



VINYL GAZEBO KIT CONTENTS



*Completed vinyl octagon gazebo
with double pagoda roof*

Hardware for assembling your gazebo (provided):

- 2 1/2" screws—Use to
 - fasten joist together
 - fasten posts to outside joist
 - fasten rafters to rafter header
 - fasten benches & cupola
 - fasten roof sections to top railings

- 2" screws—Use to
 - fasten railing to posts
 - fasten roof sections together
 - screw down remaining deck boards

Note: Exception: If you order design post on your vinyl gazebo you will need to use 2 1/2" self drilling Phillips head screws to fasten the railings to the post and also to fasten the screen retainers.

Required Tools (not provided)

Screw gun, hammer, ladder, vice clamps and/or C-clamps

TABLE of CONTENTS

Section 1 Assembling Vinyl Octagon Floor

Section 2 Erecting Railings with Post Sections

Section 3 Adding Temporary Support to Double Roof Sections

Section 4 Placing Pagoda Railing

Section 5 Installing Pagoda Roof

Section 6 Installing Screen Panels

Section 7 Installing the Door

Appendix

**Section A1 Adding Temporary Support to Roof Sections
for Single Roof**

**Section A2 Inserting Cupola Ring Before Final Roof
Section**



Unpacking kit



Kit closeup



Section 1 Assembling Vinyl Octagon Floor

Step 1 Arrange the eight floor sections in order as they are marked #1 through #8. See *Figure 1b* and *Figure 1c*. (You'll find the marks on the joists, towards the center of the sections.) Using 2 1/2" screws, fasten joist together. Use about three screws each place where the deck boards are left out. Keeping the floor joist even at the top, fasten all floor sections together before proceeding to Step 2.



Figure 1a

TIP Use a vise clamp or C-clamp (*Figure 1d*) to hold joists while screwing them together. This helps to prevent the floor sections from moving. Be sure to keep top of joists even at the top and the corners aligned.

Step 2 Lay remaining deck boards in place, keeping nicest side of the wood up. Use 2" screws to fasten the boards to the joist. If needed, pre-drill pilot holes to prevent from splitting.



Figure 1b

IMPORTANT If your gazebo has hidden wiring or receptacles, do not screw down decking boards until posts are in place. You might need access under the floor to connect wiring.

NOTE Once floor is assembled, double check that it is sitting solid and is level. An out-of-level floor will create problems during the rest of the assembly process.



Figure 1c



Figure 1e



Figure 1d



Figure 2a

Section 2 Erecting Railings with Post Sections

Step 3 Insert posts into pockets until the vinyl sleeves rest on the floor—keeping doorway position(s) in mind. Be sure that the top of the posts are level with the top of the vinyl sleeves. If you have hidden wiring and receptacles, position those posts properly and facing the right way. **Do not screw posts to the floor yet.**



Figure 2b

Step 4 Fasten remaining (or all) bottom railings to the posts, using 2" screws (or 2 1/2" self drilling screws if using design vinyl post). Bottom of 1x3 railing "legs" will rest on the floor. Keep legs of railing centered on the post. Railings will keep posts plumb once all seven railings are installed.



Figure 2d

Note: Exception

If you ordered design post on your vinyl gazebo you need to use 2 1/2" self drilling Philip head screws to fasten the railings to the post. Also to fasten the screen Retainers.



Figure 2c

TIP Do not countersink the screws—a flush-driven screw is more appealing.



Figure 2e



Figure 2f



Figure 2g



Figure 2h

Install all eight top railing sections using 2" screws (*or 2 1/2" self drilling screws if using design vinyl post*). Be sure to align top of the railing sections with the top of each post. Install remaining braces.

Step 5 With all railings fastened in place, drive 2 1/2" screws from outside skirt (floor) boards into posts, two on each side, four per post. See *Figure 2i*. Also, pre-drill two holes, one on each side, then drive two 1/4" x 6" lags into the post.

