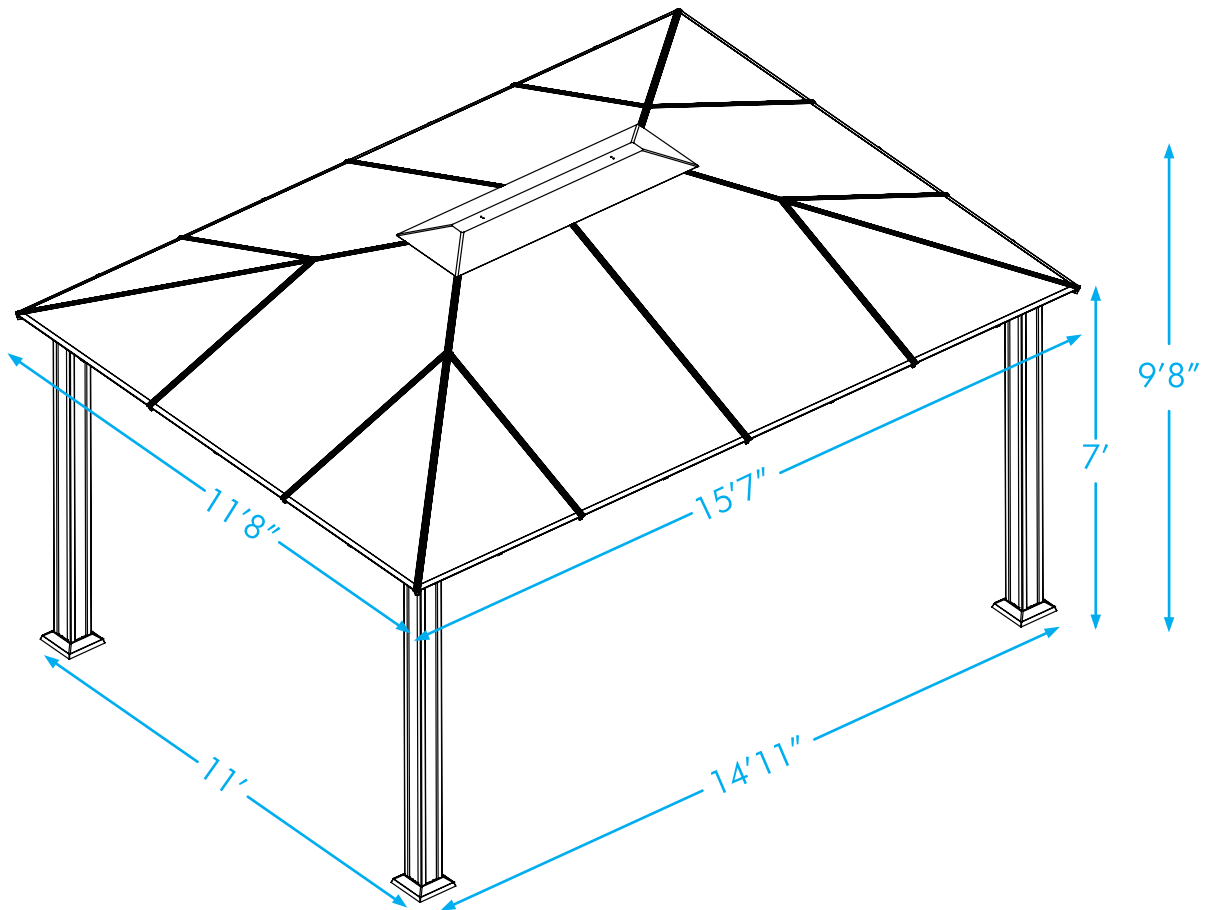




# Gazebo GZ3 12x16

## Aluminium Composite Roof Panels

### Assembly Instructions

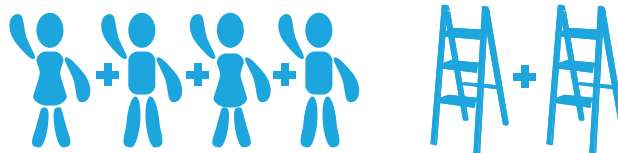


@paragonoutdoorcompany

Paragon Group USA

Customer Service: (877) 782 4482 Email: cs-outdoors@paragongroupusa.com

# Introduction



Thank you for purchasing the Gazebo GZ3CXL.

When properly assembled and maintained, this gazebo will provide many years of enjoyment!

These instructions include helpful hints and important information needed to safely assemble and properly maintain the gazebo. Please read these instructions completely before you begin.

Our patented gazebo has been designed for easy assembly. All steps can be completed by a team of four people.

## Before Starting Assembly:

CAREFULLY READ ALL THE INSTRUCTIONS BEFORE YOU BEGIN AND FOLLOW THE STEPS IN THE ORDER THEY ARE PRESENTED.

### 1. Make sure you have all the necessary parts:

Compare the contents of all cartons to the List of Parts. If any parts are missing or damaged, or you have any questions, please contact Customer service: (877)782 4482 before beginning assembly.

### 2. Lay the parts out in separate staging areas:

The List of Parts has the corresponding step number referenced to each part. We recommend that while you go through the list, make staging areas for each step and place the parts necessary for each step in these areas. This will save you time and effort during assembly.

### 3. Select a Location:

When selecting a location for your gazebo, a flat level area is essential and if possible with proper water drainage and easy access to power and water, if necessary.

Choose a sunny, level position away from overhanging trees and power lines and protected from the wind as much as possible. Locate underground pipes or cables before preparing the site or anchoring the gazebo.

Note: You may assemble the gazebo on a hard level surface and move it to its final location when finished. Make sure that there are no obstacles between the assembly area and the final position.

### 4. Prepare a Foundation:

After choosing a location, proper preparation of the site is recommended. The site must be level. If the site is not level, create a base slightly larger than the outside dimensions of the gazebo using a perimeter of two by fours filled with either soil, sod or gravel.

Make sure the base is square by measuring the diagonals from both directions and making sure they are equal. The gazebo is secured with pegs into holes cast with concrete.

If you decide to have a concrete base, it is best to contact a reliable contractor to make sure it is flat and level. Make sure you have checked with your local authorities regarding any required building permits.

### 5. Make sure you have the proper tools:

- Tape Measure
- Work Gloves
- Safety goggles
- Phillips Screwdriver
- Spirit Level
- 2 Small Step Ladders
- Wooden Mallet
- Scissors and knife
- Liquid soap or WD40 Lubricant
- Hex Key (included)

NOTE: A cordless drill with Phillips head bit is highly recommended but not essential.

## Safety Advice

- The gazebo must be positioned and fixed on a flat level surface.
- Dispose of all plastic bags safely. Keep them out of the reach of children.
- Keep children and pets away from the assembly area until the work is completed.
- Always wear shoes, gloves and safety goggles when working.
- Take special care not to touch overhead power lines with the aluminium profiles.
- Do not attempt to assemble the gazebo in windy or wet conditions.
- Do not position your gazebo in an area exposed to excessive wind.
- If using power tools or a ladder, always follow the manufacturers safety instructions.
- Hot items such as recently used grills, blowtorches etc. must not be stored in the gazebo.
- Make sure the gazebo complies with local building codes.



### **ATTENTION:**

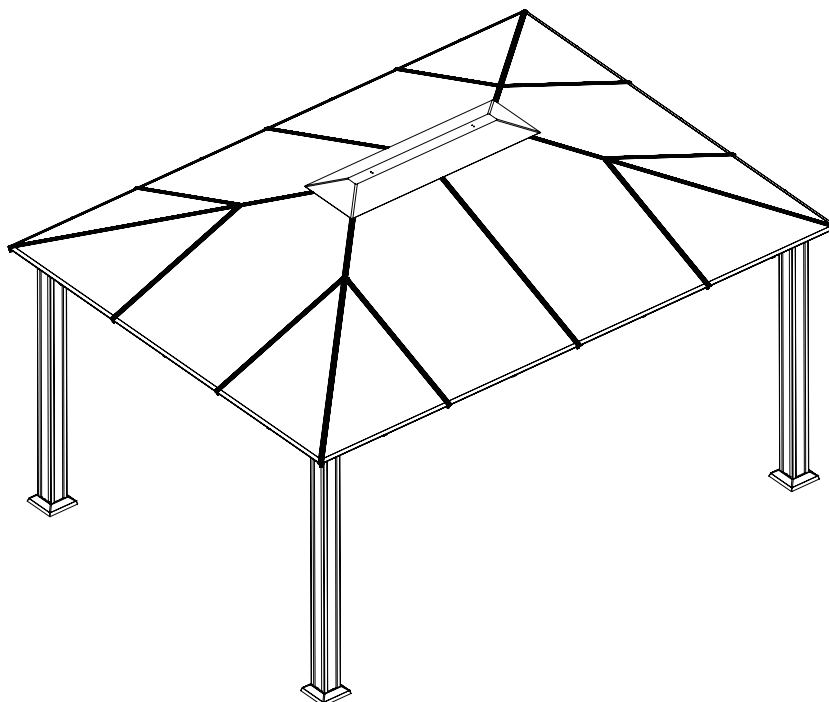
**DO NOT ATTEMPT TO ASSEMBLE THE GAZEBO ALONE!**

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## General Order of Assembly

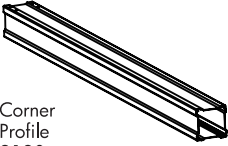
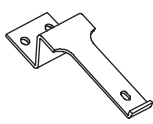
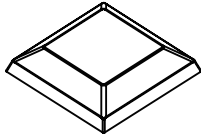
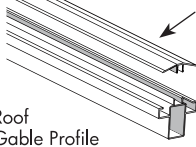
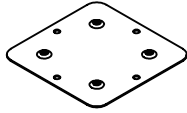
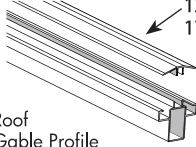

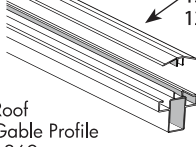

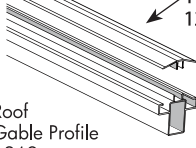



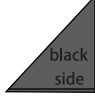

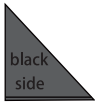
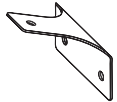
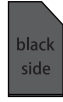
- Step 1** : Assembling the Corner Profiles
- Step 2** : Assembling the Rails
- Step 3** : Assembling the Rails to the Corner Profiles
- Step 4** : Securing the Gazebo to the ground
- Step 5** : Installing the Lower Roof gable Profiles
- Step 6** : Attaching the Corner Profile Caps
- Step 7** : Installing the Roof Panels and  
Upper Roof Profiles
- Step 8** : Installing the Plastic Caps


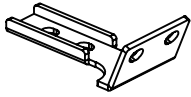
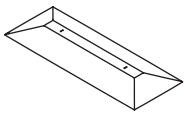

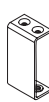
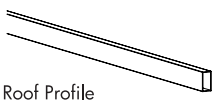
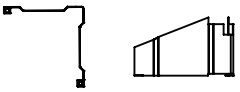
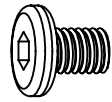
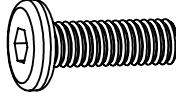
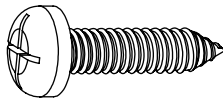
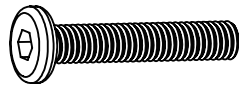
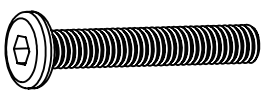
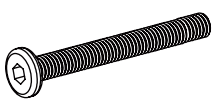








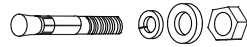
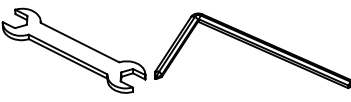

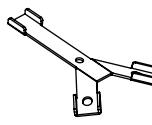
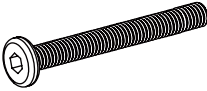
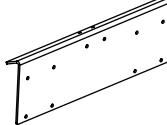
# List of Parts



The gazebo is shipped in four cartons. These cartons are heavy. Be careful when lifting them. Wear proper safety gear including work shoes, gloves and goggles. The parts are identified by removable stickers. Place all the parts for each step in staging areas, checking that you have all parts as you go. If any parts are missing or damaged, contact customer service before beginning assembly:  
 Customer Service:(877) 782 4482 Email:cs-outdoors@paragongroupusa.com

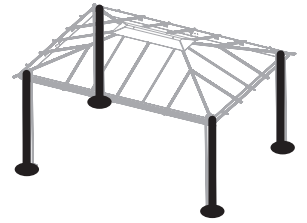
No.	Profile	Qty	Step	No.	Profile	Qty	Step
1	 Corner Profile 2190mm	4	1	10	 Outer Roof Connector	14	2
2	 Support Frame	4	1	11	 Roof Gable Profile 2561mm	4 4	5,7
3	 Support Plate	4	1	12	 Roof Gable Profile 1854mm	2 2	5,7
4	 Corner Roof Connector	4	1	13	 Roof Gable Profile 1269mm	4 4	5,7
5	 Sort Rail 1853mm	2	2	14	 Roof Gable Profile 1269mm	4 4	5,7
6	 Sort Rail 1678mm	2	2	15	 Aluminium Composite Roof Panel	2	7
7	 Long Rail 2453mm	2	2	16	 Aluminium Composite Roof Panel	4	7
8	 Long Rail 2278mm	2	2	17	 Aluminium Composite Roof Panel	4	7
9	 Inner Roof Connector	16	2	18	 Aluminium Composite Roof Panel	2	7

No.	Profile	Qty	Step
19	 Aluminium Composite Roof Panel	2	7
20	 Top center connector	2	5
21	 Roof Top Cover	1	5
22	 Roof Top Connector Beam	1	5
23	 U-shaped Connector	2	5
24	 Roof Profile 1702mm	6	5
27	 Corner Cap	4	6
28	 Screw M6x8mm	20	2,5
29	 Screw M6x18mm	144	2,3,5
30	 Screw M6x25mm	32	1,6
31	 Screw M6x33mm	8	5
32	 Screw M6x38mm	66	7
33	 Screw M6x45mm	4	5

No.	Profile	Qty	Step
34	 Φ4x8mm	14	7
35	 Nut M6	10	5
36		32	3
37		10	8
38		4	8
39		16	4
40	 M8x70mm	16	4
41		1	
42	 Hook	2	6
43	 Y - connector	4	5
45	 Screw M6x55mm	2	5
51	 Rail connector	4	2

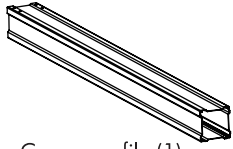
We included some extra screws and bolts for your convenience.

