

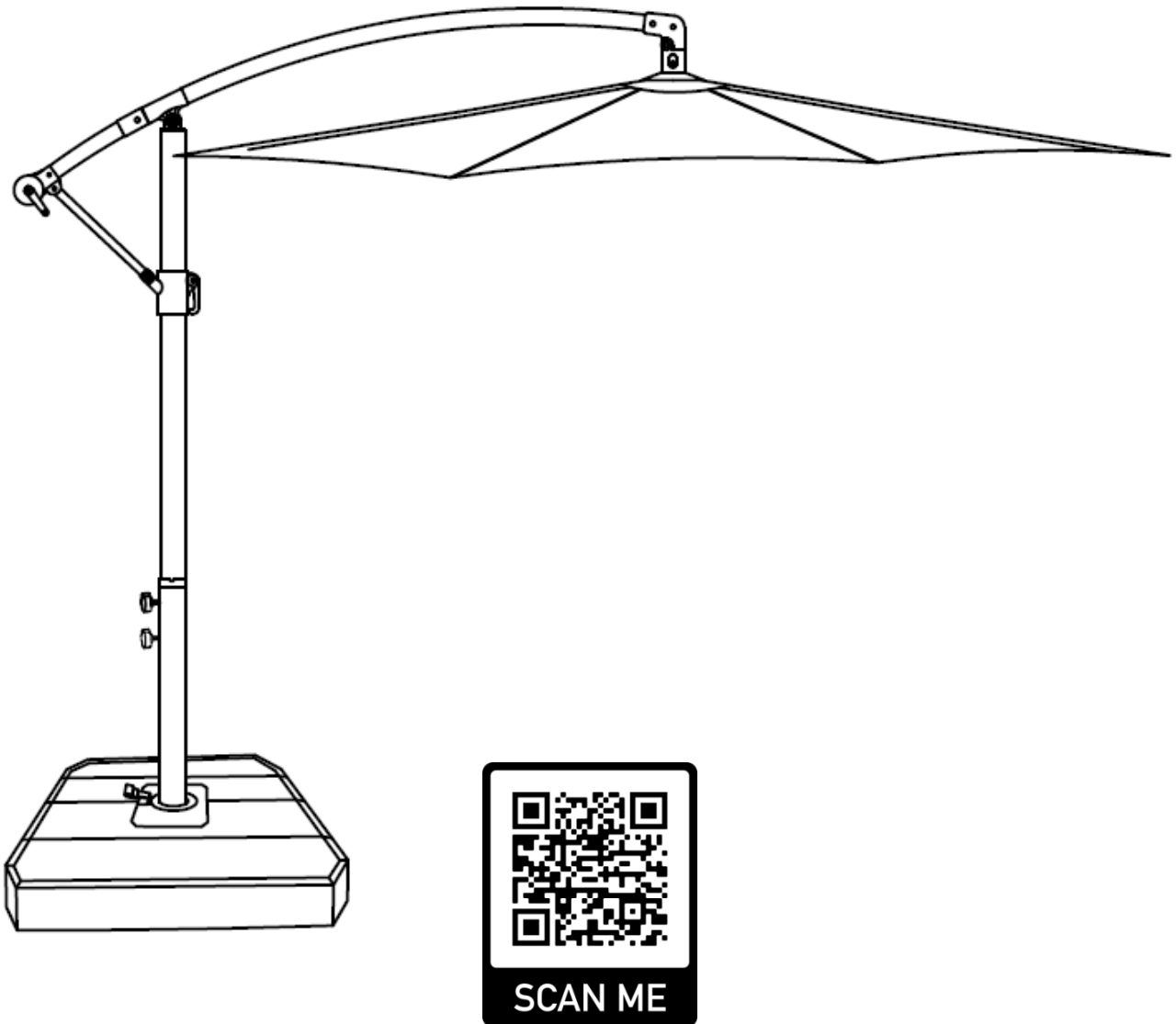
# Shade N' Shelters

## Owner's Manual

### 10' Offset Umbrella with Base

Model Number: UMB-10-STD




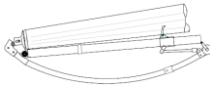

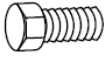

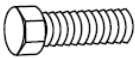
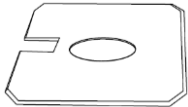
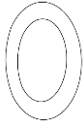



SKU Number: 101644194



Additional Product Information: <https://shadenshelters.com/10-round-offset-umbrella>

# Parts List

## 10' Offset Umbrella with Base

Letter	Illustration	Description	Qty.	Letter	Illustration	Description	Qty.
A		Base Plate	1	H		Poly Base - Middle	2
B		Base Plate	1	I		Main Support Post with Umbrella Canopy	1
C		Swivel Plate	1	J		M8 x 15mm Bolt	4
D		Lower Umbrella Support Post	1	K		M8 x 20mm Bolt	4
E		Swivel Plate Cover-Bottom	1	L		Steel Washer	8
F		Swivel Plate Cover-Top	1	M		Open Wrench	1
G		Poly Base - Side	2				

