

# Vinyl Traditional Pavilion



# Assembly Manual

# Vinyl Traditional Pavilion Assembly Manual

Thank you for your purchase of this pavilion.

This manual is designed to simplify the assembly process, however we recommend having an experienced carpenter involved in the project. Please read through the entire manual before starting!

The Pavilion put together for this manual was a 10x14 Rectangle. This manual can also be used for other sizes. It took 2 men, approximately 6 hours using the tools shown. However, it may take you longer since it will be a new project for you.

Take a deep breath and get at it; the satisfaction and enjoyment of this pavilion is only a few hours away.  
Have fun!

You have purchased a product that consists of heavy, bulky pieces. With your purchase, you assume full responsibility to have the necessary manpower and/or equipment available to unload the items. You also agree that any damage that happens to the equipment, product, or individuals during the unloading process, or during the entire construction process, is your responsibility , and neither the seller, nor the manufacturer, will be held liable for any such damage.



6' & 10'  
Step  
Ladders



Rubber  
Mallet



Hammer



Ratchet with  
9/16" & 3/4"  
Socket



Hammer  
Drill



1/2" Concrete  
Drill Bit



Cordless  
Drill



25' Tape  
Measure



Utility  
Knife



Hammer  
Tacker



Paint  
Brush



(4) 2x4x8' Long  
(2) 2x4 Approx 4' Long  
for bracing header assemblies

# Parts List



2.1/2" White Head  
Screw



1/2x4" Concrete  
Lag



3.1/2" Brown  
Screws



2.1/2" Brown  
Screws



3/8 x 3.1/2" Lag  
Screw



2" 6 Penny Nail



3/4" Roof Nail



1" Roof Nail



1.1/2" Screw



1/2" 4" Bolt



2" & 4" Square  
Drive Bit



2" White Pan  
Screw



Roof Plate



Header Beam



1x6 T&G Roof Boards



Double Hip Rafters



Single Rafters



Single Rafters



Double Ridge Piece

# Parts List Continued



Brace Trim



Roofing Paper



Arch Brace



Brace Cover



Corner Rafter Plate



Outside Corner Cover



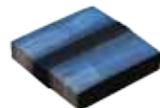
Inside Corner Trim



Liquid Nails



Asphalt Shingles



Ridge Caps



Touch up Stain  
for ceiling



Mr. Clean  
Cleaning Sponge



Country Lane Name  
Plaque w/ Serial #



Set your Pavilion Package as close to the building site as possible.



Remove protective shrink wrap. Do not unwrap until you are ready to build. Keep dry and protected until you are ready to assemble the pavilion.

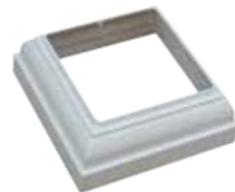
# 6x6 Post Assembly



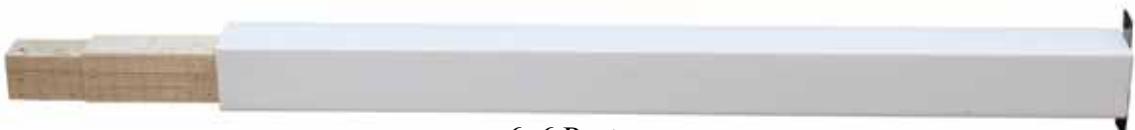
Top Square Trim



Top & Bottom  
Small Trim  
X2



Bottom Large Trim



6x6 Post



Layout Post and all Post Trim Pieces.



Insert all Trim Pieces onto post from the top of the post down.

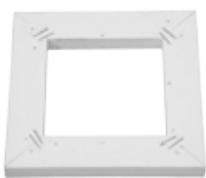


Insert all Trim Pieces in the order shown above.

Note: Be sure the Pieces are installed correctly before you move onto to assembling the Pavilion. Changing or adding pieces is impossible once you have started assembly.

Take note the direction the pieces are facing and that you install them properly.

