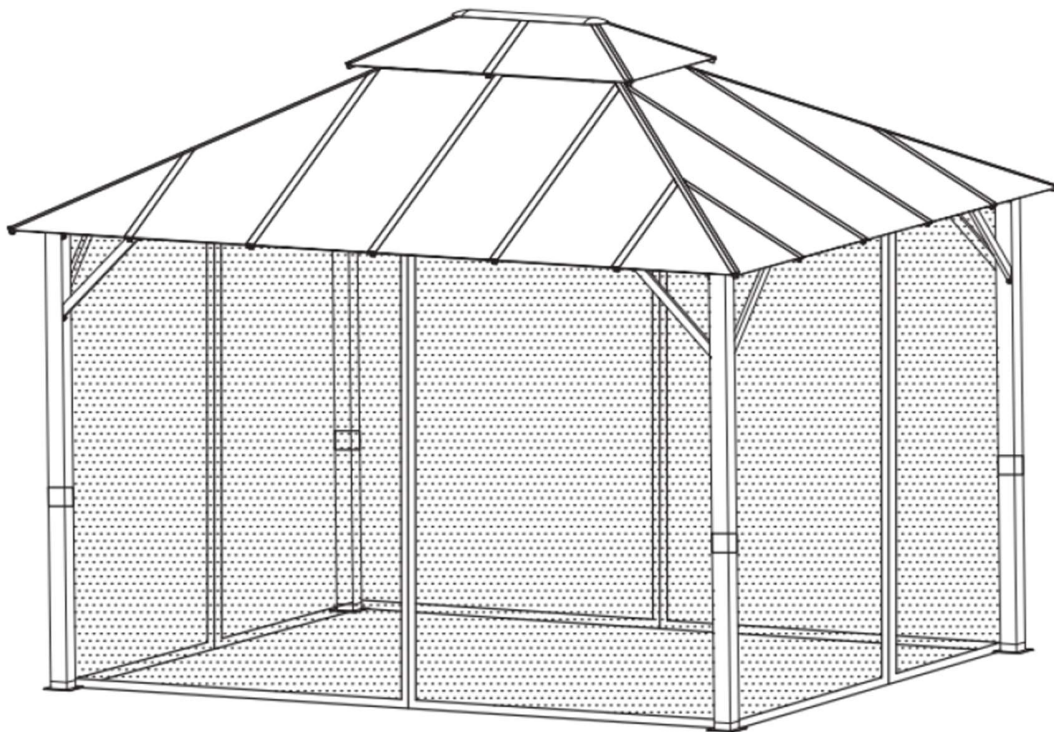


Item #1000 000 000
Model # SY21020503A

HAMPTON BAY®

USE AND CARE GUIDE

10-FT X 12-FT HARD TOP GAZEBO



Questions, problems, missing parts? Before returning to the store,
call Hampton Bay Customer Service
8 a.m. – 7 p.m., EST, Monday – Friday, 9 a.m. – 6 p.m., EST, Saturday

1-800-841-1350

HAMPTONBAY.COM

THANK YOU

We appreciate the trust and confidence you have placed in Hampton Bay through the purchase of this gazebo. We strive to continually create quality products designed to enhance your home. Visit us online to see our full line of products available for your home improvement needs. Thank you for choosing Hampton Bay!

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Safety Information

SAVE THESE INSTRUCTIONS

READ ALL INSTRUCTIONS BEFORE USE

To reduce the risk of injury, read the following safety instructions before assembling and using the gazebo:

1. This product is intended for outdoor use only.
2. The product should be assembled on a flat stable surface.
3. Do not assemble the gazebo on unstable surfaces.
4. Ensure the location and clearance of your gazebo is acceptable.
5. The gazebo must be anchored with stake into the ground for added safety. It is recommended that it should not be permanently attached to a concrete floor or platform.
6. Arrange the necessary manpower when assembling or moving the product.
7. Some parts may contain sharp edges. Wear protective gloves and glasses if necessary.
8. Keep children and pets away while setting up the gazebo.
9. Check all nuts and bolts periodically for tightness. When required, tighten them again.
10. Repairing and replacing parts should be done by a qualified technician.
11. The gazebo is intended for decorative and shade purposes only, and is not designed to withstand harsh weather, including high winds, rain and snow.
12. **WARNING: KEEP ALL FLAME AND HEAT SOURCES AWAY FROM THIS GAZEBO FABRIC.** This gazebo is made with fabric that meets CPAI-84 specifications for flame resistance. It is not fire proof. The fabric will burn if left in continuous contact

with any flame source. The application of any foreign substance to the gazebo fabric may render the flame-resistant properties ineffective.

13. If product is not being used for long periods of time (e.g. winter), it should be stored in a clean, dry environment.
 14. Do not put a LP or Wood Burning firepit tor fireplace inside the product.
 15. Do not climb or place heavy objects onto the gazebo roof.
 16. Retain the original packaging to store and protect the gazebo during the winter months.
 17. Do not use or enter the gazebo if the following conditions exists:
 - a. Visible movement of supports, roofing panels or a sagging roof.
 - b. Unusual noise from the gazebo.
 - c. Deformed roof panels.
 - d. Damaged or missing bolts/ fasteners.
- (1). Please check your HOA, Local, and State Governments prior to purchasing and assembling this gazebo. These local organizations may require permits and specific requirements for installation.
- (2). Maintain your instruction manual for future reference.
- (3) Warranty: Please retain your receipt for proof of purchase.

Warranty

THIS IS A RESIDENTIAL WARRANTY AND DOES NOT APPLY FOR COMMERCIAL USE.

2 YEAR LIMITED WARRANTY

WHAT IS COVERED

Residential use of this furniture is warranted for a two (2) year limited warranty period for the frame construction. The warranty is valid from the date of purchase and applies only to the original purchaser. If your Hampton Bay outdoor furniture fails structurally during normal use (other than damage as a result of dropping or breaking a cast part) within two (2) years of purchase, the manufacturer will repair or replace the frame at its discretion with the same or similar product if the original product is discontinued, at no charge. Cushions are warranted for a one (1) year period against seams separating or tearing. Fabric is covered under a two (2) year limited warranty. The finish is warranted against peeling, cracking or blistering for a period of one (1) year provided the product has not been scratched or abraded. Scratches and chips resulting from normal wear and tear are not covered. Straps and/or wicker weave are warranted for a period of one (1) year against separation or tearing. Fading of the finish, straps and/or wicker weave resulting from exposure to elements is not covered. Stains as a result of chemical spills and certain food items are not covered.

WHAT IS NOT COVERED

We do not compensate the individual or outside company for assembling or disassembling the product. The following are expressly excluded from warranty coverage: failure caused by unreasonable or abusive use; furniture that was sold as clearance items, display models, or items purchased in "as is" condition; freight damage; furniture damaged by acts of nature, vandalism, fire, abuse, lack of proper care and maintenance, or improper assembly; normal fading of straps and fabric; discoloration of frame or fabric from exposure to elements, oils, spills, fluids or chemicals; table top breakage; hardware corrosion or rusting; buckling or splitting of tubing resulting from exposure to water and freezing temperatures; glass table tops; purchased or replacement parts; and plastics. Also excluded from warranty coverage is lost time of use and/or money, inconvenience, travel, packaging, or any other consequential or incidental damages. In no event shall the manufacturer's responsibility exceed the value of the replacement product. Warranty is to the original purchaser when items are purchased from one of our authorized retailers, and is not transferable. All warranty claims must be submitted with a dated register receipt within the warranty period. Should replacement of the warranted item be unavailable, the manufacturer reserves the right to substitute items of its choice similar in style, color and quality. For quality control purposes and verification, we reserve the right to request photographs of the damaged item(s). The terms of this warranty are subject to change without notice. Shipping and handling charges are all times the responsibility to the claimant.

Contact the Customer Service Team at 1-800-841-1350 or visit [www. HAMPTONBAY.com](http://www.HAMPTONBAY.com).

Pre-assembly

PLANNING ASSEMBLY

Before beginning assembly of this product, make sure all parts are present. Compare parts with the Hardware Included and Package Contents list. If any part is missing or damage, do not attempt to assemble the product. Contact customer service for replacement parts. Remove all protective materials and place the parts on a non-abrasive surface to avoid scratching.



NOTE: Tools and protective articles below are not provide.

OPTIONAL TOOLS TO AID ASSEMBLY (NOT INCLUDED)



Hammer



Ladder



Cordless drill



10mm
Socket
wrench

IMPORTANT

This product requires four people for assembly. Approximate assembly time: 3 hours.
Maximum load for the roof hook: 50 lbs.



HARDWARE INCLUDED



NOTE: Hardware not shown to actual size.



