

American Flagpole & Flag Co.

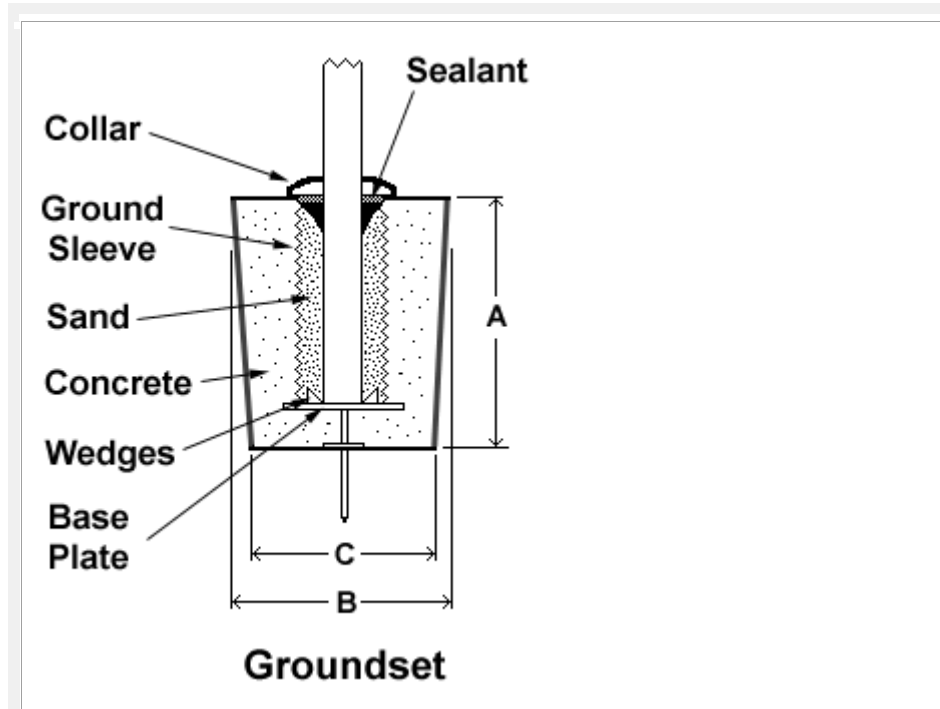
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INDEPENDENCE CONCEALED HALYARD GROUNDSET FLAGPOLE INSTALLATION INSTRUCTIONS

1. Dig foundation as detailed in section A Foundation Specifications, set sleeve in center of hole with top 2" above grade. Plumb, brace, pour concrete; trowel to desired finish. Keep inside of sleeve dry and free of debris by covering opening. Allow concrete to cure for 48 hours.
2. Remove shaft from shipping tube, lay on sawhorses. Unwrap paper from around the very top, the bottom, and around the handhole. If this is a multi-piece pole, carefully read and follow the assemble instructions on the reverse side. **NOTE: A multi-piece shaft must be assembled completely before the installation of the truck and cable assembly. PLEASE REFER TO SECTION B MULTISECTION FLAGPOLE ASSEMBLY IF YOU POLE IS MULTI_PIECE.** If there is any suspicion of damage to the finish, completely unwrap and inspect all shaft sections prior to assembly. Rewrap to protect the finish during assembly and installation.
3. Locate the truck and pre-strung cable assembly in the parts box. Remove the two screws holding the truck cover to separate it from the body. By hand only, screw the threaded ball-stem into the top of the truck. Use Lok-tite or similar stud cement if available. Do not let the stem protrude more than ¼" inside the cover. **CAUTION:** Excess stem inside may cause the cable to wear prematurely or break. Use a wrench to securely tighten down the jam nut against the truck. Using the two screws reassemble the truck cover to the body, being careful not to pinch the cable. Uncoil the cable leg extending from the spindle. Fish that cable down inside the shaft from the top. Screw the truck spindle into the threaded top of shaft, using a pipe-wrench to tighten.
4. To connect cable to the winch, first remove the bolt in front of winch. Rotate the mounting plate ¼ turn counterclockwise to expose the barrel of the winch. Bring the cable end down behind, under, and up in front of the winch. Lay the copper cable-stop on the end into the slot in the barrel, pointing upwards. Making certain that the cable stop is not cocked, tighten the cap-screw to hold the stop in place. **(NOTE: the cap screw is a trust head ¼-20x1¼". A spare is included in the spare parts bag. Use of a longer screw will cause the winch to slip)**
5. Rotate the winch ¼ clockwise, back to the original position with the slot in the mounting plate over the threaded bolt hole. Insert the bolt and tighten. Insert the crank handle into the hole in the center of the winch. Slow crank **CLOCKWISE** only enough to take up the slack in the cable.
6. Uncoil the outside leg of cable and stretch out along side the shaft. With the inside swivel pulled up against the truck spindle, the yoke connecting the cable to the flag arrangement should fall just above the top of the access door. If the outside cable end falls too low, it may be necessary to shorten the cable.
7. Use the quick-link, attach the flag arrangement to the counterweight. Undo the quick link attached to the retainer ring, releasing one end. Wrap the retainer ring around the shaft and reattach to the bottom of the counterweight. Temporarily tape the counterweight and cable assembly to the shaft close to the access door. Slip the flash collar up from the bottom end. Tape that in place above the tarred portion of the shaft.
8. Using a nylon sling, carefully pick up the shaft. Orient the access door in the desired direction, and set the shaft vertically into the foundation sleeve. If the shaft is a multi-piece shaft, a nylon choker must be used to insure the sections won't separate when lifted. Plumb the shaft upright. Insert wood wedges (not furnished) between the shaft and the sleeve, making certain it is well compacted. Leave a 1"-2" void at the top for sealer (not provided). Remove the wood wedges. Fill the void with waterproof cement sealant. Slip the collar down the shaft. Caulk the collar into place at the concrete shaft joints.
9. Attach the flag to the flag snaps on the flag arrangement. Insert the crank handle into the hole of the winch and crank the flag to the peak. With the flag at the peak, check to make certain that the inside swivel is still clear of the winch. If the swivel is touching the winch, crack cable all the way down. Cut off the yoke at the end of the outside leg and shorten the cable. Re-attach a yoke to the cable end using spare parts provided. Crank the flag to peak and re-check winch and swivel clearance.
10. Remove all remaining paper wrapping. When everything is in order, remove the crank, lock the access door in place and turn over the keys (2), crank (1), spare parts bag, spray-lube (1) and maintenance/operation manual to owner.