# Round Column Post Assembly



Top Square Trim



Top Trim



Decorative Ring



Bottom Trim



10" Column



Layout Post and all Post Trim Pieces.



Insert all Trim Pieces onto post from the top of the post down.

Top of Post



Bottom of Post

Insert all Trim Pieces in the order shown above.

Note: Be sure the Pieces are installed correctly before you move onto to assembling the Pavilion. Changing or adding pieces is impossible once you have started assembly.

Take note the direction the pieces are facing and that you install them properly.

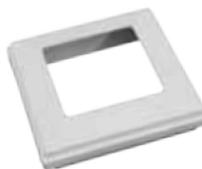
# Superior Post



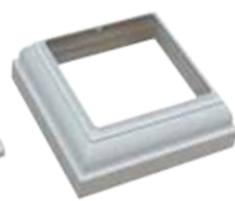
Top Square Trim



Top Small Trim



Top Superior Trim



Bottom Superior Trim



8x8 Superior Sleeve



6x6 Post



Layout Post and all Post Trim Pieces.



Insert all Trim Pieces onto post from the top of the post down.

Top of Post



Bottom of Post

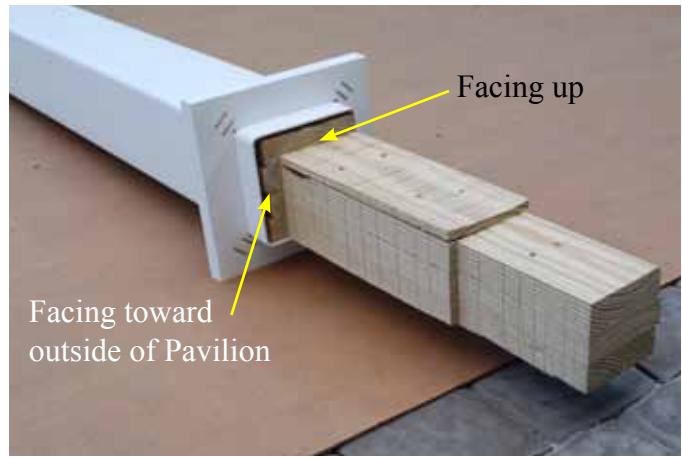
Insert all Trim Pieces in the order shown above.

Note: Be sure the Pieces are installed correctly before you move onto to assembling the Pavilion. Changing or adding pieces is impossible once you have started assembly.

Take note the direction the pieces are facing and that you install them properly.



Place two posts with trim pieces attached, onto cardboard to protect them from getting scratched or damaged.



Ensure the post is placed as shown above.



Start with the two longer headers first.



Install Arch Braces, There are left and right side arch braces. Place Correct one on each side as shown.



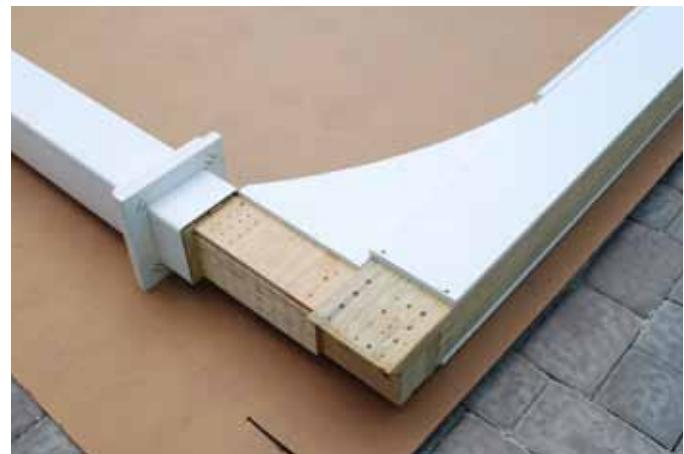
Align Arch Brace with Header Beam at the post side as shown.



Attach Arch Brace to Header Beam using 3.1/2" Brown Screws through pre-drilled holes



Place Header Beam & Arch Braces onto Posts.



Align Post and Header Beam with Arch Brace tightly together from top to bottom.