___ QQ



___ RR



___ SS



___ TT



___ UU



___ VV



___ WW



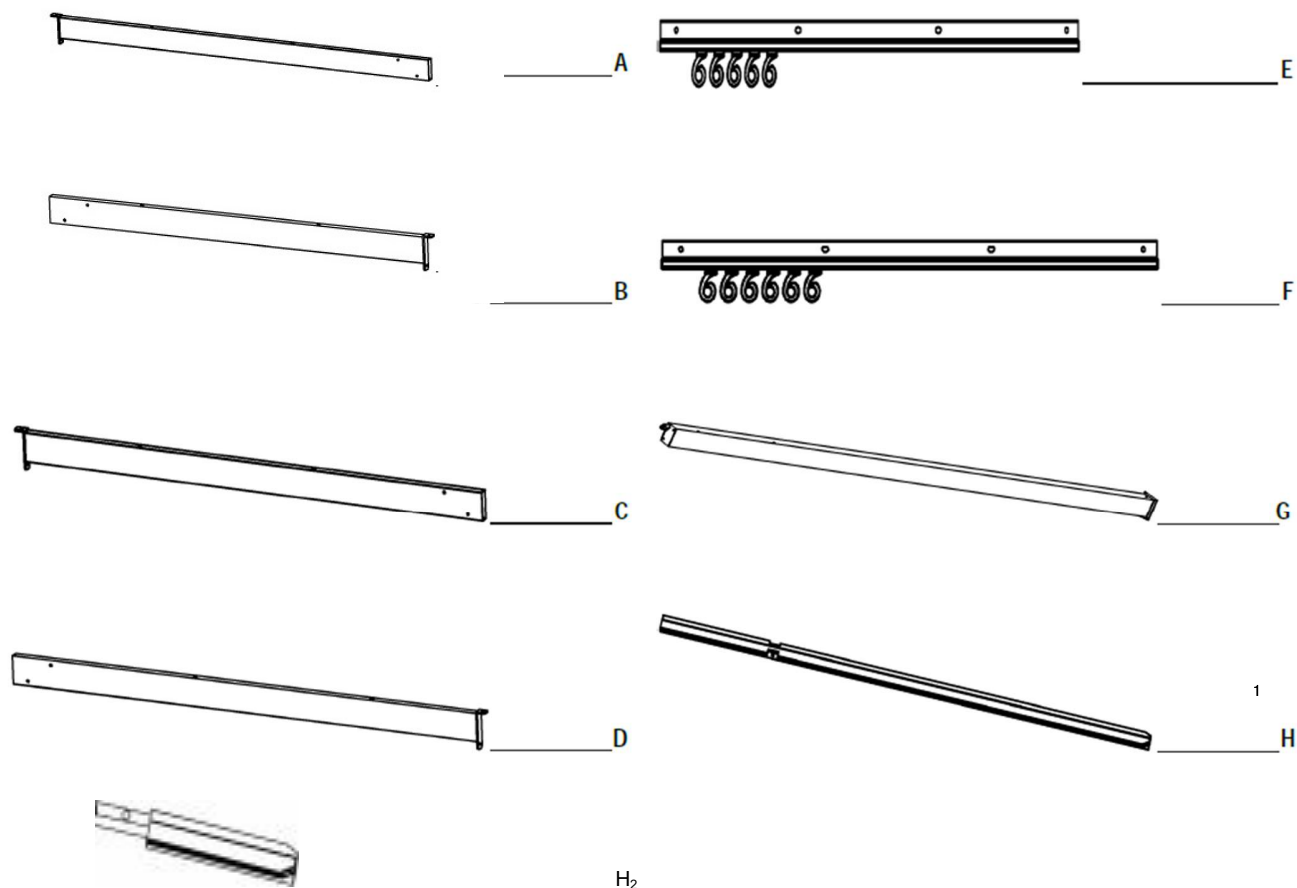
___ XX

Part	Description	Quantity
QQ	M6*15 Bolt	102+2
RR	M6*30 Bolt and Nut	34+2
SS	M6*20 self-tapping Screw	28+2
TT	M4*7 self-tapping Screw	32+2

Part	Description	Quantity
UU	Ground Stake	4
VV	Socket Wrench	1
WW	Hex Wrench	1
XX	Philips Screw Driver	1

Pre-assembly (continued)

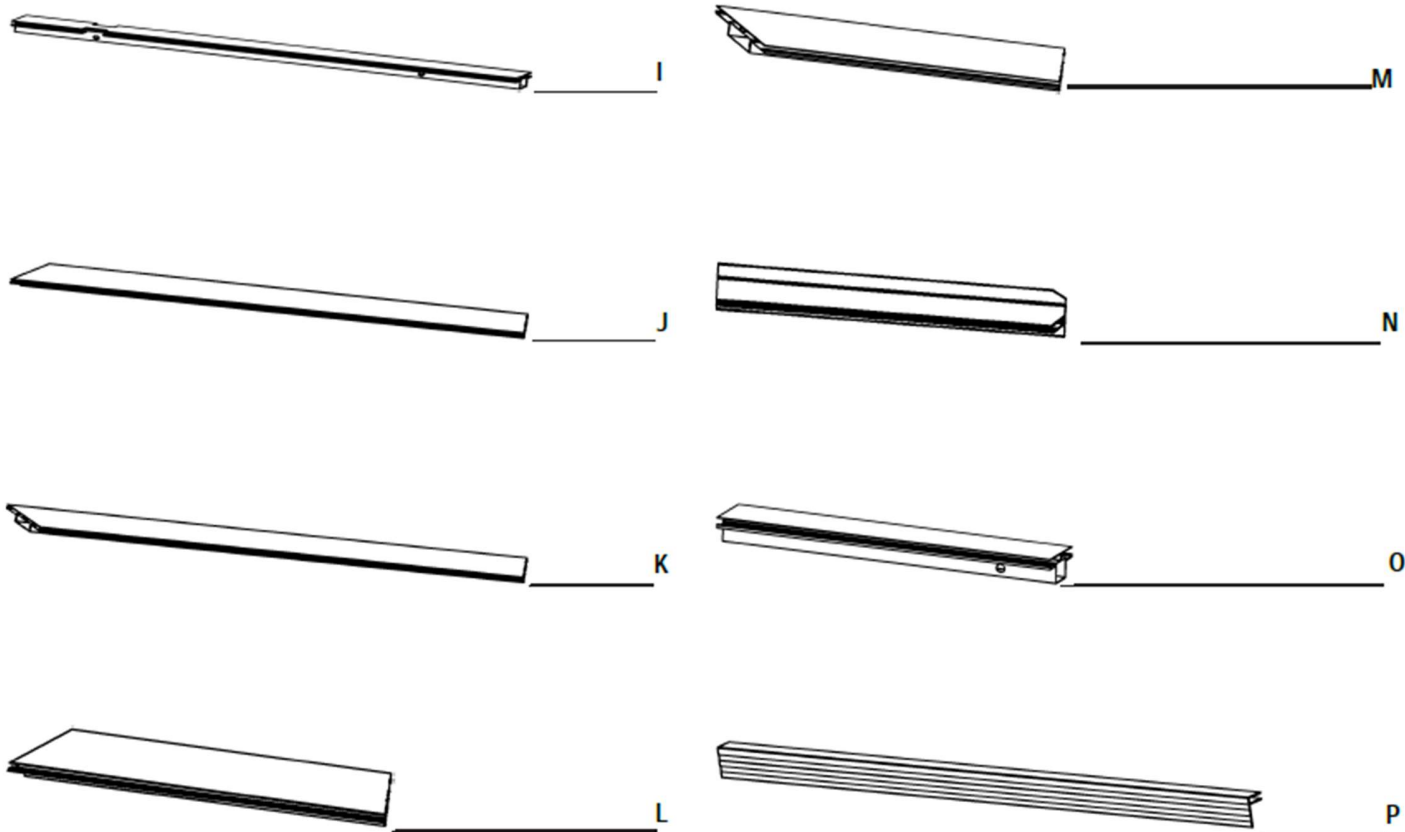
PACKAGE CONTENTS



Part	Description	Quantity
A	Short Right Cross Beam	2
B	Short Left Cross Beam	2
C	Long Right Cross Beam	2
D	Long Left Cross Beam	2
E	Short Netting Rail	4
F	Long Netting Rail	4
G	Post	4
H ₁	Big Roof Slanting Beam	4
H ₂	Big Roof Slanting Beam Extension	4

Pre-assembly (continued)