# Assembly Instructions

## 10' Offset Umbrella with Base

### Important:

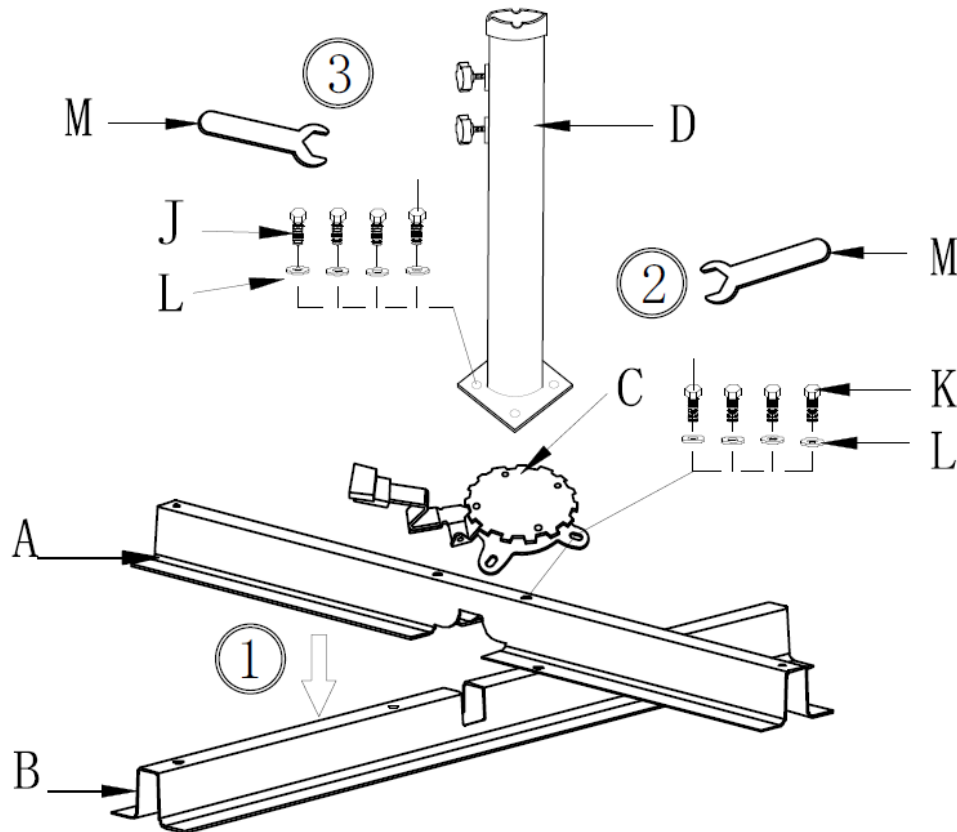
- Read all the instructions before assembly. Failure to do so may result in faulty assembly and potential injury.
- Before beginning to assemble the product, remove all protective materials, hardware kit(s), and identify all parts packed in the carton are present. (Note: If any part is missing or damaged, do not attempt to assemble). Contact Shade N' Shelters Customer Support Team. See page 9.
- Two people are required to assemble heavy items.
- Assemble product on a soft and non-abrasive surface, such as carpet to avoid damaging the item.

### SAFETY WARNINGS

- Completely Fill Poly Base with sand or water prior to assembly and use.
- Close and secure the umbrella when not in use or during inclement weather.
- Never use umbrella in high wind conditions or near flame/heat sources.

