



Enjoy Cozy Life!

10'x12' ALEXANDER HARDTOP GAZEBO WITH DOUBLE ROOF

ASSEMBLY MANUAL



KOZYARD LLC PRODUCTS

www.kozyard.com

Warnings and Cautions

1. Please read and follow this assembly and operation guide to reduce personal injury and damage to your gazebo.
2. Do not discard any of the packaging until you have checked that you have all the parts and packs in place, this gazebo roof maximum weight capacity is 2000 pounds.
3. Tie sidewalls and nettings to the poles when it is incoming over 30 MPH wind.
4. Some parts might have sharp edges/corners. please follow basic safety precautions to reduce the risk of hurts, this item contains small parts which can be swallowed by children. please keep it away from children under 3 years old and pets during installation.



1. Two or more people are required for assembly and disassembly.



2. Do not fully tighten screw prior to complete assembly.

Pre-assembly

TOOLS THAT MAY BE REQUIRED (Not included in boxes)

Note: Tools are not shown to actual size and scale.



Level



Phillips Screw



Drill



Allen Key



Allen Key



Safety Hat



Rubber Mallet



Gloves

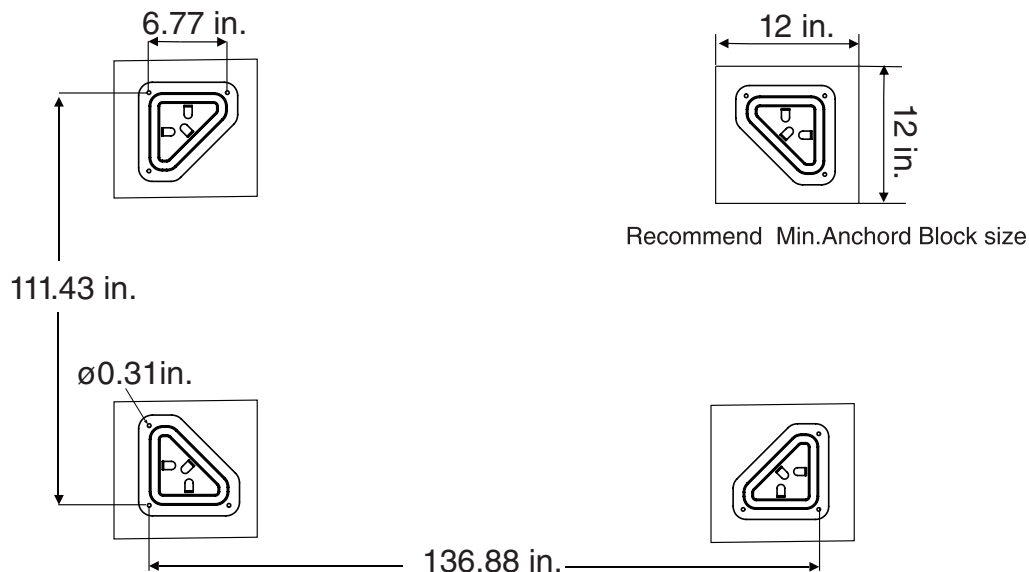


Stepladder



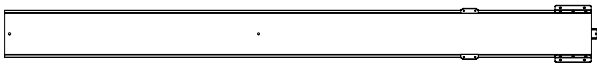
Safetyglasses

10'x12' Anchor Blueprint

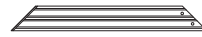


Highly recommend anchor poles into concrete.
It's essential to place the gazebo on level ground.

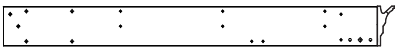
Attn:Before you begin, check that all required items are accounted for to ensure an efficient assembly process.



A (x4)



J1 (x4)



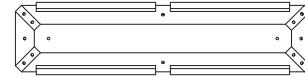
B (x2)



J2 (x4)



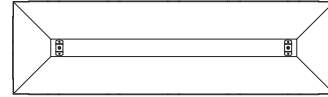
B1 (x2)



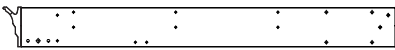
K (x1)



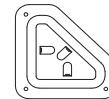
B2 (x2)



K1 (x1)



C (x2)



L (x4)



C1 (x2)



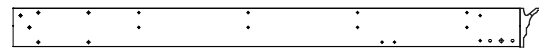
M (x4)



C2 (x2)



N (x4)



B6 (x2)

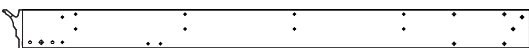
ITEM	DESCRIPTION	QTY
A	Pole	4
B	Beam	2
B1	Joint Bar	2
B2	Sidewall Track	2
C	Beam	2
C1	Jointer Bar	2
C2	Sidewall Track	2
B6	Beam	2
B61	Jointer Bar	2
B62	Sidewall Track	2
C6	Beam	2
C61	Jointer Bar	2
C62	Sidewall Track	2
F	Union Bar	4
G	Corner Cover	4
H	Joint Cover	4
H1	Joint Cover	4
H2	Silicone Rubber	1
H3	Double-sided adhesive tape	1
J1	Corner Solidifying Bar	4
J2	Corner Solidifying Bar	4
K	Inside Roof Connector	1
K1	Outside Roof Connector	1
L	Plate	4
M	Corner Roof Bar	4
N	Roof Bar	4



B61 (x2)



B62 (x2)



C6 (x2)



C61 (x2)



C62 (x2)



F (x4)



G (x4)



H (x4)



H1 (x4)



H2 (x1)



H3 (x1)



P (x2)

P1 (x2)



Q (x2)



Q1 (x2)

Q2 (x2)



R (x8)



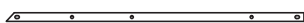
S (x104+2)



T (x2)



T1 (x2)



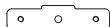
U0 (x4)



U (x4)



U3 (x4)



U4 (x4)



V1 (x2)



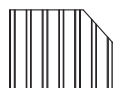
V2 (x2)



V3 (x2)



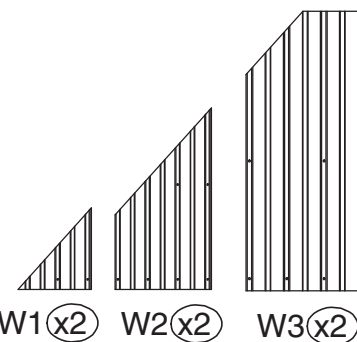
V4 (x2)



V5 (x2)



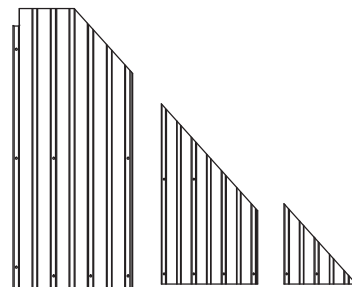
V6 (x2)



W1 (x2)

W2 (x2)

W3 (x2)

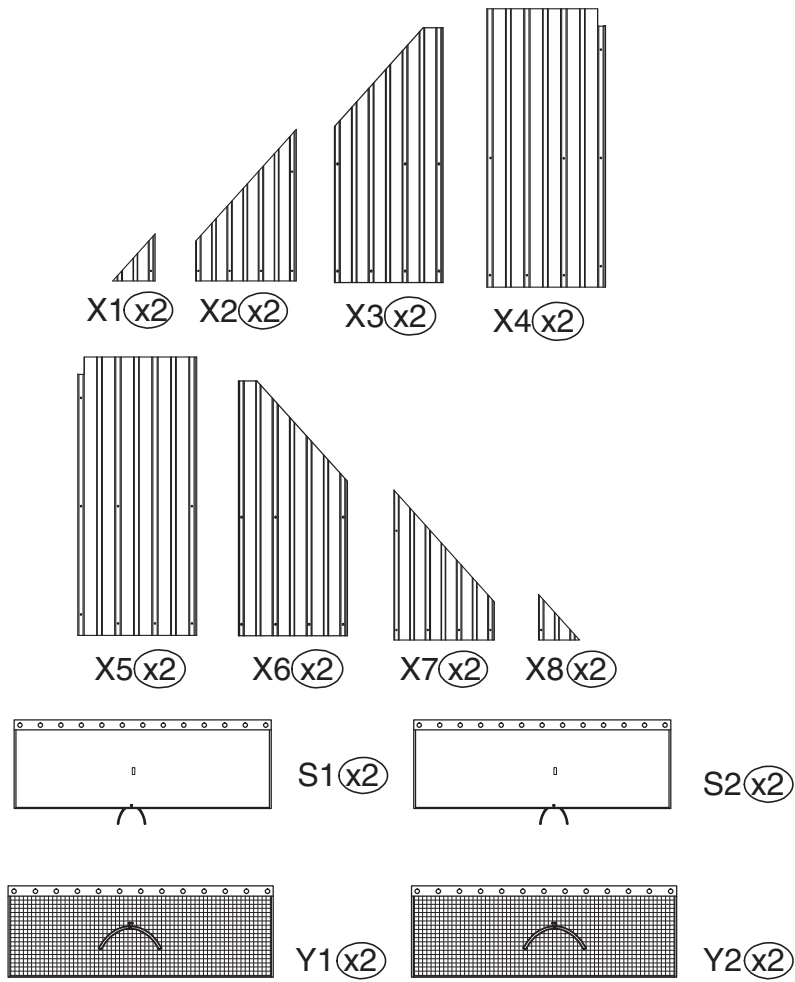


W4 (x2)

W5 (x2)

W6 (x2)

ITEM	DESCRIPTION	QTY
P	Finishing Bar	2
P1	Net Frame	2
Q	Finishing Bar	2
Q1	Net Frame	2
Q2	Net Frame	2
R	Finishing End	8
S	Spacer	104+2
T	Finishing Bar	2
T1	Finishing Bar	2
U0	Solidifying Bar	4
U	Solidifying Bar	4
U3	Iron Angle	4
U4	Iron Angle	4
V1	Roof Panel	2
V2	Roof Panel	2
V3	Roof Panel	2
V4	Roof Panel	2
V5	Roof Panel	2
V6	Roof Panel	2
W1	Roof Panel	2
W2	Roof Panel	2
W3	Roof Panel	2
W4	Roof Panel	2
W5	Roof Panel	2
W6	Roof Panel	2



SY(x4)



Z(x56+2)



Z1(x4)



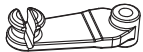
Z2(x4)



Z3(x4)



Z4(x4)

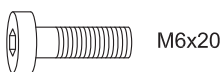


4#(x104+3)



M6x16

1#(x218+4)



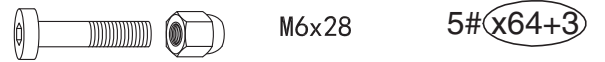
M6x20

2#(x16+2)



φ 12x20+M6x12

3#(x16+2)



M6x28

5#(x64+3)



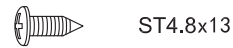
M6x45

6#(x8+1)



M6x50

7#(x28+2)



ST4.8x13

9#(x24+2)



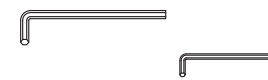
M6x25

10#(x4+1)

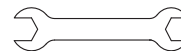


M6x10

11#(x8+1)



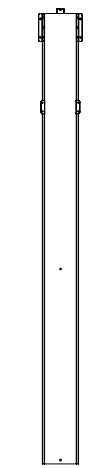
Allen key



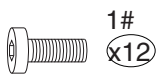
Wrench

ITEM	DESCRIPTION	QTY
X1	Roof Panel	2
X2	Roof Panel	2
X3	Roof Panel	2
X4	Roof Panel	2
X5	Roof Panel	2
X6	Roof Panel	2
X7	Roof Panel	2
X8	Roof Panel	2
S1 & S2	Solid Sidewall	4
Y1 & Y2	Mosquito Net	4
SY	Strap	4
Z	Bracket	56+2
Z1	Bracket	4
Z2	Bracket	4
Z3	Bracket	4
Z4	Bracket	4
1#	Screws	218+4
2#	Screws	16+2
3#	Screws	16+2
4#	Hook	104+3
5#	Screws	64+3
6#	Screws	8+1
7#	Screws	28+2
9#	Screws	24+2
10#	Screws	4+1
11#	Screws	8+1

Parts Required:



A (x4)



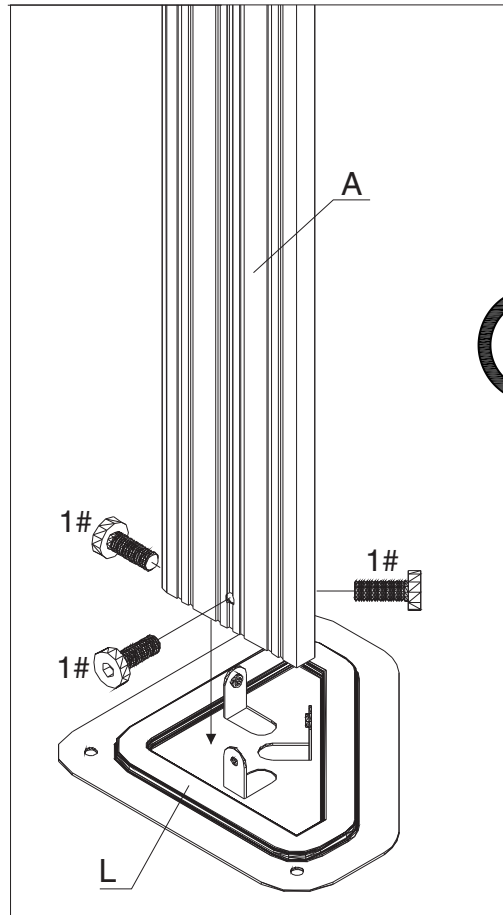
1#
(x12)



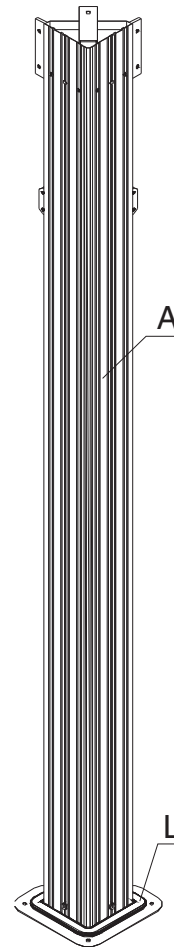
L (x4)

Step 1: Set up Poles

1. Set up Poles (Part A) with Stand Plates (Part L) using screws 1# as shown in diagram.



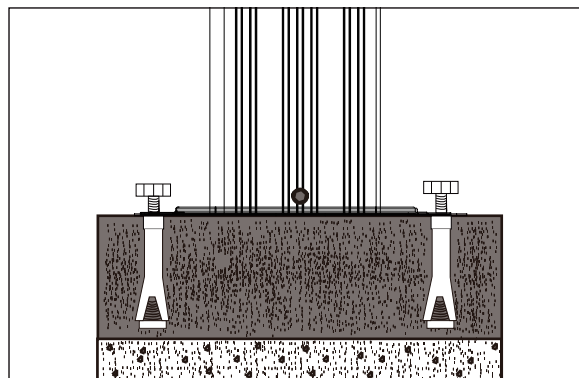
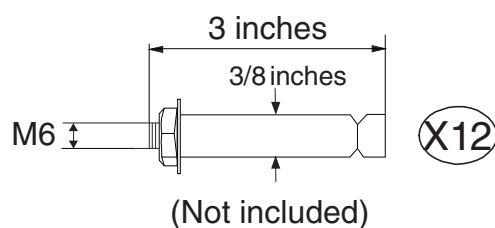
X4



Reference for anchoring gazebo:

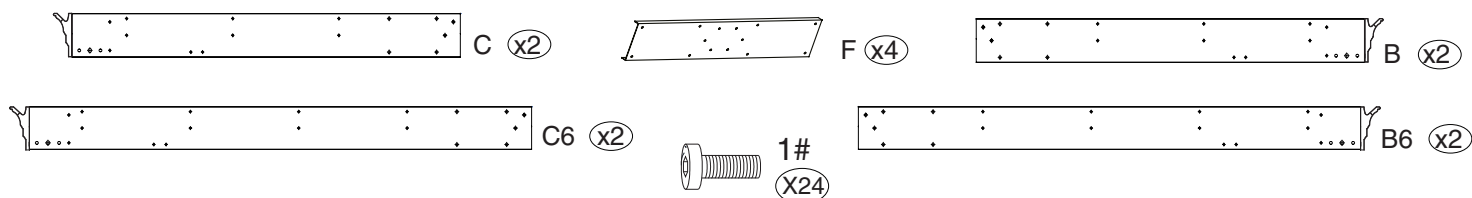
Only anchor after finishing all the assembly.

If the ground is concreted and the depth of it is over 3 inches, you can buy Diameter 3/8" x 3" length Sleeve anchors.



Attn: After completing assembly, If it is often strong wind in your location during bad weather or when the wind scale reaches level 5 or above it, please reinforce it as is shown above .