Fasten the skirtboard trim using painted 8" x 2" screws. Use two screws about every 16". Be sure to keep the corners aligned. See *Figure 2j*.



Figure 2i



Figure 2j

Section 3 Adding Temporary Support to
Double Roof Sections

Figure 3a



Figure 3b



Figure 3c

NOTE This section provides instructions for installing a double roof. See *Appendix* for single roof installation instructions.

CAUTION Up until this point, it may have been a two-man job. Before beginning roof assembly, however, make sure you have a few vice clamps and/or C-clamps to help hold the roof sections in place. You will also need helpers. For safety reasons, be sure you are ready before proceeding.

Step 6 Mark the inside top center of each post 2" from the edge. With helpers, position the first roof section in place. Keep rafter plate (2x8 boards at the bottom of each roof section) about even with inside of post on both sides. On larger gazebos, or if helper has trouble holding the center part of the roof section up, carefully use a 2x4 to prop up the center.

Use vise clamps to hold in place, and then drive 2 1/2" screws into rafter plate. Drive the screws upwards, right inside the spindles of the top railing—one close to either post, then put a screw at every other spindle. Make sure the outside of the rafter plate is aligned and parallel with the top of the railing before you fasten any screw. At this point, use screws into the rafter plate only on the first section.

Step 7 Place the second roof section next to the first and—using 2" screws—fasten the rafters together. Use two screws (about every 16") to fasten adjoining rafters. (Do not screw rafter plates to the top rail sections until Step 9.) Clamps should be used to hold rafters until screws are driven (see *Figure 3d*). Clamp each rafter plate to the railings to keep them from moving on top railings and posts. Align rafters at bottom of rafter header.



Figure 3d



Figure 3e



Figure 3f



Figure 3g



Figure 4a

Step 8 Once the second roof section is secure, continue to fasten remaining roof sections together. Use clamps to keep rafters tight together while driving screws. (See *Figure 3d*.)



Figure 3h

Before the final section is in place, insert the rafter collar. Align the bottom of the collar with the bottom of the rafters and screw into each rafter with four 2 1/2" screws. Install and secure final roof section. Check to be sure that all rafters are resting evenly on top of posts and that plates are parallel with the top railing sections.

Step 9 Fasten the rafter plate to the top railing for remaining sections as was done in Step 6. You may have to adjust posts in or out, so the rafter plate splice comes to the center of the post. Make sure all screws in the roof assembly are in place before proceeding.

Step 10 Fasten the fascia boards to the outside of each rafter section. Be sure to push up snug against the roof shingles. Use three 2" screws. To avoid splitting, you may want to drill pilot holes. Align ends of fascia boards with seam of rafters.

NOTE Fascia boards may be a little long—you have to adjust the corner screws so the corners will align.

Section 4 Placing Pagoda Railing

Step 11 *Figure 4a* shows installing the pagoda header before the last roof section. You may have to push the roof sections upward to get the header in place. Adjust the header up or down so you have only the railing visible.



Figure 4b



Figure 4d

above the shingle (see *Figure 4b*). Then fasten to the rafters with four 2 1/2" screws (see *Figure 4d*).

After the header is fastened to the entire roof section, double up the 2x6 header on the inside, as shown in *Figure 4d*.

TIP First fasten all eight pieces together with two 2 1/2" screws at the corners. Then have someone help you lift the pagoda in place until you have secured it.

Section 5 Installing Pagoda Roof

Step 12 The pagoda roof is quite heavy. If you don't have access to a forklift, you will need four or more men to set the pagoda roof in place. *Figure 5a* shows 4x4s leaning against the gazebo to create a ramp for sliding the roof upwards.



Figure 5a



Figure 5b

To install the rubber slate hip capping, use 3/4" nails or staples. Install the starter cap. Then proceed with the rest of the capping. (Note: Asphalt capping is more or less the same.) See *Figure 5d* and *Figure 5e*.



Figure 5c



Figure 5d



Figure 5e



Figure 5f

Step 13 Make center marks on your post. Slide the roof in place. Using 2 1/2" screws, fasten the pagoda roof in place.