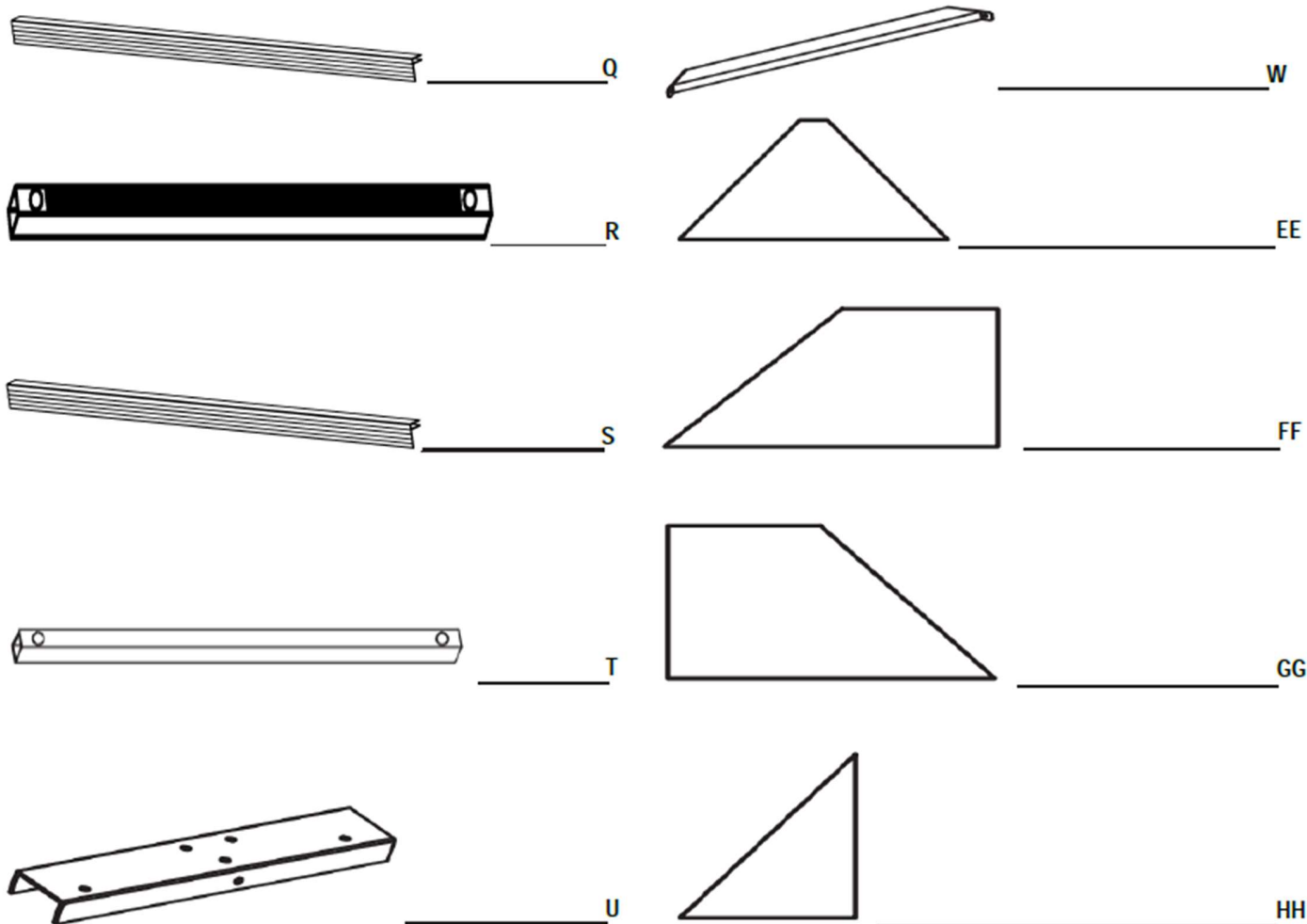
PACKAGE CONTENTS



Part	Description	Quantity
I	Big Roof Middle Beam	2
J	Big Roof Panel Rail	4
K	Big Roof Panel Rail	4
L	Big Roof Panel Rail	4
M	Big Roof Panel Rail	4
N	Small Roof Slanting Beam	4
O	Small Roof Middle Beam	2
P	Small Roof Rim (short side)	2

Pre-assembly (continued)

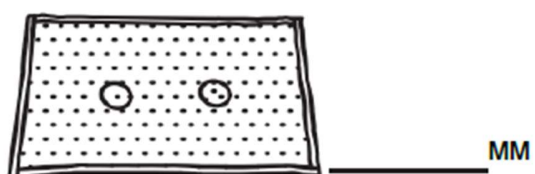
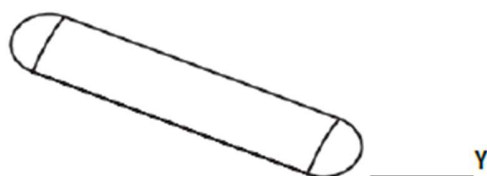
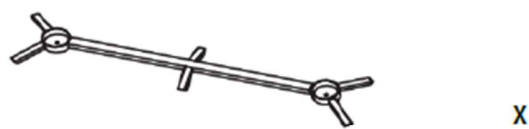
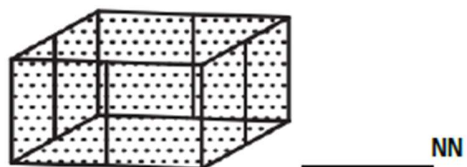
PACKAGE CONTENTS



Part	THD Table Header, 10 pt.	Quantity
Q	Small Roof Rim (long side)	4
R	Crossbar with Velcro	6
S	Big Roof Rim	22
T	Supporting Bar	14
U	U-shaped Cross Beam Connector	4
W	Support Bar	8
EE	Small Roof Panel (short side)	2
FF	Small Roof Right Panel (long side)	2
GG	Small Roof Left Panel (long side)	2
HH	Big Roof Right Corner Panel	4

Pre-assembly (continued)

PACKAGE CONTENTS



Part	THD Table Header, 10 pt.	Quantity
II	Big Roof Right Large Panel	4
JJ	Big Roof Middle Panel	6
KK	Big Roof Left Large Panel	4
LL	Big Roof Left Corner Panel	4
MM	Small Roof Mosquito Netting	1
NN	Mosquito Netting	1
V	U Bracket	18
X	Central Support with Connector	2
Y	Roof Cap	1
Z	Hook	2

Pre-assembly (continued)

PACKAGE CONTENTS

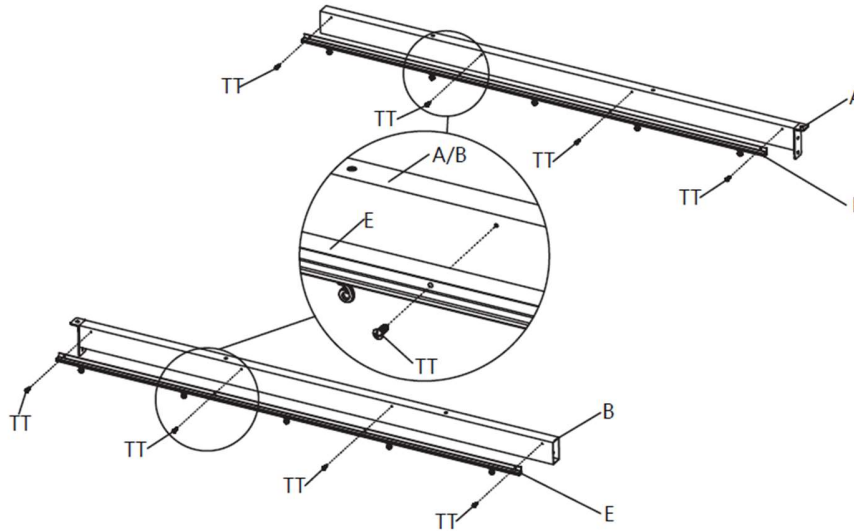


Part	THD Table Header, 10 pt.	Quantity
AA	Roof Spacer Bracket	2
BB	Roof Spacer Bracket	6
CC	Washer Plate	8
DD	Washer Plate	12
OO	Corner End Cover	8
PP	Side End Cover	20

Assembly

1 Attaching the Short Netting Rails

- Attach the short netting rails (E) to the short cross beams (A) and (B) using M4*7 self-tapping screws (TT).
- Please ensure all the screws are assembled correctly. Tighten all the screws (TT) with Philips screw driver (XX).

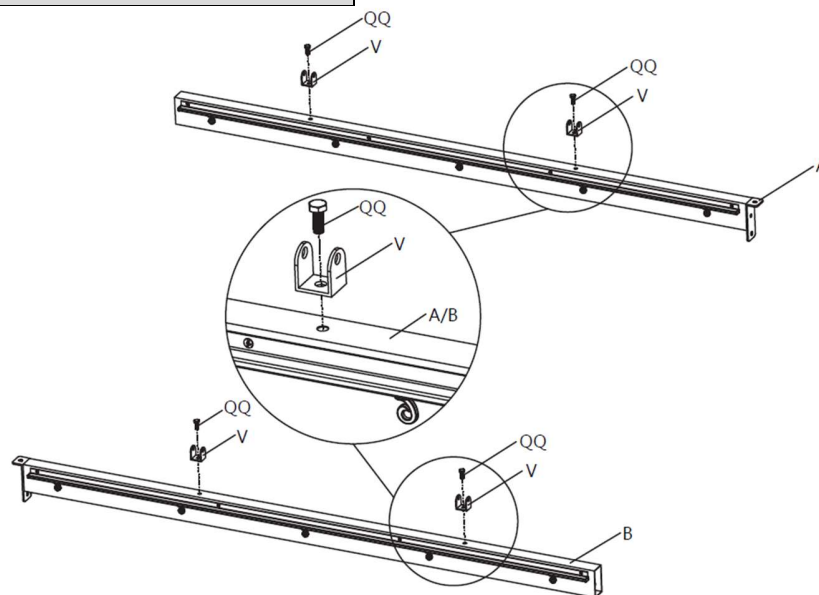


2 Attaching U Brackets

- Attach two U brackets (V) to the top of the short cross beams (A) and (B) using M6*15 bolts (QQ).



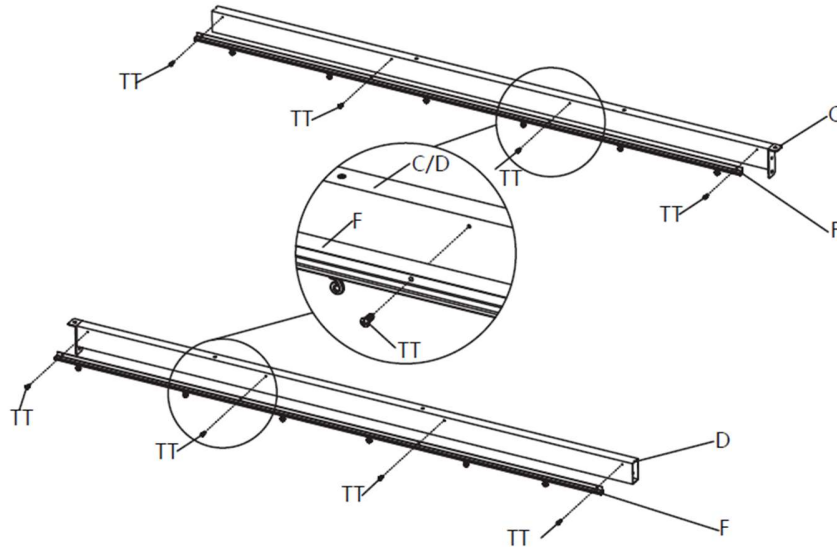
NOTE: Do not fully tighten the bolts, only hand tighten until the end of Step 11. Then fully tighten with the provided wrench.



Assembly (continued)

3 Attaching the Long Netting Rails

- Attach the long netting rails (F) to the long cross beams (C) and (D) using M4*7 self-tapping screws (TT).
- Please ensure all the screws are assembled correctly. Tighten all the screws (TT) with Philips screw driver (XX).

