

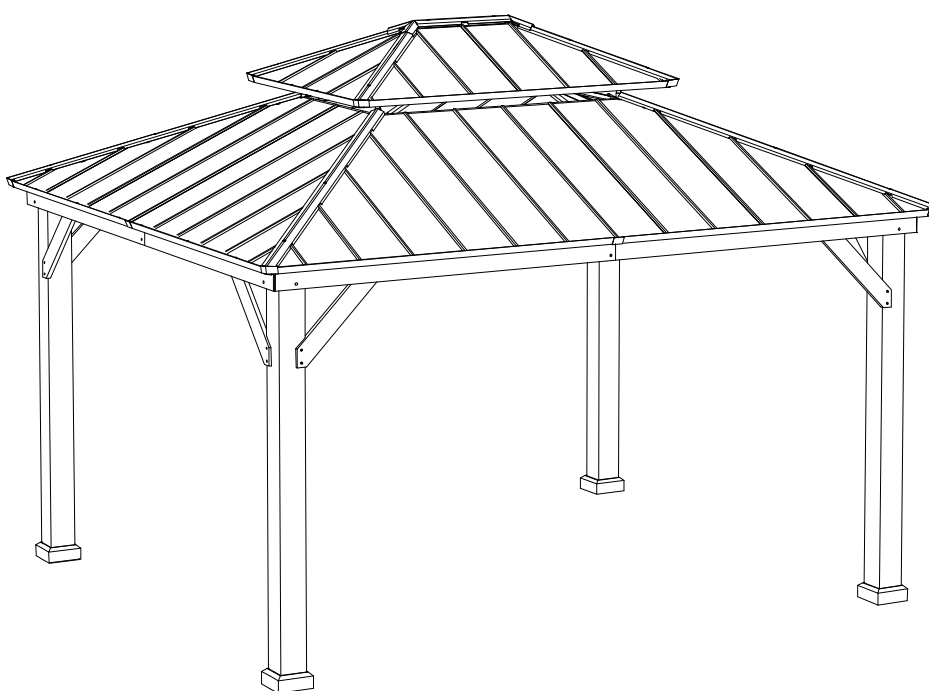
Item# 1005 621 066/ 1005 607 251/1005 607 254  
Model# A102007500

# HAMPTON BAY<sup>®</sup>

## USE AND CARE GUIDE

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### 10X12 CROWNHILL HARDTOP GAZEBO



Questions, problems, missing parts? Before returning to the store,  
call Hampton Bay Customer Service  
8 a.m. - 7 p.m., EST, Monday-Friday, 9 a.m. - 6 p.m., EST, Saturday

**1-800-841-1350**

**HAMPTONBAY.COM**

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#### THANK YOU

*We appreciate the trust and confidence you have placed in Hampton Bay through the purchase of this gazebo. We strive to continually create quality products designed to enhance your home. Visit us online to see our full line of products available for your home improvement needs. Thank you for choosing Hampton Bay!*

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## Safety Information

### SAVE THESE INSTRUCTIONS

### READ ALL INSTRUCTIONS BEFORE USE

To reduce the risk of injury, read the following safety instructions before assembling and use the gazebo:

1. This product is intended for outdoor use only.
2. The product should be assembled on a flat stable surface.
3. Do not assemble the gazebo on unstable surfaces.
4. Ensure the location and clearance of your gazebo is acceptable.
5. The gazebo must be anchored with stakes into the ground for added safety. It is recommended that it should not be permanently attached to a concrete floor or platform.
6. Arrange the necessary manpower when assembling or moving the product.
7. Some parts may contain sharp edges. Wear protective gloves and glasses if necessary.
8. Keep children and pets away while setting up the gazebo.
9. Check all nuts and bolts periodically for tightness. When required, tighten them again.
10. Repairing and replacing parts should be done by a qualified technician.
11. The gazebo is intended for decorative and shade purposes only, and is not designed to withstand harsh weather, including high winds, rain and snow.
12. If the product is not being used for long periods of time (e.g. winter), it should be stored in a clean, dry environment.
13. Do not put a LP or Wood Burning firepit or fireplace inside the product.
14. Do not climb or place heavy objects onto the gazebo roof.
15. Retain the original packaging to store and protect the gazebo during the winter months.
16. Do not use or enter the gazebo if the following conditions exists:
  - a. Visible movement of supports, roofing panels or a sagging roof.
  - b. Unusual noise from the gazebo.
  - c. Deformed roof panels.
  - d. Damaged or missing bolts/fasteners.
17. Please check your HOA, Local, and State Governments prior to purchasing and assembling gazebo's. These local organizations may require permits and specific requirements for installation.
18. Maintain your instruction manual for future reference.
19. Warranty: Please retain you receipt for proof of purchase.

# Warranty

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## 2 YEAR WARRANTY

### WHAT IS COVERED

This limited warranty is extended to the original purchaser and applies to defects in materials and workmanship of your item provided the item is maintained with care and used only for personal, residential purposes. The item is warranted to be free from defects in material or workmanship for a period of 2 years.

### WHAT IS NOT COVERED

We do not reimburse for transportation or delivery costs, or compensate the individual or any outside party for assembling or disassembling the product.

Contact the Customer Service Team at 1-800-841-1350 or visit [www. Hamptonbay.com](http://www.Hamptonbay.com).

Production Number: 2021200028/ 2021100455

# Pre-Assembly

## PLANNING ASSEMBLY

Before beginning assembly of this product, make sure all parts are present. Compare parts with the Hardware Included and Package Contents lists. If any part is missing or damaged, do not attempt to assemble the product. Contact customer service for replacement parts.



**NOTE:** Tools and protective articles below are not provided.

## TOOLS REQUIRED



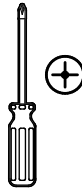
Hammer



Ladder



Safety goggles



Screwdriver



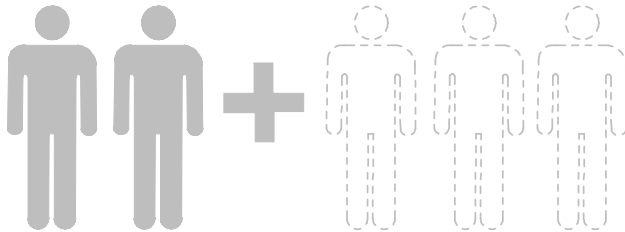
Cordless drill



Level

## IMPORTANT

Requires at least 5 person for the installation work. Approximate installation time: 3.5 hours.

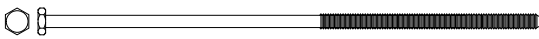


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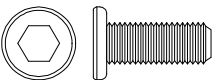
## HARDWARE INCLUDED



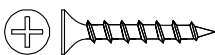
NOTE: Hardware not shown to actual size.



\_\_\_AA



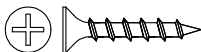
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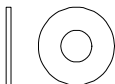
\_\_\_CC



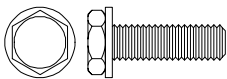
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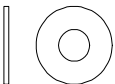
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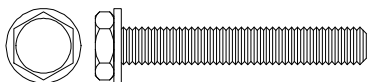
\_\_\_MM



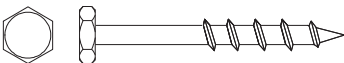
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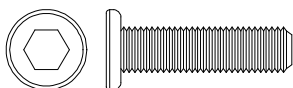
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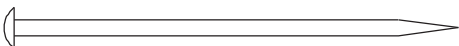
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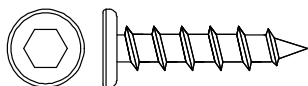
\_\_\_OO



\_\_\_HH



\_\_\_PP



\_\_\_II



\_\_\_RR



\_\_\_SS

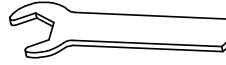
## Pre-Assembly (continued)



\_\_\_W



\_\_\_Z2



\_\_\_Z1

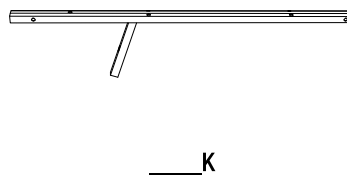
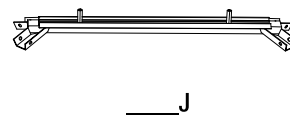
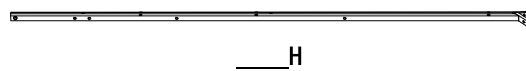
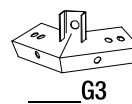
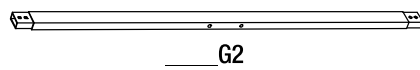
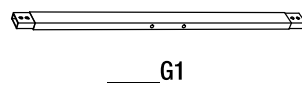
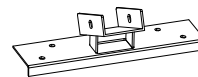
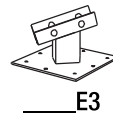
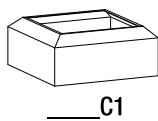
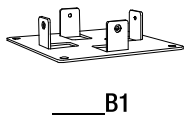
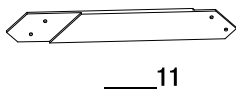
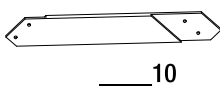
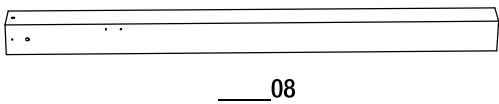
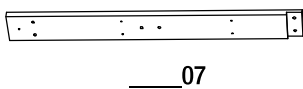
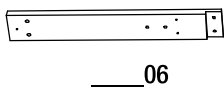
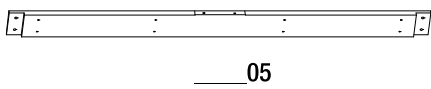
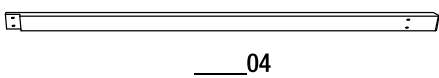
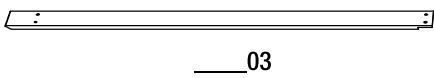
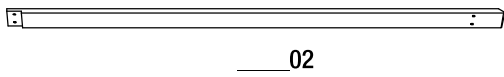
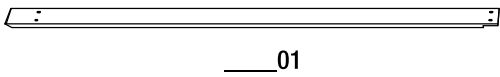


\_\_\_Z4

Part	Part Number	Description	Quantity
AA	H010010449	Bolt M10*205	8+1
CC	H030050057	Screw M5*40	64+4
EE	H030050058	Screw M5*30	64+4
FF	H100010048	Bolt M6*20	202+10
GG	H100010046	Bolt M6*40	12+1
HH	H010030083	Bolt M8*35	16+1
II	H030030010	Bolt M8*35	16+1
KK	H010030084	Bolt M8*25	24+2
LL	H040050026	Non-slip Nuts M10	8+1
MM	H050080007	Flat Washer M8	56+3
NN	H050080008	Flat Washer M10	24+2
OO	H110140001	Screw M10*80	8+1
PP	H070010003	Stake $\Phi 8 \times 180$	8
RR	H090990002	M3 Drill	2
SS	H040090005	T-Nut M8*20	16+1
VV	H040090004	T-Nut M8*8	24+2
Z1	H090010017	Wrench M6	2
Z2	H090030005	Allen Wrench M8	1
Z4	H090010015	Wrench M10	2

# Pre-Assembly (continued)

## PACKAGE CONTENTS



# Pre-Assembly (continued)



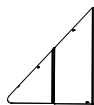
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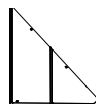
\_\_\_M1



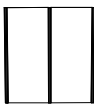
\_\_\_M2



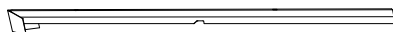
\_\_\_N1



\_\_\_N2



\_\_\_N3



\_\_\_P



\_\_\_Q



\_\_\_S1



\_\_\_S2



\_\_\_S3



\_\_\_S4



\_\_\_T1



\_\_\_T2



\_\_\_T3



\_\_\_T4



\_\_\_U1



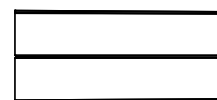
\_\_\_U2



\_\_\_U3



\_\_\_U4



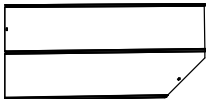
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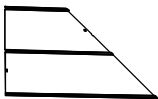
# Pre-Assembly (continued)



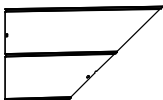
\_\_\_V2



\_\_\_V3



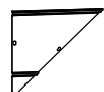
\_\_\_V4



\_\_\_V5



\_\_\_V6



\_\_\_V7



\_\_\_W

## Pre-Assembly (continued)

Part	Part Number	Description	Quantity
01	P000400506	Outer Long Left Beam	2
02	P000400507	Outer Long Right Beam	2
03	P000400508	Outer Short Left Beam	2
04	P000400509	Outer Short Right Beam	2
05	P000400510	Inner Middle Beam	4
06	P000400512	Inner Short Beam	4
07	P000400511	Inner Long Beam	4
08	P000200227	Post	4
10	P005000200	Arc Support 1	4
11	P005000201	Arc Support 2	4
B1	P00010025801	Base	4
C1	P00610021601	Base Cover	4
E3	P00050024801	Slanting Beam Connector	4
E4	P00050025101	Middle Beam Connector	4
G1	P00050157301	Big Roof Frame Short Tube	2
G2	P00050156801	Big Roof Frame Long Tube	2
G3	P00050157501	Big Roof Frame Connector	4
H	P00060197101	Big Roof Slanting Beam	4
I	P00060198301	Big Roof Middle Beam	4
J	P00050156301	Small Roof Connector	1
K	P00060023601	Small Roof Slanting Beam	4
L	P005800001	Hook	1
M1	P00060202101	Small Roof Short Beam	2
M2	P00060202301	Small Roof Long Beam	2
N1	P00070022401	Small Roof Panel 1 (Short)	4
N2	P00070022601	Small Roof Panel 2 (Short)	4
N3	P00070022501	Small Roof Small Panel (Long)	2
P	P00080009801	Small Roof Slanting Beam Cover	4
Q	P00090004001	Small Roof Top Cover	1

## Pre-Assembly (continued)

Part	Part Number	Description	Quantity
S1	P00060198901	Big Roof Short Small Beam 1	4
S2	P00060199901	Big Roof Short Small Beam 2	4
S3	P00060201201	Big Roof Bottom Short Beam 1	2
S4	P00060201601	Big Roof Bottom Short Beam 2	2
T1	P00060199001	Big Roof Long Small Beam 1	4
T2	P00060200001	Big Roof Long Small Beam 2	4
T3	P00060201301	Big Roof Bottom Long Beam 1	2
T4	P00060201701	Big Roof Bottom Long Beam 2	2
U1	P00570034501	Short Netting Pipe 1	2
U2	P00570034601	Short Netting Pipe 2	2
U3	P00570034701	Long Netting Pipe 1	2
U4	P00570034801	Long Netting Pipe 2	2
V1	P00070103501	Big Roof Long Big Panel	2
V2	P00070102101	Big Roof Left Big Panel	4
V3	P00070102601	Big Roof Right Big Panel	4
V4	P00070101401	Big Roof Left Middle Panel	4
V5	P00070101601	Big Roof Right Middle Panel	4
V6	P00070101001	Big Roof Left Small Panel	4
V7	P00070101201	Big Roof Right Small Panel	4
W	P00080034401	Big Roof Slanting Beam Cover	4