# STEP 1 Assembling the Corner Profiles

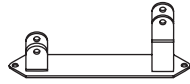


Place all the parts on a level surface.  
 Make sure the pieces are in the correct positions before assembling.  
 Carefully follow the order of assembly to ensure an easy installation.  
 Wear proper safety gear including work shoes, gloves and goggles.

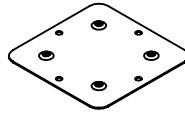
## Components



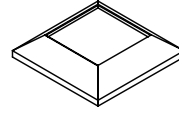
Corner profile (1)  
x 4



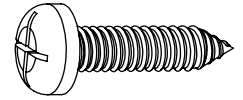
Roof connector (4)  
x 4



Support plate (3)  
x 4



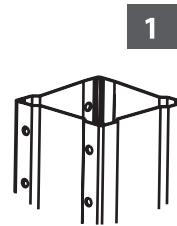
Support frame (2)  
x 4



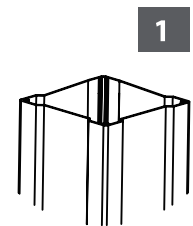
Screw (30)  
x 24



**ATTENTION:** The corner profile (1) has two screw holes to connect it to the roof connector (4) and 8 pre-drilled screw holes to attach rails (5,6,7,8) in step 3 at its top end. It has four screw holes to connect it to the support plate (3) at its bottom end.



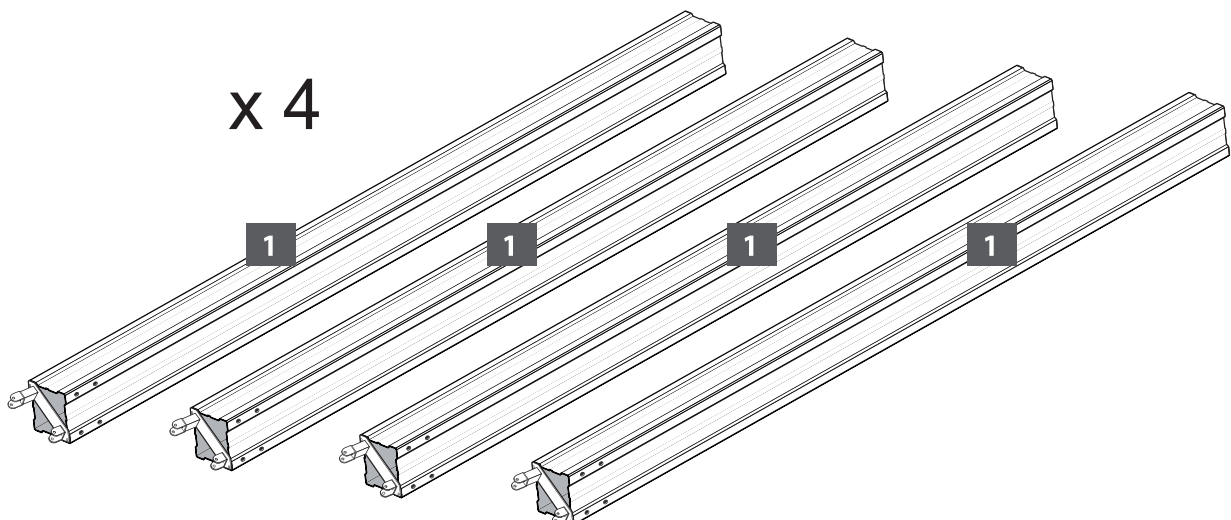
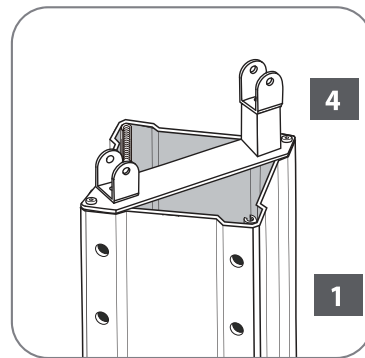
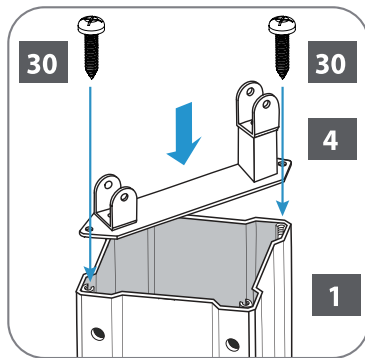
Top end



Bottom end

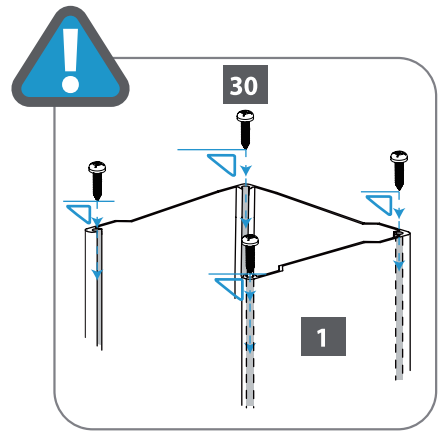
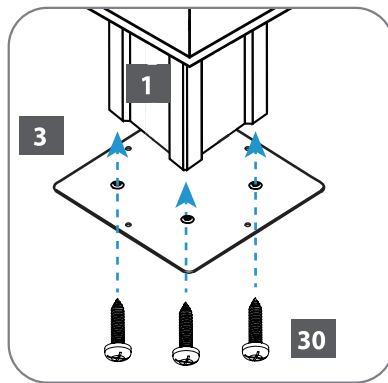
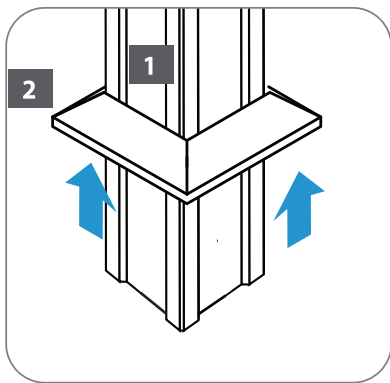
## 1.A

Place corner profiles (1) parallel to each other on the ground. Attach one roof connector (4) to each top end as shown and fasten with screws (30).

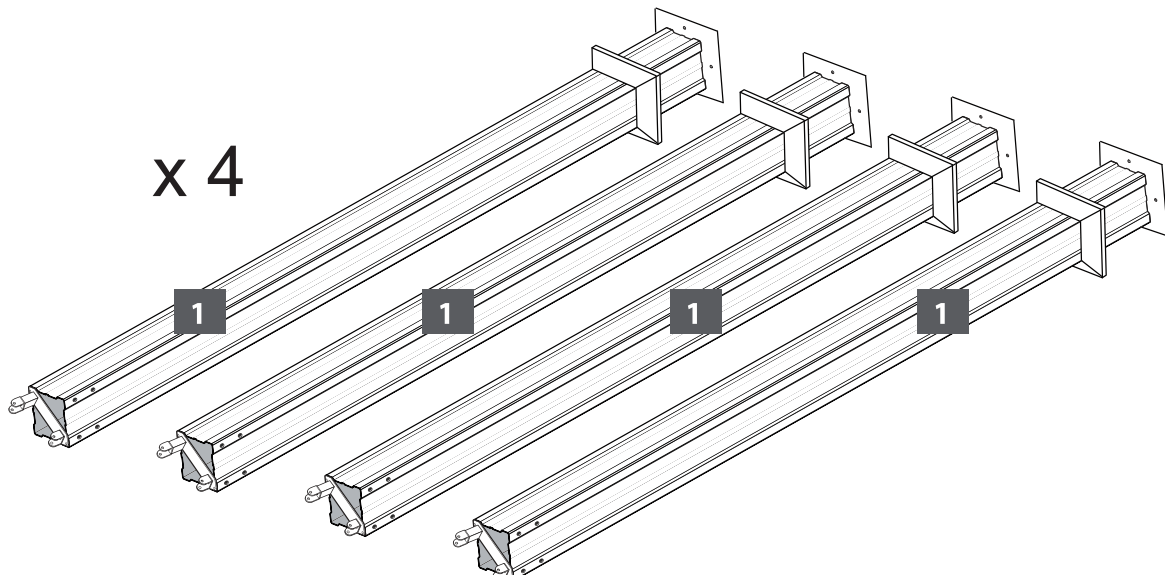
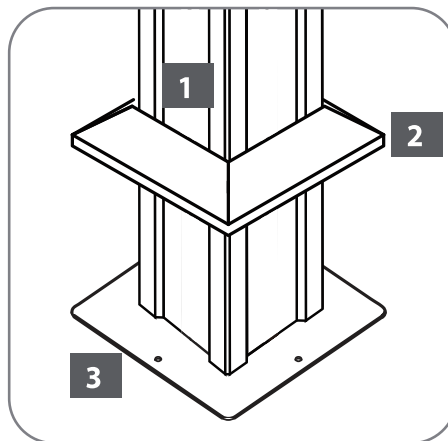


## 1.B

Slide support frames (2) over lower end of corner profiles (1).  
Attach support plates (3) to corner profiles as shown, using four tapping screws (30) for each plate, make sure all tapping screws are perpendicularly into the profile holes.

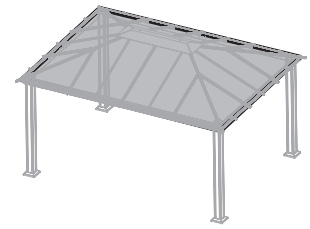


Leave support frames (2) about 10" over lower end of corner profiles (1) until step 4 (Securing the gazebo to the ground)



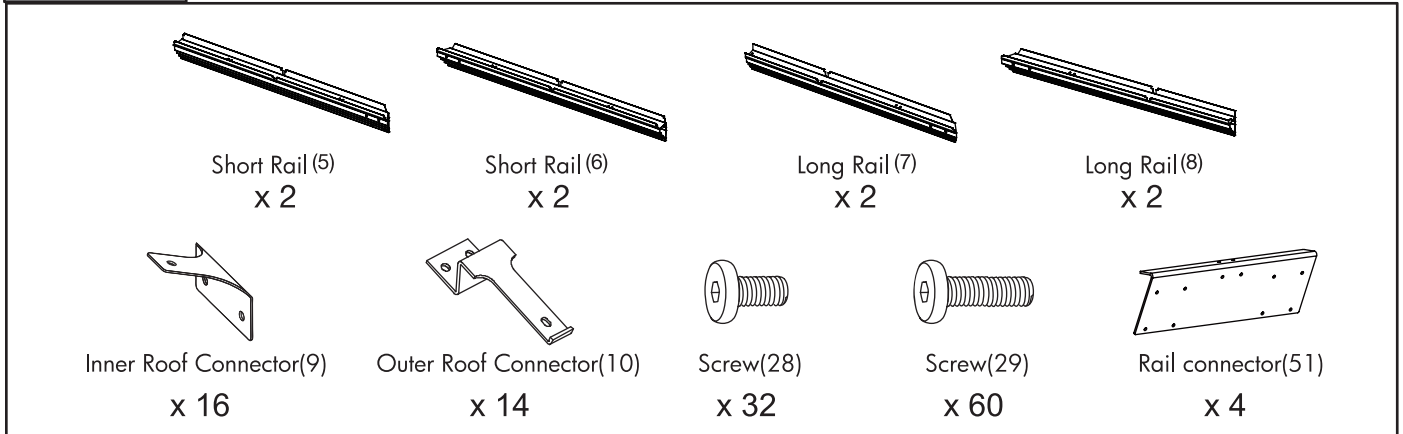


## STEP 2 Assembling the Rails



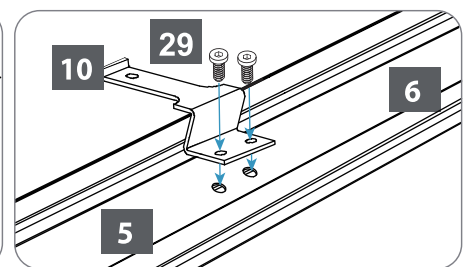
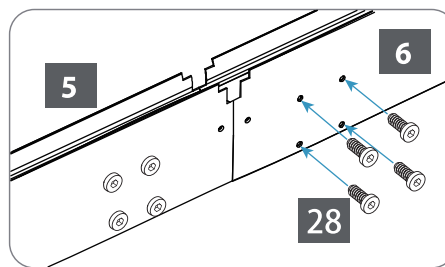
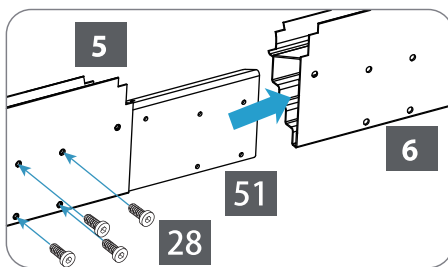
**NOTE:** The Short rail (5) and the Long Rail (7) have a preassembled connecting part to be inserted into Short Rail (6) and Long Rail (8).

