

# SHELTER

MODEL: GS4966

L20 x W15 x H7.2m

## Assembly Manual



**Congratulations** on your purchase of our instant shelter. This unit is a combination of excellent manufacturing and design. It is comprised of a rigid frame and a durable cover. For easy assembly, we have marked all the parts with codes. With proper installation, use and maintenance, your unit will provide many years of good and suitable service.

## **READ ALL THE INSTRUCTIONS BEFORE ASSEMBLY !**

1. The proper erection and installation of this building requires a high level of care and safety. We recommend the safety regulations be complied with during the installation. It includes but is not limited to:
  - Safety hats, protective eyewear and protective clothing
  - Safety harnesses for all elevated workers
  - Proper ladder, cage, and safety operation
2. Site selection: Choose a solid level location for your building. Do not install the building where the ground could not keep the building steady. Do not install the building where the ground could not bear the weight of the building. Do not install the building in soft grass ground or wetland.
3. Be cautious with the surroundings. Keep work area clean. Do not set up it near snow drifts, in slippery places, or in wet location. The cover of the building will protect against normal falling leaves and light debris, however, large, fast or sharp falling items etc. may cause a puncture or tear in the cover material. So, keep the building away from such harmful things. Be careful with power and heat sources. Don't keep heat sources near the tarpaulin. Don't expose to open flame.
4. Chose a windless day to install the building. It is very difficult to attach the cover in heavy wind.
5. All snow accumulation on the main cover should be removed as soon as possible. Otherwise, when old snow on the roof becomes hard with new snow falling in, it will increase the burden of the roof badly and will damage the roof.
6. Try to keep the building, especially its base, in a dry condition. This will help the building to have a longer life than keeping it in a wet conditions.
7. The user should be responsible for the parts missing or damage occurred during the installation.
8. Don't make alteration of the frame. Don't hang anything besides included parts to the frame. Damages, consequential damages, or injuries caused by improper installation, alteration, improper use, or damages caused by snow, wind, or any acts of nature are owing to the user. The building is not intended for occupancy for any length of time.

## **ASSEMBLY PROCEDURE**

1. Prepare location and place all unit boxes near location sight. Perform an inventory check before beginning, to be certain all components are available for installation.
2. Secure base plates flanges to base surface.
3. Assemble every group of arch.
4. Begin frame assembly with front end arch, first interior arch, purlins, etc.
5. Add to assemble other groups of arches.
6. Install main cover over frame.
7. Install end covers over end panels.

**Read all the detailed instructions and notices in the following assembly instructions!**

## **MAINTENANCE AND CARE**

1. If some parts or the cover were accidentally damaged during the use, contact the local supplier for advice on the repairing method or replacements, so that to prevent further damage and keep the building in a good condition.
2. When replacing the parts, make certain the whole frame and the parts connected to the replaced parts be well fixed or supported.
3. Same with when attaching the cover, choose a windless day to replace the cover. Begin with making certain all the bolts of the frame and the tensioning equipments be well fixed. When taking off the cover, make sure the related ropes, etc. be taken off, and the cover will not be blocked during the way. Avoid taking off the cover with heavy big power equipments.
4. For the building with mechanical door. Keep the door closed if it is not used for long time. This helps the mechanical door to have a longer life.
5. To elongate the life of the cover, put small duct tape or foam rubber (provide it by yourself) on the frame that comes to in contact with cover. The tape and foam rubber acts as a cushion to avoid rubbing damage to the cover over years.
6. Periodically (once in half a year or more often), the building should be completely inspected and maintained internally and externally to make certain the building remains properly installed and secured. Including: check all bolts and hardware connectors to be certain they are in place and tightened, the base plates are still fixed firmly, check and adjust the ropes if in need, clean the cover with suitable washing. Allowing dirt and debris to sit on cover over an extended time will damage cover irreparably.

**Thanks again for choosing this quality product. The following is the detailed assembly instructions for you starting the assembly.**

## Part List

Part Code	Description	Quantity
1	Top roof tube	9
1A	Top roof tube at the front and back panel	2
2	Upper roof curving tube	18
2A	Upper roof curving tube at the front panel	2
2B	Upper roof curving tube at the back panel	2
3	Lower roof curving tube	18
3A	Lower roof curving tube at the front panel	2
3B	Lower roof curving tube at the back panel	2
3C	Roof curving tube at shoulder height	18
3D	Roof curving tube at shoulder height at the front panel	2
3E	Roof curving tube at shoulder height at the back panel	2
4	Sidewall tube	18
4A	Sidewall tube in the front panel	2
4B	Sidewall tube in the back panel	2
5	Roof purlin and horizontal tube	190
6L	Base flange in corner	2
6R	Base flange in corner	2
7	Base flange for standing legs in the front and back panel	9
8	Base flange for sidewall	18
9	Lower standing legs in back panel	5
10	Middle standing legs in back panel	5
11	Upper side standing legs in back panel	2
12	Upper standing legs in back panel	2
12A	Upper middle standing legs in back panel	1
13	Middle rail in back panel	16
13A	Upper side rail of back panel	2
13B	Lower side rail of back panel	4
14	Upper door track	2
14A	Middle door track	2
14B	Lower door track	1
14C	Lower door track for winch rail	1
15	Upper standing leg in front panel	2
15A	Lower standing leg in front panel	1
15B	Lower standing leg in front panel for winch rail	1
15C	The inner support tube in front panel	2
15D	The outer support tube in front panel	2
16	Upper rail of front panel(beside the door)	2
16A	Middle and lower rail of front panel(beside the door)	4
16B	Side rail of front panel	4
16C	Bottom rail for winch of mechanical door(beside the door)	1