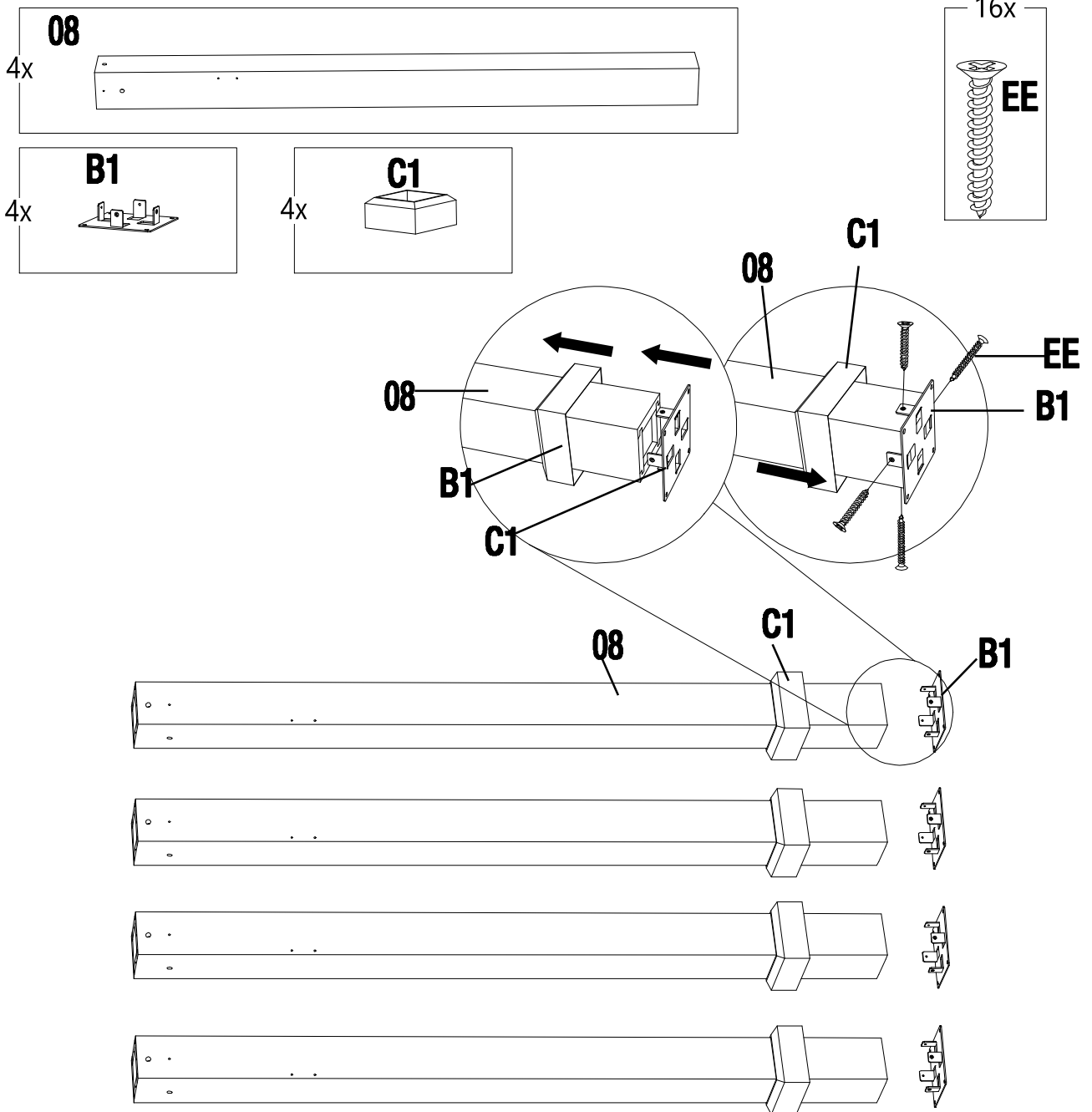
# Assembly

## 1 Attaching the Post

- Insert the post (08) to the base cover (B1). Attach the base (C1) to the end of the post (08) using screws (EE). It is suggested to pre-drill holes for easier installation of the base.



**NOTE:** The end of the posts are labeled TOP and BOTTOM.



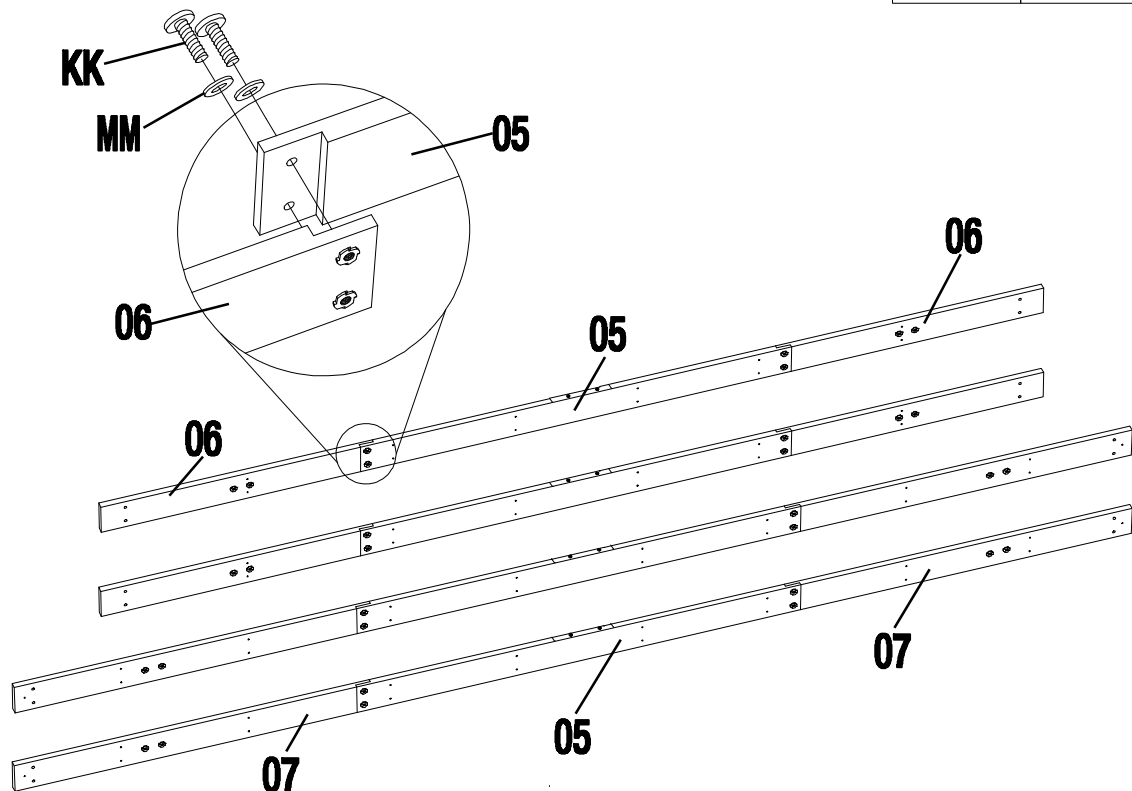
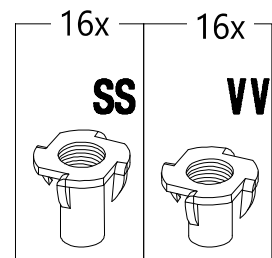
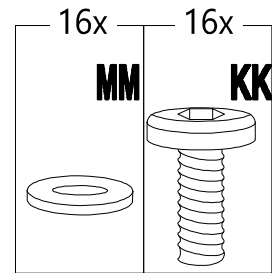
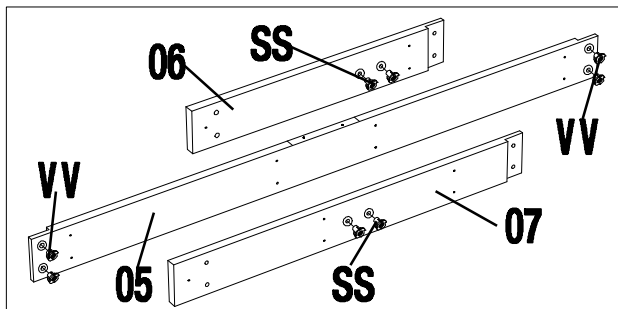
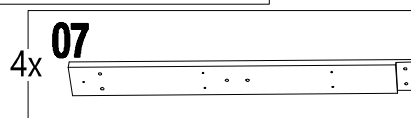
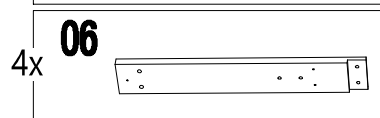
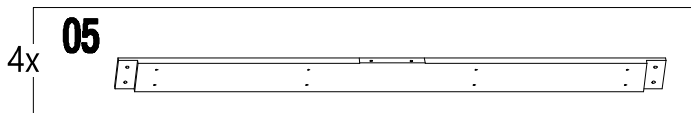
## Assembly (continued)

### 2 Connecting the Inner Beams

- Install the nuts (SS/VV) into the beams (05/06/07), then connect the beams (05/06/07) using bolts (KK) and flat washers (MM), use alley wrench (Z2) to tighten all bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



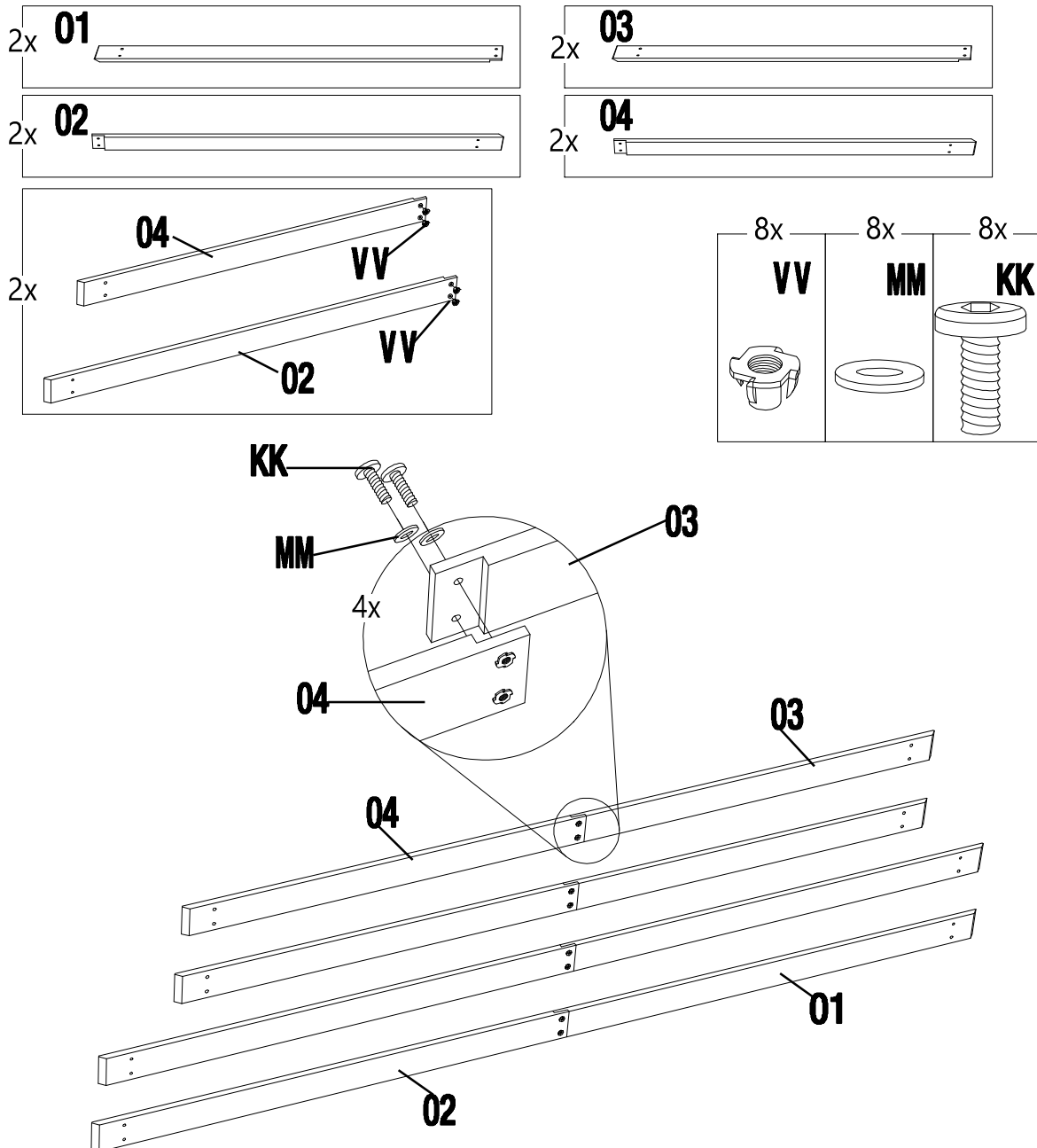
## Assembly (continued)

### 3 Attaching the Outer Cross Beams

- Install the nuts (VV) into the beams (04), then connect the beams (03/04) using bolts (KK) and flat washers (MM), use alley Wrench (Z2) to tighten all bolts.
- Install the nuts (VV) into the beams (02), then connect the beams (01/02) using bolts (KK) and flat washers (MM), use alley wrench (Z2) to tighten all bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