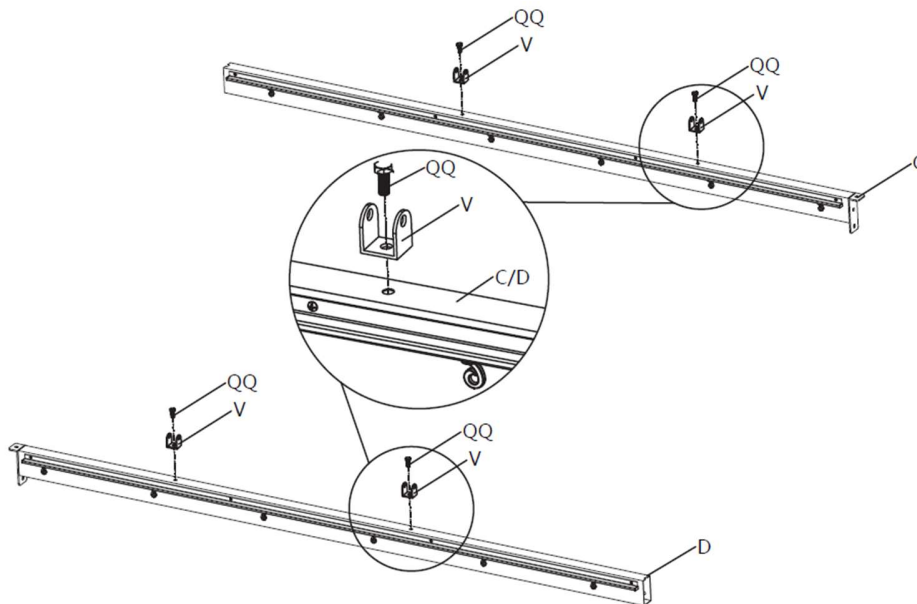


4 Attaching U Brackets

- Attach two U brackets (V) to the top of the long cross beams (C) and (D) using M6*15 bolts (QQ).



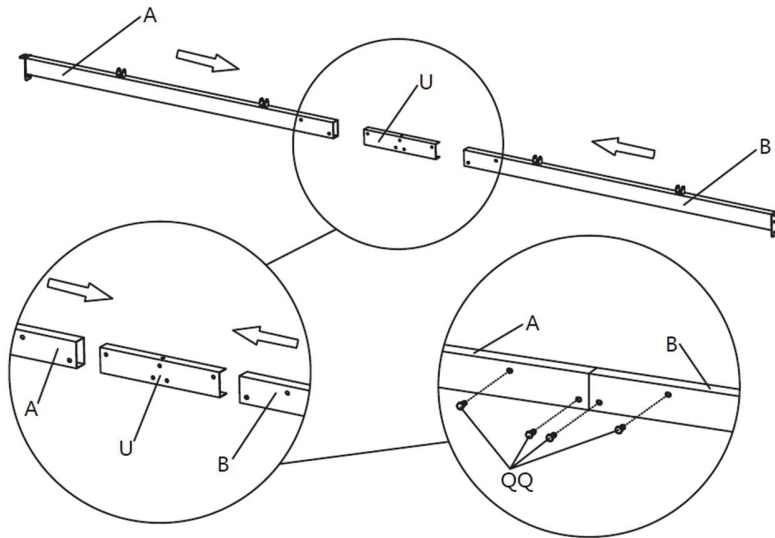
NOTE: Do not fully tighten the bolts, only hand tighten until the end of Step 11. Then fully tighten with the provided wrench.



Assembly (continued)

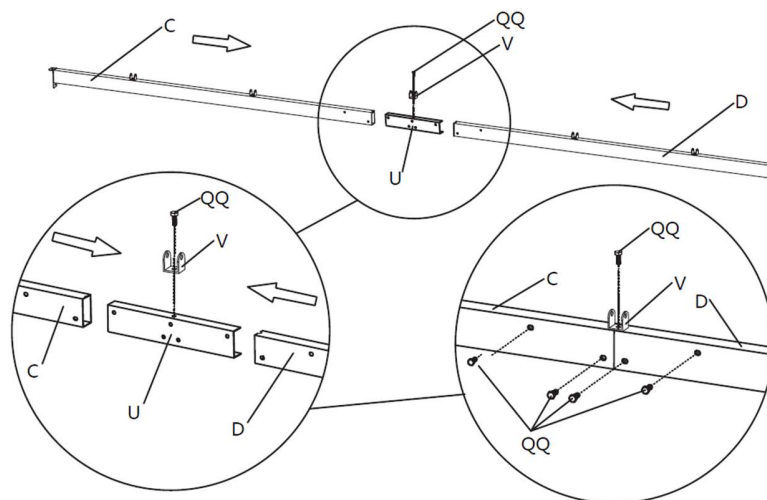
5 Connecting the Short Cross Beams

- Plug U-shaped cross beam connector (U) into short right cross beam (A). Use M6*15 bolts (QQ) loosely secure them together.
- Plug U-shaped cross beam connector (U) into short left cross beam (B). Use M6*15 bolts (QQ) loosely secure them together.
- Please ensure all the bolts in this step are assembled correctly. Tighten all the bolts (QQ) with socket wrench (VV).



6 Connecting the Long Cross Beams

- Plug U-shaped cross beam connector (U) into long right cross beam (C). Use M6*15 bolts (QQ) loosely secure them together.
- Plug U-shaped cross beam connector (U) into long left cross beam (D). Use M6*15 bolts (QQ) loosely secure them together.
- Please ensure all the bolts are assembled correctly. Tighten all the bolts (QQ) with socket wrench (VV).
- Attach U bracket (V) to the top of long cross beam using M6*15 bolt (QQ). Do not fully tighten the bolt, only hand tighten until the end of Step 11.



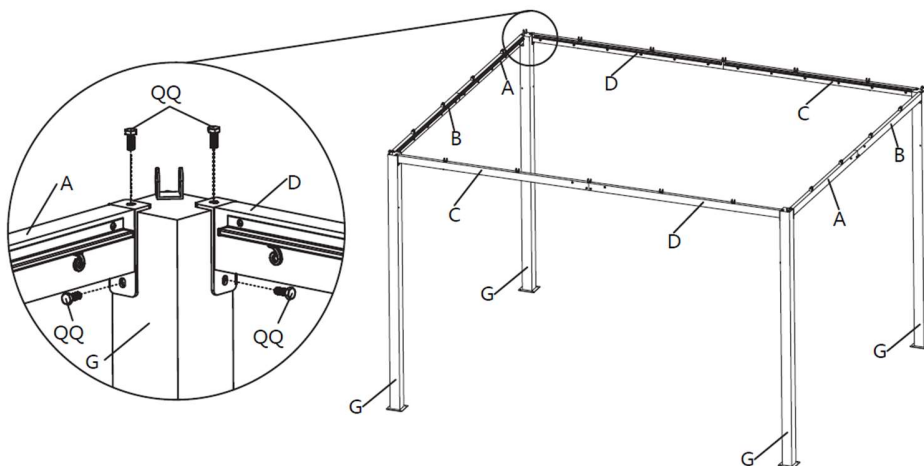
Assembly (continued)

7 Attaching the Posts

- Stand the post (G) up. Attach the cross beams to the posts (G) using M6*15 bolts (QQ).

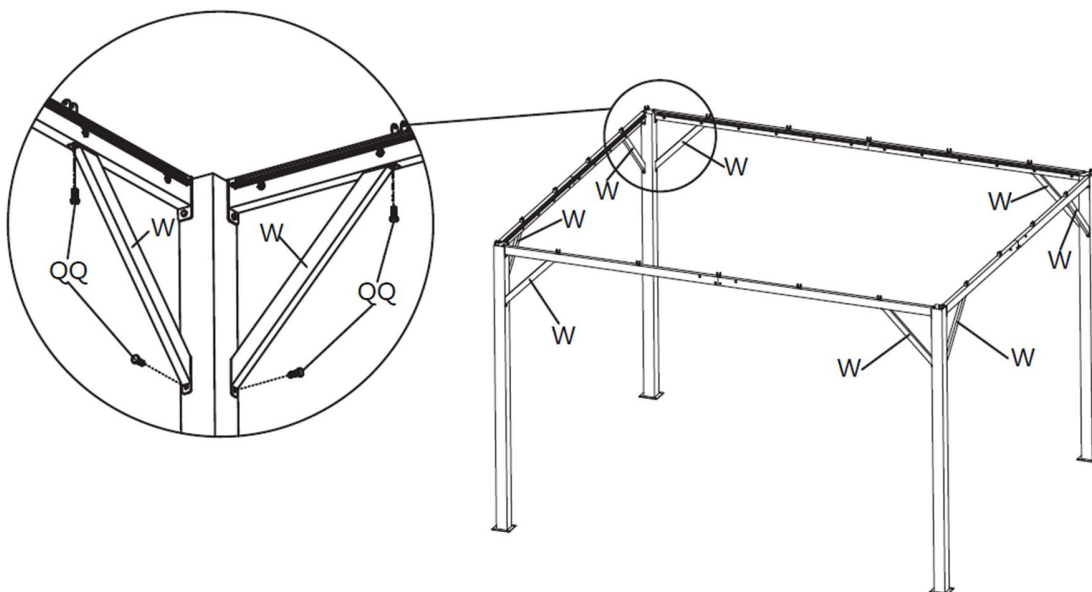


NOTE: Do not fully tighten the bolts, only hand tighten until Step 8. Then fully tighten with the provided wrench.