16D	Inner rail above the door beam	2
16E	Outer rail above the door beam	2
17	Wind Brace Support	4
17A	Tube clip for wind brace support	8
18	Inner cover tensioning tube of front cover	2
18A	Outer cover tensioning tube of front cover	2
19	Inner cover tensioning tube of back cover	4
19A	Outer cover tensioning tube of back cover	2
20	Cover Tensioning tube for roof cover	2sets
22	Door dropping tube (swaged)	6
22A	Door dropping tube	6
23	Door dropping tube at the bottom (swaged)	1
23A	Door dropping tube at the bottom	1
25	Stake peg	93
28	Hexagonal bolt M10x85	85
28A	Carriage bolt M10x85	230
29	Hexagonal bolt M10x75	500
30	Hexagonal Bolt M10x30	50
31	Bolt M10x15 for tie down ratchet	45
31A	M5x10 Self-tapping screws for securing the door cover to the dropping tube	28
32	Tie down ratchet	22
32A	Band for tie down ratchet	22
34	Roof cover	1
35	Top cover above the door	1
36	Side cover beside the door	2
37	Door cover	1
38	Back cover	1
39	Rope for fastening the roof cover, the door cover and the front&back cover	450M
40	Plastic cap for tensioning tube	24
41	Components for mechanical door	1set
42	Turnbuckle and steel wire	89sets
43	Door beam	1set
43A	Vertical support tube for door beam	1
44	The fabric used for preventing the roof cover from abrasion	22

