



Note: Photo may be of a different but similar model

**Meadow Vale Farm Edition
2007-08-01**

Instruction Manual

Commercial Canopies

SKU #1840CC: 18' Wide x 40' Long

Introduction

Thank you for purchasing the ClearSpan™ Poly Shelter. We appreciate your patronage. We hope you enjoy building and utilizing your shelter. Please read this entire instruction manual before starting to assemble your shelter. If you require assistance during the construction process you may call us at 1-800-245-9881.

A Word About Safety

Just as we want you to be pleased with your assembled shelter, we don't want you to get hurt in the process of building it! Our suggestions include the following:

- Wear eye protection when drilling and power-screwing.
- Wear head protection when working with/under heavy parts including metal tubing.
- Wear gloves when handling metal tubing due to sharp or rough ends.
- Use a portable GFCI when working with corded power tools.
- Never erect a shelter directly under power lines.
- Be careful not to drive anchors into buried power cables.
- Do not climb on the shelter or its frame. It is not designed to support human weight.
- If the shelter is enclosed, provide proper and adequate ventilation.
- Do not store hazardous materials in the shelter without proper ventilation and precautions.
- If both ends are covered, provide proper ingress and egress to prevent entrapment.
- Do not occupy the shelter during very high winds, hurricanes, or tornadoes.
- If shelter is moved after construction, inspect shelter thoroughly before reuse.
- Use common sense at all times.



Required Tools

Before you start to build your shelter you should assemble the following tools:

- Tape Measure at least as long as your shelter
- Fine Point Marker to mark locations on tubing
- Electric Drill/Driver (cordless preferred)
- Scissors
- Step ladder tall enough to safely work at the height of your shelter
- Two 30-foot pieces of rope

IMPORTANT - Read Anchoring Instructions

You must read the anchoring instructions packed with your kit prior to shelter assembly!

Selecting a Location

It is important to select a proper location for your poly shelter. While the location may have been predetermined before you even ordered your shelter, you may want to “improve” the location before starting the assembly process.

One of the most important considerations is that the location should be level. If it is not, the shelter’s frame will not assemble or sit properly. If your location is not level, you should consider grading it before building on it. Another alternative is to provide footings which are level to support the shelter. These could be pressure-treated posts, precast concrete blocks, or poured in place footings.

Drainage is another important consideration. Rain flowing off your shelter should have a natural path to flow away from the shelter and not under or into it.

Section A - Unpack & Identify Parts

Step 1: Before you begin to assemble your shelter you should first unpack the contents of your shipment. During this process you will learn what all of the various parts look like.

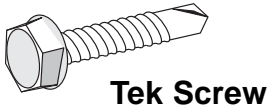
Tip: We recommend you start by laying out the contents of your shipment in an orderly fashion as shown in the photograph below. Note that your parts may look different from those shown.



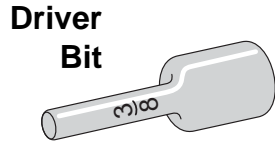
Step 2: Carefully go through the bill of material that came with your shelter and verify that you have all the required parts.

Tip: It is not necessary to open the plastic bags and count all of the fasteners at this time.

