
General Instruction for Superb Tent

(Instruction for the Assembling and Dismantling
of Aluminum-PVC Tent)

July 2013

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Part One: General

As with any structure, the success of the unit is dependant upon it's installation and operation. If the structure is handled properly during transportation, erection and dismantling, its life span will be increased. It will look better and more professional, and the resulting installations will be safer for all concerned.

Before assembling, workers should acquaint themselves with the safety precautions, necessary implements and materials.

Safety Precautions:

1. Before starting to work, the supervisor has to make his helpers familiar with the procedure of operations and safety precautions.
2. The supervisor needs at least 6 assistants to setup the tent. He has to check that his helpers are qualified for this job and he is the responsible leader on the site.
3. Everybody on the site should wear solid shoes and helmets.
4. Erection techniques must be followed to allow the structure to be assembled without damage to its own fabric, or the site, or other people working nearby. During the erection the structure may not be stable itself, and may need measures to kept aware of progress and not allowed under the working area. If members are being hoisted from the ground, at least one person should ensure that a passer by does not walk across the erection area. Unauthorized access to the working area is to be discouraged in any case. Drawings and diagrams for the structure should be available at all times.
5. If the foundation soil is of an inferior quality, it is necessary to obviate foundation breaking danger by sufficient additional soil compression for expansion of the bearing surface.
6. Pay attention that the site is free of circuit and that there are no cables or pipes under the ground.
7. In case any cables or other electric equipment is installed in the tents, electrical operation rules should be strictly executed.

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8. Local safety precautions are applicable.
 9. Make sure the site is safety for the third part. If the setup work is lasting for days, safety measures should be taken in the nights.
 10. Tents fixing methods: In case of concrete ground and its height exceeds 15cm, please use Swell Screws or Weight Bags; In case of grass ground, bitumen ground(any other soft grounds), please use steel Ground-Anchors.
 11. Pls make sure the height difference of the site don't exceed 5cm, otherwise, it will affect the safety of the tent.
 12. During or after the tent's setup, if meet bad weathers—especially for hailstone reported by weather forecast, pls dismantle the tent; if the snow depth is equal or thicker than 3cm, pls clean the snow on the roof; If the wind is equal or large than 80 KM/H, the tent has to be closed completely(All Roof-Cover, Gable Triangle Cover, Side-walls & Gable-walls)
 13. Any local regulations for temporary building are applicable.
 14. In case of fire, pls Loosen the Rope/Zipper on the walls or open the door to escape.
 15. In case of any other special case, pls contact the manufacturer for consultation.

Necessary Implements:

Access equipment(Spanners, Setup-ropes, Purlin- Fork, Hammer, Pliers, Drills, a protecting foil or carpet, gearing lift) must be checked to ensure that no damage has taken place since the last installation.

Protective clothing(helmet, solid shoes, overalls, safety harness etc.) should be supplied where necessary. Where possible, the structure should be assembled at ground level and then hoisted into place. The safe use of ladders, working platforms, and powered equipment is covered and does not need repeating here.

All bolts, pins or spring fasteners must be in good working order and well maintained. Spare fasteners should be carried in case of shortages.

A point to mention is that if use the ground anchors to stable the structure, The Pull-up Peg Machines are needed when dismantling.

Siting

The siting of all temporary structures involves common sense most of all. Good access, safe fire exits, solid ground for siting, the ability to service the units, these are all criteria for safe installation. Other questions are: is it suitable for the intended use? Is it well drained? Is it level? Does it have good access roads? Are there secondary exits for emergency vehicles? Installers must insure that a reasonable distance be kept from nearby buildings or fences to restrict the potential spread of fire and there is nothing hazardous underground that can be affected by ground work's or stakes.

Choosing the site for your event is the hardest part of the planning. Don't persuade yourself that it is suitable if it isn't. The right combination of usability, convenience, access, drainage, and soil conditions, have to be there before confirming the site.

Artificial roadways may be required in muddy weather. If soft soil conditions are encountered, timber spars may be used to spread the point loadings at ground level.