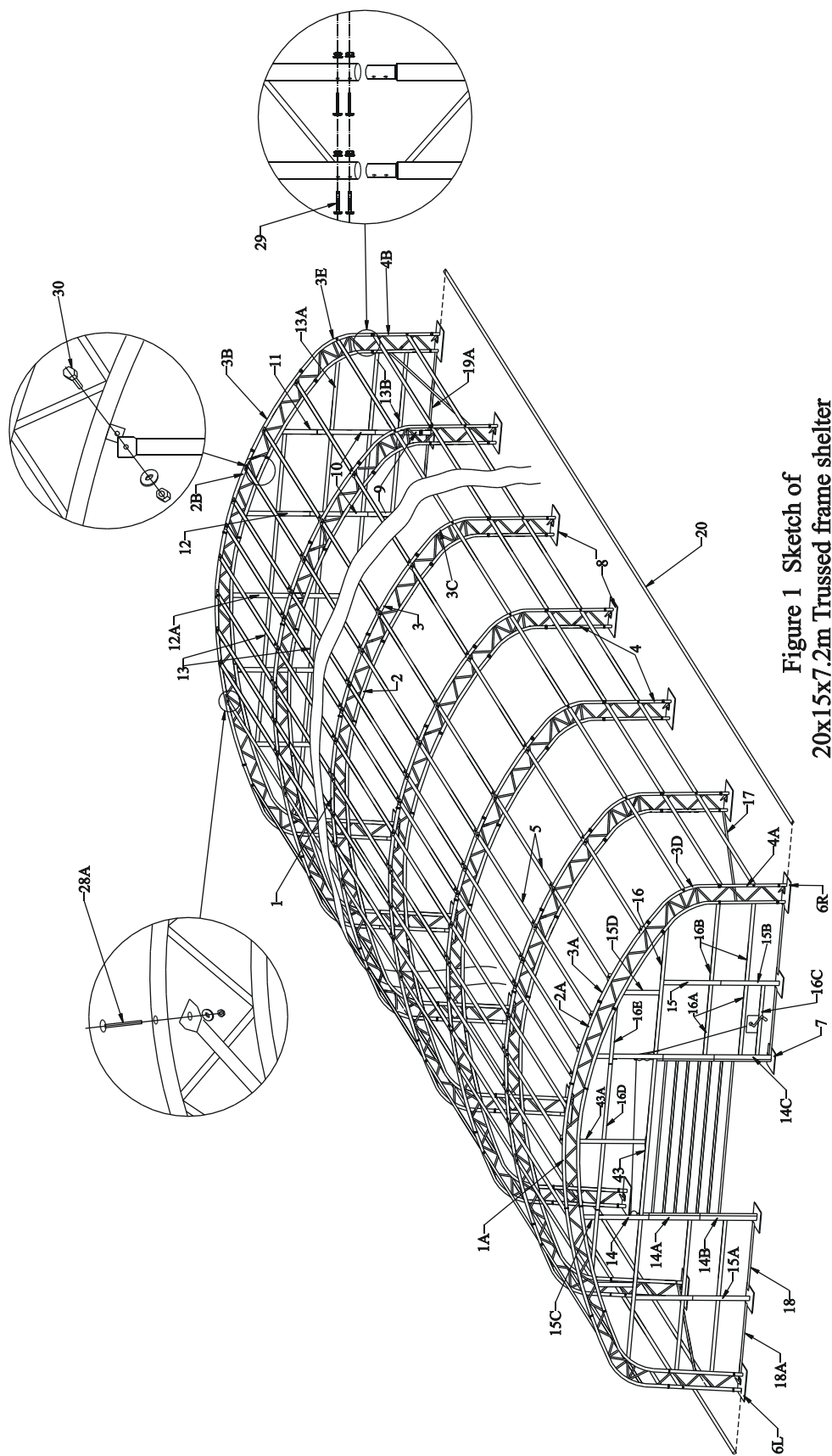
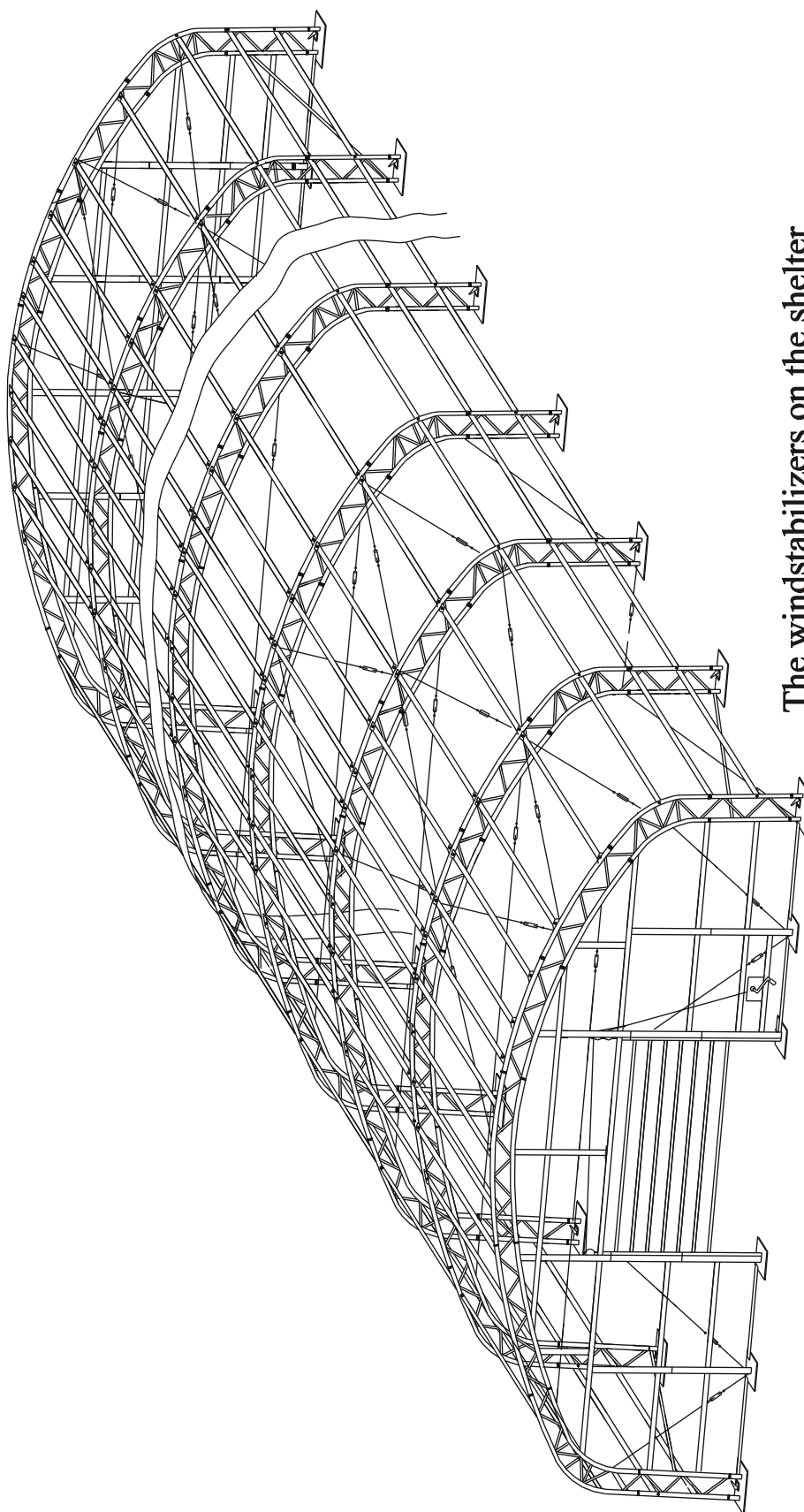


Figure 1 Sketch of  
20x15x7.2m Trussed frame shelter



The windstabilizers on the shelter

## Step #1 --SECURING BASE FLANGES

Sit the building boxes in the chosen location. Remove all the components from packaging to ensure all components are present by checking with the Part List.