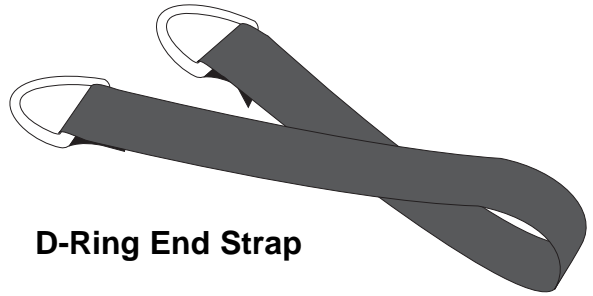
Parts Identification



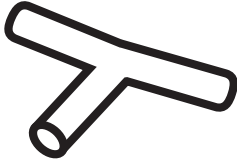
Tek Screw



Driver Bit



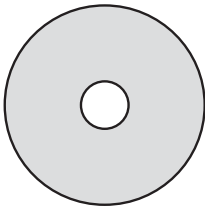
D-Ring End Strap



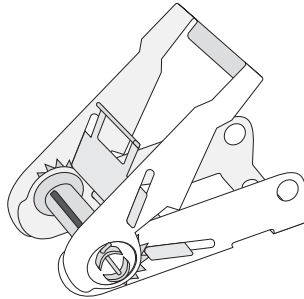
3-Way Coupler



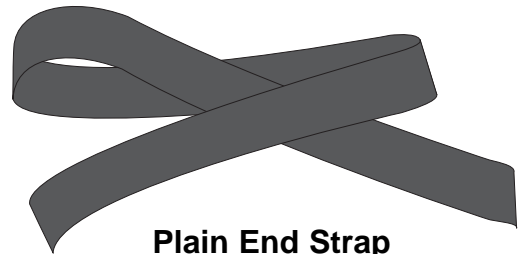
4-Way Coupler



Fender Washer



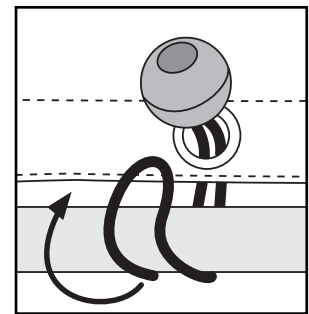
Strap Ratchet



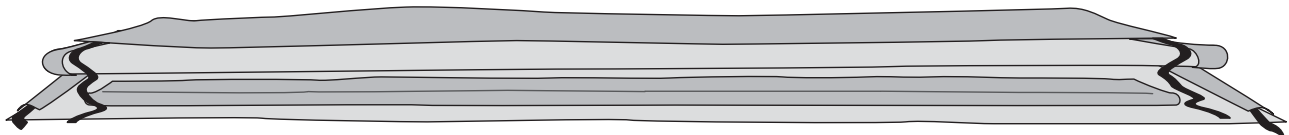
Plain End Strap



Conduit (only swaged is shown)



Ball Tie Down
for optional end & side panels

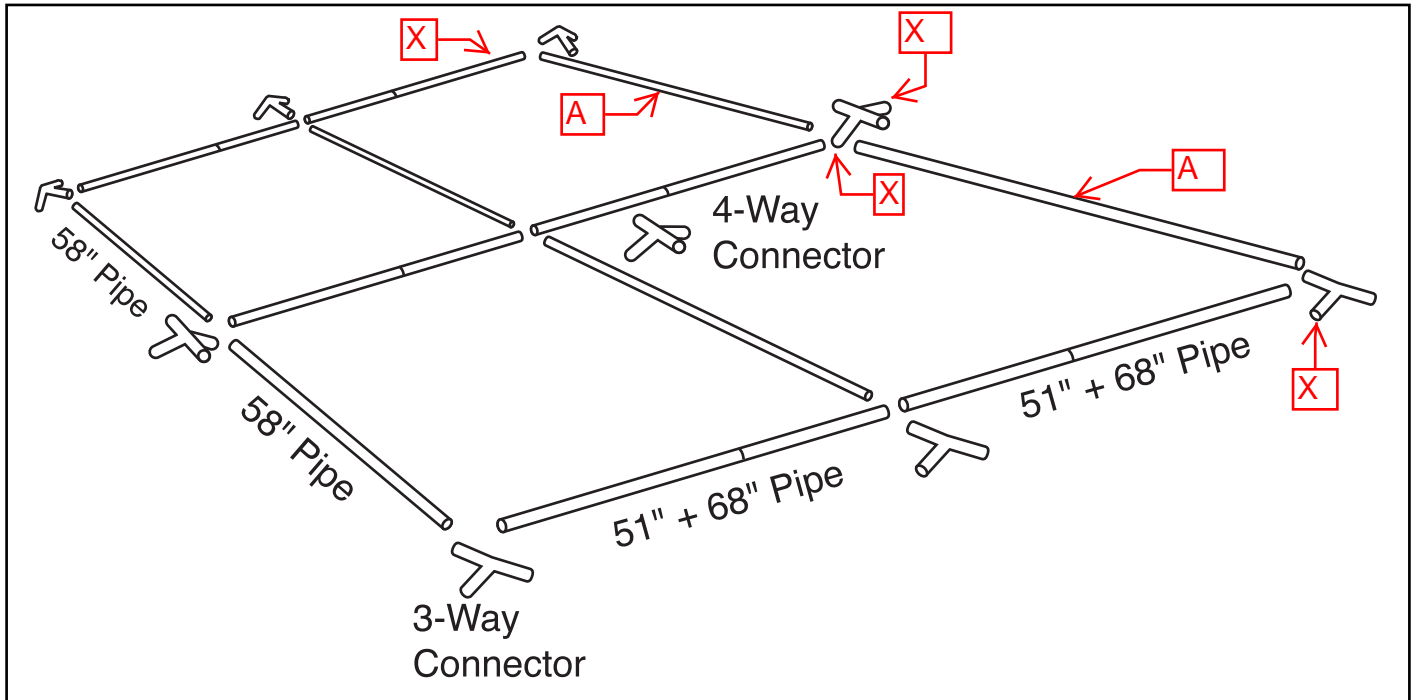


Cover

Note: Illustrations are not to scale.

