

Manuals+

[Q & A](#) | [Deep Search](#) | [Upload](#)

manuals.plus /

- › [TOOLPORT](#) /
- › [TOOLPORT 4x10 m Reception Marquee - Instruction Manual](#)

TOOLPORT 6077

TOOLPORT 4x10 m Reception Marquee - Instruction Manual

Model: 6077

1. INTRODUCTION AND SAFETY INFORMATION

This manual provides essential instructions for the safe assembly, operation, and maintenance of your TOOLPORT 4x10 m Reception Marquee. Please read all instructions carefully before beginning assembly or use. Retain this manual for future reference.

1.1 General Safety Warnings

- **Weather Conditions:** This marquee is designed for temporary use in moderate weather conditions. It is not intended for use in extreme weather such as heavy winds, snow, or severe storms. Disassemble the marquee if adverse weather is expected.
- **Anchoring:** Always ensure the marquee is securely anchored to the ground using the provided pegs and guy ropes. Insufficient anchoring can lead to structural failure and potential injury.
- **Fire Safety:** Keep all heat sources, open flames, and flammable materials away from the marquee fabric. The PVC material is not fireproof.
- **Assembly Personnel:** Assembly requires a minimum of 3-4 people for safety and efficiency.
- **Inspection:** Regularly inspect all components for damage or wear. Do not use the marquee if any parts are damaged.

2. COMPONENTS OVERVIEW

Your TOOLPORT 4x10 m Reception Marquee package includes the following main components:

- **Steel Metal Construction:** Galvanized steel tubes (approx. 38mm diameter) and connectors (approx. 42mm diameter).
- **Roof Tarpaulin:** High-quality 700 N PVC, single element, 100% waterproof with welded seams, UPF 50+ UV protection, temperature resistance from +50 to -20 °C.
- **Side Tarpaulins:** Individual 2m wide side parts, equipped with wind deflectors for optimal air circulation and

temperature regulation.

- **Entrance Gables:** Two gable parts, one with a robust zipper door.
- **Tensioners:** For securing the tarpaulins.
- **Pegs/Stakes and Guy Ropes:** For secure ground fixation.
- **Assembly Instructions:** Detailed guide for setup.

Note: Please check all components against the packing list upon receipt to ensure everything is present and undamaged.



Image: Interior view of the marquee, highlighting the spacious area and window design.

3. ASSEMBLY INSTRUCTIONS

The TOOLPORT Reception Marquee is designed for easy assembly. Follow these steps carefully for a secure setup.

3.1 Preparation

- Choose a flat, level surface for assembly, clear of any overhead obstructions or sharp objects.
- Unpack all components and lay them out, grouping similar parts. The tubes are numbered for easier identification.
- Ensure you have at least 3-4 people available for assembly. For a 4m wide tent, assembly typically takes 1.5-2 hours with 3-4 people.

3.2 Frame Assembly

1. Begin by assembling the base frame. Connect the galvanized steel tubes using the provided connectors and wing screws. The bolted assembly ensures strong load resistance.
2. Attach the vertical poles to the base frame. Ensure all connections are secure.
3. Assemble the roof structure by connecting the roof tubes to the vertical poles and ridge connectors. The frame elements are firmly connected with threaded bolts that pass through all elements.
4. The welded foot elements simplify the assembly process.



Image: Detail of the robust bolted connection system for the galvanized steel frame.

3.3 Tarpaulin Installation

1. Carefully drape the single-piece roof tarpaulin over the assembled frame. Ensure it is centered and evenly distributed.
2. Secure the roof tarpaulin to the frame using the tensioners. The perimeter roof valance helps conceal gaps and stops drafts.
3. Attach the side tarpaulins to the frame. These are individual 2m wide sections, allowing for flexible configuration.
4. Install the entrance gable parts, ensuring the zipper door functions correctly.

3.4 Ground Fixation

- Once the frame and tarpaulins are in place, securely fix the marquee to the ground using the provided pegs/stakes and guy ropes. This is crucial for stability, especially in windy conditions.
- Ensure all ropes are taut and pegs are driven firmly into the ground.



Image: The TOOLPORT 4x10 m Reception Marquee fully assembled.

4. OPERATING GUIDELINES

Your TOOLPORT Reception Marquee is designed to provide a pleasant and protected space for various outdoor activities and receptions.

- **Ventilation:** The side tarpaulins are equipped with wind deflectors, promoting optimal air circulation and helping regulate the ambient temperature inside the marquee.
- **Access:** The marquee features an entrance gable with a robust zipper door for easy access.
- **Flexibility:** The individual 2m wide side parts are mountable and removable, allowing you to customize the marquee's configuration based on your needs and weather conditions.
- **Weather Protection:** The XXL floor skirt offers additional protection against wind and moisture ingress.



