

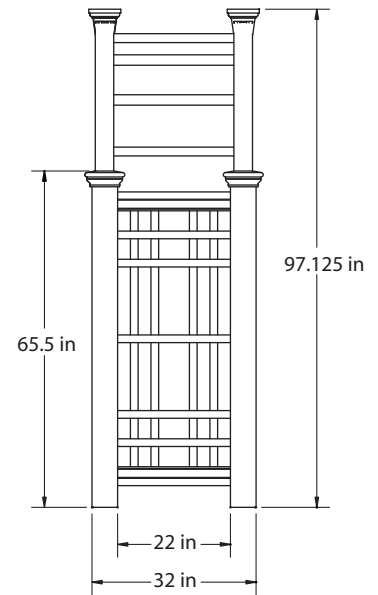
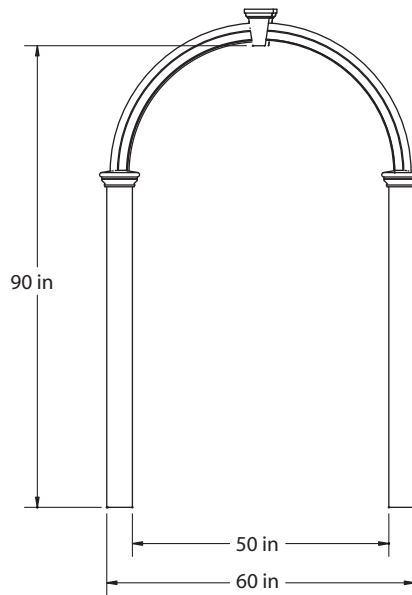
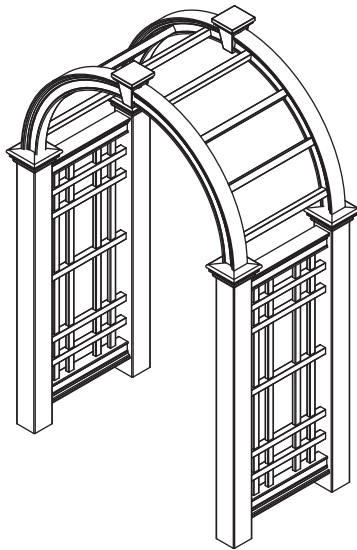
ASSEMBLY INSTRUCTIONS

The Westchester Arbor

New England
Arbors

Leadership by Design

www.newenglandarbors.com



Please read through before starting assembly.

Check Box for These Contents

In the event of missing or defective parts please call our customer service dept. at **1 800 282 9346** (Mon. to Fri. 8:00 AM to 4:00 PM EST).

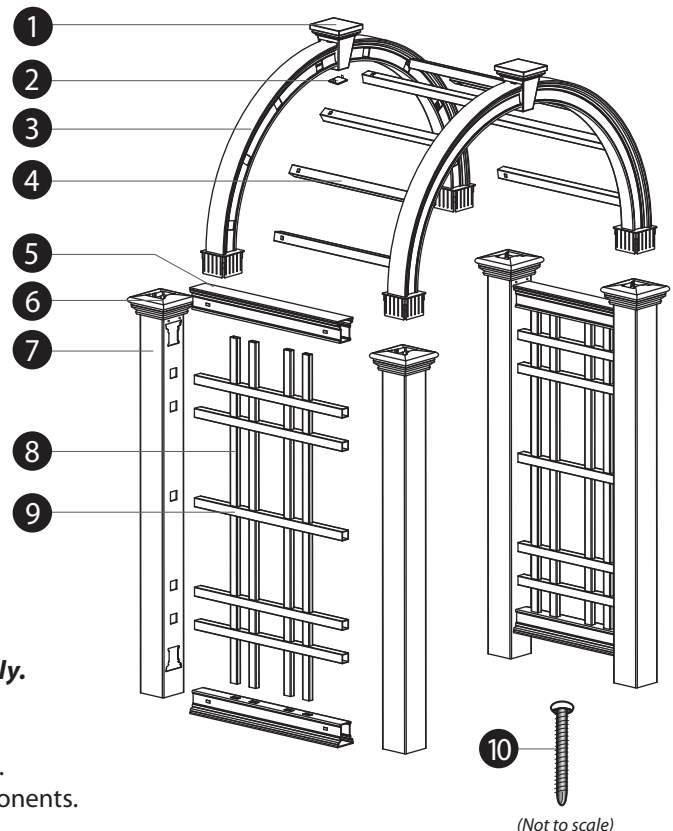
1. Arch Keystones with Inserts (2)
2. Keystone Bottom Plate (2)
3. Arches (4)
4. Arch Rafters (8)
5. Side Panel Horizontal Rails (4)
6. Post Caps (4)
7. Posts (4)
8. Side Panel Vertical Spindles (8)
9. Side Panel Horizontal Spindles (10)
10. #8 x 2 1/2" Stainless Steel Screws (24)

