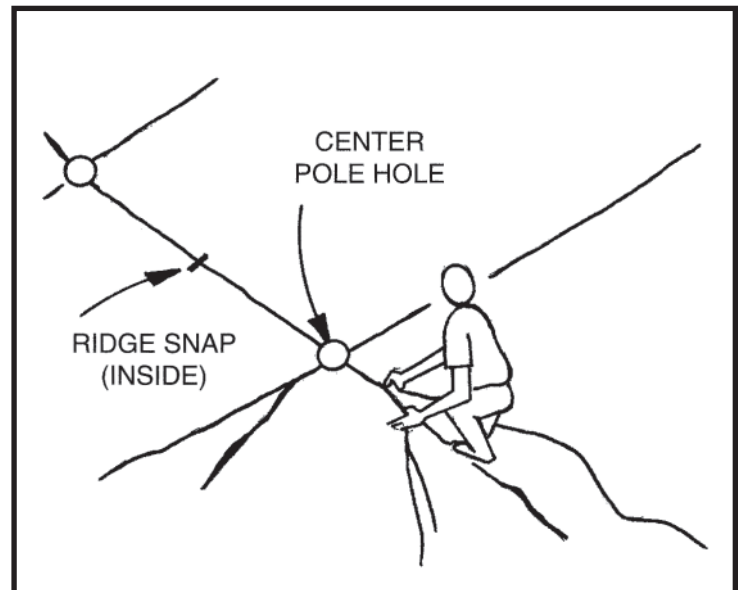
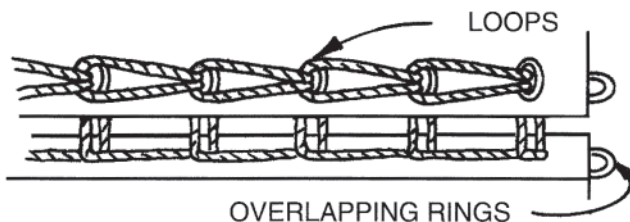
### IMPORTANT:

Note method of folding. When taking down tent, fold in like manner and keep color strip exposed to allow unfolding as shown.

**Note:** Each tent section has been color coded with labels and color strips to match the layout shown. Orientation of sections as shown is essential.

## 3 Lacing

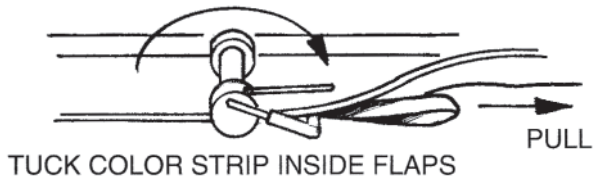
With tent sections on ground, overlap rings at center pole holes with grommet side on top. Starting at end opposite long loop, lace between center pole holes first. Push first loop up through corresponding grommet.



## Lacing (cont'd)

Continue lacing process. Attach ridge snap to ring as you come to them. (100' wide tents only)

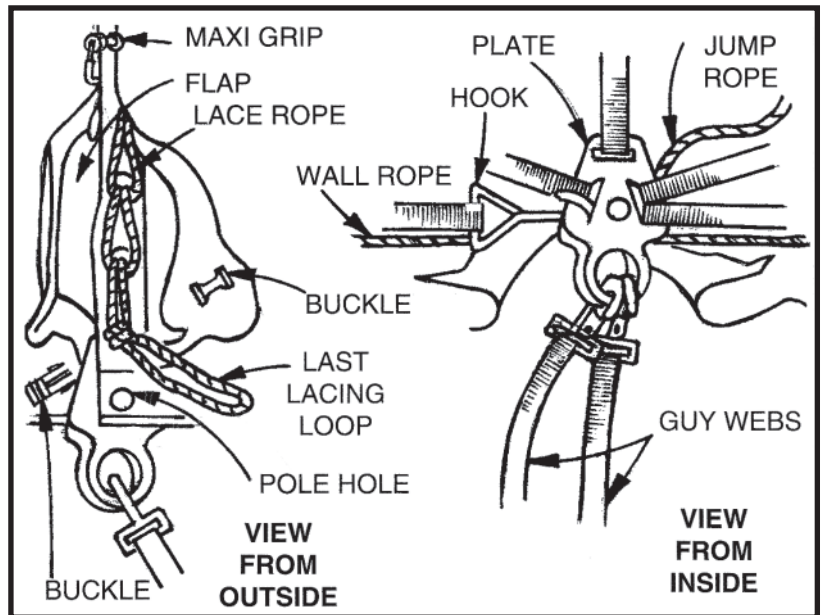
Tie off last long loop. Cover lacing by joining protective flaps using Maxi Grip tool.