Image: Marquee with the front opening, ready for use.

5. MAINTENANCE AND CARE

Proper maintenance will extend the lifespan of your TOOLPORT Reception Marquee.

5.1 Cleaning

- Clean the PVC tarpaulins with mild soap and water. Do not use harsh chemicals or abrasive cleaners, as these can damage the material.
- Rinse thoroughly with clean water and allow the tarpaulins to dry completely before storage to prevent mildew.
- Wipe down the steel frame with a damp cloth to remove dirt and debris.

5.2 Storage

- Before disassembling and storing, ensure all components, especially the tarpaulins, are completely dry.
- Store the marquee components in a cool, dry place, protected from direct sunlight and extreme temperatures.
- Fold tarpaulins neatly to prevent creases and damage.

5.3 Inspection

- Periodically inspect the frame for any signs of rust, bending, or damage.
- Check the tarpaulins for tears, holes, or weakened seams. Repair any damage promptly to maintain waterproof integrity.
- Ensure all pegs, ropes, and tensioners are in good condition and functioning correctly.

6. TROUBLESHOOTING

Here are solutions to common issues you might encounter:

6.1 Marquee Instability

- **Issue:** Marquee feels unstable or sways in light wind.
Solution: Ensure all ground pegs are fully driven into the ground and guy ropes are taut and properly secured. Check all frame connections for tightness.

6.2 Water Accumulation on Roof

- **Issue:** Water pools on the roof during rain.
Solution: Verify that the roof tarpaulin is stretched tightly and evenly across the frame. Adjust tensioners if necessary. Ensure the frame is correctly assembled and not sagging.

6.3 Difficulty with Zipper

- **Issue:** Zipper on the entrance door is stiff or catches.
Solution: Apply a silicone-based lubricant to the zipper teeth. Ensure the fabric around the zipper is not caught or under excessive tension.

7. PRODUCT SPECIFICATIONS

Feature	Detail
Brand	TOOLPORT
Model Number	6077

Product Dimensions (L x W x H)	1000 x 400 x 200 cm
Item Weight	124.2 kilograms
Frame Material	Galvanized Alloy Steel (Poles: approx. 38mm diameter, Connectors: approx. 42mm diameter)
Tarpaulin Material	PVC approx. 550 g/m ² (tolerance of 10%)
Water Resistance Level	Waterproof (100% due to welded seams)
UV Protection	UPF 50+
Temperature Resistance	+50 to -20 °C
Number of Tension Ropes	4
Recommended Uses	Outdoor activities, Parties
Country of Origin	Germany

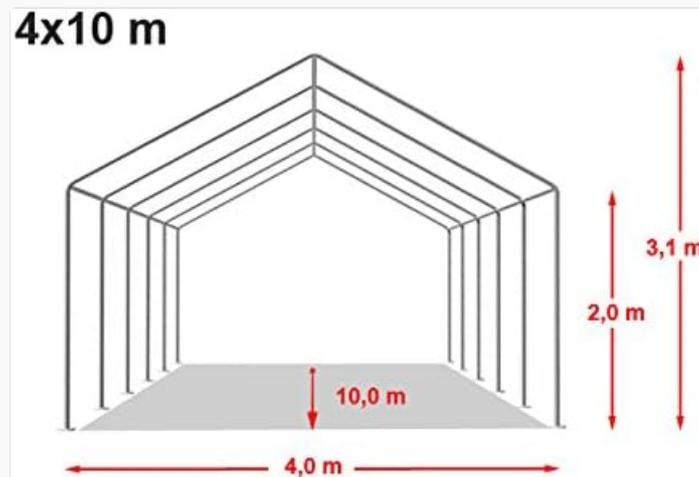


Image: Dimensional diagram of the 4x10 m marquee.

8. WARRANTY INFORMATION

Specific warranty details for the TOOLPORT 4x10 m Reception Marquee are not provided in this manual. For information regarding warranty coverage, terms, and conditions, please refer to the documentation included with your purchase or contact your retailer directly.

Information regarding the availability of spare parts is currently unavailable. Please contact your retailer or the manufacturer for inquiries about replacement parts.

9. CUSTOMER SUPPORT

Should you require assistance with assembly, have questions about operation, or need to report a defect, please contact your point of purchase or the manufacturer, TOOLPORT, directly.

For more information about TOOLPORT products, you may visit the official TOOLPORT store: [TOOLPORT Store](#)



© 2026 TOOLPORT. All rights reserved.