### ASSEMBLY INSTRUCTIONS

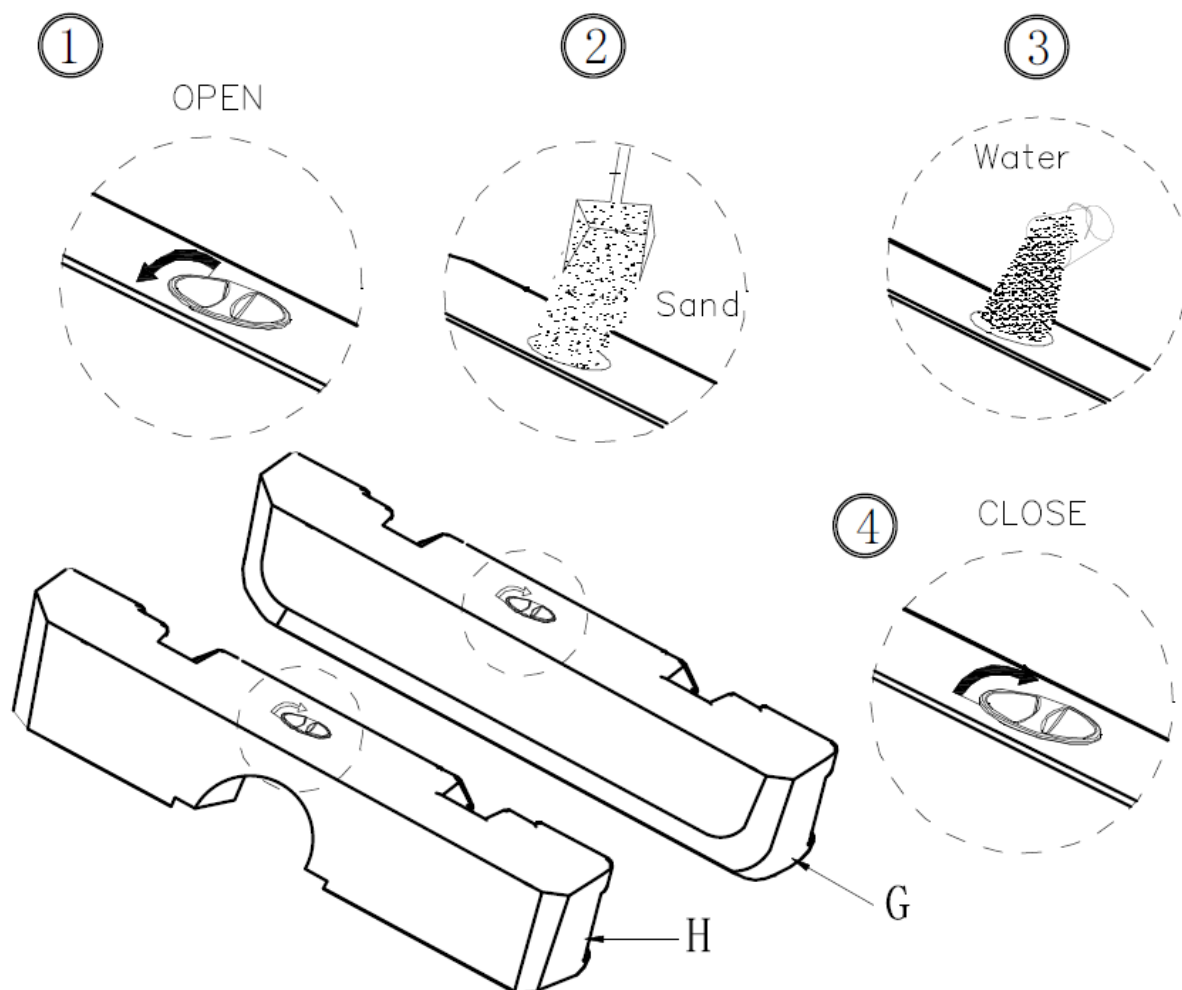
**Step 1:** Place Base Plate (A) across the top of Base Plate (B). Secure the Swivel Plate (C) using Bolts (K) and Washers (L). Attach the Lower Umbrella Support Post (D) to the Swivel Plate (C) using Bolts (J) and Washers (L). **Tighten all Bolts.** See Figure 1.



**Figure 1**

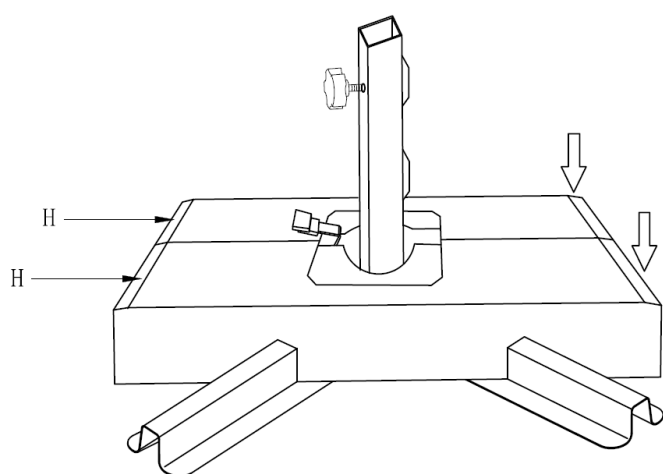
**Step 2:** Remove caps from the side of all Poly Bases (G & H) and fill completely with Sand or Water. Secure the caps on all bases. See Figure 2.