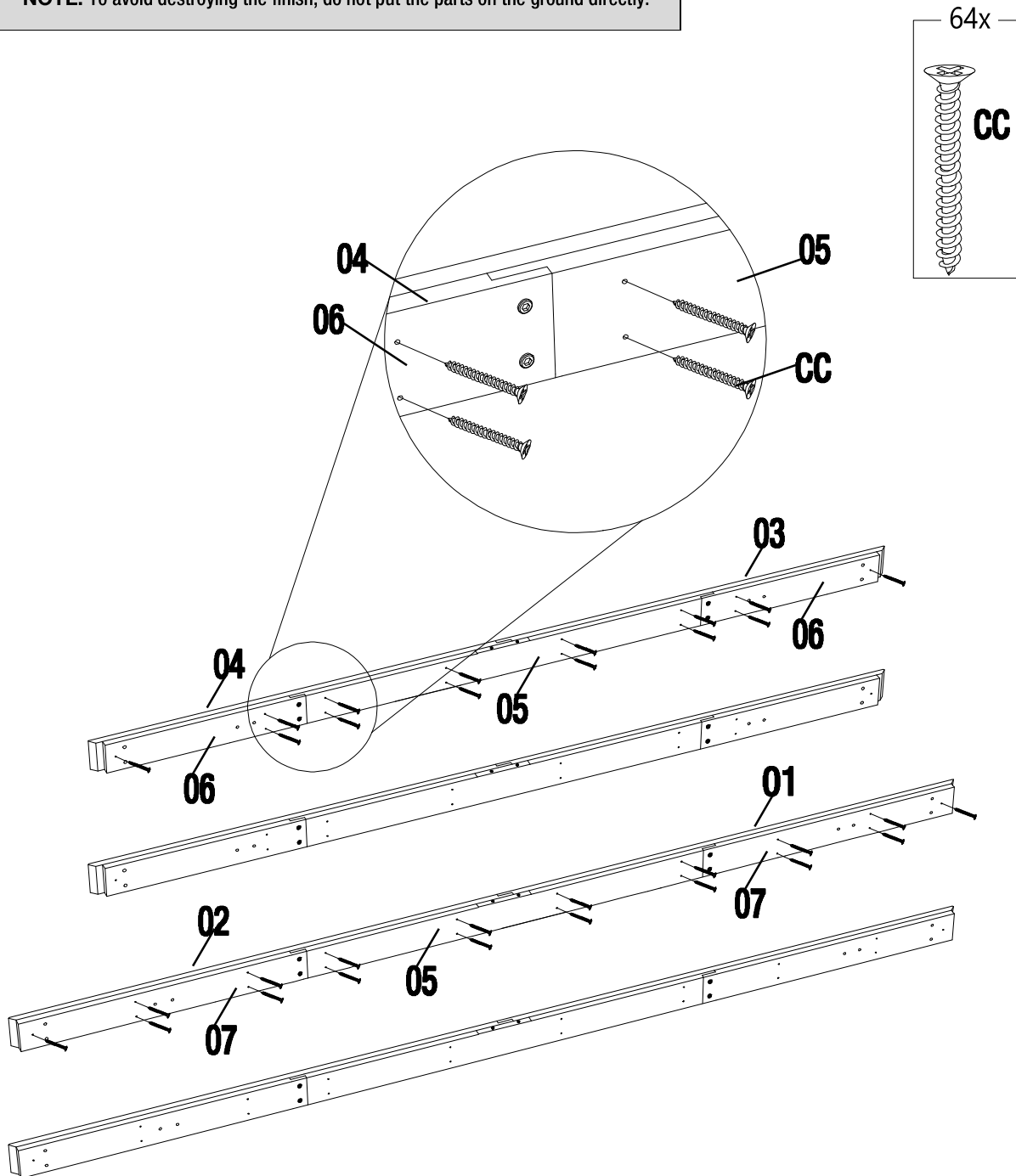
## Assembly (continued)

### 4 Attaching the Cross Beams

- Connect the assembled outer beams (01/02&03/04) with the assembled inner beams (05/06/07) using screws (CC) as below drawing. Tighten the bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



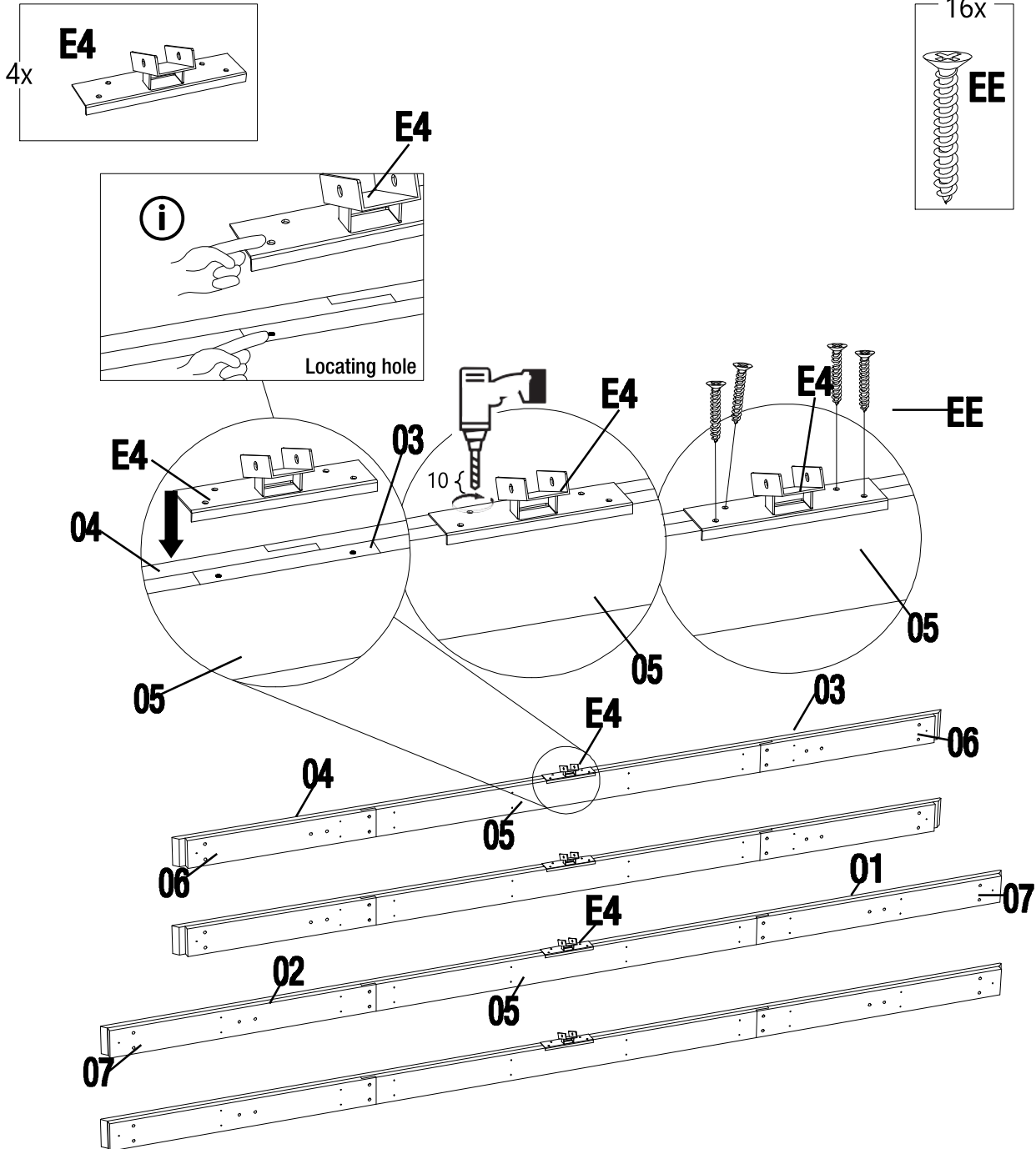
## Assembly (continued)

### 5 Attaching the Middle Beam Connector

- Attach the middle beam connector (E4) to the assembled cross beams (01/02/03/04/05/06/07) using screws (EE). Tighten the bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.





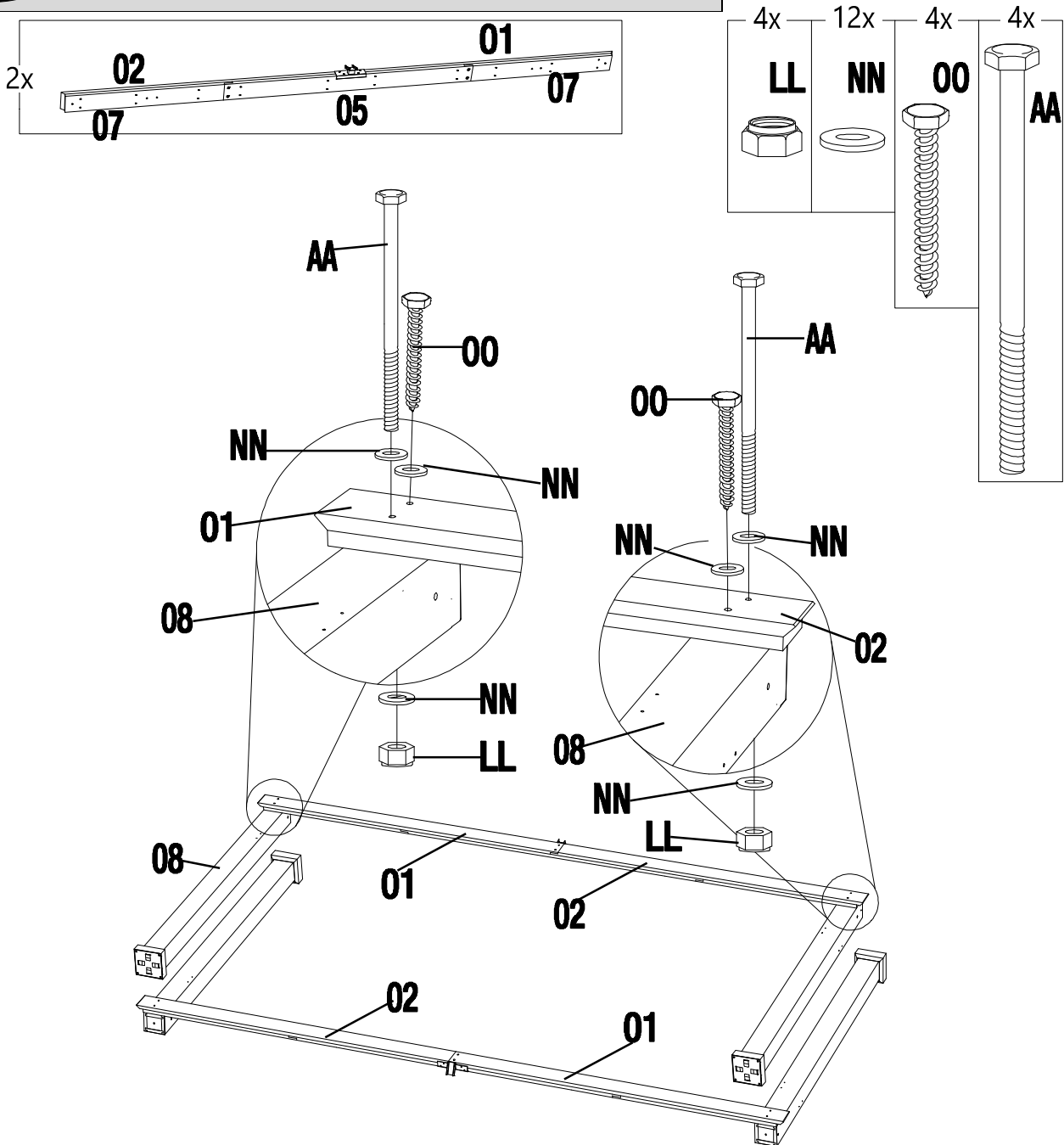
## Assembly (continued)

### 6 Connecting the Long cross beam and Post

- Attach the assembled long cross beams (01/02/05/07) to the post (08) using bolt (AA), bolt (00), washer (NN) and Nut (LL), use alley wrench (Z4) to tighten all bolts.

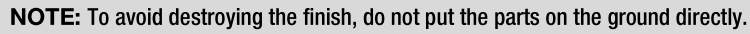


**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



7

- Attach the assembled short cross beams (03/04/05/06) to the post (08) using bolt (AA), bolt (00), washer (NN) and Nut (LL), use alley wrench (Z4) to tighten all bolts.
- Attach the slanting beam connector (E3) to the top of the post (08) using screw (EE).



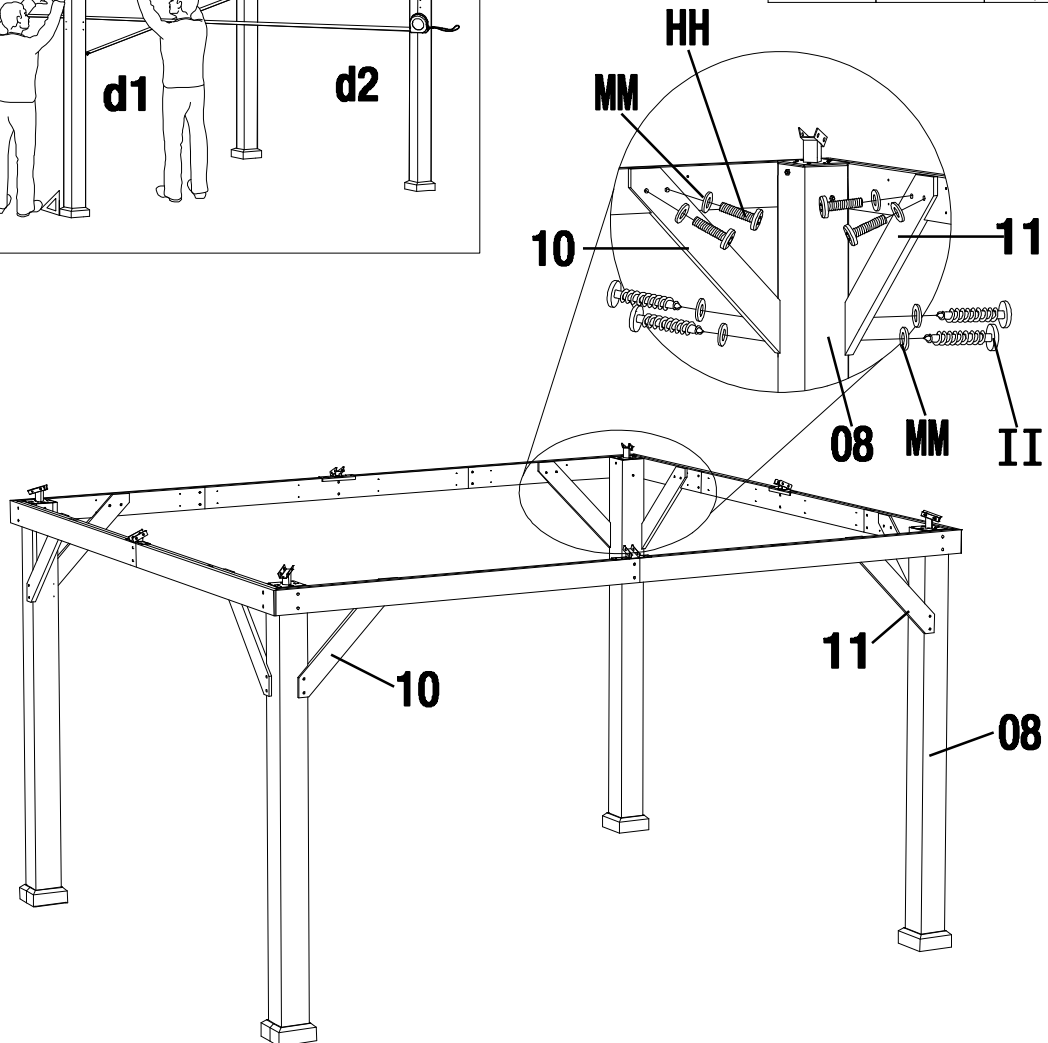
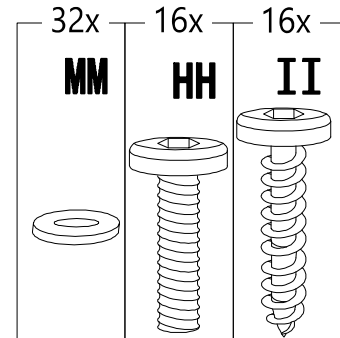
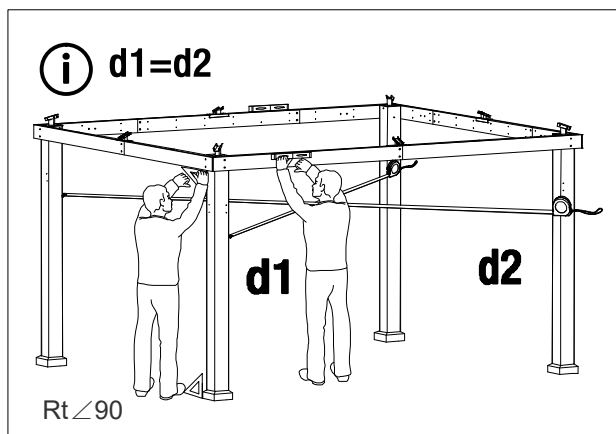
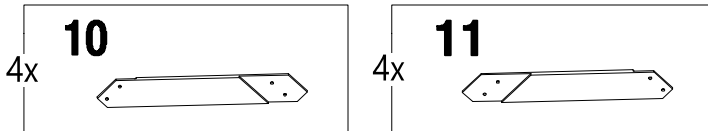
## Assembly (continued)