Section B - Frame Assembly

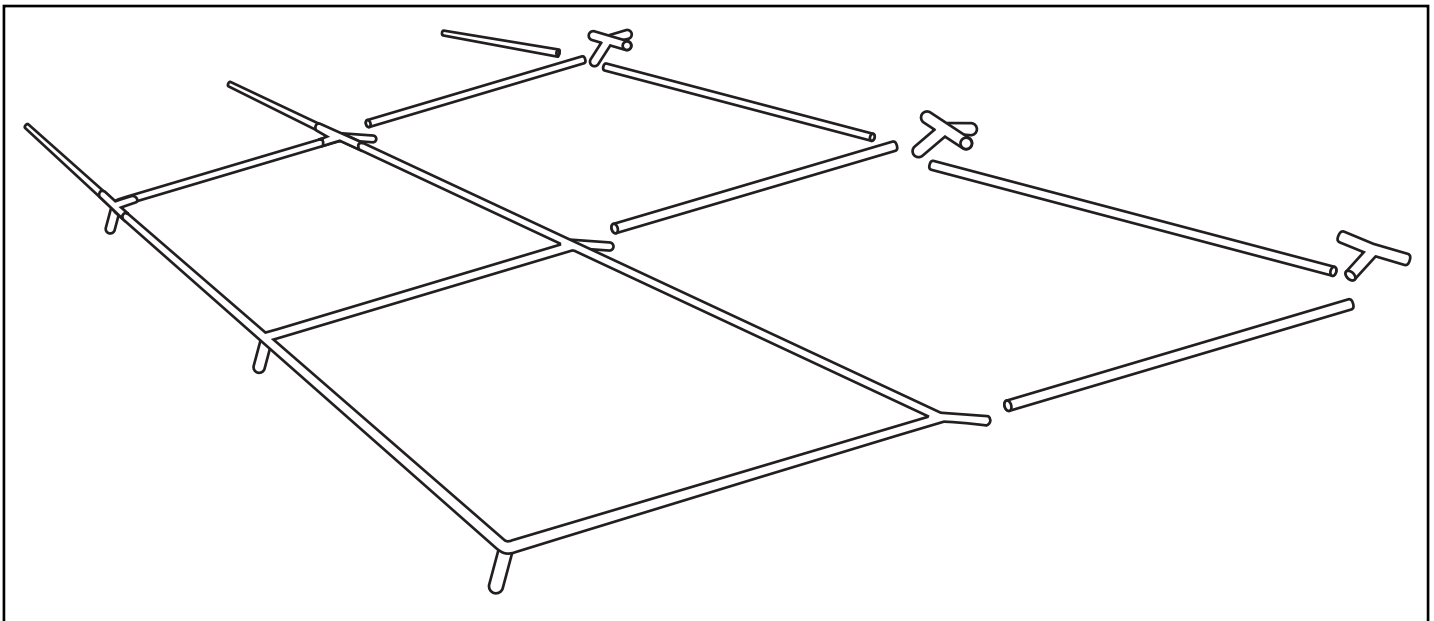
Step 1: Arrange the roof pipes on the ground adjacent to the correct couplers as illustrated.