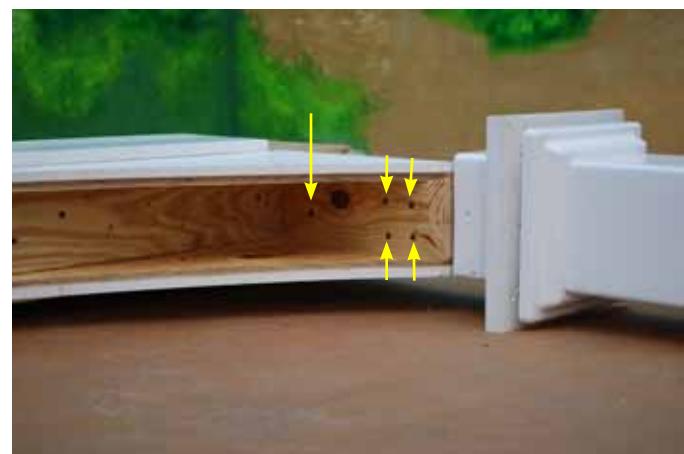
Fasten Header Beam to post using (10) 3.1/2" Brown Screws into pre-drilled holes. Do not fill the four outside holes at this time. (Shown with yellow arrows)



Fasten Arch Brace to Post using (14) 2.1/2" Brown Screws through pre-drilled holes. Make sure side of post is tight against side of Arch Brace.



Fasten Arch Brace to side of Post using (5) 3.1/2" Brown Screws.



Five Screw Locations



After both sides are properly secured. Set Posts & Header Assembly into an upright position.



Be careful to hold the Post and Header Assembly in place as it could fall over easily.



To keep the Header Assembly upright build a temporary A-frame brace using your own 8' long 2x4's and fasten with (2) 2 1/2" screws.



Assemble second Long Side Post & Header Assembly directly opposite of the first.



Set up second Post & Header Assembly



Set Left & Right side Headers onto floor at proper locations.



Measure the length of the header.



Then measure the distance in between the 2 Post & Header Assemblies.



Adjust the distance to match the correct spacing.



Install Arch Braces onto Header Beam



Lift and Set Header Assembly into Place.



Attach Header to Post using 3.1/2" Brown Screws through all pre-drilled holes.



Fasten Arch Brace to Post using (14) 2.1/2" Brown Screws through all pre-drilled holes. Ensure side of Arch Brace is tight against post on the top and Bottom sides.



Be sure to fill all Pre-Drilled Holes along edge that were left empty in previous steps.  
Install opposite side header using the prior steps.



Fasten Top of Header to Post using (3) 3.1/2" Brown Screws (toed) through pre-drilled holes in each end of each header.



Post & Header Assembly Completed.



Begin installing Roof Plate by lifting one of the longer sides up first.  
Be sure to lift Roof Plate over Header Assembly, being careful not to damage the Header Assembly.



Place Roof Plate on top of Header Assembly.  
Align corner edge of roof plate with corner of header assembly as shown.



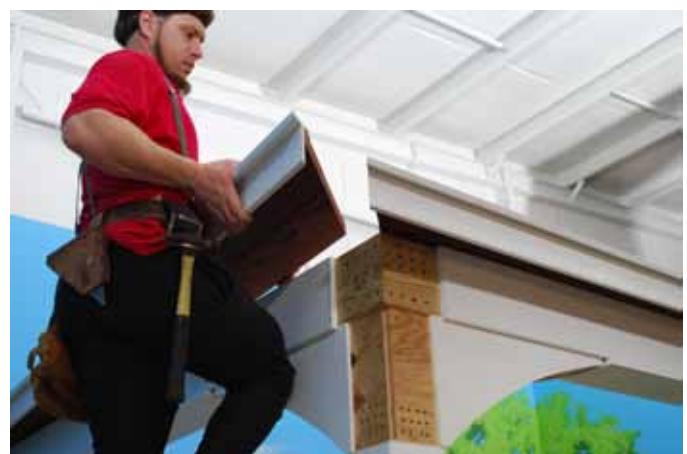
Measure the inside reveal on both ends and space equally.  
Maintain proper alignment at corners



Fasten Roof Plate temporarily using (1) 3 1/2" Brown Screw at each end in the location shown. This is NOT pre-drilled.



