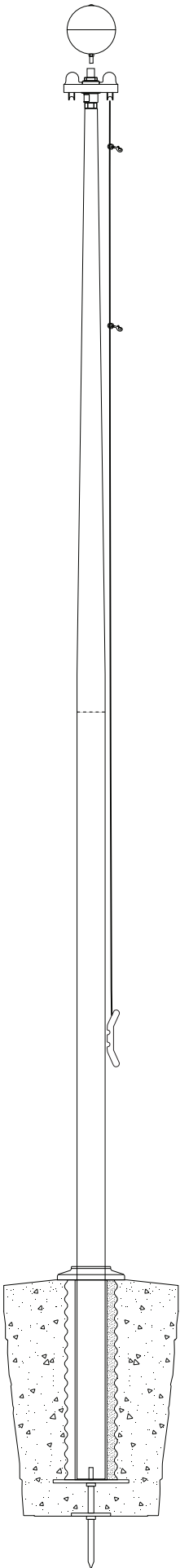


# Installation Instructions - External Halyard



**If flagpole is not going to be installed immediately, pole must be stored inside or all wrappings must be removed. Wrappings will stain flagpole if they get wet!**

1. Install Foundation tube per Architect's details or Acme/Lingo standard FT drawing.
2. Remove pole from shipping tube and remove all wrappings. If pole is multi-section, only unwrap the field joint sections. This will protect flagpole while sections are assembled.
3. If pole is multi-section, each section will be marked with a match mark number (eg. 538). All numbers will be the same for each shaft. If you have more than one pole in the shipment, be sure that all numbers are the same for each pole. DO NOT mix sections as they will not assemble correctly.
4. Find a level area where the flagpole can be assembled and carefully lay lower section on two pieces of 4x4 lumber and place the bottom against an immovable object. Bring next section in line with bottom section and rotate the pieces until both match mark numbers are in alignment. Wipe out the inner lower portion of the upper section and the outside of the jam sleeve on the bottom section. Be sure to remove all debris and then lightly coat jam sleeve with liquid soap. Do not use any other lubricants as they will seep out of field joint and stain pole.
5. Slide the upper section over jam sleeve and close up as far as possible without forcing. Field joint should close to within 2" or so before stopping. If pole is three or more sections, repeat for the other sections. Once pole is assembled, place a 4x4 on the top of the pole and drive the sections together completely with a sledge hammer. Do not use such force that you damage pole top.
6. Once pole is assembled, thread truck assembly into pole top and tighten with pipe wrench to refusal. This is a tapered thread so some threads will still be showing once tight. Thread ball or eagle into the top of the truck, tighten jam nut and locking set screw. DO NOT USE BALL OR EAGLE TO TIGHTEN. TURN ROD ONLY.
7. Thread rope(s) through truck sheaves, tie snaps to each end of halyard and then join halyard ends with a square knot.
8. Attach cleat or cleat cover to pole using pre-drilled holes and enclosed screws.
9. Slide flash collar up over butt of pole and fasten to pole under cleat with small piece of rope. This will allow plumbing of the flagpole without interference.
10. Pole should be erected by qualified installer with use of boom truck or other suitable lifting device.
11. Once pole is erected, plumb pole using four hardwood wedges (by others) at top of tube. Once plumb, fill space between pole and tube with dry sand, tamping as you fill to within 1" of top. Cut wedges flush with top of tube and then cap with waterproof compound. (by others). Lower collar and caulk to pole.
12. Adjust snaps to proper spacing and install flag.

## CAUTION

**DO NOT INSTALL FLAGPOLE NEAR OVERHEAD POWER LINES!  
ALWAYS CALL IN A UTILITY MARKOUT BEFORE DIGGING.**