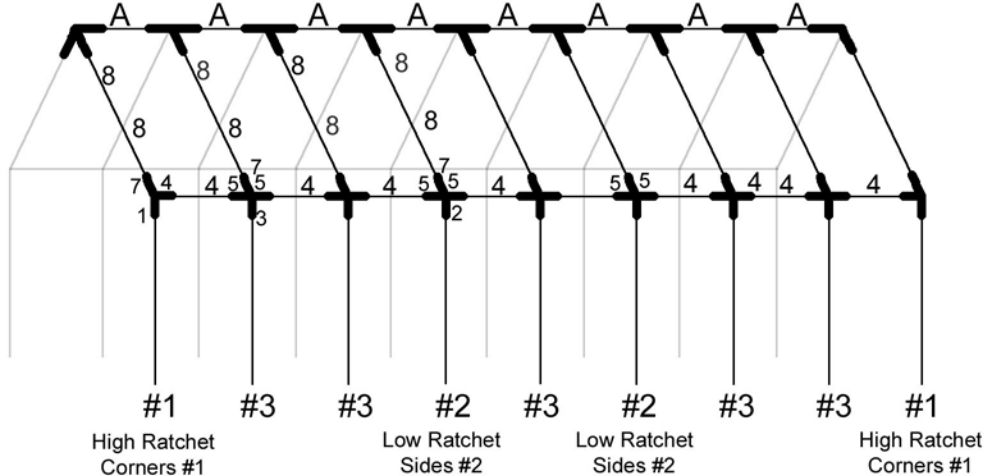
Typical Roof Frame Parts Laid Out
(length / section count may not match your shelter)

Step 2: Start by assembling a ridge pipe of 58" pipe sections with a 3-way coupler on each end and 4-way couplers between the pipe sections. The length should match your shelter length.

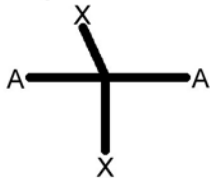
Step 3: Connect the other pipes and couplers as illustrated. Note that rafters are assembled from (1) 68" unswaged pipe and (1) 51" swaged pipe with Tek screw used to secure the joint.