### Components



### 2.A

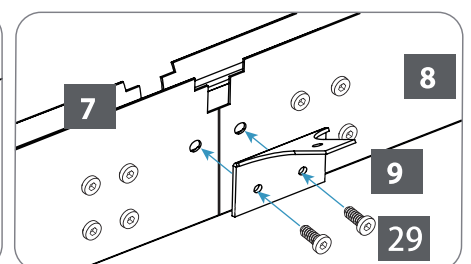
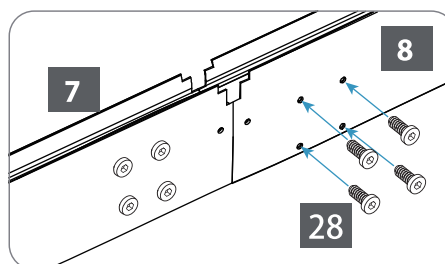
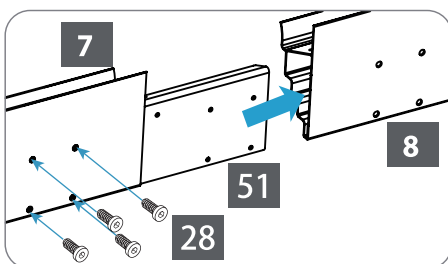
Insert rail connector (51) into blunt end of long rail (5) secured with screws (28).  
Insert long rail (5,51) into blunt end of long rail (6) secured with screws (28) as shown.  
Repeat to create two sets of long rails.



Attach outer roof connector (10) to Long rail set as shown, using two screws (29).  
Repeat to create two sets.

### 2.B

Insert rail connector (51) into blunt end of long rail (7) secured with screws (28).  
Insert long rail (7,51) into blunt end of long rail (8) secured with screws (28) as shown.  
Repeat to create two sets of long rails.

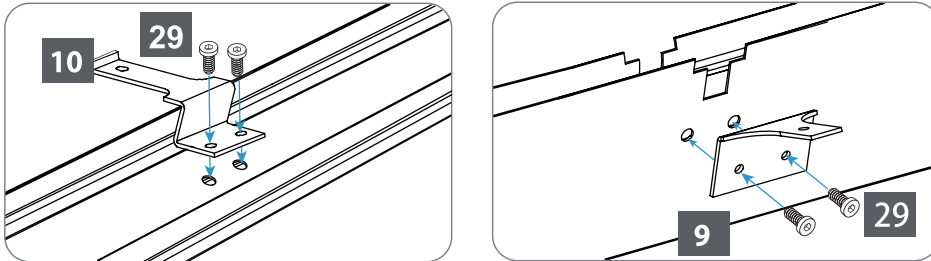


Attach inner roof connector (9) to Long rail set as shown, using two screws (29).  
Repeat to create two sets.

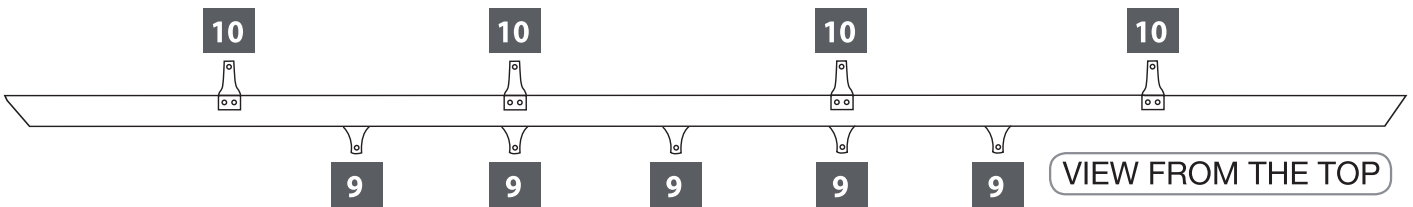


## 2.C

Attach two outer roof connectors (10) to each long rail set at pre-drilled screw holes, using screws (29).

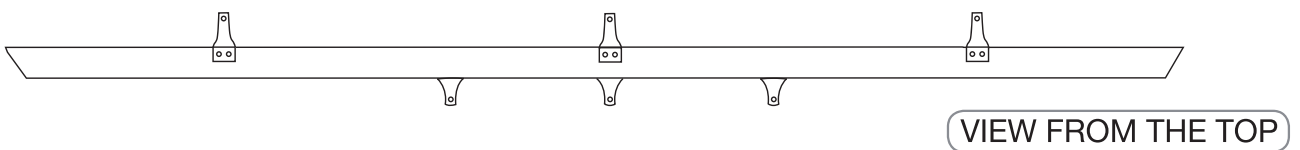
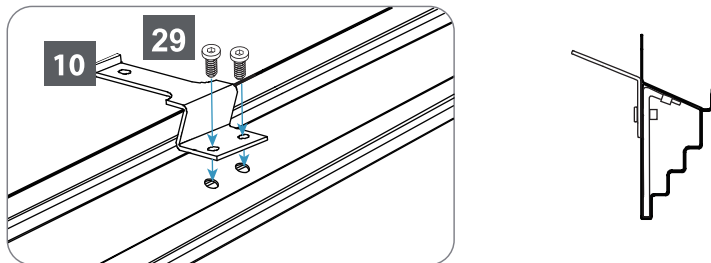


Attach two inner roof connectors (9) to each long rail set at pre-drilled screw holes, using screws (29).

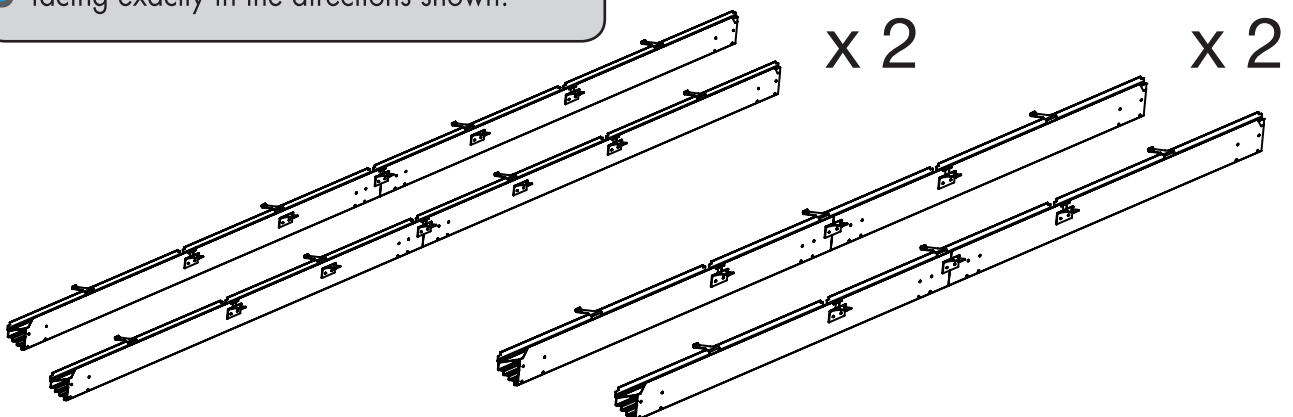


## 2.D

Attach two outer roof connectors (10) to each short rail set at pre-drilled screw holes, using screws (29).



**ATTENTION:** Attach roof connectors facing exactly in the directions shown.



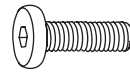
# STEP 3 Attaching the Rails to the Corner Profiles



## 3.A

Attach one short roof profile set (5+6) to two corner profiles (1) as shown, using screws (29) and supplied magnetic hex key (42) through holes in profile set.

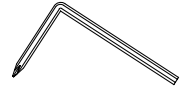
### Components



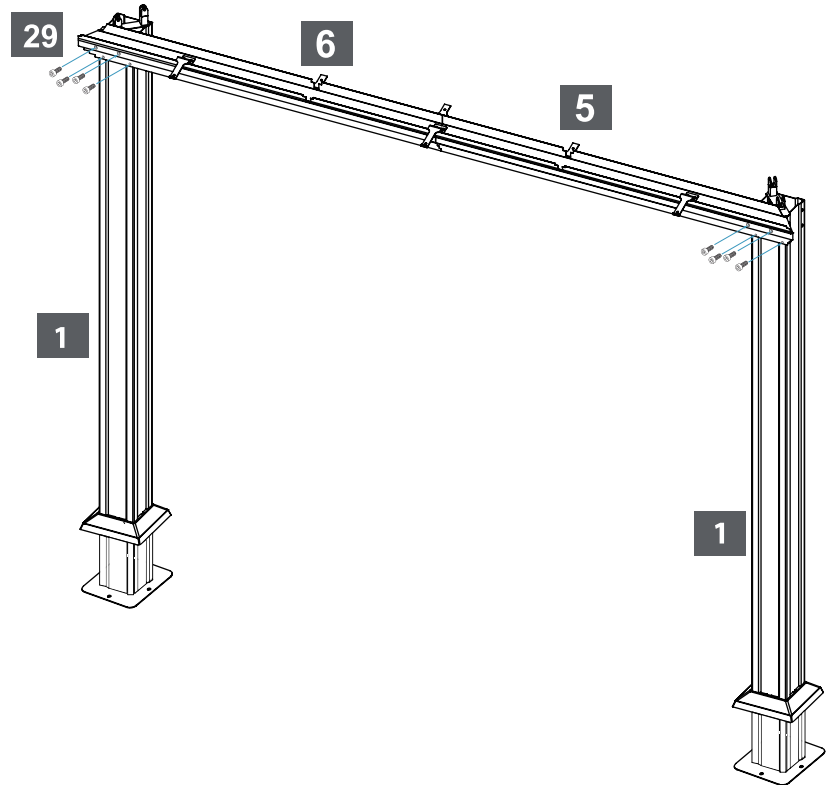
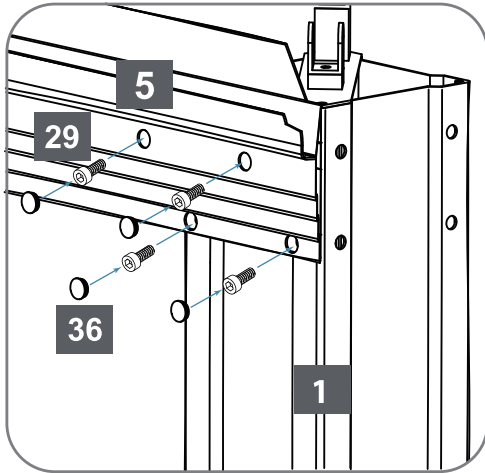
Screw (29)  
x 32



Plastic Cap #3 (36)  
x 32

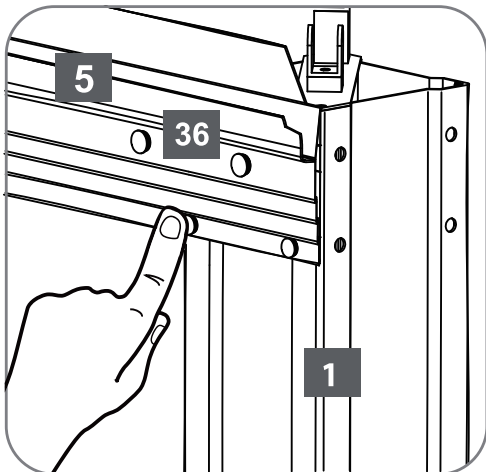


Magnetic Hex Key (42)  
x 1

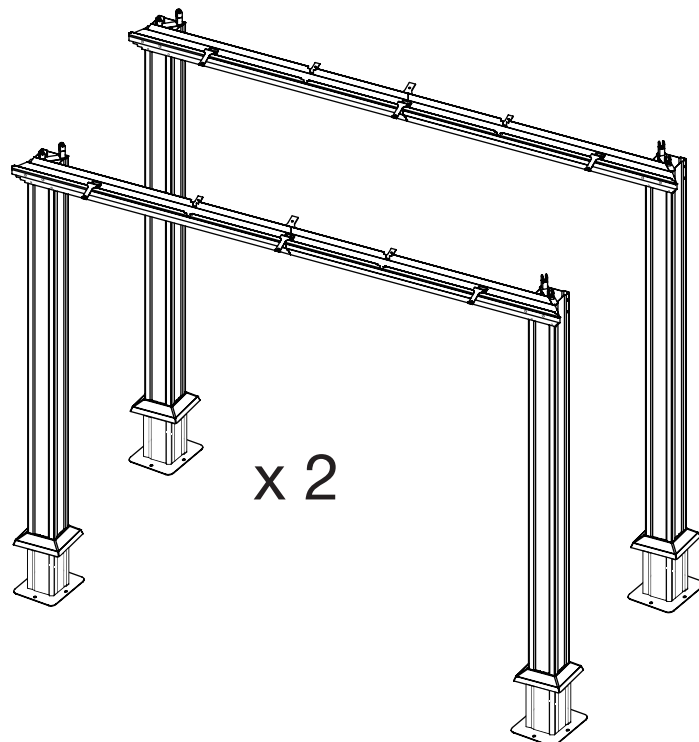


## 3.B

Close holes in profile set with plastic caps #3 (36).



Repeat step 3.A and 3.B to create two sets.