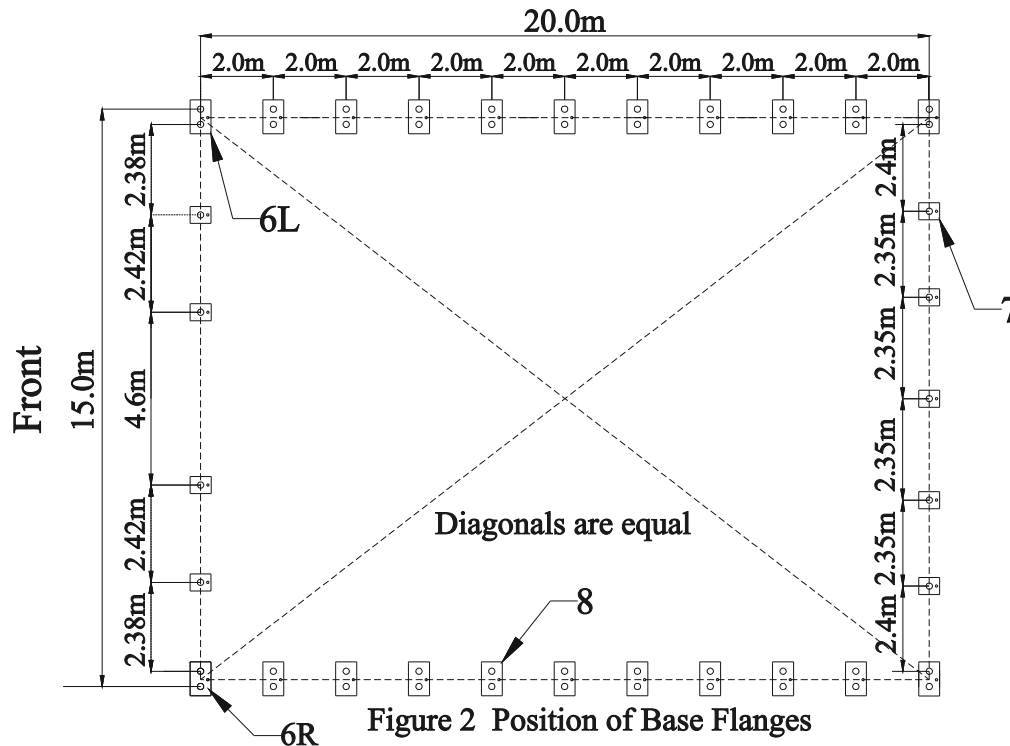


Figure 2 Position of Base Flanges

Begin by determining exact location of the four (4) corners of the building. Mark front edge and side-to-side width of assembly on ground. Drive alignment stakes into the ground outside of the markings, and draw alignment strings along both ends and sides of the building to the dimensions shown in Figure 2. The outline of the strings will represent the final location of the base flanges. The initial location of each Corner Base Flanges (6R & 6L) is critical to the alignment and fit of the frame components and cover.

Locate the Left Corner Base Flange (6L) and Right Corner Base Flange (6R). Secure the base flanges with Earth Augers (Part #24) and Stake Pegs (Part #25). Measurements shown in Figure 2 are to the center of the upright sockets on each Base Flange.

The Shelter must be secured to a firm surface that can receive and retain augers and pegs firmly in position. The shelter should be installed on FIRM GROUND, not on SWAMP, SOFT/WET GROUND. The Base Flanges must be secured so they cannot be moved. Arches are tensioned at their base as they insert into the Base Plate sockets.

## Step #2 –ARCH ASSEMBLY

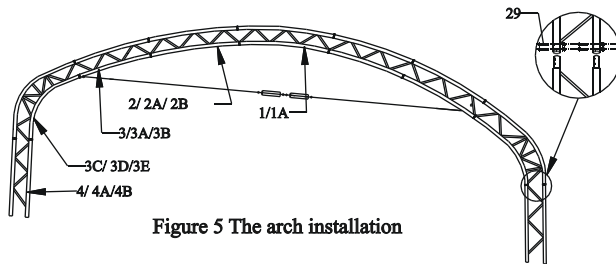


Figure 5 The arch installation

Assemble each arch on ground. Each arches consist of:  
 One Top roof tube (Part # 1/1A)  
 Two Upper Roof curving tube (Part # 2/2A/2B)  
 Two Lower Roof curving tube (Part # 3/3A/3B)  
 Two Roof curving tube at shoulder height (Part # 3C/3D/3E)  
 Two Sidewall tube (Part # 4/4A/4B)

Connect the arches by Using the hexagon bolts with washers and nuts through predrilled holes in frame members. Do not tighten down the nuts completely until frame is fully assembled and set in place.

## THE FRONT AND BACK PANEL FRAME ASSEMBLY

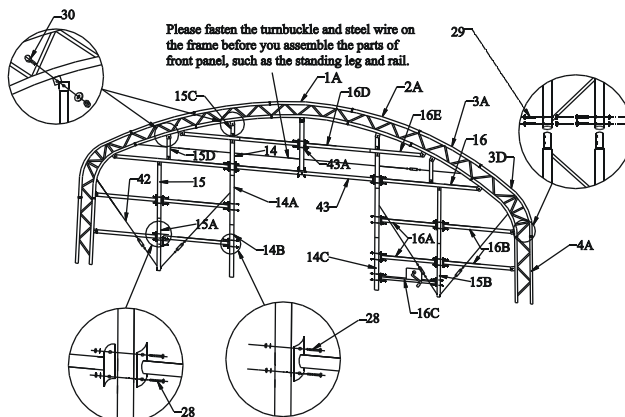


Figure 6 Frame installation for Front Panel

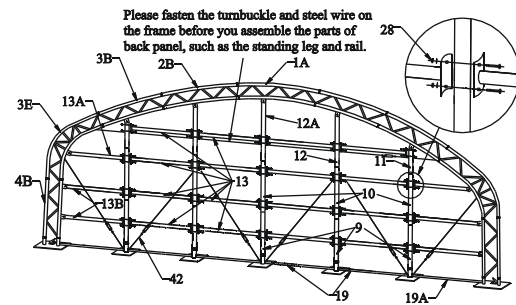


Figure 7 Frame Installation for Back Panel

Assemble the front and back panel frame. According to Figure 6&7, connect the end wall frame by Using the hexagon bolts with washers and nuts through predrilled holes in frame members. Do not tighten down the nuts completely until frame is fully assembled and set in place.