### 8 Attaching the Arc Support

- Attach the arc supports (10/11) to the post (08) and the cross beam using screws (II), bolts (HH) and flat washers (MM). Use alley wrench (Z2) to tighten all bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



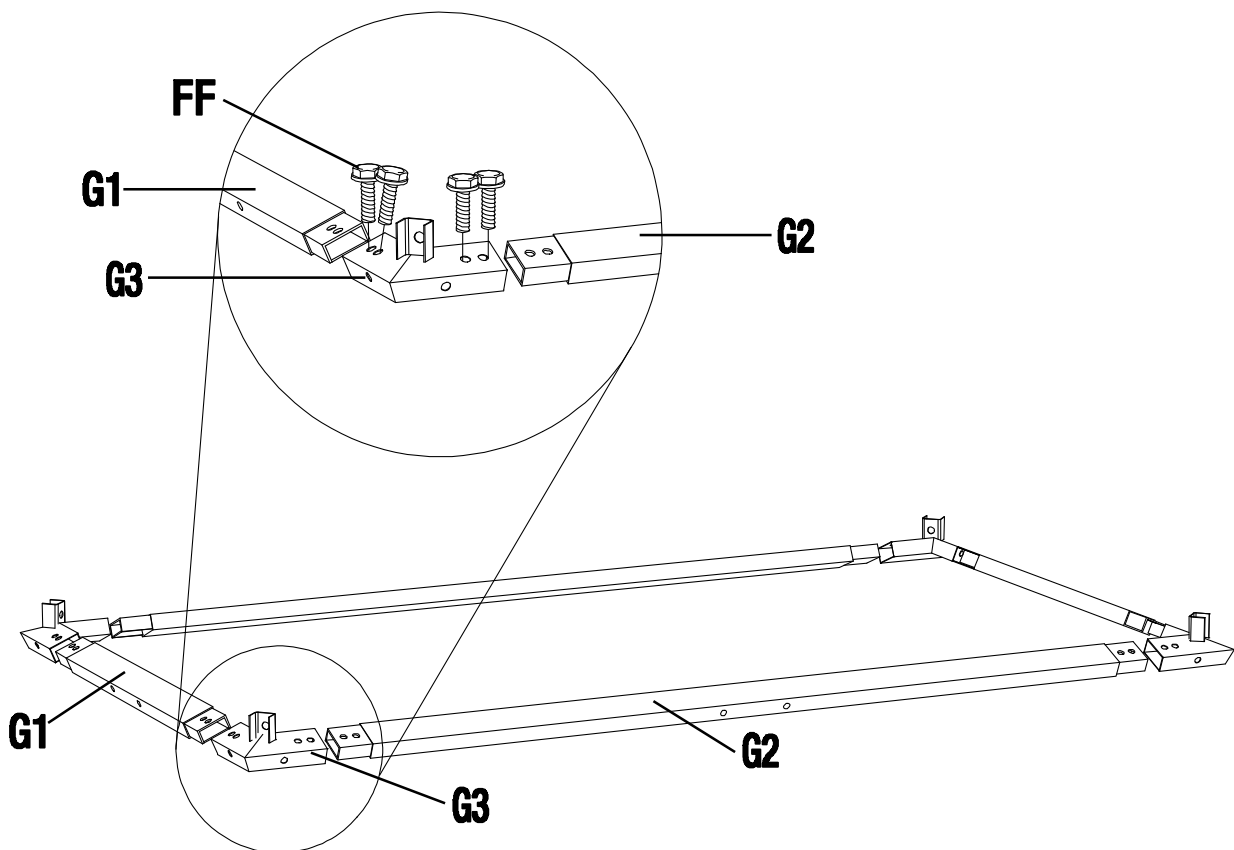
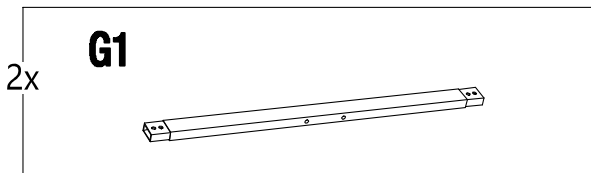
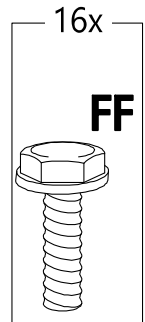
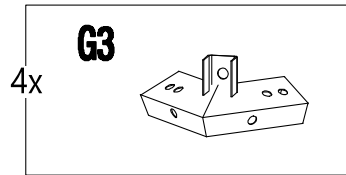
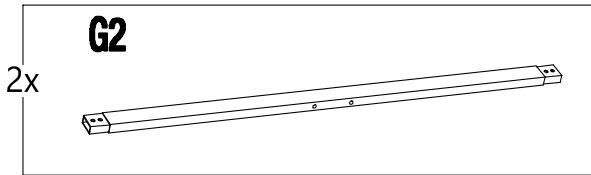
## Assembly (continued)

### 9 Assembling the Big Roof Frame Long Tube

- Connect the big roof frame tubes (G1/G2) with the big roof frame connector (G3) using bolts (FF). Use wrench (Z1) to tighten all bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



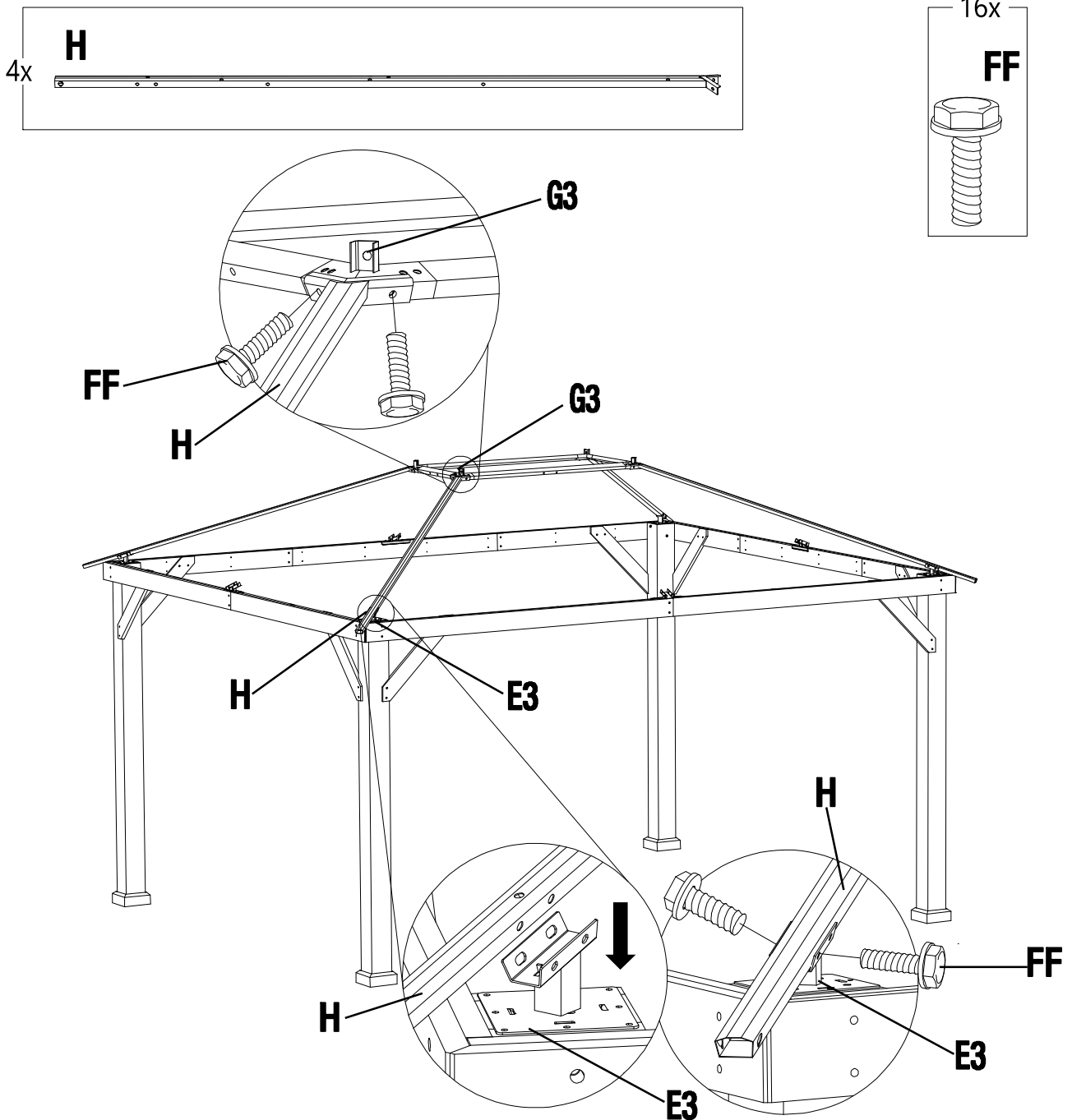
## Assembly (continued)

# 10 Assembling the Big Roof Slanting Beam

- Connect the big roof slanting beam (H), big roof frame connector (G3) and slanting beam connector (E3) using bolts (FF). Use wrench (Z1) to tighten all bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



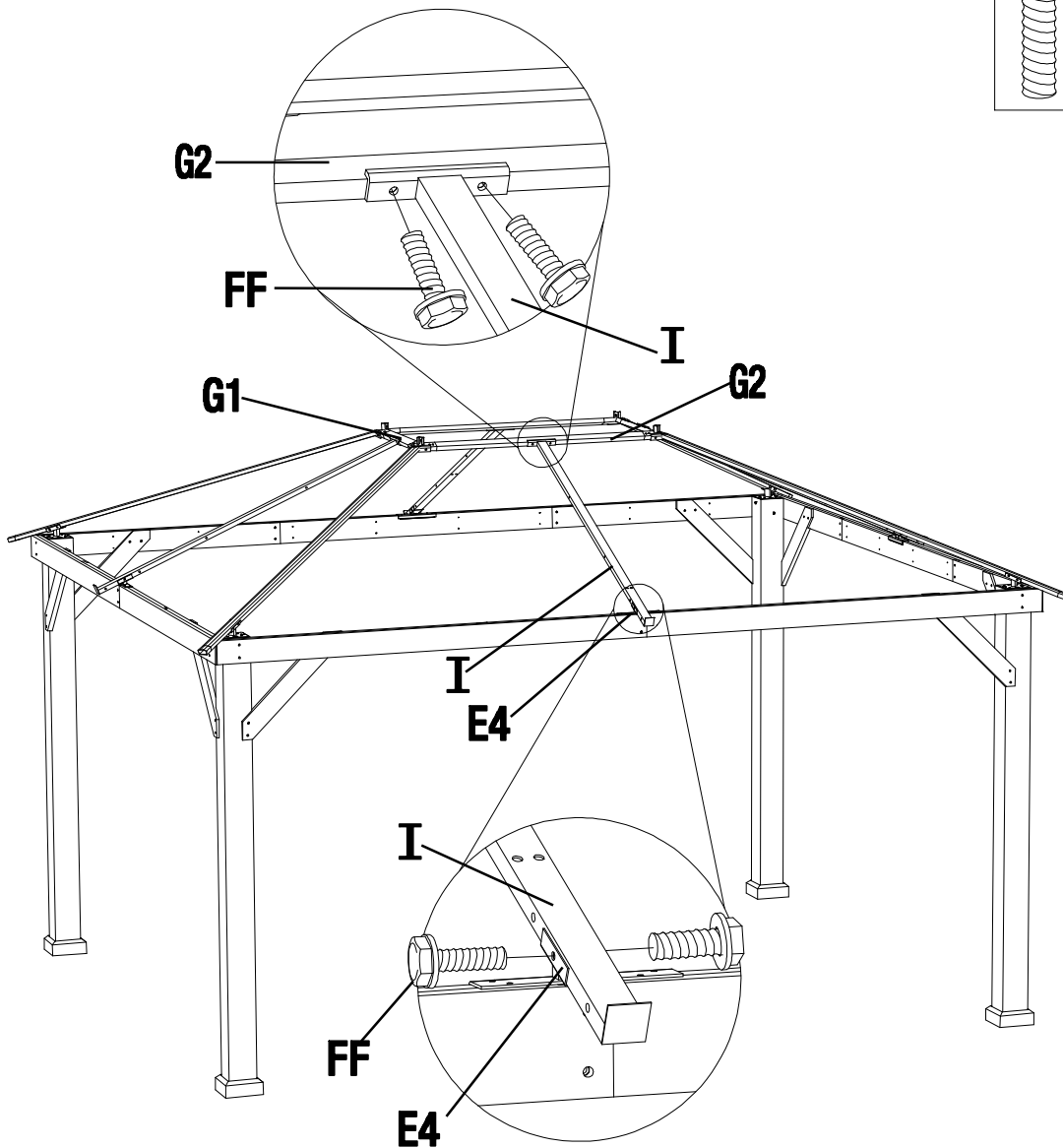
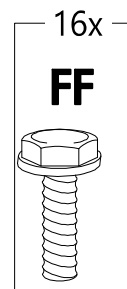
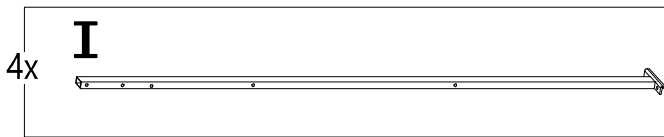
## Assembly (continued)