Install adjacent Roof Plate.



Place Roof Plate into position



Line up corners evenly.  
Both vertically and horizontally.  
Fasten corners together using (1) 2" White Head Screw per corner.  
This is not pre-drilled.



Fasten Roof Plate temporarily using (1) 3.1/2" Brown Screw at each end in the location shown.  
This is NOT pre-drilled.



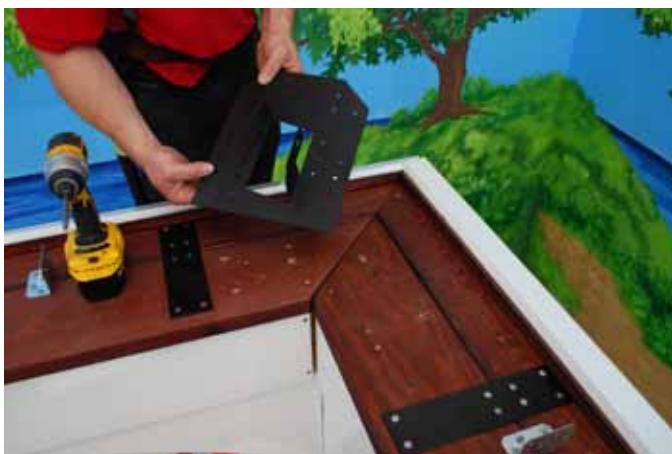
Install adjacent Roof Plate using previous steps



Install Final Roof Plate using previous steps



Measure across corners both ways and adjust to a square position.



Install Corner Rafter Plate



Place Corner Rafter Plate centered onto roof plate joint.

Align notched section of Corner Rafter Plate with the corner of the Roof Plates.



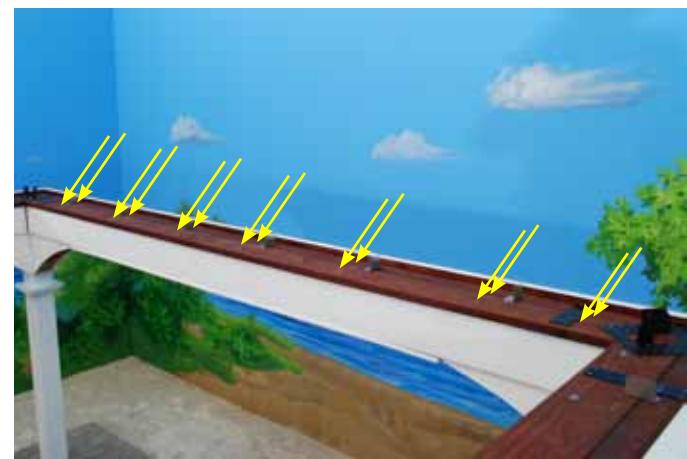
Fasten Corner Rafter Plate to Roof Plates using 1.1/2" screws into every hole.



Fasten Roof Plate to Header below using a 3/8" x 3.1/2" Lag and a Washer into every pre drilled hole.



Or use a Power Driven tool with a 9/16" socket.



Locations of Pre-Drilled holes.

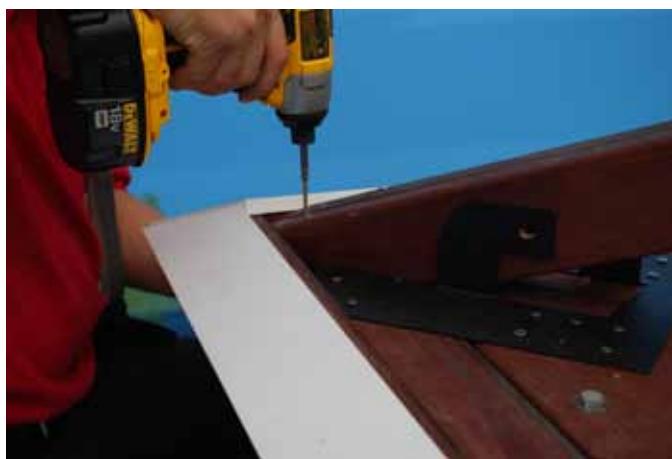
Location and amount of pre-drilled holes may vary depending on size of pavilion.