Secure flap with buckles at top and bottom. Then lace from center pole to eave on both sides of tent. Tie off last long loop. Align plates and attach hook on inside of tent as shown.

Attach two guy webs through both plates.

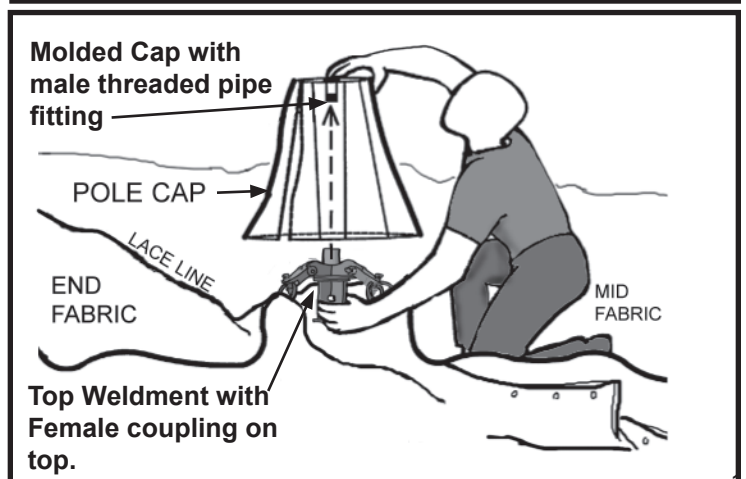
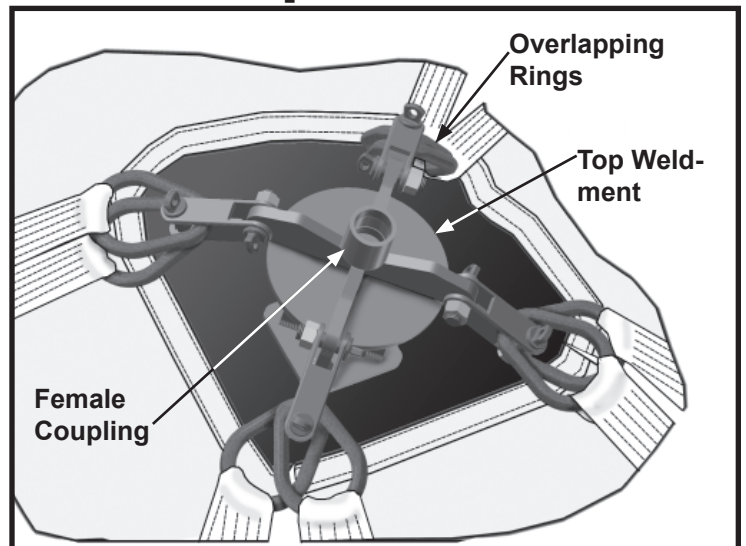
Lace all sections of tent.



## 4 Center Pole Top Weldment & Pole cap

Set top weldment in center pole hole and connect to overlapping rings as shown.

Place pole cap over top weldment, and push fabric and weldment up into cap and secure from underneath by threading the female coupling onto the male pipe fitting molded to the inside of the pole cap.



