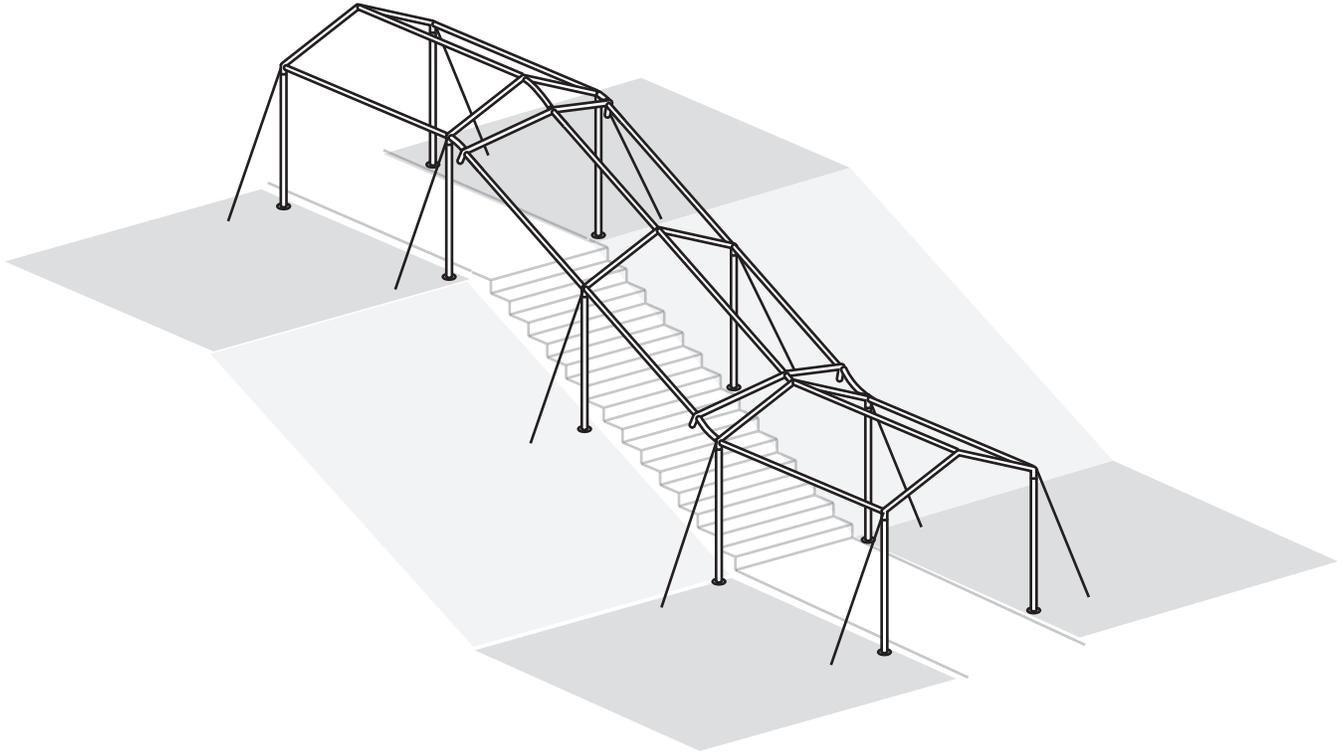


# Installation Instructions



## Stairstep Marquee Conversion Kit



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# Thank You for Purchasing a TopTec Tent

If you have questions about installation, maintenance, or take down, please call us at (800)845-2830. Our goal is that you are completely satisfied with our products. Please read this installation manual carefully and follow all instructions contained herein. Please note that the installer is responsible for the site selection, installation, and use. Do not erect during inclement weather and follow all safety procedures during the installation and take down process.

**Please contact all utility companies for underground services. In many states, the utilities work together and have formed a Utility Locating Service. It is your responsibility to locate all underground services, including speaking to the owner about irrigation, pool and other special services that they may have installed. Also, please note that special precautions should be taken such that any overhead powerlines are duly noted and avoided during the tent erection process.**

To provide the quickest possible service, please fill in the information below so that we may effectively help you should a problem arise.