### 11 Assembling the Big Roof Middle Beam

- Attach the big roof middle beam (I) to the big roof frame tubes (G1/G2) using bolts (FF), and attach the big roof middle beam (I) to the middle beam connector (E4) using bolts (FF). Use wrench (Z1) to tighten all bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



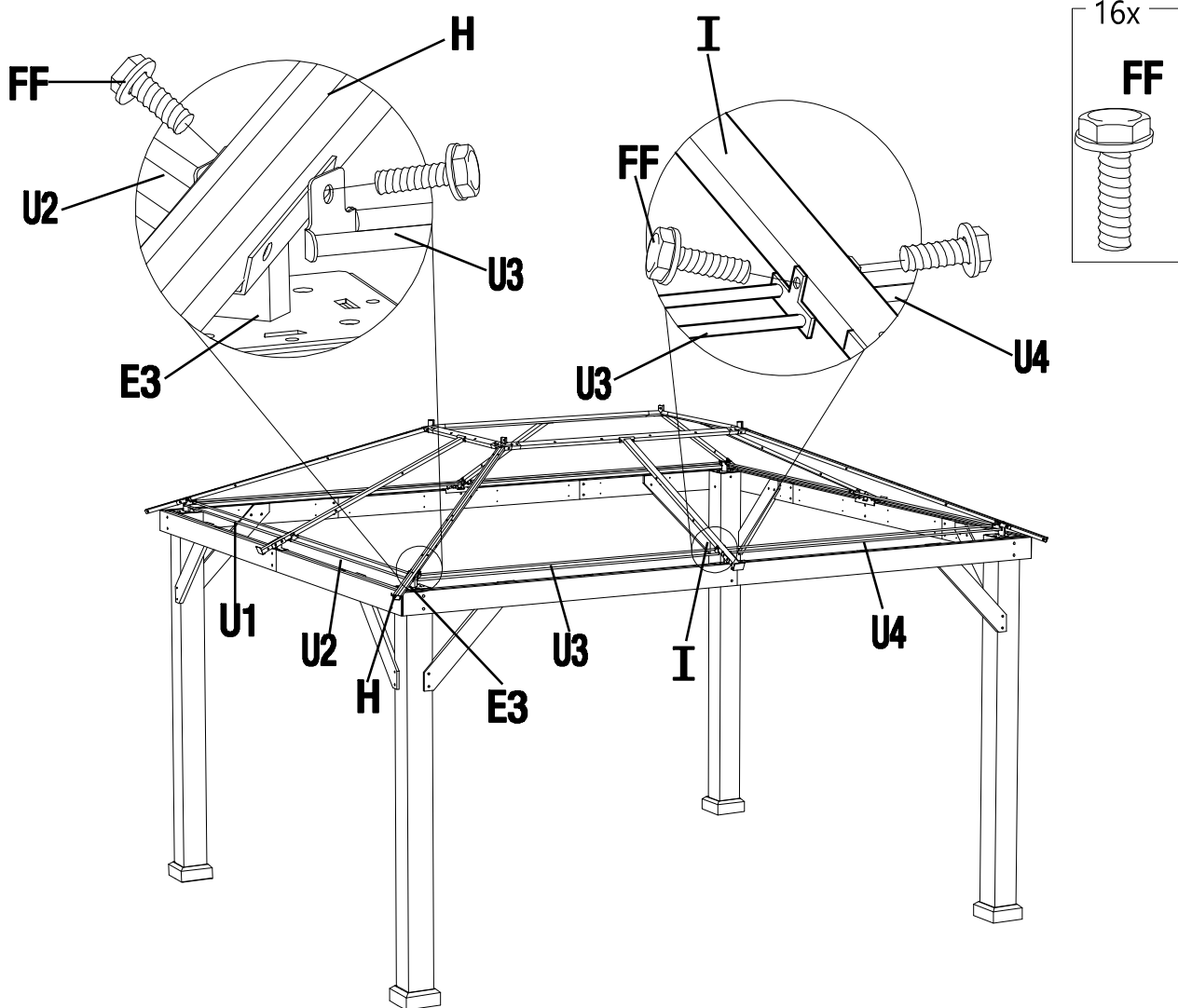
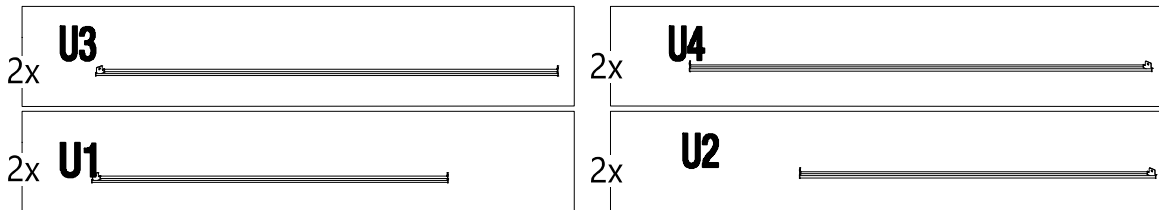
## Assembly (continued)

# 12 Assembling the Netting Tube

- Attach the netting tubes (U1/U2/U3/U4) to the big roof slanting beam (H) and the big roof middle beam (I) using bolts (FF). Use wrench (Z1) to tighten all bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



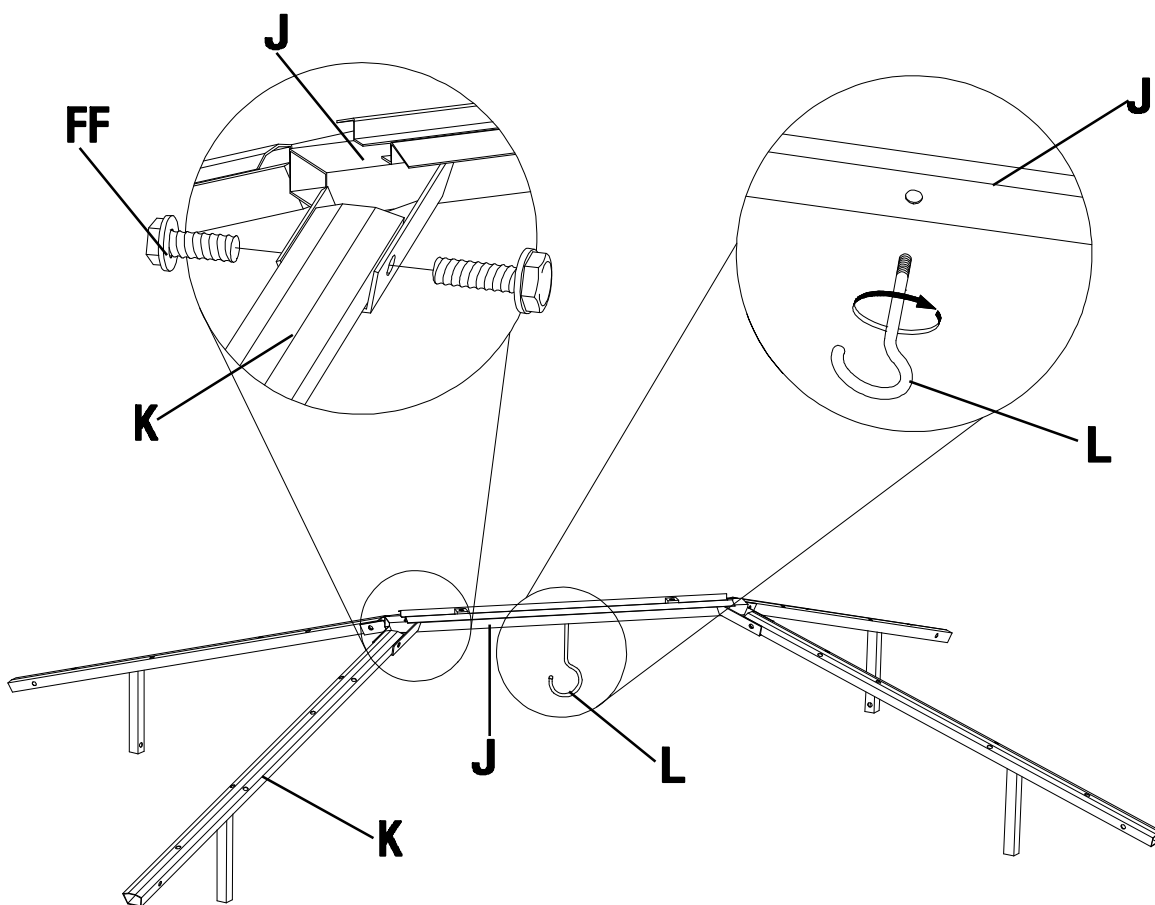
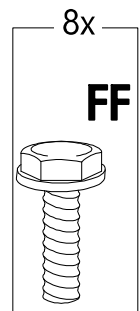
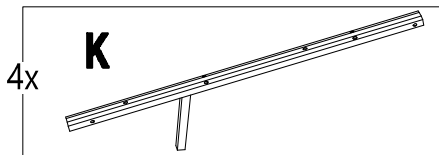
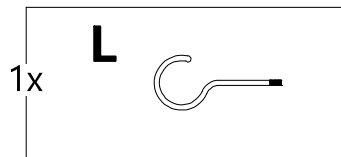
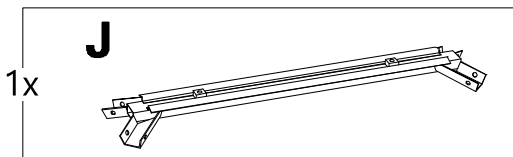
## Assembly (continued)

### 13 Assembling the Small Roof

- Connect the small roof connector (J) and the small roof slanting beam (K) using bolt (FF), then Screw the Hook (L) to the small roof connector (J). Use wrench (Z1) to tighten all bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.





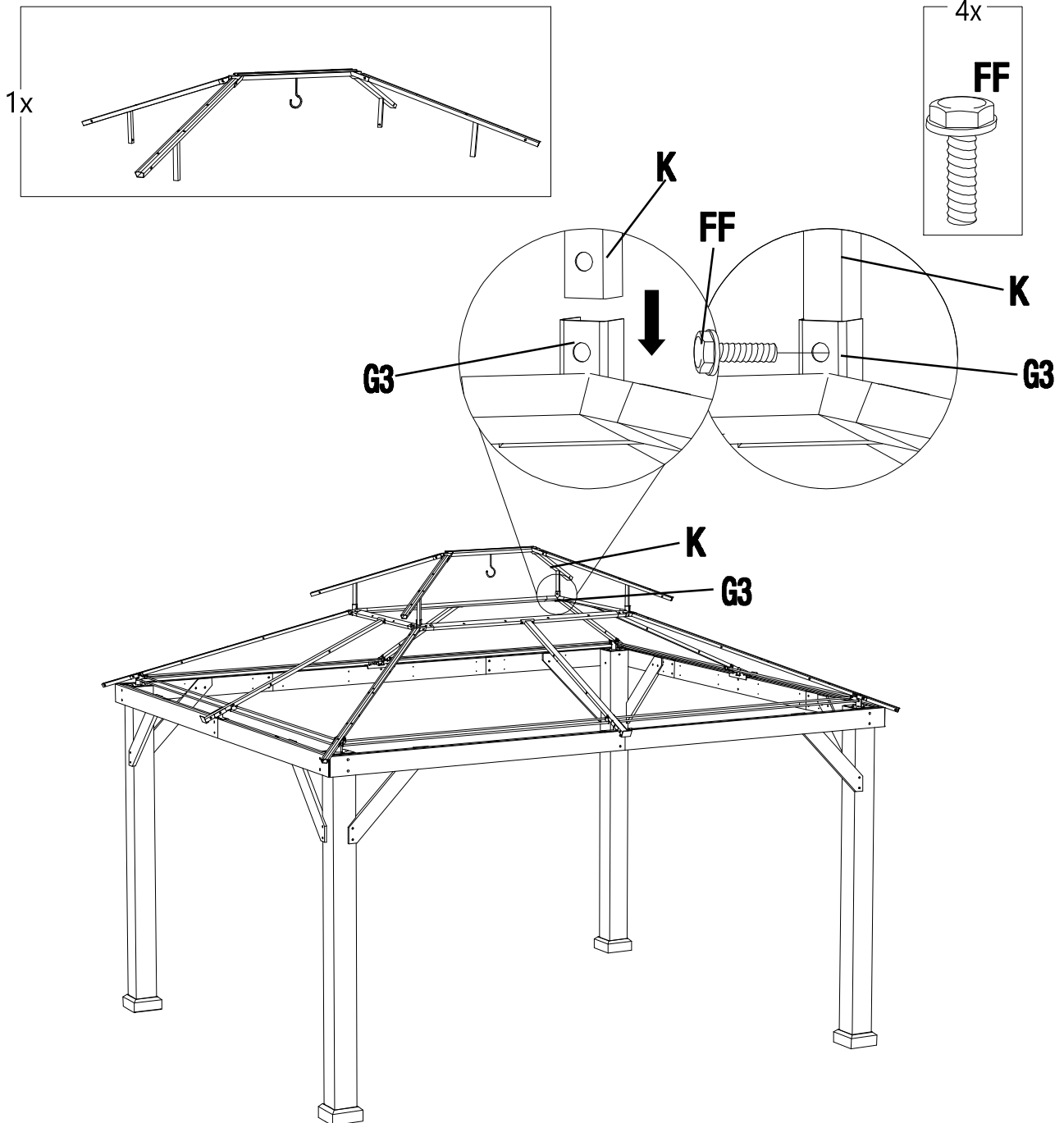
## Assembly (continued)

### 14 Attaching the Small Roof

- Put the assembled small roof on the big roof, connect it with the big roof frame connector (G3) using bolts (FF). Use wrench (Z1) to tighten all bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