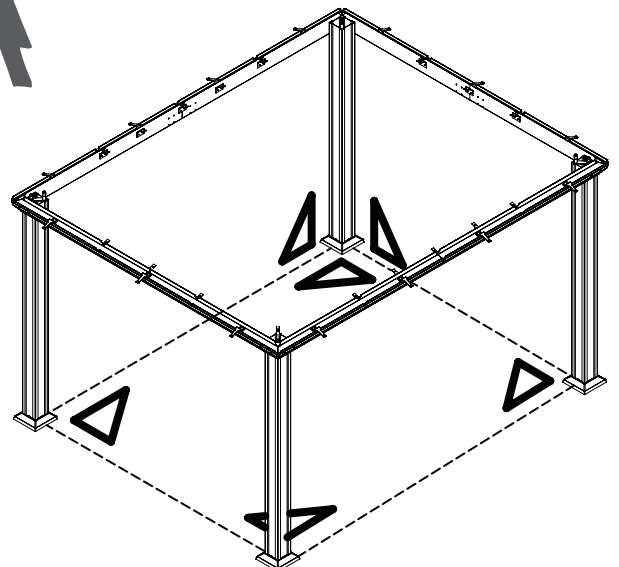
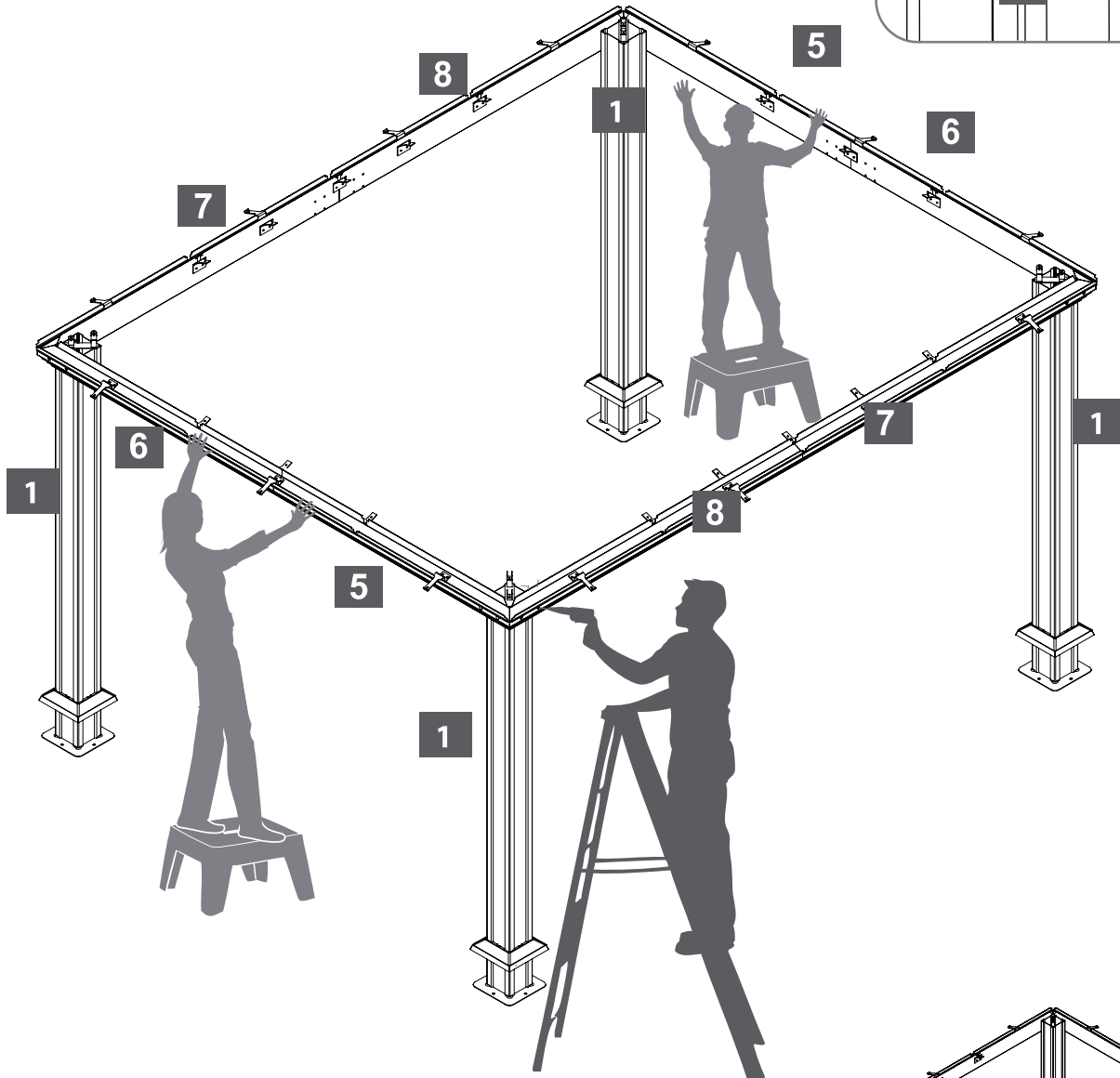
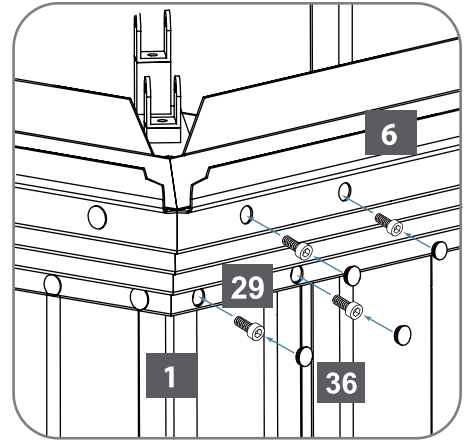


### 3.C

Using at least 3 people, attach the two long roof profile sets (7+8) to corner profiles (1), connecting all corner profiles (1).

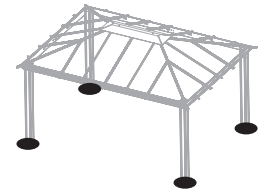
Fasten with four screws (29) and supplied magnetic hex key (42) on each side.

Close holes in profile sets with plastic caps #3 (36).



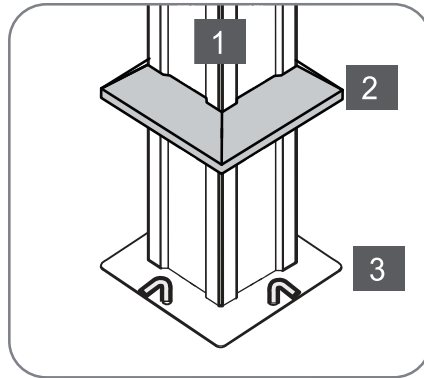
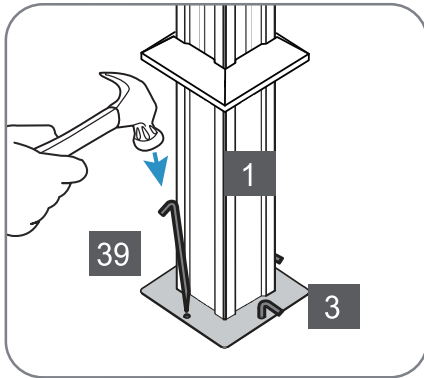
**IMPORTANT:** After this step you should place the gazebo frame in its desired location. Make sure all corners are squared at 90 degrees.

# STEP 4 Securing the Gazebo to the Ground



4.A

Fasten the gazebo frame to the ground, using four spikes (39) for each support plate.  
Lower support frames (2) to cover support plates (3).



Components

Ground spike (39)  
x 16

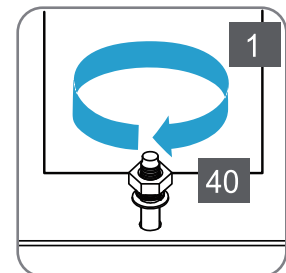
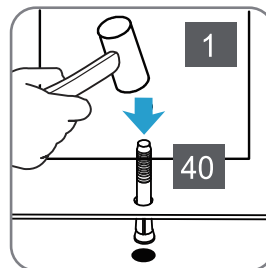
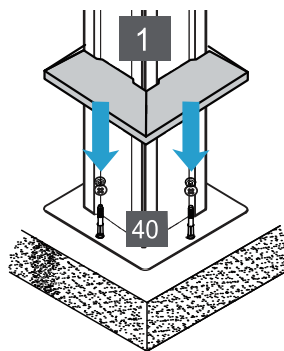
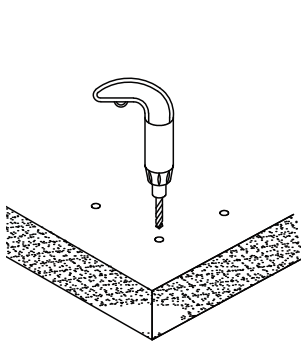
## Optional Securing the Gazebo to a Concrete Floor or Wood Deck

### Concrete Floor:

- Using a concrete drill, drill holes into the concrete floor, corresponding to the holes in support plates (3).
- Insert concrete bolts (40) into the holes and hammer into place, using a mallet.
- Fasten concrete bolts with washers and nuts.

Components

Concrete bolts, washers and nuts (40)  
x 16

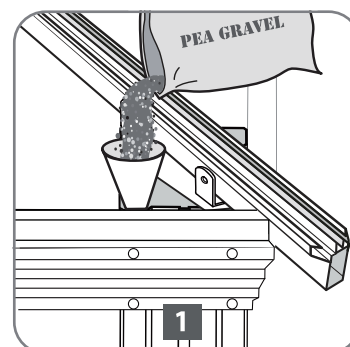


### Wood Deck:

- Using an electric wood drill, drill holes into the wood floor, corresponding to the holes in support plates (2).
- Insert wood screws with washers (not supplied) into the holes and fasten, using an electric screw driver.

Wood Bolts, washers x 16  
**NOT SUPPLIED**  
to be purchased by user

**NOTE:** After securing the gazebo to the ground, we highly recommend filling the corner profiles (1) with 2 bags (20LBS each) of Pea Gravel each for extra stability, as shown.



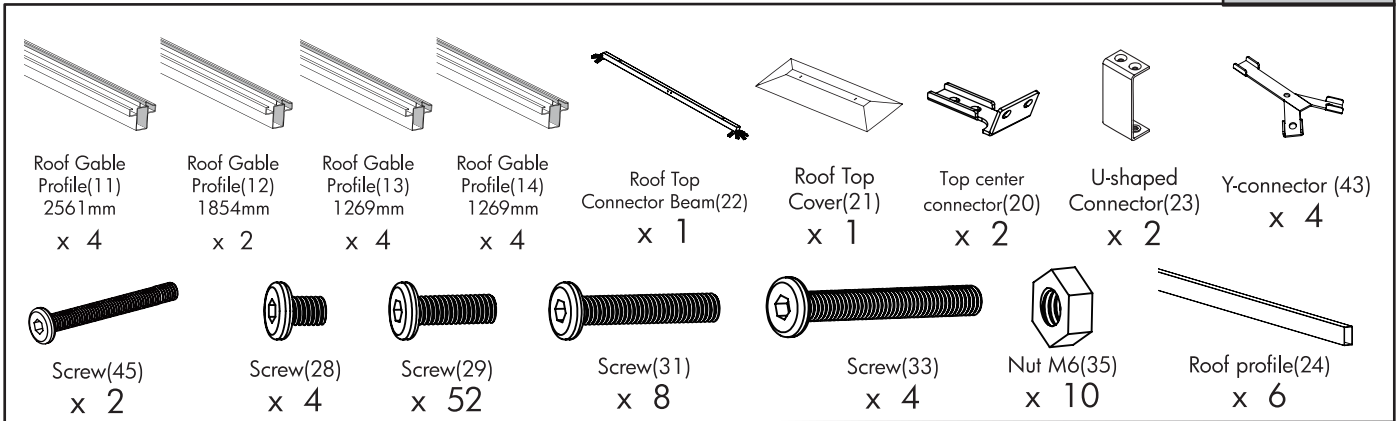
# STEP 5 Installing the Lower Roof Gable Profiles



## ATTENTION:

DO NOT ATTEMPT TO ASSEMBLE THIS ALONE !

### Components



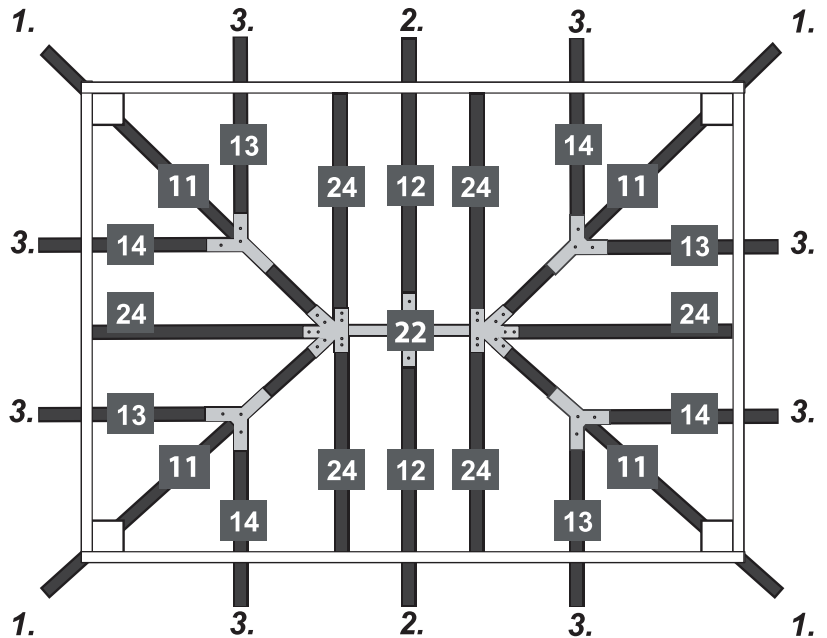
Using at least three people, install the roof gables ( 11 , 12 , 13 , 14 , 24 ) in the following order:

VIEW FROM BELOW  
(from inside gazebo)



## ATTENTION:

Roof Profiles, roof panels and gables must be aligned properly during assembly to minimize any possibility of leaking.



**IMPORTANT:** Make sure that the roof gable profiles ( 11 , 12 , 13 , 14 , 24 ) are installed exactly as shown so that the pre-drilled screw holes will align properly with screw holes on the roof panels.