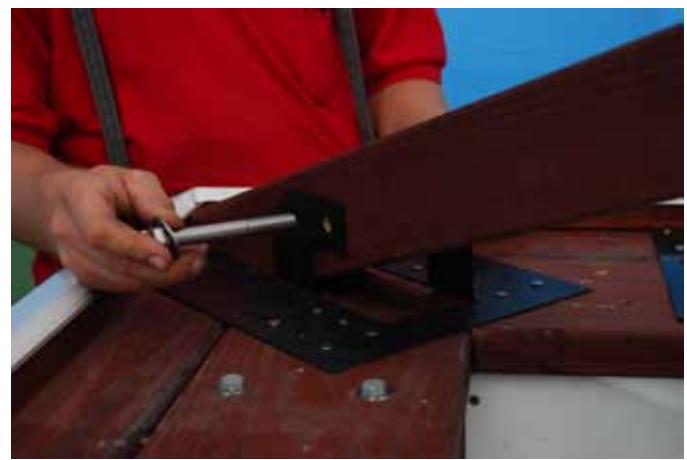
Install first Double Hip Rafter.  
There are 2 Left & 2 Right Rafters. Be sure to  
install them in proper corners.



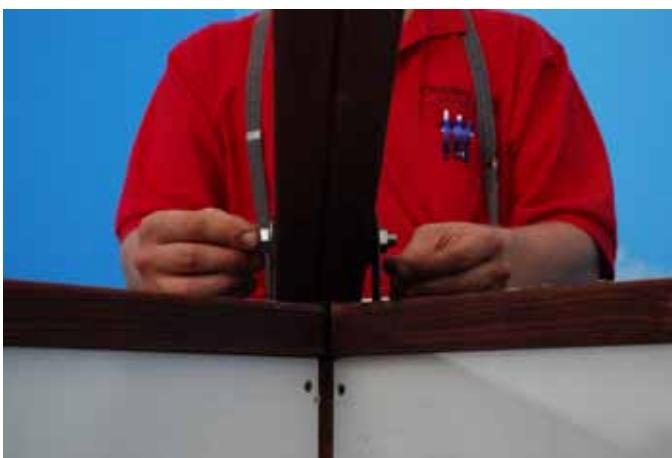
Slide Double Hip Rafter into Corner Plate and  
pressed snuggly into corner.



Attach with (2) 2.1/2" Brown Screws at approx 1"  
from end through top down.



Insert 1/2" x 4" bolt and washer.  
Use washer and nut on threaded end.



Hand Tighten Only, Leave slightly loose for easy  
adjustment.  
Note: To be tightened fully in future step.  
Install three remaining hip rafters.



- Install remaining 3 Hip Rafters using previous steps.



Fasten Hip Rafters together at the top using (2) 3 1/2" brown screws per side.



Install Single Rafters starting with the 4 Longer center rafters.



Slide against outside board and fasten from top down using 2 1/2" Brown Screws.  
Do not attach side brackets at this time.



Install 4 Center Long Rafters Only.

Note: Smaller Sized pavilions may only have 2 Long Rafters (Long Rafters reach the Top Ridge of the roof).



Insert Double Ridge Piece between Hip Rafters and 4 Single Rafters.

Install with nicest side down.



Align Double Ridge piece with top edge of Single Rafters.



Fasten single rafters to Double Ridge Piece using (2) 3 1/2" Brown Screws per connection (toed) through pre-drilled holes.