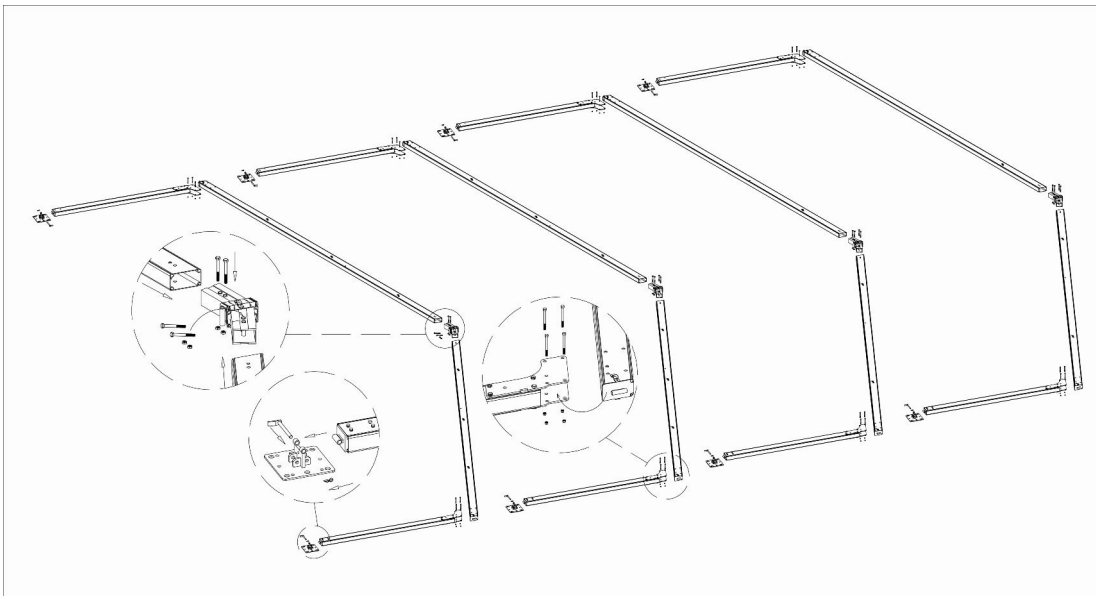
Part Two: Assembling Guide “Frames”

1. Marking Out and Stake Base-Plates to Ground

- Pls kindly find the drawing of Base-Plates position in the delivery technical data files : Ichnography.
- Marking the base-plates position according to the drawing: After marking out the location of the base plates in stage one, you need to make sure the plates are marked squarely. This is done by measuring the distance from the centre of one plate to the centre of the opposite plate in the next bay. This distance pls refer to the drawing.
- Once the plates are correctly positioned, they require staking.
- First stake the base-plate to the ground in the position noted on the appropriate setting out plan, dimensioning to the centre of the plates each time. Make certain that the plates are absolutely square.

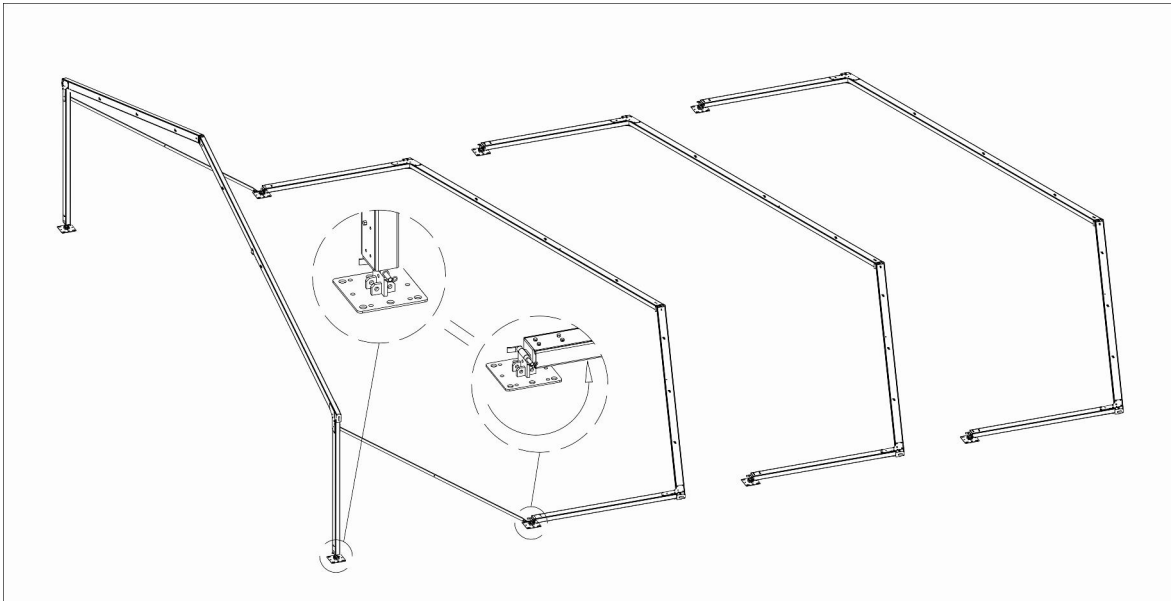
2. Assemble frames on ground and prepare them for erection

- Place the frames in the location indicated in the illustration. The hoop must be laid out on its side on the flat place of the ground or the stage. Then the two Roof-Beams should be assembled onto the Roof-Connection and the Right-Supports, then pinned to the Base-Plates.
- A point to mention is when assembling hoops for virtually any structure they should always be assembled from the centre outwards, on no account must the plates be attached to the leg first. The Top Connection should be the first, working outwards towards the plates, and then hoop should be completed before sliding it into place to insert the plate pins.
- The “Power Bar” should be fitted after the whole hoop has been assembled.
- Place bolts and nuts inward facing to the next hoop on the suitable hole of each section. From these the loop end of the roof cable must be attached to the uppermost point on each roof section.