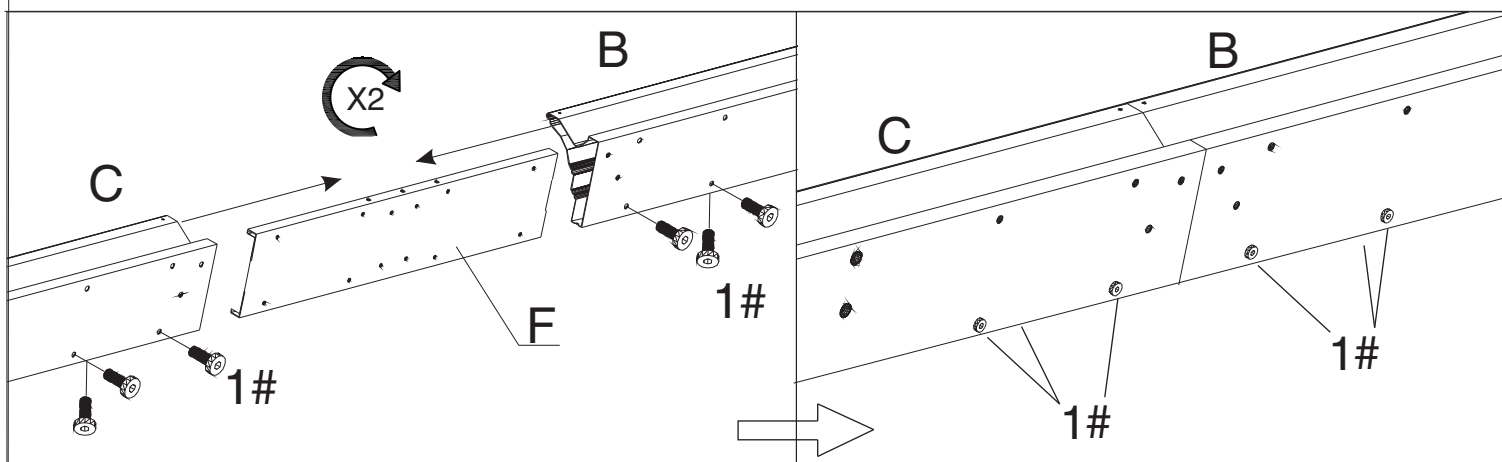
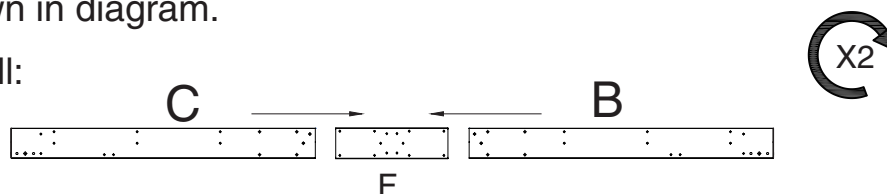
Parts Required:



Step 2: Connect the Beams

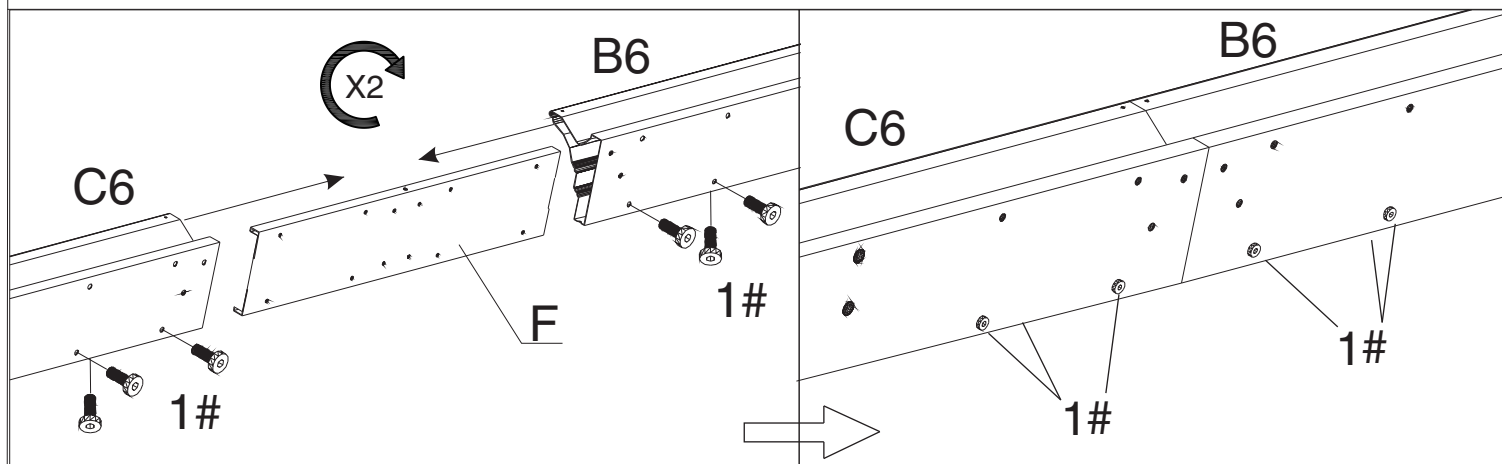
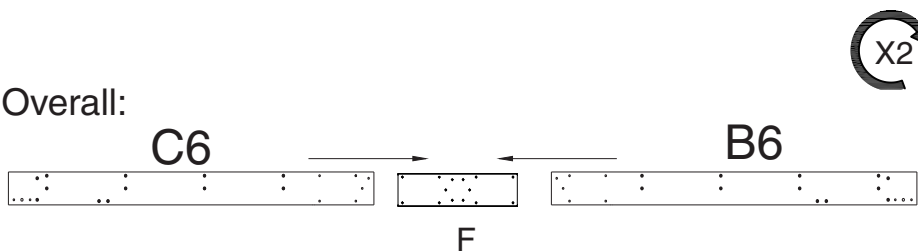
1. Connect Beams (Part C, B) into one beam using Union Bar (Part F) with screws 1# as shown in diagram.

Short Beam Overall:

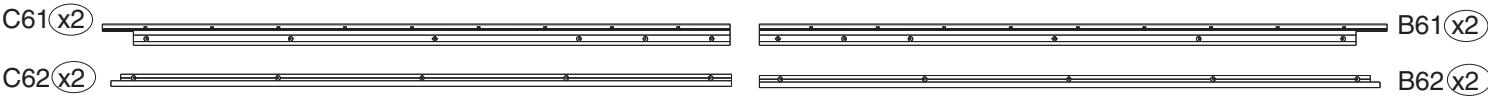
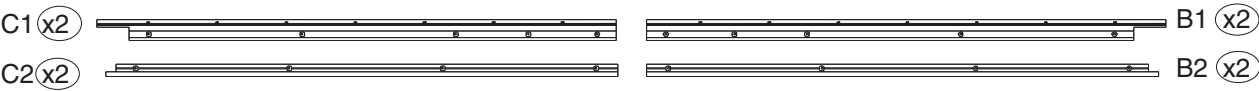


2. Connect Beams (Part C6, B6) into one beam using Union Bar (Part F) with screws 1# as shown in diagram.

Long Beam Overall:

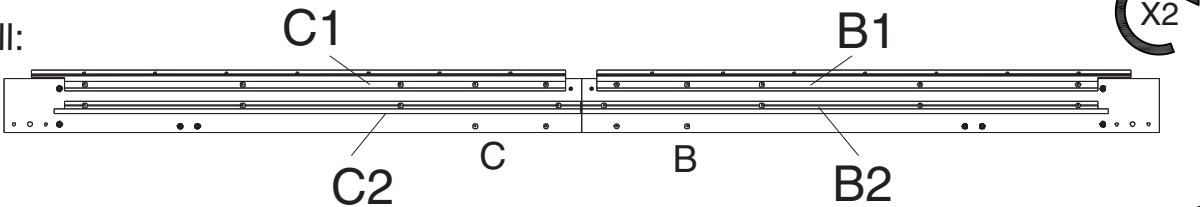


Parts Required:

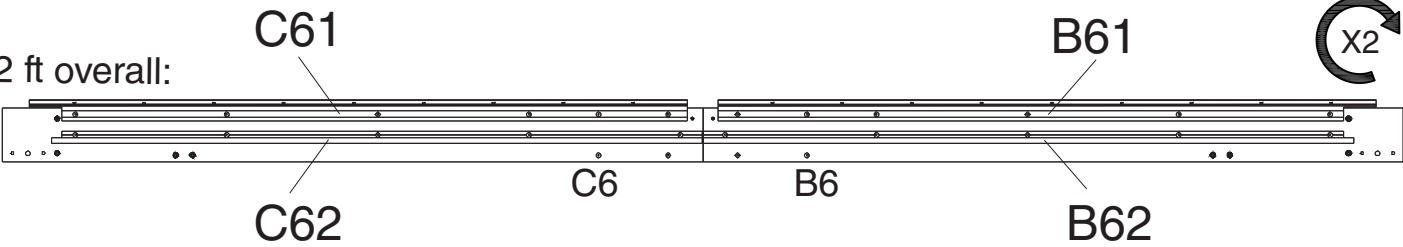


Step 3: Connect Joint Bars and Tracks with Beams

10 ft overall:



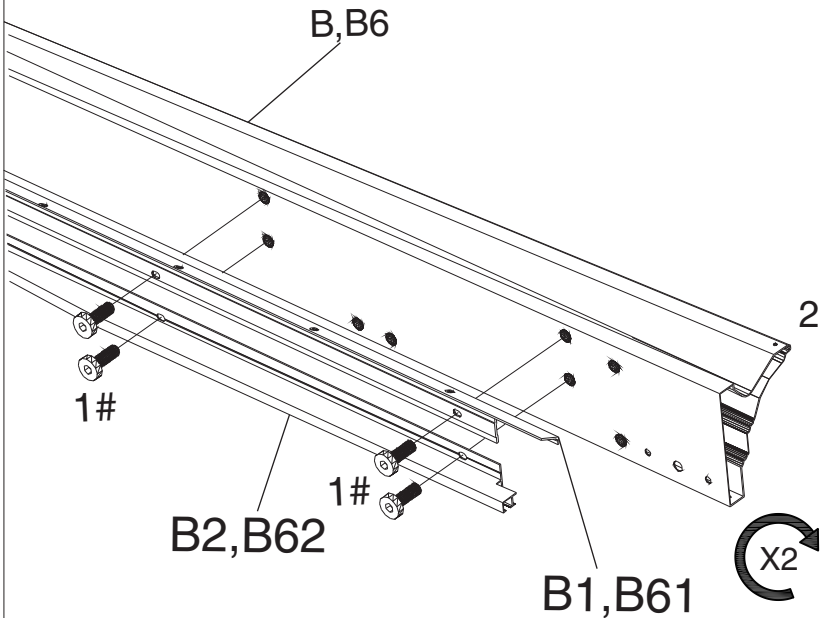
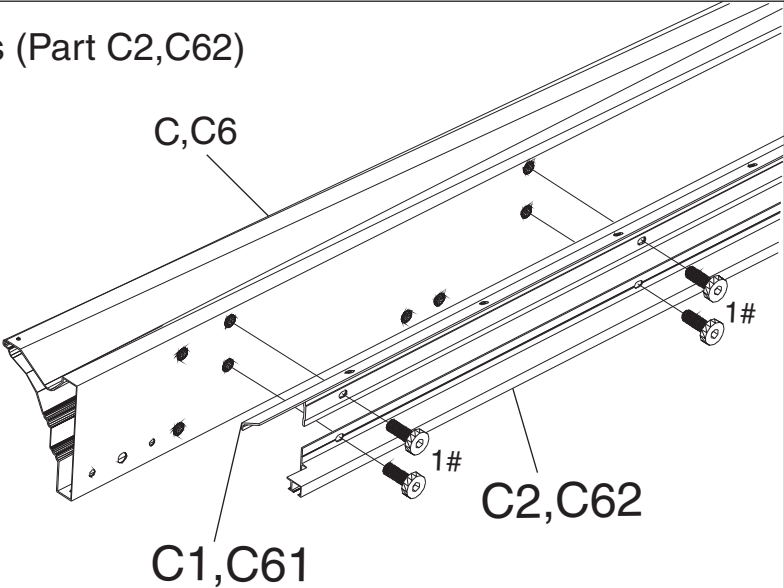
12 ft overall:



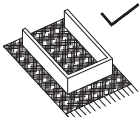
1. Connect Joint Bars (part C1,C61), Tracks (Part C2,C62) to Beams (Part C ,C6) using screws 1# as shown in diagram.



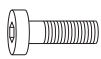
Tip:
Do not tighten all screws on Jointer bar (part C1,C61,B1,B61), until the screws of the roof panels be aligned in place.



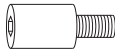
2. Replicate the same steps for Joint Bars (Part B1,B61), Tracks (Part B2,B62) attaching them to Beams (Part B , B6) using screws 1# as shown in diagram.



Parts Required:



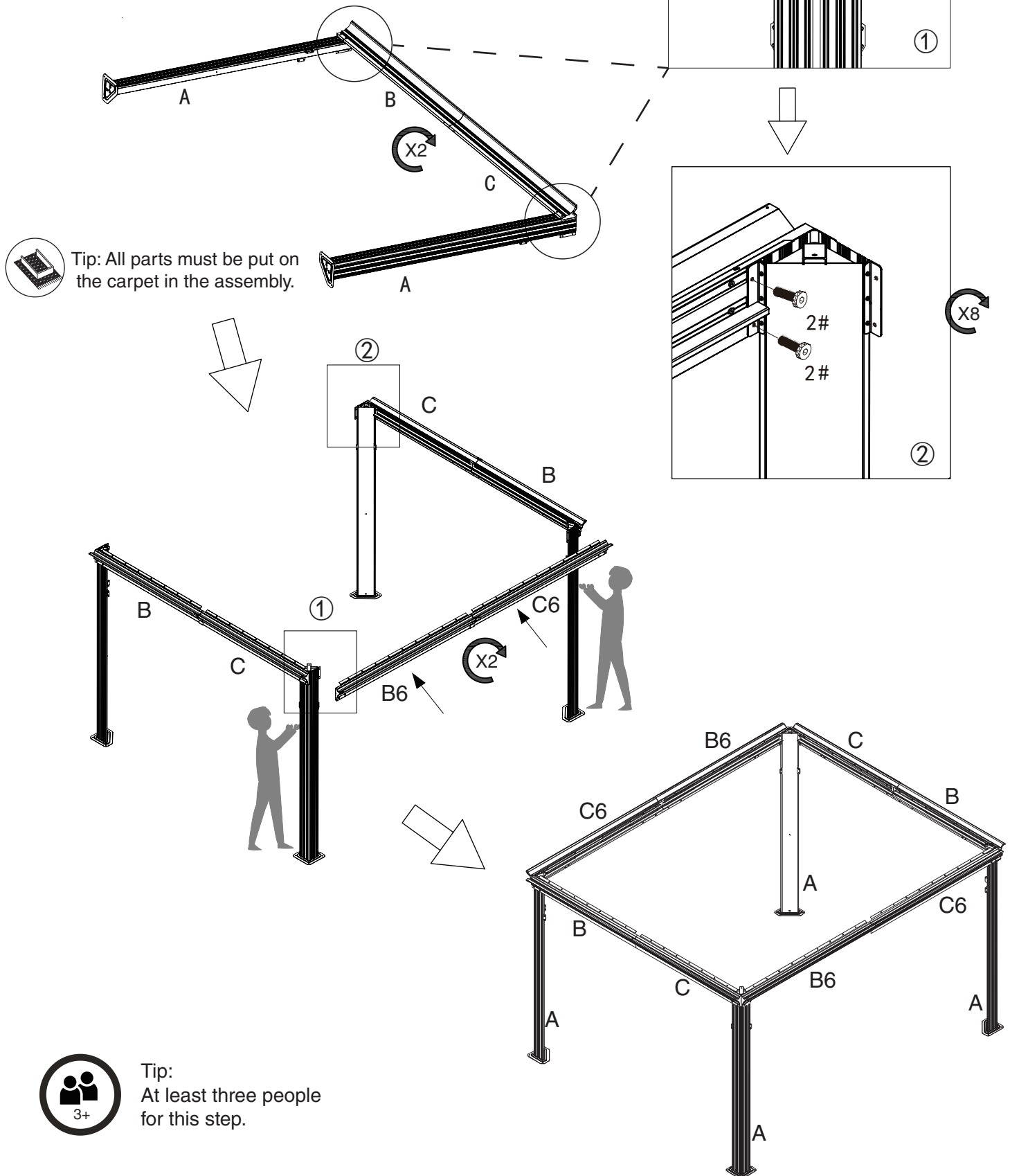
2#
(x16)



3#
(x16)

Step 4: Set up Poles and Beams

Use screws 3# first, then use screw 2# to connect Poles and Beams together as shown in diagram.