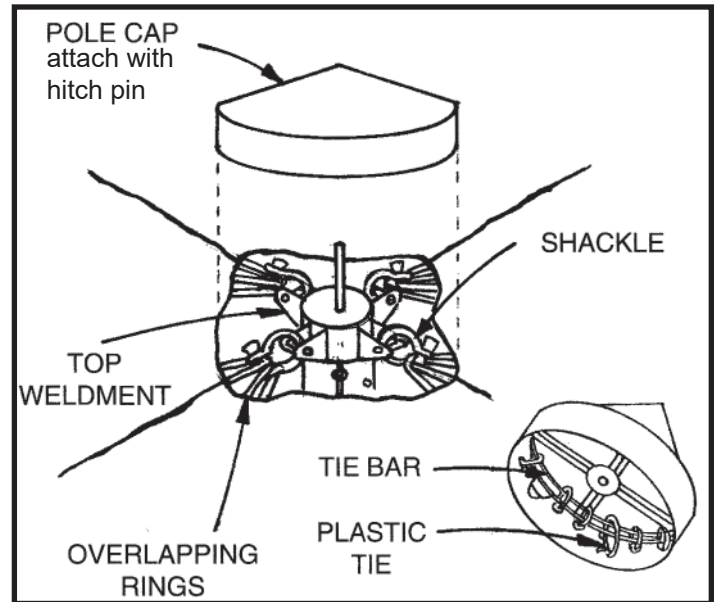
## Alternate for Optional 8" Center Pole

Set top weldment in center pole hole and connect to overlapping rings with shackles provided.

Place assembled pole cap over pipe of top weldment. Attach hinge pin to pipe extending through top of pole cap. Rotate pole cap to align holes in pipes.

Note:

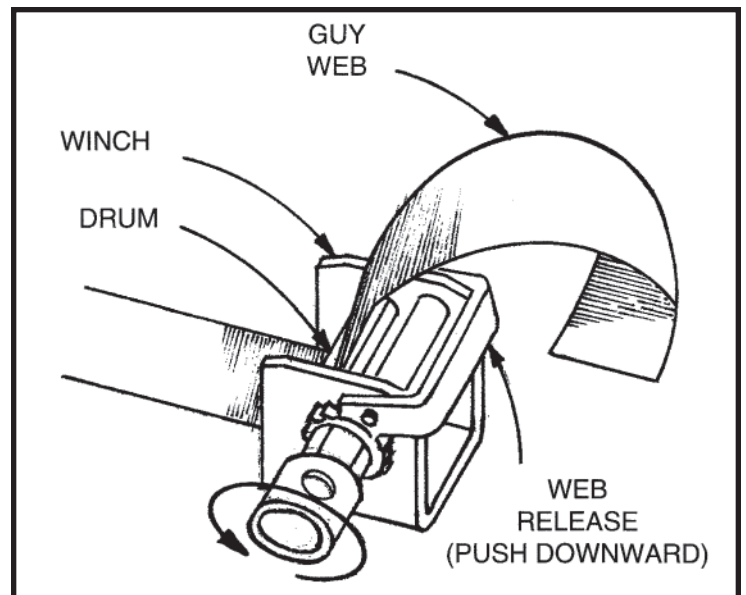
Pole cap assembly is illustrated on a separate sheet packed with fabric top.



## 5 Web to Winch

Insert guy web loosely into slot in winch drum, approximately 4'-0" for 8'-0" side pole and 1'-6" for 10'-0" side pole.

Rotate drum 1 1/2 to 2 times to secure web.  
Repeat at all guy web locations.



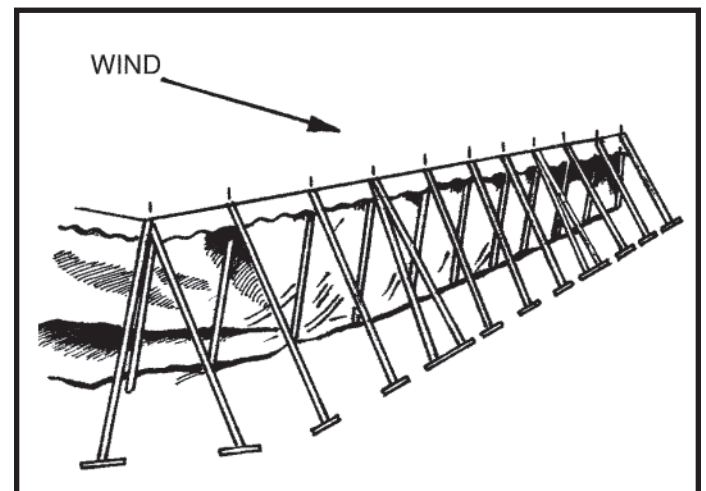
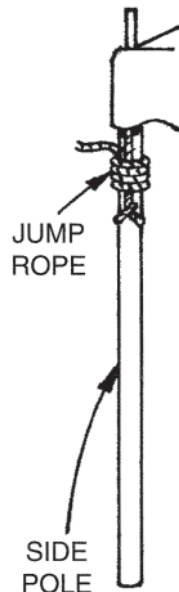
## 6 Raise Side Poles