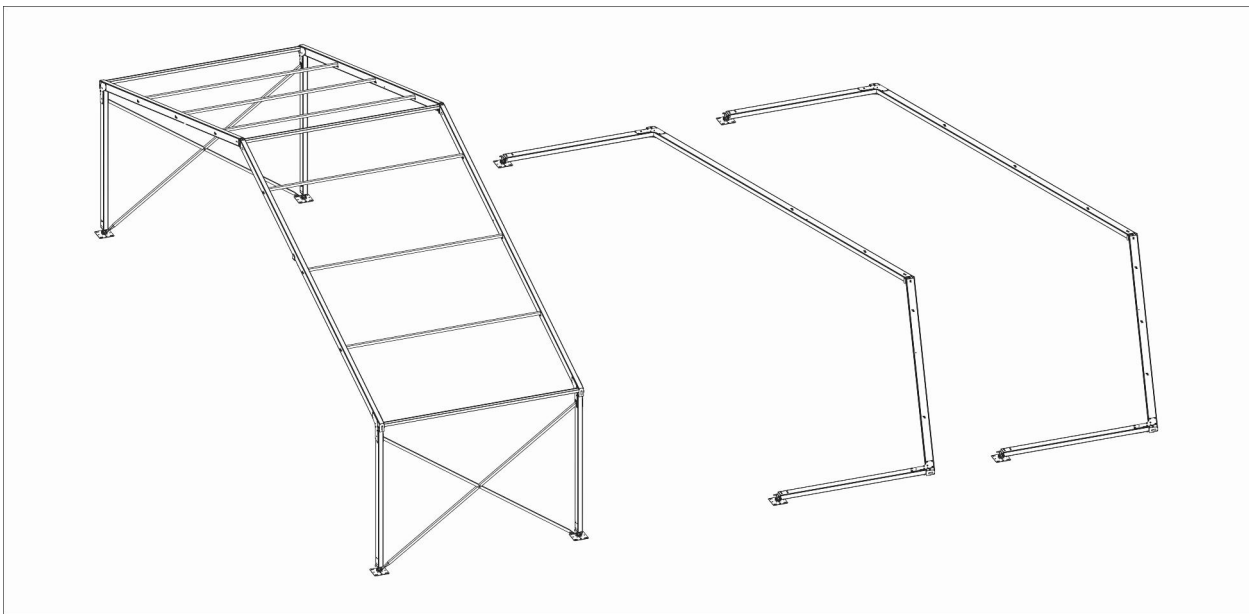


3. Lift frames, add purlins, roof cables & X-cross bars of the first bay

- Using lifting gear, or sufficient manpower to lift the weight, hoist the hoop into its vertical position. If lifting gear is to be used, the hoist should be attached to two points on the frame, about 2/3ds way up from the eave.
- Once the first hoop has been hoisted into a vertical position, it should be tied off, with using X-Cross Bars. Hoop one is now secure.