**NOTE:** Please notice that the part code of the arch sections. The sections of different arches are not the same. Check with the Part List and the Sketch Figure #1.

### Step #3 --ERECTING ARCHES

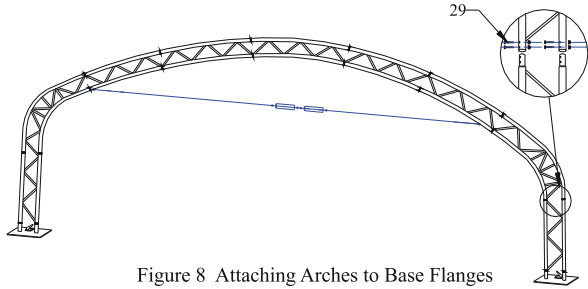


Figure 8 Attaching Arches to Base Flanges

Begin frame assembly by erecting Front Arch into Front Corner Base Flanges. Place left frame sidewall tubing into the upright tube socket into the Left Base Flange (Part #6L). Place Hexagonal Bolt through base flange socket and arch sidewall tube hole.

In order to insert Right Sidewall Tube into Right Front Corner flange (Part #6R), it is necessary to support arch on left side to prevent movement. Position the Right Sidewall Tube over the Right Corner Base Flange.

Once the Right Sidewall Tube is placed into right corner base flange, insert a hexagonal bolt and nut to prevent it from popping out of the socket while assembly continues.

Next stand first interior arch up to repeat insertion into Base flanges.

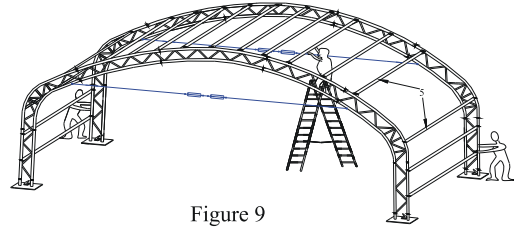


Figure 9

Immediately after putting first interior arch into place, connect Front Arch and Interior arch using Roof Purlin Tubes at top ridge and side shoulder cures of arches. Secure the Roof Purlin tubes into place using carriage bolts and nuts.

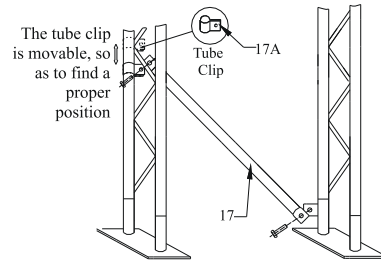


Figure 10: The way to fix the Wind Brace Supports(part 17) to the frame.

Next install the Wind Brace supports that connect the Front Arch to the first Interior Arch. The Wind Braces give the arch assemblies strength as a unit. Use Bolt M10X30 (Part #30) at the end of each Wind Brace Support to secure.

Continue to install other Arches Assemblies in the same manner. Overlap pinched ends of Roof Purlin onto same carriage bolts inside frame assembly.

Next check entire frame assembly for square and plumb. Adjust Wind Braces and Roof Purlin as necessary to being frame into plumb. Next tighten frame bolts adequately. **DO NOT** over tighten bolts so as to oval or compress frame components.



## Step #4 --WIND STABILIZERS CABLES AND TURNBUCKLES

On each side of frame, between arches, and on the front&back panel frame, cables with turnbuckle are provided to align and strengthen frame before installing cover. After installing all cables, tighten the turnbuckles slightly to adjust the arches vertically and to add rigidity.

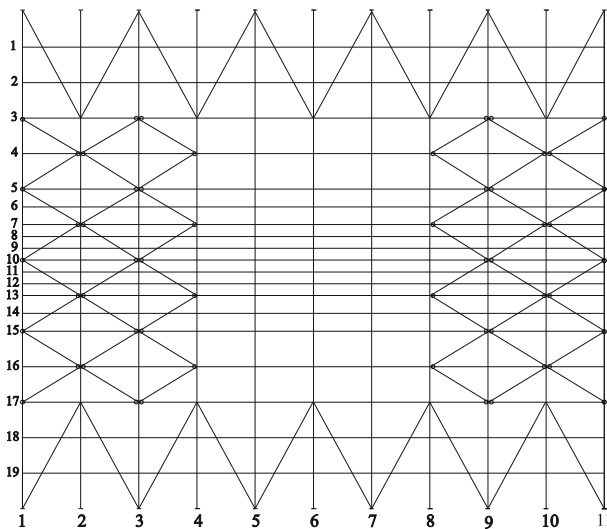
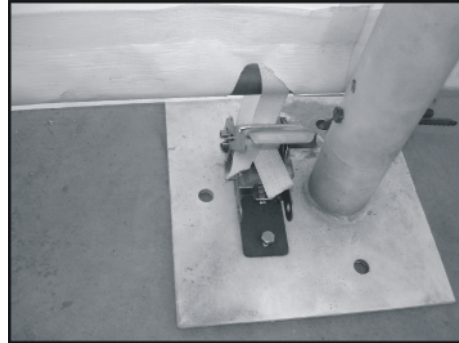


Figure 11 The position of windstabilizers(turnbuckle and cable) at the sidewall.