Roof Frame Assembly



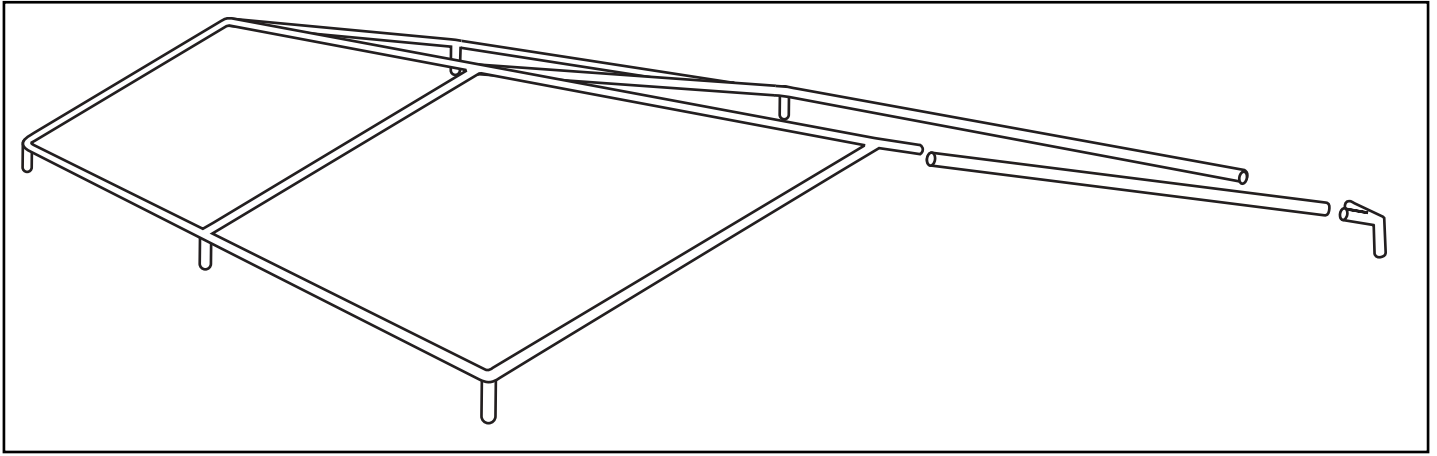
Top Ridge Center Piece



Top Ridge End Piece



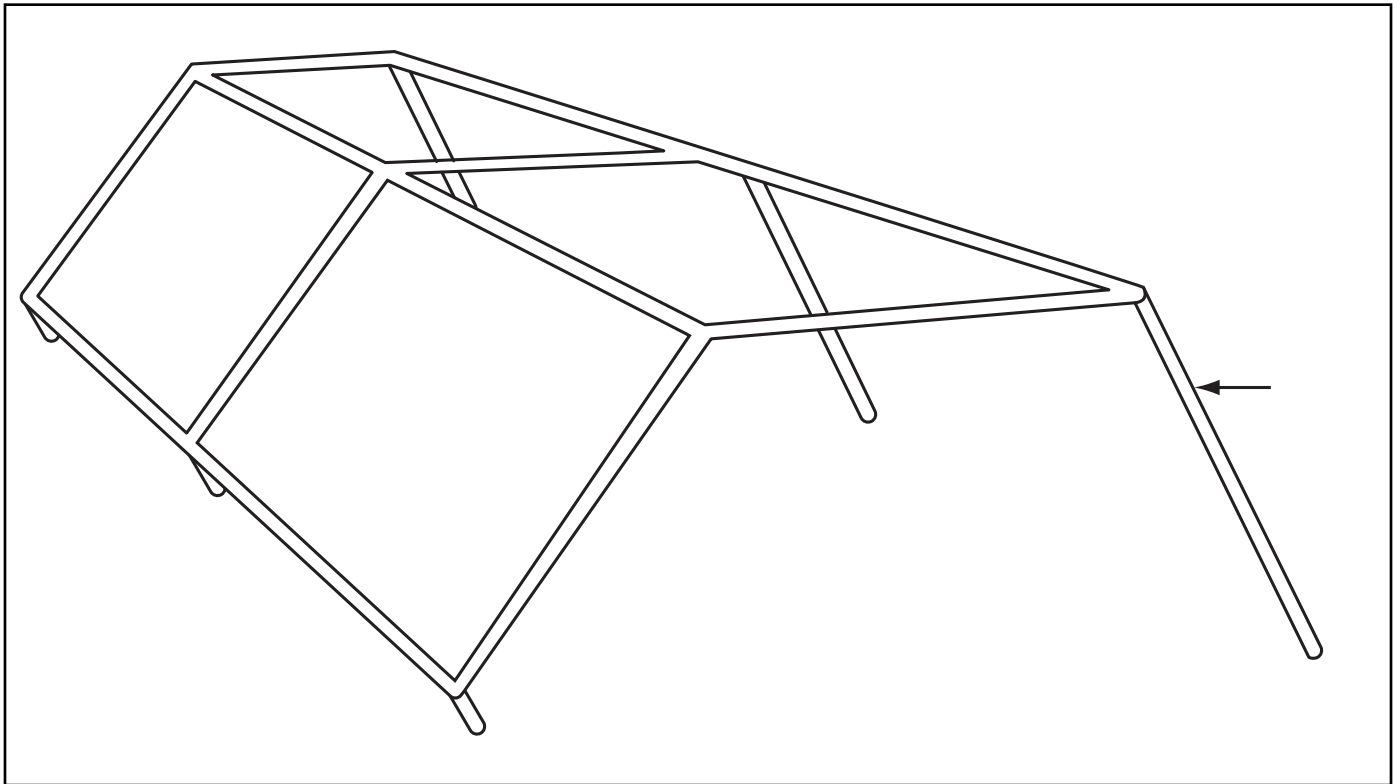
Same construction on
opposite side.



Roof Frame Assembly, continued

(length / section count may not match your shelter)

Step 4: Lift one side of roof and slide in the 77" long leg poles as shown below. Then lift the other side and insert the remaining leg poles.



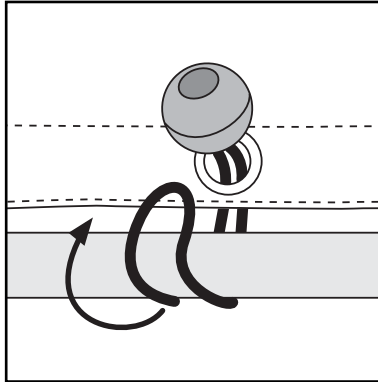
Leg Pole Assembly

(length / section count may not match your shelter)

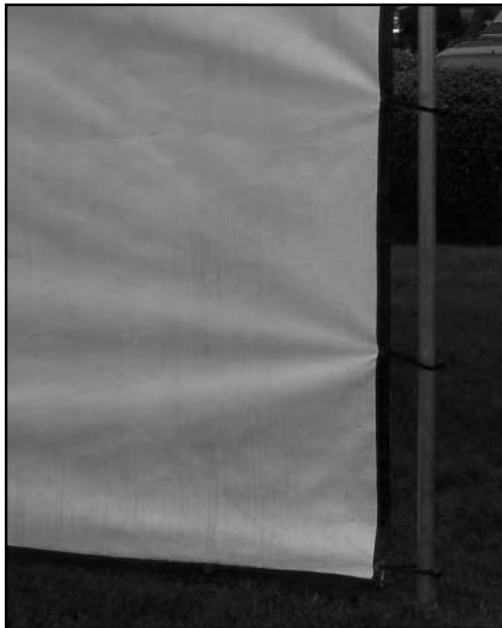
Section C - Install Optional End and/or Side Panels

Step 1: Unpack panels and unfold completely.