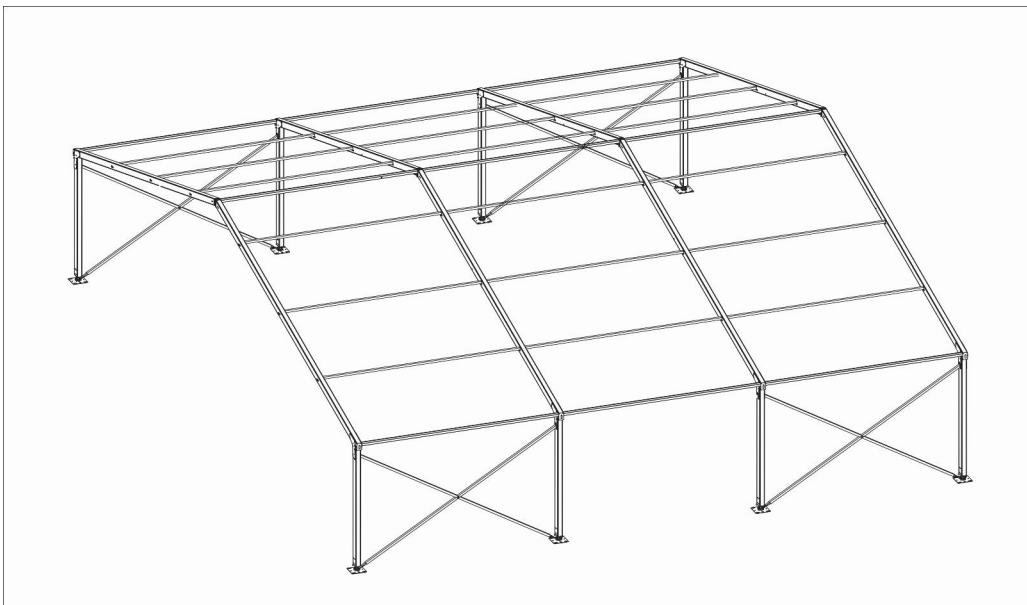


- The assembly procedure for hoop one should now be repeated and the lifting gear transferred to hoop two so that it can also be hoisted into a vertical position.
- The X-cross Bars for the leg section should be installed next, these need to be fixed to make the lower part of the first bay secure. When tensioning the X-Cross bar, it is important to ensure that you are pulling the frame into a vertical position.
- The purlins should then be installed. Ridge purlin, intermediate purlin and eave purlin has a hook at either end, one curved and one straight. These hooks are used for connection to the top hat sections of the main frame. To do this, simply drop the curved hook into the first top hat, and then, once the first hook is in position, the straight hook can be dropped into the other top hat bracket using a set of step ladders or a mechanical man hoist, or by using a long purlin fork.
- At this point, the higher purlins can be inserted by working from the ground up towards the middle. Once the purlins are in place, the roof cables can be added and tensioned. Now ensure that the cables are tight, and that the frame is square and vertical.
- Once all roof cables have been tensioned the first bay will be stable.



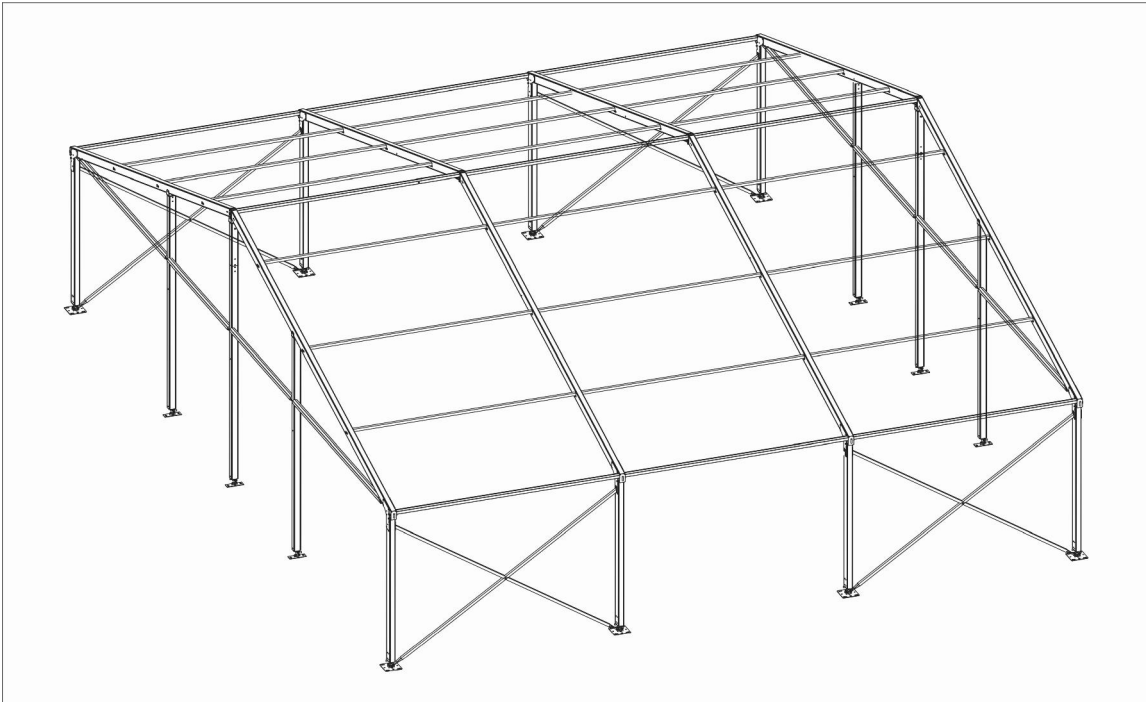
4. Repeat and Erect all bays like the first one

- Hoop three can then be assembled and, by transferring the lifting gear to the Ridge Connection of hoop two, hoop three can be hoisted.
- The procedure for bay two should be repeated for as many bays as required for the particular installation. Repeat the operation for each structural hoop, fixing the X-cross bars and tensioning the roof cables as the particular installation requirement.
- Stage four is then completed.