## Step #5 --BOLT RATCHETS TO BASE FLANGES



Attach Tie Down Ratchet to each Base Flange along Sidewall. Use two Bolts M10x15 for each sidewall ratchet to secure to Base Flange.

## ROOF COVER INSTALLATION

### Step #6 --POSITION ROOF COVER

As figure 12 shows, when ready to install Roof Cover, unpack cover and lay parallel to building frame on one side. Cover must be pulled over top of frame assembly without being snagged or stressed on any frame members. Use multiple ropes over top of frame as shown in picture below. Having another person inside frame on a ladder to assist in getting Roof Cover over frame will insure the cover will go on without any damage.



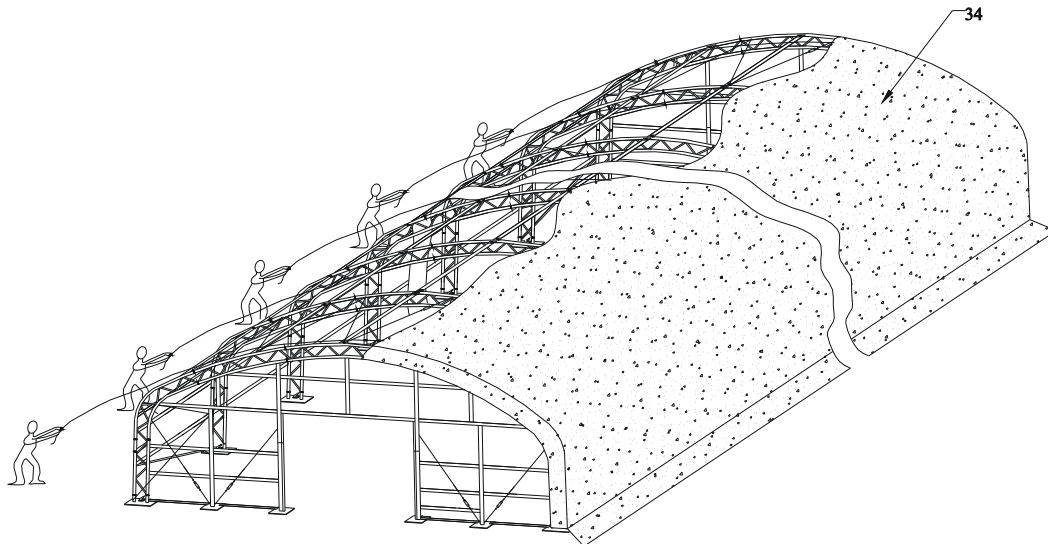
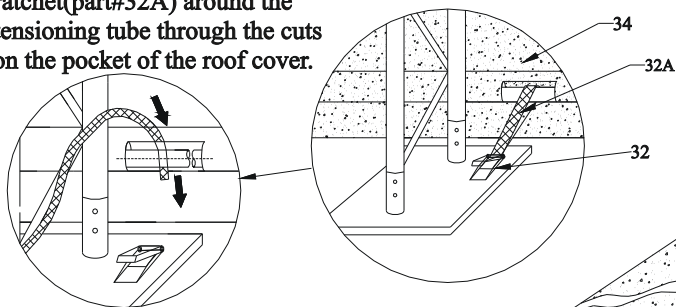


Figure 12 Pull the Roof Cover over the frame evenly

First circle the band for tie down ratchet(part#32A) around the tensioning tube through the cuts on the pocket of the roof cover.



Then put the bands through the reel of the ratchet.

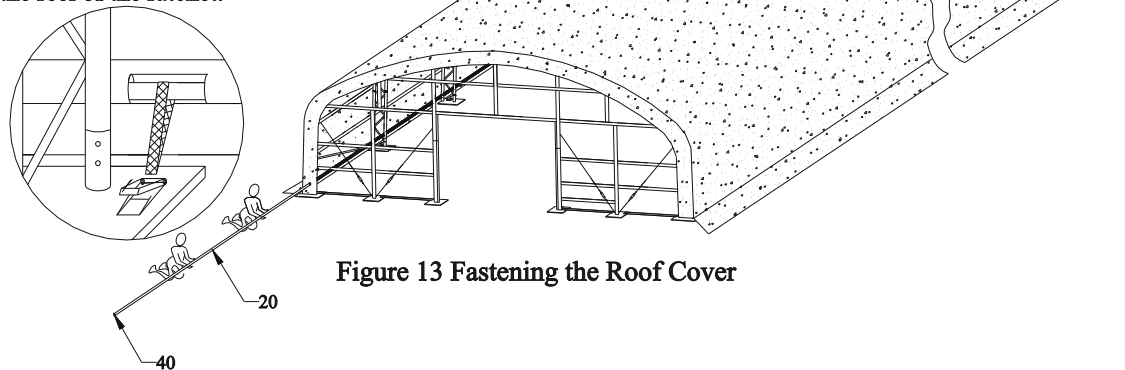


Figure 13 Fastening the Roof Cover

## **Step #7 --TENSION COVER ON FRAME FROM SIDE-TO-SIDE**

As Figure 13 shows, when Roof Cover is over top of Frame Assembly, insert Cover Tensioning Tubes into pockets along both sides of Roof Cover. Center Roof Cover over Frame assembly both side to side and front to back. Align one side of Roof Cover evenly front to back. Add Band for Tie Down Ratchet at each point along the cover opening, as shown. Put Band for Tie Down Ratchets over Cover Tensioning Tubes at each Base Plate along one side. Bands do not attach to Tensioning Tubes, but loop around and secure at both ends on ratchet.