Tools You Will Need

- Hammer
- Tape Measure
- Level
- Stool or Short Ladder
- Shovel or Auger
- Cordless Drill

General Information

- **Read Instructions through carefully before beginning assembly.**
- When assembling components, place on a non-abrasive surface (i.e. shipping box) to avoid scratching.
- We recommend an area approx 10'x 8' for unobstructed assembling.
- You should not need to use excessive force when assembling components.

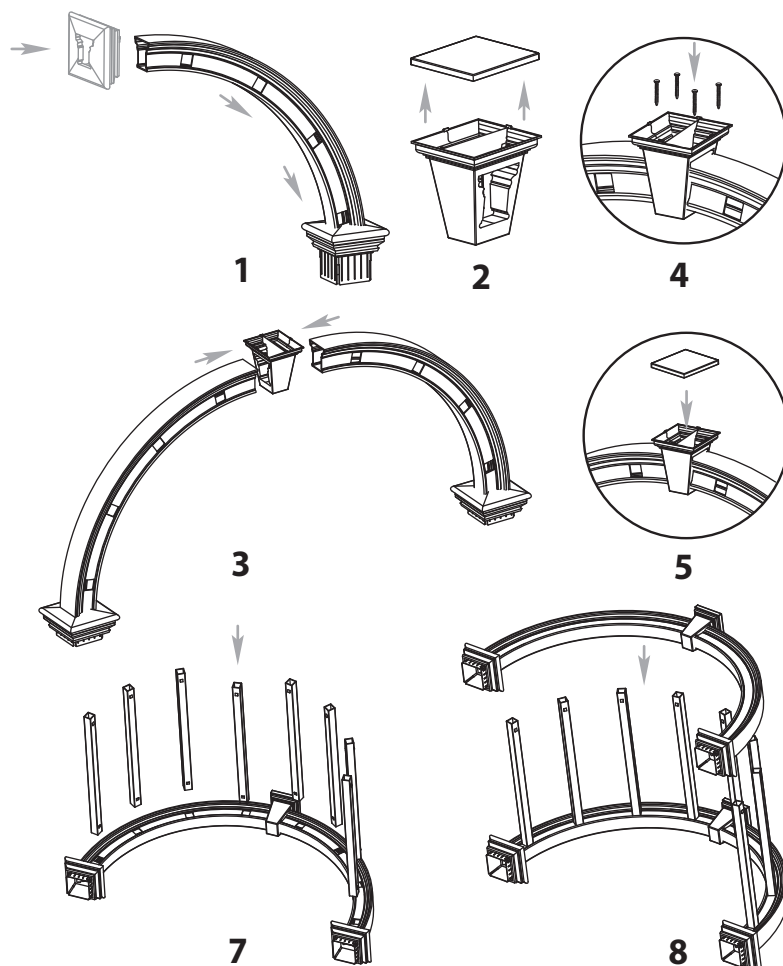


STEP ONE

Assemble the Arch System

NOTE: There are locking tabs located at the ends of both the horizontal and vertical spindles, and the arch rafters. Once inserted and pushed into the routed holes, they will lock into place.