5. Install the Gable-Poles & Gable-Beams:

- fix the gable-poles indicated in the illustration. The upside of the poles should be installed first, and then, sliding it into place to inset the plates pins. Sure that the base-plates for the gable poles are in the correct position as marked on the drawing.
- install the Gable-Beams like the purlins---simply drop the curved hook into the first top hat , and then, once the first hook is in position, the straight hook can be dropped into the other top hat bracket using ladders or purlin hooks.

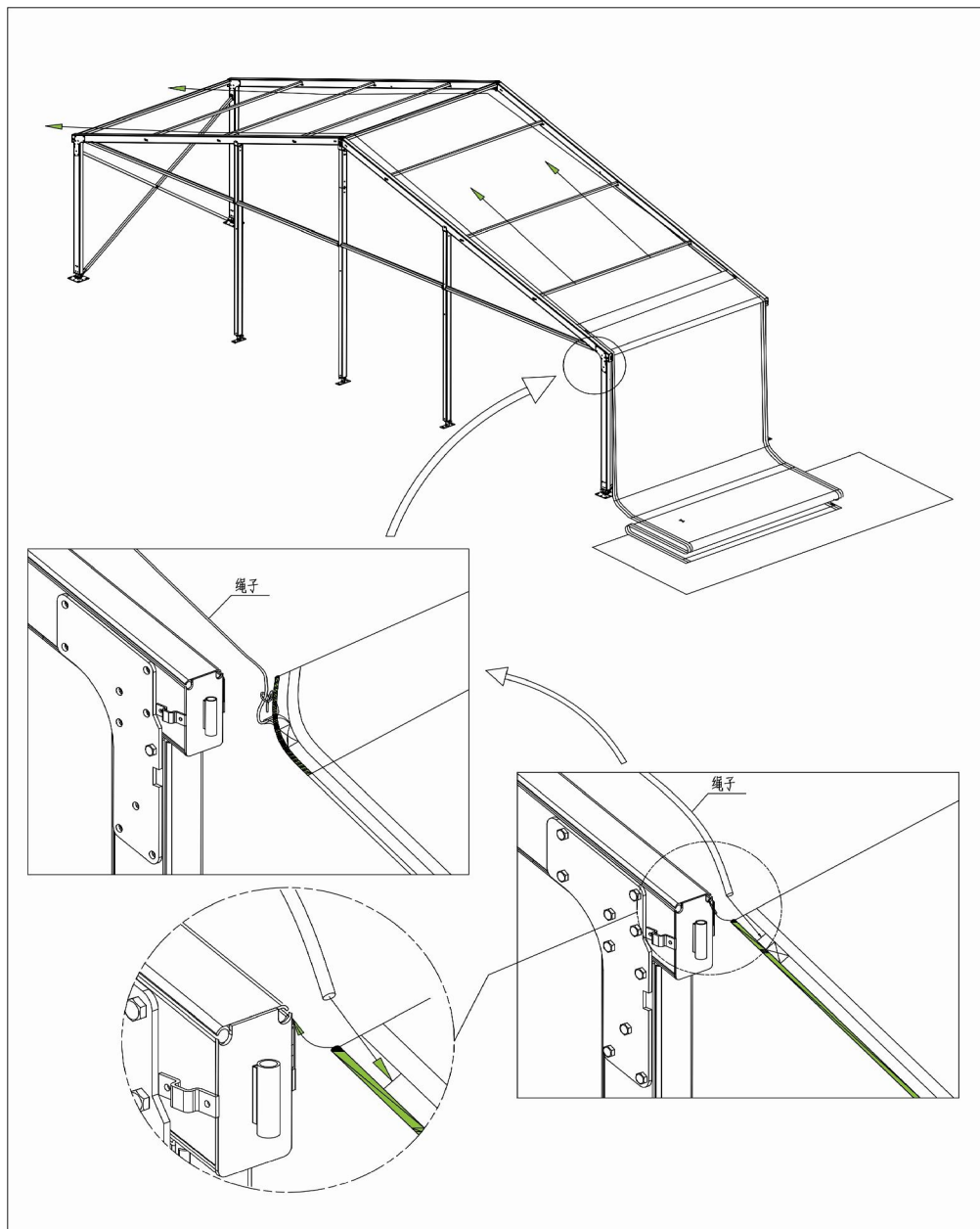


Part Three: Assembling Guide “Covers & Walls”

1. ROOF-COVER

- Unpack the Roof-Cover and put it onto a protecting foil or carpet to avoid it getting dirty or damaged;
- Throw 2 pc of Setup-Ropes over the one bay of the frame;
- Tie one end of one rope onto the “D” ring at the corner of the roof cover. Tie the other rope onto the “D” ring that is 5m away from the first;
- Lift the Roof-Cover up to the eaves and feed the Keder into the grooves of the Roof-Beams ;
- Slowly slide the Roof-Cover into the bay by pulling on the other end of each rope. Care is required to ensure that the ropes are pulled uniformly and together;
- Pull in until the Roof-Cover reaches the opposite eaves; taking care not to drag the sheet on the ground.