Align Double Ridge Piece with Hip Rafter as shown. Notice this will make the Hip Rafter a little higher than the Ridge piece.  
Be sure to Align equally on both sides.



Fasten Double Ridge Piece to Double Hip Rafters using 3 1/2" Brown Screws (Toed) through the pre drilled holes.  
Ensure you fill all of the pre-drilled holes.



Install Shorter Single Rafters. There are left and right single rafters. Install on correct side of double hip rafter.



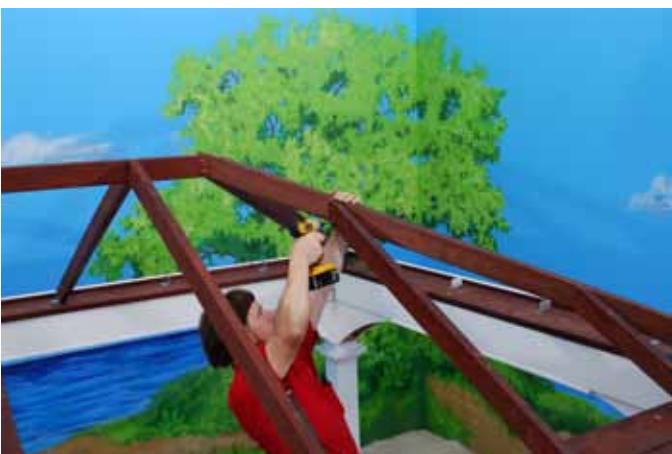
Fasten Single Rafter to Roof Plate using (1) 2.1/2" Brown Screw through pre-drilled hole.



Install second (Shorter) Single Rafter



Fasten Single Rafter to Roof Plate using (1) 2.1/2" Brown Screw through pre-drilled hole.



Fasten Single Rafter to Double Hip Rafter using (2) 3.1/2" Brown Screws through pre-drilled holes. Align both rafters evenly at top



Fasten L Brackets to Single Rafter using (4) 1.1/2" screws per bracket



Fasten opposite side of Single Rafter to roof plate using (2) 3.1/2" Brown Screw through pre-drilled hole (Toed).



Tighten bolt on Hip Rafter with 3/4" socket.



Fasten all Single Rafters as shown in prior steps..



Layout 1x6 T&G Roof Boards.

For Smaller Pavilions there will be four packs 1 for each side. Units 16' and Larger get two or more packages per side. Do not mix up packages.



Install 1x6 Roof Boards starting at the bottom with the longest board first.



16' and larger Pavilions will require 2 boards for the first couple rows.

Align Roof Boards close to center of Double Rafters. (Yellow Arrows)



Fasten to Rafters using 2" hand nails (2) per Rafter. You can also use a 2" Power stapler or nailer, You will have to supply your own nails for your specific nailer.



Tap following rows into place using a rubber mallet. To not tap with a regular hammer you may damage the tongue.  
Be sure to insert the T&G Joints completely.



Continue with the next row of boards, each board will be a bit shorter than the one before.  
All boards are pre cut to fit.



The Top Piece will be narrower then the rest.



Finish all four sides using previous steps





Install roofing paper using a hammer/stapler.



Roll across roof. Attach with stapler and cut evenly with corner of roof.



Roll out on 2nd row overlapping approximately 2"



Continue until complete. Be sure to add enough staples as to keep the roofing paper from shifting under your feet.



Apply Liquid Nails inside Arched Header on both sides where 2x4 Corner Brace will be fastened



Insert 2x4 Corner Brace



Insert brace on a 45 degree angle. Tap into place with a hammer for a snug and tight fit.



Attach using 3.1/2 Brown Screws in each pre-drilled hole. Using longer 4" drill bit will make this step easier.





Slide Square Trim up against Arch Brace, and Fasten in center of Square Trim using (2) 2.1/2" White Head Screws, (1) per Arch Brace (angled)



Install Inside Corner Trim



Fasten Inside Corner Trim to Header using (1)  
2.1/2" White Head Screw.