- 1 Install post caps by sliding them down over the arches until the top of the cap sits flush to the top of the bottom routed rafter hole (this is a temporary position).
- 2 Remove the top cap lid from the keystone.
- 3 Insert arches into arch keystone ensuring they terminate flush to the internal connector.
- 4 Fasten the arch system to the keystone by installing the screws into the 4 pre-drilled holes provided.
- 5 Install the top cap on the arch keystone. Ensure keystone cap is pushed down firmly so the cap locks into position.
- 6 Repeat for other arch.
- 7 Insert arch rafters (8) into the holes on the arches until they bottom out inside the arches. There are "locking tabs" located at each end of these rafters that once inserted into the holes will lock into place.
- 8 Fit opposite arch system over rafters.



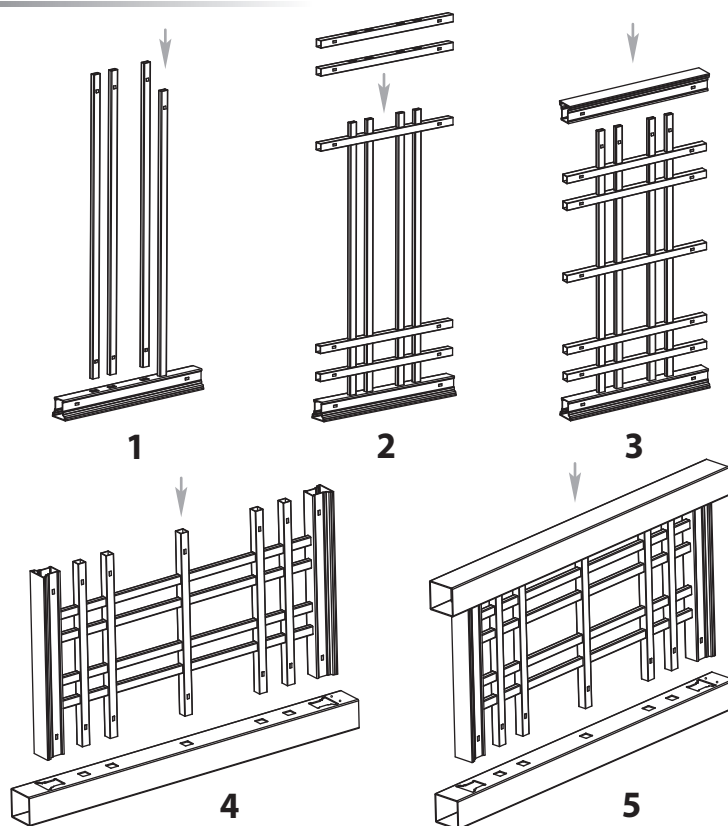
STEP TWO

Assemble the Side Panels

- 1 Layout the horizontal bottom rail and insert the four vertical spindles.
- 2 Slide the five horizontal spindles over the four vertical spindles.
- 3 Slide the horizontal top rail over the spindles to complete the side panel.
- 4 Set out one post and complete the side panel by aligning and inserting the horizontal spindles and rails into the post.

NOTE: Orientate the pre-drilled screw holes on the posts correctly when attaching to side panels.

- 5 Layout the second post with holes facing upwards and insert the completed panel.
- 6 Repeat for other panel.



