



Assembled cabanas  
are large & heavy.  
Assemble at place of  
use.

## CABANA / PAVILION ASSEMBLY ALUMINUM FRAME MODELS

Thank you for selecting Tropitone® Basta Sole® Cabana / Pavilion for your shade needs.

**WARNING:** Do not try to lift or flip Cabanas / Pavilions with only one person. Components may be heavy and awkward to handle, and may result in injury to persons or damage to property if not lifted properly.

**CAUTION:** When instructed to fully tighten screws, do not over tighten and strip the threads.

- ✓ Read through all steps before starting assembly.
- ✓ Completely unpack all boxes and thoroughly check for items that may be individually wrapped (finial, etc.)

### Tools needed:

Medium (#2) Phillips Screwdriver	5/16" Drill Bit
7/16" Combination Wrench	Level
3/16" Hex Key	Safety Glasses
3/8" Power Drill	

### Parts List:

(1) Finial (decorative top)	(1) Upper Frame Assembly with Top Cover
(4) 1/4-20 x 1-1/4" Flat Head Screws	(4) Corner Bracket Assembly
(4) Curtain Rod Brackets	(4) Curtain Rods (longer, thinner) Sheer <i>Double</i> Curtain Rods (Optional)
(8) 1/4-20 x 3" Socket Head Screws	(4) Curtains
(8) 1/4-20 x 2-1/2" Socket Head Screws	(8) Sheer Curtains (Optional)
(8) 1/4-20 x 1-3/4" Socket Head Screws	(4) Center Curtain Ties
(48) 1/4" Flat Washers	(4) Corner Poles (shorter, thicker)
(24) 1/4-20 Locking Nuts	(4) Umbrella Bases (see Step 5 for various types)

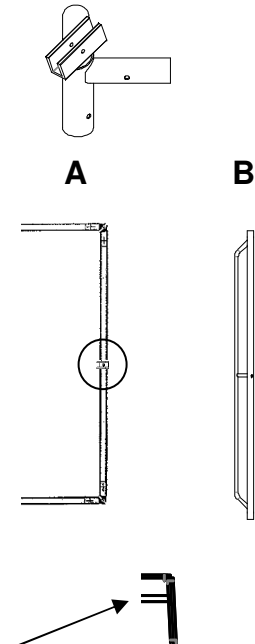
### Step 1

**CAUTION:** To avoid damage to the finish of your Cabana frame, prepare a smooth, non-scratch work surface (shipping container, a tarp or pool towels can be used).

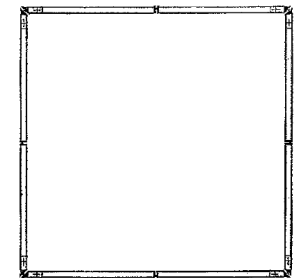
Set the (4) Corner Bracket Assemblies in a square spaced at a distance to accept the length of the Curtain Rods.

Connect the (4) Curtain Rods to the Corner Bracket Assemblies in such a way that the assembly hole for the Curtain Rod Bracket is located at the top and outside of the frame (shown in diagram **A**). This will allow the Curtain Rod Bracket (installed in **Step 2**) to receive the Arm as shown in the cutaway diagram in the Step below. Curtain Rods with a secondary sheer rod will require the smaller sheer rod to be oriented to the inside of the assembled Cabana (Optional Sheer Curtain Rod shown in diagram **B**).

**Note:** Curtain Rods and Sheer Curtain Rods for 12' Cabanas are equipped with a Valance Support located in the center of the curtain rod.



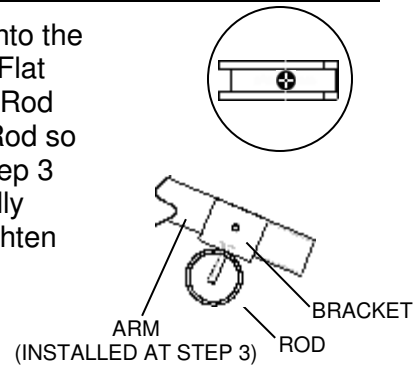
Slide Rods **fully** onto the end tube of the Corner Brackets. Install (8) 1/4-20 x 2-1/2" Socket Head Screws with (8) 1/4" Flat Washers into pre-drilled thru holes of the Curtain Rods loosely to retain the Corner Brackets (at 4 corners). Secure with (8) 1/4" Flat Washers and (8) 1/4-20 Locking Nuts.