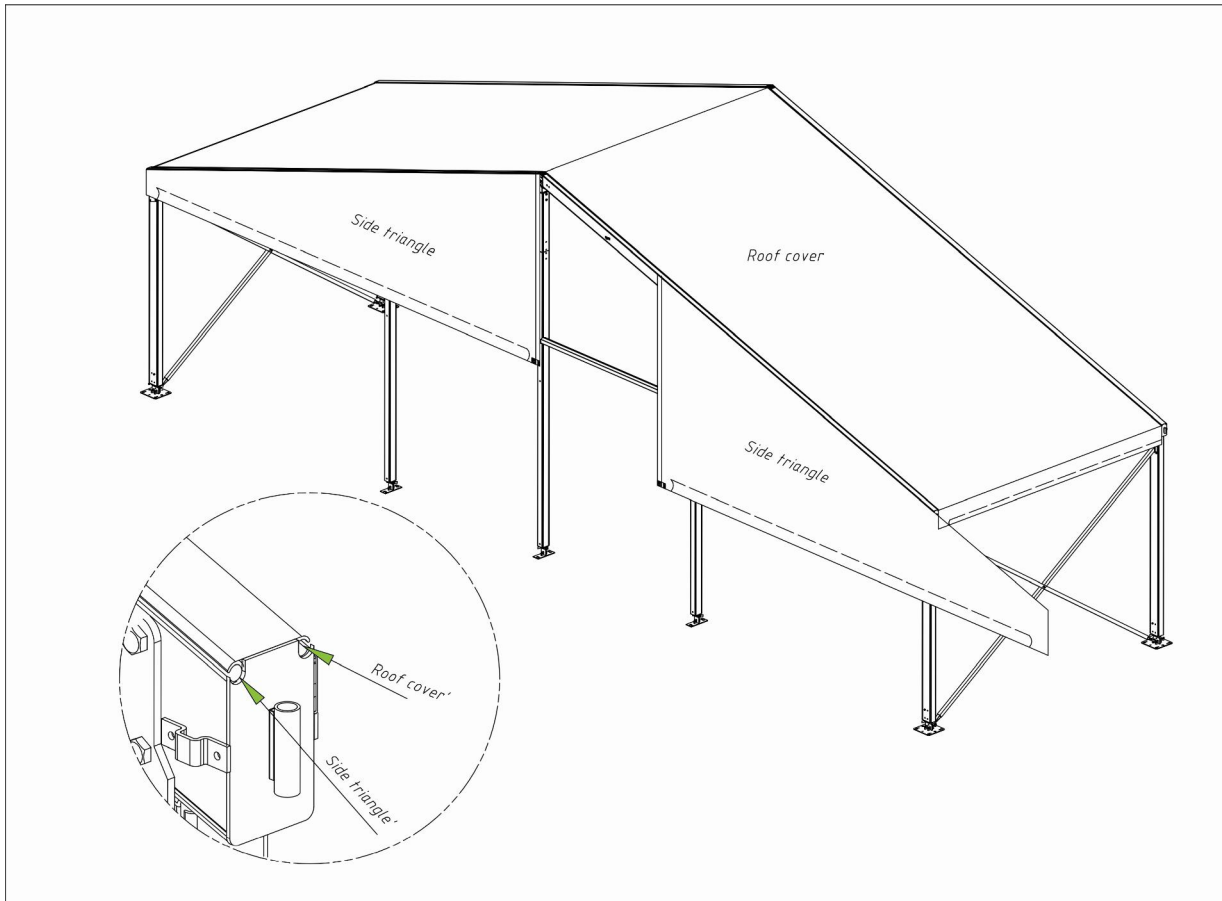
- Repeat the procedure until all Roof-covers have been pulled on.
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- Caution:
- The Roof-Cover has to be completely inserted into the groove of the Roof-Beam.