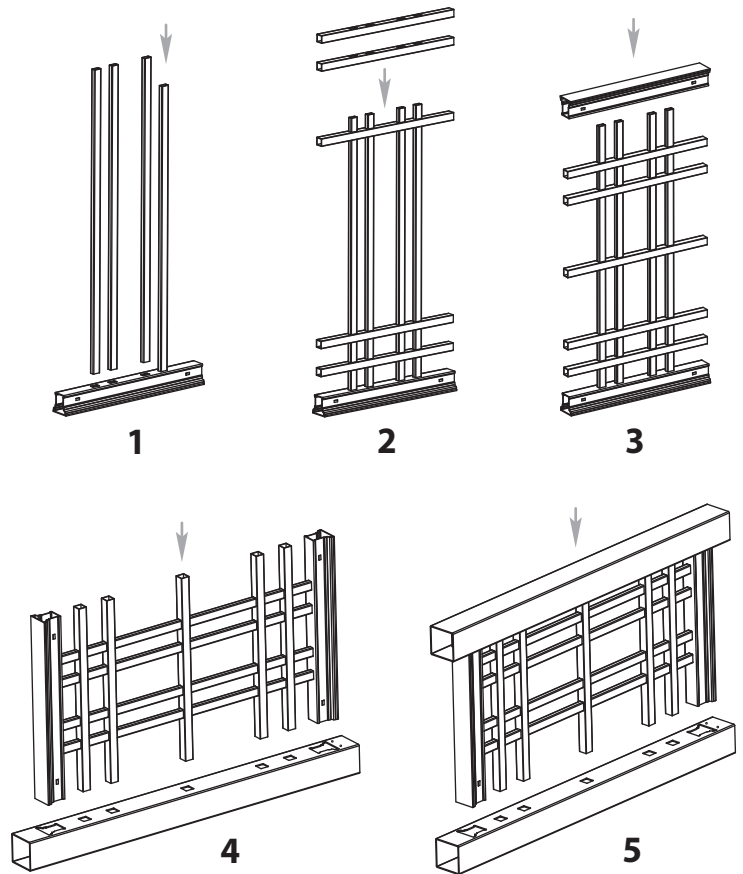
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NOTE: *Orientate the pre-drilled screw holes on the posts correctly when attaching to side panels.*

- 5** Layout the second post with holes facing upwards and insert the completed panel.
- 6** Repeat for other panel.



STEP THREE

Install the Side Panels

You have Two Options to Complete this Step.

(All purchased separately)

OPTION ONE - *If Your Arbor:*

- is going to be installed with fencing or a gate
- is located in a high wind or hurricane area
- is located in ground conditions that are not level

Consider Using:

A- 5x5 Professional Post Extension Kit (30" long), (Kit of 4)

- Purchase from New England Arbors, www.newenglandarbors.com
 - Recommended to be installed in concrete footings
 - Follow instructions included with the kit
- or -

• 4 x 4 x 48" Long Wood Post (4)

- Purchase separate from your local lumberyard
- Recommended to be installed in concrete footing

OPTION TWO - *If Your Arbor:*

- is going to be installed onto pre-existing concrete or wood surface

Consider Using:

• 4 x 4 x 8" Long Wood Post (4)

- to secure the 4x4x8" wood posts to the surface, purchase 4x4 surface-mounting brackets and hardware at your local hardware store

Into Earth with Concrete Footing (Option One)

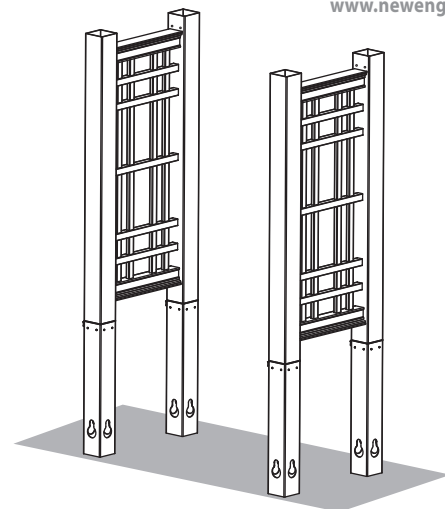
(Assuming posts have been extended)

Arbors must be well secured to prevent tipping over from wind load, etc. Below we have provided two options for you to extend the posts and mount into a concrete footing.

