

EZ-up Instructions

SETTING UP

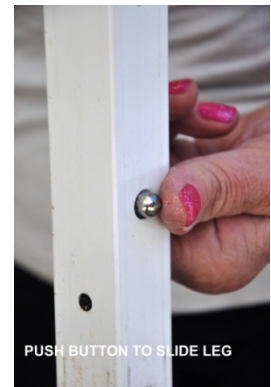
Remove bag

1. Lay EZ up on side – wheels down
2. Unzip bottom of bag and pull bag away from feet.
3. Stand EZ-up on ground (feet on ground)
4. Remove bag (picture 1)



Set-up EZ-up

1. Four people, one per leg; grab leg and walk backwards until corners are **fully extended** (picture 2)
2. To secure upper portion of EZ-up, with a person on each corner, pull canvas up from auto-slider (pin), push down on top of leg with one hand and pull framework up with other hand until auto-slider pin or clamp engages, i.e. goes into hole (picture 3). Note there are similar but different slider assemblies, depending on the EZ-up model (picture 3A).
3. Pull canvas down over corner
4. With foot on bottom plate, push buttons in on each leg to slide up (raise), set to desired height (picture 4).



IMPORTANT: IF USED OUTDOORS, IT IS EXTREMELY IMPORTANT THAT THE CANOPY BE SECURED TO THE GROUND. EACH LEG MUST BE HELD BY A WEIGHT, ATTACHED TO AN ADJACENT CANOPY, OR STAKED TO THE GROUND.

MINIMUM SAFE WEIGHT FOR EACH LEG: 20 LBS.

Attach Weights

1. Attach a weight to **each corner**, with hooks (weights may be hanging above ground or touching ground). Picture 5.

In addition:

- Tie legs to adjacent canopies (if available) w/ bungee cords (found in travel box).
- If located on soft surface (e.g. dirt, grass), drive canopy stakes all the way into the ground.



Attach Banner

1. Attach banner to the back side of the EZ-up using (4) 24 inch bungee cords. Picture 6.



TEARING DOWN

1. Remove banner, roll it up with *print-side-out*, place in protective bag
2. Remove corner weights (or undo bungee cords/stakes).
Caution: never leave canopy unattended when weights/bungee ties are removed.
3. With a person on each leg, push in toggle buttons on legs and lower all the way down.
4. Pull canvas up slightly from each corner
5. Pull auto-slider pins (or press clamp) on top of legs to unlock. Picture 7.
6. Walk 4 legs toward center, leaving canvas top attached; squeeze EZ-up so it is tightly closed
7. Leave feet on ground and pull bag over the top. Picture 8 – **do not force into bag if EZ-up is not completely closed.**
8. Zip closed, and **pull with wheels on ground.** Picture 8.

