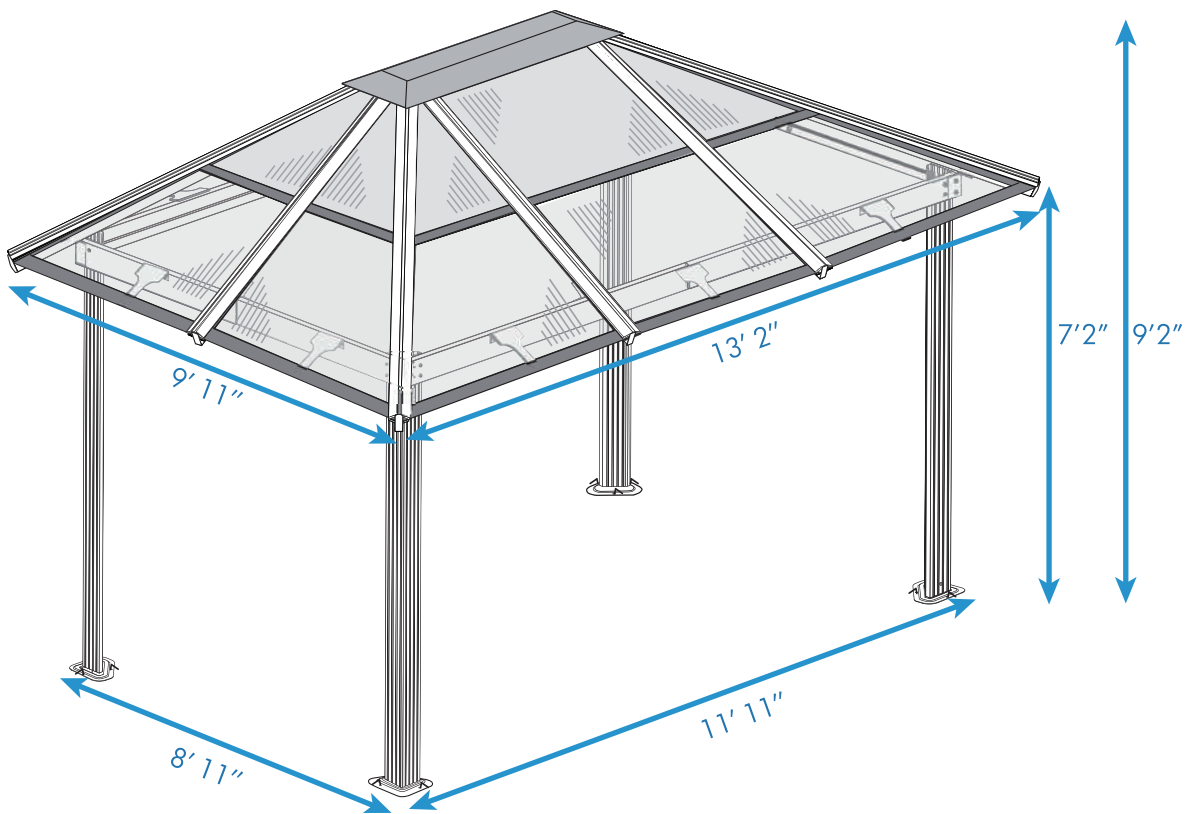




# Gazebo GZ620LS

## Assembly Instructions

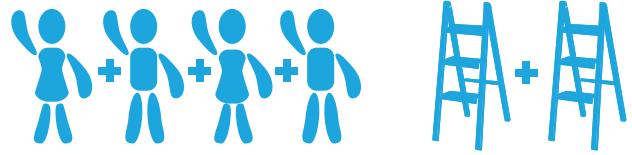


  @paragonoutdoorcompany

Paragon Group USA

Customer Service: (877) 782 4482 Email: cs-outdoors@paragongroupusa.com

# Introduction



Thank you for purchasing the Gazebo 620LS.

When properly assembled and maintained, this gazebo will provide many years of enjoyment!

These instructions include helpful hints and important information needed to safely assemble and properly maintain the gazebo. Please read these instructions completely before you begin.

Our patented gazebo has been designed for easy assembly. All steps can be completed by a team of four people. The assembly should take about two hours.

## Before Starting Assembly:

CAREFULLY READ ALL THE INSTRUCTIONS BEFORE YOU BEGIN AND FOLLOW THE STEPS IN THE ORDER THEY ARE PRESENTED.

### 1. Make sure you have all the necessary parts:

Compare the contents of the three cartons to the List of Parts. If any parts are missing or damaged, or you have any questions, please contact Customer service: (877)782 4482 before beginning assembly.

### 2. Lay the parts out in separate staging areas:

The List of Parts has the corresponding step number referenced to each part. We recommend that while you go through the list, make staging areas for each step and place the parts necessary for each step in these areas. This will save you time and effort during assembly.

### 3. Select a Location:

When selecting a location for your gazebo, a flat level area is essential and if possible with proper water drainage and easy access to power and water, if necessary.

Choose a sunny, level position away from overhanging trees and power lines and protected from the wind as much as possible. Locate underground pipes or cables before preparing the site or anchoring the gazebo.

Note: You may assemble the gazebo on a hard level surface and move it to its final location when finished. Make sure that there are no obstacles between the assembly area and the final position.

### 4. Prepare a Foundation:

After choosing a location, proper preparation of the site is recommended. The site must be level.

If the site is not level, create a base slightly larger than the outside dimensions of the gazebo using a perimeter of two by fours filled with either soil, sod or gravel.

Make sure the base is square by measuring the diagonals from both directions and making sure they are equal. The gazebo is secured with pegs into holes cast with concrete.

If you decide to have a concrete base, it is best to contact a reliable contractor to make sure it is flat and level. Make sure you have checked with your local authorities regarding any required building permits.

### 5. Make sure you have the proper tools:

- Tape Measure
- Work Gloves
- Safety goggles
- Phillips Screwdriver
- Spirit Level
- 2 Small Step Ladders
- Wooden Mallet
- Scissors and knife
- Liquid soap or WD40 Lubricant
- Hex Key (included)

NOTE: A cordless drill with Phillips head bit is highly recommended but not essential.

## Safety Advice

- The gazebo must be positioned and fixed on a flat level surface.
- Dispose of all plastic bags safely. Keep them out of the reach of children.
- Keep children and pets away from the assembly area until the work is completed.
- Always wear shoes, gloves and safety goggles when working.
- Take special care not to touch overhead power lines with the aluminium profiles.
- Do not attempt to assemble the gazebo in windy or wet conditions.
- Do not position your gazebo in an area exposed to excessive wind.
- If using power tools or a ladder, always follow the manufacturers safety instructions.
- Hot items such as recently used grills, blowtorches etc. must not be stored in the gazebo.
- Make sure the gazebo complies with local building codes.



### **ATTENTION:**

**DO NOT ATTEMPT TO ASSEMBLE THE GAZEBO ALONE!**

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## General Order of Assembly

- Step 1** : Assembling the Corner Profiles
- Step 2** : Assembling the Roof Profiles
- Step 3** : Attaching the Roof Profiles to  
Corner Profiles
- Step 4** : Attaching the Roof Connectors
- Step 5** : Securing the Gazebo to the ground
- Step 6** : Installing the Roof Gables
- Step 7** : Installing the Upper Roof Panels
- Step 8** : Installing the Lower Roof Panels
- Step 9** : Installing the Roof Gable Covers
- Optional Securing the Gazebo to a  
Concrete Floor or Wood Deck


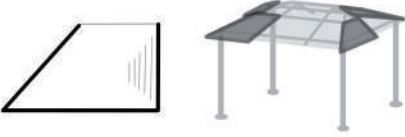




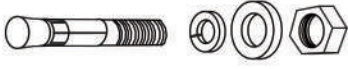










# List of Parts



The gazebo is shipped in two cartons. These cartons are heavy. Be careful when lifting them. Wear proper safety gear including work shoes, gloves and goggles. The parts are identified by removable stickers. Place all the parts for each step in staging areas, checking that you have all parts as you go. If any parts are missing or damaged, contact STC customer service before beginning assembly: Customer Service: (877) 782 4482 Email: cs-outdoors@paragongroupusa.com

No.	Profile	Qty	Step	No.	Profile	Qty	Step
1	2200mm	4	1	10		1	6
2		4	1	11	2171mm	4	6
3	1822mm	2	2	12	1584mm	6	6
4	1822mm	2	2	13	2171mm	4	9
5	1350mm	2	2	14	1584mm	6	9
6	1350mm	2	2	15		4	7
7		10	4	16		4	7
8		6	4	17		2	7
9		4	4	18		1	6

19		4	8
20		4	8
21		2	8
22		4	2
23		4	3
24		12	
25	 M8x70mm	12	
26		10	9

27		140	1,2,4,6
28		34	9
29		16	7,8
30		10	7,8
31		2	7
32		2	7
33		1	

We included some extra screws and bolts for your convenience.