Parts Required:



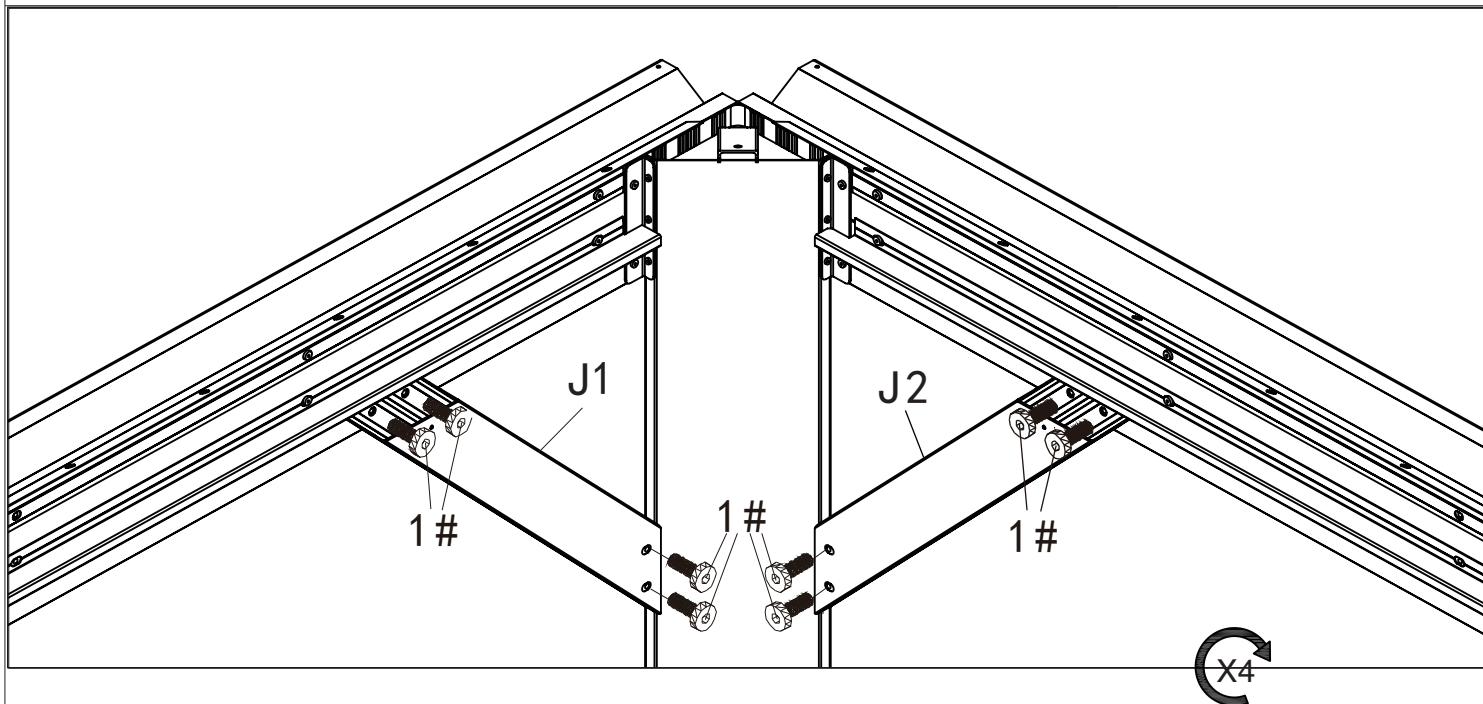
J1 (x4)



J2 (x4)

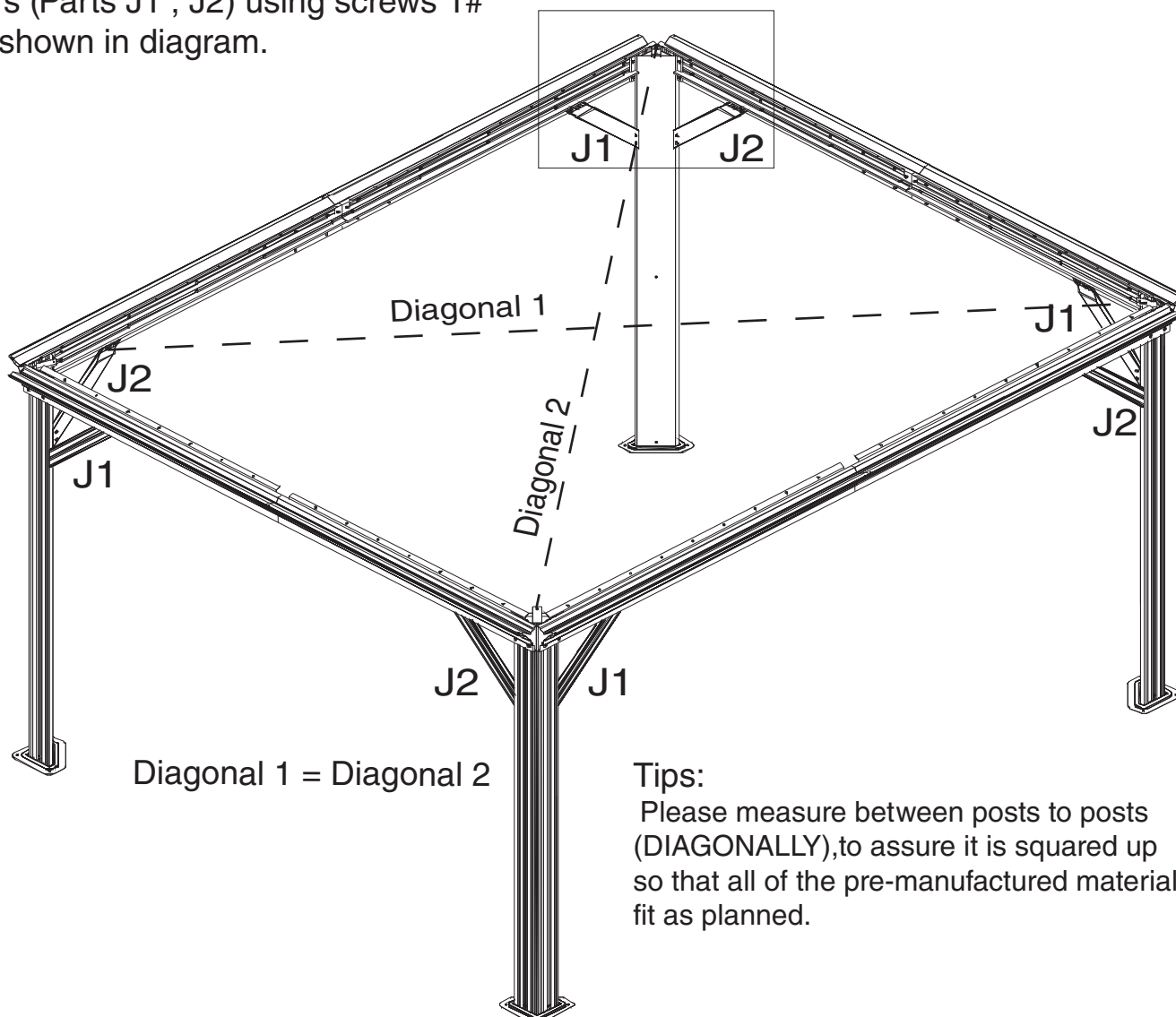


1# (x32)

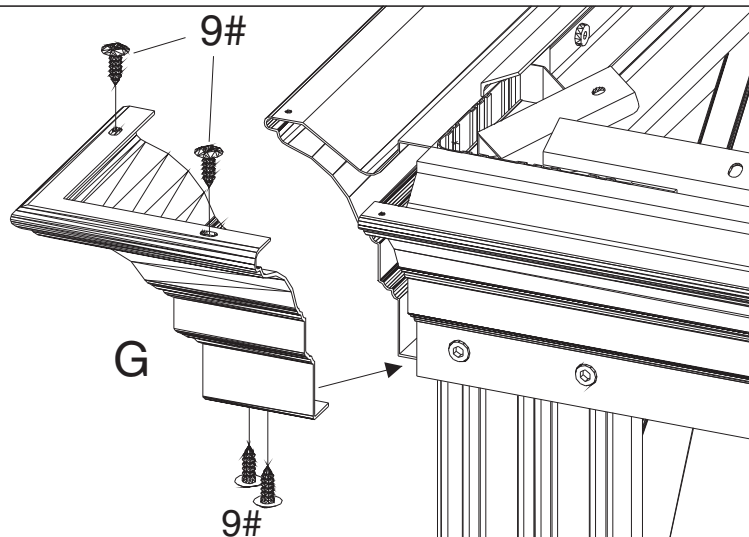


Step 5: Connect Solidifying Bars with Beams and Poles

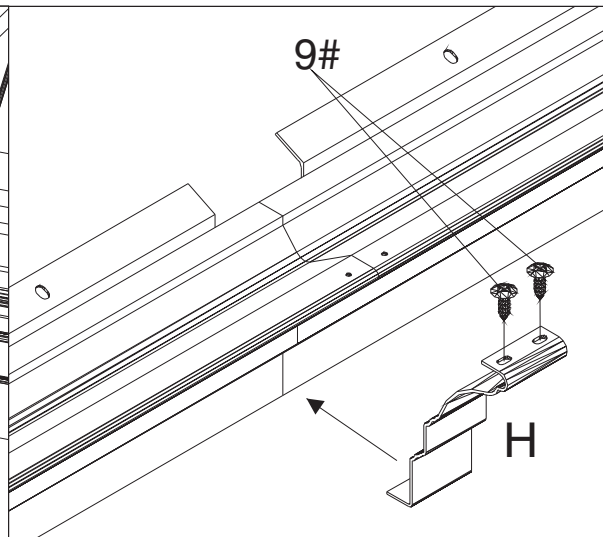
Affix the frame with Corner Solidifying Bars (Parts J1 , J2) using screws 1# as shown in diagram.



Parts Required:



①



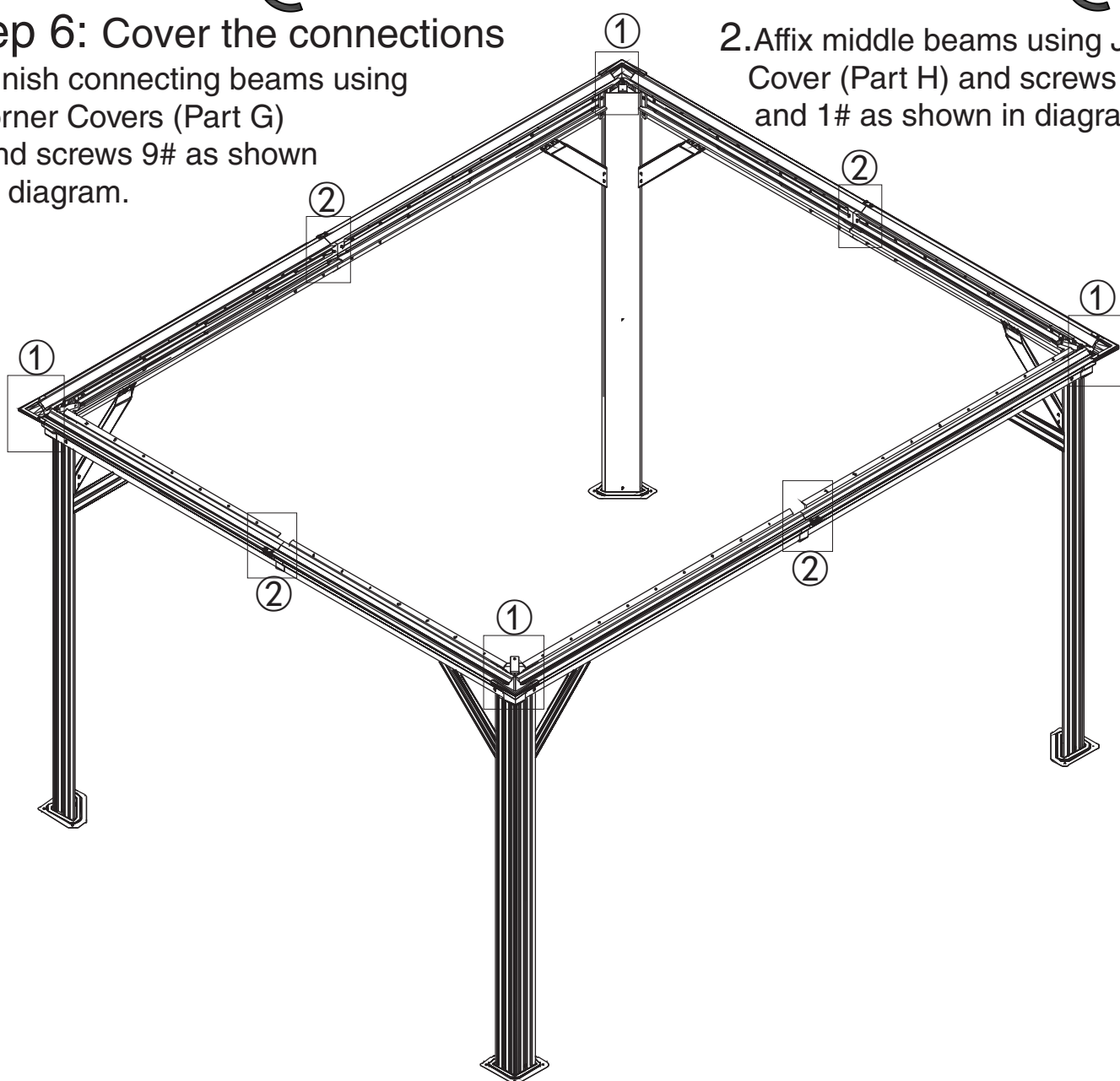
②



Step 6: Cover the connections

1. Finish connecting beams using Corner Covers (Part G) and screws 9# as shown in diagram.

2. Affix middle beams using Joint Cover (Part H) and screws 9# and 1# as shown in diagram.

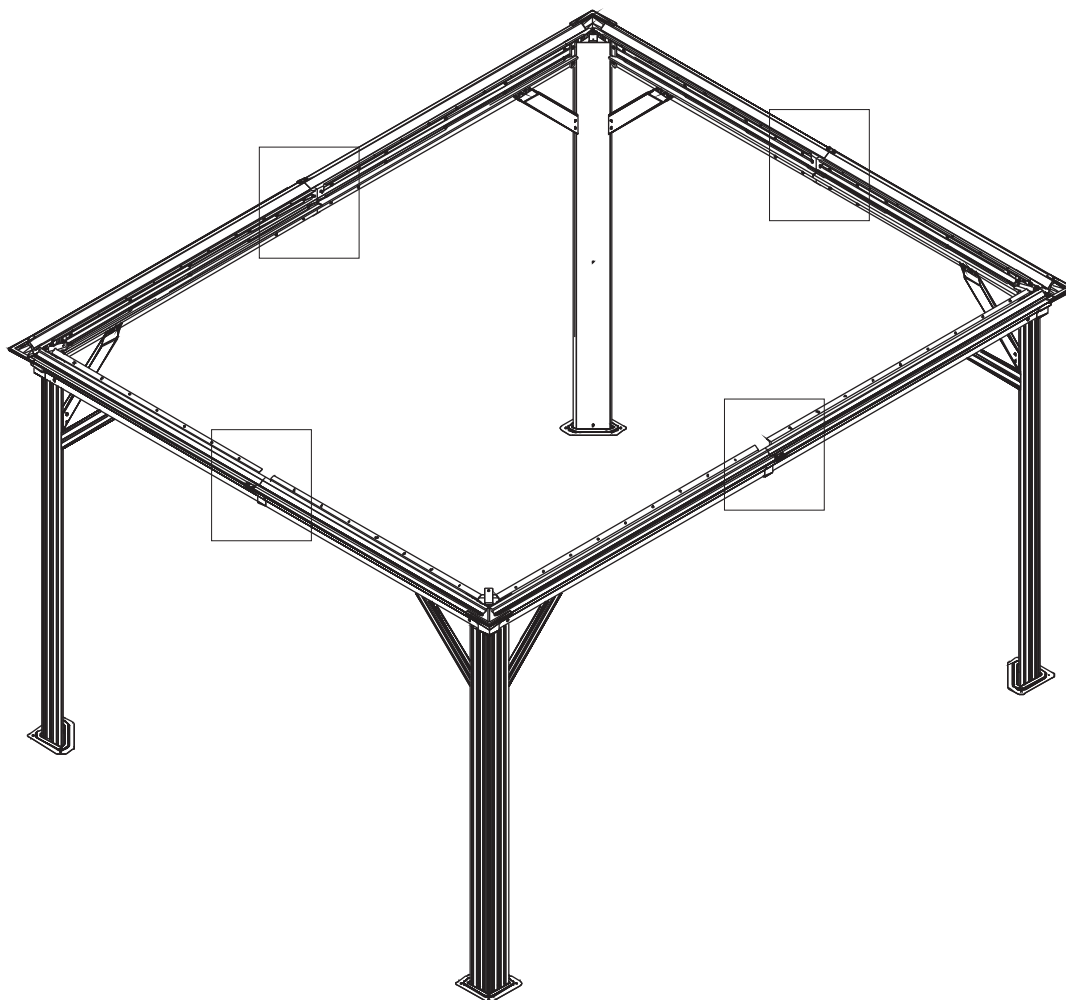
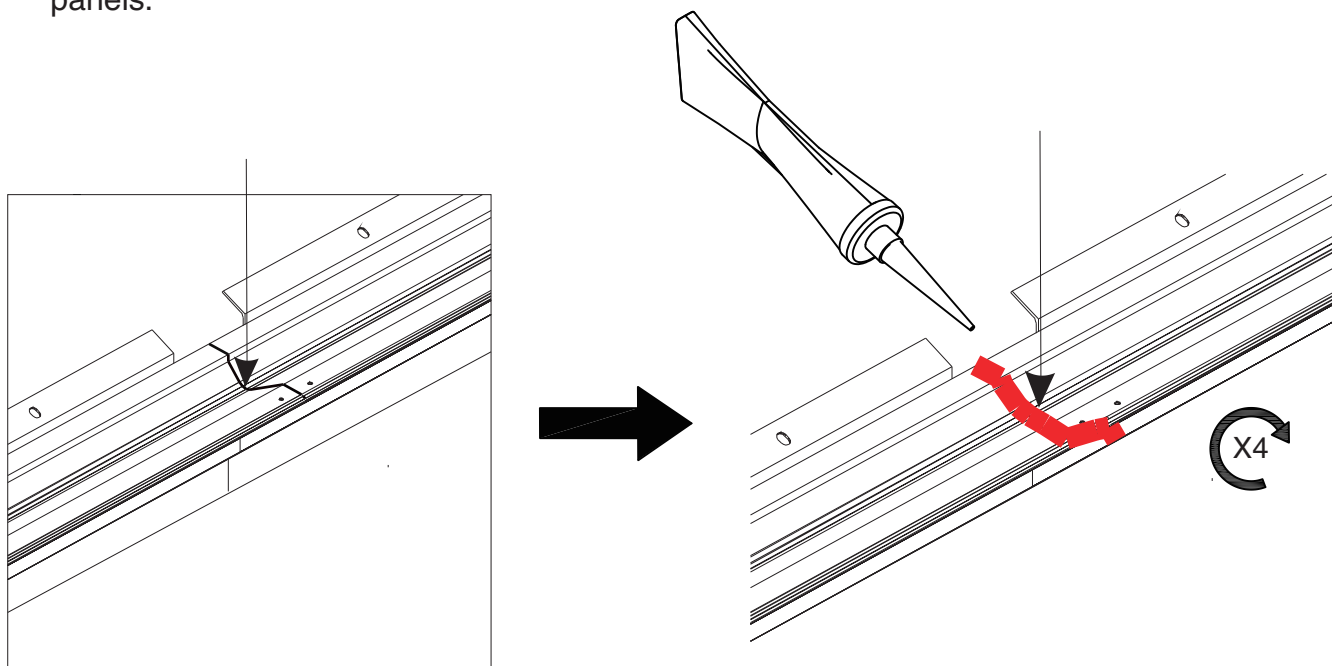


Parts Required:

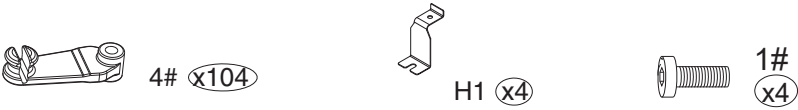


Step 7: Seal the seams

1. Please seal the seams with silicone rubber after finishing this step, it will prevent any water from leaking.
2. by the way, there are no need to seal the cap screws of the roof panel with this silicone rubber, as long as the screws (passing through Spacer part S) are properly fixed on the roof panels.