Step 2: Optional Gable Ends and Side Panels are attached to the frame with Ball Tie Downs in the manner illustrated below. Secure these panels to the frame before installing the main cover.



Step 3: Once the corners are fastened, place Ball Tie Downs through all grommet holes and loop around pipe as illustrated. Refer to the photo on the last page of this manual for guidance.



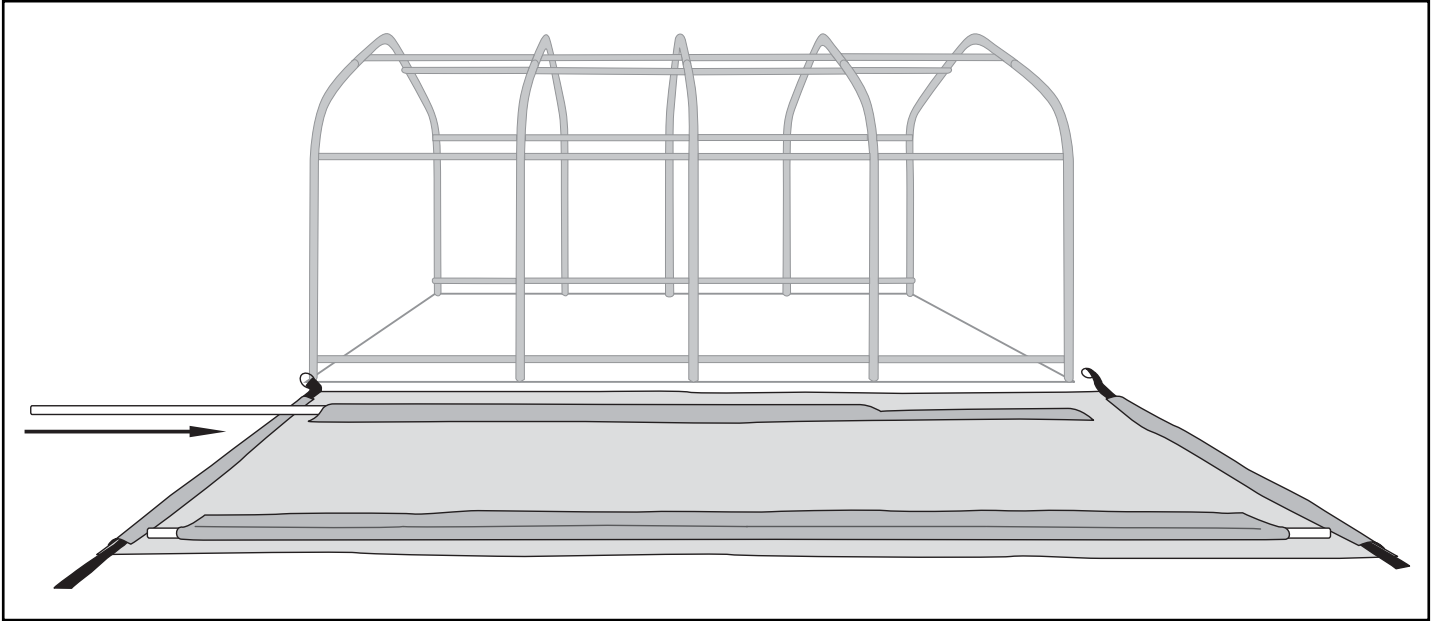
Section D - Install the Cover

Step 1: Unpack cover and unfold it completely with the inside surface facing up.