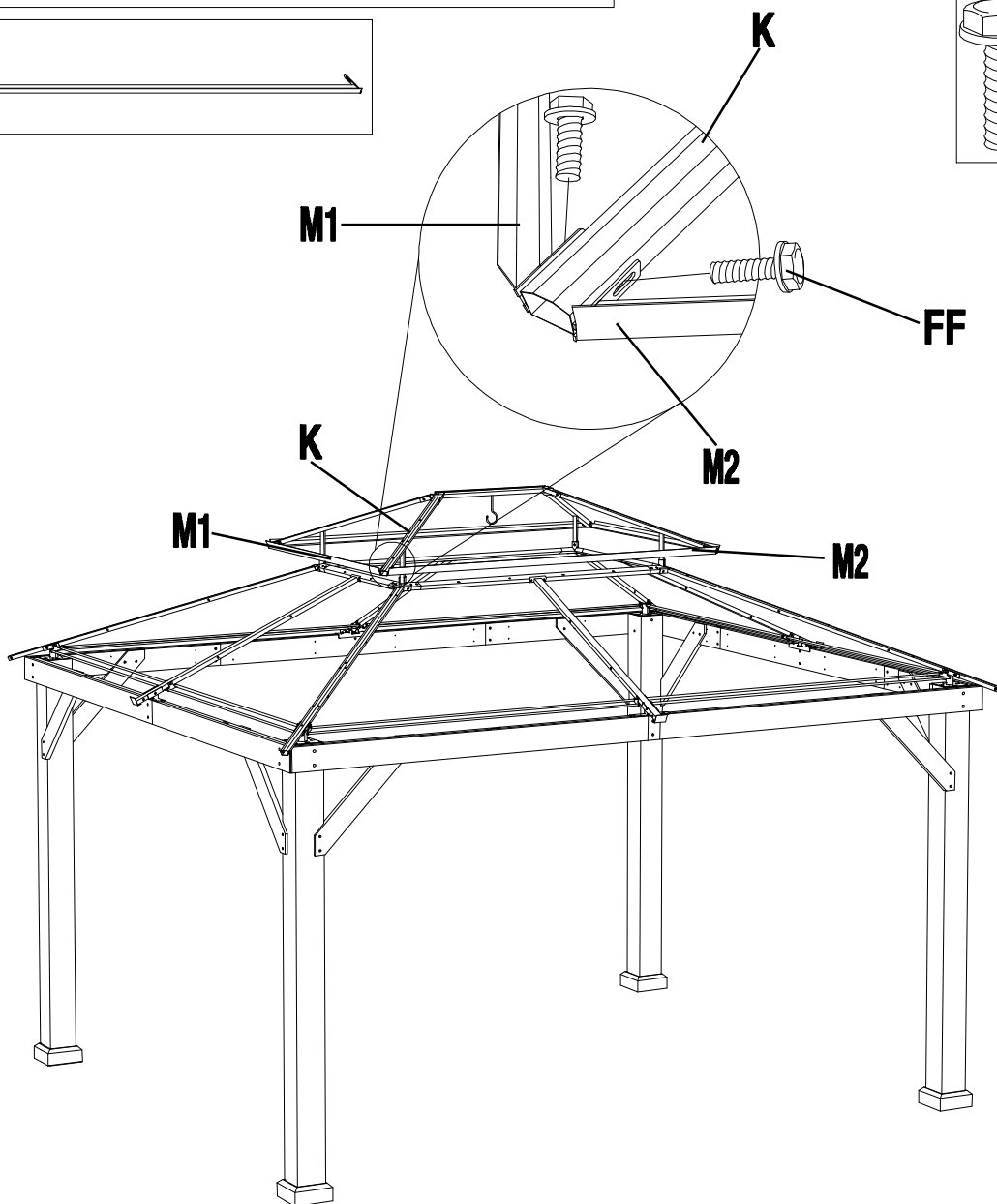
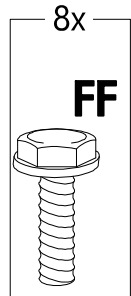
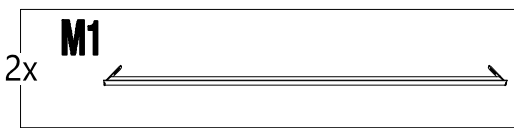
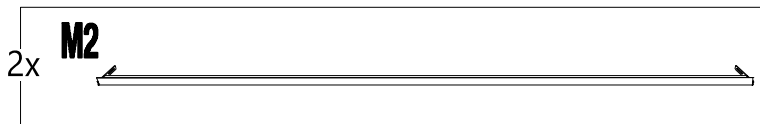
## Assembly (continued)

# 15 Attaching the Small Roof Bottom Beams

- Attach the small roof bottom beams (M1/M2) to the small roof slanting beam (K) using bolts (FF). Use wrench (Z1) to tighten all bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



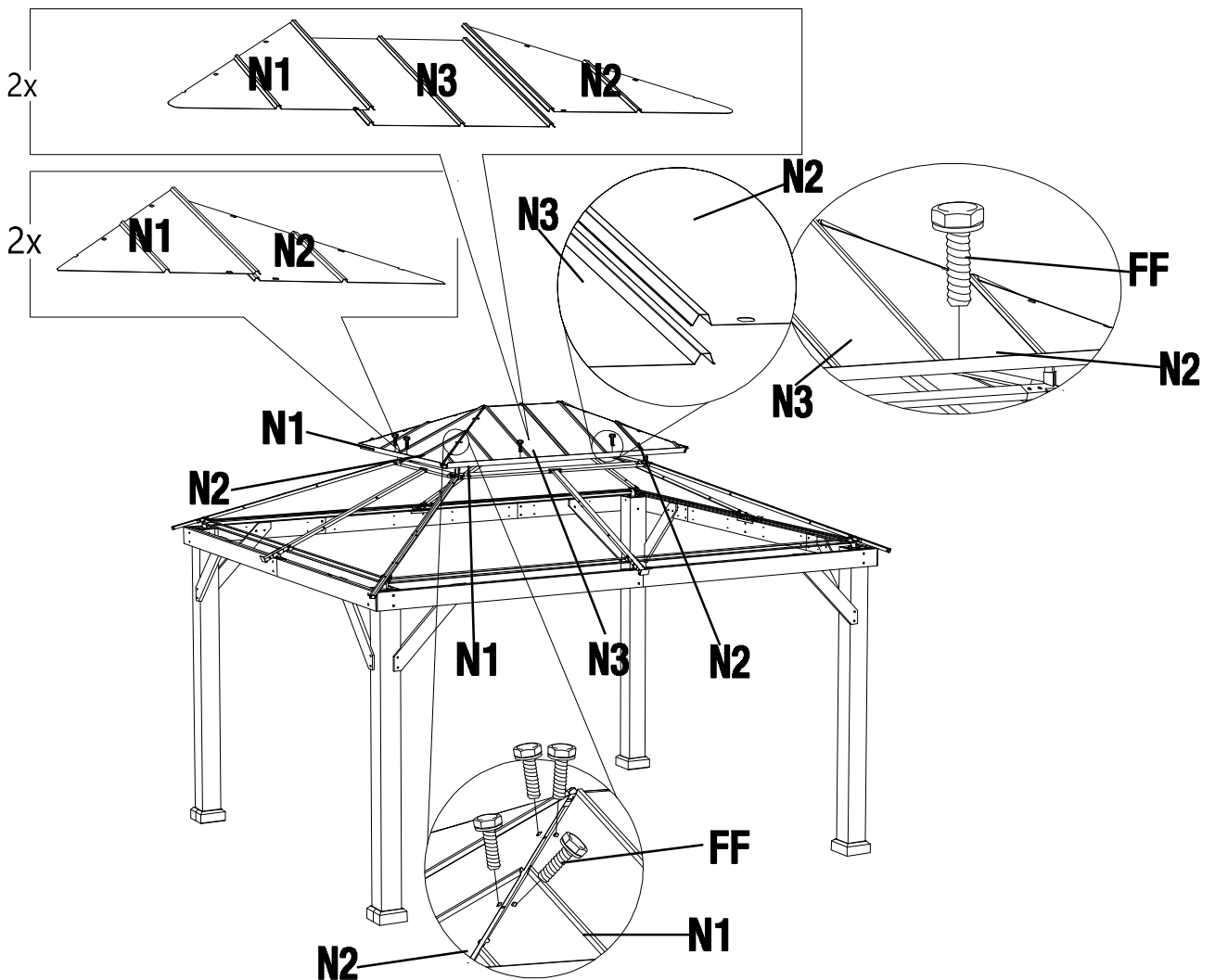
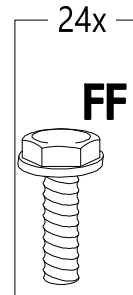
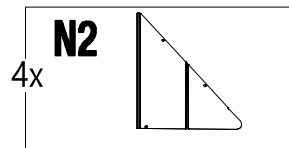
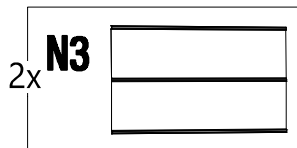
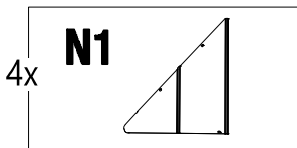
## Assembly (continued)

# 16 Attaching the Small Roof Panels

- Attach the small roof panels (N1/N2/N3) to the small roof using bolts (FF). Use wrench (Z1) to tighten all bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



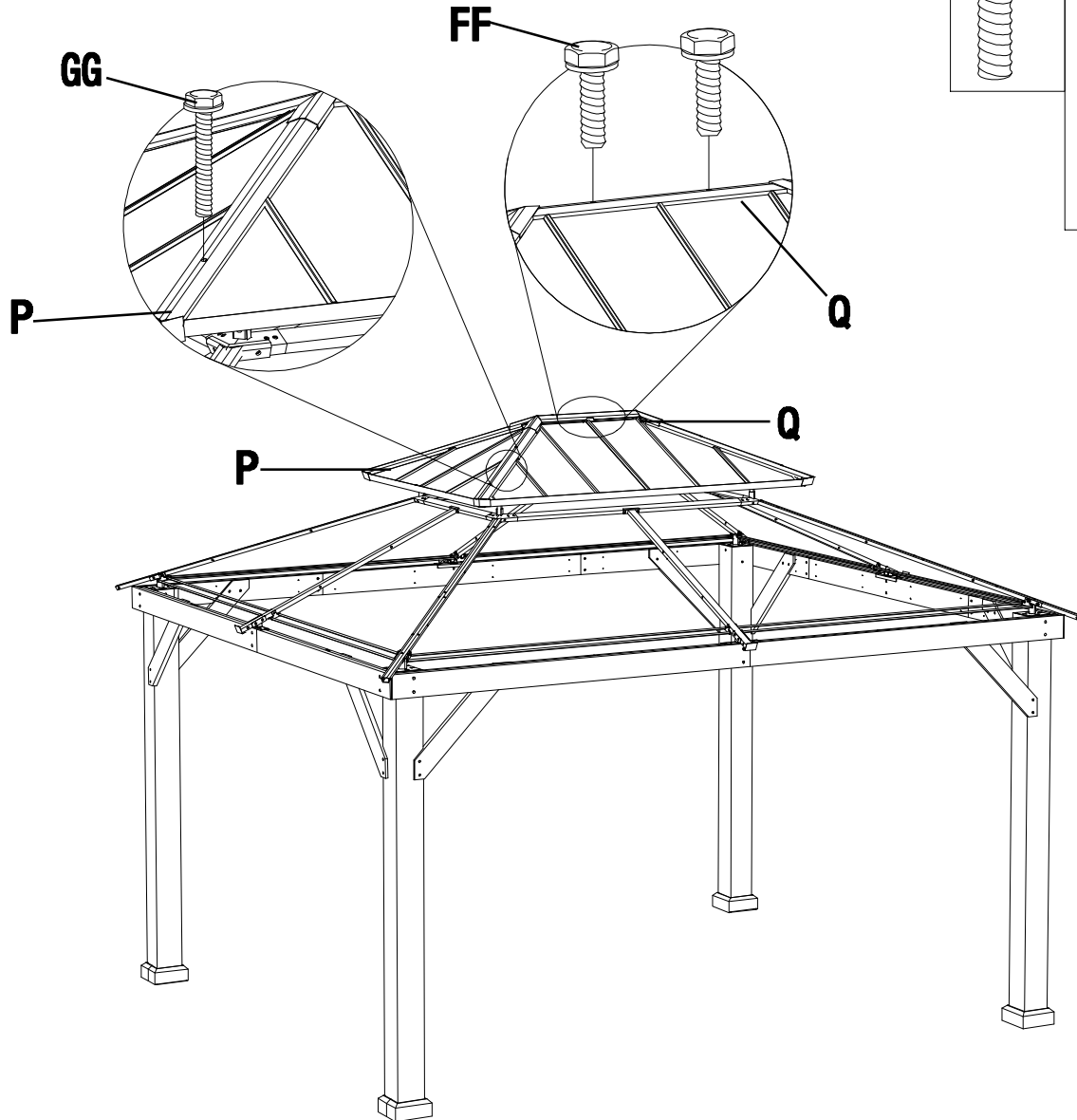
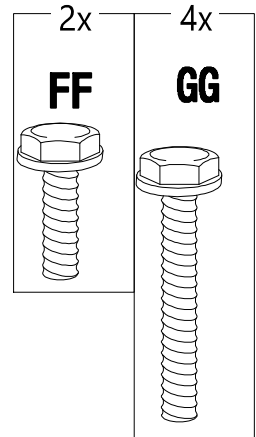
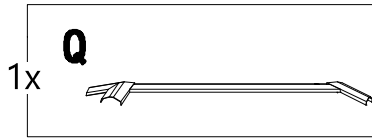
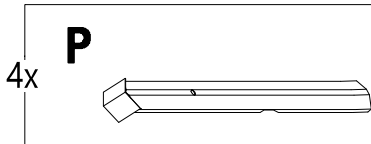
## Assembly (continued)

# 17 Attaching the Small Roof Slanting Beam Cover

- Attach the small roof slanting beam cover (P) to the using bolts (GG) small roof top cover (Q) to the small roof using bolts (FF). Use wrench (Z1) to tighten all bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



