Please thoroughly read this installation manual before installing the Paraflex In-Ground Mount System, and before assembling and operating the Paraflex Umbrella. The Paraflex Warranty does not cover damage caused by incorrect installation, wind, or wrongful use of the product. All users must be properly trained in operation and wind guidelines.

Once installed, always use COMMON SENSE WIND GUIDELINES: If it is too windy to be outside enjoying the day, it is best to lower/collapse the Umbrella Frame w/ Fabric Canopy. It is also important to keep it lowered/collapsed when unattended. See manufacturer’s limited warranty, care and maintenance on page 2.

A COMPONENTS LIST & REQUIRED TOOLS

1X IN-GROUND SLEEVE (IP1) IN-GROUND SLEEVE BOLT (IP2) (attached to In-Ground Sleeve) Box A

1X IN-GROUND SPIGOT (IP3) Box A

1X IN-GROUND WINTER CAP (IP4) Box A

REQUIRED TOOLS LIST (not included):
1X 13mm Open or Box End Wrench
Standard Spade/Shovel
Carpenter’s Level
Pre-Mixed “High Early Strength” Concrete
Iron Rebar
Wheelbarrow
Hoe
Duct Tape

Note: The Paraflex Umbrella Frame w/ Canopy (U), Flexible Arm/Holder (F) and Single/Double Pole (P) are part of the Paraflex Umbrella design you purchased. Locate the Paraflex Monoflex or Paraflex Duoflex components and corresponding Owners Manual.
1: The Paraflex In-Ground Fitting (IP) consists of four components. The In-Ground Sleeve (IP1) gets embedded into the ground, in concrete. The In-Ground Spigot (IP3) slides into the In-Ground Sleeve and is secured with the Sleeve Bolt (IP2). The In-Ground Winter Cap (IP4) is used to cover the In-Ground Sleeve when the In-Ground Spigot is removed and stored with the Paraflex Single/Double Pole (P).

NOTE: The Paraflex Single/Double Pole slides over the In-Ground Spigot and is secured to the In-Ground Spigot with a set screw. When ready to install the Paraflex Monoflex Umbrella or Duoflex Umbrella, locate the instructions provided with the purchased Paraflex design.

2: (a) Determine the location for the In-Ground Fitting (IP). Dig a square hole approximately 20” x 20” x 20”. Ensure the sides of the hole are vertical and the bottom of the hole is flat, not round.

NOTE: The dimensions given above are a general guideline for the size of the hole. A general rule of thumb: the easier it is to dig the hole, the bigger it should be, or alternately, the more difficult it is to dig the hole, the smaller it may be. Weight is less important than how well the weight is secured and held stable in the ground.

3: (a) Prepare the In-Ground Sleeve (IP1) for installation by loosening the Sleeve Bolt (IP2) and removing the In-Ground Spigot (IP3).
(b) To prevent concrete from entering, use Duct Tape to seal the bottom of the In-Ground Sleeve and both sides of the metal extension where the Sleeve Bolt is located.
(c) Securely tape a length of Iron Rebar to the side of the In-Ground Sleeve as shown in the illustration at right. This will enable you to properly position the In-Ground Tube in the hole.

4: (a) Using the attached Iron Rebar, stick the In-Ground Sleeve (IP1) into the ground near the center of the hole. Line up one side of the In-Ground Sleeve (IP1) SQUARE to whatever you are aligning your Paraflex Umbrella with, for example your house, edge of patio, etc., as shown in the diagram to the right.
(b) Using a Carpenters Level or straight board, confirm the top of the In-Ground Sleeve is level with the ground surface.

NOTE: If mounting in a grassy area, the top of the In-Ground Sleeve should be at ground level, below the surface of the sod. This will allow the removed sod to be replaced, and will not interfere when cutting the grass, or become a tripping hazard.
Umbrosa NV warrants to the consumer that the Para flex product is free from manufacturer defects in material or workmanship for a period of three (3) years from the date of original purchase when used in compliance with directions as outlined in the manufacturer’s instructions, which includes reasonable and necessary maintenance by the consumer. Warranty does not include normal wear and tear of product. Umbrosa takes no responsibility for incorrect use or assembly related to installation area, consistency of supports and relative hardware used, and capacity of mounting surfaces. Failure to follow the given assembly, maintenance, use and care instructions will void the product warranty. In case of manufacturing defects in material or workmanship, Umbrosa NV, agrees to, at their discretion, send the replacement part for all defective parts. Distributed by Shadescapes Americas www.shadescapesamericas.com; 888.217.4446 For assembly assistance or questions please contact ShadeScapes Americas at 970.527.7070, or email support@shadescapesusa.com.

5: Hammer five or six lengths of Iron Rebar measuring at least 3.5' at varying angles around the In-Ground Sleeve (IP1) so that half of the rebar extends into the ground and half will extend into the concrete. This process anchors the concrete to the subsoil and prevents it from becoming loose in the hole over time.

NOTE: Make sure least one (1) length points in each of the four wind directions (N, S, W, E).

6: (a) Mix the concrete in a wheelbarrow following the instructions on the packaging of the Concrete Mix.
(b) Fill the hole with concrete. Add enough concrete to fill the hole within 1/2" of the bottom of the metal extension housing the Sleeve Bolt IP (IP2).

7: Loosen the Sleeve Bolt (IP2) sufficiently to allow the In-Ground Spigot (IP3) to be inserted into the In-Ground Sleeve (IP1). Slide the In-Ground Spigot partially into the In-ground Sleeve, and hand tighten the Sleeve Bolt so the In-Ground Spigot and In-Ground Sleeve are connected. Holding the In-Ground Spigot in one hand, ensure the In-Ground Sleeve and In-Ground Spigot are vertical before the concrete sets. Once the In-Ground Fitting is vertical, loosen the Sleeve Bolt and remove the In-Ground Spigot. Allow the concrete to thoroughly dry before installing the Paraflex Single/Double Pole (P).

8: (a) Slide the In-Ground Spigot (IP3) into the In-Ground Sleeve (IP1) and secure it by using a 13mm Box End Wrench to tighten the Tube Bolt (IP2).
(b) For off-season storage, loosen the Tube Bolt and remove the In-Ground Spigot.

9: Push the In-Ground Winter Cap (IP4) into the In-Ground Sleeve (IP1).