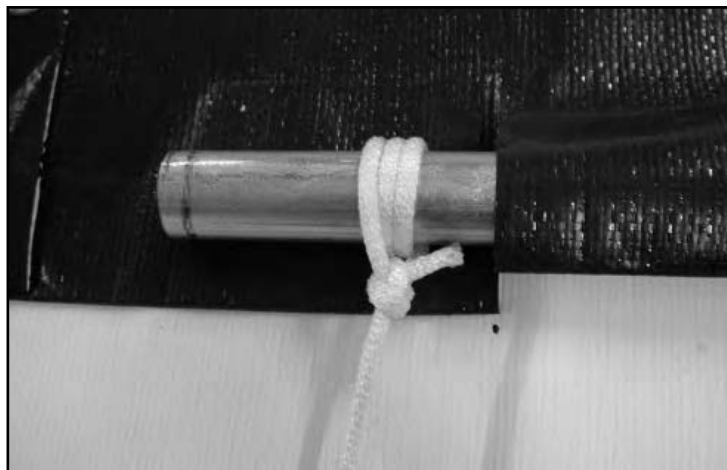
Tip: The ends with black straps in the hems correspond to the front and back of the shelter.

Step 2: Assemble (2) cover conduits each the length of your shelter using several 75" swaged sections and (1) 25", 49", or 73" (depending on your model) unswaged section for each one.

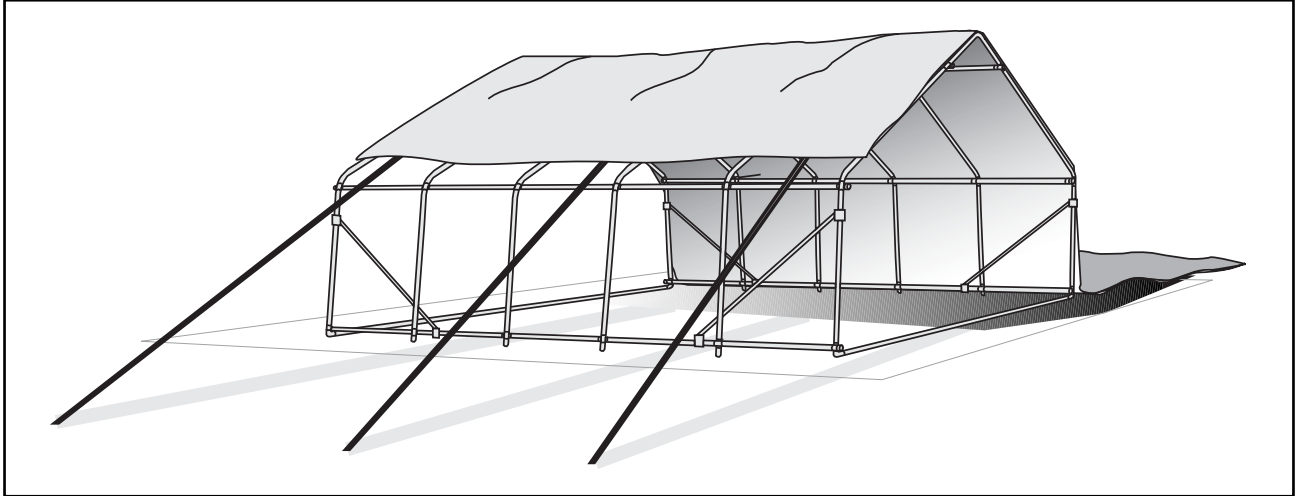
Step 3: Slide the cover conduits into the hem openings at the end of each side of the cover.



Step 4: To pull the cover over the frame, attach ropes to both ends of the cover conduit. Wrap the rope around the conduit a few times as shown below to prevent it from slipping off accidentally.



Step 5: Throw the ropes up and over the frame and then pull the cover over the frame. You need one person at each rope for this step.



Step 6: Center the cover front to back and side to side.

Step 7: In the front and rear hems, locate the black straps.

Step 8: If either of your straps were shipped with a D-ring attached, you must cut the D-ring off with scissors as it is not used on this model.

Step 9: Fasten ratchets to the outside of the legs with a Tek screw in the bottom hole of the ratchet as shown below. There should be a few inches between the end of the cover and the ratchet.

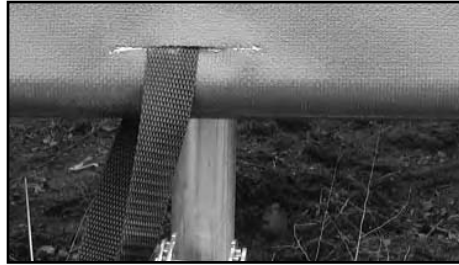


Step 10: Cut off the excess strap leaving 12" in length.