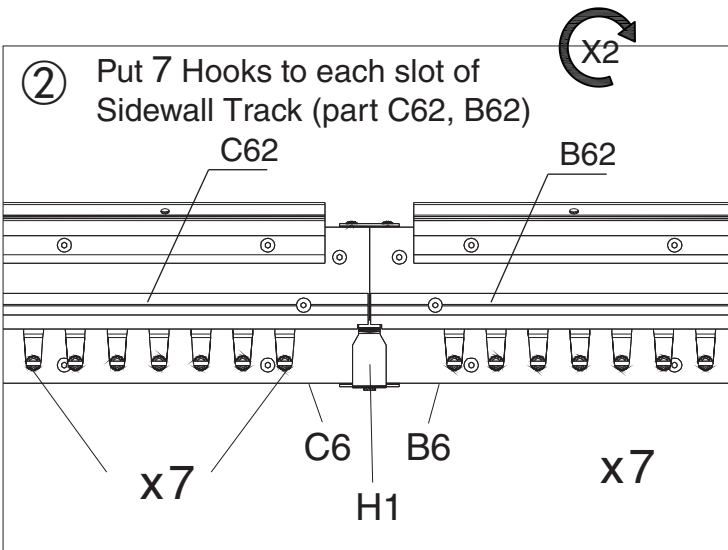
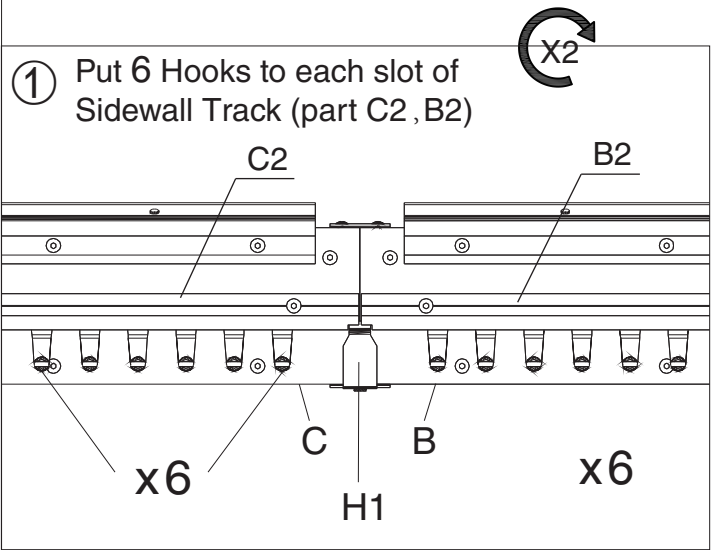
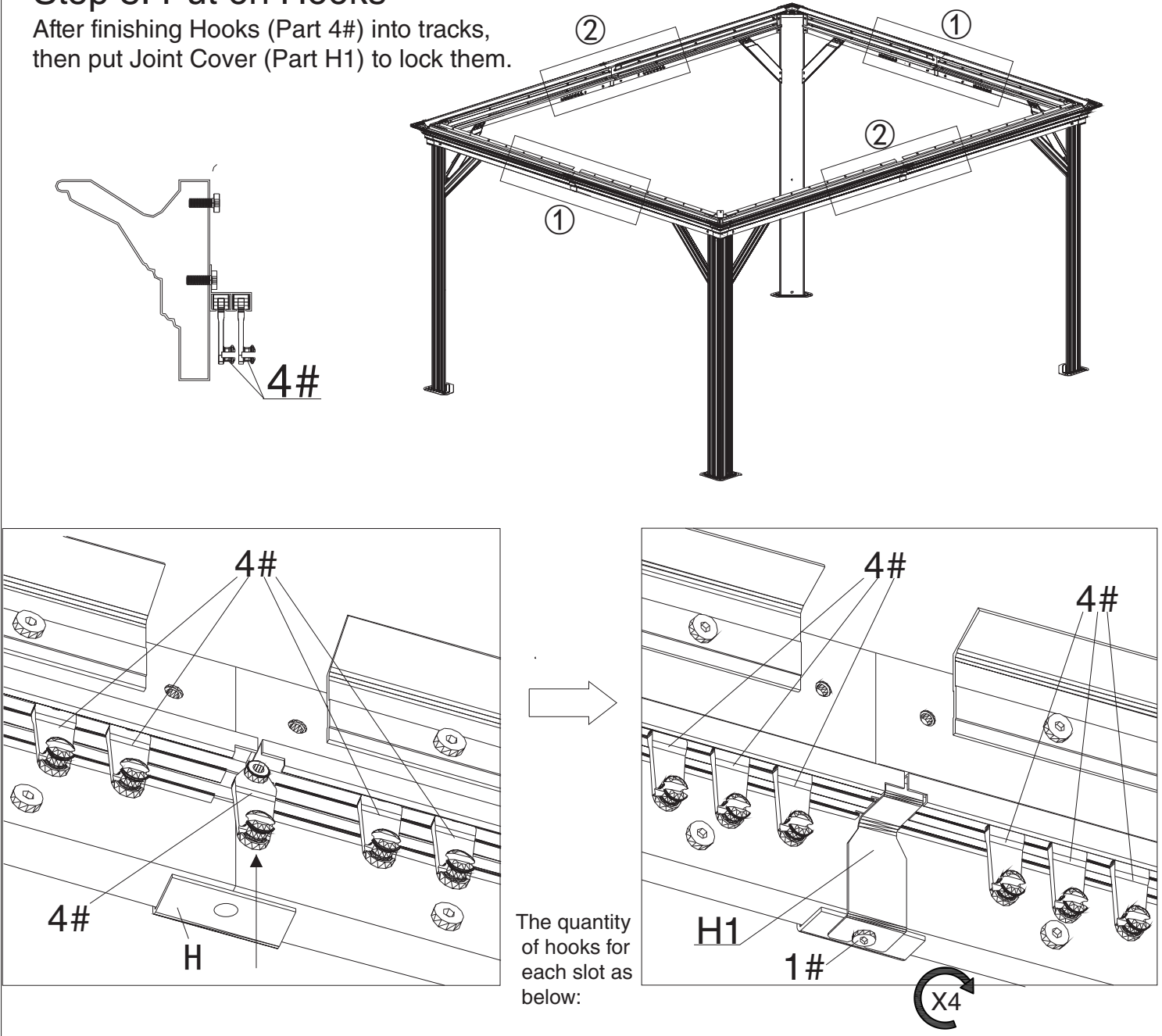


Parts Required:

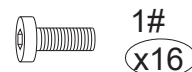
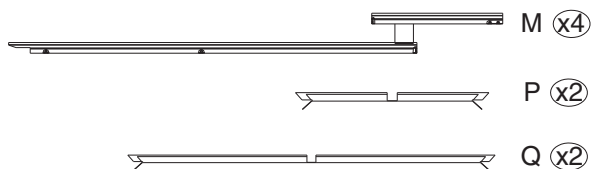


Step 8: Put on Hooks

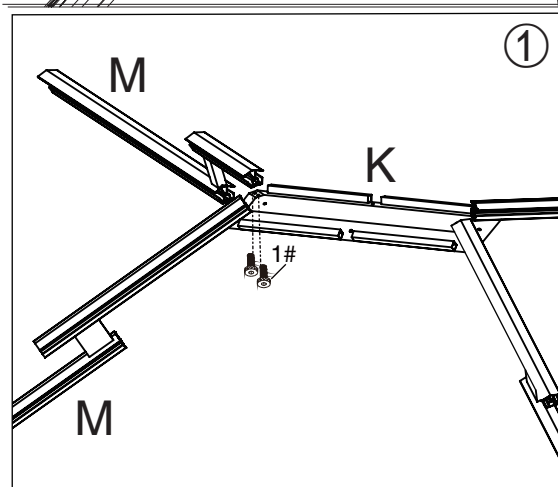
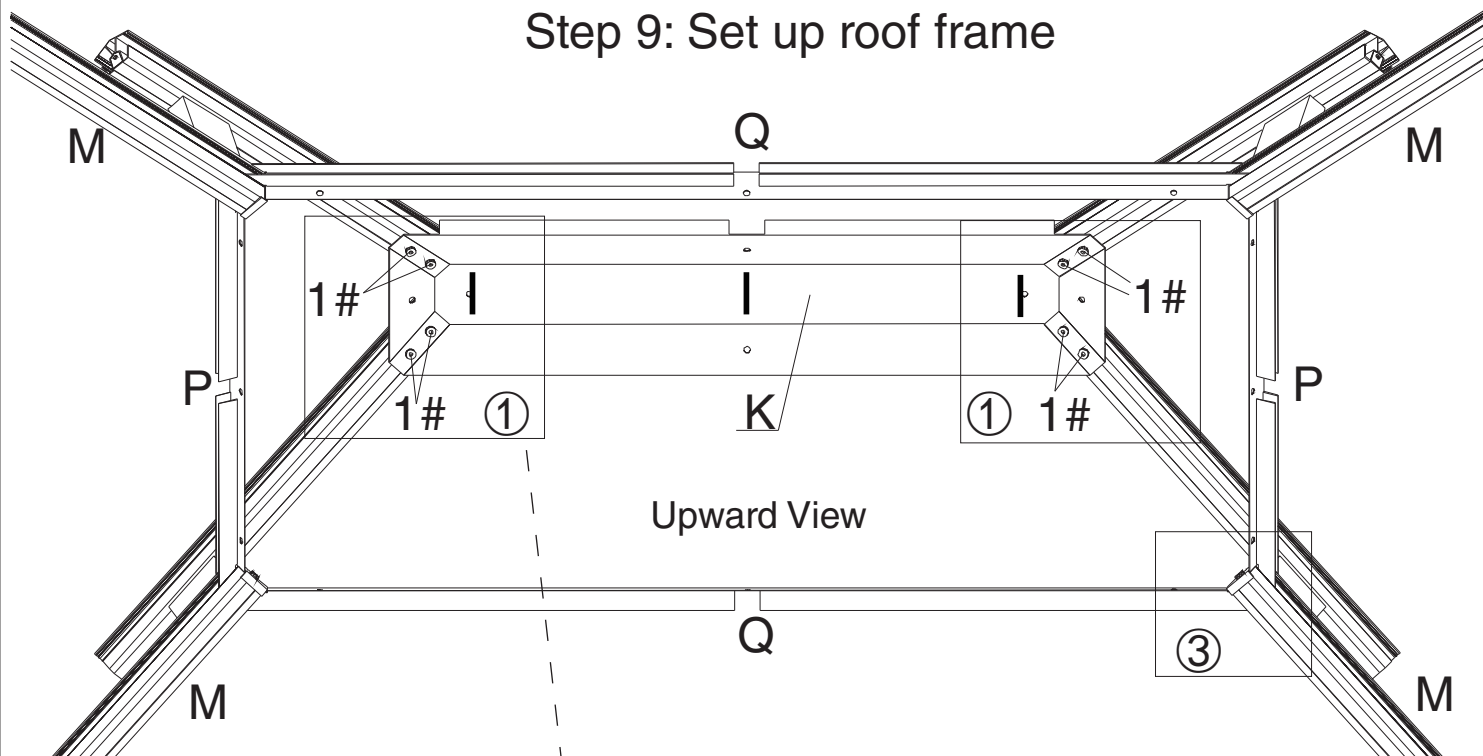
After finishing Hooks (Part 4#) into tracks, then put Joint Cover (Part H1) to lock them.



Parts Required:

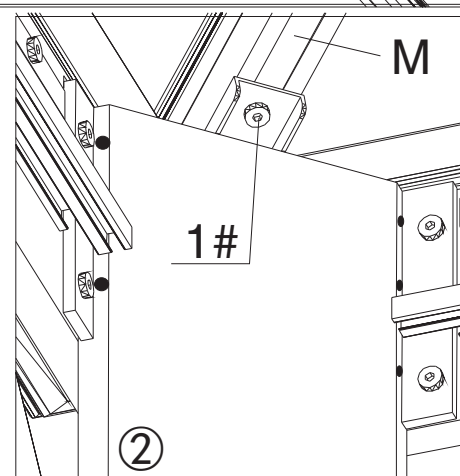
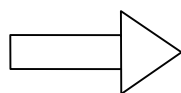


Step 9: Set up roof frame



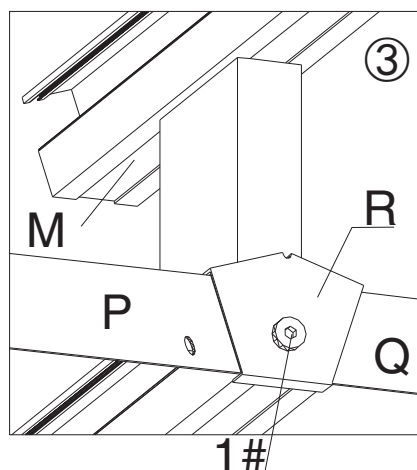
1. Connect the Inside Roof Connect (Part K) with the Corner Roof Bar (Part M) using screws 1#.

x4



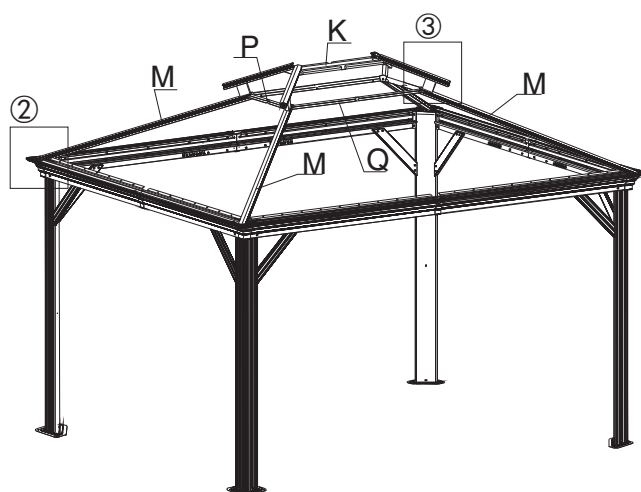
2. Attach Corner Roof Bar (Part M) to main frame using screw 1# as shown in diagram.

x4

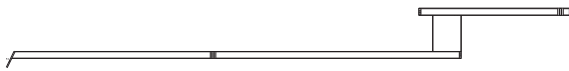


3. Attach Finishing Bar (Part P, Q) with Finish End (Part R) using screws 1# to Corner Roof Bar (Part M) as shown in diagram.

x4



Parts Required:



N (x4)



1#
(x12)

Upward View

N

Q

P

N

N

①

1#

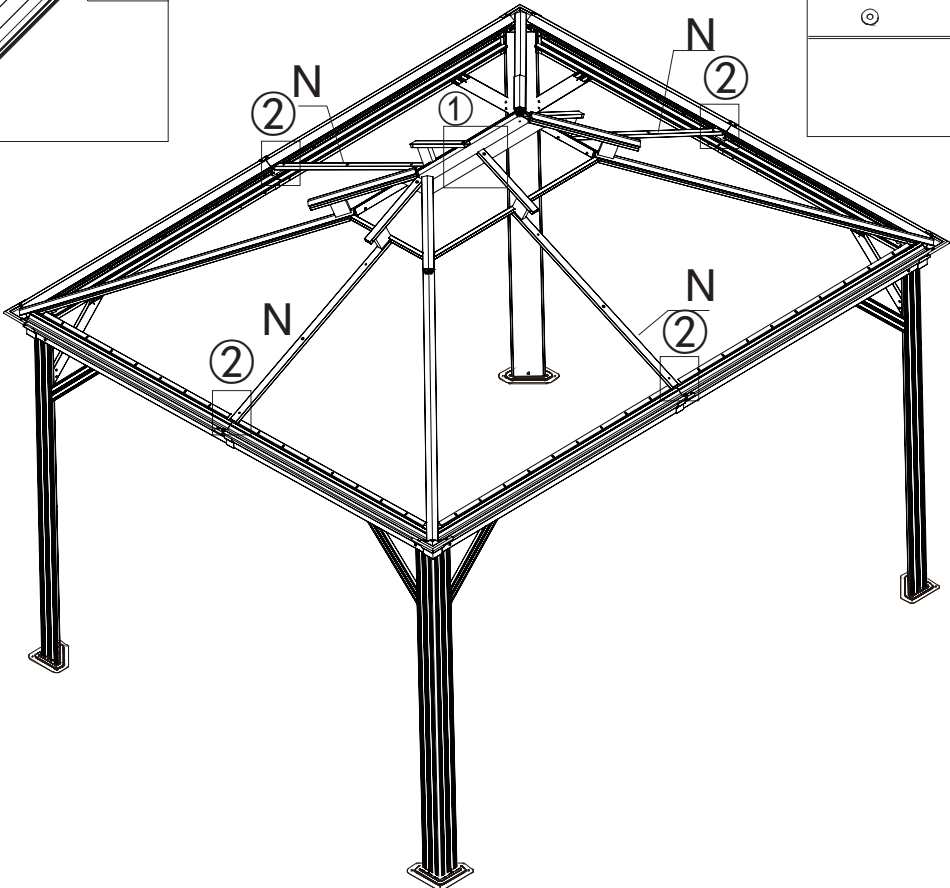
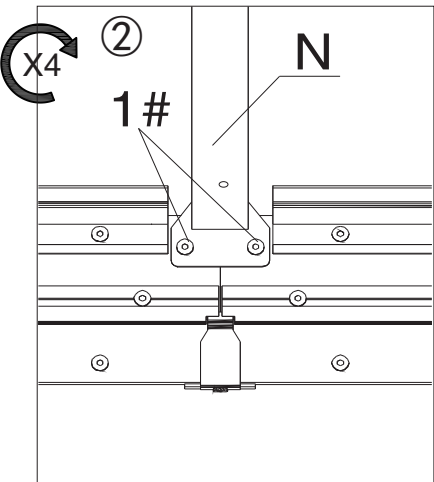
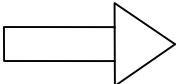
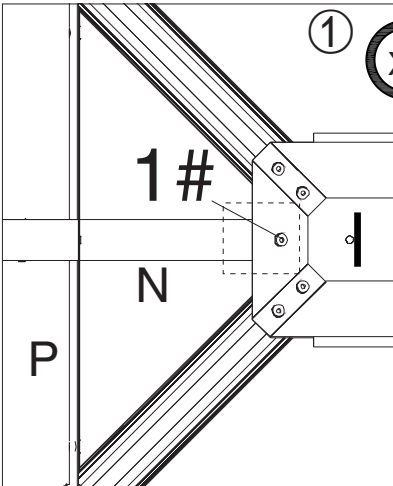
1#

1#

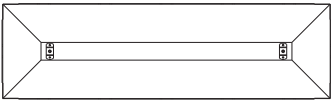
1#

Step 10: Set up Roof Bar

Attach Roof Bar (Part N) to main frame using screw 1# as shown in diagram.