- 1** Move the side panels to their final location (*you will need a helper*).
- 2** When you have identified the location of each post, as indicated by the measurements on the first page of these instructions, mark the positions of the posts, then move the panels aside.
- 3** Excavate four holes approx 33" deep. The location and excavation of these four holes is the most critical step and should be completed with care. The depth of these holes will allow the post extension joint to be hidden 3" under the ground.
- 4** Carefully move the side panels back into position and level both horizontal and vertically.
- 5** Check your measurements to confirm posts are placed correctly to receive arch system. **THIS IS A CRITICAL STEP.**

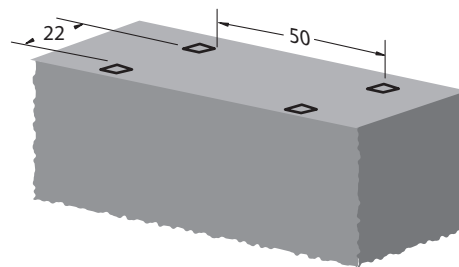
*** Do not backfill the holes with cement at this stage.**

1



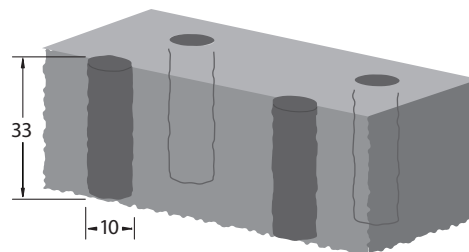
(Posts have been extended with 5x5 Professional Post Extension Kit)

2

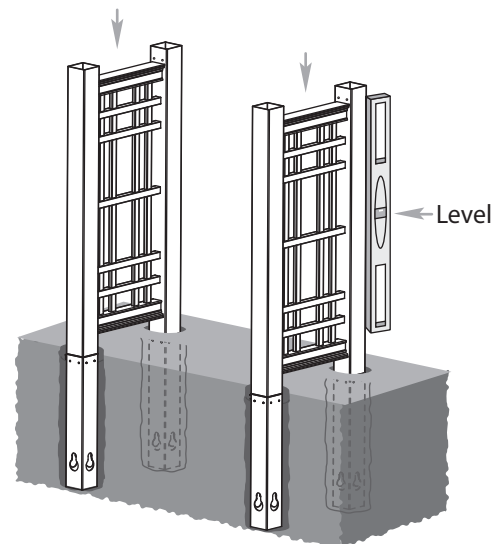


(Measurements shown are inside to inside of posts)

3



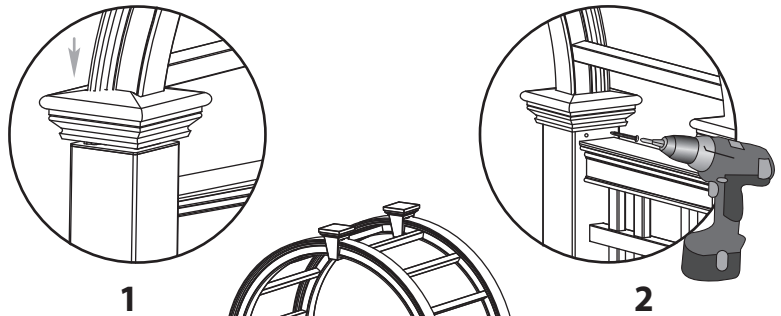
4



STEP FOUR

Connect the Arch System to the Side Panels

- 1 With a helper insert the assembled arch system unto the posts and slide post caps down into position.
- 2 Install screws into the two pre-drilled holes per posts.



STEP FIVE

Fill Excavated Holes

- 3 Ensure that posts and side panels are level.
- 4 Fill around the posts with wet cement within 3" of your natural elevation.
- 5 Complete a final level check both horizontally and vertically, and backfill the remaining space between concrete and natural elevation with topsoil.