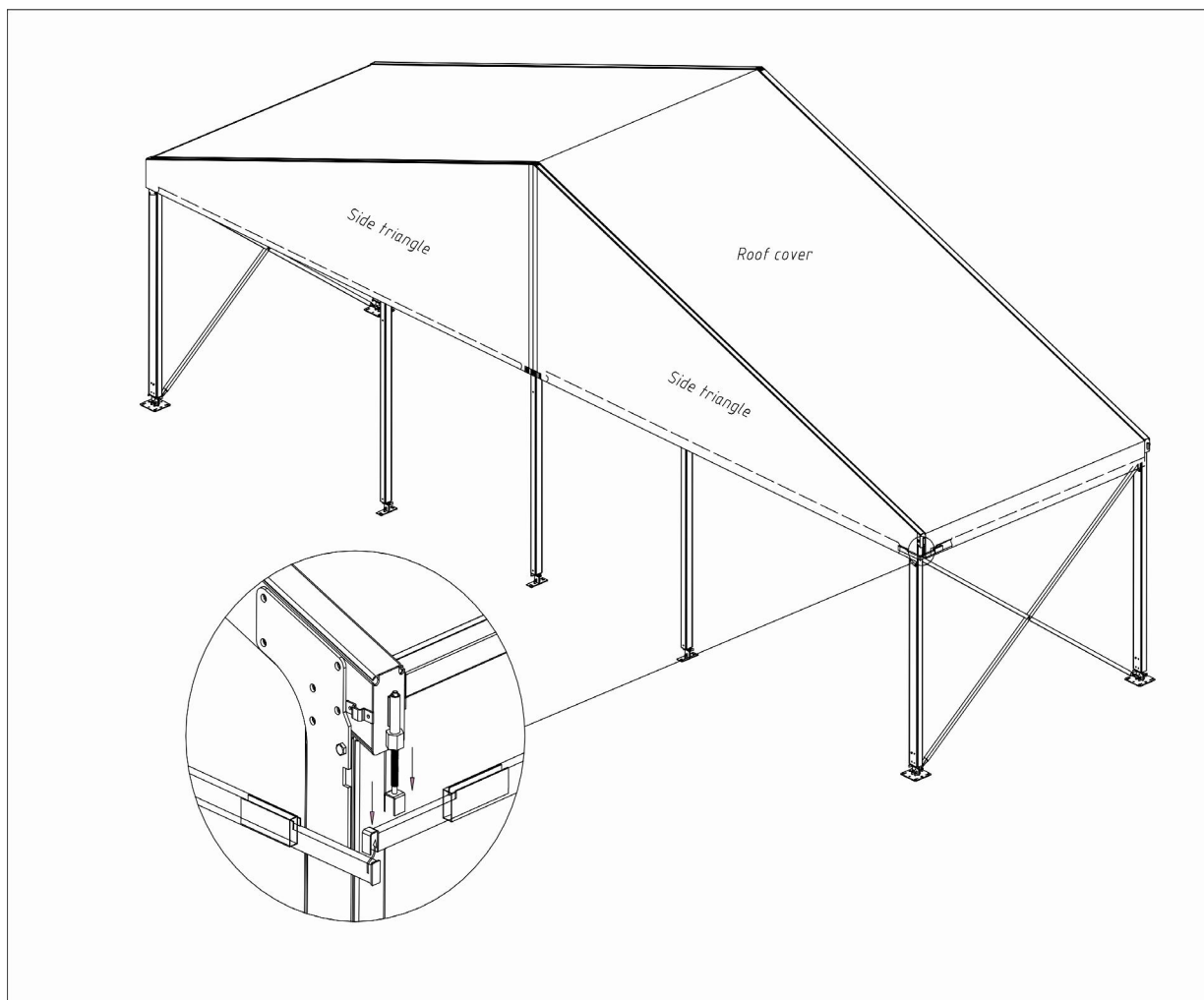
2. GABLE TRIANGLE COVER

- Divide the Gable-Cover into two pieces;
- Pulling each triangle up the Keder grooves.
- Connect the two triangles with the Connection-Bar.



