

Pop Up Canopy ASSEMBLY INSTRUCTION

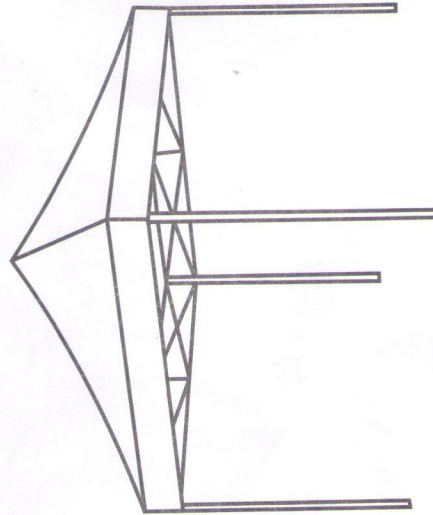
NOTE: ASSEMBLY VIDEO









- If you across difficulties in assembly, please scan the QR code to find the assembly video.
- It's more convenient to watch the assembly video. The video includes detailed installation steps.
- Video web site:
<https://youtu.be/yLd0aPVKUZk>
- Please search "BestOffice PC-330 Portable canopy tent" on Youtube for assembly video.

⚠ ADULT ASSEMBLY REQUIRED

Read all instructions before assembly and use.
Due to the presence of small parts during assembly, keep out of reach of children until assembly is complete.



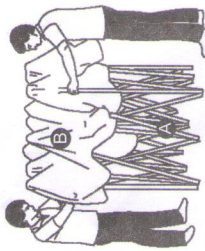
PC-330/660

Parts list	
A	 1PC
B	 1PC
C	 4PCS
D	 4PCS
E	 4PCS
F	 1PC

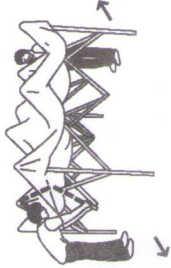
www.paylesshere.com

Assembly

1 Place shelter in center of area to be sheltered. Remove cover. Have 2 people stand on opposite sides, grasp two outer legs, lift off of ground and step backwards, stopping at arms length.



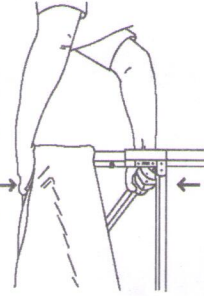
2a Grasp the bottom of the diamond (shown), on opposite sides. Lift up, and step backwards until shelter is fully opened, being careful not to pinch fingers (for 10'x20' shelter see 2b).



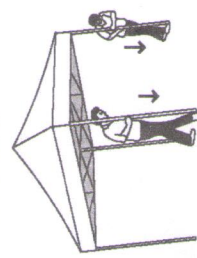
2b (For 10'x20' shelter)
Each person should move to middle leg of 20' side. Grasp at bottom of diamond (shown), lift up and step backwards at the same time until shelter is fully opened, being careful not to pinch fingers at end of truss.



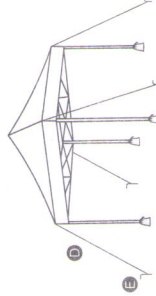
3 Engage the auto slider at each corner by pushing up with one hand while holding down top of leg with the other hand. Snap Button will engage in groove. Repeat on all other legs.



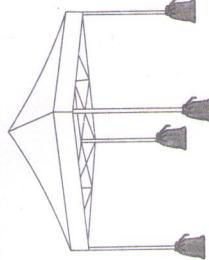
4 Lift two adjacent outer legs up and pull out the inner legs until snap locks. Repeat on all legs. Raise or level the shelter using adjustment holes found near bottom of each outer leg.



7 Fasten the ropes to the four corners of the tent, then nail the other end of the rope to the ground.



6 Attach the sandbags to the four legs of the tent.

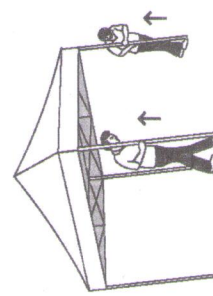


IMPORTANT

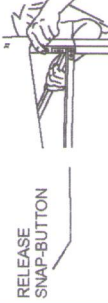
- **WINDY CONDITIONS:** Use stake kit or weight bag set
- **HEAVY WIND:** Take shelter down, before closing.
- **STORAGE:** Use cover bag when not in use.
- **CLEANING:** Use mild detergent and water.
- **RAIN:** Do not leave shelter unattended.

De-assembly

1 Lift two outer legs slightly, depress snap button, telescope inner legs up into outer legs. Repeat on opposite side.



2 Release auto slider at each corner by pushing Snap-Button to release pressure on slider. Repeat on all four corners.



3 Grasp top of diamond on opposite sides, lift up, shake shelter a little while stepping towards partner until unit is 3/4 closed. Grasp two outer legs, push together to fully close (do not pinch fingers). Put on cover bag.