Start at side opposite wind. Insert each side pole pin into side pole hole and raise slightly less than perpendicular. Bottom of each pole should be pointed inward toward center of tent.

Wall ropes are to be outside of corner and side pole.

Tie jump rope around each side pole as it is inserted in pole hole.

Continue around tent.



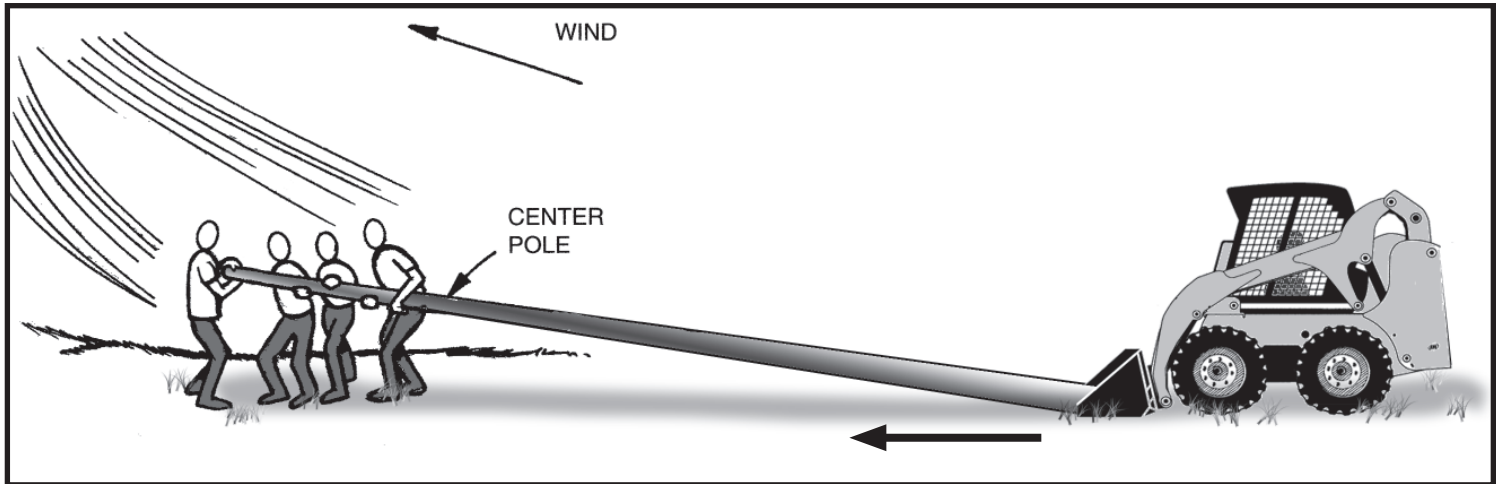
## **7 Raise Center Poles**

### **Important Information to prevent/minimize tent damage prior to center poles being erected.**

1. Traditionally, raising all side poles prior to pushing center poles is acceptable, however, during a **high wind install**, only raise the side poles as needed on the side of the tent that the center poles are being pushed from. This helps to eliminate wind damage.
2. If wind is high, pre-drive a stake at center pole locations and use a rope to tie the center pole weldments down to prevent the wind from picking them up and damaging the fabric.
3. Care should be taken not to place anything under the fabric that can be rubbed against. We recommend a short saw-horse type of device to set the pole to working height during installation of the top weldments. Nothing should be used that is higher than head height to the crew working under the fabric. The top weldments should never be allowed to support the center pole when lying on the ground. Something should always hold the top of the pole off the ground.
4. The center poles should always be pushed up in a direction parallel to the length of the tent. In the case of a 120' W, the poles should always be pushed from the 120' side. This puts the longest lace line curve in position to minimize fabric damage and stress on the maxi-grip flaps.
5. All center poles should be assembled and pre-positioned in order to speed the process of erection. The fabric is most vulnerable to damage during the installation process. Anything (in a safe manner) possible to speed the process should be done.
6. Center poles should be positioned as closely as possible to the orientation that they will be pushed in. Rotation of the poles once attached to the top weldments should be avoided.