Next take up slack in tie bands by ratcheting the mechanisms, tightening cover. Evenly adjust ratchets on both sides of roof cover to take wrinkles out of roof cover. **DO NOT** fully tighten cover yet. Leave adequate slack so that cover can also be adjusted front to back in next step.

## **Step #8 --TIGHTEN ROOF COVER ON FRAME FRONT TO BACK**

The roof cover is tensioned from front to back by the rope lacing to grommet flaps inside the main cover, inside the unit at both front and rear arches. Using the rope provided, lace the main cover grommet flap around the main frame front and rear arch pieces. Start in the top middle of each arch, and lace to each side. Add rope length by tying pieces together or cutting as necessary.

Lace all grommets on cover inside flap with rope. Starting at the middle top point over the door, tighten lacing only enough to take wrinkles out of the cover. Repeat for the Rear Arch. **DO NOT** over tighten lacing to pull out the grommets.

After the roof cover lacing is adjusted evenly across the grommet flap, go back and re-adjust the Tensioning Ratchets along the side edges of the Roof Cover. At this point, the main cover can be pulled taut enough to take all excess material and wrinkles out of cover. It will be necessary to repeat this step 2-3 weeks after unit assembly is complete and roof over has a chance to stretch out over the frame completely.

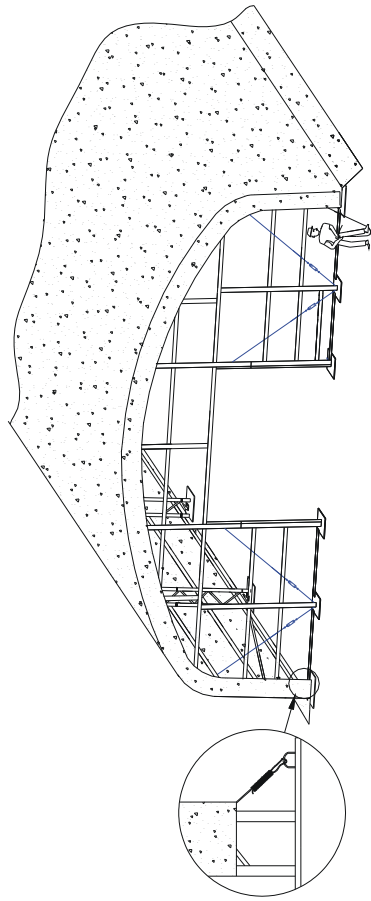


Figure 14 Fastening the two ends of the Roof Cover

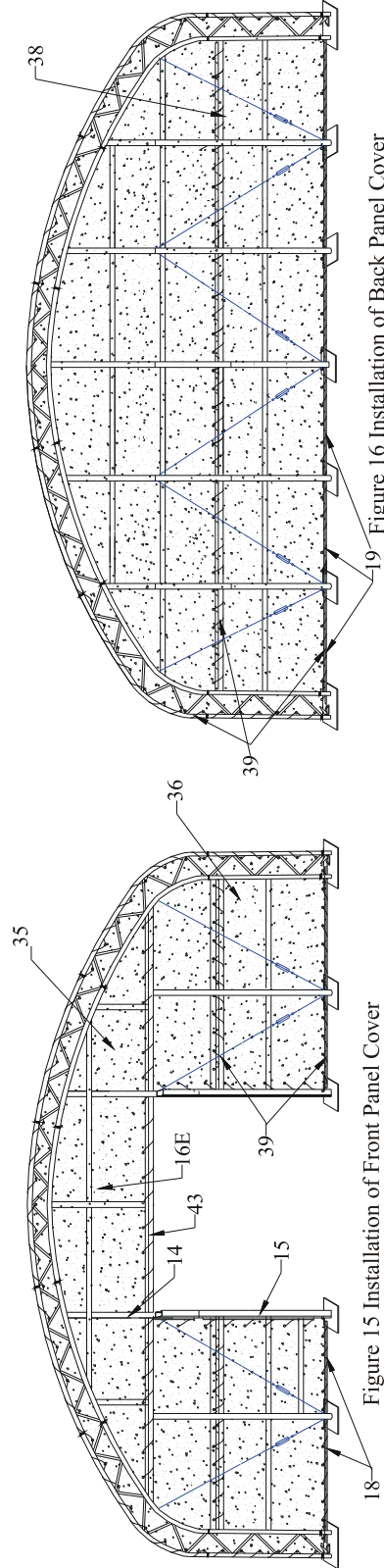


Figure 15 Installation of Front Panel Cover

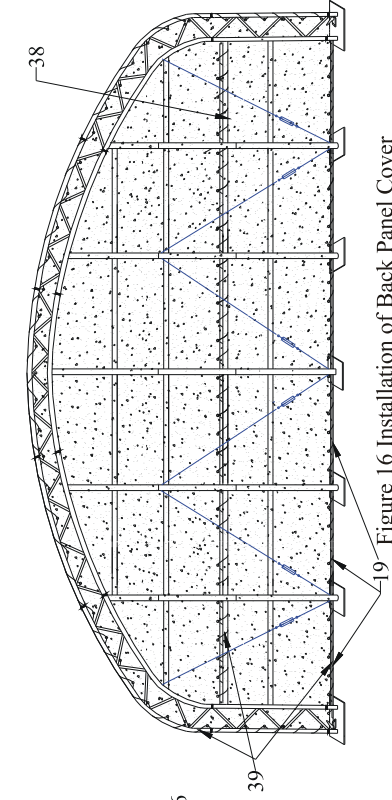


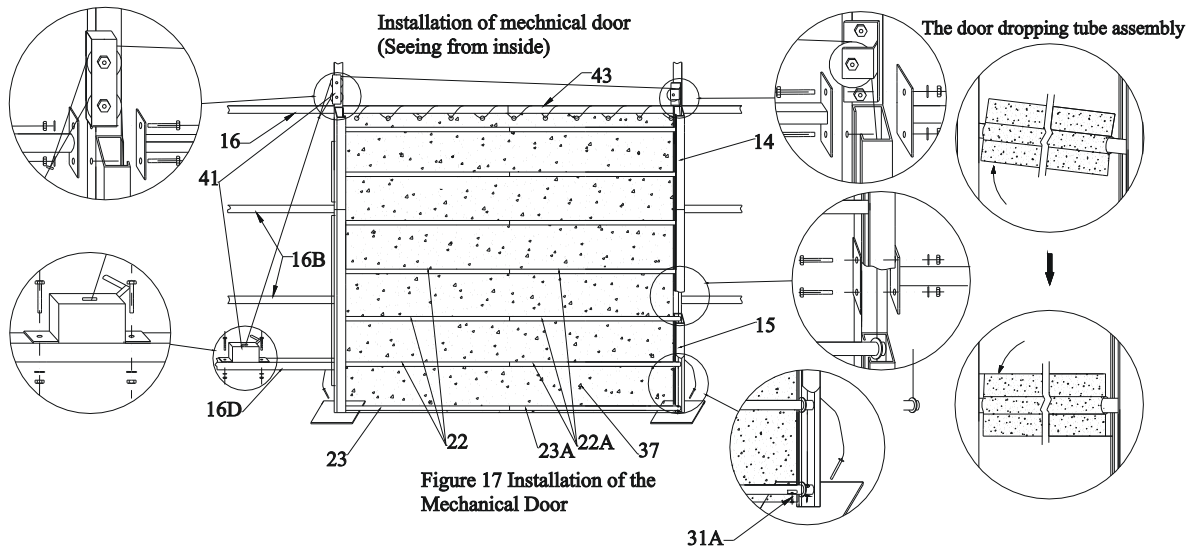
Figure 16 Installation of Back Panel Cover

## **Step #9 --ASSEMBLE FRONT & REAR COVER**

Secure the Front and Back Cover to the arch panel by using the ropes provided.

**Main Cover Edge Tie Off -**  
Once both Front and Rear Covers are installed, the Roof Cover Edge flap, front and rear, should be tightened and tied off. Begin by pulling the remaining Roof Cover over the Frame arch, so the rope pocket is over the edge of the frame. Tie off the rope that goes through the rope pocket on one side. The rope ties off to the loop that is located on the Base Flange in Corner (6L or 6R). Moving to the other side, begin to pull the rope down.