Parts Required:



K1 (x1)

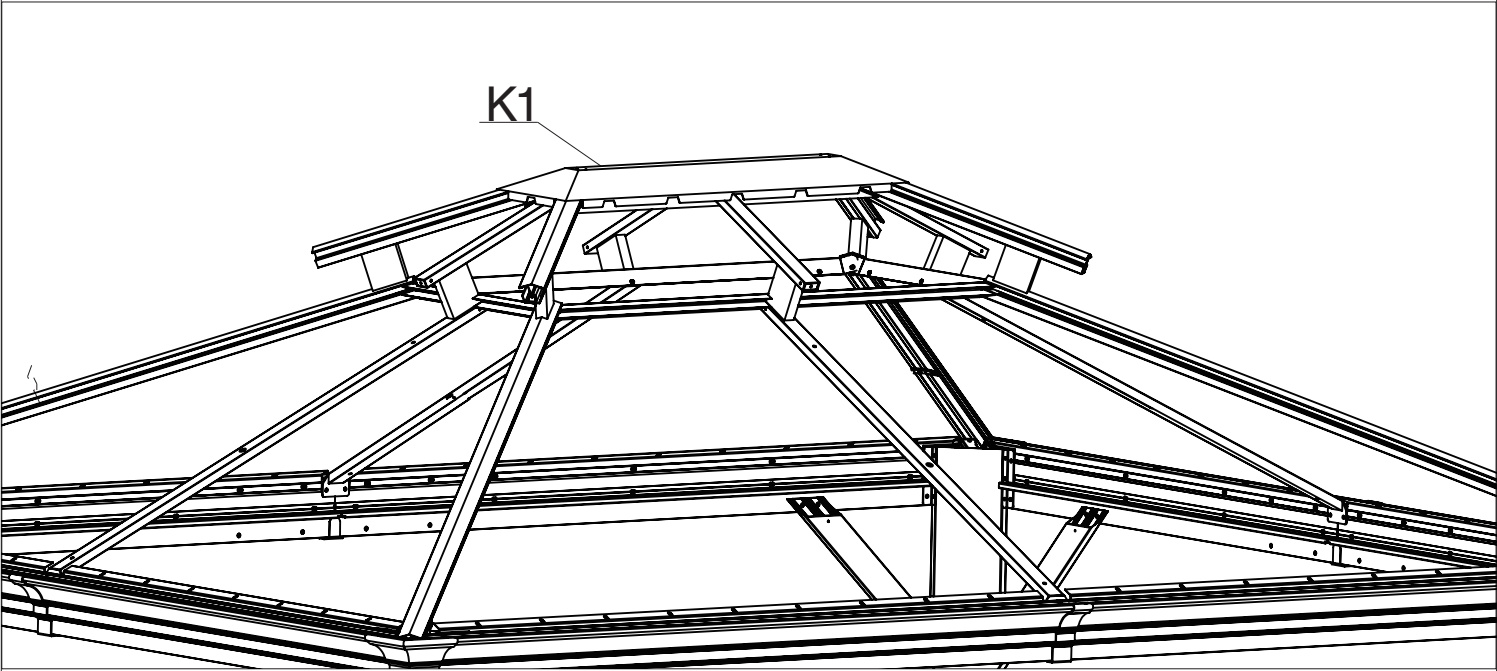
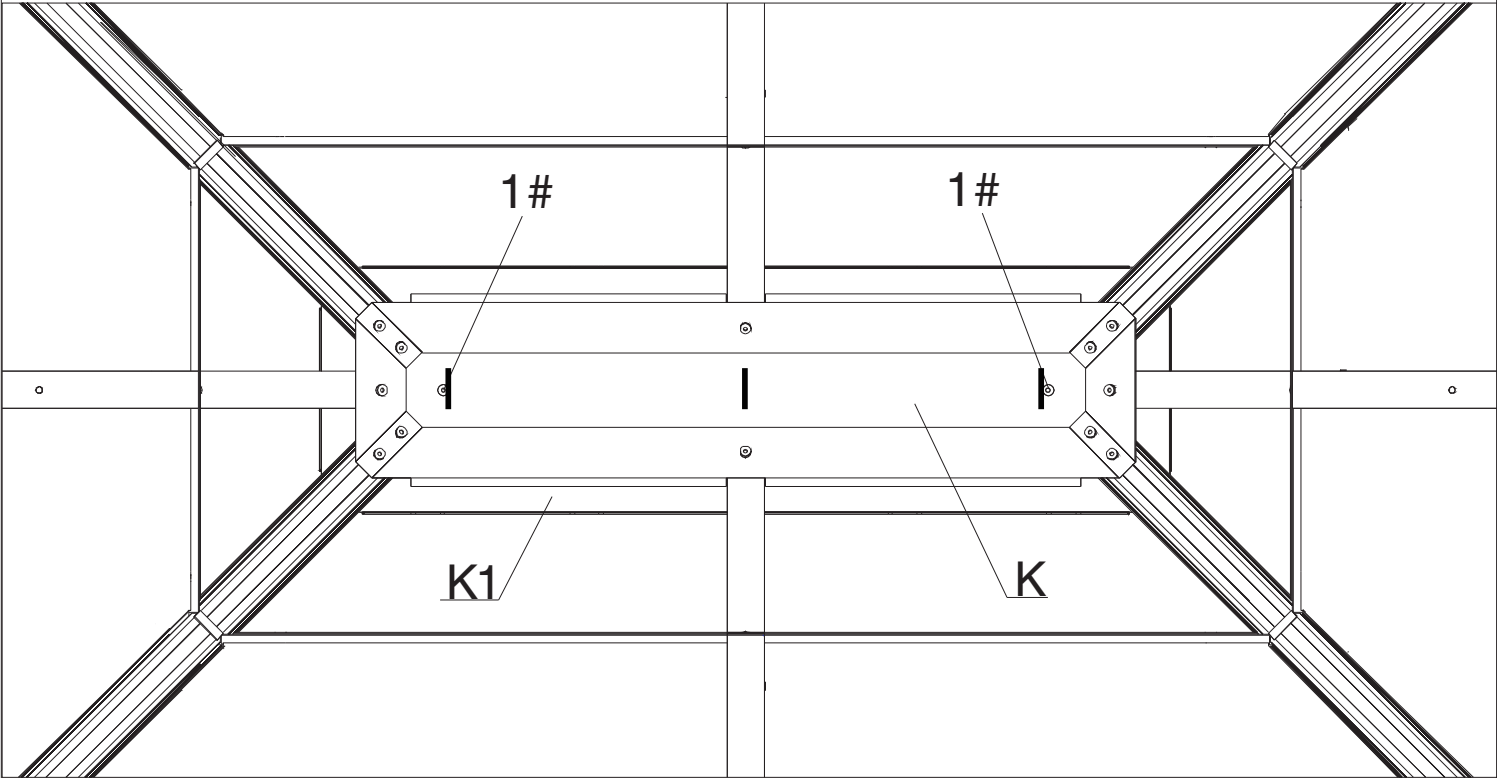


1#
(x2)

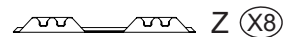
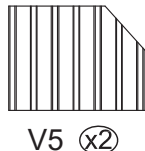
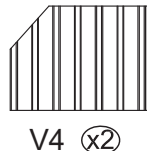
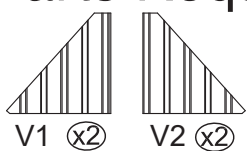
Step 11: Connect Outside Roof Connector

Connect Outside Roof Connector (Part K1) to Inside Roof (Part K) using screw 1# as shown in diagram.

Upward View

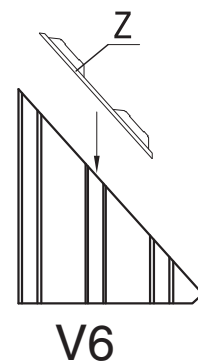
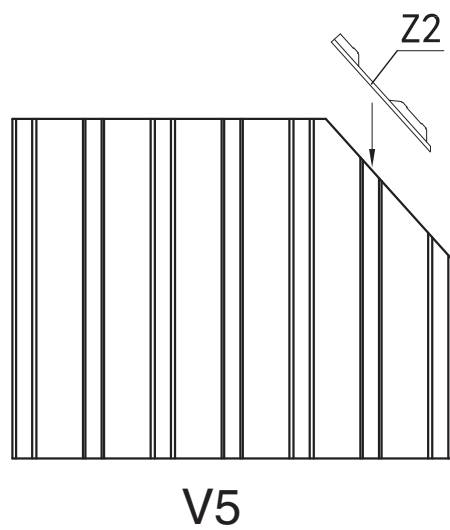
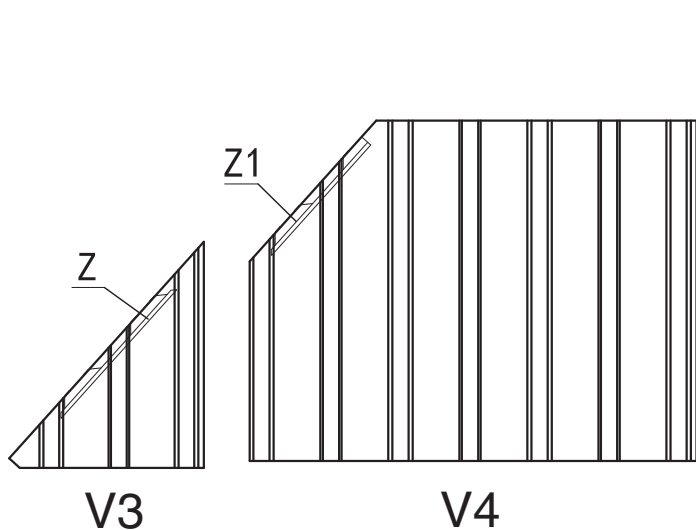
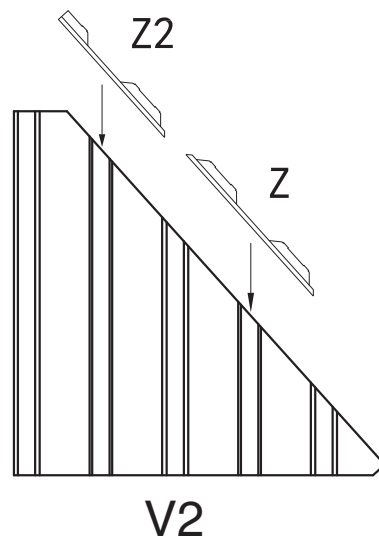
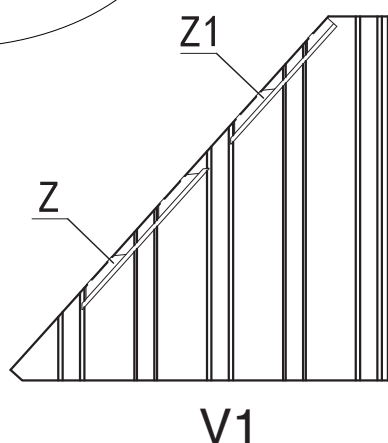
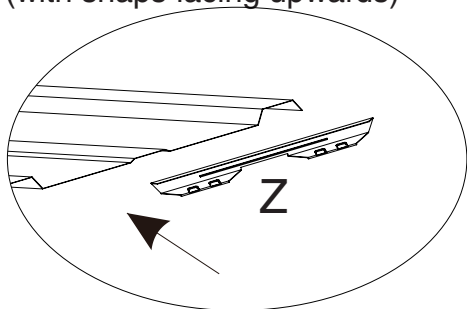


Parts Required:



Step 12: Snap Brackets

Snap Bracket (Part Z,Z1,Z2) to roof panel edges as shown in diagram.
(with snaps facing upwards)



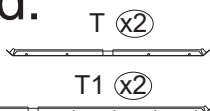
Tips:

1. Wearing protective gloves is recommended.

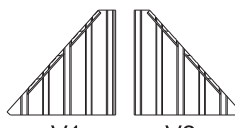
2. Please stick Double-sided Adhesive Tape (Part H3) to the down side edge of the roof panels where the Brackets (Part Z, Z1,Z2) are supposed to be attached in order to avoid these plastic brackets from sliding off prior to assembly.



Parts Required:



1#
x8

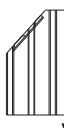


V1

V2



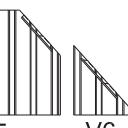
V3



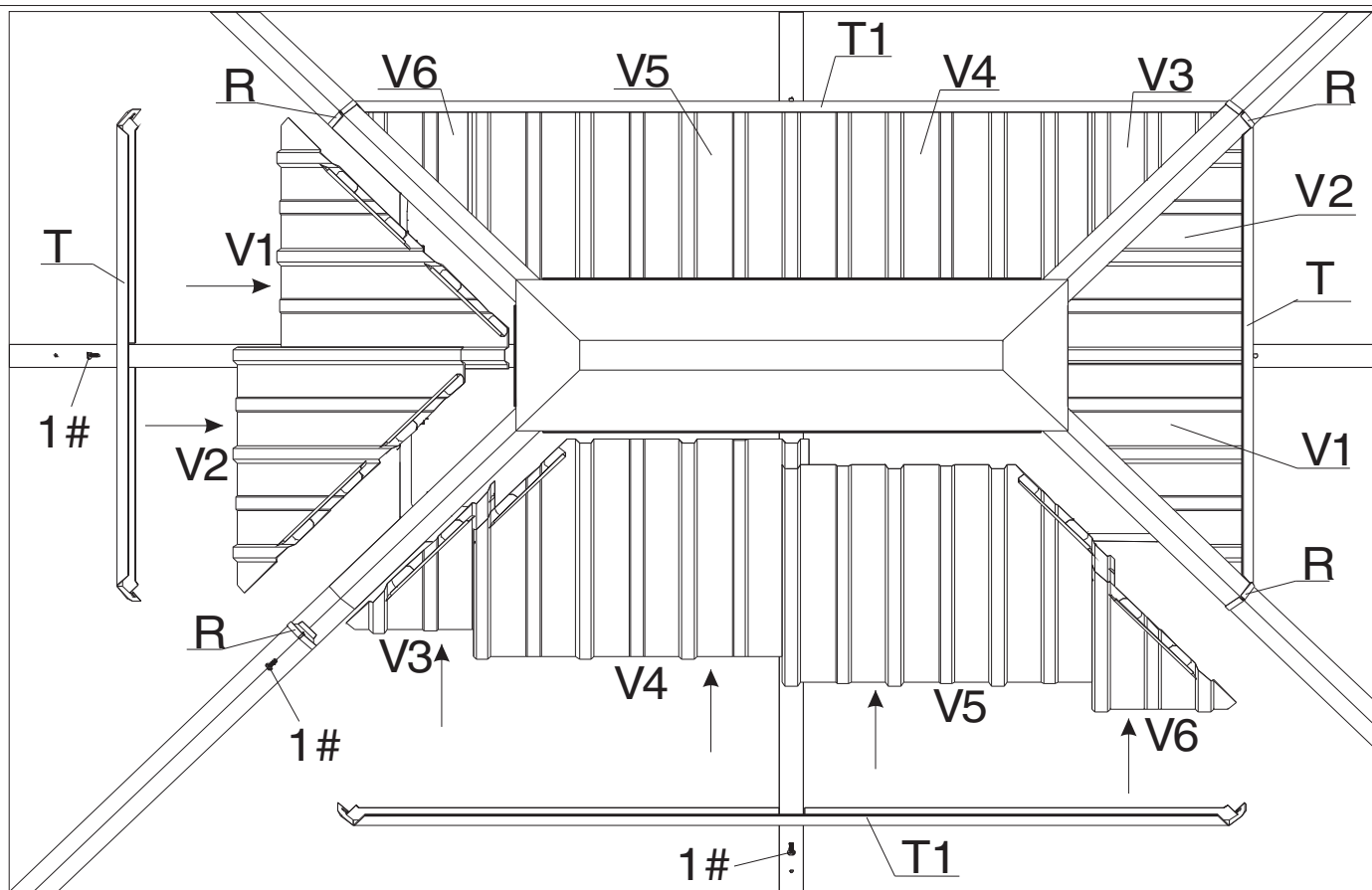
V4



V5

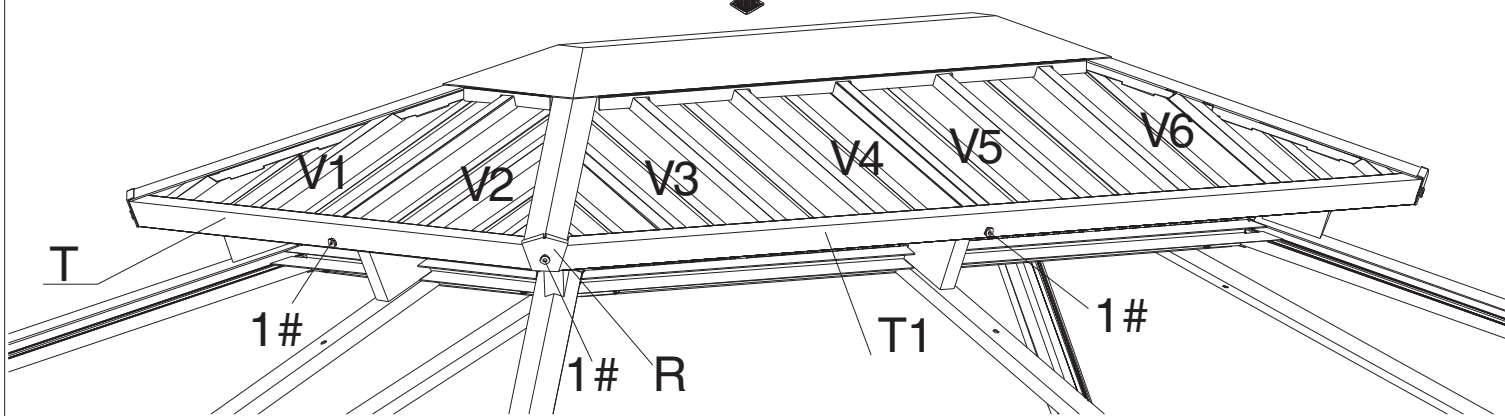
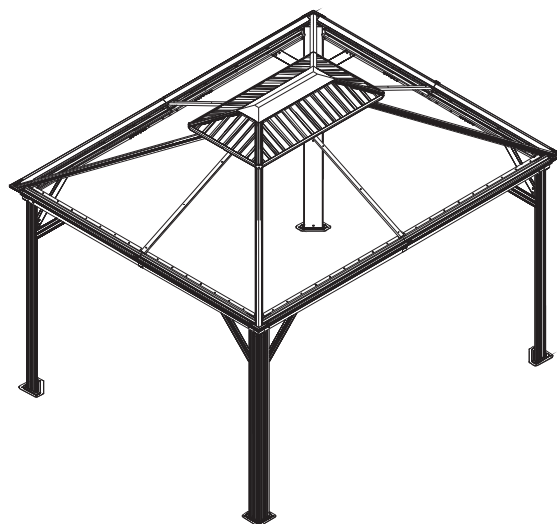