**Do NOT fully tighten the Socket Head Screws and Locking Nuts until Step 3.**

## Step 2

Install the (4) Curtain Rod Brackets onto the Curtain Rods using (4) 1/4-20 x 1-1/4" Flat Head Screws. Make sure the Curtain Rod Bracket is positioned on the Curtain Rod so the Bracket can receive the Arm in Step 3 as shown in the cutaway diagram. Fully tighten the screws, but do not over tighten and strip the threads.



## Step 3

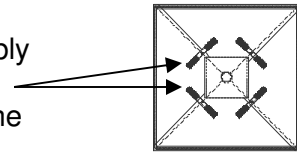
### On Cabana Models w/no Vent

Install the Finial (decorative top) onto the Upper Frame Assembly (cover already installed). Fully tighten.

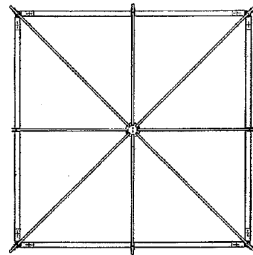


### On Cabana Models w/Vent

Install the Vent to the Upper Frame Assembly and secure to arms with snaps and the Velcro Straps. Then install the Finial onto the Upper Frame.



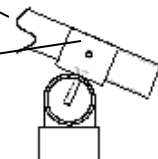
With two or more persons, carefully open the Upper Frame Assembly to the full open position.



Place the Upper Frame Assembly onto the Corner Brackets with the Arms in the Bracket channels (at 4 corners).

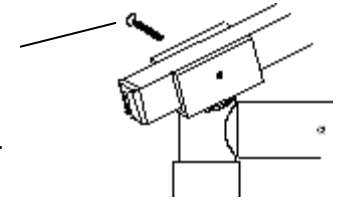
Position the center arms into the Curtain Rod Brackets (4 places).

Install the 1/4-20 x 1-3/4" Socket Head Screw with 1/4" Flat Washer into the Curtain Rod Brackets (4 places). Secure with 1/4" Flat Washer and 1/4-20 Locking Nut. Fully tighten.

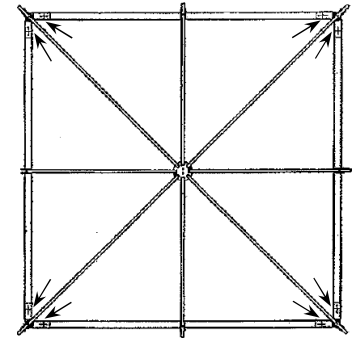


## Step 3 (Continued)

Install the 1/4-20 x 1-3/4" Socket Head Screw with 1/4" Flat Washer into the Corner Bracket Assembly (at 4 corners). Secure with 1/4" Flat Washer and 1/4-20 Locking Nut. Fully tighten.

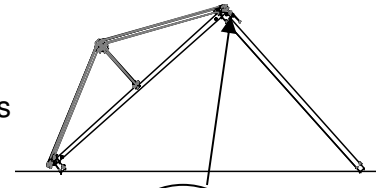


Fully tighten (8) 1/4-20 x 2-1/2" Screws and 1/4-20 Locking Nuts to secure the Curtain Rods to the Corner Bracket Assemblies (8 places).

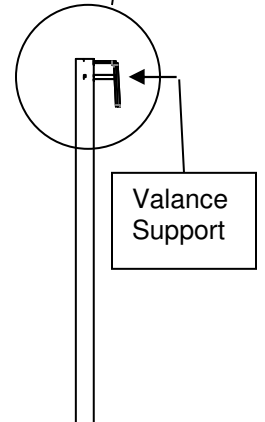


## Step 4

Using (2) persons, lift one side of the Cabana high enough to insert (2) Corner Poles. Install Poles with Valance Supports facing out. (Corner Pole with Valance Support shown in diagram at below right)



Install 1/4-20 x 3" Socket Head Screws with 1/4" Flat Washers into pre-drilled holes to hold Corner Poles to Corner Bracket Assemblies. Secure with 1/4" Flat Washers and 1/4-20 Locking Nut. Fully tighten (2 places).