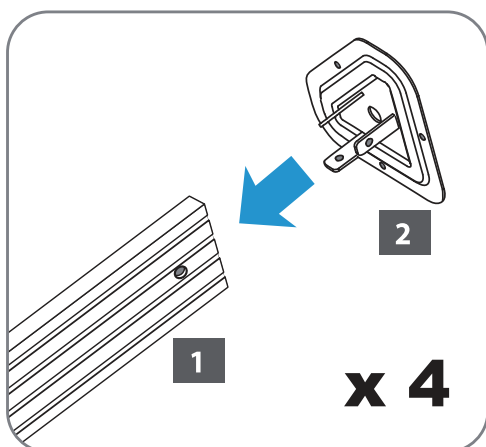
# STEP 1 Assembling the Corner Profiles



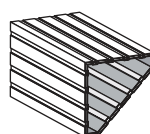
Place all the parts on a level surface.  
Make sure the pieces are in the correct positions before assembling.  
Carefully follow the order of assembly to ensure an easy installation.  
Wear proper safety gear including work shoes, gloves and goggles.

## 1.A

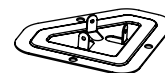
Place corner profiles (1) parallel to each other the ground. Slide support plates (2) into corner profiles from the end with a single screw hole, as shown.



## Components



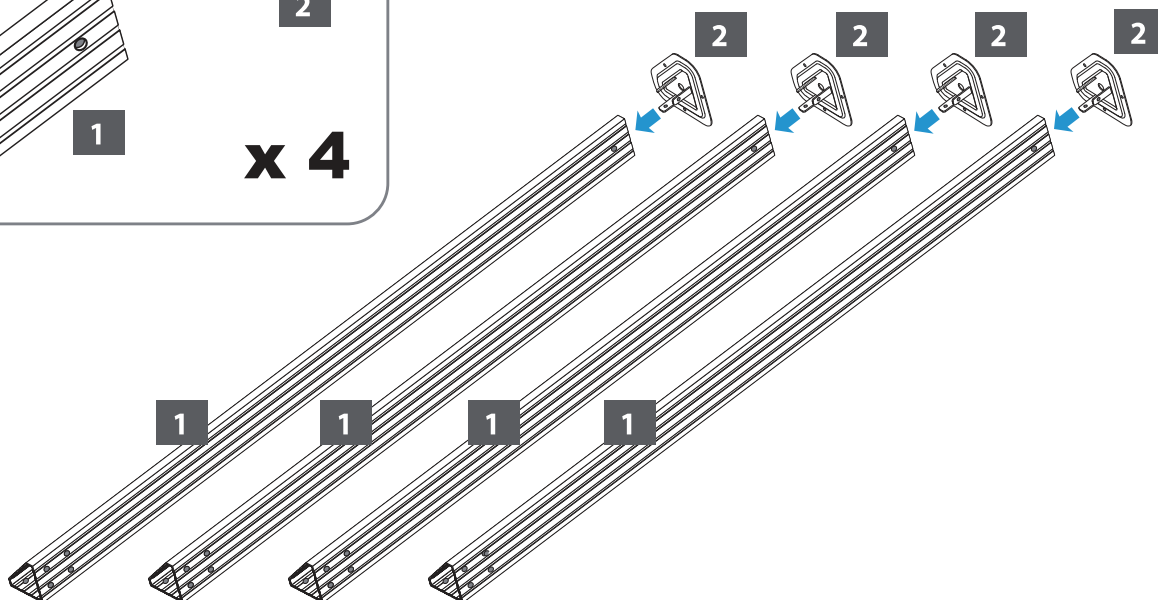
Corner profile(1)  
x 4



Support plate (2)  
x 4

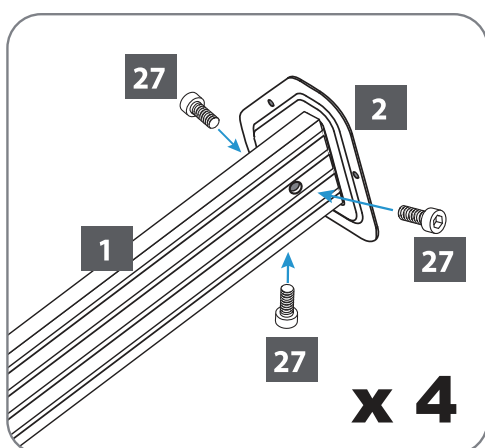


Screw(27)  
x 12



## 1.B

Fasten each plate to profile using three screws ( 27).



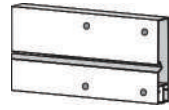
# STEP 2 Assembling the Roof Profiles



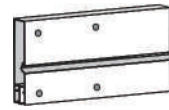
## 2.A

Insert connecting profile (22) into long roof profiles (3,4).

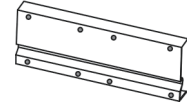
### Components



Roof Profile (3)  
1822mm  
x 2



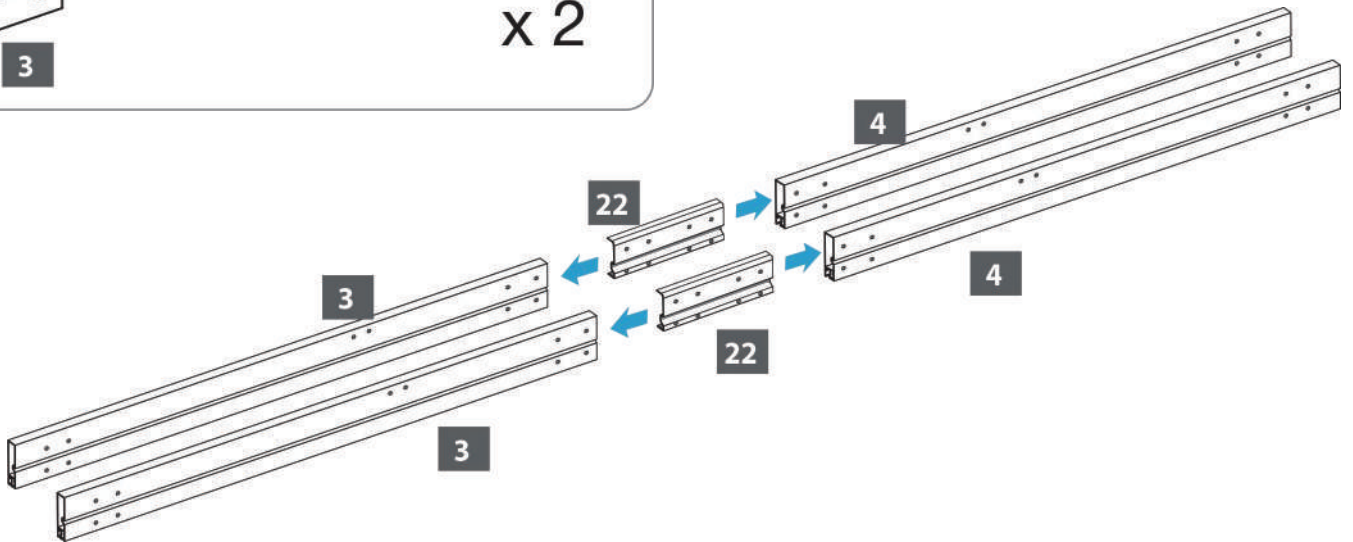
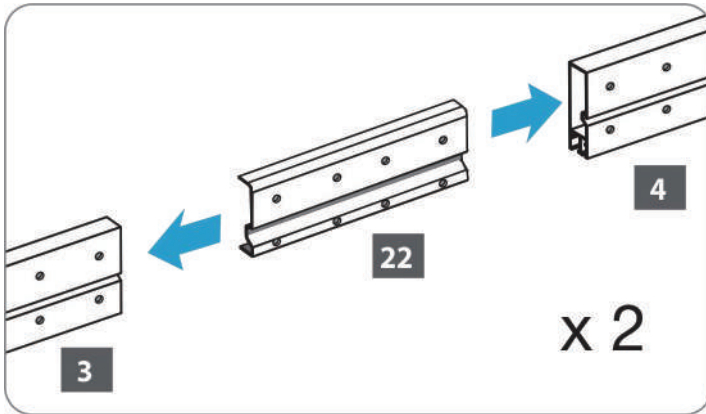
Roof Profile (4)  
1822mm  
x 2



Connecting profile(22)  
x 2



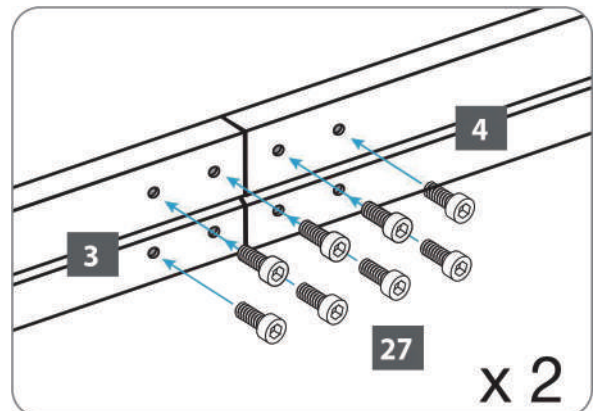
Screw (27)  
x 16



## 2.B

Fasten together using screws (27).