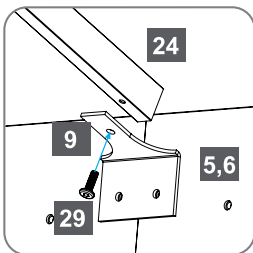
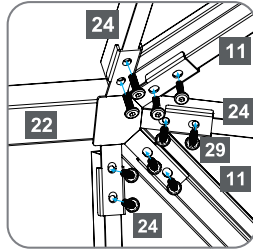
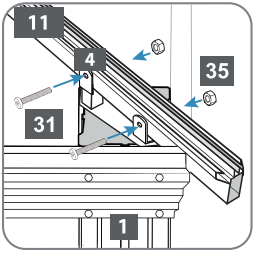
### BOTTOM VIEW OF PROFILES

← Upper end

→ Lower end



## 5.A

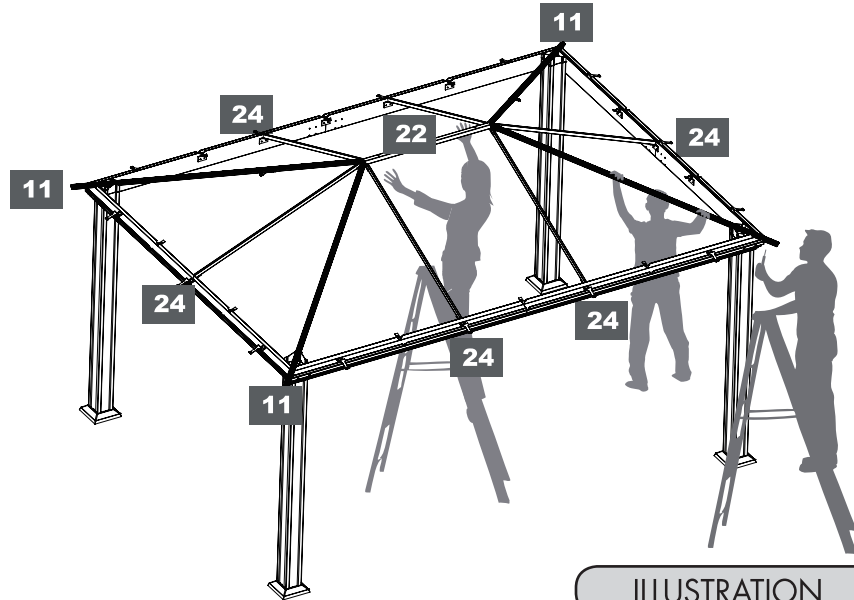


VIEW FROM BELOW

Using screws (31) and nuts (35), connect roof gable profiles (11) to roof connectors (4) on top of corner profiles (1).

Using screws (29), connect roof gable profile (11) to roof top connector beam (22) as shown.

Using screw (29), connect roof profile (24) to inner roof connector (9) on short roof profile set (5+6) and the other end to roof top connector beam (22).

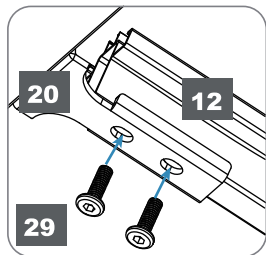
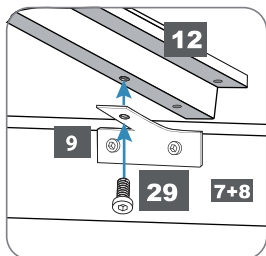
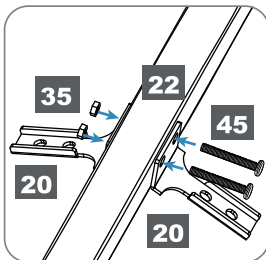


## 5.B

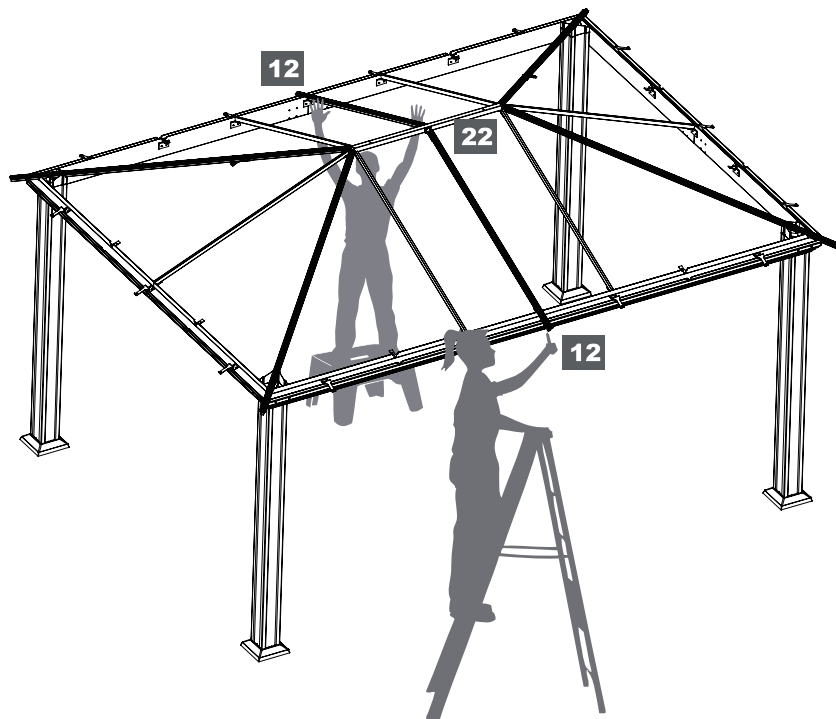
Install roof gable profiles (12).

Using screws (45) nuts (35) connect top center connector (20) to top connector beam (22).

Using screws (29) connect profiles (12) to inner roof connector (9) on long roof profiles sets (7+8) and the other end to roof top center connector (20).

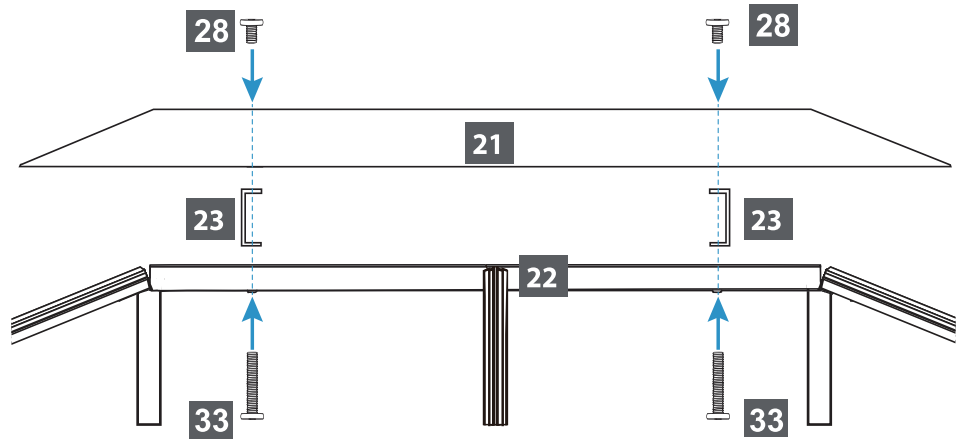
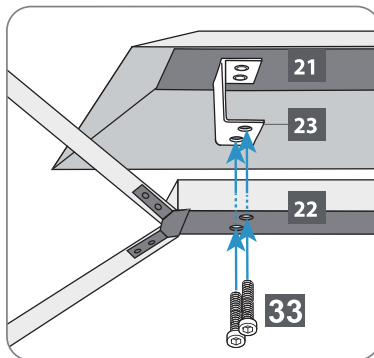
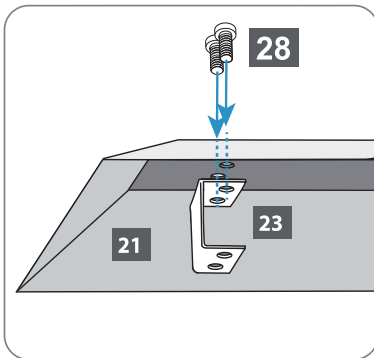


VIEWS FROM BELOW



### 5.C

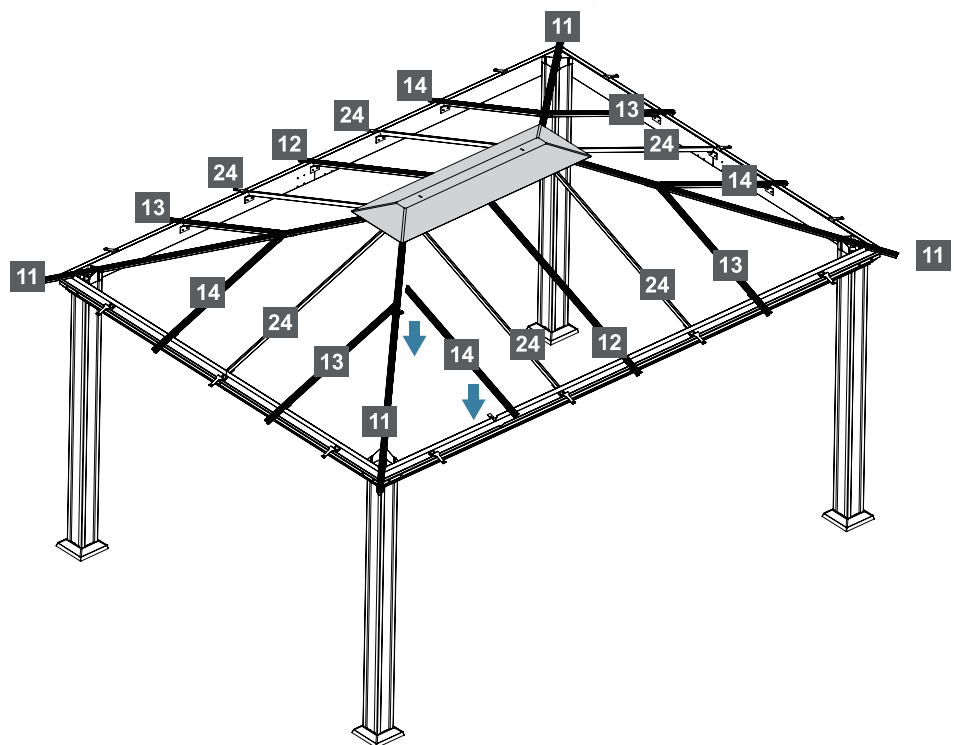
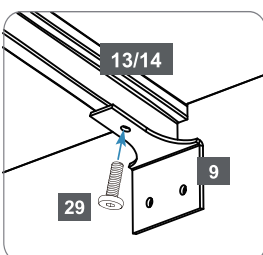
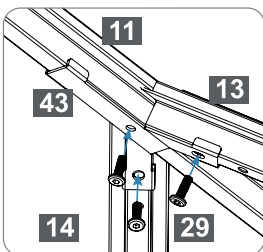
Connect the roof top cover (21) to the roof top connector beam (22) as shown. First connect the two U-shaped connectors (23) to the roof top cover (21), using four screws (28). Then attach U-shaped connectors (23) to roof top connector beam (22) from below, using four screws (33).



VIEWS FROM BELOW

### 5.D

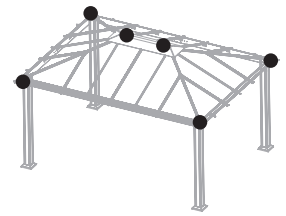
Attach Y-connectors (43) to underside of roof gable profiles (11), using screws (29) as shown. Connect profile (13, 14) to Y-connector (43) and the other end to inner roof connector (9) using screws (29).



VIEWS FROM BELOW

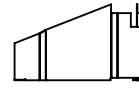


# STEP 6 Attaching the Corner Profile Caps

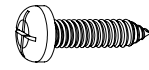


**6.A** Attach hooks (42) on the roof top connector beam (22). Place corner cap (27) on the top of corner profile (1) and fasten with screw (30).

### Components



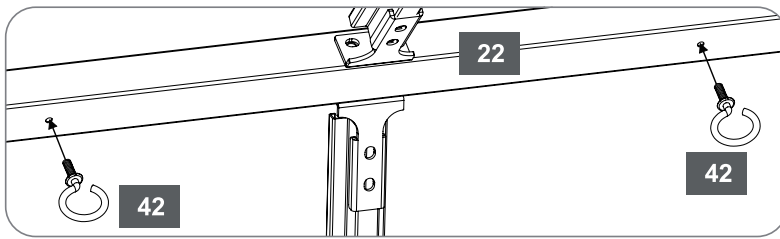
Corner cap(27)  
x 4



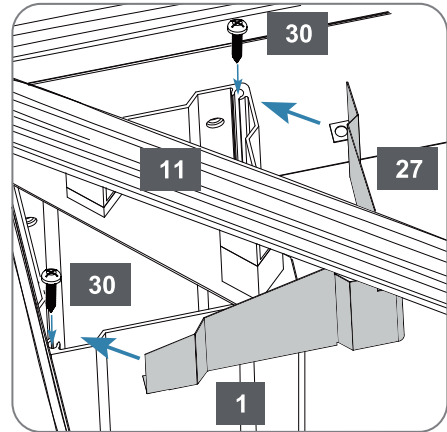
Screw(30)  
x 8



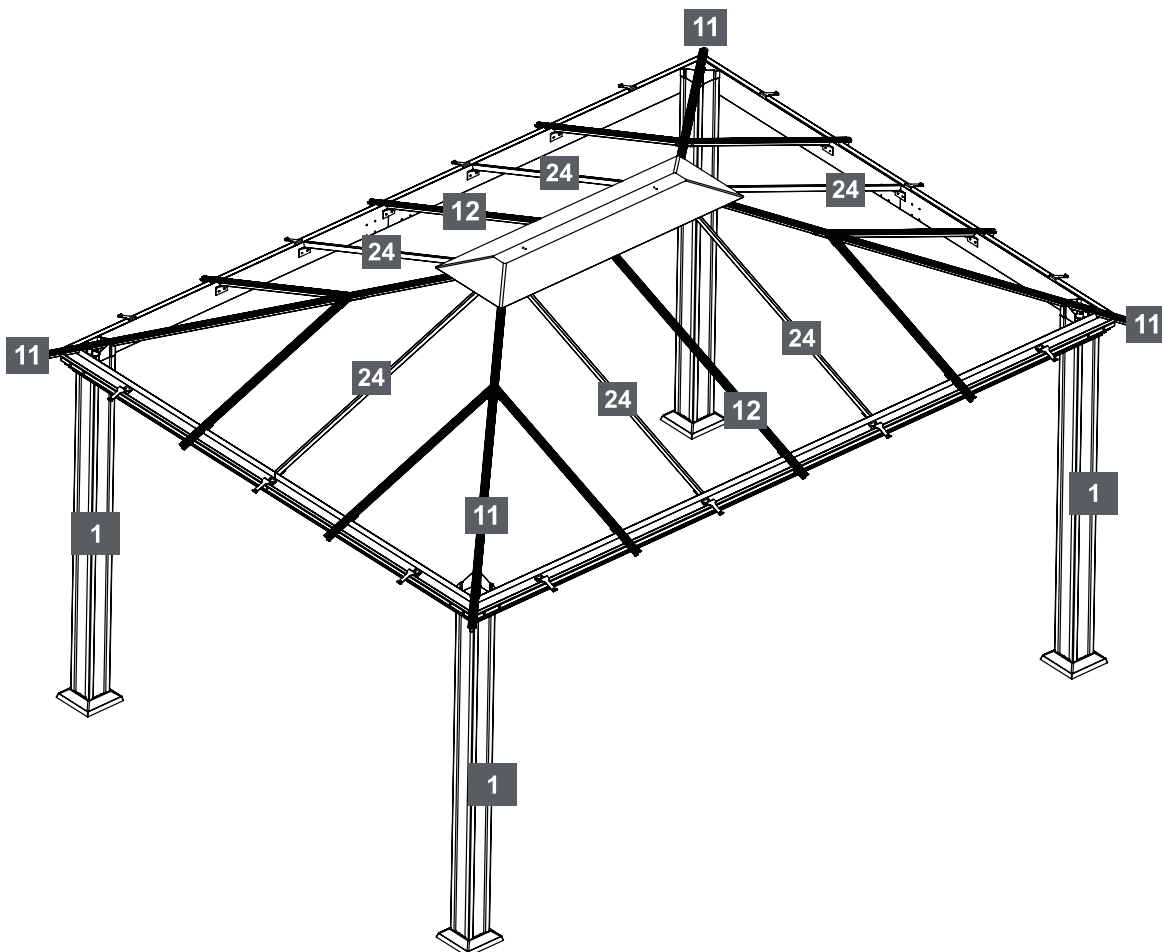
Part(42)  
x 2



VIEW FROM BELOW



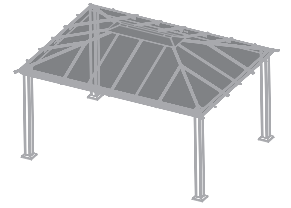
VIEW FROM INSIDE



# STEP 7 Installing the Roof Panels and Upper Roof Profiles



**IMPORTANT:** Gently cut on the edge of the panels on both side with knife and remove protective plastic of roof panels. Place with black surface toward the sun facing out when installing.