Hold the rope in hand, and push down at the bottom of the rope with a foot. Pull the rope tight, and tie off to the welded hoop on the Base Flange. As you are pulling the edge rope, it will be necessary to adjust the excess material that will collect along the rope packet. Adjust the material so that it is not bunched up and it does not pull the roof cover to one side or the other. Once the Front is completed, repeat the process on the Rear flap of the Roof Cover.



### Step #10 --Mechanical Door Installation Steps

1. Install Main Door Pulleys (left and right) over the Top of the Door on each side of the Door Beam (Part #43).
2. Next mount the Winch Mechanism to the Front Panel Lower Beam (Part #16D).
3. Slide Bottom Door Dropping Tube (Part #23&23A) into the bottom horizontal fabric pocket on the Door Cover (Part #37). Then slide the six remaining Door Dropping Tubes (Part #22&22A) into the remaining horizontal fabric pockets in the Door Cover, and use the M5x10 Self-tapping screws (part#31A) to secure the door cover to the dropping tube.
4. Raise the Bottom Dropping Tube (#23&23A) to the top of the Upper Door Tracks. Put the Bottom Dropping Tube (#23&23A) into the tracks side to side so the ends start down the tracks. Gently allow the Door Cover to go down, and feed the six remaining Door Dropping Tubes (#22&22A) into the Door Tracks.

5. Next install the steel wire that leads from the bottom of the door dropping tubes to the door winching assembly. Take one of the Steel Wires in the Door kit, and feed down from the top of the Door track to the Bottom Door Tube Dropping Tube (#23&23A) on the right hand side of the door (facing from the inside). When the steel wire goes down through the hole in the Bottom Dropping Tube, tie a knot in the steel wire so that it cannot pass back up through the hole.
6. From the top of the Door Track, route the Steel Wire through the rollers of the Door Pulley at the top of the track. Then to the Door Pulley wheels on the left hand door track, and finally to the Winching Assembly on the Lower Front Beam (#16D).