8 Attaching the Support Bars

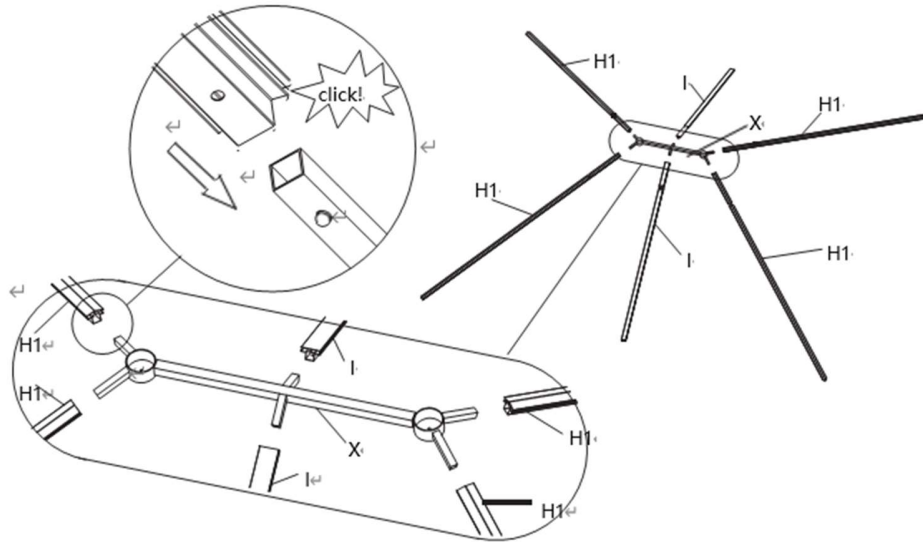
- Adjust the posts (G) upright. Attach the support bars (W) to the cross beams (A, B, C and D) and posts (G) using M6*15 bolts (QQ).
- Please ensure all the bolts are assembled correctly. Tighten all the bolts (QQ) in Step 7 and 8 with socket wrench (VV).



Assembly (continued)

9 Assembling the Big Roof Beams

- Snap the big roof slanting beams (H₁) to the side receiver of central support with connector (X) until you hear a click.
- Snap the big roof middle beams (I) to the central receiver of the central support with connector (X) until you hear a click.

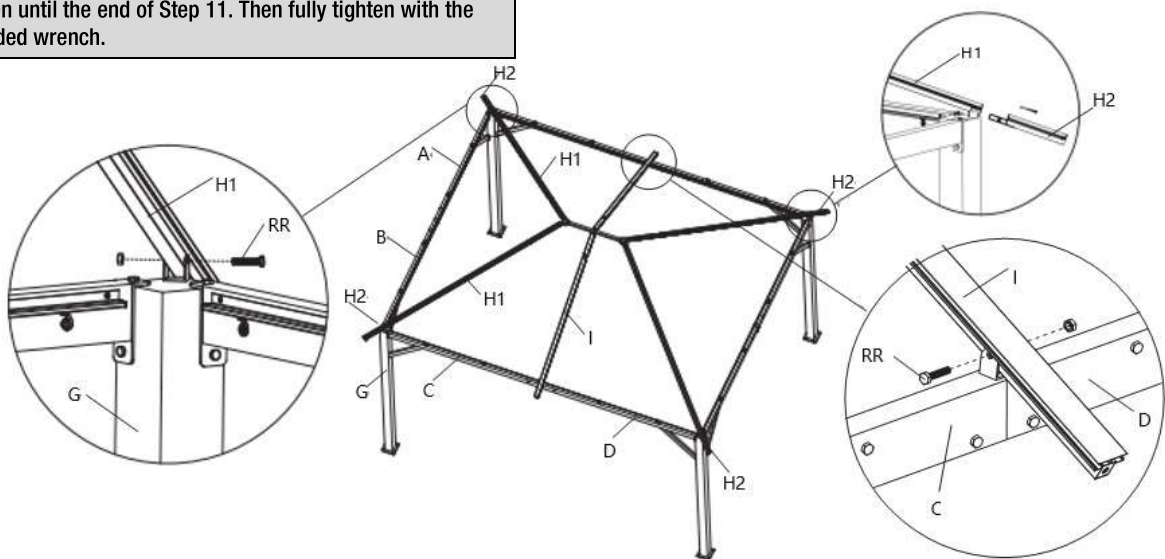


10 Attaching the Big Roof

- Plug the big roof slanting beam extension (H₂) to the big roof slanting beam (H₁).
- Attach the assembled big roof slanting beams (H₁ and H₂) onto the bracket at the top of the post (G) using M6*30 bolts and nuts (RR).
- Attach the big roof middle beam (I) onto the U bracket (V), the central one at the top of long cross beams (C and D), using M6*30 bolts and nuts (RR).



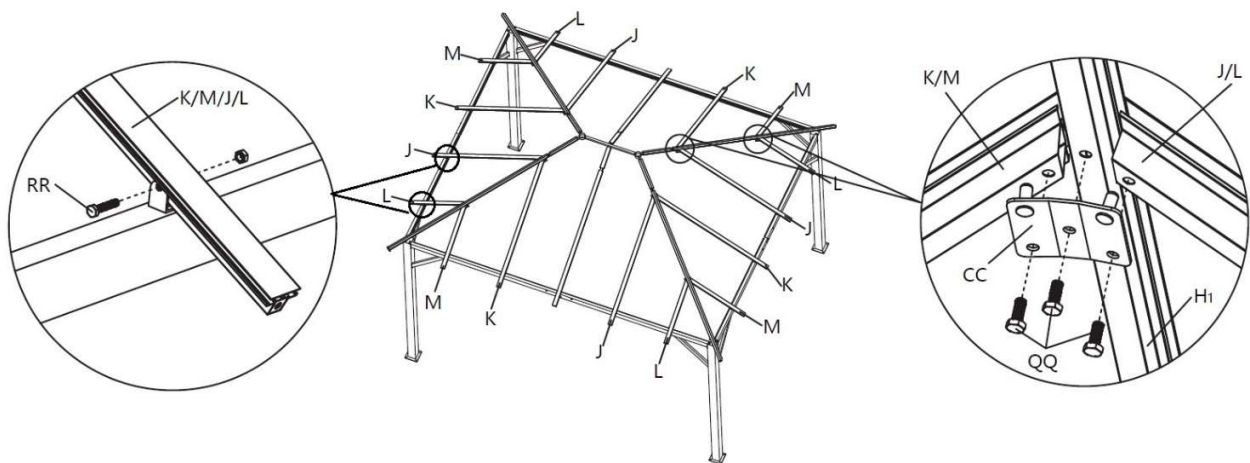
NOTE: Do not fully tighten the bolts and nuts, only hand tighten until the end of Step 11. Then fully tighten with the provided wrench.



Assembly (continued)

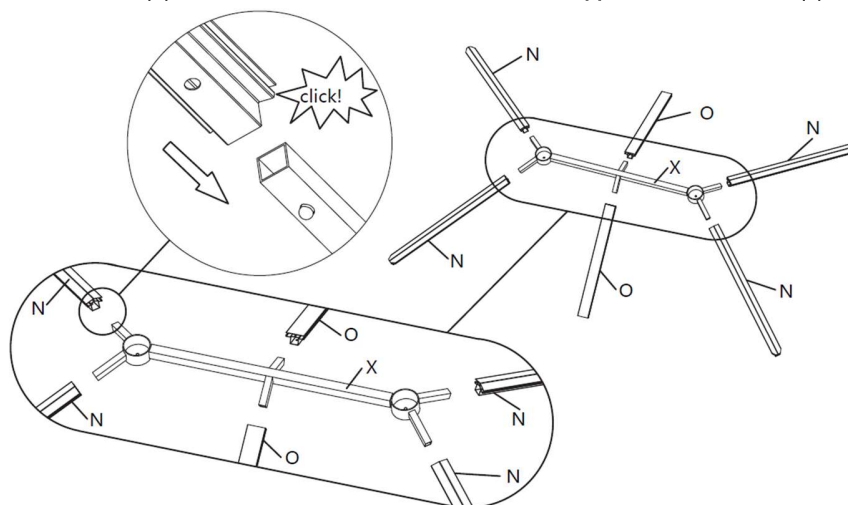
11 Attaching the Big Roof Panel Rails

- Attach the big roof panel rails (L) and (M) to the big roof slanting beam (H₁) using washer plates (CC), M6*15 bolts (QQ). Do not fully tighten the bolts until the end of Step 17.
- Attach the big roof panel rails (L) onto the U bracket (V) at the top of left cross beam (B) and (D) using M6*30 bolts and nuts (RR). Attach the big roof panel rails (M) onto the U bracket (V) at the top of right cross beam (A) and (C) using M6*30 bolts and nuts (RR).
- Attach the big roof panel rails (K) and (J) to the big roof slanting beam (H₁) using washer plates (CC), M6*15 bolts (QQ). Do not fully tighten the bolts until the end of Step 17.
- Attach the big roof panel rails (J) onto the U bracket (V) at the top of left cross beam (B) and (D) using M6*30 bolts and nuts (RR). Attach the big roof panel rails (K) onto the U bracket (V) at the top of right cross beam (A) and (C) using M6*30 bolts and nuts (RR).
- Please ensure all the bolts are assembled correctly. Tighten all the M6*30 bolts and nuts (RR) in Step 10 and 11 with socket wrench (VV) and hex wrench (WW). Tighten all the M6*15 bolts (QQ) in Step 2 and 4 with stock wrench (VV).