**Note:** Poly Bases must be completely filled with sand or water before proceeding to the next step.

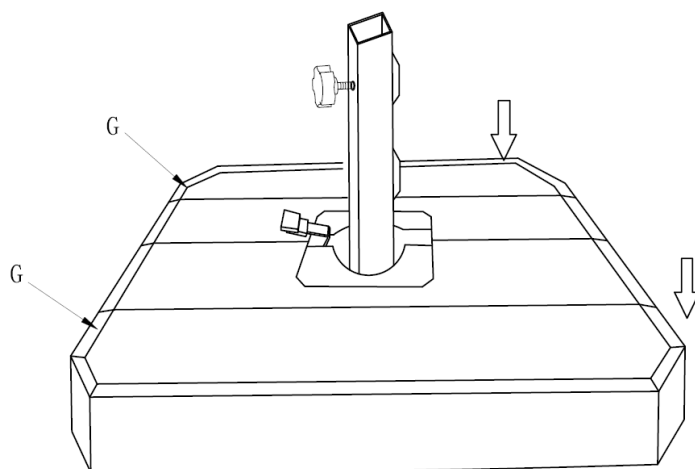


**Figure 2**

**Step 3:** Place the Filled Poly Bases (G & H) on the Base Plates (A & B). See Figure 3-1 and Figure 3-2.



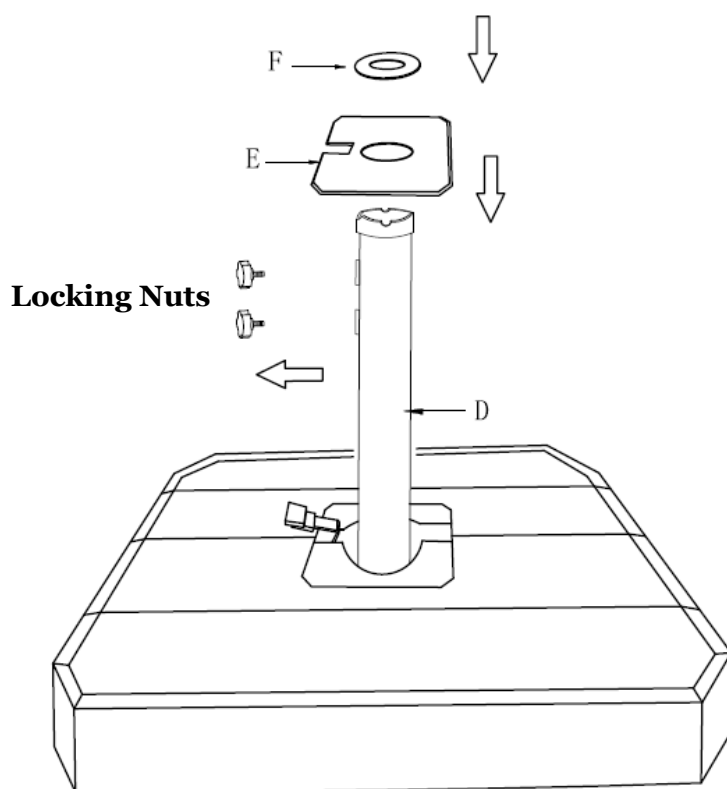
**Figure 3-1**



**Figure 3-2**

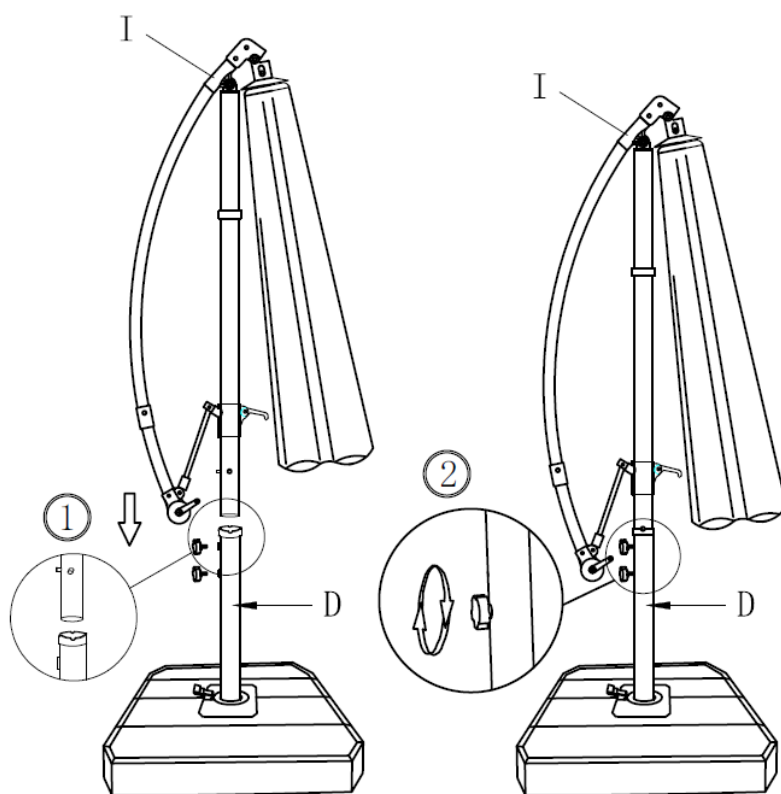
**Step 4:** Remove the Locking Nuts from the Lower Umbrella Support Post (D) and attach the Bottom Swivel Plate Cover (E) and Top Swivel Plate Cover (F). See Figure 4.