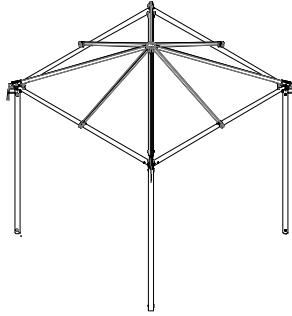


#### Step 4 (Continued)

Using two persons, lift the remaining side of the Cabana high enough to insert (2) Corner Poles. Install Poles with Valance Supports facing out.

Install hardware to hold remaining (2) Corner Poles to Corner Bracket Assemblies as directed above. Fully tighten (2 places).

Pull to align Valance over Valance Supports.



**WARNING: Screws and Locking Nuts must be fully tightened to secure Poles to Corner Bracket Assemblies. Failure to do so may cause Corner Poles to separate from Corner Bracket Assemblies and result in injury to persons or damage to property.**

#### Step 5

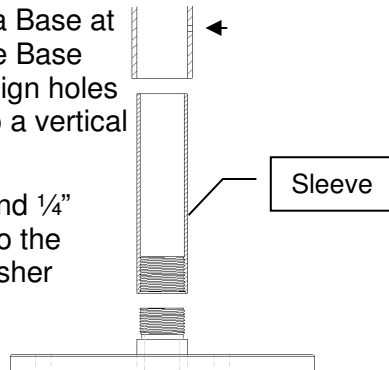
Basta Sole® Cabanas are available with (2) Base options (SP12R2F or CFA24R15F) or an In Ground Gopher Sleeve. Below are assembly instructions for these models:

**WARNING:** Since the actual ground surface the Steel Plate Bases or Gopher Sleeves will be installed on or in can vary substantially, please consult a contractor or other qualified professional who can best advise you on how to secure the Steel Plate Bases or Gopher Sleeves to your ground surface.

**SP12R2F – These weigh about 25 lbs. each and should be bolted to the ground using 3/8” bolts (not included).**

Place an assembled SP24R2F Umbrella Base at each pole. Lift the Corner Poles onto the Base Sleeve. Push the Base into place and align holes in Pole and Sleeve. Align each Pole into a vertical position. Check with a level.

Install 1/4-20 x 3” Socket Head Screws and 1/4” Flat Washers to hold the Corner Poles to the Umbrella Base. Secure with 1/4” Flat Washer and 1/4-20 Locking Nut. Fully tighten the Screws and Nuts (at 4 corners).



#### Step 5 (Continued)

**CFA24R15F – These weigh about 90 lbs. each and are free-standing (for use with Vented Cabanas only).**

Place an assembled CFA24R15F Umbrella Base at each pole. Lift the Corner Poles onto the Base Sleeve. Push the Base into place. Align each pole into a vertical position. Check with a level.



Using the assembly hole in the bottom of the Corner Pole as a guide, drill through one side of the Base Sleeve using a Power Drill with a 5/16” Drill Bit. Being careful not to move the Base or Corner Pole, move to the opposite side of the Corner Pole and repeat the drill operation to complete the thru hole. Repeat the process for the remaining (3) Bases.

Install 1/4-20 x 3” Socket Head Screws and 1/4” Flat Washers to hold the Corner Poles to the Umbrella Base. Secure with 1/4” Flat Washer and 1/4-20 Locking Nut. Fully tighten the Screws and Nuts (at 4 corners).

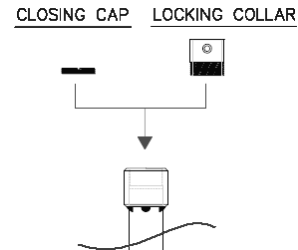
#### In Ground Gopher Sleeve

**WARNING:** Since the actual ground surface the Gopher Sleeves will be installed in can vary substantially, please consult a contractor or other qualified professional who can best advise you on how to secure the Gopher Sleeves to your ground surface.