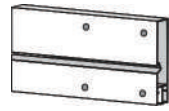
Repeat steps 2A and 2B to make the two long roof profile sets.



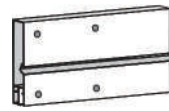
## 2.C

Insert connecting profile (22) into short roof profiles (5,6).

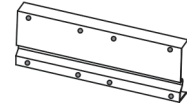
### Components



Roof Profile (5)  
1350mm  
x 2



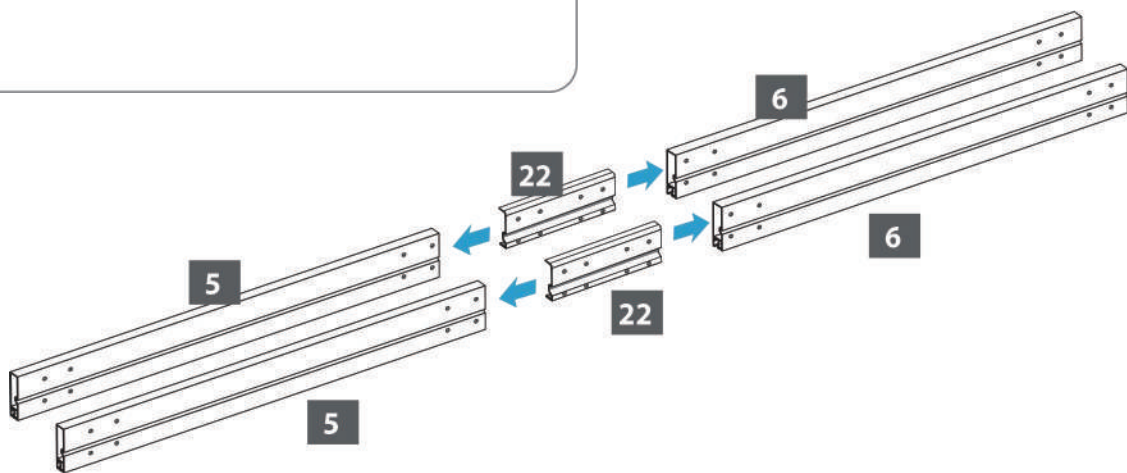
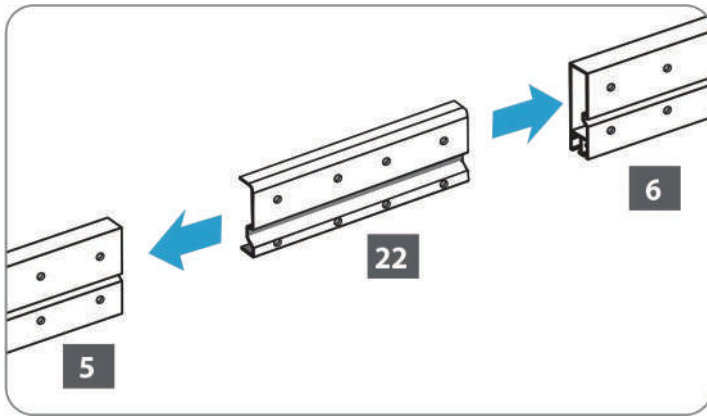
Roof Profile (6)  
1350mm  
x 2



Connecting  
profile(22)  
x 2



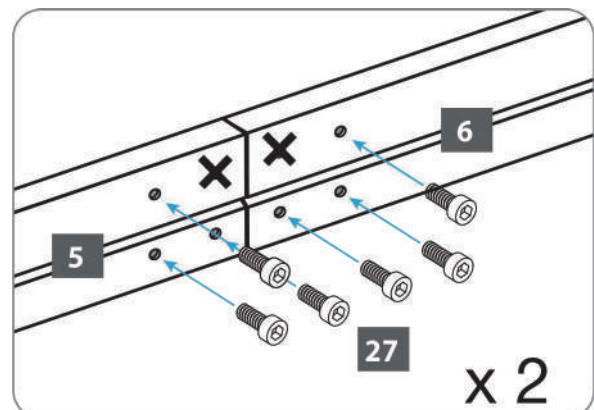
Screw (27)  
x 12



## 2.D

Fasten together using six screws (27).

Repeat steps 2A and 2B to make the two short roof profile sets.



**ATTENTION:** Insert screws exactly as shown. You will need the two empty screw holes to fasten connector (8) in step 4.



# STEP 3 Attaching Roof Profiles to Corner Profiles



## 3.A

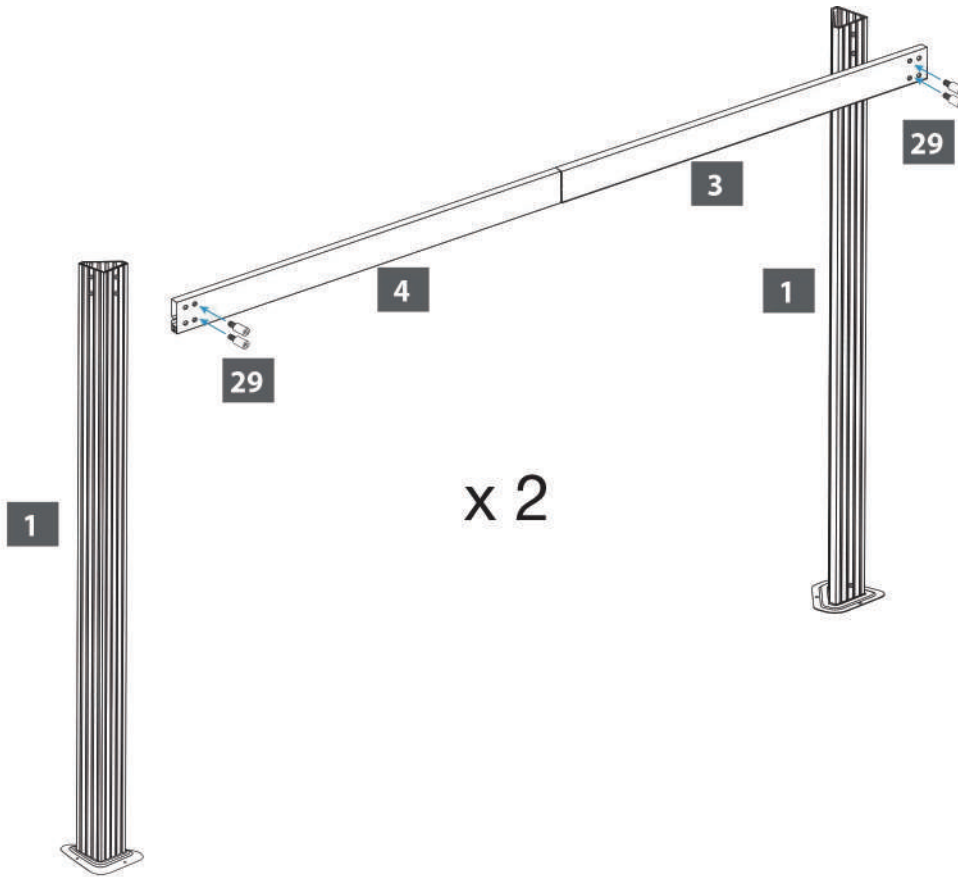
Attach long roof profile set to corner profiles as shown, making sure the side with the ridge faces toward the corner profiles.

### Components



Screw (29)

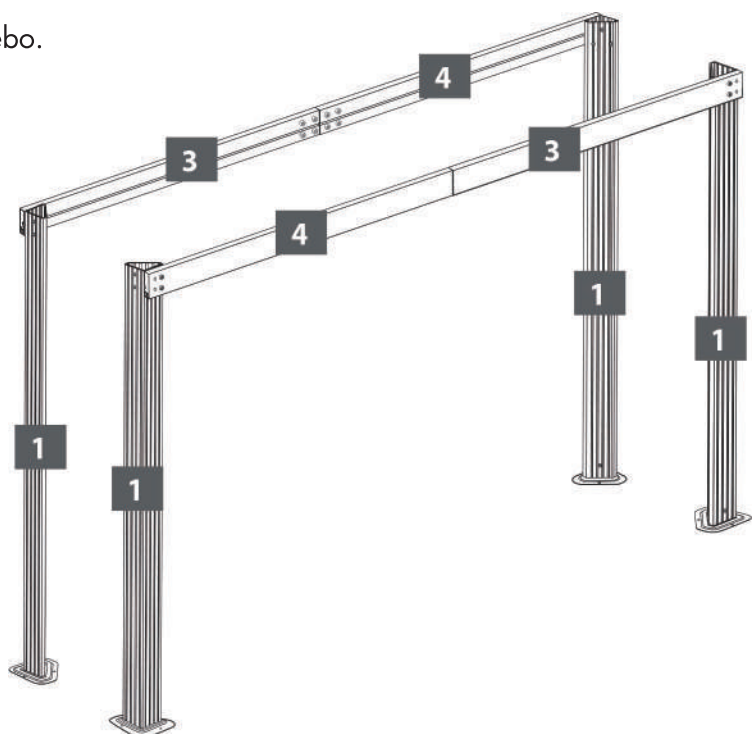
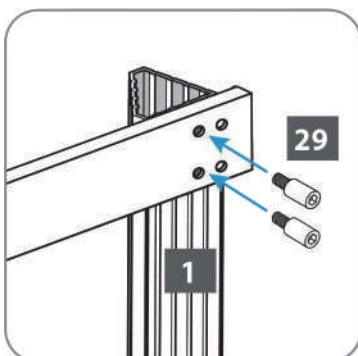
x 8



## 3.B

Fasten together using two screw (29) on each side.