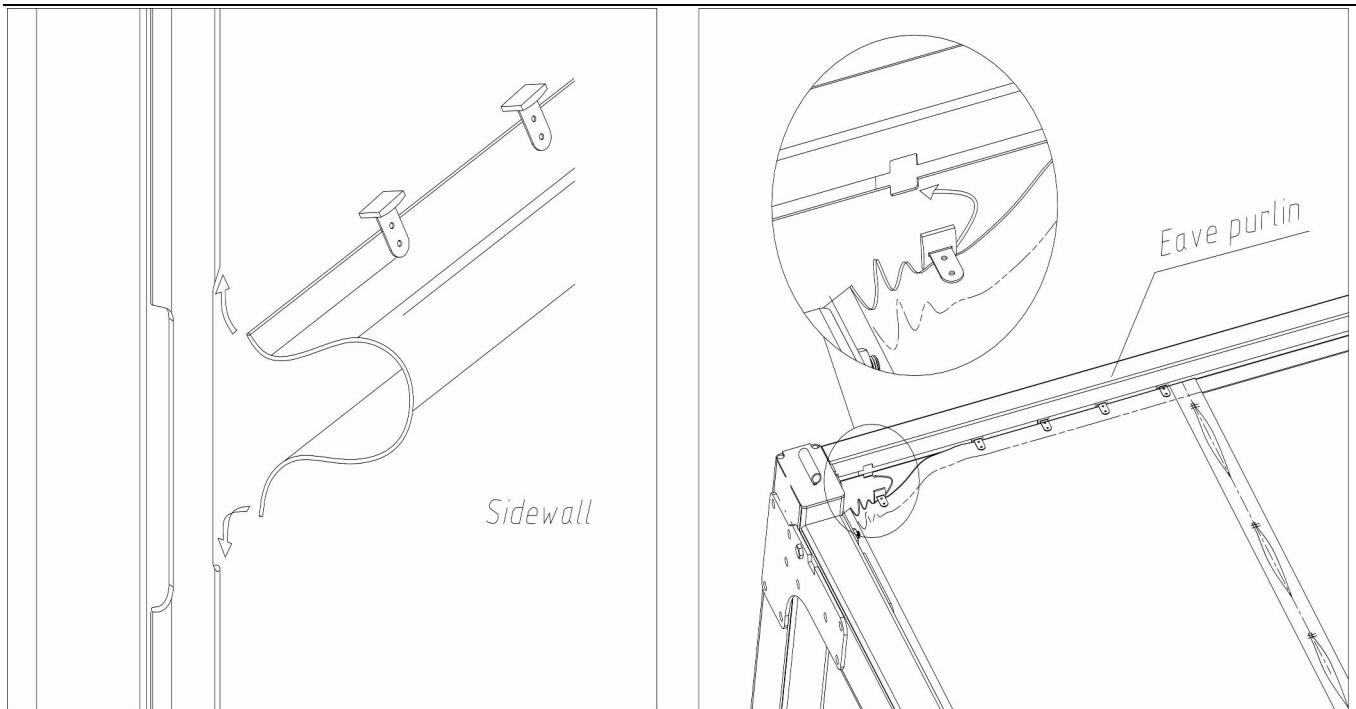
3. TENSIONING THE ROOF-COVERS & TRIANGLE-COVERS

- Once all Roof-Covers and triangle covers pulled in, simply slide in the Tension-Bars into the pocket of the Roof-Cover and Gable-Triangle cover. Then, fix the connection of the Tension-Bar by tensioning the rigging screws as below drawing.



4. SIDE- AND GABLE-WALLS(UPPER PART)

- Put down the walls in front of the A-Frame-Unit or the Gable-Unit.
- Open the rope or zipper
- Insert the Keder of the walls into the groove at the Insertion-Gap in the middle of the Upright-support
- Pull up the wall in a synchronized movement (left & right side) until reaching the eaves.
- Insert the hanger into the groove of the Eave-Beam.
- Close the zipper



Dismantle

Dismantle the parts in opposite order

Part Four: Fundamental

1. Make sure the surface of the aluminum profiles are glabrous and avoid a damage of the protective layer.
2. The stack height of the aluminum profiles can't exceed 80cm. Otherwise, you should put a crosstie every 80cm height.
3. Can't modify any aluminum profile or make any gap or groove on them.
4. During the transportation, the crossties should be put among the aluminum profiles. Avoid heavy weight on the aluminum profiles and cause distortion.

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5. To avoid mildews, make sure the fabric is 100% dry when folding it.
 6. The Covers and Walls have to be deposited in their packing Sacks. Avoid a damage of the fabrics by friction ,fire, dye, etc.
 7. Avoid glue on the frame or cover, that will affect the appearance of the tent.
 8. When install the Covers and Walls, make sure put it onto a protecting foil or carpet to avoid it getting dirty or damaged.
 9. Don't loosen the bolts freely. Fix the bolts not too strong but solid. Pls tighten them by hands and avoid any damage on the aluminum profile.
 10. No flame for barbeque or other events in the tents. (If the temperature over 70 , the cover fabric will be distorted.)
 11. The frame parts and fabric for Roof-,Gable Triangle-Covers & Walls should be packed respectively
 12. The tents should be stocked on a dry place.
 13. If any fabric or rope or frame is damaged, pls use the repair kit & spare parts to repair or instead.

Part 5 Guarantee, After service & Hot-line

Guarantee time : one year after delivery date

After service:

During guarantee time, if the tent is handled properly during transportation ,erection and dismantling, Superb Tent will repair and change the spare parts for free for any quality problem. Meanwhile, quality problem caused by false transportation, erection and

dismantling, or after guarantee time, repairing or spare parts are provided with reasonable charges.