12 Assembling the Small Roof Beams

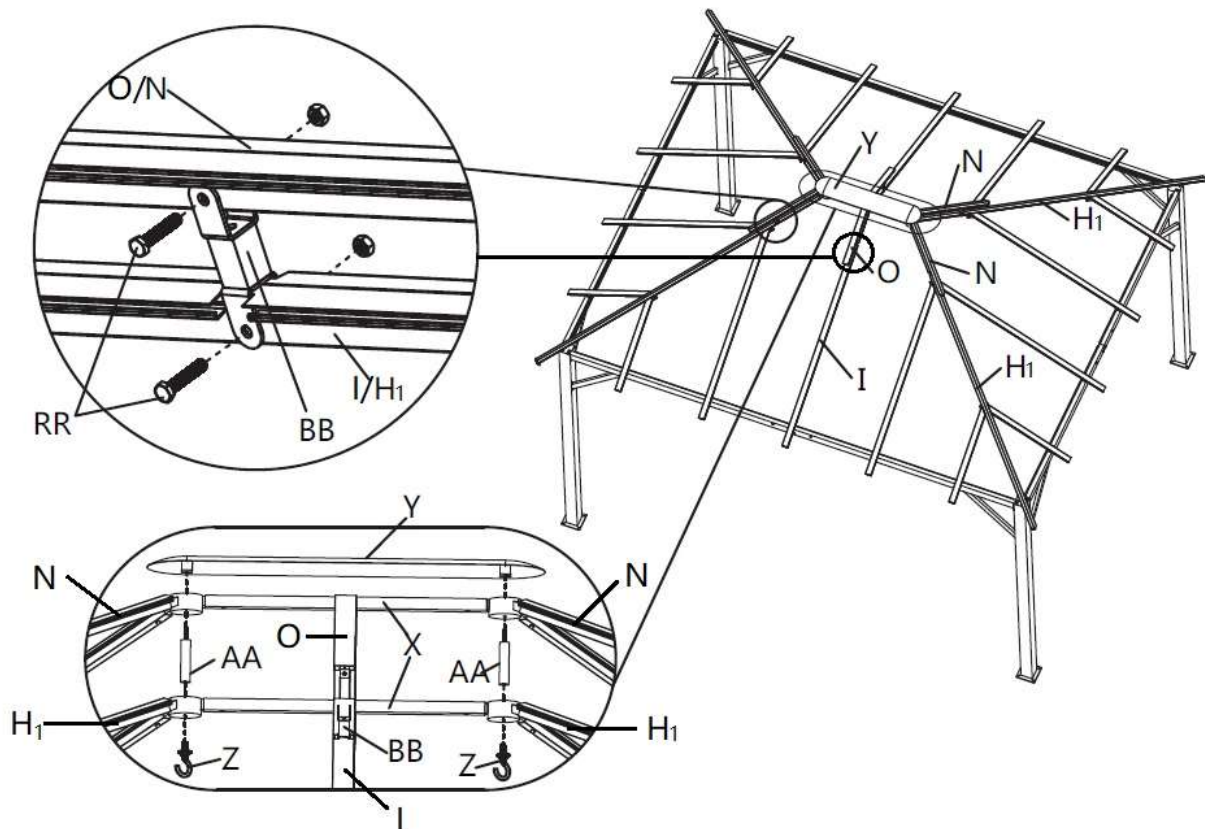
- Snap the small roof slanting beam (N) into the side receiver of the central support with connector (X) until you hear a click.
- Snap the small roof middle beam (O) into the central receiver of the central support with connector (X) until you hear a click.



Assembly (continued)

13 Attaching the Small Roof

- Attach the roof cap (Y) to the central support with connector (X) of the small roof tightly using the screw on roof spacer bracket (AA).
- Insert the other end of roof spacer bracket (AA) to the central support with connector (X) of the big roof. Loosely secure them together using hooks (Z).
- Align the small roof slanting beams (N) with the big roof slanting beams (H₁), the small roof middle beam (O) with the big roof middle beams (I).
- Connect the small roof slanting beams (N) to the big roof slanting beams (H₁) using the roof spacer brackets (BB) and M6*30 bolts and nuts (RR). Connect the small roof middle beams (O) to the big roof middle beams (I) using the roof spacer brackets (BB) and M6*30 bolts and nuts (RR).
- Please ensure all the bolts and nuts are assembled correctly. Tighten all the bolts and nuts (RR) with socket wrench (VV) and hex wrench (WW).



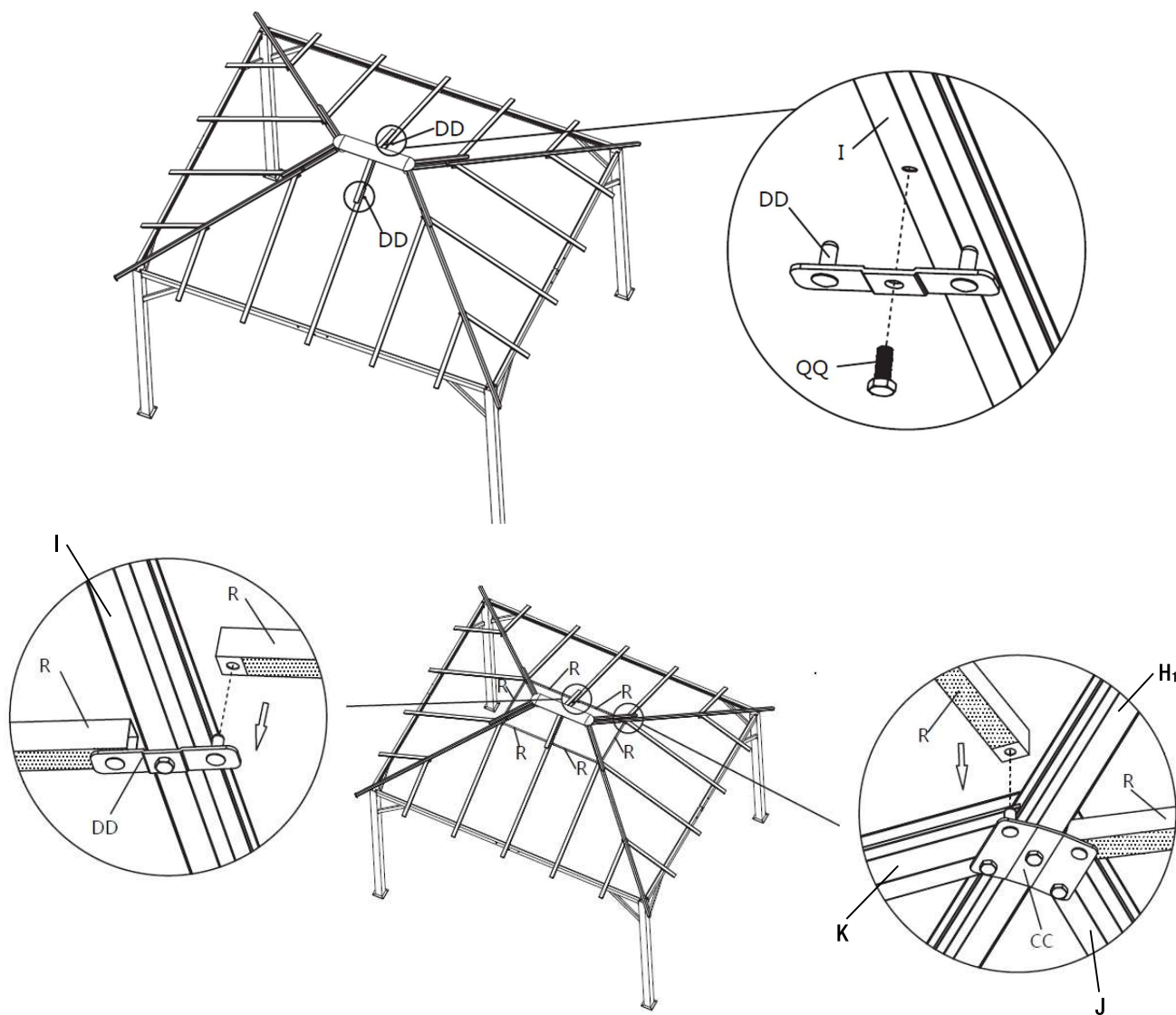
Assembly (continued)

14 Attaching the Crossbars with Velcro

- Attach the washer plates (DD) to the big roof middle beams (I) using M6*15 bolts (QQ).
- Attach the crossbars with Velcro (R) to the pins of the washer plates (CC) and (DD) that were pre-assembled onto the big roof beams (H₁) and (I).



NOTE: Do not fully tighten the bolts, only hand tighten until the end of Step 17. Then fully tighten with the provided wrench.