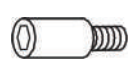
Repeat to create two sides for gazebo.



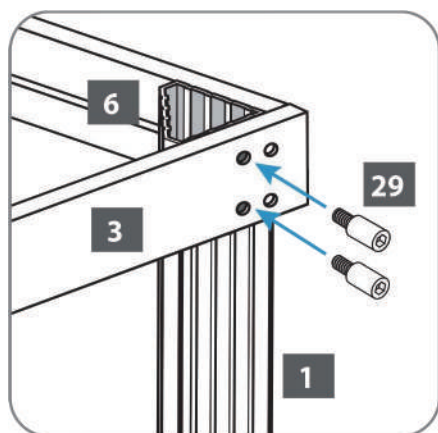
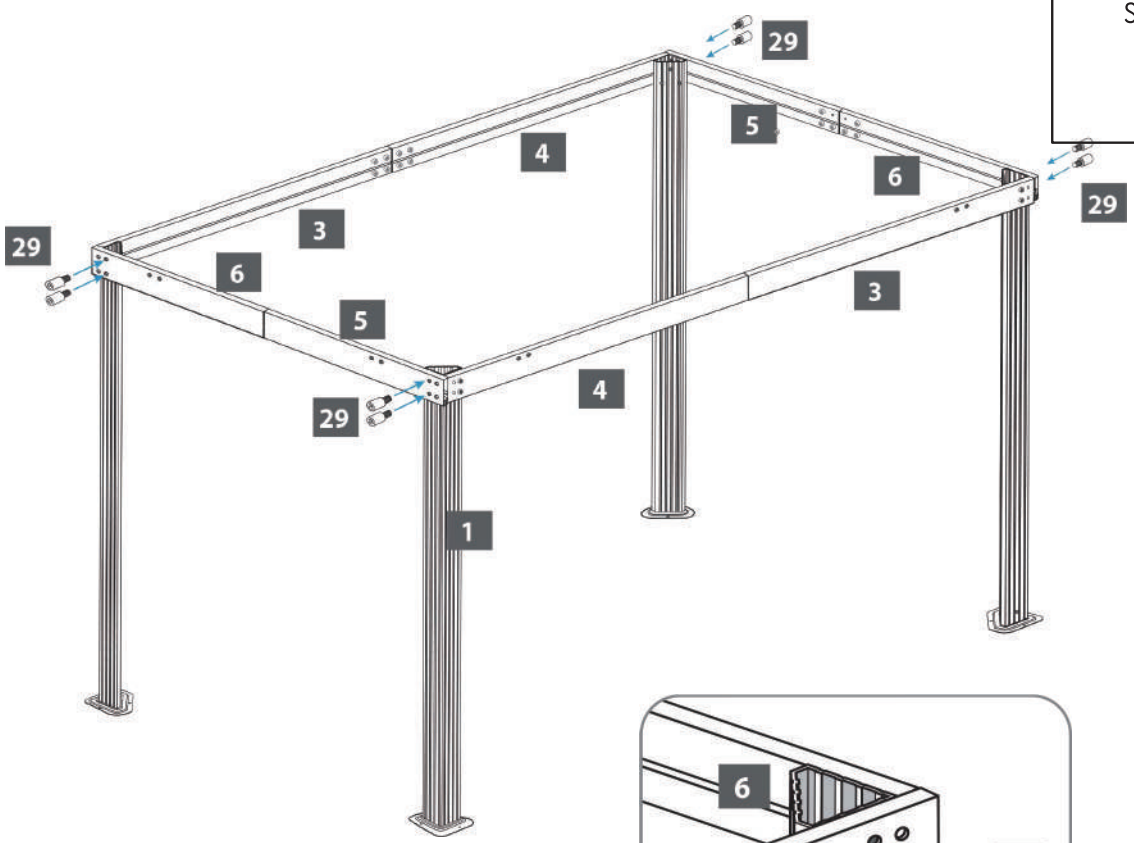
### 3.C

Using three people, attach the short roof profile sets to corner profiles as shown, making sure the side with the ridge faces toward the corner profiles. Use screws (29).

Components



Screw (29)  
x 8

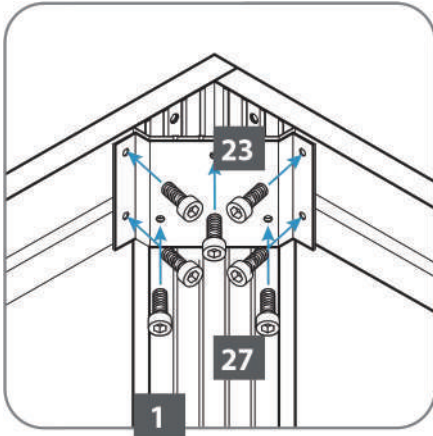


ILLUSTRATION



### 3.D

Attach corner connecting part (23) to inside of each corner using seven screws (27) for each corner.



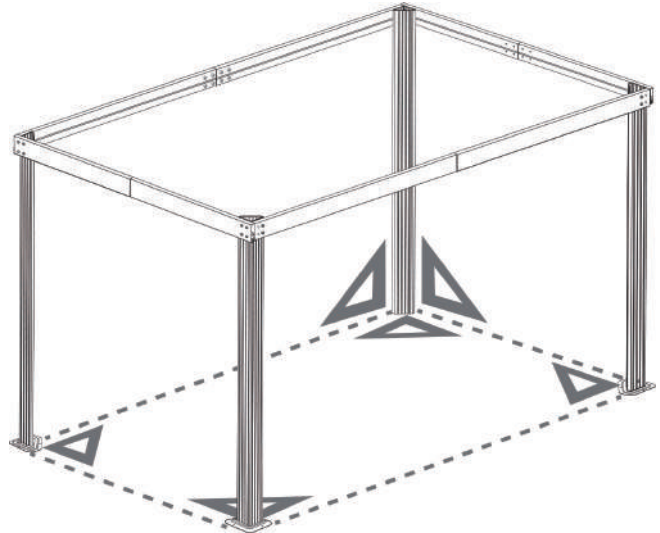
#### Components



Corner connecting part (23)  
x 4



Screw (27)  
x 28



**IMPORTANT:** After this step you should place the gazebo frame in its desired location. Make sure all corners are squared at 90 degrees.

## STEP 4 Attaching the Roof Connector



### 4.A

Attach roof connectors (7) to roof profiles (3, 4, 5, and 6) as shown, using two screws (27) for each connector.

#### Components



Roof connector (7)  
x 10



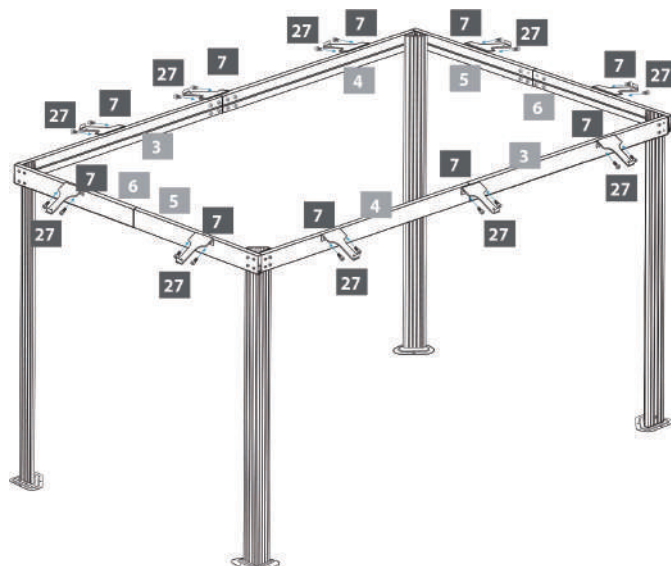
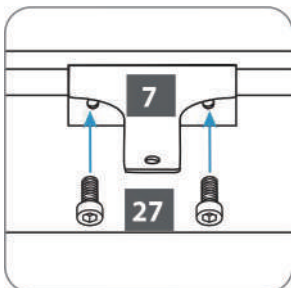
Roof connector (8)  
x 6