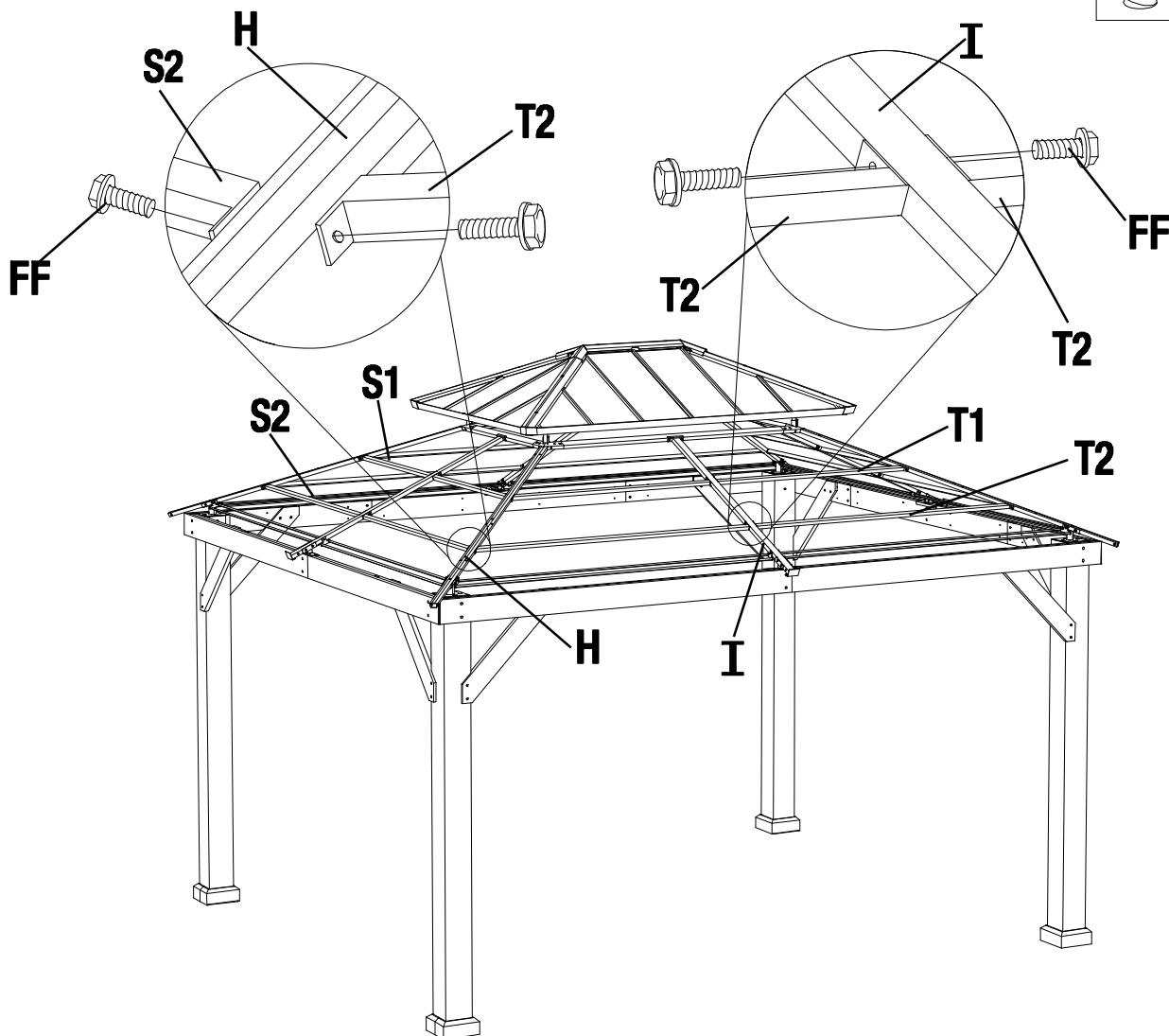
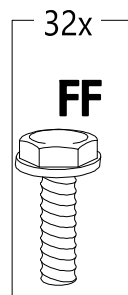
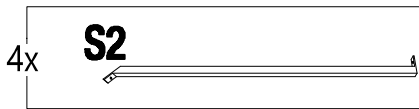
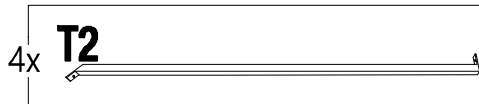
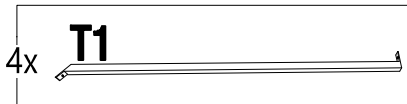
## Assembly (continued)

# 18 Attach the Big Roof Short Small Beam

- Attach the big roof short small beam (T1/T2/S1/S2) to the big roof slanting beam (H) and big roof middle beam (I) using bolts (FF). Use wrench (Z1) to tighten all bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



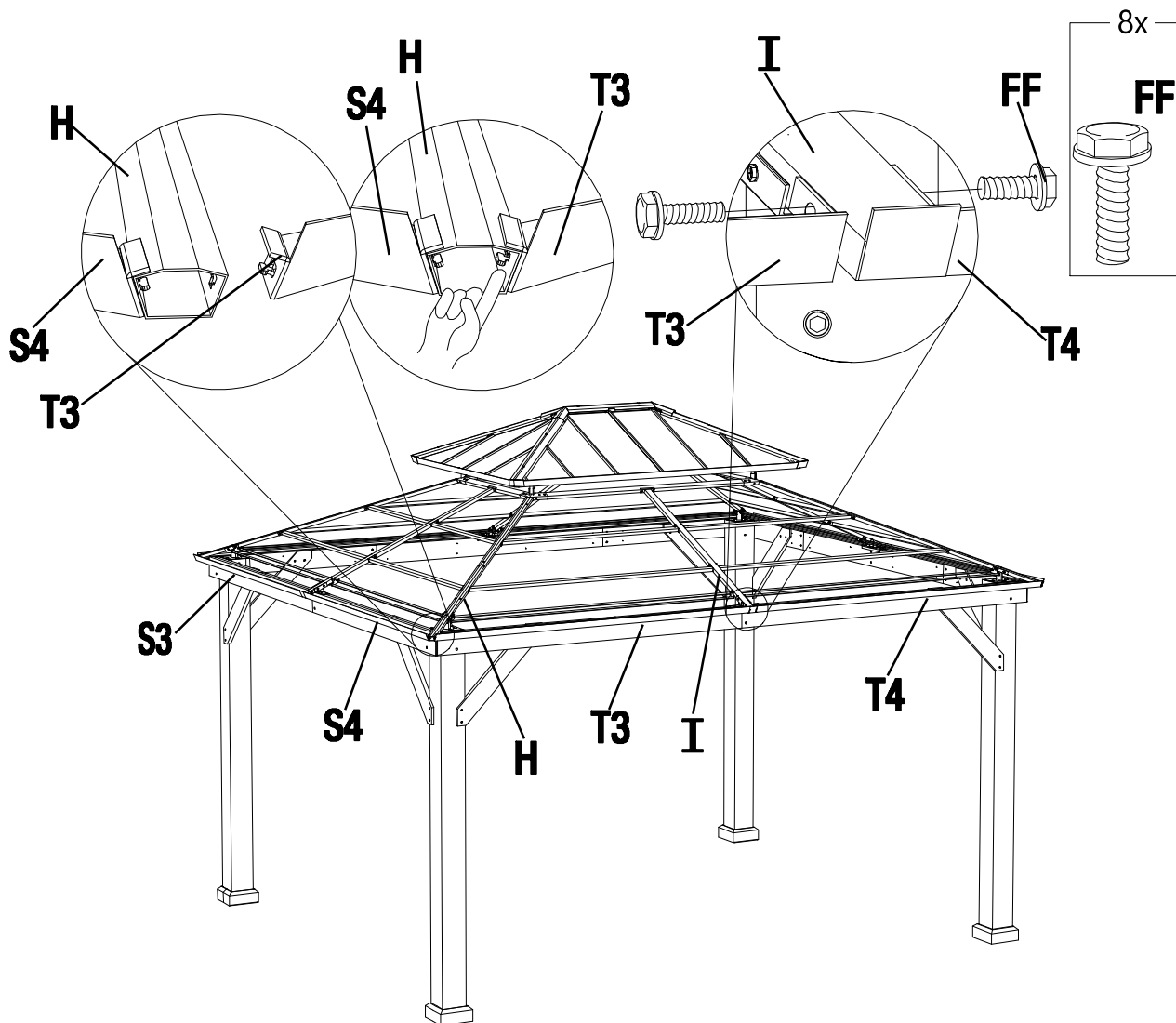
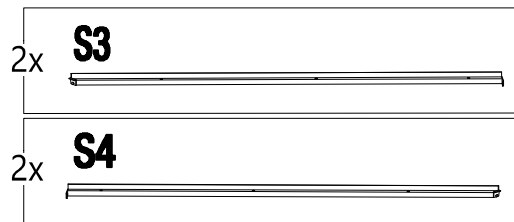
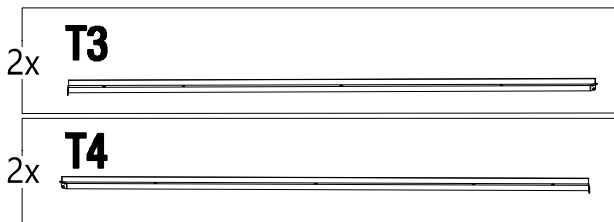
## Assembly (continued)

# 19 Attaching the Big Roof Bottom Beams

- Attach the big roof bottom beams (S3/S4/T3/T4) to the big roof slanting beam (H) and big roof middle beam (I) using bolts (FF). Use wrench (Z1) to tighten all bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



## Assembly (continued)

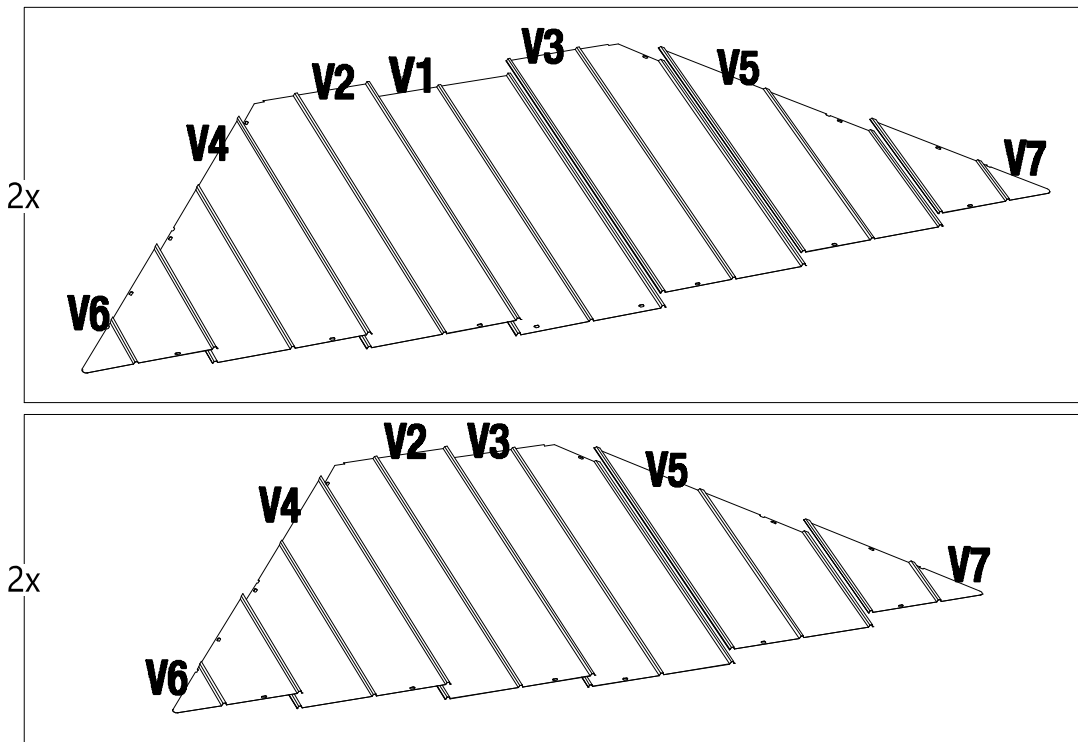
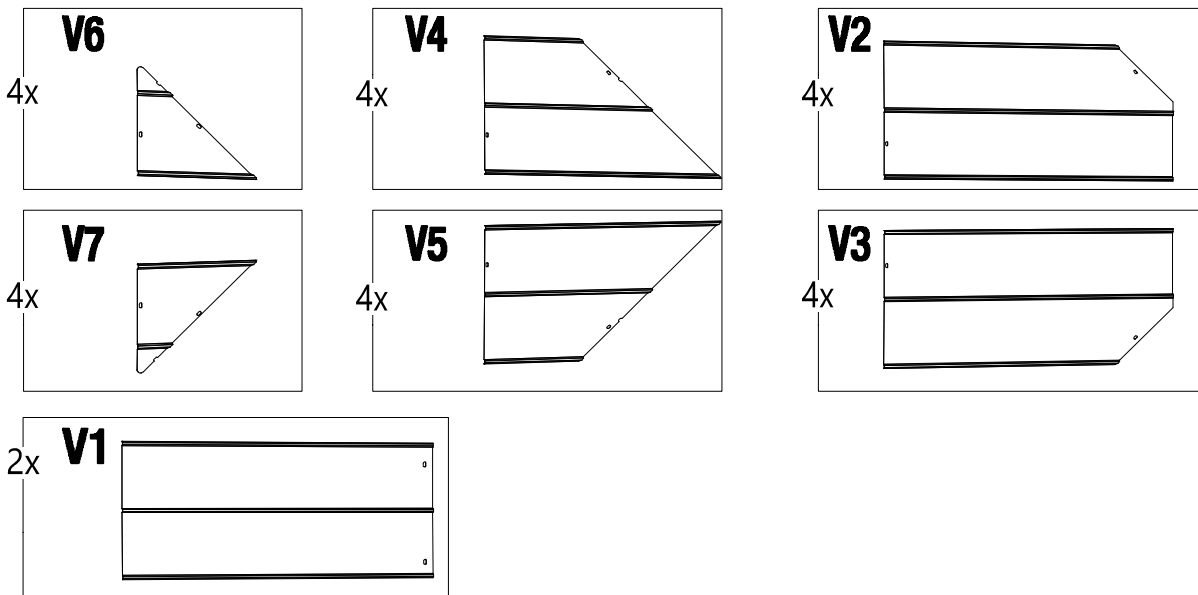
# 20

### Placing the Big Roof Panels

- Place the big roof panels (V1/V2/V3/V4/V5/V6/V7) from left to right.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