V6



Step 13: Assemble Roof Panels

1. Push the Roof Panels (Part v1,v2,v3,v4,v5,v6) to upper roof as shown in diagram.
2. Attach Finishing Bars (Part T,T1) to upper roof with Finish End (Part R) using screws 1# as shown in diagram.



Parts Required:

U0 (x4)
U (x4)



U3 (x4)



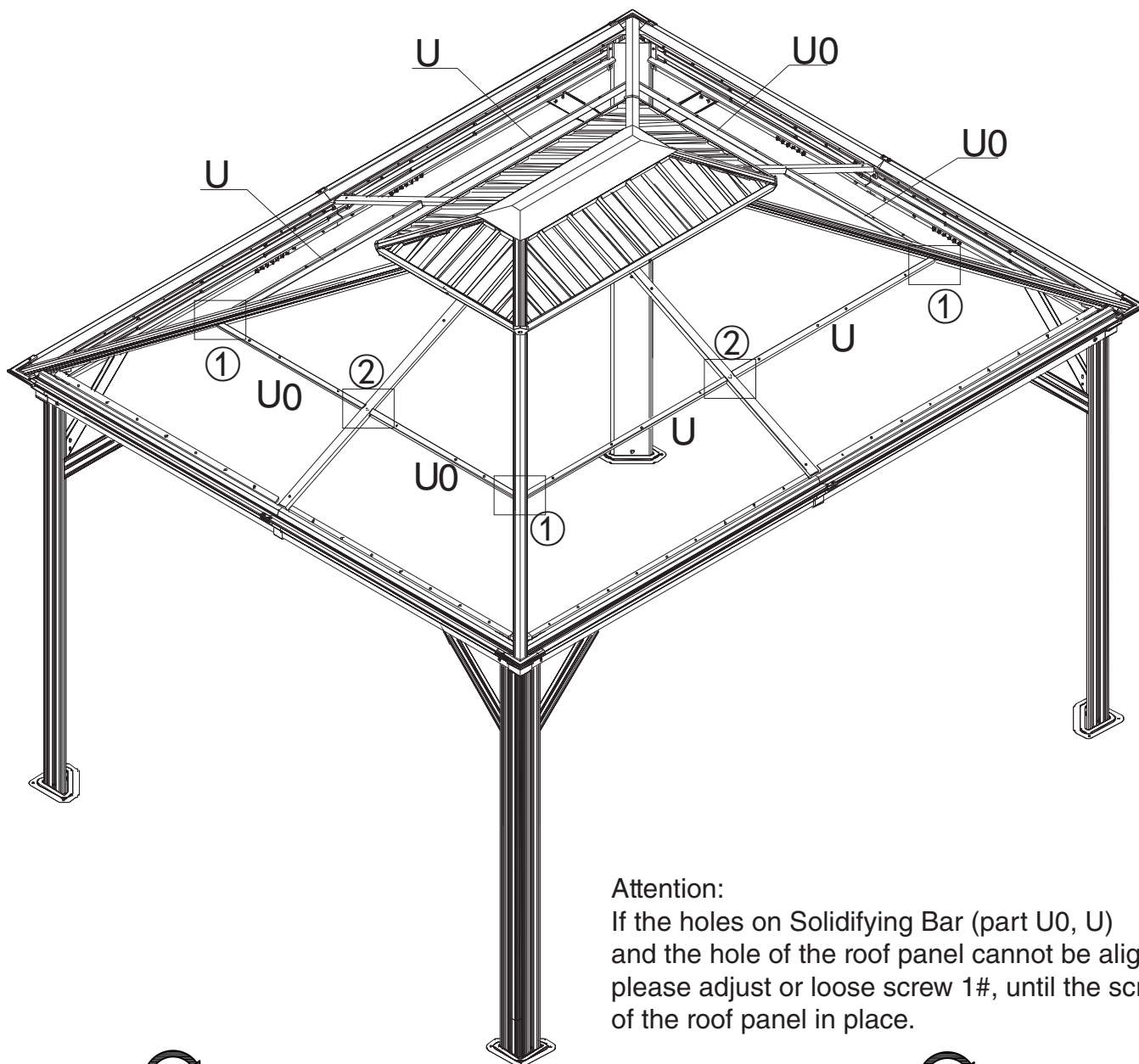
U4 (x4)



1#
(x24)

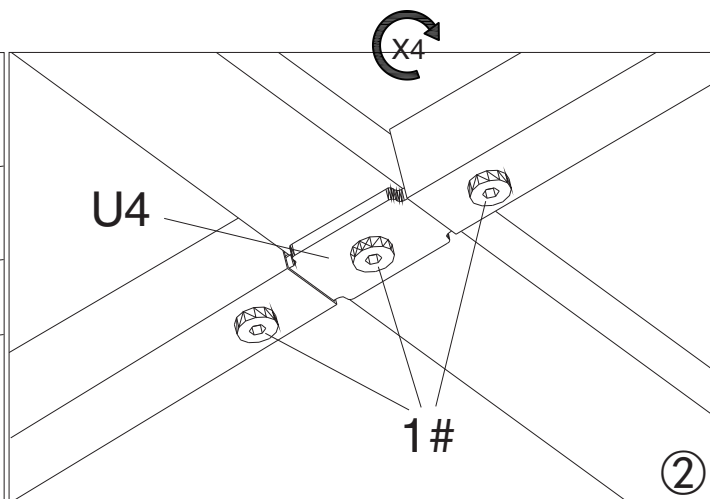
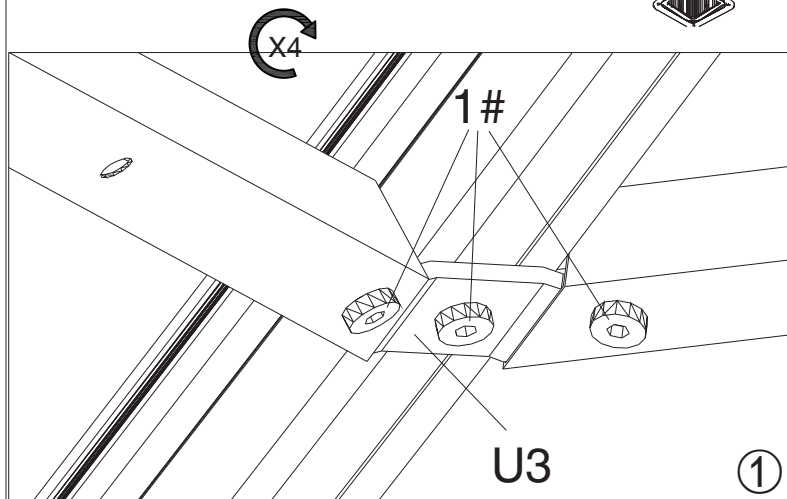
Step 14: Connect Solidifying Bars

Attach Solidifying Bars (Part U0,U) to roof bar or corner roof bar using Iron Angle (Part U3, U4) and screws 1# as shown in diagram.

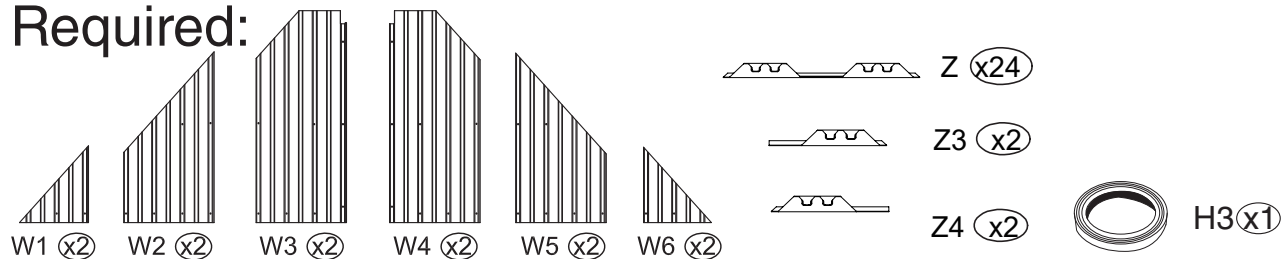


Attention:

If the holes on Solidifying Bar (part U0, U) and the hole of the roof panel cannot be aligned, please adjust or loose screw 1#, until the screws of the roof panel in place.



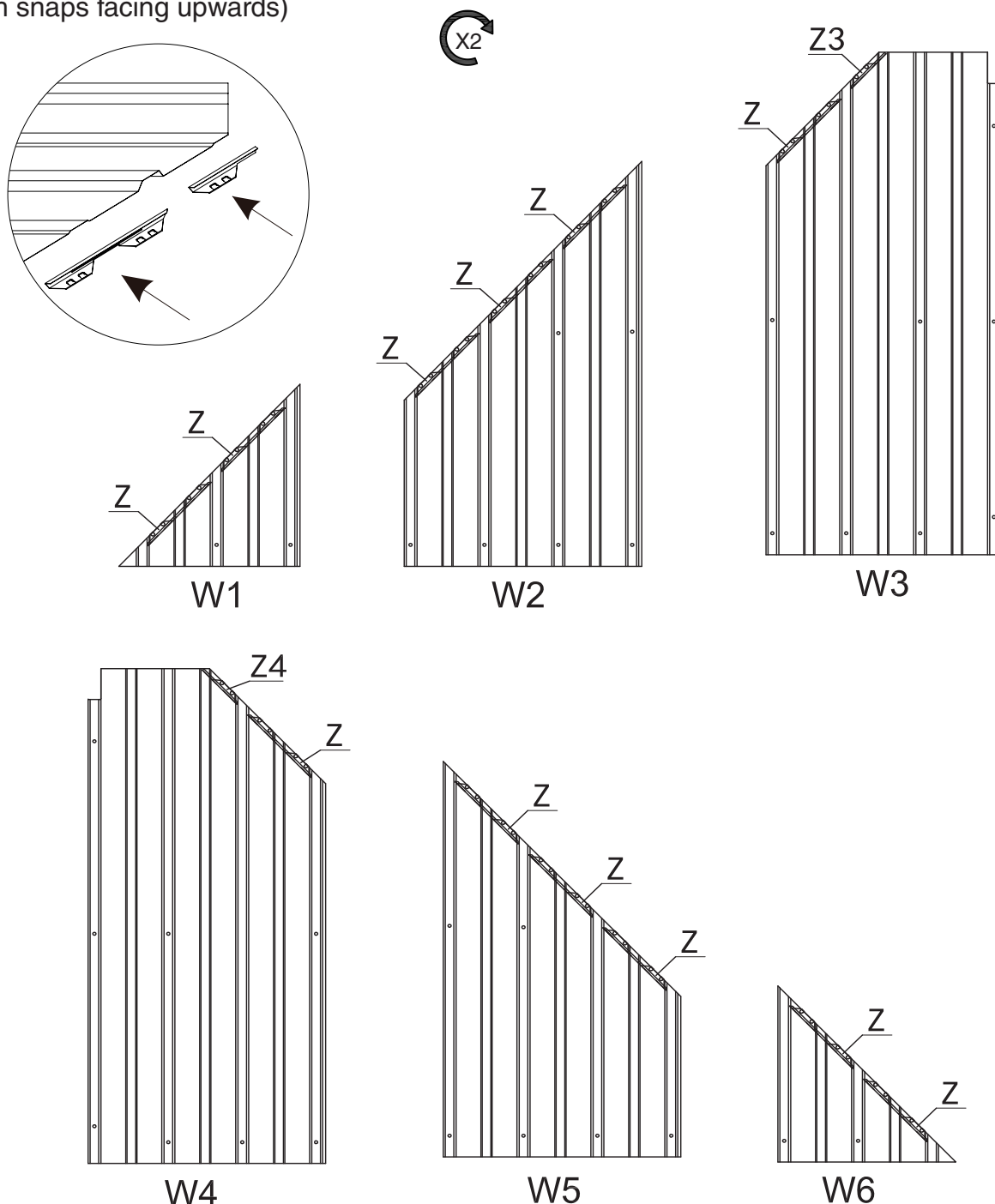
Parts Required:



Step 15: Snap Brackets

Snap Brackets (Part Z,Z3,Z4) to roof panel edges as shown in diagram.

(with snaps facing upwards)



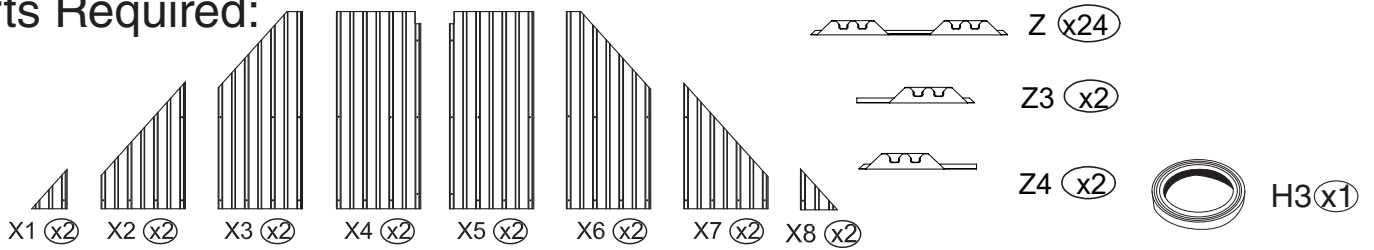
Tips:

1. Wearing protective gloves is recommended.

2. Please stick Double-sided Adhesive Tape (Part H3) to the down side edge of the roof panels where the Brackets (Part Z, Z3,Z4) are supposed to attached in order to avoid these plastic brackets from sliding off prior to assembly.