Roof connector (9)  
x 4

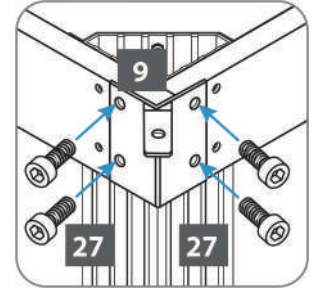
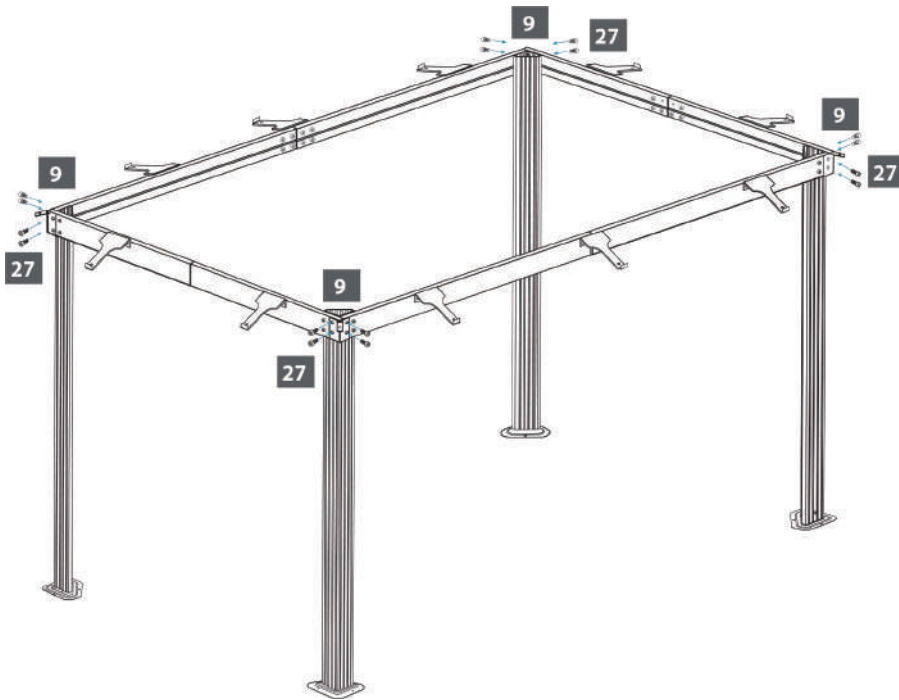


Screw (27)  
x 48



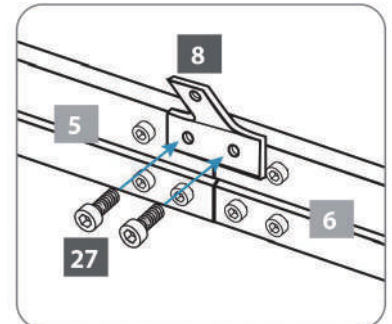
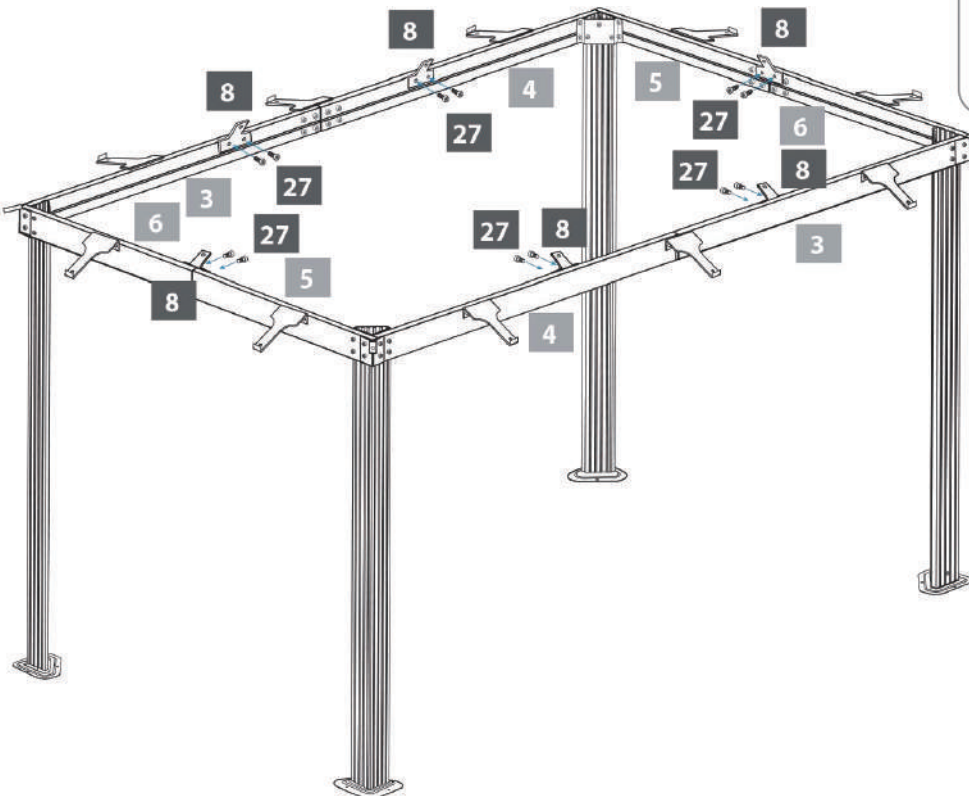
### 4.B

Attach roof connectors (9) to roof profiles (3,4,5,and 6) as shown, using two screws (27) for each connector.



### 4.C

From inside of the gazebo frame, attach roof connectors (8) to roof profiles (3,4,5,and 6) as shown.



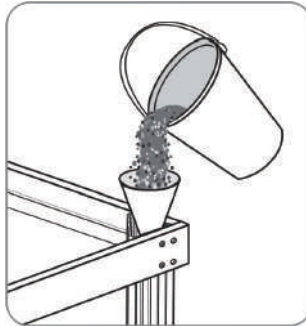
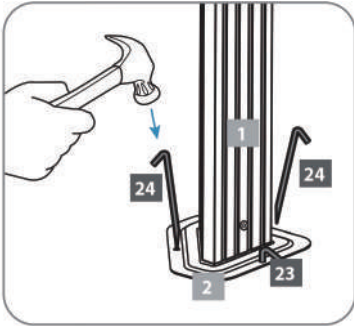
# STEP 5 Securing the Gazebo to the Ground



Components

Ground spike (24)  
x 12

**5.A** Fasten the gazebo frame to the ground, using three spikes (24) for each support plate.



**!** After securing the gazebo to the ground, we highly recommend filling the corner profiles with gravel for extra stability.

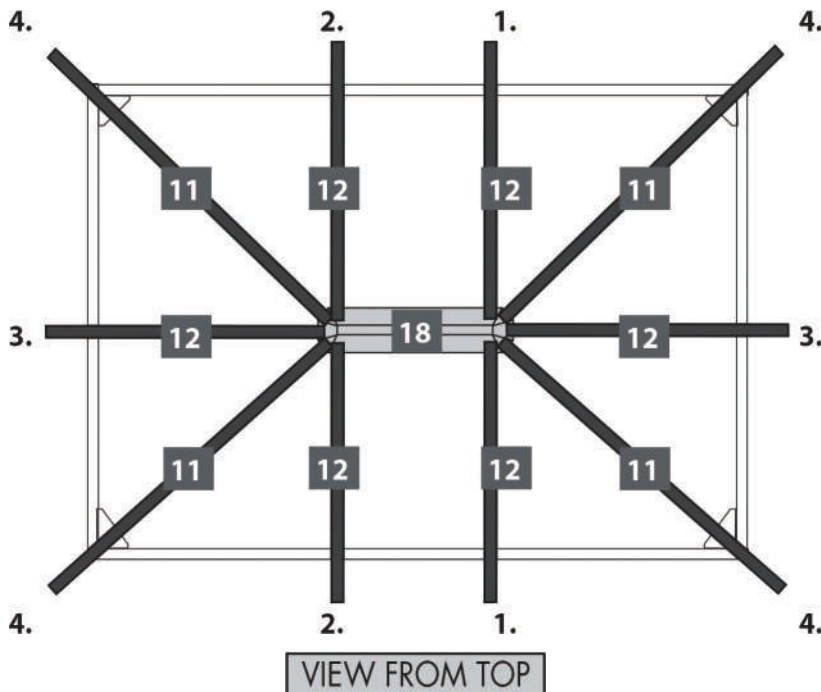
**!** ATTENTION: For special instructions how to secure the gazebo to a **concrete floor** or **wood deck**, please turn to page 19.

# STEP 6 Installing the Roof Gables

Components

Roof top plate (18) x 1	Roof top plate (10) x 1	Roof gable (11) 2171mm x 4	Roof gable (12) 1584mm x 6	Screw (27) x 16

**6.A** Using at least three people, install the roof gables (11,12) in the following order:



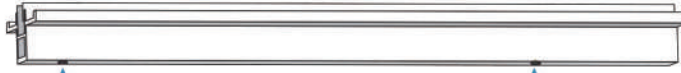




**IMPORTANT:**

The roof gable profiles (11, 12) have pre-drilled screw holes underneath on each end. The end with the shorter distance to the screw hole is connected to the roof top plate (18) and the end with the longer distance to the screw hole is connected to the roof connectors (8,9).