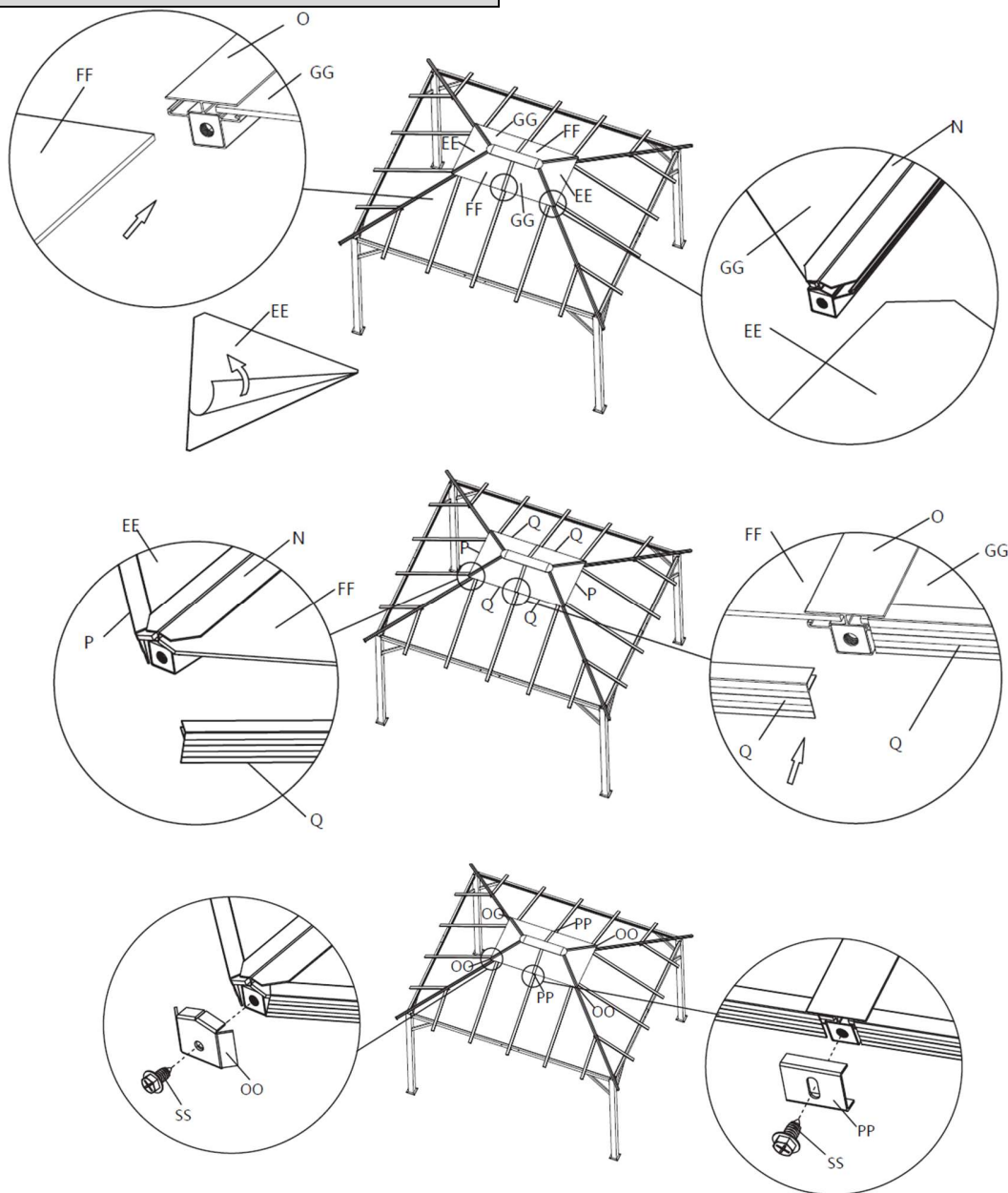
Assembly (continued)

15 Attaching the Small Roof Panels

- Peel the protective plastic film off of the small roof panels. Do not remove the aluminum film on the panels.
- With the assistance of the other people, insert the small roof right panel (FF) and the small roof left panel (GG) to the grooves of small roof beams (N) and (O). Cover the panels with small roof rims (Q) and then fix the panels and rims to the beams using side end cover (PP) and M6*20 self-tapping screw (SS).
- With the assistance of the other people, insert the small roof panel (EE) to the grooves of small roof beams (N). Cover the panel (EE) with small roof rim (P) and then fix the panel and rim to the beams using corner end cover (OO) and M6*20 self-tapping screw (SS).
- Please ensure all the screws are assembled correctly. Tighten all the screws (SS) with Phillips Screw Driver (XX).



NOTE: Do not over tighten the screws, or it may damage the panels.



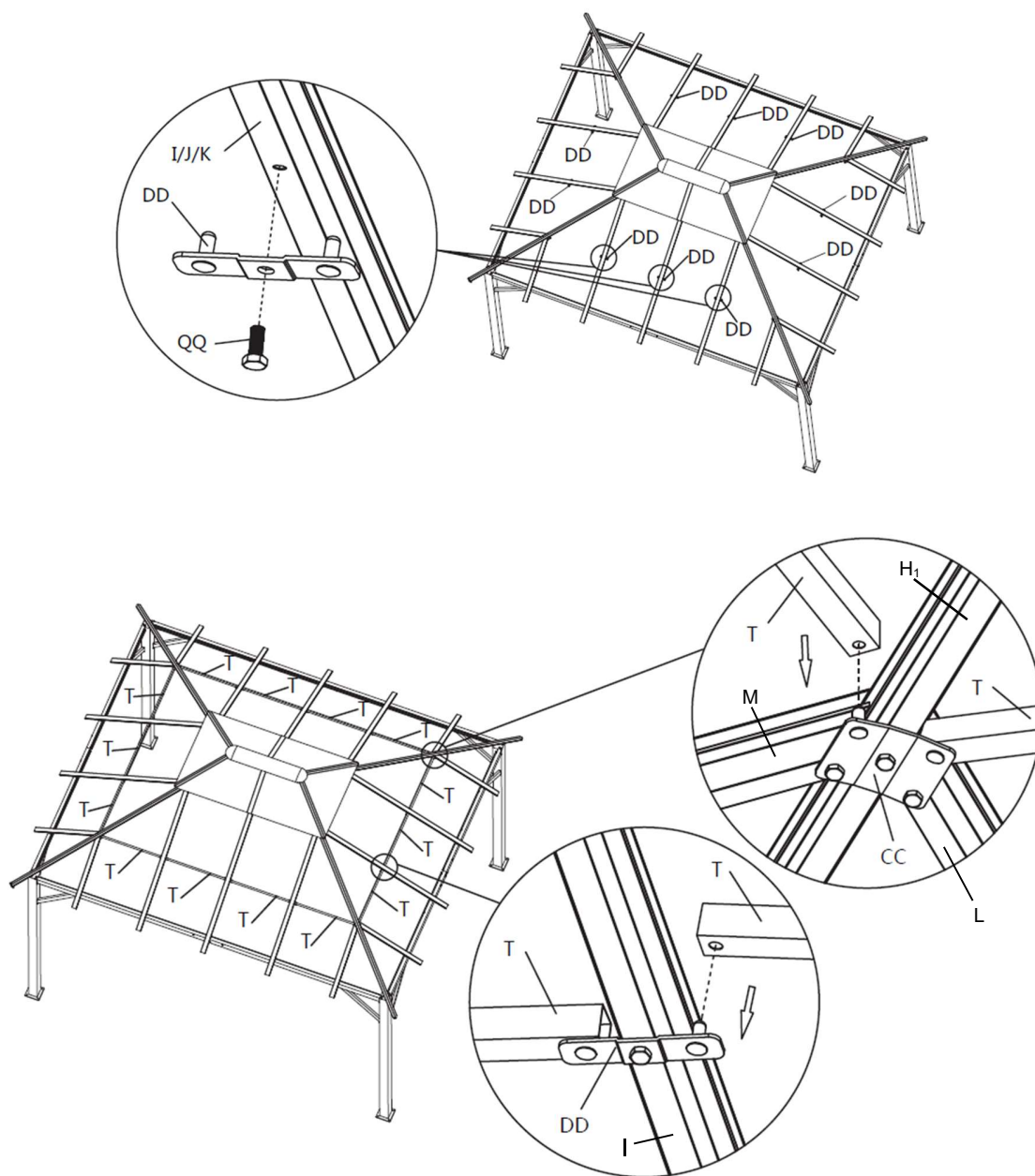
Assembly (continued)

16 Attaching the Supporting Bars

- Attach the washer plates (DD) to the big roof middle beams (I) and the big roof panel rails (J) and (K) using M6*15 bolts (QQ).
- Attach the supporting bars (T) to the pins of the washer plates (CC) and (DD).



NOTE: Do not fully tighten the bolts, only hand tighten until the end of Step 17. Then fully tighten with the provided wrench.



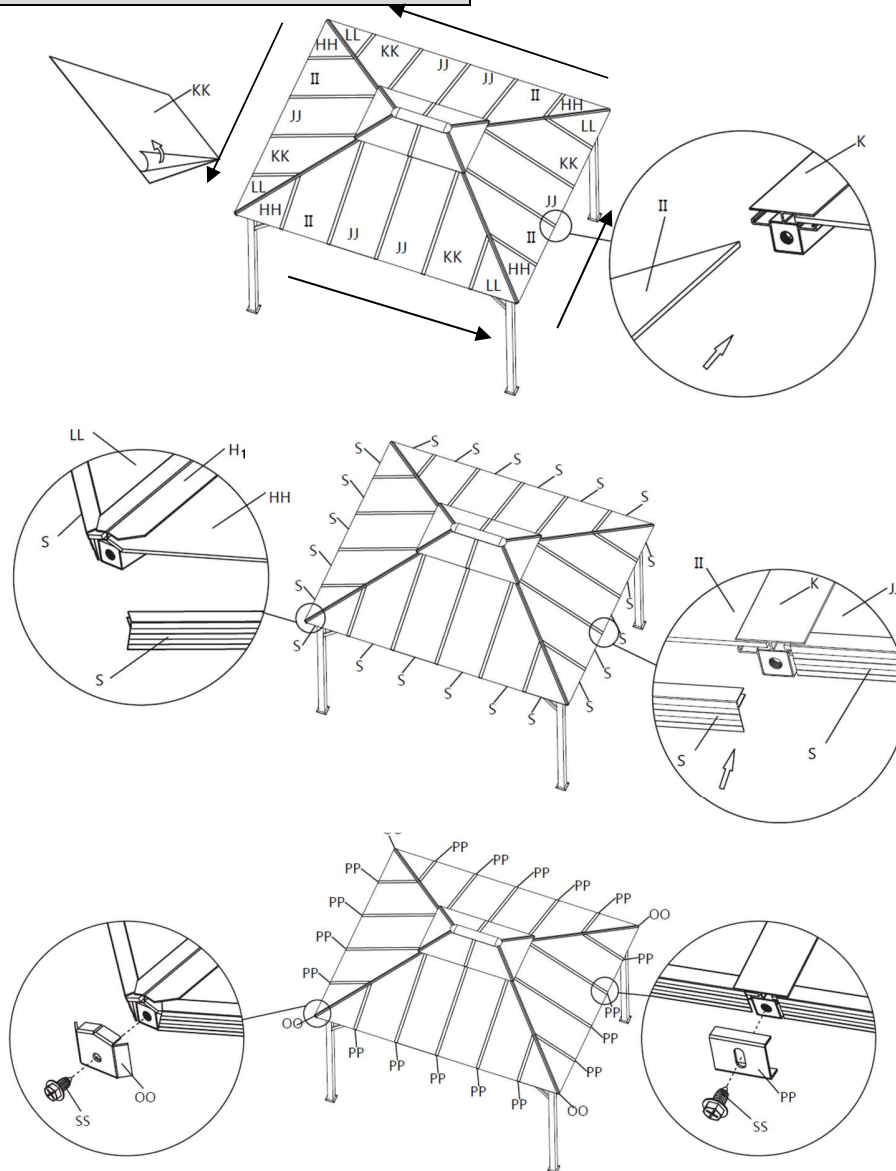
Assembly (continued)

