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- › [COBIZI](#) /
- › [COBIZI 10x10 Pop Up Canopy Tent Instruction Manual](#)

## COBIZI 117\_B

# COBIZI 10x10 Pop Up Canopy Tent Instruction Manual

Model: 117\_B

Brand: COBIZI

## 1. INTRODUCTION

Thank you for choosing the COBIZI 10x10 Pop Up Canopy Tent. This manual provides detailed instructions for the safe and efficient setup, operation, maintenance, and troubleshooting of your canopy tent. Please read this manual thoroughly before assembly and retain it for future reference.

This heavy-duty commercial-grade canopy tent is designed for various outdoor activities, offering instant waterproof protection and UPF 50+ sun shade. It features a robust alloy steel frame, 420D PU Oxford fabric, detachable sidewalls, and an awning for extended coverage.

## 2. SAFETY WARNINGS

- Do not exceed the recommended occupancy of 4 people.
- Always secure the canopy to a stable foundation using the provided ropes and stakes.
- Be cautious of sharp edges when handling the metal frame during assembly and disassembly.
- Keep children and pets away from the assembly and disassembly process.
- Do not use the canopy in extreme weather conditions such as heavy winds (above 18 mph), heavy rain, or snow.
- Ensure all locking mechanisms are fully engaged before use.

## 3. PACKAGE CONTENTS

Please verify that all components listed below are present before beginning assembly.

# PACKAGE LIST



**1X** Handbag



**1X** Heavy Duty Frame



**1X** Crossbars(with Marbles)



**1X** Crossbars(with Grooved)



**2X** Awning Support Rods



**2X** Awning Connectors



**1X** Canopy Top



**2X** Screws and Nuts



**1X** Awning Cloth



**3X** Sidewalls



**4X** Ropes



**8X** Stakes

Figure 3.1: Included Components

- 1x Heavy Duty Frame
- 1x Canopy Top (420D PU Oxford Fabric)
- 3x Sidewalls
- 1x Awning Cloth
- 1x Handbag (for storage)
- 2x Crossbars (with Marbles)
- 1x Crossbar (with Grooved)
- 2x Awning Support Rods
- 2x Awning Connectors
- 2x Screws and Nuts
- 4x Ropes
- 8x Stakes

## 4. SETUP INSTRUCTIONS

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The COBIZI Pop Up Canopy Tent is designed for quick and easy assembly, typically requiring two people. No tools are required for the main frame setup.

### 4.1. Main Canopy Frame Assembly

1. **Step 1: Extend the Frame.** With two people, gently pull the pre-assembled frame slightly outwards from opposite sides until it begins to open.
2. **Step 2: Attach the Canopy Top.** Drape the canopy top fabric over the partially extended frame. Secure the fabric top to the frame corners using the pre-attached touch fasteners (Velcro). Ensure the canopy top is centered and evenly distributed.
3. **Step 3: Fully Open and Adjust Height.** Continue to pull the frame outwards until it is fully extended. Push up on the center hub of the frame until it locks into place. Adjust the height of each leg by pressing the release button and extending the inner leg to your desired height (122", 126", or 130"). Ensure all four legs are locked at the same height.
4. **Step 4: Secure the Canopy.** Use the provided ropes and stakes to anchor the canopy legs to the ground for stability, especially in windy conditions.

# SETTING UP THE CANOPY



## Step 1

Extend the pre-assembled frame slightly.



## Step 2

Attach the fabric top with touch fastener at corners.



## Step 3

Fully open the canopy and adjust the height.



## Step 4

Attach the awning/shelter and walls according to your needs.

Figure 4.1: Main Canopy Setup Steps

## 4.2. Awning and Sidewall Attachment

The awning and sidewalls can be attached after the main canopy frame is set up.

### 1. Awning Setup:

- Connect the awning cloth to the top cover via the touch fastener strip located on the canopy.
- Assemble the crossbars by connecting the two pieces. Thread the assembled crossbar through the sleeve on the awning cloth.
- Attach the awning support rods to the frame legs using the provided awning connectors, screws, and nuts. Ensure the connectors are oriented correctly for proper support.
- Insert the ends of the crossbar into the awning support rods.

### 2. Sidewall Attachment:

- Attach the sidewalls to the canopy frame using the Velcro strips along the top edge of the sidewalls and the vertical poles.
- Connect adjacent sidewalls to each other using their integrated Velcro strips for a secure enclosure.