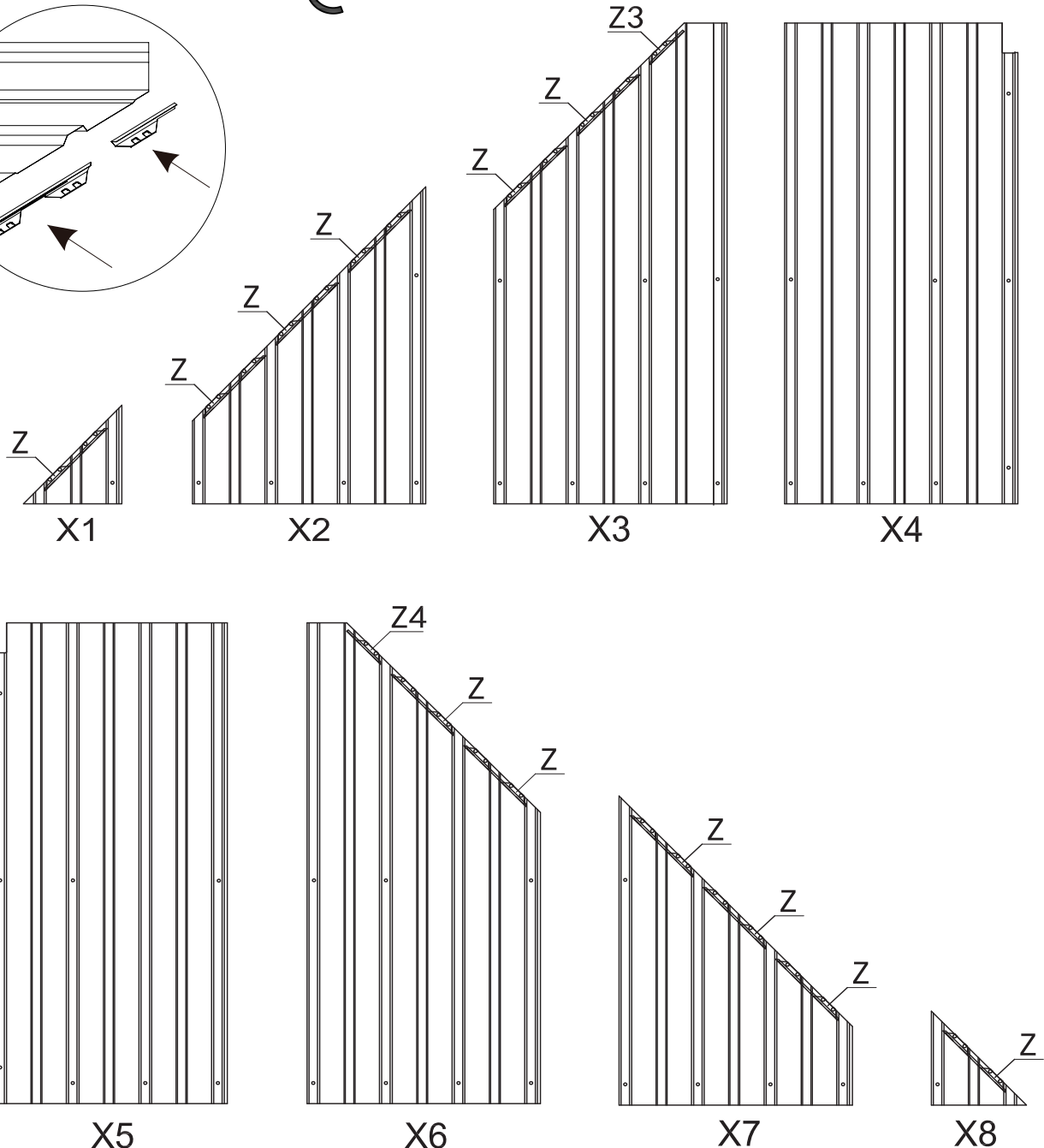
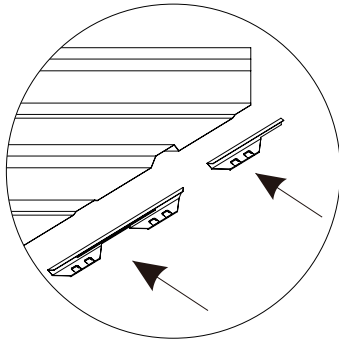


Parts Required:



Step 16: Snap Brackets

Snap Brackets (Part Z,Z3,Z4) to roof panel edges as shown in diagram.
(with snaps facing upwards)



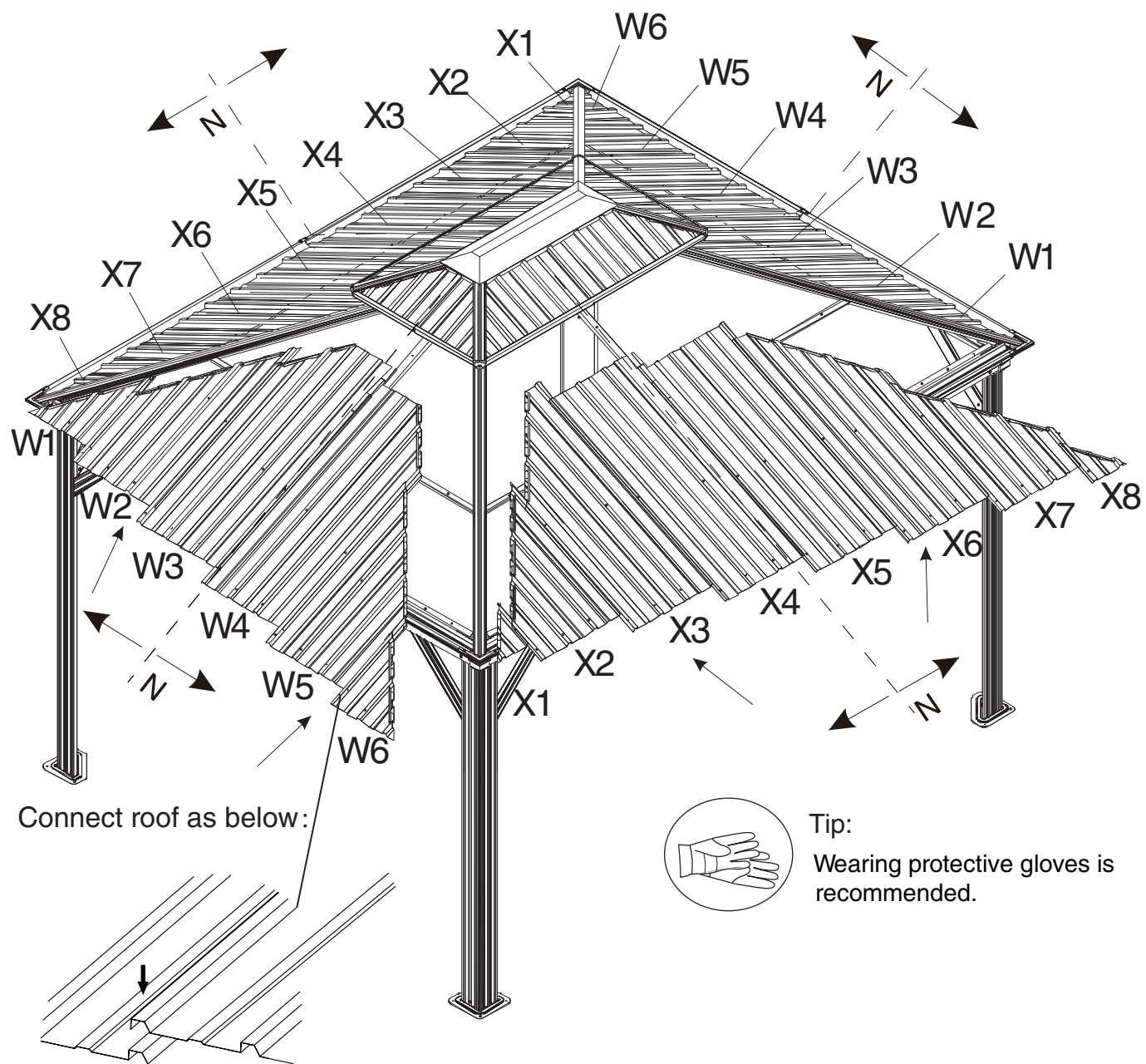
Tips:



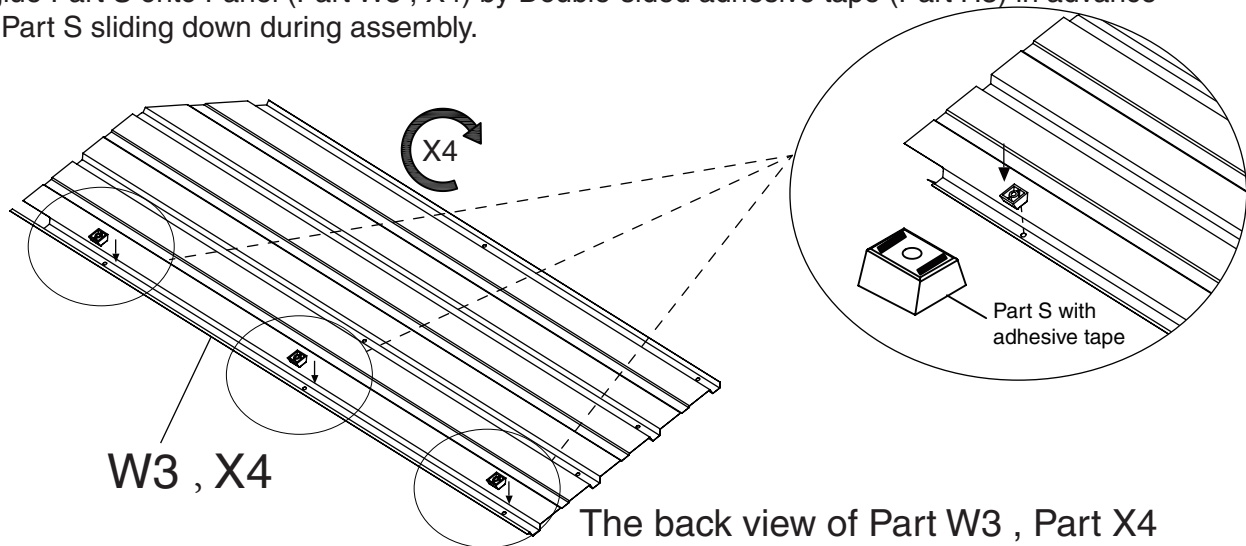
1. Wearing protective gloves is recommended.
2. Please stick Double-sided Adhesive Tape (Part H3) to the down side edge of the roof panels where the Brackets (Part Z, Z3,Z4) are supposed to be attached in order to avoid these plastic brackets from sliding off prior to assembly.

Overall roof assembly:

Please put the panels on the frame and assemble them from the centerline (Part N) to the left and right.



Tips: For fastening roof panels (Part W3 , Part X4) easily, please glue Part S onto Panel (Part W3 , X4) by Double-sided adhesive tape (Part H3) in advance to avoid Part S sliding down during assembly.



Parts Required:

S x104

5#
L 28mm
x64

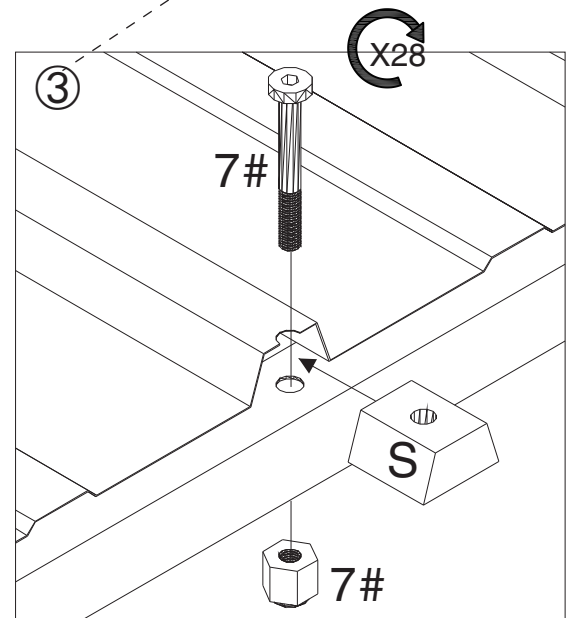
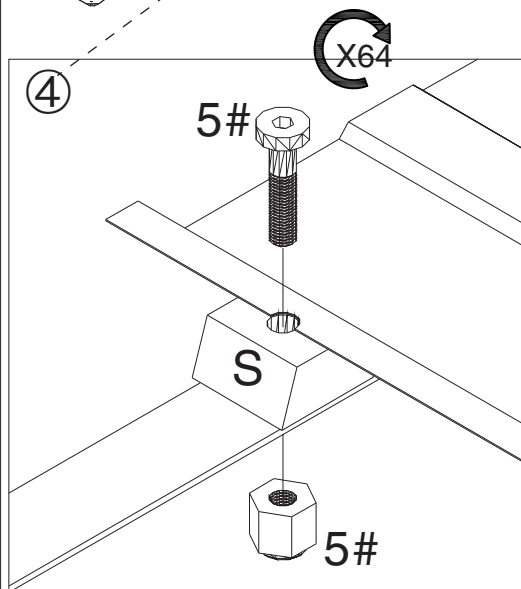
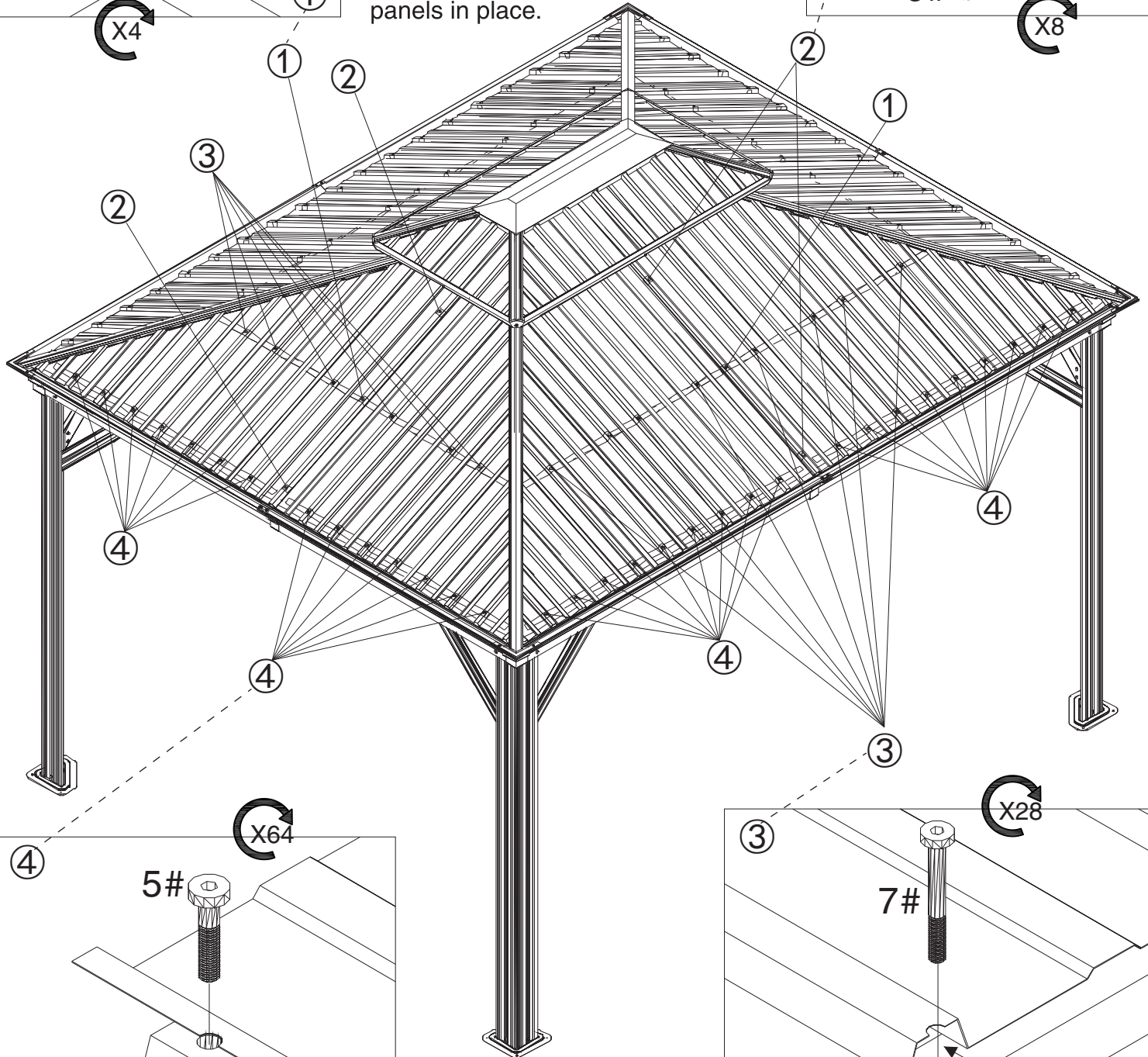
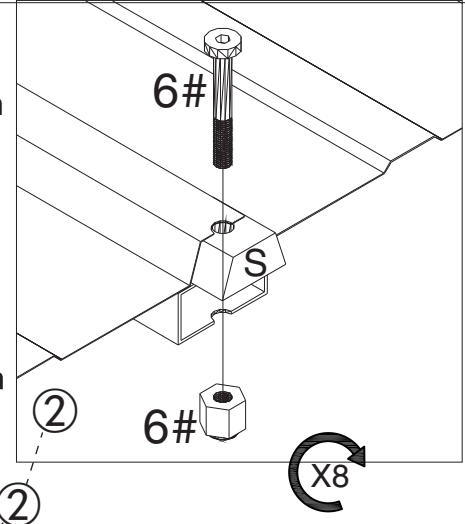
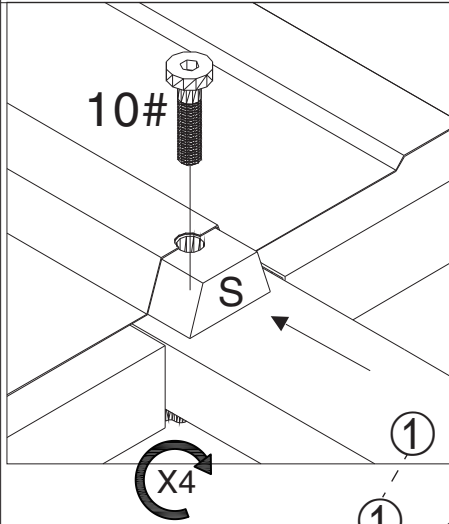
6#
L 45mm
x8

7#
L 50mm
x28

10#
L 25mm
x4

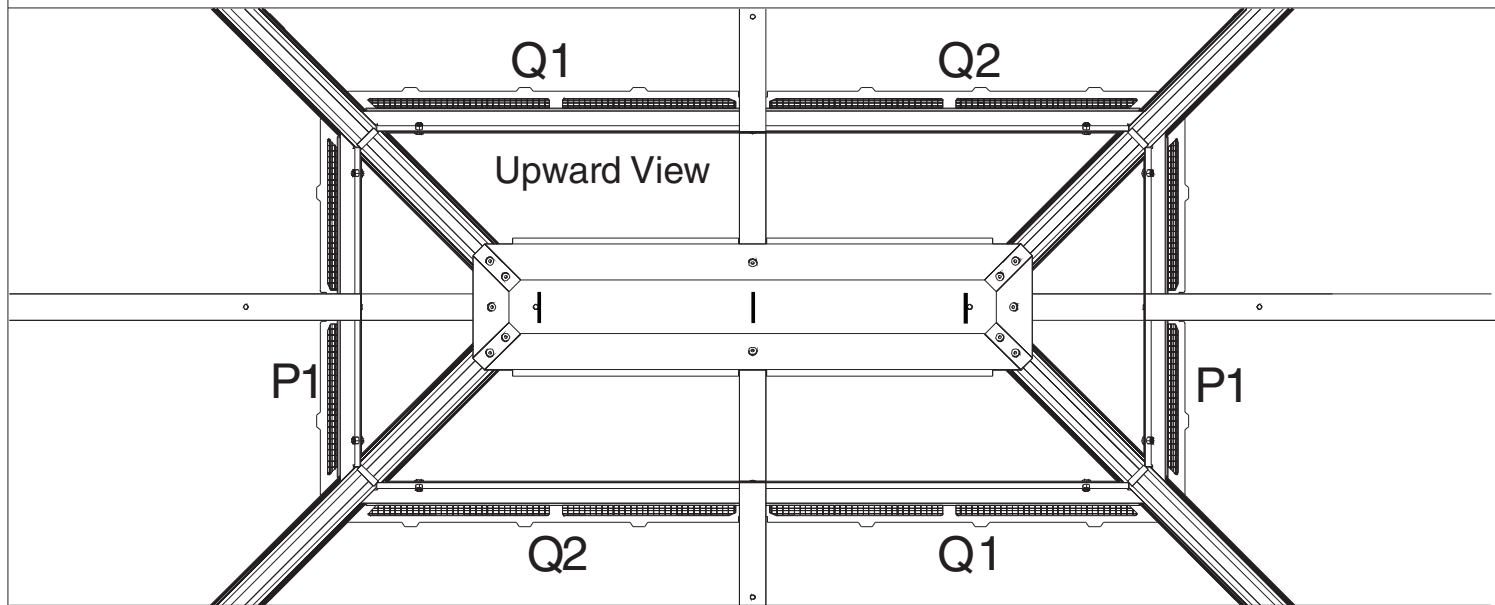
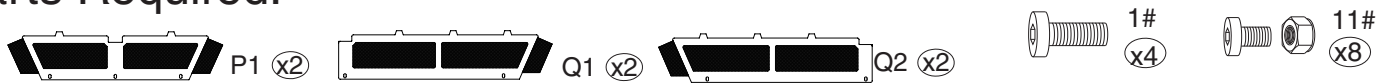
Step 17: Affix roof panels using screws and Spacers (Part S) as shown in diagram.