12



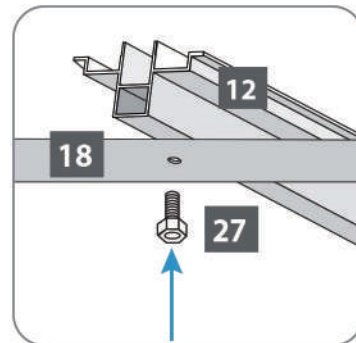
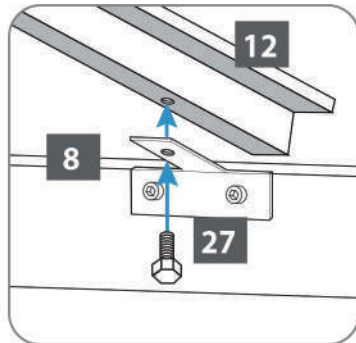
11



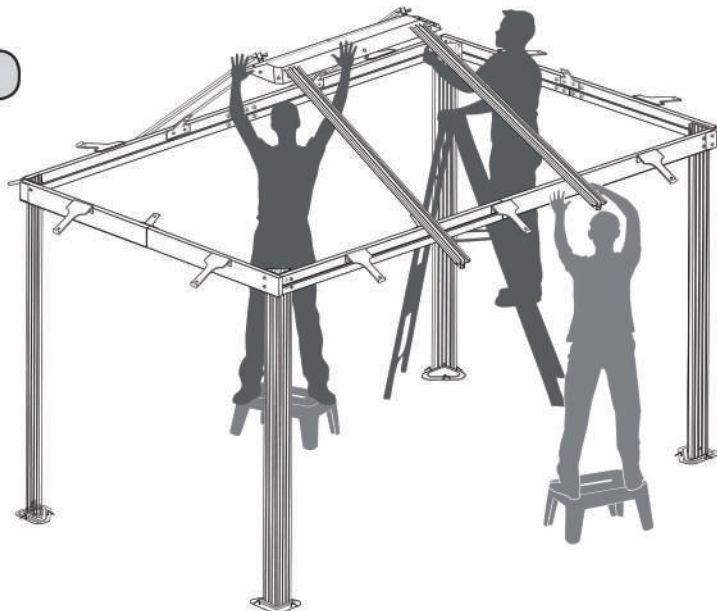
Toward roof top plate (18)

Toward roof connectors (8, 9)

Using screws (27) connect profiles (12) one end to roof top plate (16) and the other end to roof connectors (8).



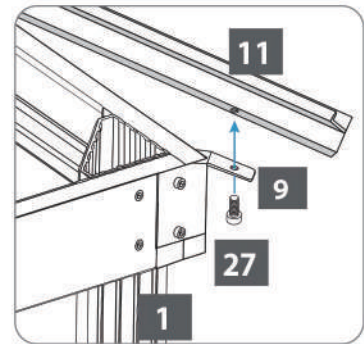
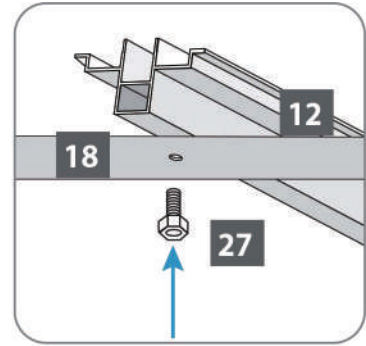
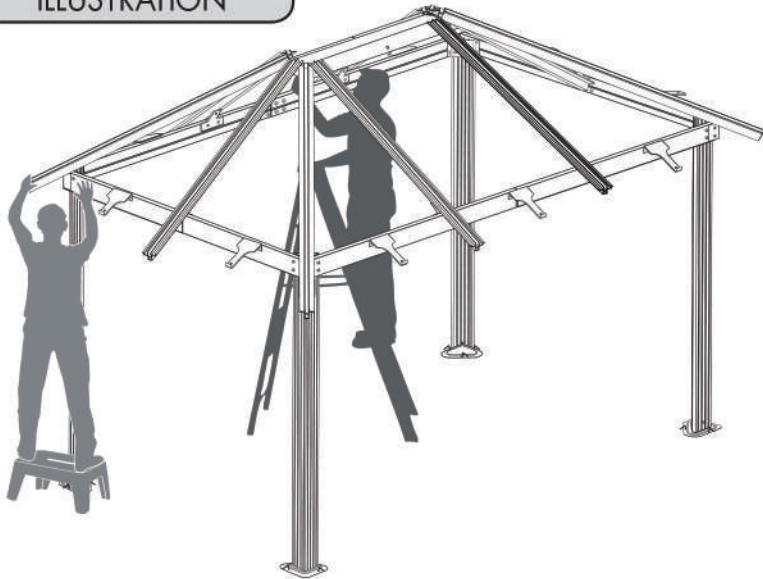
ILLUSTRATION



## 6.A

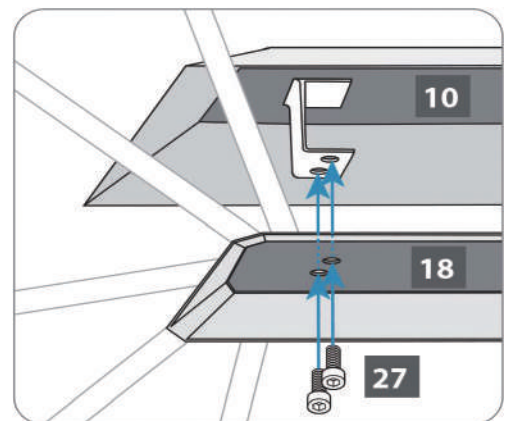
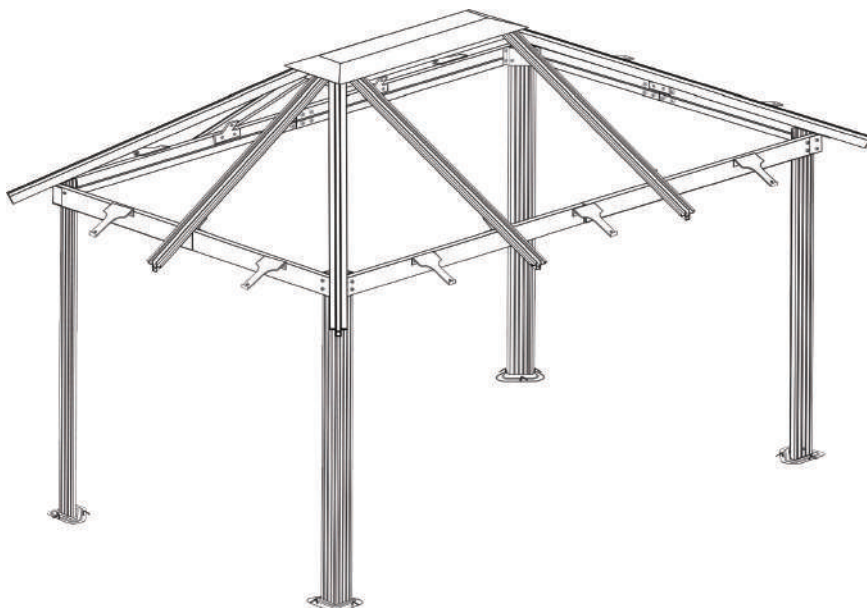
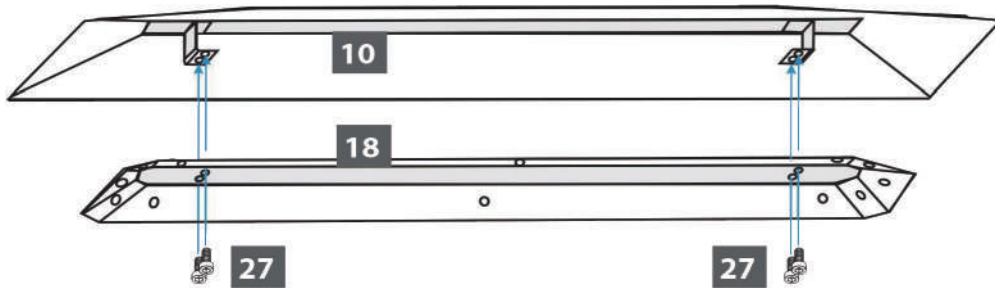
Install roof gable profiles (11) in the same way. Using screws (27) connect profiles (11), one end to roof top plate (16) and the other end to roof connectors (9).

### ILLUSTRATION



## 6.B

Connect the roof top plate (10) to the roof top plate (18) as shown, using four screws (27).