7. Sudden stresses to the poles and fabric should be avoided. When disengaging the center pole base plates from the forks of the erection equipment, care should be taken not to have a sudden drop of the poles as may happen when the base plate is allowed to slide off the forks when the forks are raised off the ground.
8. Once center pole erection is begun it should not be stopped until the tent is tensioned.
9. Maxi-grip flap connections should be double checked prior to raising the first pole. This is especially important if there has been wind and the fabric has flexed considerably.
10. Fabric bunching around the top of the center poles during installation should be avoided. This is especially important on the maxi-grip lace line locations. The fabric flexing and popping into position when placed in this condition puts a lot of stress on the maxi-grip and it is hard to notice any opening in the flap. Extra care should be taken here.
11. The actual erection sequence of poles is somewhat dependent of the type and quantity of equipment that is available. With one piece of equipment it will be necessary to partially raise a pole and temporarily stake that pole to prevent movement, then relocate the equipment to push an adjacent pole, then return to the first pole. Base plates should be kept flat on the ground at all times.
12. Care should be taken to avoid as much stress on the fabric as possible. The stress can be minimized if poles are pushed up in a manner that reduces dragging of poles as much as possible.



## 7 Raise Center Poles cont'd



Assemble center poles with base plates. Raise center poles with top pointing downwind. With bottom of center pole in bucket of front end loader, **slowly** guide top of pole under tent with installers as shown.

At center pole hole connect top weldment to pole with bolt, washer, and nut. Continue guiding top of pole to prevent snagging of fabric. **Slowly** raise top of pole as high as possible by hand while moving forward with loader.

Set base plate down approximately ten feet from center pole position previously marked. Drive two 30' stakes through holes in plate.

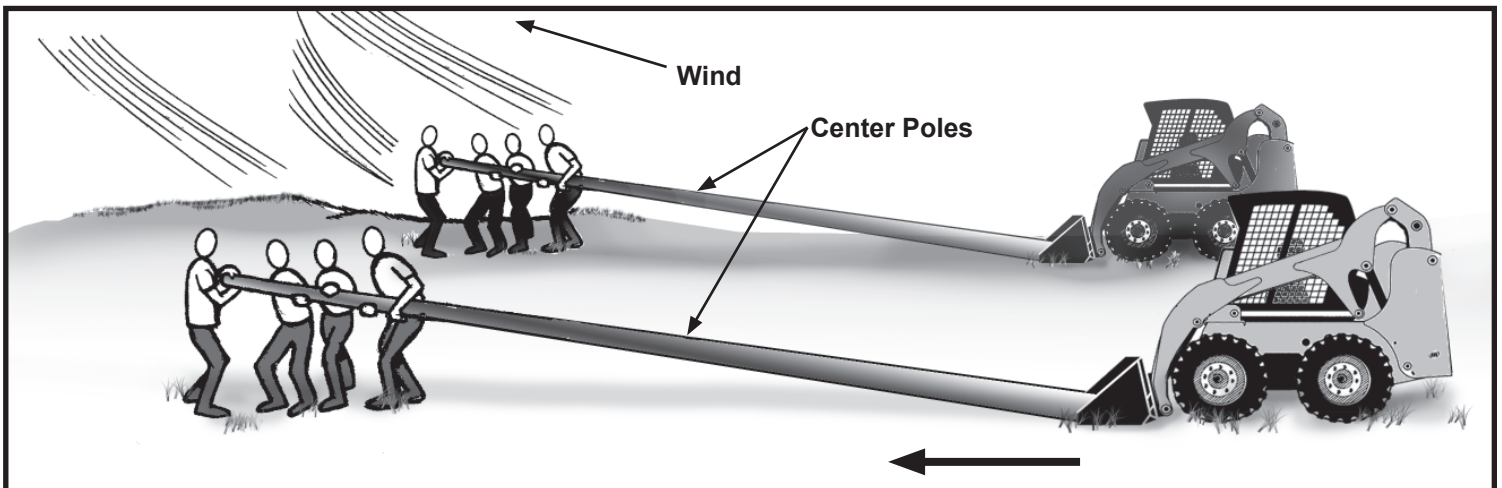
Repeat with other poles. Placing bottoms of poles at locations previously marked. When in position, drive four 30" stakes through holes in base plate.

