

American Flagpole & Flag Co.

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1(800) 426-6235

SENTRY CONCEALED HALYARD-REVOLVING TRUCK GROUND SET INSTALLATIONS 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 access door. 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 installations.

IF YOUR FLAGPOLE IS MULTI-PIECE POLE, PLEASE REFER TO SECTION B MULTI-SECTION FLAGPOLE ASSEMBLY AT THIS TIME.

3. Revolving Truck: Locate the truck and halyard in the parts box. Remove the 2 bolts holding the truck cover in order to separate it from the truck body. Thread the loose end of the halyard up through the brass grommet in the truck body, over the pulley in the top of the truck top, and down through the center of the spindle.

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 of the ball more than 1/4" inside the cover. CAUTION: Excess stem inside may cause the halyard to wear prematurely or break. Use a wrench to securely tighten down the jam nut against the truck. Using the 2 bolts, reassemble the truck body, being careful not to pinch the halyard.

Drop the loose end of the halyard down inside the shaft from the top. You may want to attach a small weight to the halyard to help drop it down the shaft when the shaft is installed. Thread the spindle into the top of the shaft. Tighten with a pipe-wrench. Insure the halyard is not caught somewhere.

4. Remove the door from the access hole with the key supplied. Fish the halyard down inside the pole. Remove any weight attached once the halyard is to the access door. Thread the halyard end through the cam-cleat and tie a large knot in the end of the rope below the cam-cleat to prevent the halyard from pulling back through.

5. On the outside portion of the halyard, with the quick-link, attach the counterweight to the yoke end of the halyard. Run the retainer ring around the shaft and place both ends of the retainer ring into the quick-link. Tape the counterweight temporarily to the shaft near the access door. Slip the flash collar up from the bottom end. Tape that in place above the tarred portion of the shaft.

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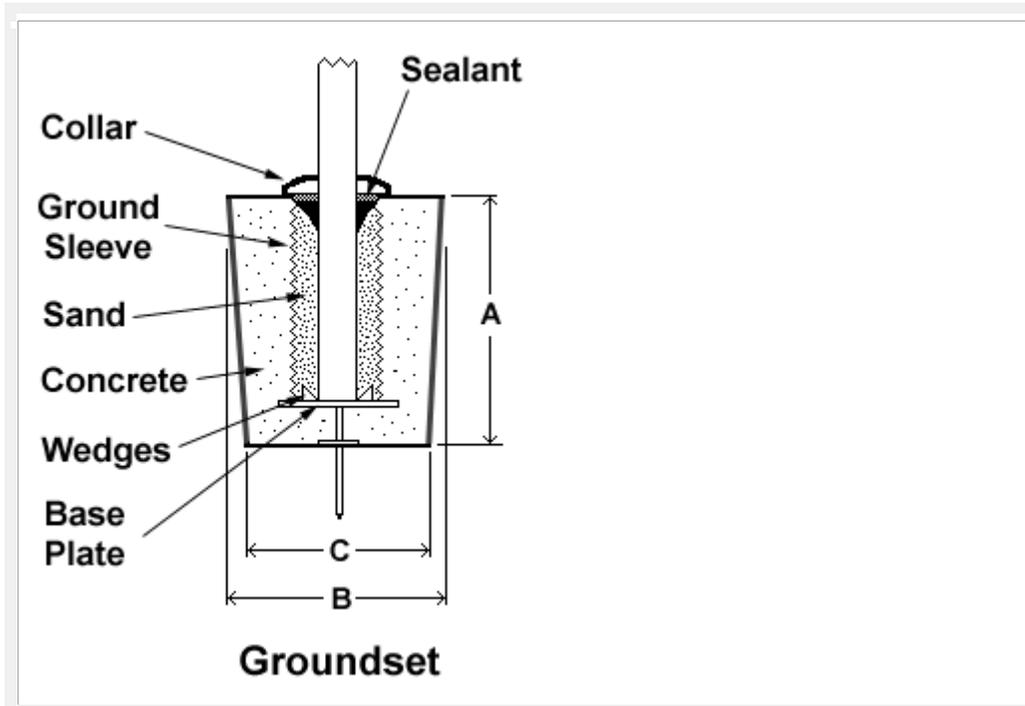
6. Using a nylon sling, carefully pick up the assembled shaft. Orient the access door in the desired direction, and set the shaft vertically into the foundations sleeve. If the shaft is multi-piece shaft, a nylon choker must be used to insure the sections do not separate when lifted.

7. Plumb the shaft upright. Insert wood wedges (not furnished) between the shaft and the sleeve to temporarily keep the shaft in place and plumb. Pour in, and tamp firmly, dry sand between the shaft and the sleeve. Make 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 or any weatherproof sealant. Un-tape the collar and slip down the shaft. Caulk the collar into place at the concrete and shaft joint to prevent water from entering.

8. Attach the flag snaps to the halyard. The lower flag snap will be just above the yoke. Separate the flag snaps to match the upper and lower grommets of the flag to be flown. To attach the flag snaps: pass a loop of halyard through the swivel-eye of the flag snap. Pass the loop over the flag snap and pull the halyard taut. For two flags, attach the second set of flag snaps above the first. Attach the flag. With the top fastening for the flag within reach, retie the knot at the inside end of the halyard just below the cam-cleat. Cut off any excess halyard. Fuse the cut end of the halyard with a flame to prevent fraying.

9. Remove remaining paper wrapping. Pull the flag to the peak and secure the halyard behind the cam-cleat. Drop excess halyard into the shaft bottom. Fit door into the opening and secure the key. Provide keys (2) to the owner.

SECTION A Foundation Specifications



Shaft Foundation Dimensions

HEIGHT	BUTT DIAMETER	SLEEVE DIAMETER	DEPTH A	DEPTH B	DEPTH C
20'	5"	8"	3' 6"	30"	24"
25'	5"	8"	3' 6"	30"	24"
25'	6"	10"	3' 6"	30"	24"
30'	5"	8"	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"

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, OALIZE 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

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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.

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.