**Note:** The Locking Nut is reattached in Step 5.



**Figure 4**

**Step 5:** Insert the Main Support Post with Umbrella Canopy (I) into the Lower Umbrella Support Post (D). Insert and Tighten Locking Nuts to secure the Lower Umbrella Support (D) to the Main Support Post with Umbrella Canopy (I). See Figure 5.



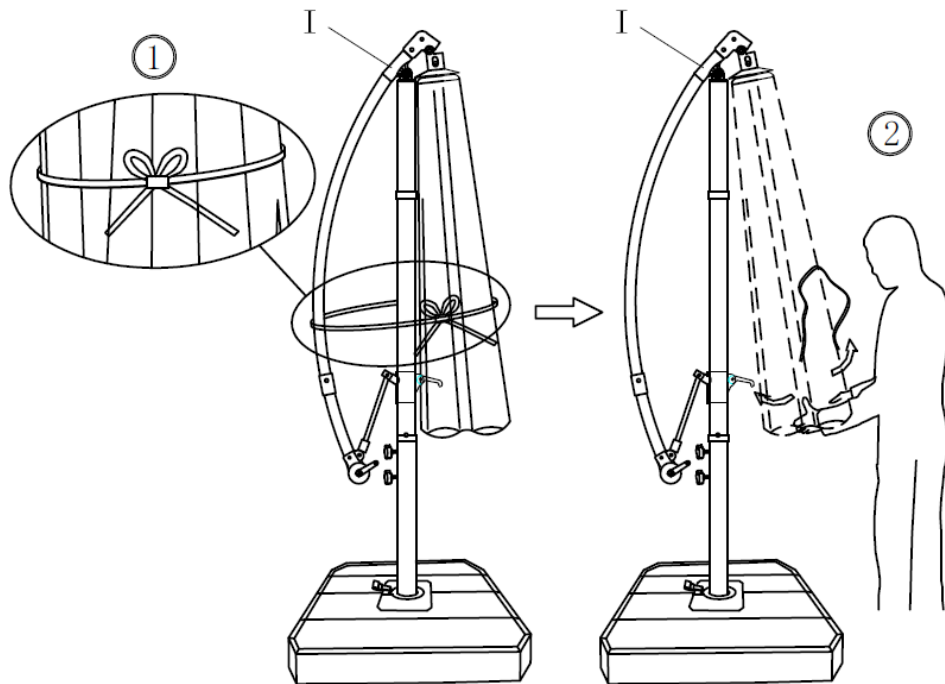
**Figure 5**

## **OPERATING INSTRUCTIONS**

### **Step 6: RAISING UMBRELLA CANOPY.**

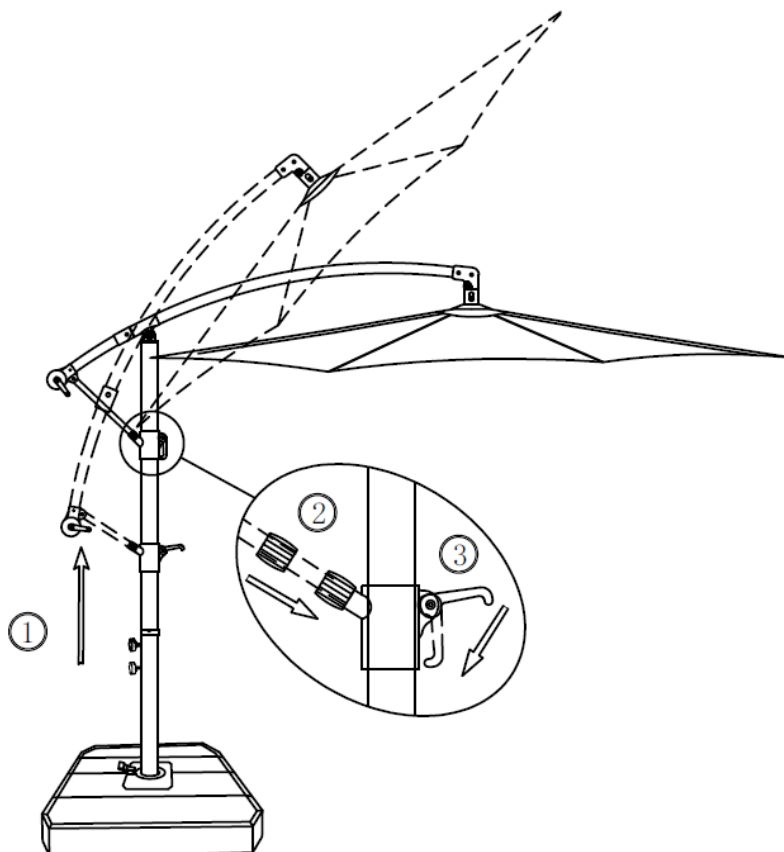
Untie the Tie Strap and loosen the Umbrella Fabric before raising. See Figure 6.