## Components

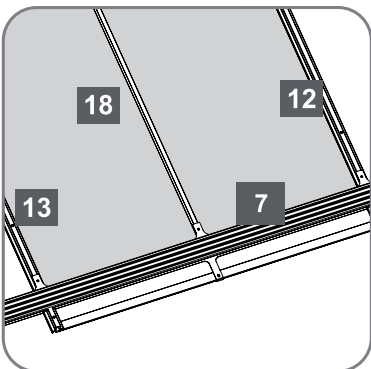
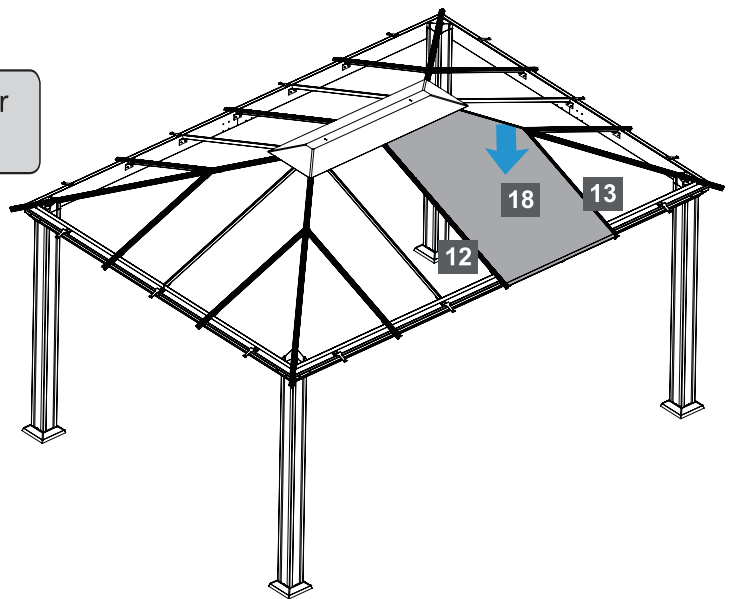
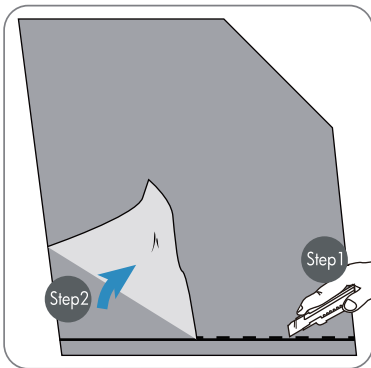
Aluminium Composite Roof Panel (18)	Aluminium Composite Roof Panel(19)	Aluminium Composite Roof Panel (17)	Aluminium Composite Roof panel (16)	Aluminium Composite Roof Panel (15)	Screw(34)
X 2	x 2	x 4	x 4	x 2	x 14

## 7.A

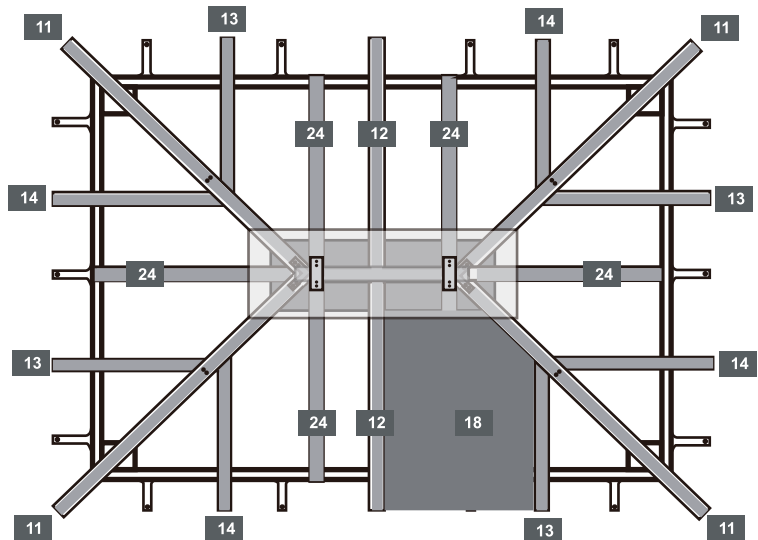
Fit roof panel (18) on top of roof profiles (12 and 13).



**IMPORTANT:** Gently cut the film in order to avoid breaking on the panel.



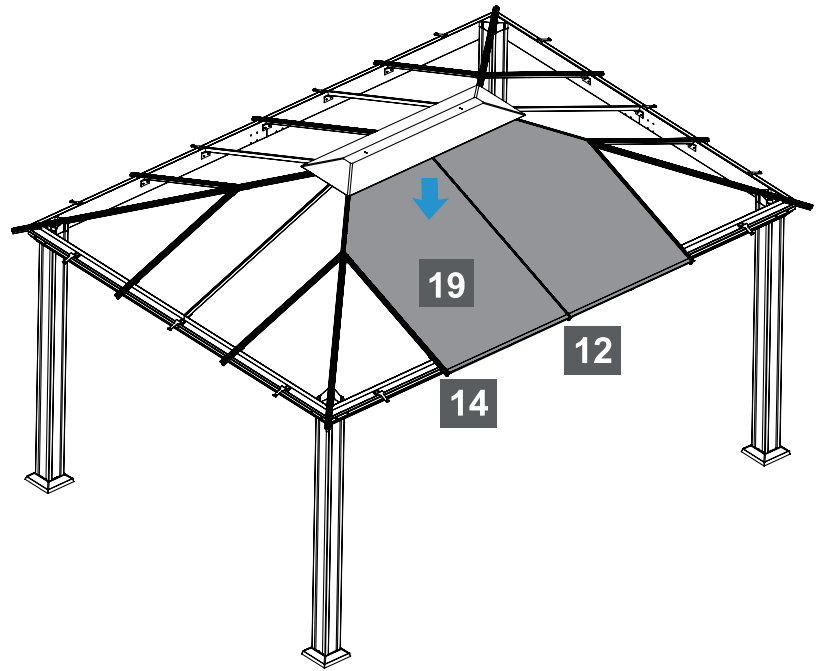
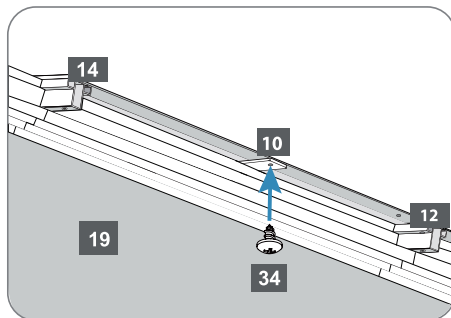
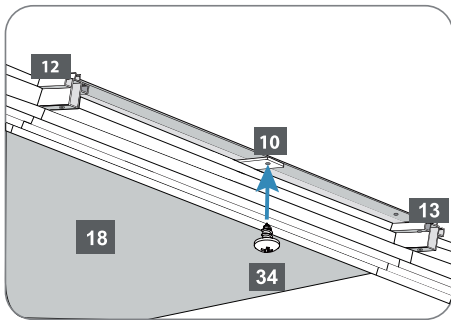
VIEW FROM BELOW



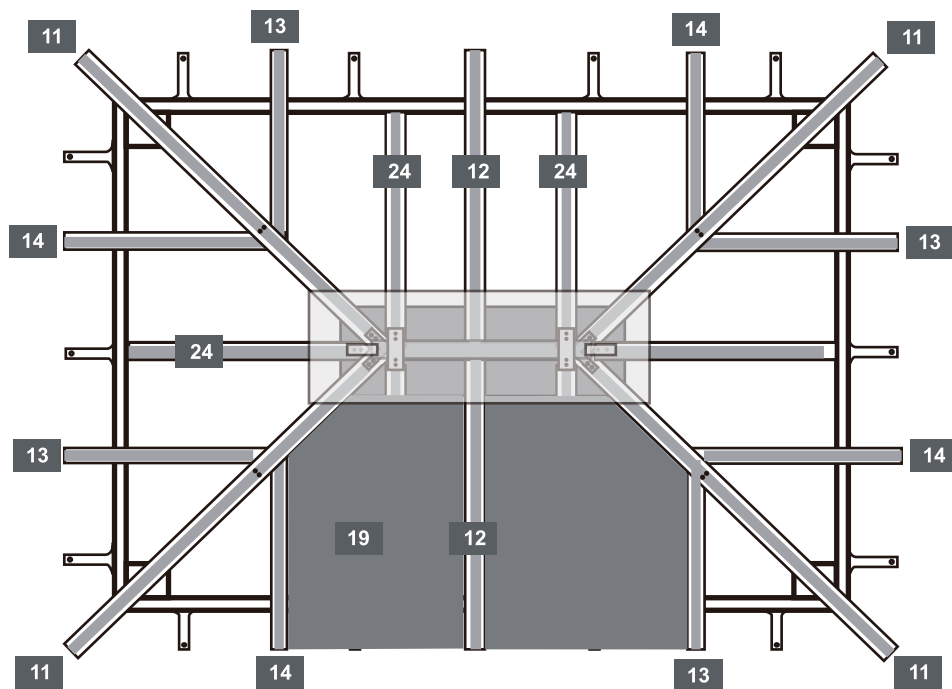
VIEW FROM TOP

## 7.B

Fit roof panel (19) on top of roof profiles (12 and 14) as shown and fasten with one screw (34) outer roof connector (10).



VIEW FROM BELOW

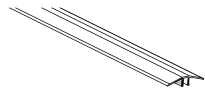


VIEW FROM TOP

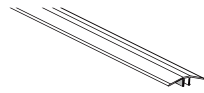


**IMPORTANT:** Make sure that the roof panels are installed exactly in the order shown, otherwise it will be difficult to place the top roof gable profiles.

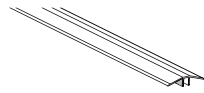
**Components**



Roof Gable Profile  
(11A)  
x 4



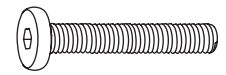
Roof Gable Profile  
(12A)  
x 2



Roof Gable Profile  
(13A)  
x 4



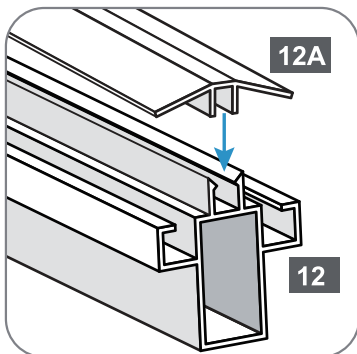
Roof Gable Profile  
(14A)  
x 4



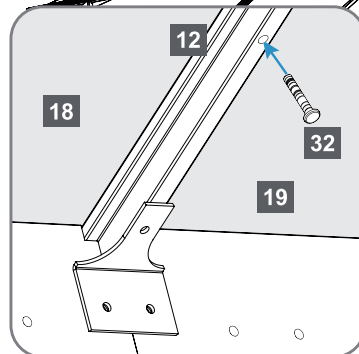
Screw(32)  
x 66

**7.C**

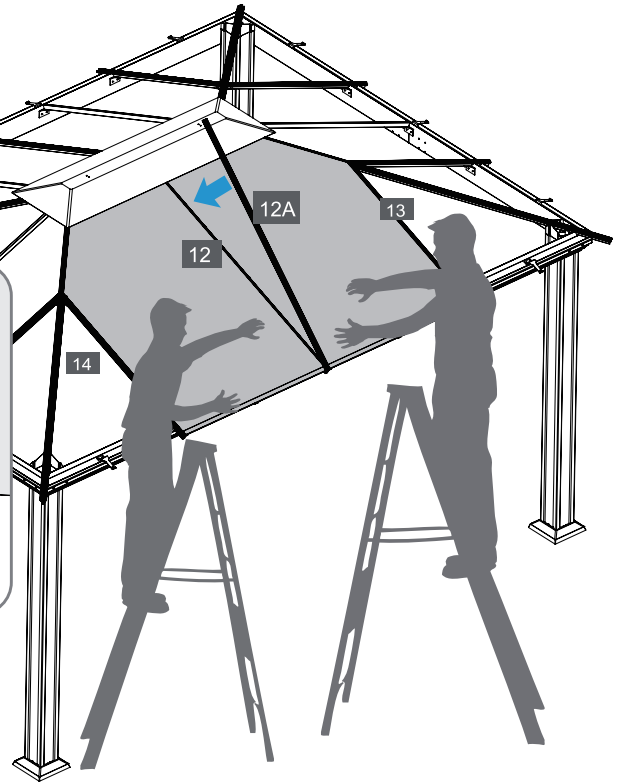
Place roof profile (12A) on top of roof profile (12) as shown and fasten with screws (32) from below (inside gazebo).



