

American Flagpole & Flag Co.

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3 INCH BUTT DIAMETER ESTATE EXTERNAL HALYARD GROUNDSET FLAGPOLE INSTALLATION INSTRUCTIONS

1. Dig and prepare foundation hole as detailed on Section A Foundation Specifications.
2. Remove shaft from shipping tube, lay on sawhorses. Remove the PVC setting tube from the butt of the shaft. Set up PVC setting tube in the center of hole with top 2" above grade. Make sure the bottom of the tube is well worked into the sand.
3. Plumb the setting tube vertically and brace so it cannot move during the concrete pour. You may use a simple level to insure it is vertical. Pour concrete; trowel to desired finish. Keep inside of sleeve dry and free of debris. Allow concrete to cure for at least 24 hours.
4. Remove wrappings from the top and bottom of the shaft and from around the cleat area (approximately 8'-8'6" from butt end of shaft). Leave remainder of wrappings on the shaft to help protect it from hand prints. Attach the cleat to shaft using the pre-drilled hole and the screws provided. If an optional flash collar has been supplied, slip collar over bottom of the shaft and temporarily tap to wrappings below the cleat.
5. By hand only, screw the threaded stem of the finial ball into the truck until the stem will go no further. Use Lok-Tite or other stem cement if available. Using a wrench, securely tighten down the jam nut against the truck. Slip truck onto top of the shaft. Align the sheave over the cleat. Using an Allen wrench, tighten the set screws holding the truck to the shaft.
6. Thread the halyard through the truck sheave. Tie the halyard ends loosely together to check for proper halyard length. The halyard should have a 5'-6' loop below the cleat, enough to wrap **ONLY** three to four times around the cleat. Cut off excess halyard. Fuse the ends with a flame to prevent fraying. Slip nylon flag snaps up the outside leg of the halyard and tie loosely with an overhand knot (loose knots can be worked up or down later to adjust for the flag size). Re-tie the halyard ends with a tightly pulled square-knot. Optional chrome flag snaps are installed by passing the halyard taunt. This can be done after the halyard has been secured into a loop.

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7. Pick up the shaft and place it into the setting tube, rotating it to face the truck in the desired direction. If optional flash collar is being used, un-tape and caulk in place at the concrete and shaft joints.
8. Remove all remaining paper wrapping. Adjust flag snap spacing to accommodate flag. Attach flag to snap and run flag to the peak. Secure the halyard to the cleat by wrapping in a figure eight.

Section A Foundation Specifications

PVC GROUND SLEEVE

SHAFT FOUNDATION DIMENSIONS FOR POLES WITH PVC SLEEVE					
exposed height	overall length	butt diameter	A	B	C
15'	17'	3"	24"	30"	24"
20'	22'	3"	24"	30"	24"
20'	23'	4"	24"	30"	36"
20'	23'	5"	24"	30"	36"
24' *	26'-6"	3"	24"	30"	30"
24' *	26'-6"	4"	24"	30"	30"
24' *	26'-6"	5"	24"	30"	30"
25'	27'-6"	3"	24"	30"	30"
25'	27'-6"	4"	24"	30"	30"
25'	28'	5"	24"	30"	36"
30'	33'	4"	24"	30"	36"
30'	33'	5"	24"	30"	36"
35'	38'-6"	5"	30"	36"	42"

POLES 4" AND LARGER REQUIRE SAND BETWEEN POLE AND PVC SLEEVE

* MODIFIED TO FIT INTO PUP TRUCK

FOUNDATION DIMENSIONS ARE MINIMUMS FOR TYPICAL SOILS