#### Parts List

Gopher Sleeve  
Locking Collar

Closing Cap



**Step 5 (Continued)**

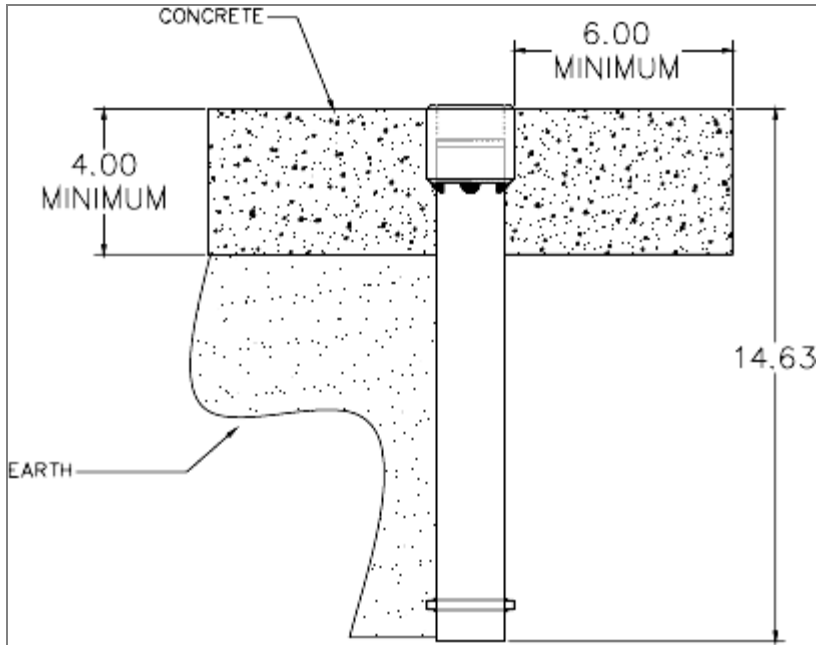
**Tools Required**

- |                   |                           |
|-------------------|---------------------------|
| (2) 1/2" Wrenches | Large Philips Screwdriver |
| Power Drill       | Safety Glasses            |
| 21/64" Drill Bit  |                           |

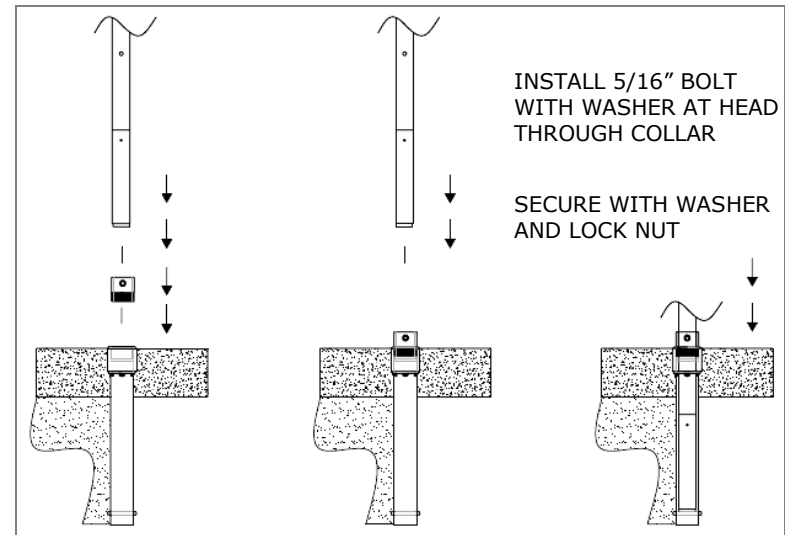
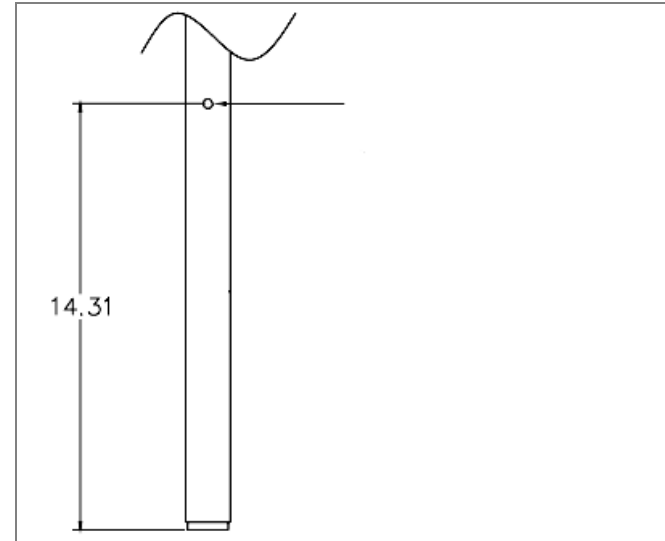
**Hardware Required (not included)**

- (4) 5/16" x 4" Hex Bolt
- (8) 5/16" Flat Washers
- (4) 5/16" Lock Nut

**Warning:** When the Cabana is removed, the Locking Collars must be removed and the Closing Caps installed to prevent trip hazards.