Connecting the upper and lower profiles

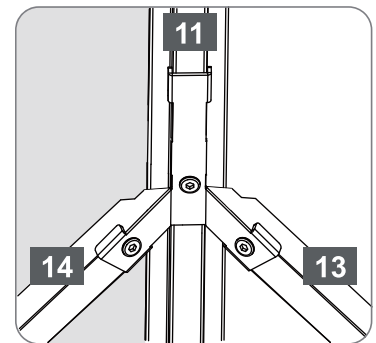
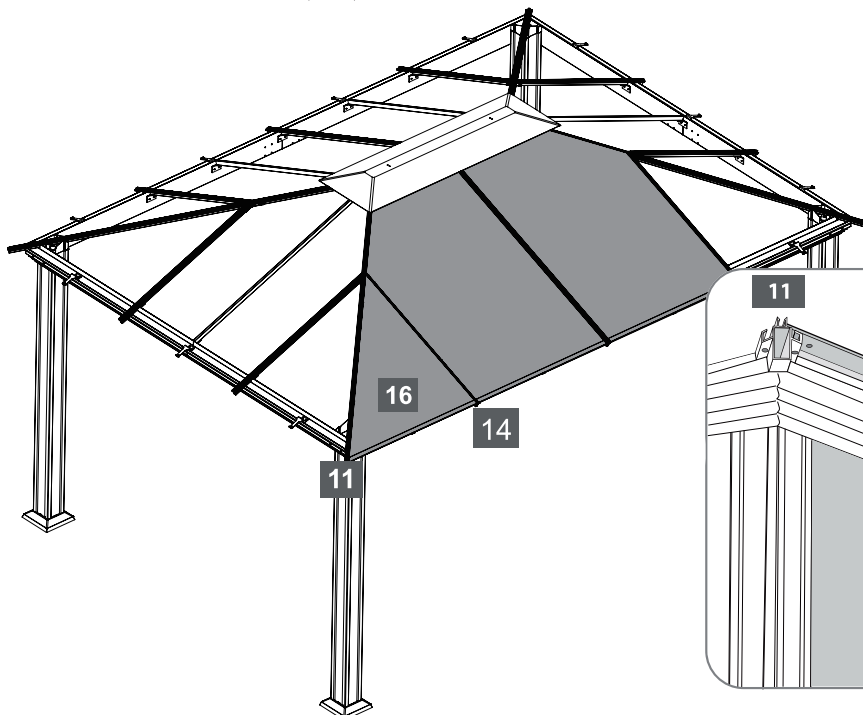


VIEW FROM BELOW  
(from inside gazebo)

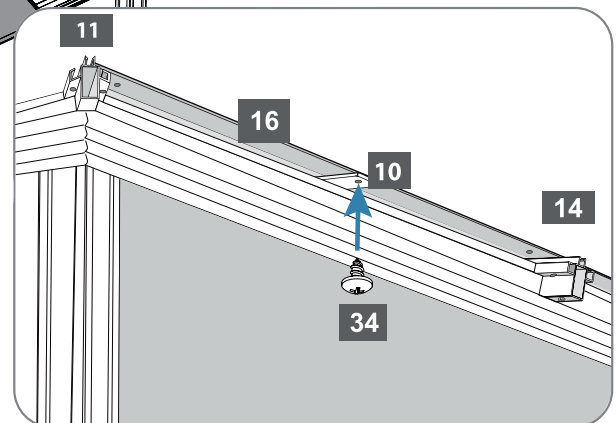


**7.D**

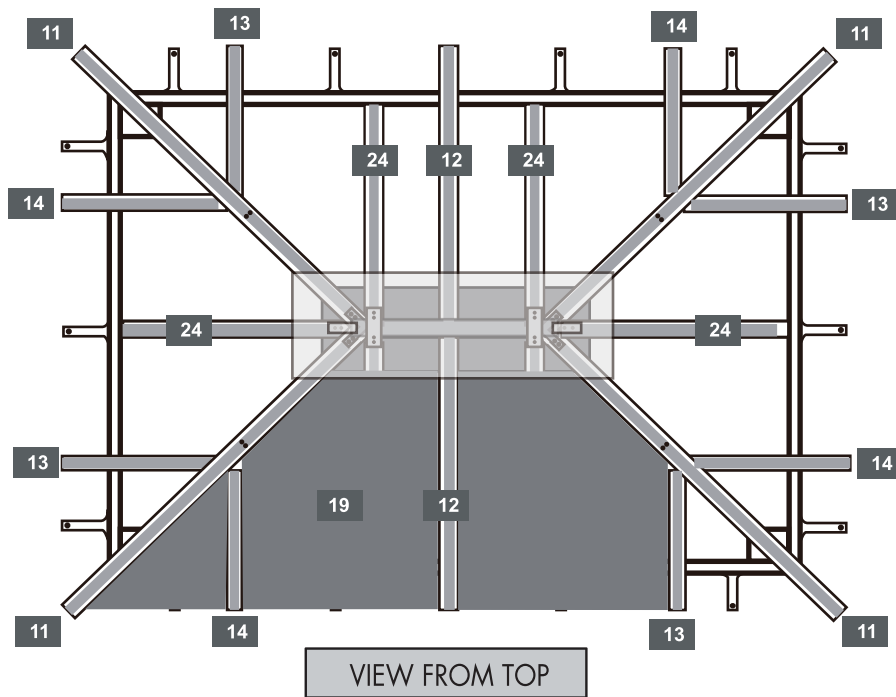
Fit panel (16) on top of roof gable profile (11, 14) as shown and fasten with one screw (34) underneath of outer roof connector (10).



VIEW FROM BELOW

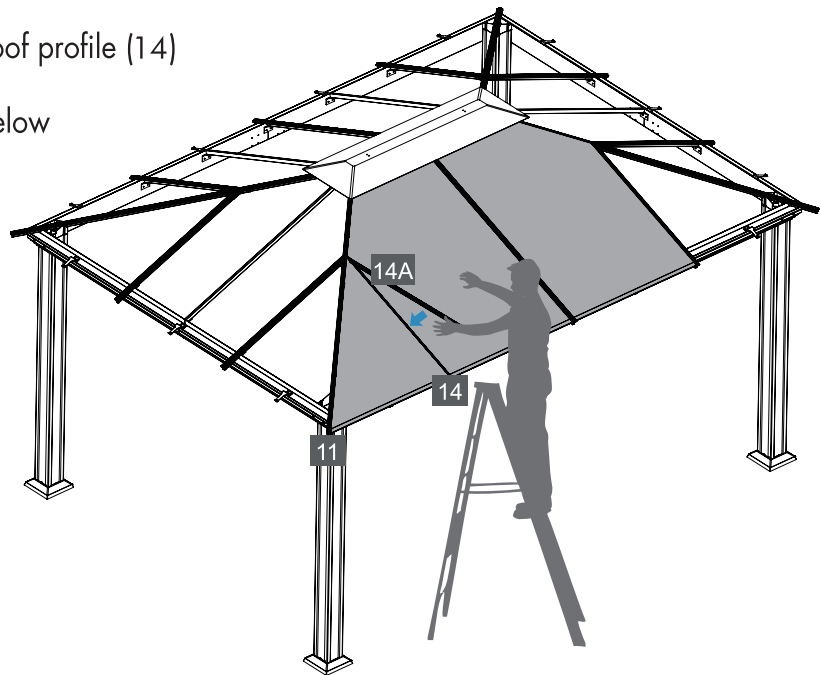
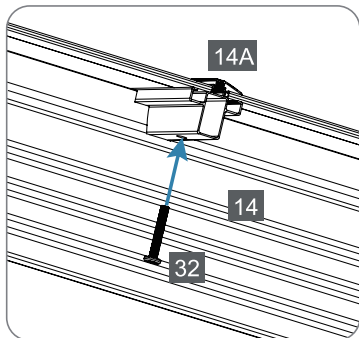


VIEW FROM BELOW



## 7.E

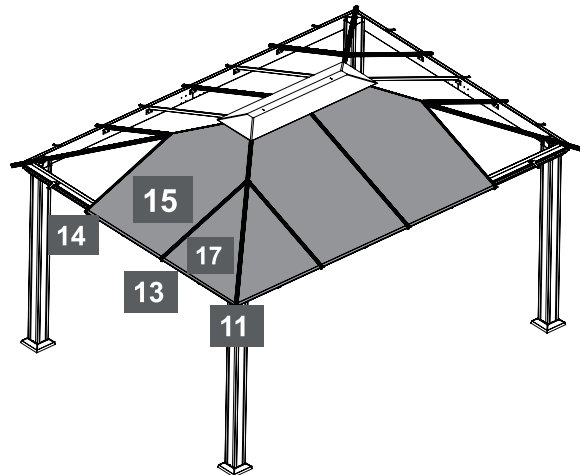
Place roof profile (14A) on top of roof profile (14) as shown. Align both profiles. Fasten with two screws (32) from below (inside gazebo).



## 7.F

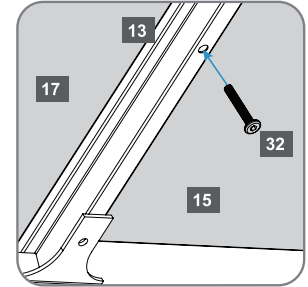
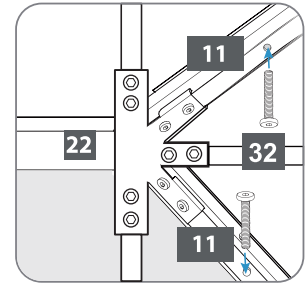
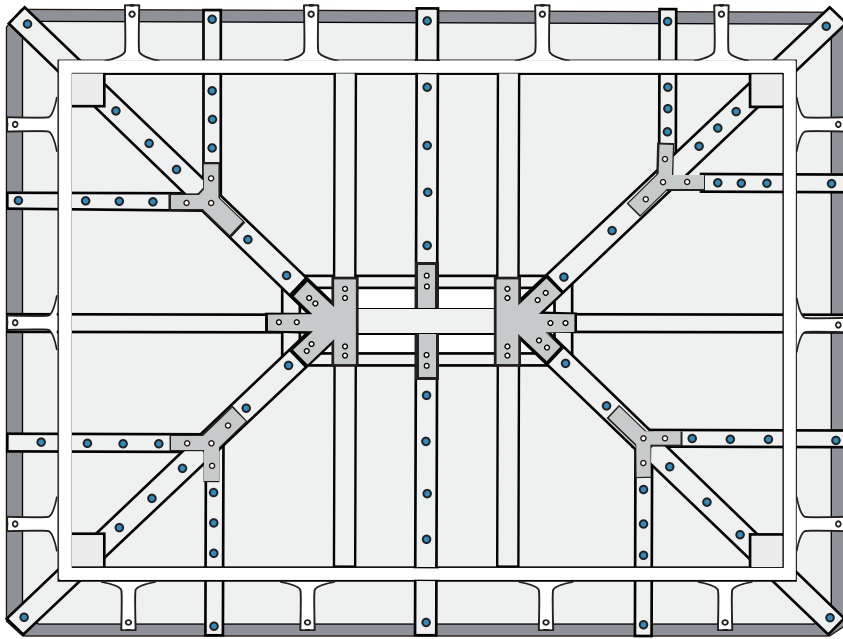
Fit roof panel (15) on top of roof profiles (13,14) and fasten with one screws (34) outer roof connector (10).

Place profiles (11A) on top of roof profile (11) ; fasten ONLY THE TOP END with 1 screw (32). Fit roof panel (17) on top profiles (11,13) , fasten with one screw (34) underneath of outer roof connector (10), and then fasten (11A) with screw (32).