17 Attaching the Big Roof Panels

- Peel the protective plastic film off of the big roof panels.
- With the assistance of the other people, insert the big roof right corner panel (HH) and the big roof left corner panel (LL) to the grooves of big roof beams (H₁), big roof panel rails (M) and (L). Cover the panels with big roof rims (S) and then fix the panels and rims to the beams using corner end cover (OO) and M6*20 self-tapping screw (SS).
- With the assistance of the other people, insert the big roof right large panel (II) to the grooves of big roof panel rails (M) and (K). Cover the panels with big roof rims (S) and then fix the panels and rims to the beams using side end cover (PP) and M6*20 self-tapping screw (SS).
- Repeat the above step to attach the remaining panels (JJ), (KK), (LL) and (HH) one by one. To prevent the panels slide out of the grooves, do attach the panel one by one following the sequence as shown in the illustration.
- Please ensure all the screws are assembled correctly. Tighten all the screws (SS) with Phillips Screw Driver (XX).



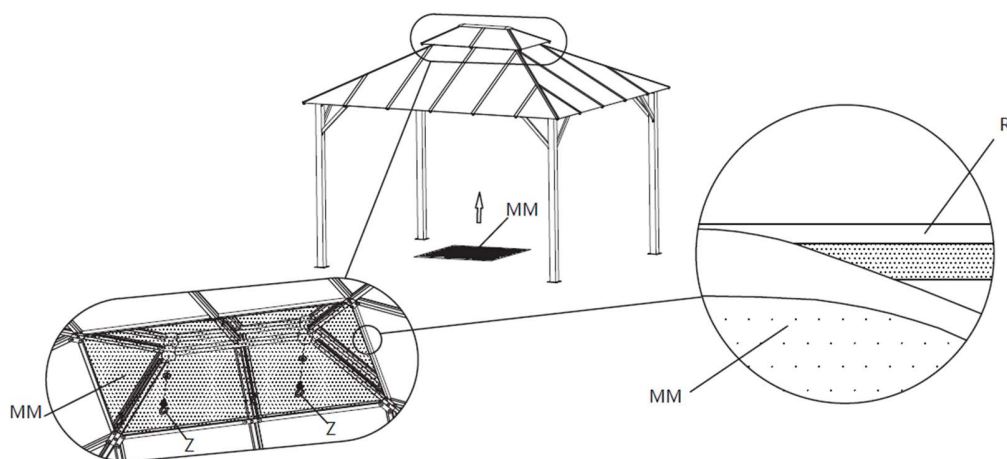
NOTE: Do not over tighten the screws, or it may damage the panels.



Assembly (continued)

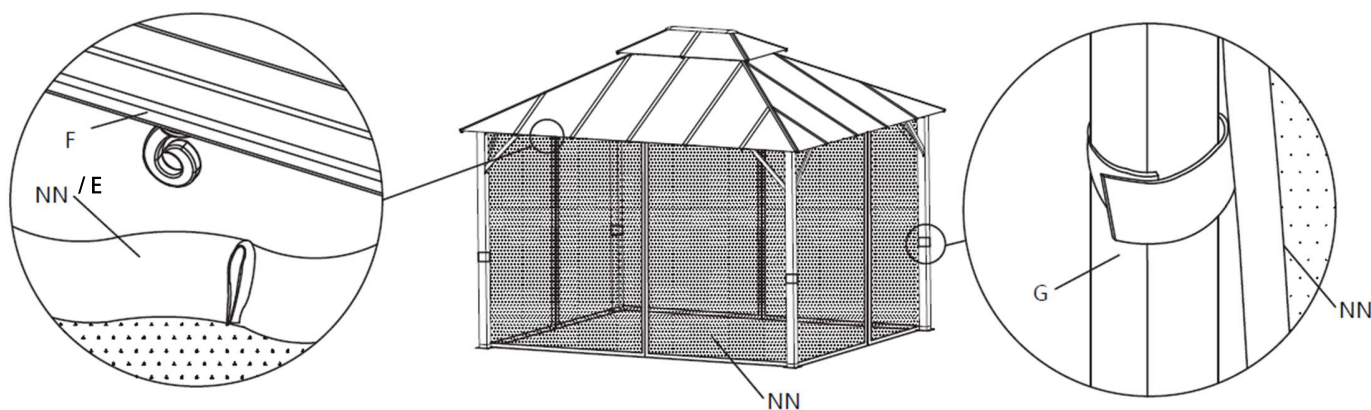
18 Attaching the Small Roof Netting

- Loosen the hooks (Z). Attach the small roof netting (MM) to the hooks (Z) through the holes on the top of netting. Then tighten the hooks to the central support with connector (X).
- Attach the bottom of the small roof mosquito netting (MM) to the Velcro on the crossbar (R).



19 Attaching the Mosquito Netting

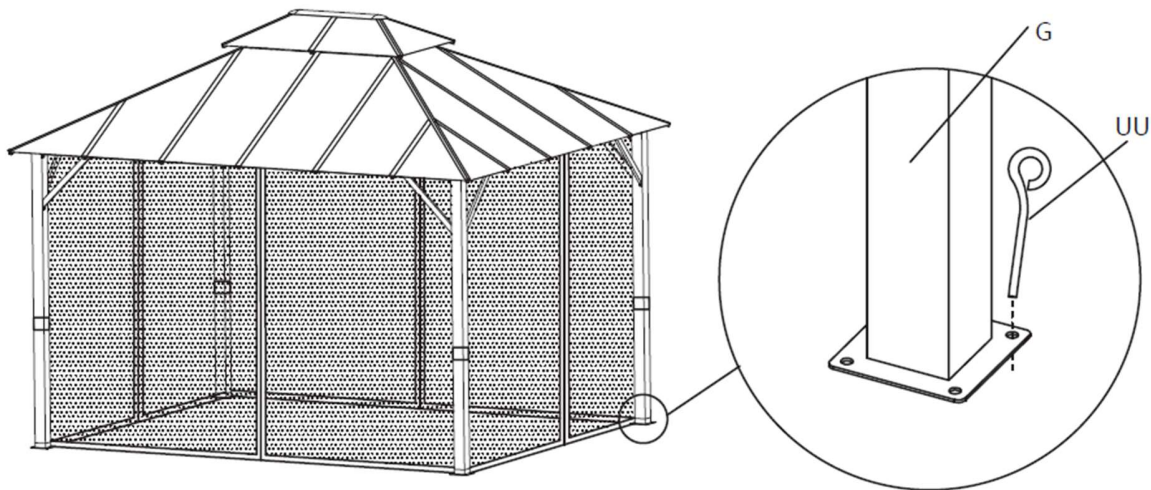
- Hang the mosquito netting (NN) to the netting rails (E) and (F).
- Attach the Velcro on the netting to the post (G).



Assembly (continued)

20 Attaching the Ground Stakes

- Secure the assembled gazebo using ground stakes (UU).
- Insert the ground stakes into any of the four holes at the bottom of the post (G). One ground stake (UU) per each post (G).



Care and Cleaning

- Check all screws and nut periodically for tightness, fastening then again as required.
- Disassemble the gazebo in the reverse order of the assembly steps. Always disassemble the gazebo completely. A partially disassembled gazebo is not stable enough to resist wind and bad weather, and therefore can be damaged and/or cause damage.
- Clean the gazebo with mild soap and water. Rinse thoroughly and wait until the product is dry before reassembling it.
- Snow must be cleared off regularly during snowy days. Remove the snow at the roof top when it is thicker than 2 inches. In order to avoid damage, use a plastic snow rake to remove excessive snow and ice buildup from roof and keep away from falling debris.
- Do not use bleach, acid or other abrasive cleaners on the canopies or frame parts.
- Steel components for this gazebo are treated with rust inhibiting paint to prevent from rusting. However, due to the nature of steel, surface oxidation (rusting) will occur if these protective coatings are scratched. This is not a defect and thus not covered by the warranty. To minimize this condition, it is recommended to use care when assembling and handing the product to prevent scratching the paint. Should any scratching or damage occur, it is recommended to cover the scratch immediately with rust inhibiting paint not included. Surface rust can also be easily removed with a very light application of regular cooking oil or WD-40. If surface oxidation (rusting) occurs and if no measure is taken to prevent this, the oxidation may start dripping onto deck or patio and cause damaging stains, which may be difficult to remove. This can be prevented if the above-mentioned measures are taken to keep the product from oxidizing.
- Remove canopy during harsh weather including high winds, rain, and snow.
- Before storing, remove leaves and dirt, drain all water that may have accumulated in or around the frame. If not drained properly, water can cause freeze damage including bursting or cracking of metal tubing.
- Keep the original packaging to store the gazebo.
- Keep instruction manual for future reference.

HAMPTON BAY®

Questions, problems, missing parts? Before returning to the store,
call Hampton Bay Customer Service
8 a.m. – 7 p.m., EST, Monday – Friday, 9 a.m. – 6 p.m., EST, Saturday

1-855-HD-HAMPTON

HAMPTONBAY.COM

Retain this manual for future use.