Fasten Square Trim to bottom of Inside Corner Trim using (1) 2.1/2" White Head Screw from bottom up.



Install Brace Cover.



Measure reveal of Brace Cover on the inside and the outside of the Arch Brace for an equal distance.



Fasten Brace Cover to Arch Brace using (3) 2.1/2" White Head Screws.



Make sure top side of Brace Cover is aligned evenly before fastening upper two screws.



Install Brace Trim



Turn groove to correct side and slide up into position.



Fasten Brace Trim to Arch Brace using (1) 2.1/2" White Head Screws centered on Brace Trim.



Install Outside Corner Cover.



Slide up and against



Fasten Top side of Outside Corner Cover to Headers using (2) 2.1/2" White Head Screws (1) per side.



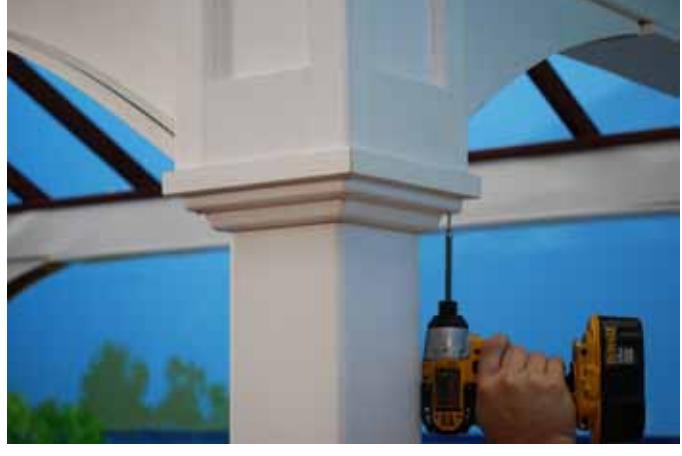
Fasten Square Trim to Outside Corner Cover from the bottom up using (3) 2.1/2" White Head Screws (1 per corner)



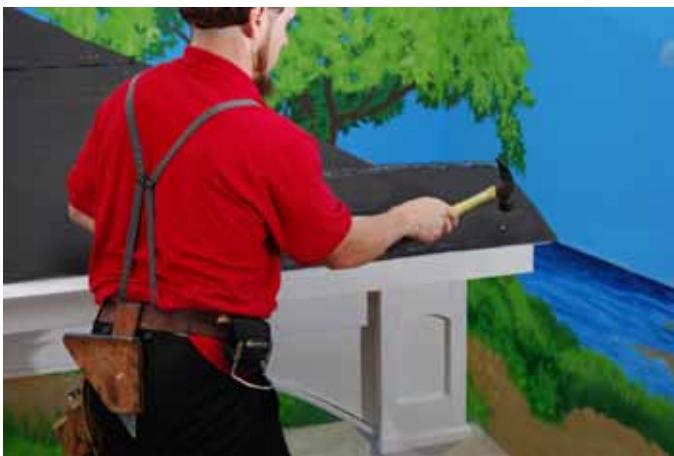
Slide up the Top Small Trim Piece



Fasten Small Trim to Square Trim from the bottom up using (4) 2" White Pan Screws



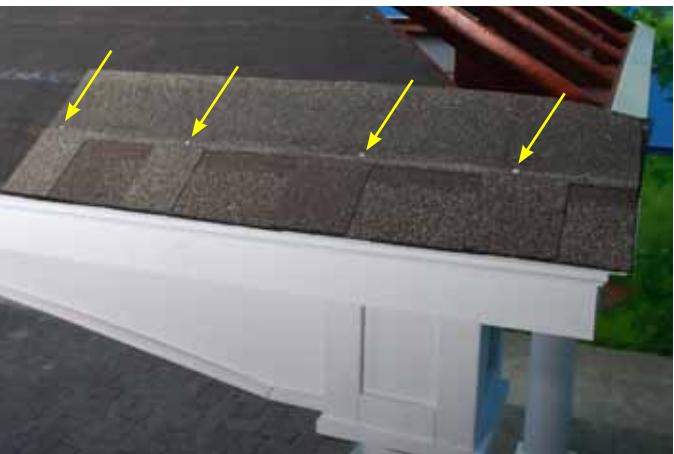
Use one screw per corner.