Reposition first pole to vertical position and stake.

With 120' tent, raise a short pole to a slant and stake. Connect long pole (of same set) to top weldment. Do not raise. Raise other short pole (of same set) fully and stake.

Then raise long pole and stake. Repeat for other set(s) of center poles.

### Alternate method using Two loaders



Having two loaders available can make installation faster and easier.

For the 100' tent, using the same method mentioned above, the two center poles can be raised simultaneously without the requirement of setting the baseplates 10' from final vertical position.

For the 120' tent, the two short poles may be raised simultaneously to slant and staked. Connect and the long center pole to top weldment, then raise the short poles to vertical simultaneously. **Slowly** raise long pole and stake.

## Alternate method using Pole Sled (for use with fork truck or front end loader with pallet fork attachment).

Using the pole sled makes it possible to keep the center pole steadily attached to a loader with pallet forks.

The tent is still put up in the same manner as already outlined.

**Pole Sled must be purchased separately.**

### 8 Tension Guy Webs

Tension webs at laces that are parallel with the width of tent first and then at corners.

Next, tension guy webs at middle(s).

Work around the tent in a balanced manner so that tent is tensioned as evenly all around as possible.

Caution - **DO NOT OVER-TENSION TENT BEYOND EAVE LINE.**

Tension remaining guy webs.

At one side pole at a time, loosen winch tension and place bottom of poles at previously marked eave line location.

Insert guy web into winch. Pull excess through winch. Tension as needed using winch bar.

Do not use extenders on winch bar tool.

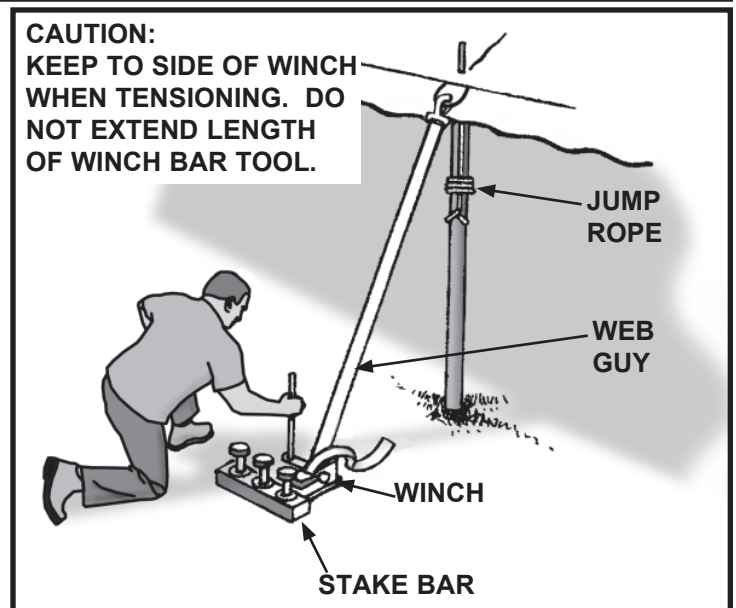
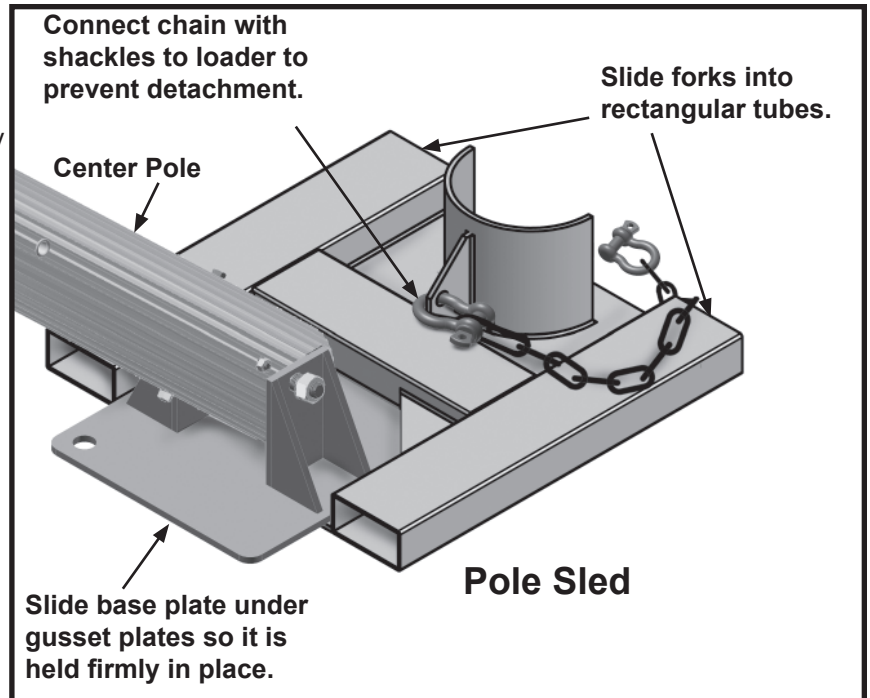
### 9 Final Side Pole Adjustment