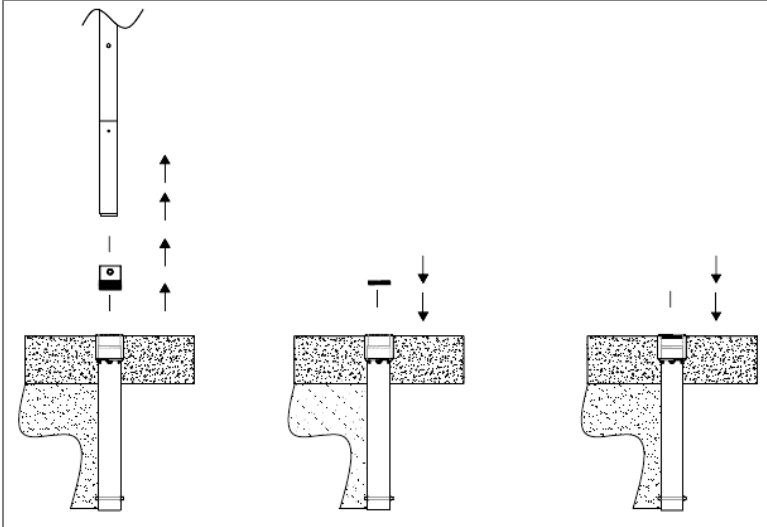


**Step 5 (Continued)**



**Warning:** The 5/16" bolt must not stick out from the lock nut and create a safety hazard.

### Step 5 (Continued)



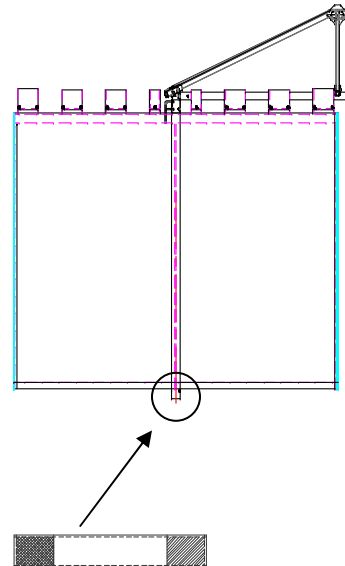
### Step 6

Curtains are installed outside the Poles using Loops with snaps to secure to the Curtain Rods.

- Curtain Mounting Tabs and Bottom Ties face towards inside of Cabana with one Tie Panel on each side of the Corner Pole at bottom.

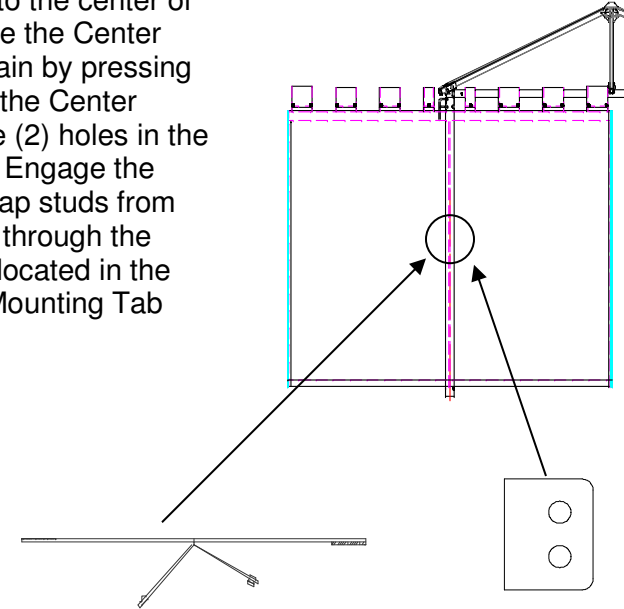
To hang the Curtain, open Curtain Top Flaps by gently releasing the snaps and pulling apart. Install the Curtain Top Flaps over the Curtain Rod. Close the Flaps and engage the snaps.