To install 1st row of shingles, turn shingle upside down with black tar line at bottom edge facing up. and attach to roof using (4) 3/4" Roofing Nails. Place nails approximately 3" from bottom.



Attach second row of shingles to roof using 3/4" Roof Nails provided, or a power stapler. Do not use long nails or staples that protrude through 1x6 T&G Roof Boards.



Use (4) 3/4" roofing nails and attach to roof through shingle at the center line marked on the shingle. Do not fasten below the line or your fasteners will be exposed



Trim corner shingles using a shingle scissors or utility knife.  
When using a knife cut on the bottom side.



Start second row, line up bottom of shingle with the architectural line on the shingle below.



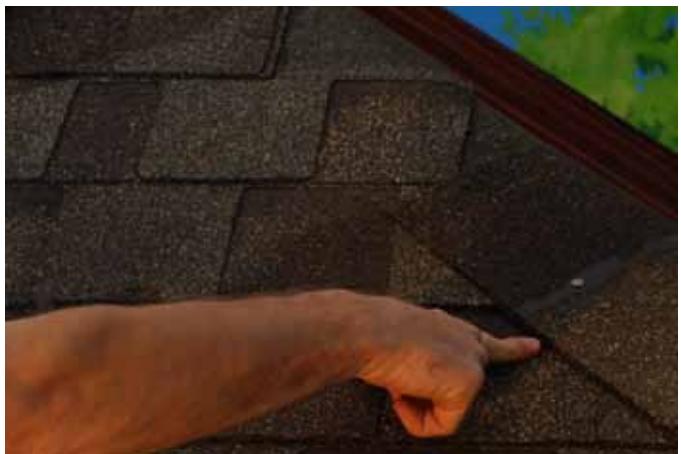
Also see instructions on shingle package.



Continue on up to the top working across then up.



Capping the Ridge.  
Start 1st Capper centered on ridge down past corner.



Fasten using (2) 1" Roof Nails per Capper.  
Fasten Nail through black tar strip.



Place second capper into place



Align bottom of 2nd capper w/ small groove of the capper below it.  
Leave approx 5" exposure to the weather.



Fasten using (2) 1" Roof Nails, (1) per side..



Continue up the ridge using the same previous steps. Install cappers in a nice straight row for a neat appearance from ground view.



Trim the Top



Start at both ends of ridge and work toward the center of the ridge.



Last piece will need cut in half and will bring the corners together.



Trim the bottom edges using a shingle scissors or a utility knife.



Install the Cupola.  
Place the Cupola on the center of the roof.  
Measure both sides to ensure the Cupola is centered.



Fasten Cupola to the Roof using (4) 2.1/2" White Screws.



Using the provided Pint of Stain or Paint, touch up any area that may have become scratched during installation.



Using the provided Mr. Clean Sponge, dampen with water, squeeze out excess water, and use on all vinyl areas to clean any scuffs or dirt that may have happened during installation.



When attaching your Pavilion to your Patio, Ensure you attach it to a solid structure. (I.e. Concrete Base, Concrete Pad, Deck etc..) Do not attach to pavers alone. Pavers will not hold your Pavilion down in high winds.



First lift Post Base Trim up and away from brackets. Using a Hammer Drill and a 1/2" Drill Bit (Not Included). Drill into the footings below.



Insert and tighten 1/2" Lag Bolt.  
After tightening Bolt lower Post Base Trim into place.



Slide the small trim down onto the top of the large trim and click into place.



Fasten the small trim to post using (2) 2" Pan Head Screws on opposite sides as shown.

## Note:

Attach directly to concrete footer or concrete pad. Do not attach through pavers. Photos used in this assembly manual are for instructional purposes only!