### VIEWS FROM BELOW

# STEP 7 Installing the Upper Roof Panels



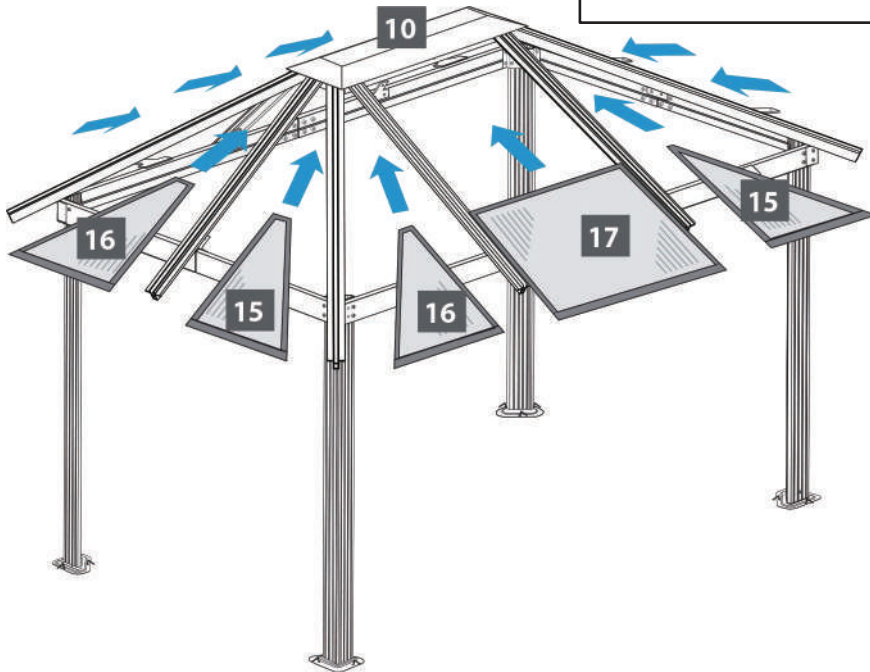
Remove protective plastic from both sides of upper roof panels (15,16,17). Place side to face toward the sun facing out when installing.

## 7.A

Slide upper roof panels (15,16,17) into their positions as shown.

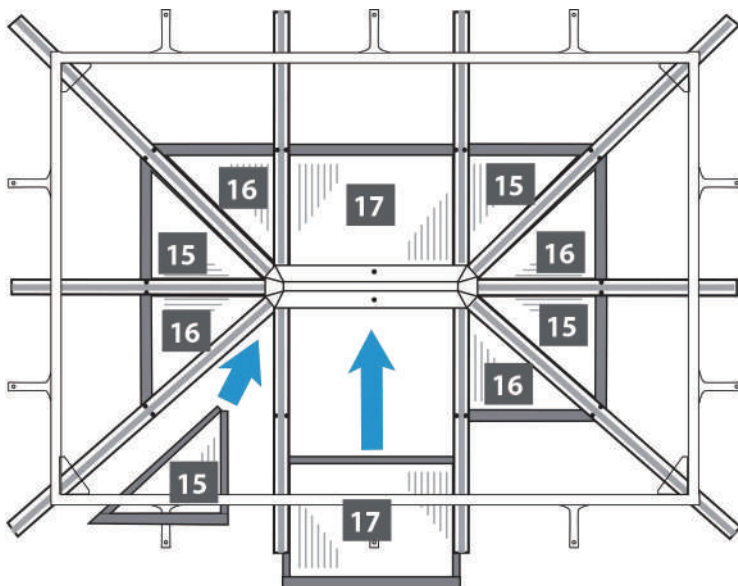
### Components

Roof panel (15) x 4	Roof panel (16) x 4	Roof panel (17) x 2	Screw (31) x 2	Plastic Sleeve(32) x 2

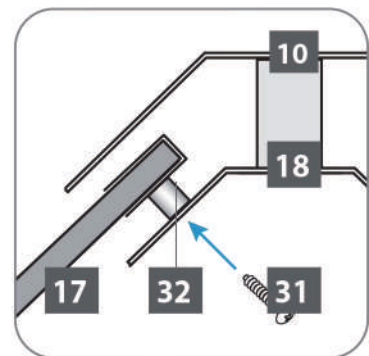


## 7.A

Fasten roof panel (17) to roof top plate (18) with screws (31), using plastic sleeve (32) as shown.



VIEW FROM BELOW  
(from inside gazebo)



VIEW FROM SIDE



# STEP 8 Installing the Lower Roof Panels



Remove protective plastic from both sides of upper roof panels (19,20,21). Place side to face toward the sun facing out when installing.

## 8.A

Slide upper roof panels (19,20,21) into their positions as shown.

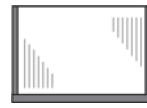
### Components



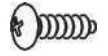
Roof panel (19)  
x 4



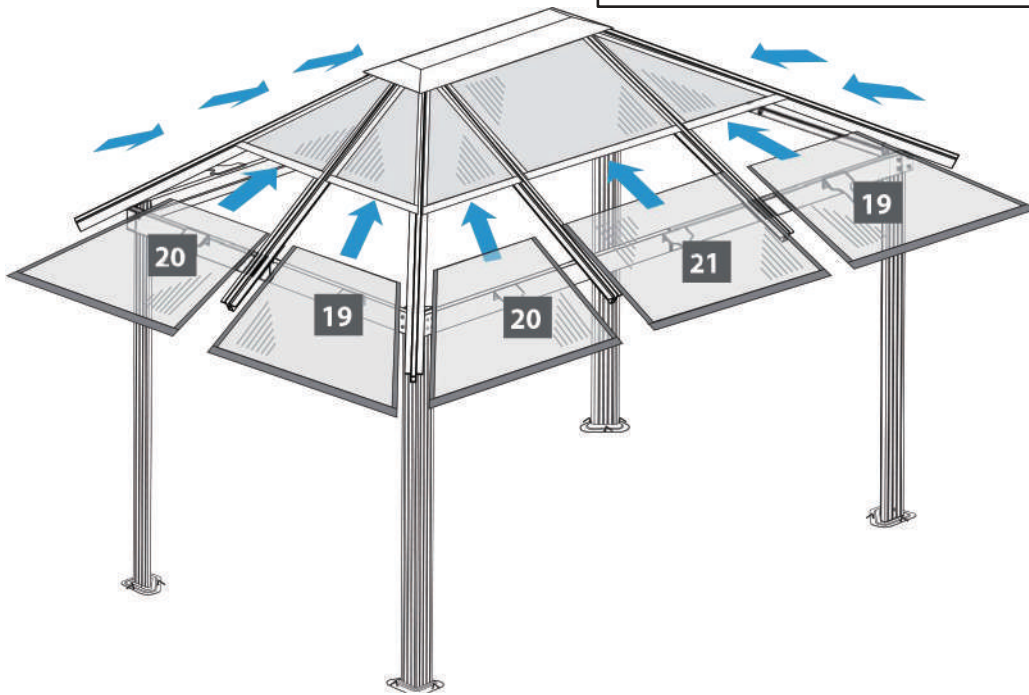
Roof panel (20)  
x 4



Roof panel (21)  
x 2

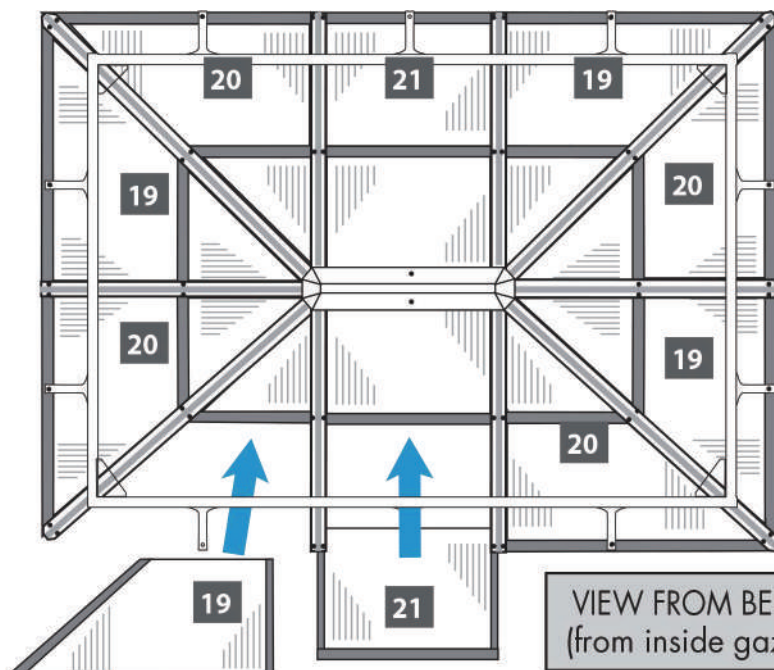


Screw (30)  
x 10

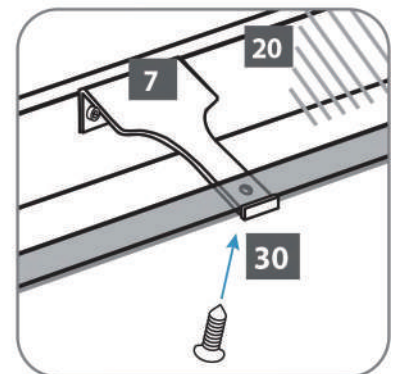


## 8.B

Fasten roof panels (19,20) to connectors (7) with screws (30).



VIEW FROM BELOW  
(from inside gazebo)

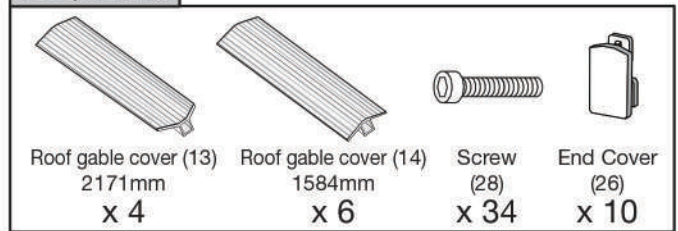


## STEP 9 Installing the Roof Gable Covers

Slide upper end of profiles (13, 14) under roof top plate (10) as shown and lower the profiles to fit into roof gable profiles (11, 12).