ATTENTION – VERY IMPORTANT!
Align all roof panels and screw **LOOSELY** (DO NOT TIGHTEN ANY SCREWS until all roof panels of one side are aligned accordingly), And then **TIGHTEN ALL** screws to lock the roof panels in place.



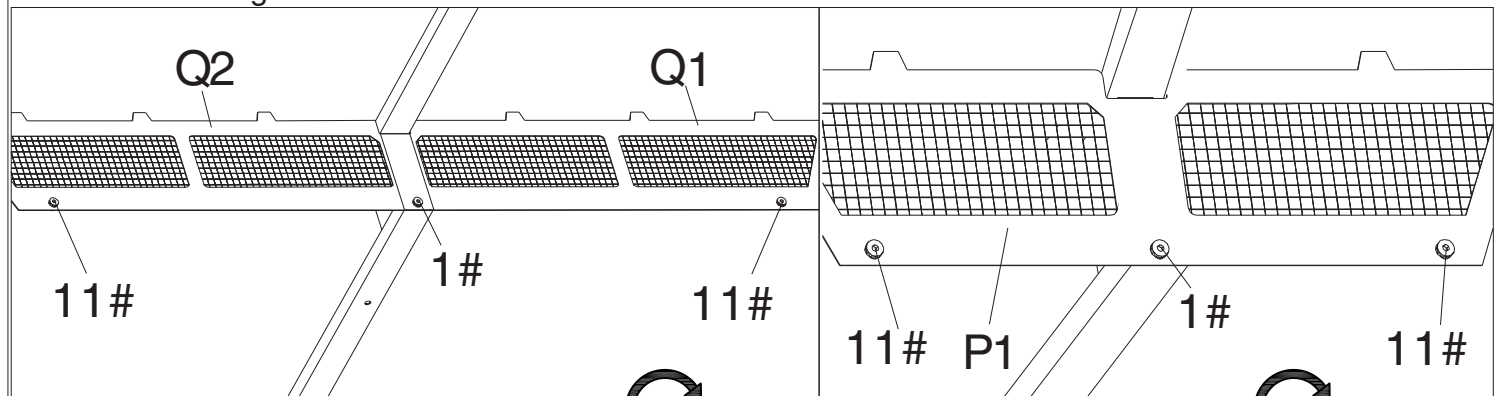
Tip:
At least two people
for this step.

Parts Required:

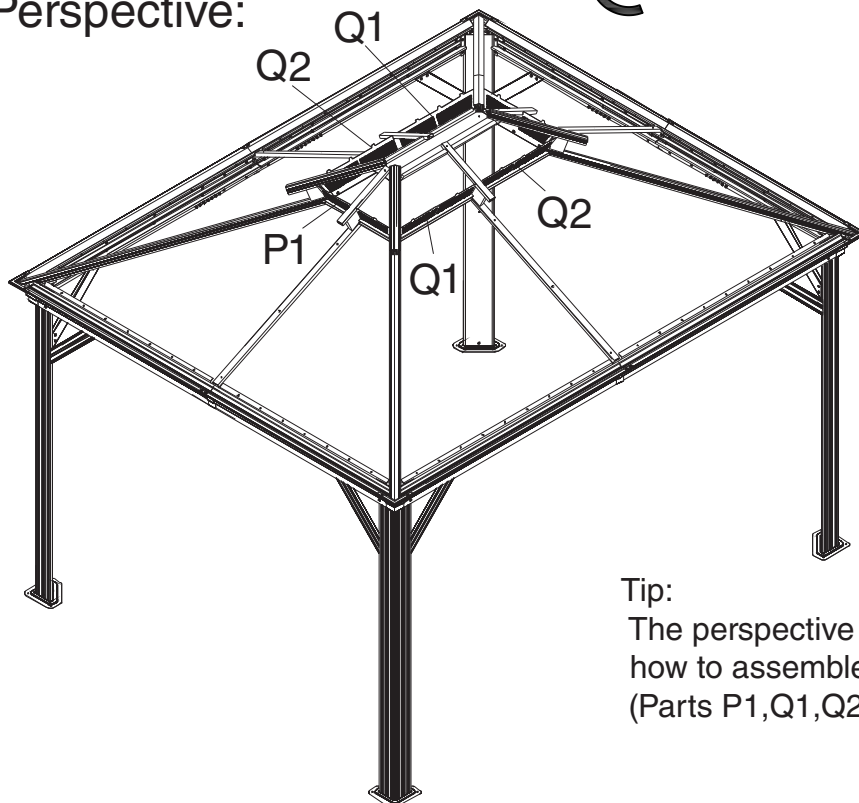


Step 18: Assemble Net Frame

Attach Net Frames (Part P1,Q1,Q2) to Finishing Bars (Part P , Q) using screws (1#,11#) as shown in diagram.

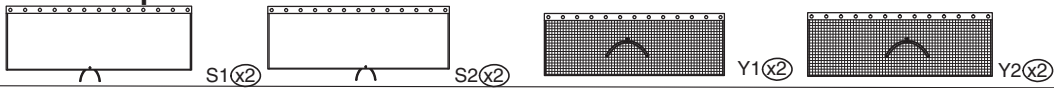


Perspective:



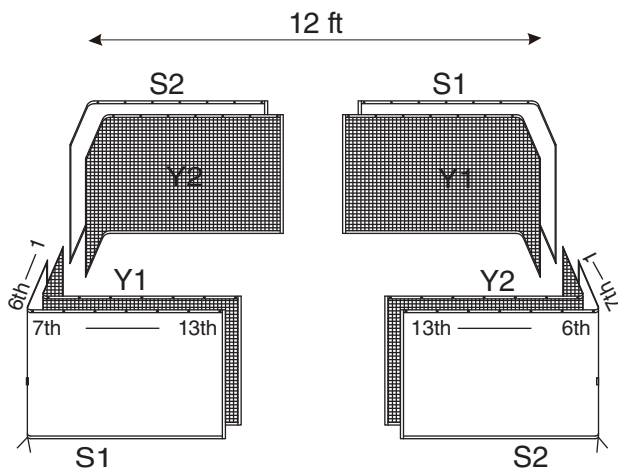
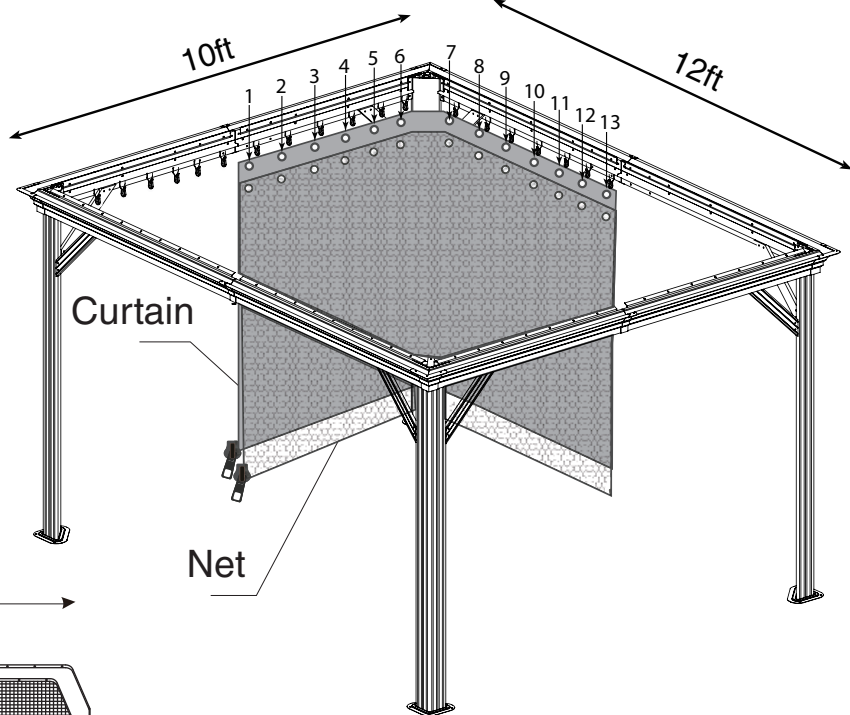
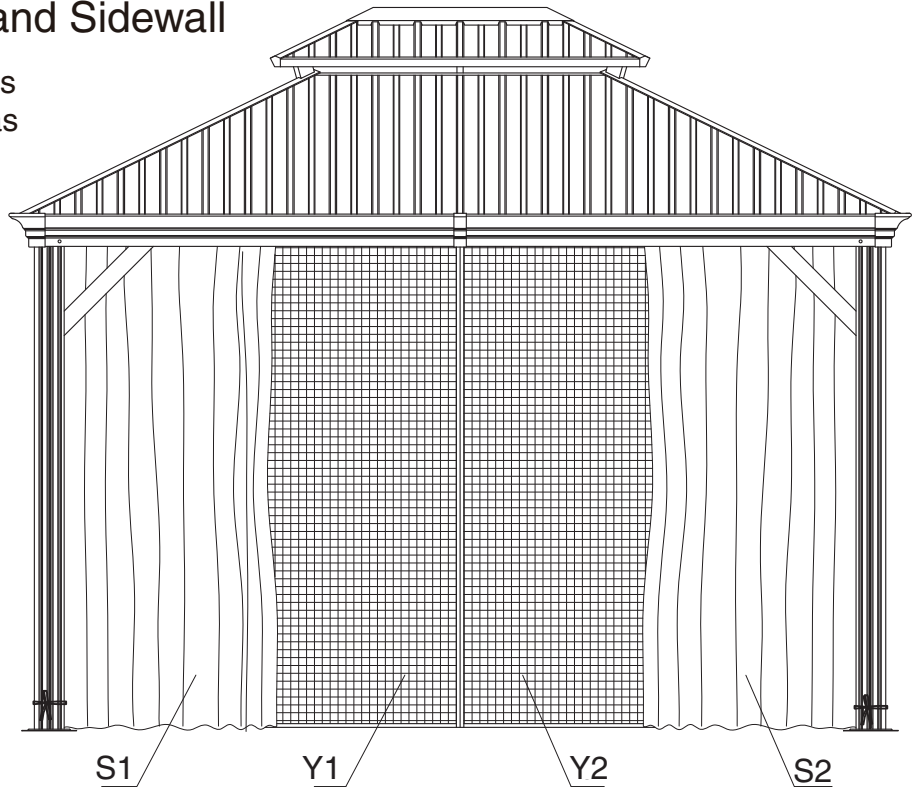
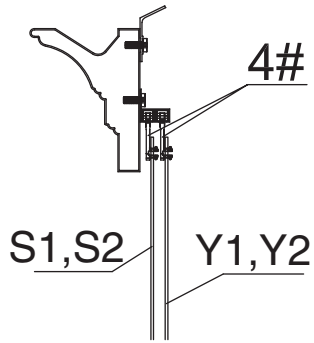
Tip:
The perspective drawing is for demonstrating how to assemble final step that set up Net Frame (Parts P1,Q1,Q2) better.

Parts Required:



Step 19: Assemble Net and Sidewall

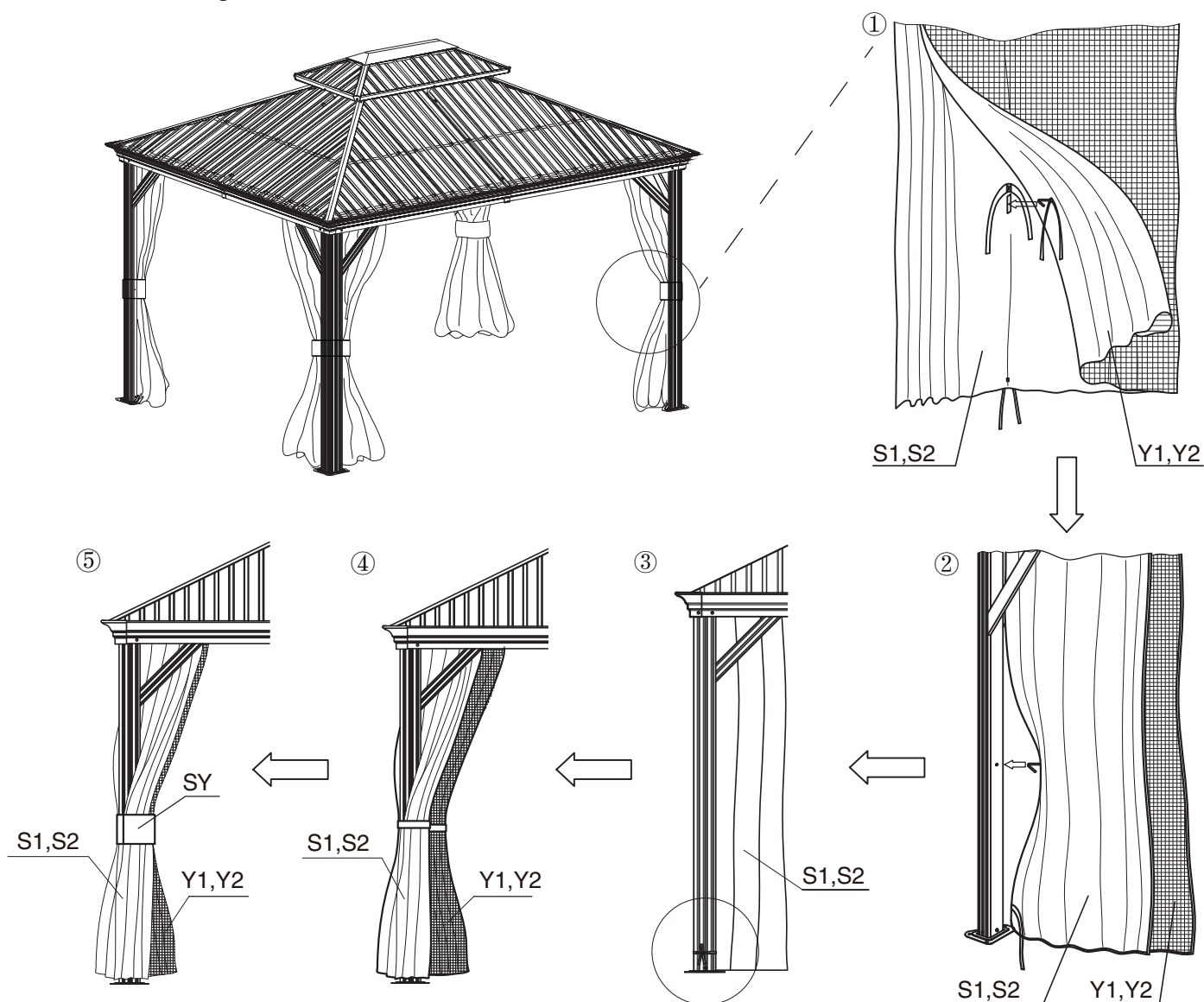
Hang up Mosquito Net on inner rails and Solid Sidewalls on outer rails as shown in diagram.



Parts Required:



Step 20: When you close the curtain, please refer to below steps to fix with poles as shown in diagram.



Care and Warranty

1. Wash frame parts and fabric with mild soap and water, rinse thoroughly. do not use bleach, acid, or other solvents on the fabric or frame parts.
2. Frame, Bolts, Nuts are warranted to be free from defects in material and workmanship for 1 year from item purchased. Curtains and Netting are warranted to be free from defects in material and workmanship for 1 year from item purchased. Damage from exposure to chemicals (including not only oils, spills, fluids) won't be covered by this warranty.
3. Please inspect and tighten all bolts or fasteners on a regular basis to ensure proper performance and safety of your gazebo.



Enjoy Cozy Life!

Thank you for your purchase of **KOZYARD's** gazebo.

As a professional hardtop gazebo manufacturer, kozyard always serves you for parts and replacement even your warranty expired.

SUPPORT:

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www.kozyard.com

email: support@kozyard.com

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