SECTION A Foundation Specifications



Shaft Foundation Dimensions

HEIGHT	BUTT DIAMETER	SLEEVE DIAMETER	DEPTH A	DEPTH B	DEPTH C
25'	6"	10"	3' 6"	30"	24"
30'	6"	10"	3' 6"	30"	24"
35'	6" - 7"	10"	4' 0"	36"	30"
40'	7"	10"	4' 6"	42"	36"
40'	8"	12"	4' 6"	42"	36"
45'	8"	12"	5' 0"	48"	42"
50'	8"	12"	5' 6"	48"	42"
50'	10"	15"	5' 6"	48"	42"
60'	10" - 12"	15"	6' 10"	48"	42"
70'	10" - 12"	15"	7' 6"	60"	48"
80'	12"	15"	8' 6"	60"	48"

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SECTION B

Multi-Section Flagpoles

In the unlikely event that you encounter any difficulties in the installation process, contact the dealer or representative from which the flagpole was purchased and, if necessary, they will contact our factory for assistance.

Multiple section flagpoles are designed to be field assembled with the patented, self aligning, internal sleeve assembly using close tolerances. These units have been pre-fit at the manufacturing facility to within $\frac{3}{4}$ "', without lubrication, in order to provide a snug fit between sections. It is imperative that these sections must be handled and assembled with care to avoid altering the fit.

Read through the entire set of information before beginning the assembly and installation process. Do not expect to be able to disassemble the shaft sections after they have been put together. They are designed to fit tightly together and taking them apart without damaging the flagpole will be extremely difficult or impossible.

If the flagpole is and internal halyard unit – Independence (stainless steel cable) or Sentry (halyard) – it is extremely important that the truck assembly NOT be fed through the pole until *after* the sections are completely put together. A short section of rope or cable caught between the walls of the section during the section fitting process will prohibit the sections fitting together properly. This condition is practically impossible to reverse.

DO NOT IMPACT THE ENDS OF THE FLAGPOLE SHAFT SECTION IN ANY WAY THAT WOULD DENT, POLISH OR CREATE SURFACE ABRASIONS (BURRS) ON ANY MATING SURFACE. Inspect the shaft sections for damages including, but not limited to, dents, an oval condition, abrasions, or burrs to the mating surface.

ASSEMBLE THE SHAFT IN A HORIZONTAL POSITION – RAISE THE SHAFT OFF THE GROUND FOR ASSEMBLY – Place the shaft sections on blocks or saw horses so that dirt, gravel, etc. does not get into the joint and interfere with the assembly. Place the bottom of the shaft against a solid object such as a steel column or a wall to help in the fitting process. Protect all surfaces with thick wooden blocks and padding. **IDENTIFY THE VARIOUS MATING SECTIONS BY MATCHING THE NUMBERS ON EACH OF THE POLE SECTIONS** – Each joint has been custom fit and the mating sections have been number stamped with the same identification number near the adjoining end. If the sections do not have the same match numbers...STOP. These sections are not interchangeable. If you have purchased multiple flagpoles, check to see if various sections have gotten mixed up. If this is not the case, contact the dealer or representative from which the flagpole was purchased and they will contact us immediately. Be prepared to give them the pole size information and the marking numbers on the flagpole.

AGAIN, VERY THOROUGHLY CLEAN ALL MATING SURFACES TO REMOVE ALL FOREIGN MATTER IMMEDIATELY BEFORE ASSEMBLY. It is critical that the mating surfaces, the outside of the sleeve and the inside of the top section that slides over it, be cleaned and smooth of burrs and abrasions. While cleaning, if you feel the cloth “snag” on something, now is the time to determine and fix the cause. **LUBRICATE THE SLEEVE AND INNER SURFACE WITH LIQUID SOAP.** Lubricate well. **DO NOT USE GREASE, OIL OR ANY PETROLEUM PRODUCT AS IT CAN SEEP OUT OF THE JOINT AND STAIN THE SHAFT.** Try to keep the finished surfaces free of hand prints and excess lubricants.

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SLIDE THE UPPER SECTION ONTO THE SPLICING SLEEVE OF THE LOWER SECTION MAKING SURE THAT THE MATCH MARK ARROWS LINE UP EXACTLY WHILE THE SECTIONS ARE BEING PUT TOGETHER. Some force may be needed as the sections come together. In the event that a sledgehammer is used in the final fitting process, use extreme care to protect the aluminum surface and the cast aluminum end plug by using thick wooden blocks to absorb direct shock.

Proceed with remainder of the installation.

Do not allow concrete to come in contact with the aluminum shaft.

EXTREME CAUTION SHOULD BE EXERCISED WHEN INSTALLING FLAGPOLES NEAR OVERHEAD POWER LINES OR IN THE VICINITY OF BURIED CABLES.