With side poles standing vertical and bases at the marked side pole locations for the footprint, ratchet webs to tension the top evenly.

Protective covers are recommended for all stakes and stake bars.

### 10 Take Down - Use Extreme Caution Removing All Poles

1. Spread ground cover.
2. Loosen tension on all web guys.
3. Slant side poles inward - slowly and carefully.
4. Remove center and side poles.
5. Reverse installation steps.



### IMPORTANT:

Check Guy Webs periodically for tightness and good condition.

Store tent in a cool, dry area. Never store while wet or damp.





PHONE NUMBER  
812 • 867 • 2421

FAX NUMBER  
812 • 867 • 1429

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 online at [www.anchorinc.com](http://www.anchorinc.com) or by calling 1-800-544-4445.

### **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 manufacture of the tent parts and materials. We are not responsible for methods that installers may choose to erect and secure the tent to the ground.
2. The number of stakes suggested in the installation instructions do not necessarily meet all or any relevant codes on the site of the tent installation. The number of stakes suggested **will, in many cases, keep the tent erected**, however, due to various soil conditions; these stakes will be insufficient **to keep the tent secure in high winds**. It is the tent installer's responsibility, not the manufacturer, to determine the appropriate number of stakes to meet the necessary wind loads on the site. Regardless of the number of stakes we suggest, we make no representation or warranty as to whether this specific number of stakes will meet the local tent code. Anchor does not, nor can it make any suggestions, representation, or warranties about the adequate staking required at each specific installation site. Staking information provided in the installation instructions **is not a suggestion about what is necessary to meet a site-specific load**.

**For additional important information, consult: "The IFAI Procedural Handbook For the Safe Installation and Maintenance of Tentage" and the IFAI Pocket Guide "Pullout Capacity of Tent Stakes", both available from the IFAI Tent Rental Division on their website ([www.ifai.com](http://www.ifai.com)).**

3. 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. **Note: We recommend that snow and ice be removed from the tent surface as soon as possible because accumulation will damage the tent or fabric structure. Please consult with our Engineering Department about the maximum loads for each product.**

This product has been manufactured for use as a temporary structure. For the safety of all occupants, evacuation is recommended if threatening weather occurs, or if there is any doubt concerning the safe use of this product.

4. 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. It is our desire that all installations are safe. Please be aware of hidden dangers both underground, i.e., gas lines, water lines, electrical lines, etc. and above the tent such as power lines and telephone lines.
5. 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.