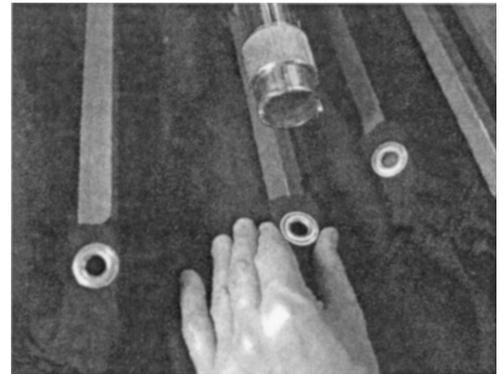# Assembling Your Umbrella

- Slip the fabric canopy over the top of the closed umbrella frame.
- Line up the metal circle (grommet) located in the top vent with the hole in the upper hub, then start placing the ribs of the frame into the finger pockets located inside the eight points of the canopy. (See top photo.)
- If at any time the canopy feels too tight, adjust it by carefully lifting and pulling the top vent toward you. This will give you the extra fabric necessary to pull the rib into place.
- Position the fringe cap over the grommet in the vent of the canopy, and then screw on the finial. Be careful not to over tighten. (See bottom photo.)
- Screw the bottom pole (with the brass fitting) into the upper frame and secure it to your table or stand.
- Open your umbrella by gently pulling on the cord with the tassel exposed, and help lift the ribs of the frame into place.
- Take the height adjustment pin (found in the pull-cord tassel) and place it into one of the pin holes located on the frame just under the hub.

Reminders

- Our umbrellas are constructed for residential and commercial use, designed for both rain and sun.
- If your umbrella includes a "tilt" feature, exercise caution when angling the canopy. A strong breeze can make a tilted umbrella top-heavy.
- Always close your umbrella on windy days, whether or not it has the "tilt" feature.
- If you have installed the optional umbrella lamp, remember that illuminated surfaces will get hot. Never allow the lamp to touch the fabric. Never operate lamp during the day or with the umbrella closed.

Caring for your Umbrella

- For umbrellas made of solution-dyed fabrics, you can remove the canopy
- and wash it in an industrial machine. Use a small amount of detergent, and no bleach. Replace the damp canopy on the frame to dry.
- For umbrellas with hand-dyed canopies, hose off your umbrella and use a soft brush to remove surface dirt and debris. Hard scrubbing or detergents may damage the fabric. Let your umbrella weather naturally with age.