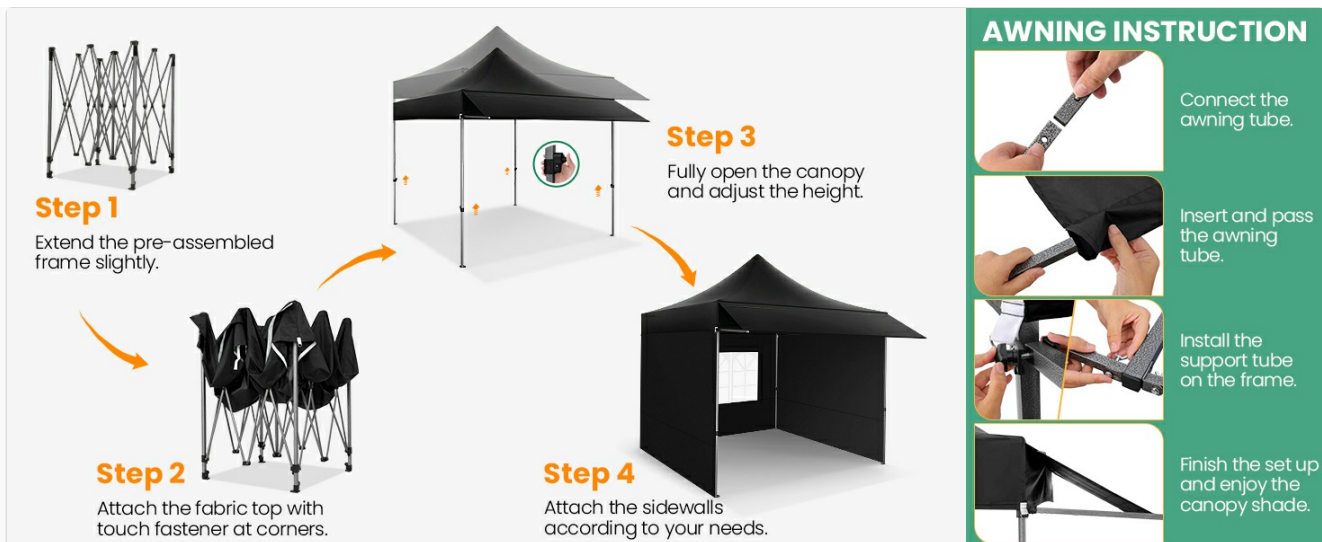


Figure 4.2: Canopy with Awning and Sidewalls

### 4.3. Setup Video Guide

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Video 4.1: Detailed setup guide for the COBIZI 10x10 Pop Up Canopy Tent, demonstrating the process of extending the frame, attaching the canopy, and securing the structure.

## 5. OPERATING INSTRUCTIONS

### 5.1. Adjusting Height

The canopy features three adjustable height settings to suit various needs and terrains:

- Minimum Height: 122 inches (10.17 feet)
- Medium Height: 126 inches (10.5 feet)
- Maximum Height: 130 inches (10.83 feet)

To adjust the height, locate the release button on each leg. Press the button and slide the inner leg up or down until it locks into the desired position. Ensure all four legs are set to the same height for stability.

# DIMENSIONS | 10X10FT POP UP CANOPY



3 Adjustable heights



Easy set up



Portable to carry



Figure 5.1: Adjustable Height Options

## 5.2. Using the Awning and Sidewalls

The detachable awning provides approximately 30% extra shade and rain protection. The sidewalls offer additional privacy and protection from elements.

- **Awning:** Can be easily attached or detached as needed. For optimal shade, position the awning towards the direction of the sun.
- **Sidewalls:** Can be used individually or all together to fully enclose the canopy. They attach securely with Velcro to the frame and to each other.

# CHOOSE YOUR STYLE



Figure 5.2: Canopy Configuration Options

## 6. MAINTENANCE

### 6.1. Cleaning

- Clean the canopy top, sidewalls, and awning with mild soap and water. Do not use harsh detergents or abrasive cleaners.
- Rinse thoroughly with clean water and allow all fabric components to air dry completely before storage to prevent mildew.
- Wipe down the alloy steel frame with a damp cloth. Dry immediately to prevent rust.

### 6.2. Storage

- Ensure all components are clean and completely dry before packing.
- Carefully fold the canopy top, sidewalls, and awning cloth.
- Collapse the frame according to the reverse of the setup instructions.

- Store all components in the provided handbag in a cool, dry place, away from direct sunlight and extreme temperatures.

## 7. TROUBLESHOOTING

- **Canopy instability in wind:** Ensure all legs are fully extended and locked. Use all provided ropes and stakes to securely anchor the canopy to the ground. Consider adding weight bags to the legs for extra stability in moderate winds.
- **Water pooling on canopy top:** While the canopy is waterproof, prolonged heavy rain can cause pooling. Ensure the canopy top is taut and properly secured to allow water runoff. In very heavy rain, it is recommended to lower the canopy or temporarily remove the top.
- **Difficulty with awning support rod alignment:** Check that the awning support rods are correctly assembled and that the holes align. If persistent issues occur, contact customer support.
- **Damaged plastic feet:** Handle the canopy feet with care during setup and transport. If a foot is damaged, contact customer support for replacement options.

## 8. SPECIFICATIONS

Feature	Detail
Brand	COBIZI
Model Number	117_B
Material	Alloy Steel, 420D PU Oxford Fabric
Color	Black
Item Weight	55 Pounds
Item Dimensions L x W x H	118"L x 118"W x 130"H
Size	10x10FT with 3 Sidewalls & 1 Awning Cloth
Occupancy	4 people
Ultraviolet Light Protection	Yes (UPF 50+)
Water Resistance Level	Waterproof (1500mm)
Required Assembly	Yes

## 9. SUPPORT

For further assistance, replacement parts, or any inquiries regarding your COBIZI Pop Up Canopy Tent, please contact COBIZI Direct customer support.

You can visit the official COBIZI store or contact the seller directly through the platform where you purchased the product.

**COBIZI Store:** [Visit COBIZI Store](#)

**Seller Contact:** [Contact COBIZI Direct](#)