Wrap the Bottom Curtain Tie (attached to the curtain at bottom center) around the Corner Pole and engage the Velcro at the ends of the Bottom Curtain Tie.



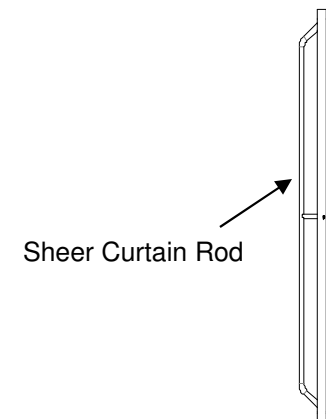
### Step 6 (Continued)

To secure the Curtain to the center of the Corner Pole, secure the Center Curtain Tie to the Curtain by pressing the (2) Snap Studs on the Center Curtain Tie through the (2) holes in the Curtain Mounting Tab. Engage the snap sockets to the snap studs from the Center Curtain Tie through the Curtain Mounting Tab located in the center of the curtain (Mounting Tab shown at lower right).



Fully open the Curtains and tie back by engaging the Velcro at the ends of the Center Curtain Ties.

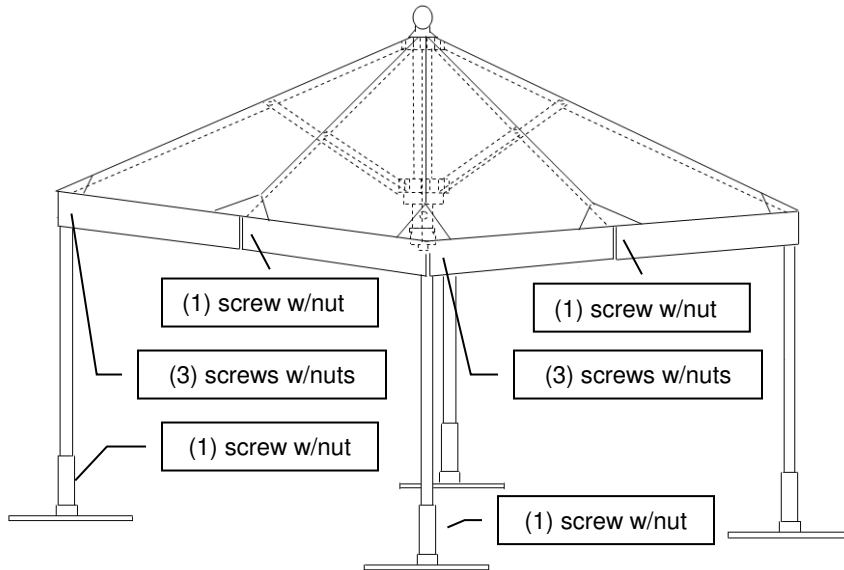
Optional Sheer Curtains are to be hung on the optional Sheer Curtain Rod in the same manner as the standard Curtains but without wrapping around the Corner Pole.



## Step 7

Double-check that all Screws and Locking Nuts are fully tightened, but do not over tighten and strip the threads.

Work carefully around the Cabana / Pavilion to insure you don't skip any Screws – indicators below show fastener locations for 2 of 4 sides (the other 2 sides are similar and need the same confirmation).



## Periodic Maintenance

Periodic maintenance is needed to insure safety and proper operation over the life of the Cabana / Pavilion.

- ✓ Double-check that all the fasteners are fully tightened, but do not over tighten and strip the threads.
- ✓ Apply a silicon lubricate to snaps with a swab to insure proper operation. *Do not spray lubricant or get lubricant on fabric.*
- ✓ Confirm all Curtain Flaps are in place and closed.
- ✓ Repair any corrosion promptly to minimize damage to finish. (see Care and Maintenance guide)

# Tropitone®



## MORE INFORMATION

For care and cleaning instructions, refer to the Tropitone® Care, Maintenance, Safety & Warranty Information guide included with your furniture and available at [www.tropitone.com/warranty](http://www.tropitone.com/warranty).

Additional care information, "How To" videos and assembly instructions for Tropitone Outdoor Furniture and Basta Sole® shade products are also available at our website.

If you have difficulty understanding any of the instructions and need assistance while assembling the Cabana / Pavilion, please call Tropitone's Customer Service Center at 949-951-2010.

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