**Note:** The Umbrella Canopy must be in the closed position prior to raising or lowering the height.



**Figure 6**

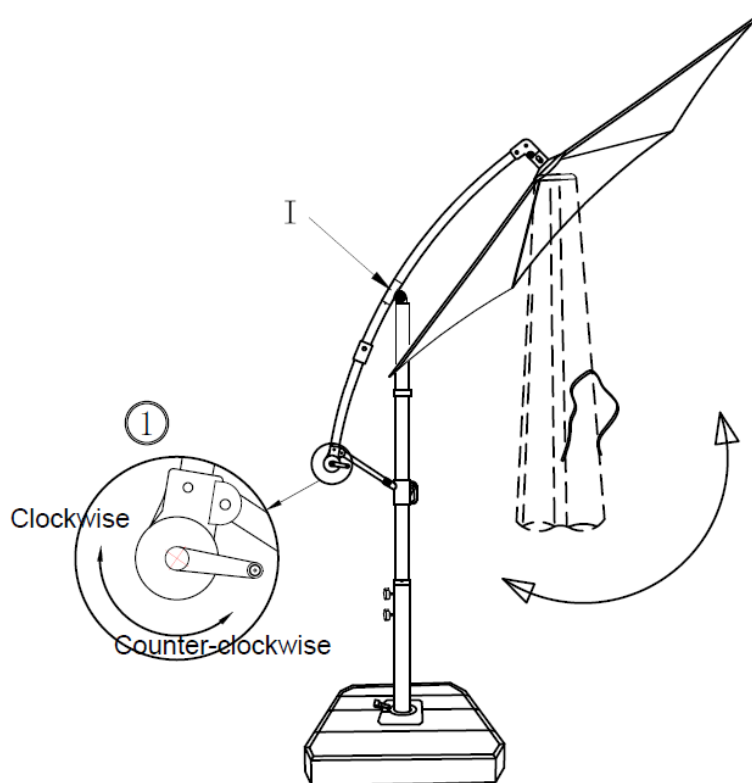
**Step 7:** Slowly lift the curved bar upwards to extend the canopy to the highest position. Lock the arm by moving the sleeve downward. Lock the canopy height by lowering the handle on the vertical post to the lock position. See Figure 7.



**Figure 7**

**Step 8: OPENING UMBRELLA CANOPY.**

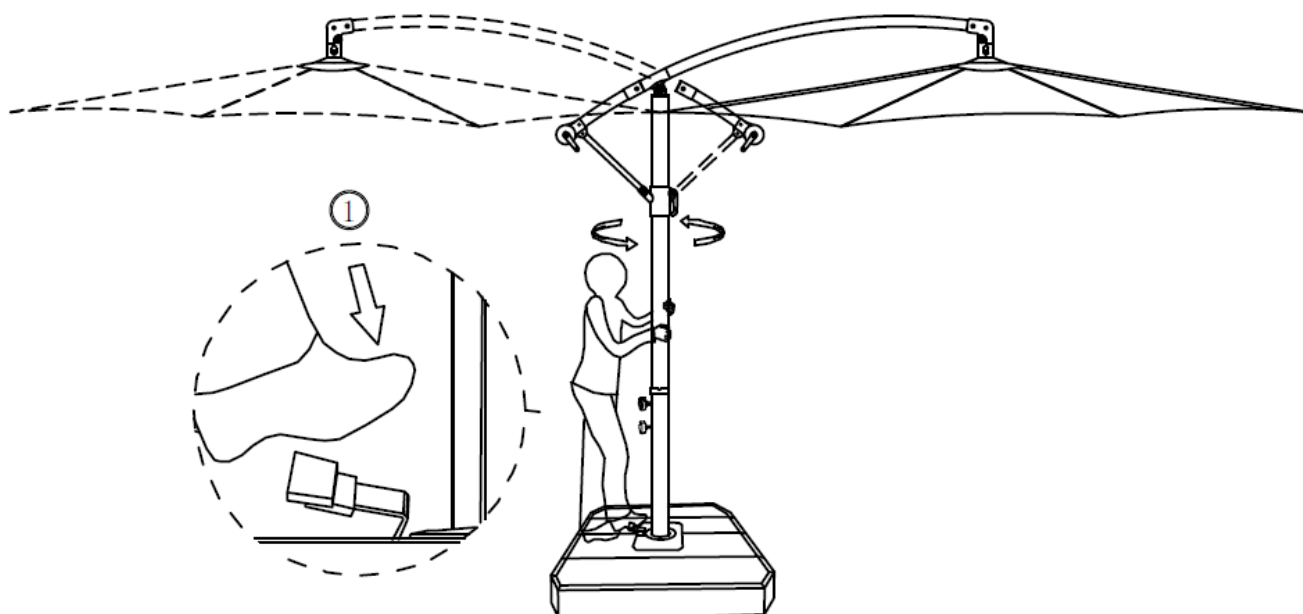
Once the Umbrella Canopy is at the desired height, open the Canopy by turning the Umbrella Crank in the clockwise position. To close the Umbrella Canopy, turn the Umbrella Crank in the counter clockwise position. See Figure 8.



