Shade at Home

Cantilever Umbrellas

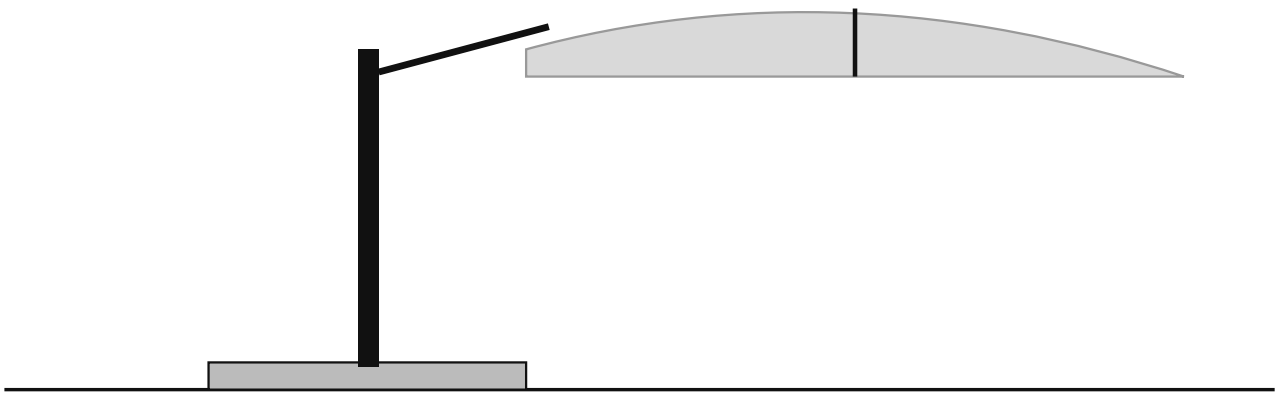
Installation & Use Guide

How to choose the spot, ballast the cross base and use your umbrella safely — round 3.5 m, rectangle 4 × 3 m and Double Top models.

Round 3.5 m · 4 × 3 m · Double Top

Cross base 100 × 100 cm

~1 h · 2 people



1. Your umbrella & what you need

Model	Canopy	Height	Frame	Open	Tilt	Rotate
Round Cantilever 3.5 m, steel	Ø 3.5 m	268 cm	Metal pole, 8 steel ribs	Crank	Yes	No
Rectangle Cantilever 4 × 3 m, aluminium	4 × 3 m	268 cm	Aluminium pole 7 × 5 cm, 8 aluminium ribs	Crank	Yes	360°, foot pedal
Double Top 3 × 3 m, aluminium	3 × 3 m, double top	258 cm	Aluminium pole 7 × 5 cm, 8 aluminium ribs	Crank	Yes	360°, foot pedal
Double Top 4 × 3 m, aluminium	4 × 3 m, double top	274 cm	Aluminium pole 7 × 5 cm, 8 aluminium ribs	Crank	Yes	360°, foot pedal

In the box

- 1 × cantilever umbrella with pole and canopy
- 1 × cross base, 100 × 100 cm

The Double Top models need some assembly. Check every part for transport damage before you start.

Required — not included

- **Ballast for the cross base.** Our 100 kg plate set: 4 plates, each about 25 kg when filled with sand.
- **About 70 L of sand** to fill the 4 plates (not included).
- *Or* fixings to bolt the cross base to a solid floor, suited to your surface (not included).

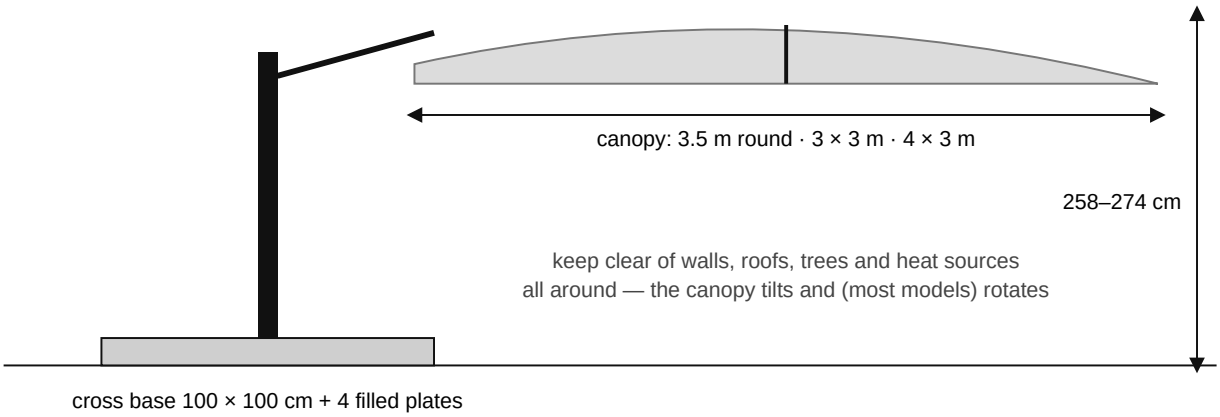
Already bought your base? Check it suits your umbrella