Step 11: Feed the strap through the center slot in the ratchet and tighten slightly.

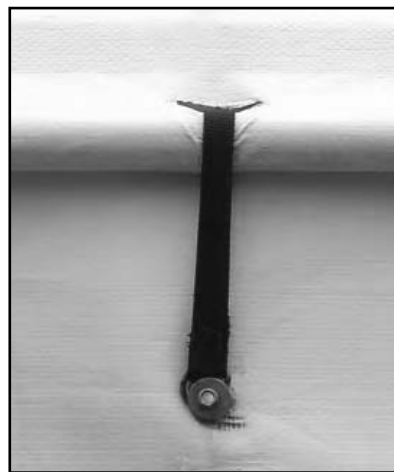
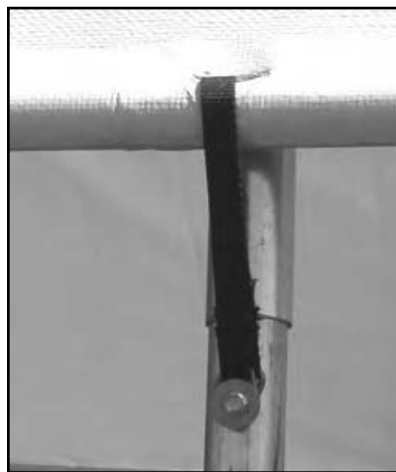
Step 12: On the sides of the shelter, identify the legs where you will install side straps. These locations are at the second, the next to the last, and every other leg in between..

~~**Step 13:** The hem containing the cover conduit needs to be slit or notched at each leg where you will install a strap. If your cover was not notched at the factory, continue with this step. Cut a 2" long slit in the hem just above the cover conduit. Repeat this step on the other side of the hem so you can pass a 1" wide strap with D-rings over the conduit through the slits.~~



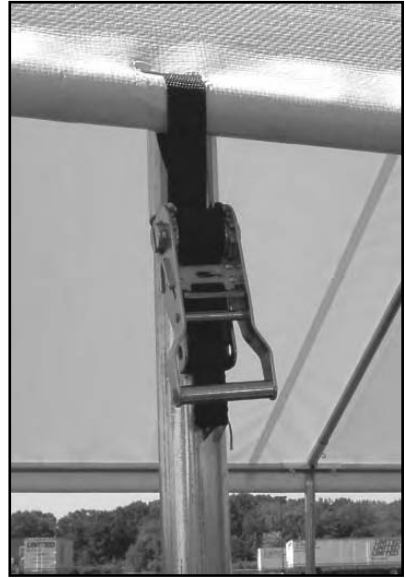
Side Strap Installation

Step 14: Along one side of the shelter, slip straps with D-rings through the slits so the strap goes around the cover conduit. Then, fasten both D-rings to the outside of the legs using a Tek screw and fender washer. Note that if you have optional side panels installed, you will have to install the Tek screw through the panel as shown below to the right.



Step 15: Along the opposite side of the shelter, fasten ratchets to the outside of the legs where there are slits in the cover. Use a Tek screw in the bottom hole of the ratchet as shown below. There should be a few inches between the cover conduit and the ratchet. Again, if you have installed optional side panels, you will have to run the Tek screw through the ratchet and then through the panel into the leg conduit.

Step 16: Then, slip plain straps (without D-rings) through the slits so the strap goes around the cover conduit. Feed the both strap ends together through the slot in the ratchet spool and tighten slightly. Refer to the photos on the next page.



Side Ratchet and Strap Installation (without optional side panels)

Step 17: Check that the cover is centered evenly from front to back and side to side and tighten the ratchets. If the ratchets need to be released, open them completely and they will release.





Canopy with one optional side panel installed

Section E - Shelter Maintenance

- Cover must be kept taut; check and adjust tension periodically.
- Check connections and fasteners for tightness; replace and/or repair missing or damaged parts.
- Contact ClearSpan for assistance in identifying needed parts; call us toll-free at 1-800-245-9881.
- If shelter is moved after construction, inspect shelter thoroughly before reuse.
- Do not allow snow to accumulate on the cover.
- Use a means of snow removal that will not cut or damage the cover.
- Never attempt to climb on or stand on the shelter or its frame.
- Note that ClearSpan™ shelters (Truss Arch excepted) do not have any tested loading criteria.