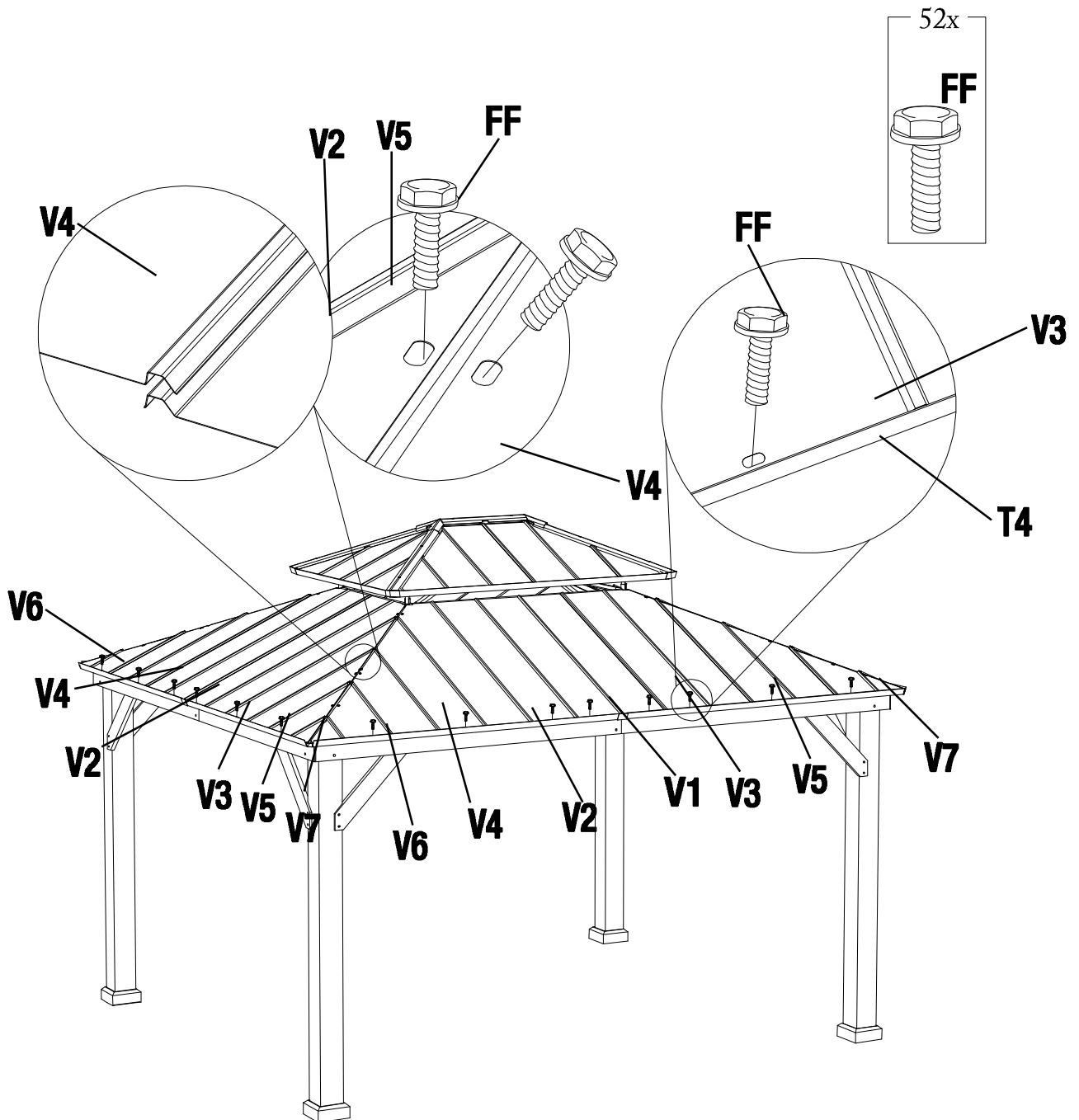
## Assembly (continued)

### 21 Attaching the Big Roof Panels

- Attach the well-prepared big roof panels (V1/V2/V3/V4/V5/V6/V7) to the big roof using bolts (FF). Use wrench (Z1) to tighten all bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.





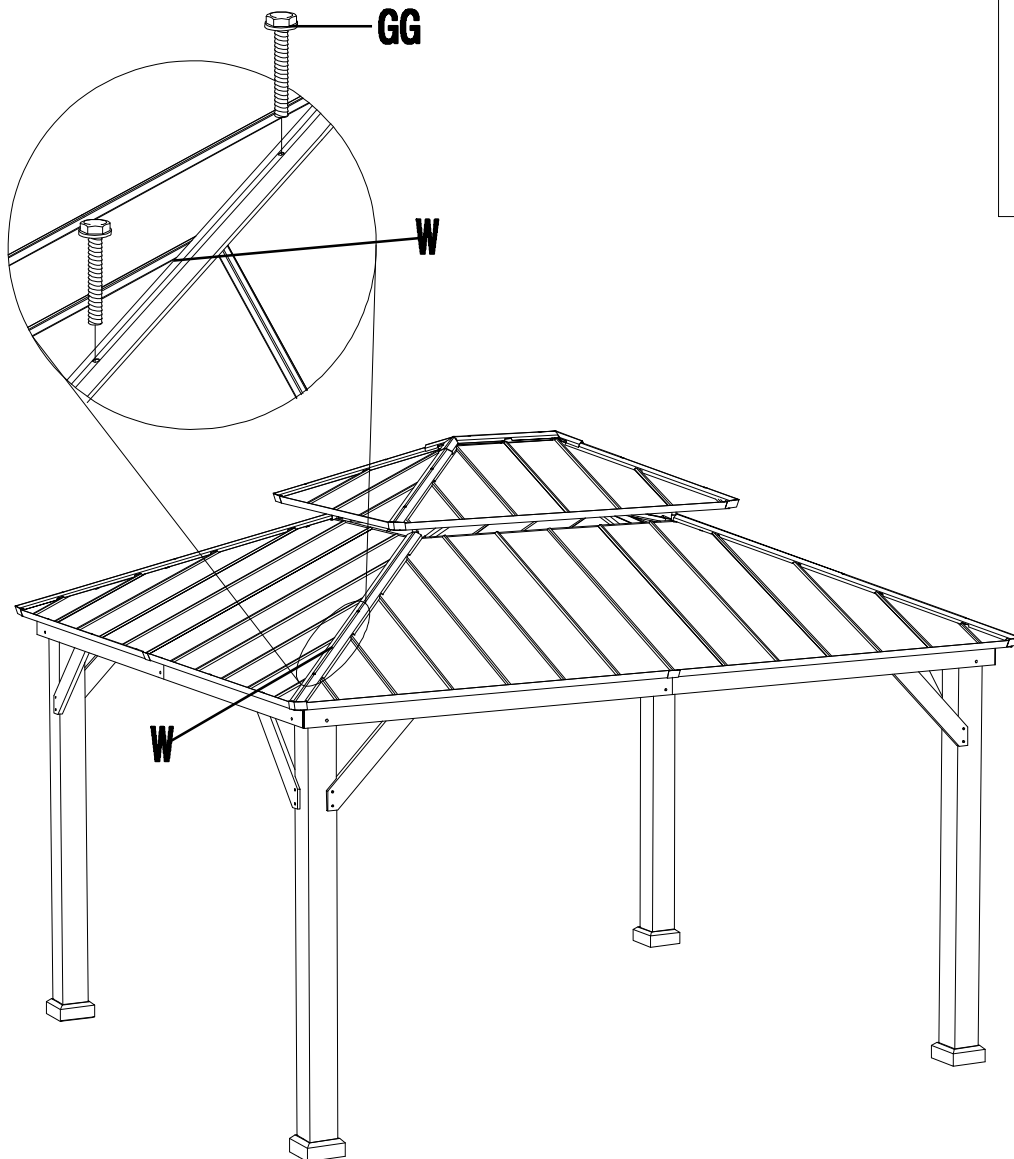
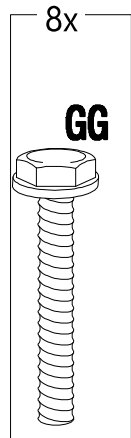
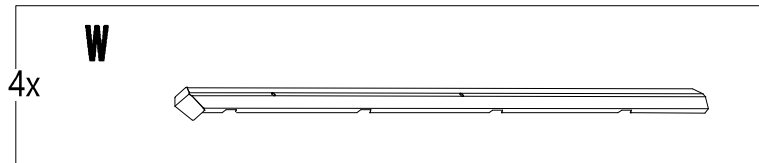
## Assembly (continued)

### 22 Attach the Big Roof Slanting Beam Cover

- Attach the big roof slanting beam cover (W) on the big roof using bolts (GG). Use wrench (Z1) to tighten all bolts.



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



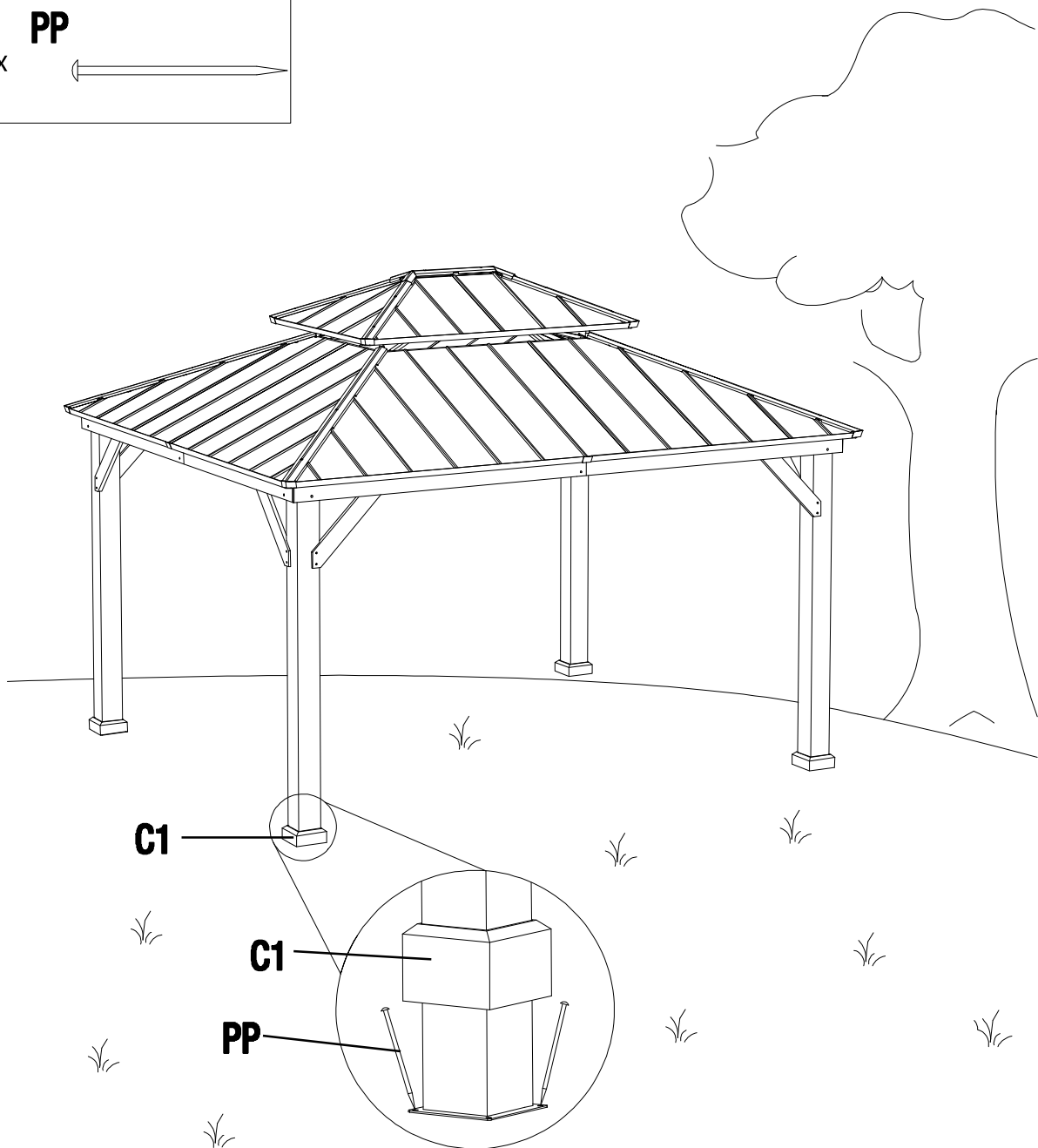
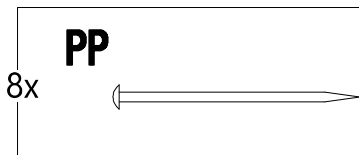
## Assembly (continued)

### 23 Attaching the Stake Bases

- Lift the base covers (B1) and secure the assembled gazebo using stakes (PP).
- It is recommended to anchor on wood or concrete surface for more stability using setscrew (Purchased separately).



**NOTE:** To avoid destroying the finish, do not put the parts on the ground directly.



## Care and Cleaning

- ❑ Check all screws and nuts periodically for tightness, fastening them again as required.
- ❑ Disassemble the gazebo in the reverse order of the assembly steps. Always disassemble the gazebo completely. A partially disassembled gazebo is not stable enough to resist wind and bad weather, and therefore can be damaged and/or cause damage.
- ❑ Clean the gazebo with mild soap and water. Rinse thoroughly and wait until the product is dry before reassembling it.
- ❑ Snow must be cleared off regularly during snowy days. Remove the snow at the roof top when it is thicker than 2 inches. In order to avoid damage, use a plastic snow rake to remove excessive snow and ice buildup from roof and keep away from falling debris.
  
- ❑ Do not use bleach, acid, or other abrasive cleaners on the canopies or frame parts.
- ❑ Steel components for this gazebo are treated with rust inhibiting paint to form rusting. However, due to the nature of steel, surface oxidation (rusting) will occur if these protective coatings are scratched. This is not a defect and thus not covered by the warranty. To minimize this condition, it is recommended to use care when assembling and handling the product to prevent scratching the paint. Should any scratching or damage occur, it is recommended to cover the scratch immediately with rust inhibiting paint not included. Surface rust can also be easily removed with a very light application of regular cooking oil or WD-40. If surface oxidation (rusting) occurs and if no measure is taken to prevent this, the oxidation may start dripping onto deck or patio and caused damaging stains, which may be difficult to remove. This can be prevented if the above-mentioned measures are taken to keep the product from oxidizing.
- ❑ Keep instruction manual for future reference.
- ❑ Keep the original packaging to store the gazebo.
- ❑ Steel components for this gazebo are treated with rust inhibiting paint that protects it from rusting. However, due to the nature of steel, surface oxidation (rusting) will occur if these protective coatings are scratched. This is not a defect and thus not covered by the warranty. To minimize this condition, it is recommended to use care when assembling and handling the product to prevent scratching the paint. Should any scratching or damage occur, it is recommended to cover the scratch immediately with rust inhibiting paint (not included). Surface rust can also be easily removed with a very light application of regular cooking oil. If surface oxidation (rusting) occurs and if no measure is taken to prevent this, the oxidation may start dripping onto deck or patio and caused damaging stains, which may be difficult to remove. This can be prevented if the above-mentioned measures are taken to keep the product from oxidizing.
- ❑ Do not use bleach, acid, or other abrasive cleaners on the roof or frame parts.
- ❑ Keep instruction manual for future reference.
- ❑ Keep the original packaging to store the gazebo.
- ❑ Remove canopy during bad weather and windy conditions.
- ❑ When not in use, store in a cool, dry area.

# HAMPTON BAY®

Questions, problems, missing parts? Before returning to the store,  
call Hampton Bay Customer Service  
8 a.m. – 7 p.m., EST, Monday – Friday, 9 a.m. – 6 p.m., EST, Saturday

**1-800-841-1350**

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Retain this manual for future use.

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