What you have	OK?	What to do
Our 100 kg plate set (4 sand-fill plates)	**Yes**	Made for the 100 × 100 cm cross base. Fill all 4 plates (page 3).
No base weights	**No**	Never open the umbrella on an empty cross base. Add the plate set, or bolt the cross base down, first.
Our round 25 kg / 27 kg umbrella bases	**No**	They are for centre-pole umbrellas with a 38/48 mm pole, not for cantilever umbrellas. Contact us before installing.
Other ballast (pavers, sandbags…)	Check	Spread it evenly over all 4 arms, held securely so it cannot slide off. We recommend at least the 100 kg of our plate set.

Tools

☐ Spanner or socket set and screwdriver, to suit the bolts
☐ Spirit level
☐ Shovel or scoop + bucket for the sand
☐ A second person to lift and hold the pole

2. Choose the spot



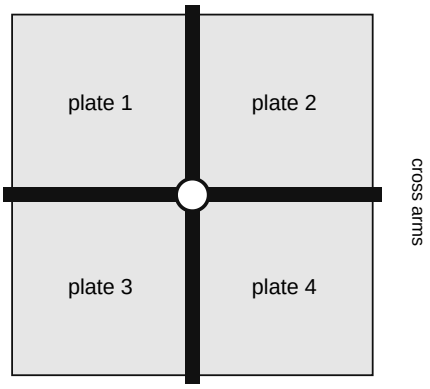
The right place

- **Flat, level, firm ground**: paving, concrete, decking or compacted ground. Check with a spirit level.
- **Clear space all around** for the open canopy, plus room to tilt and rotate it.
- Away from barbecues, fire pits, heaters and power lines.
- Sheltered from strong prevailing wind where possible.

Model tips

- **Round 3.5 m:** this model does not rotate. Turn the cross base so the canopy faces the area you want to shade before you fill the plates.
- **4 × 3 m and Double Top:** press the foot pedal at the base to rotate the canopy 360°.

3. Ballast the cross base



1. **Assemble the cross base** on its final spot and tighten all the bolts.
2. **Place the 4 plates** in the 4 squares between the cross arms. Each plate is 49 × 49 × 11 cm; together they cover 100 × 100 cm.
3. **Fill each plate with sand** through its opening (about 70 L in total, roughly a quarter per plate) until each plate weighs about 25 kg. Fill all 4 evenly.
4. **Check** that the plates sit flat against the cross arms and do not rock, and that no sand can escape.
5. **Bolting down instead?** Use fixings suited to your floor (not included). If in doubt, ask a qualified tradesperson.

4. Assemble the umbrella

1. **Unpack** on a clean surface and check every part for transport damage. Keep the canopy closed while you work.
2. **Ballast the base first** (page 3). The umbrella must never stand on an empty cross base.
3. **Fit the pole to the cross base** with two people: one holds the pole upright, the other fits and tightens the bolts.
4. **Double Top models:** fit the parts that come separately as shown in the manufacturer's drawings, and tighten every connection.
5. **Check** that the pole is vertical, every bolt is tight and the base does not rock.

5. Use it

Open

- Turn the **crank** until the canopy is fully open and the fabric is taut. Stop when it resists — do not force it.
- **Tilt** the canopy to follow the sun (all models).
- **Rotate** (4 × 3 m and Double Top): press the foot pedal at the base, turn the pole, then release the pedal so it locks.

Close

- Bring the canopy back to **level** first.
- Turn the crank the other way until the canopy is fully closed.
- Gather the fabric between the ribs and secure it so the wind cannot catch it.
- For storage, keep the canopy clean and dry before folding it away.

Safety: never open the umbrella unless the cross base is fully ballasted or bolted down. Close it in wind, before storms, and whenever you leave it unattended. Do not use it as a support for lights, heaters or decorations, and keep it away from barbecues, fire pits and heaters. Do not let children play with the crank, pedal or tilt mechanism, or hang from the canopy. In heavy rain the manufacturer recommends treating the fabric with a waterproofing spray. The canopy is not a roof: close it in heavy rain so water does not weigh it down.

Need help? Email **hello@shadeathome.com.au** with your order number and a photo — we'll help you set it up.