**Figure 8**

**Step 9: ROTATING UMBRELLA CANOPY.**

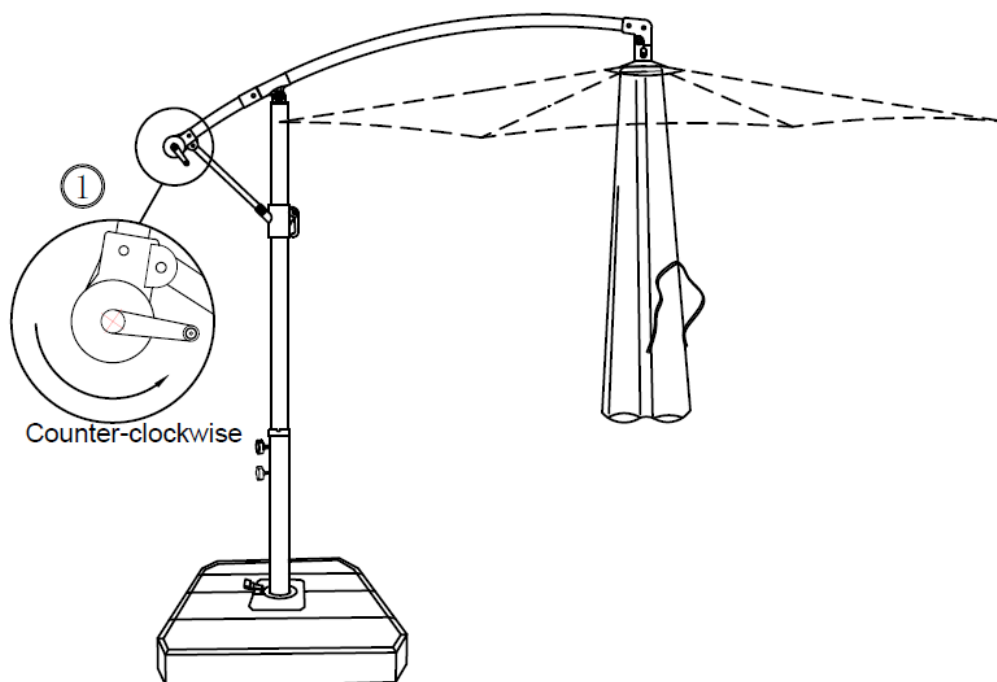
Depress and hold the pedal on the Swivel Plate (C) with your foot while turning the Main Support Post (I) to the desired locking position. The Main Support Post (I) can rotate 360 degrees. See Figure 9.