Figure 6a



Figure 7a



Figure 7b



Figure 7c

The pre-built cupola will slip over the rafter collar and set on top of the final shingle caps (Figure 4b, page 6). Using four 2 1/2" screws in the pre-drilled holes (Figure 5g), fasten the cupola to the roof—making sure to center it.



Figure 5g

Section 6 Installing Screen Panels

NOTE Although these instructions show a wood gazebo, they also apply to installing screen panels on a vinyl gazebo.

With the help of another person, set two screen panels in place, retaining the same distance to the rafter plate splice on either side. Then use four 2" screws to fasten a retainer strip to the post (or 2 1/2" self drilling screws if using design vinyl post). (See Figure 6a.) Proceed one screen panel at a time until completed.

Section 7 Installing the Door

Before fastening the pre-hung door with three 2" screws (Figure 7a), measure from the jamb to the post on either side to ensure the door is centered in the opening. After the top is fastened, pre-drill eight holes. Next, use eight 2 1/2" screws to fasten the jamb to the railing—four screws on either side.

Using three 2" screws, fasten the bottom into the deckboards. (See Figure 7c.) Be sure to have the same distance to the edge of the deck board on each end. Install the upper door-screen panel first, then the panels on either side of the door. For the hardware, install the latch first and then the door closer and the safety chain.

Congratulations!!

You have finished your gazebo!



Appendix

Section A1 Adding Temporary Support to Roof Sections for Single Roof



Figure A1a

Step A1 Mark the inside top center of each post 15/8" from the edge (See *Figure A1a*). With helpers, position the first roof section in place. Keep rafter plate (a 2x8 board at the bottom of each roof section) about 1/4" in past the post on both sides. On larger gazebos, or if helper has trouble holding up the center part of the roof section, fasten a 2x4 to prop up the center. (See *Figure A1b*.) Use vise clamps to hold in place, and then drive 2" screws into rafter plate. Drive them upwards, in between spindles of top railing—four screws per section, one close to either post, the remaining two screws towards the center of railing section. (See *Figure A1c*.) Before you fasten any screw, make sure the outside of the rafter plate is aligned and parallel with the top of the top railing. Only use screws into the rafter plate on the first section at this time.



Figure A1b

Step A2 Place the second roof section next to the first. Using 2" screws, fasten rafters together. (See



Figure A1d

Figure A1d.) Use four screws (two from each side about every 16') to fasten adjoining rafters. (Do not screw rafter plates to top rail sections until Step A4.) Clamps should be used to hold rafters until screws are driven. Clamp each rafter plate to railings to prevent movement on top railings and posts. Align rafters at the bottom of the rafter header.



Figure A1e



Figure A1c



Figure A2a



Figure A2b



Figure A2c



Figure A2d

Section A2 Inserting Cupola Ring Before Final Roof Sections

Step A3 Once the second roof section is secure, continue to fasten the remaining roof sections together. Use clamps to keep rafters tight together while driving screws. Before final section is in place, insert rafter collar. *Figure 4a* shows the rafter collar with the screws (10 x 2 1/2") started and ready to install.

Align the bottom of the collar with the bottom of the rafters and screw into each rafter with 2 1/2" screws. Install and secure final roof section. Check to be sure that all rafters are resting evenly on top of posts and that plates are parallel with the top railing sections.

Step A4 Fasten rafter plate to top railing for remaining sections as was done in Step A1. You may have to adjust posts in or out, so the rafter plate splice comes to center of post (*Figure A2d*). Make sure all screws in roof assembly are in place before proceeding.

Step A5 Fasten fascia boards to outside of each rafter section. Be sure to push up snug against the roof shingles. Use three 2" screws. To avoid splitting, you may want to drill pilot holes. Align ends of fascia boards with seam of rafters.

(See *Figure A2f*.)



Figure A2e



Figure A2f

Return to Section 6, page 8, *Installing Screen Panels*.