Size	Product Code	Serial Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>



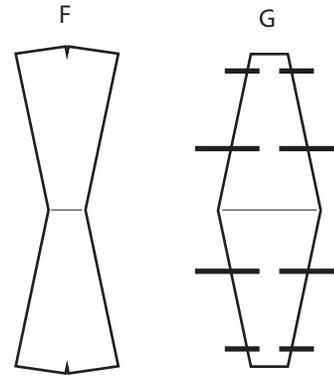
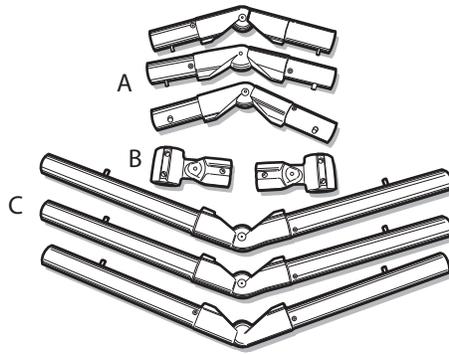
TopTec Products, LLC in no way represents the estimated holding power to be true in all cases. It is an estimate, and as such does not imply that the figures are sufficient to hold any tent securely in windy or adverse weather conditions. The tent installer accepts sole responsibility for the safe installation, teardown, and maintenance of any tent. TopTec does not represent in any way that the materials provided with the purchase of the tent are sufficient enough to hold it up in windy or adverse weather conditions. There is no way for TopTec to know the site conditions or the weather conditions at the event to be able to recommend the adequate amount of holding power needed to hold the tent safely in position. Furthermore, we are not responsible for the methods which the installer uses to erect the tent or anchor it in position. Installers **MUST** be empowered to deem the tent unsafe for occupancy if/when the weather becomes unstable. For further recommendations on determining necessary staking values, please consult the IFAI Procedural Handbook for the Safe Installation and Maintenance of Tentage and the IFAI's Pullout Capacity of Tent Stakes. These resources are available from the IFAI Tent Rental Division.

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## KIT CONTAINS:

Components:

- A - Short Elbow (3)
- B - Upright Adapters (2)
- C - Long Elbow (3)
- D - UP panel
- E - DOWN panel



This Marquee Stairstep Kit is for use with the TopTec Marquee frame system. We do not guarantee that this kit will work with any other tent frame.

### Assembly steps:

- Begin the assembly process with complete marquee frames assembled entirely, including tops installed.
- There are two transitions that the stairstep kit is designed to make - one "up" and one "down". The "up" transition is at the bottom of the stairs and the "down" is at the top.
- The "up" transition is comprised of 1 Short Elbow (A) and 2 Long Elbows (C). The Long Elbows will be at the perimeter and the Short Elbow will be at the ridge. Be sure to use intermediate brackets and not "end" brackets on the existing marquee frames.
- Mate the marquee section on the ground to the first (if more than one) section of marquee on the stairs.
- Use the "hourglass" shaped transition top (F) on this "up" section of framework. Fasten all velcro and clips.
- The "down" transition is comprised of 2 Short Elbows (A) and 1 Long Elbow (C). The Short Elbows will be at the perimeter and the Long Elbow will be at the ridge. Be sure to use intermediate brackets and not "end" brackets on the existing marquee frames.
- Use the "diamond" shaped transition top (G) on this "down" section of framework. Fasten all velcro and clips.
- The Short Elbows are fixed in length and allow for no adjustment. The Long Elbows have a series of holes in which the installer can adjust the snap button to allow for either steep or shallow stairs.
- In cases of only one marquee section being used as the frame descends down the stairs, no extra legs are needed. However, if more than one section of marquee framework is used on the stairs, it may be necessary to add the leg swivel attachments (B) to the perimeter to allow for the legs to stand vertical along the stairs.

**IMPORTANT NOTE: The vinyl pieces in this kit are built so that they are tight at the widest setting of the framework (i.e. the steepest possible setting). In the case of a shallow set of stairs, there will be extra material "bunched up" on item G. This is normal and makes the system work with a variety of stair angles.**