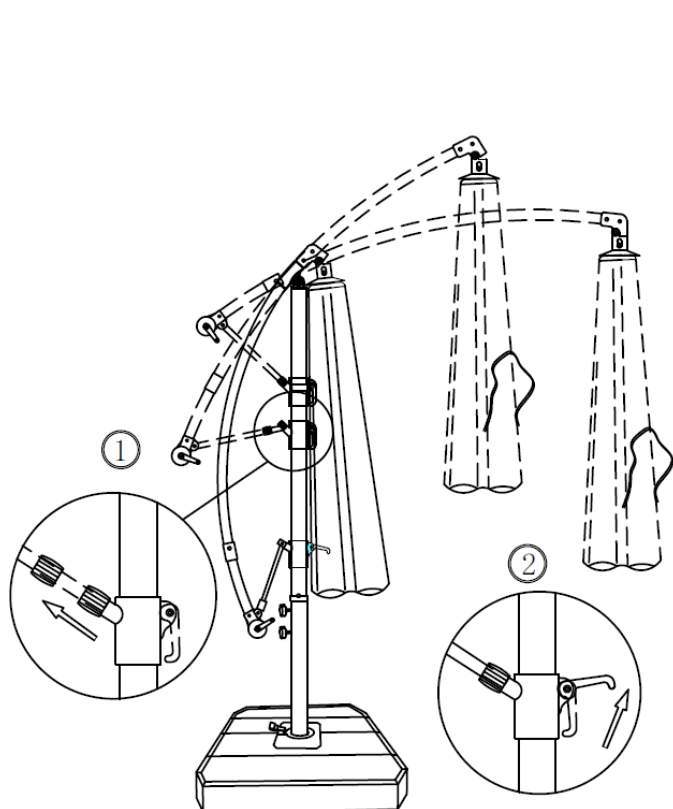
**Figure 9**

**Step 10: LOWERING UMBRELLA CANOPY.**

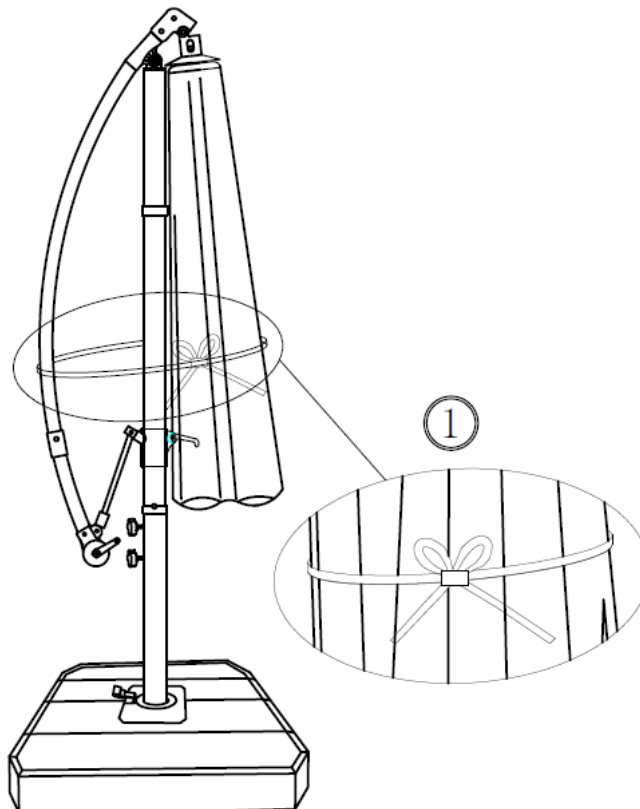
Close the Umbrella Canopy by turning the Umbrella Crank counter-clockwise. See Figure 10-1. Release the Arm Lock by moving the Sleeve in the upward direction. Release the Height Lock by raising the lever to the unlock position. Slowly lower the curved bar to the lowest position. See Figure 10-2. Secure the Umbrella Canopy to the pole with the Tie Strap. See Figure 10-3.



**Figure 10-1**



**Figure 10-2**



**Figure 10-3**



## **Care & Maintenance**

Maintain your umbrella by storing out of the elements when not in use.

- Frame:** Clean frames with a mild soap and warm water. Do not use abrasive materials, cleaners or bleach. Rinse with clean water and dry thoroughly. Always clean, drain and dry thoroughly before storing for the winter.
- Fabric:** Clean by hand with a mild solution of soap and water. Rinse fabric thoroughly and allow to drip dry. Do not use bleach or solvents on fabrics.

## **Warranty**

You must retain the original receipt to obtain warranty service.

### **What is covered?**

- Frame:** Frame is warranted against rusting for 1-year.
- Finish:** Frame is warranted against peeling, cracking or blistering for 1-year if the product has not been scratched or abraded.
- Fabric:** Fabric is covered by a 1-year warranty against manufacturing defects.

### **What is not covered?**

**EXCLUSIONS:** Use for commercial, contract, or other non-residential purposes, or items damaged due to acts of nature, vandalism, misuse, or improper assembly are not covered. Discoloration or fading of the finish or fabrics as a result of chemicals or spills, pool water chemicals or salt water is not covered. Mildew of fabric is not covered. Corrosion and rusting of frames resulting from scratches are not covered. If within the stated warranty period this product is found to be defective in material or workmanship, the purchaser must contact the manufacturer's customer service department. The manufacturer, at its option, will repair or replace the defective parts. Proof of purchase (dated register receipt) is required for warranty claims. It remains the customer's responsibility to pay for freight and packing charges to and from the service center. Warranty is to the original purchaser and is non-transferable. Any replacement of warranted items will be in the original style and color, or similar style and color if the original is unavailable or has been discontinued.

Questions, problems, missing or damaged part? Before returning to the store call or email our Customer Service.

Customer Service Contact Information:

**Hours: Monday - Friday 8:00 a.m. - 5:00 p.m. Central Time (CT)**

**Phone: 1-888-607-4417**

**Email: [service@shadenshelters.com](mailto:service@shadenshelters.com)**