VIEW FROM BELOW  
(from inside gazebo)

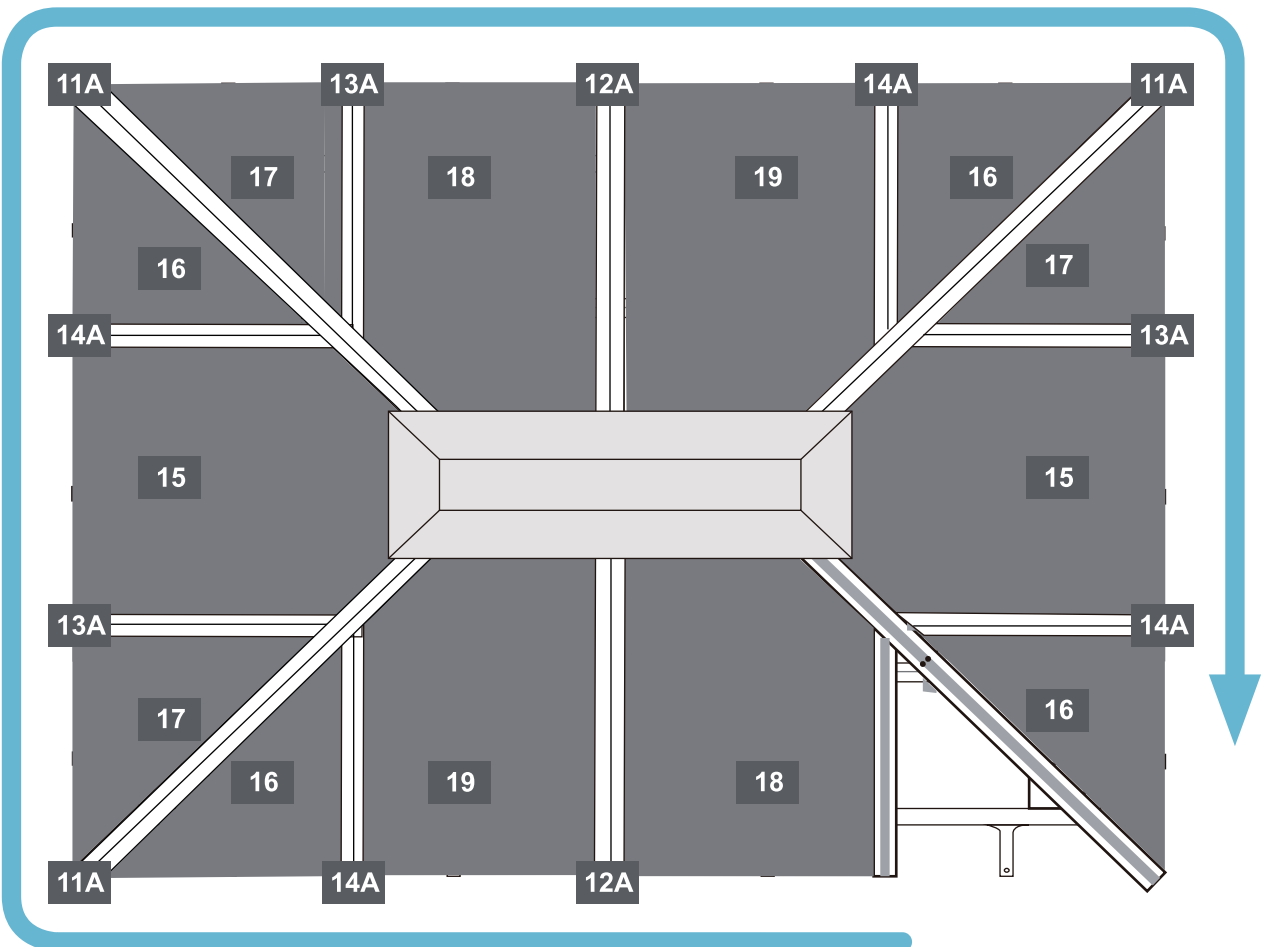
● Positions of screws (32) from below roof



VIEW FROM BELOW

7.G

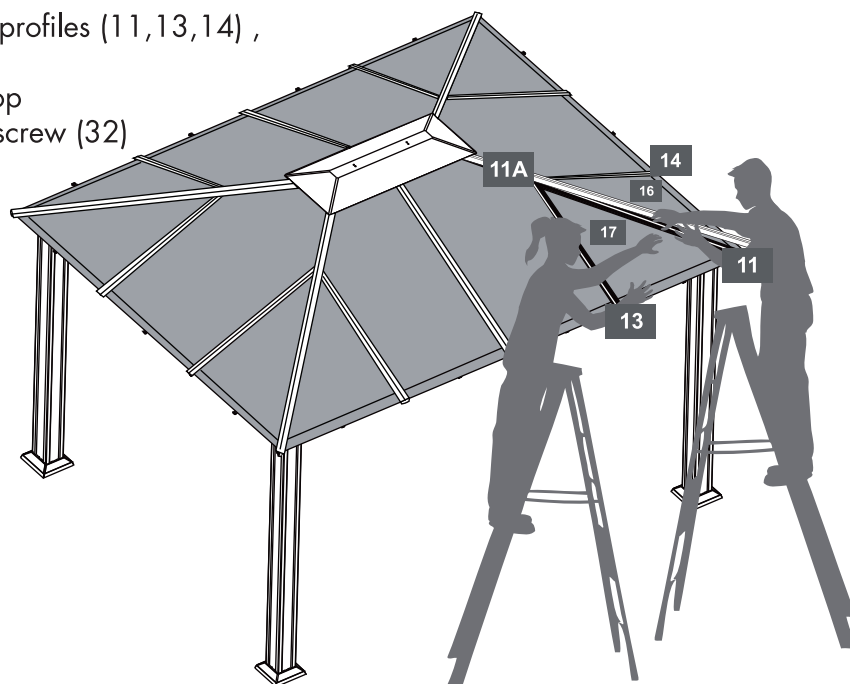
Continue in a clock-wise direction as shown.



VIEW FROM TOP

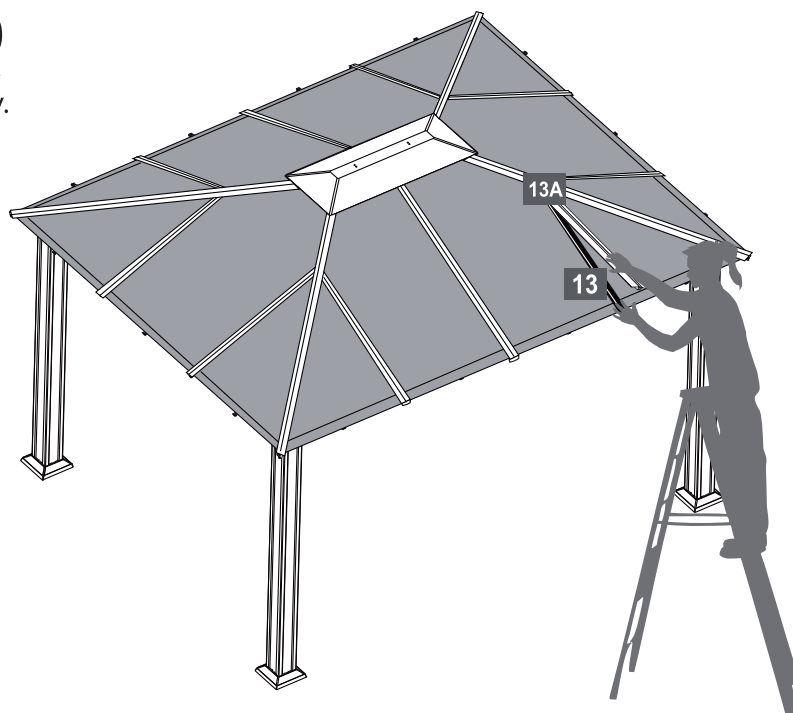
## 7.H

Place the roof panel (16,17) on top of profiles (11,13,14) ,  
fasten with screw (34) from below.  
Place the roof gable profile (11A) on top  
of roof gable profile (11) , fasten with screw (32)  
from below.

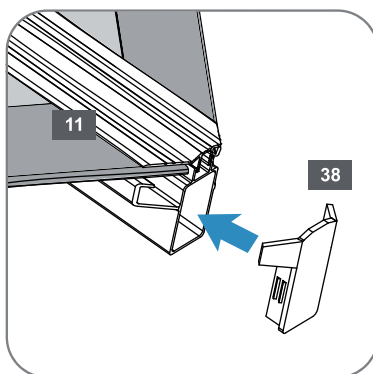
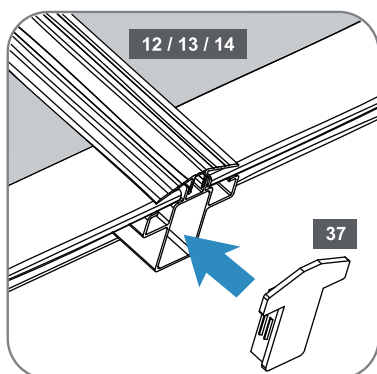


## 7.I

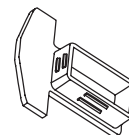
Place the roof gable profile (13A)  
on top of roof gable profile (13) ,  
fasten with screw (32) from below.



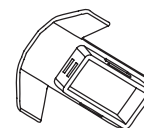
## STEP 8 Installing the Plastic Caps



### Components



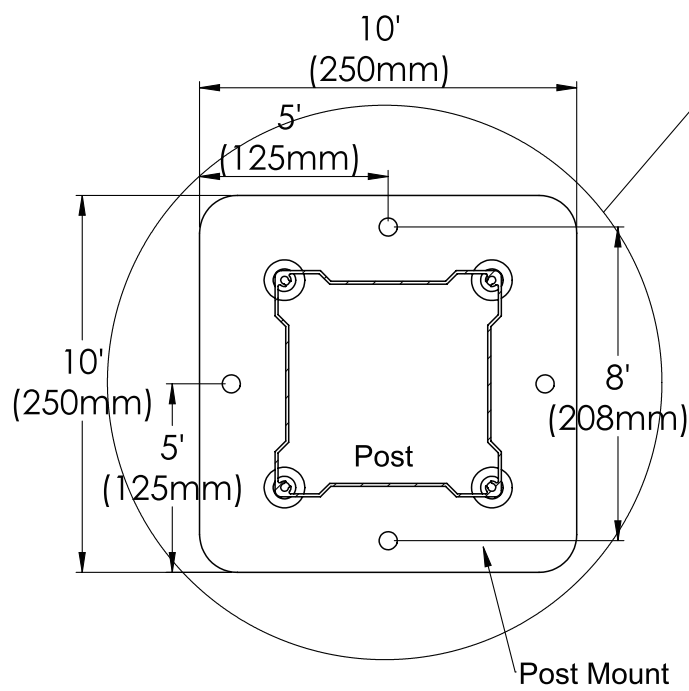
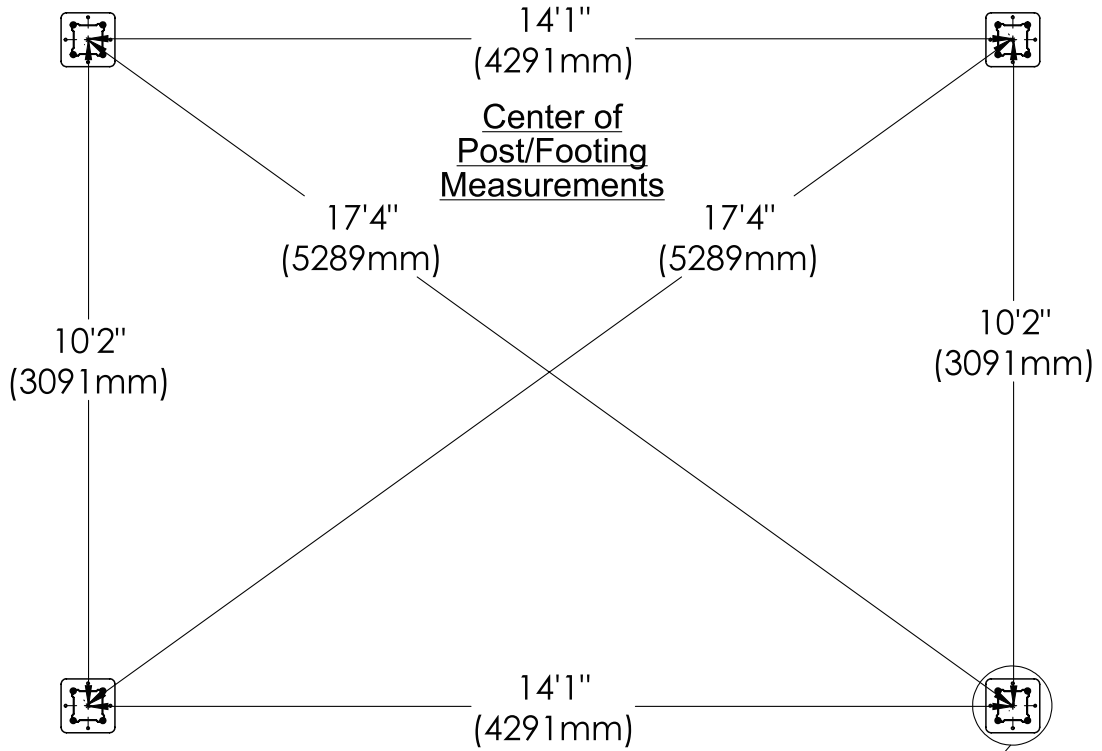
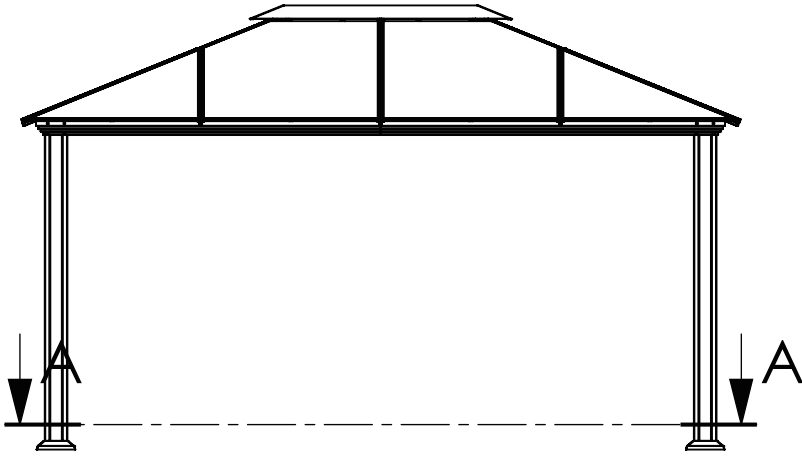
Plastic Cap #1 (37)  
x 10



Plastic Cap #2 (38)  
x 4

Close off roof profiles (12,13,14) with  
plastic caps #1 (37) and roof profiles (11)  
with plastic caps #2 (38).





**Post Detail**



# Gazebo GZ3 12x16

## Aluminium Composite Roof Panels


### Assembly Instructions

#### WARRANTY:

Warranty covers damage due to manufacturing defects only for a period of 5 years on the structure, and 5 years on the Aluminum Shell from date of purchase. Warranty does not cover weather inflicted damage and/or damages caused by not following assembly instructions and adhering to warnings in manual. Warranty does not cover user error, negligence, or misuse.

 **WARNING:** Cancer and Reproductive Harm-  
[www.P65Warnings.ca.gov](http://www.P65Warnings.ca.gov).

 **AVERTISSEMENT:** Cancer et Troubles de l' appareil reproducteur-  
[www.P65Warnings.ca.gov](http://www.P65Warnings.ca.gov).

 **ADVERTENCIA:** Cáncer y Daño Reproductivo-  
[www.P65Warnings.ca.gov](http://www.P65Warnings.ca.gov).

ATTENTION: Roof profiles, roof panels and gables must be aligned properly during assembly to minimize any possibility of leaking.



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Paragon Group USA

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