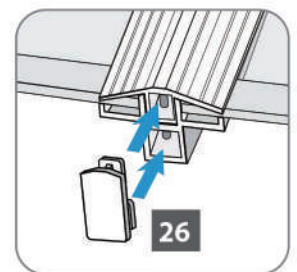
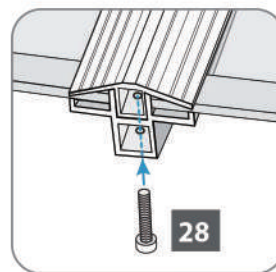
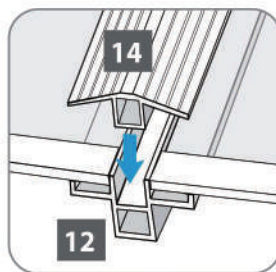


### Components



From below the gazebo roof, fix roof gable covers (13, 14) to roof gable profiles (11, 12) using screws (28) through pre-drilled screw holes at mid point and end of profiles.

Close each assembly with end covers (26).



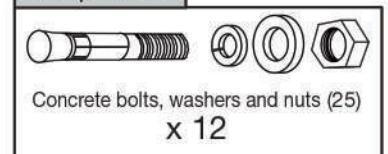
## Optional Securing the Gazebo to a Concrete Floor or Wood Deck



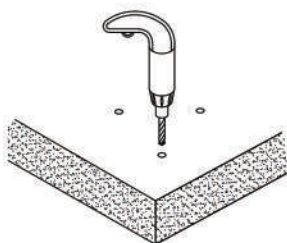
### Concrete Floor:

1. Using an electric concrete drill, drill holes into the concrete floor, corresponding to the holes in the support plates.
2. Insert concrete bolts (25) into the holes and hammer into place, using a mallet.
3. Fasten concrete bolts with washers and nuts.

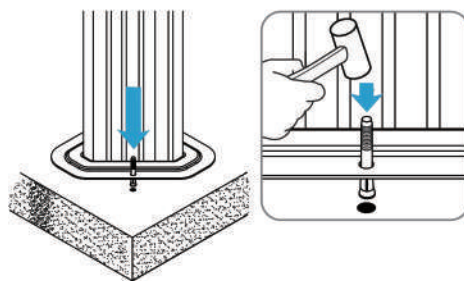
### Components



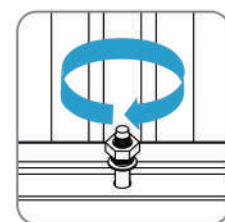
1.



2.

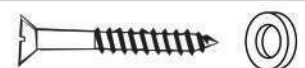


3.



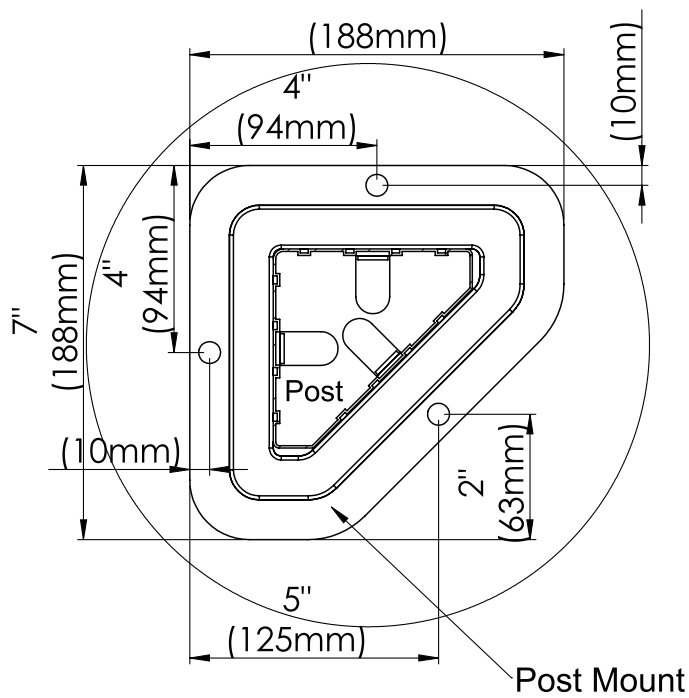
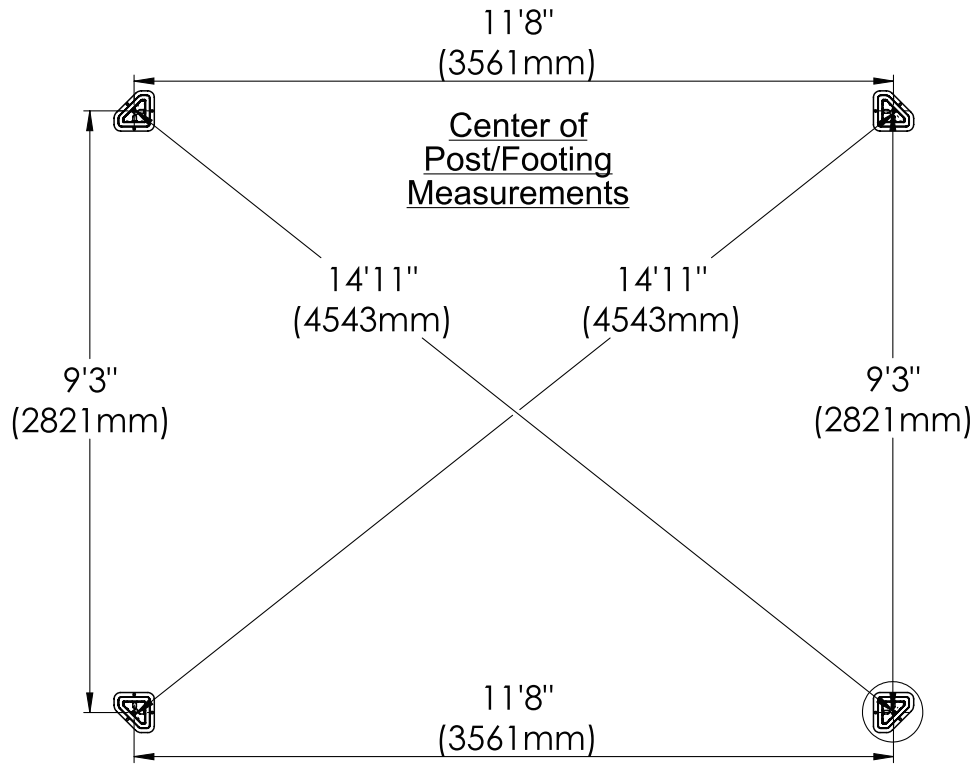
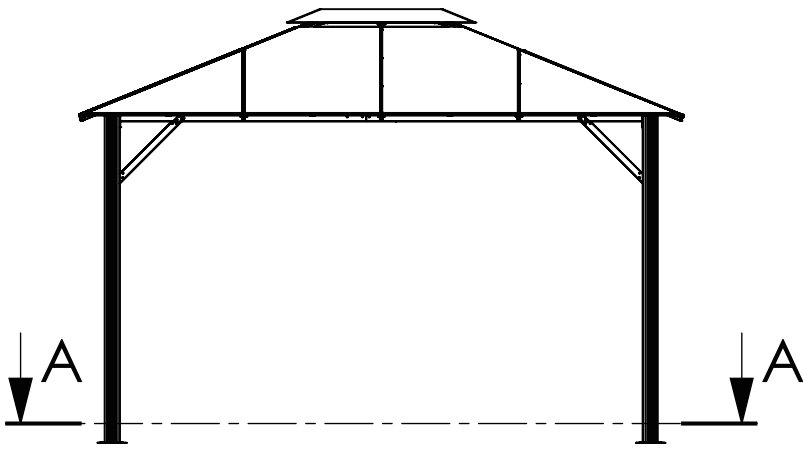
### Wood Deck:

1. Using an electric wood drill, drill holes into the wood floor, corresponding to the holes in the support plates.
2. Insert wood screws with washers (not supplied) into the holes and fasten, using an electric screw driver.

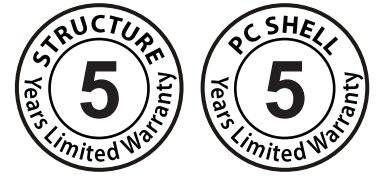


Wood Bolts, washers x 12  
**NOT SUPPLIED**  
to be purchased by user





Post Detail



# Gazebo GZ620LS

## Assembly Instructions

### WARRANTY:

Warranty covers damage due to manufacturing defects only for a period of 5 years on the structure, and 5 years on the Polycarbonate Shell from date of purchase. Warranty does not cover weather inflicted damage and/or damages caused by not following assembly instructions and adhering to warnings in manual. Warranty does not cover user error, negligence, or misuse.

**ATTENTION:** Roof profiles, roof panels and gables must be aligned properly during assembly to minimize any possibility of leaking.



Paragon Group USA

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