

# Apex Series Canopies

5x5 \* 8x8 \* 10x10 \* 10x15 \* 10x20 \* 13x26



# Apex Series Canopies Set Up Instructions

5x5 • 8x8 • 10x10 • 10x15 • 10x20 • 13x26



Note: If the top is already installed, please start with Step 3 to set up your canopy.

**Step 1.** Place your Apex Series frame in the center of the setup area. With a partner on the other 10' side of the frame, hold onto the outer legs and lift the frame off the ground slightly for clearance. Take a few steps backward until you have extended the frame a full arms length - approximately 4 feet (Fig. 1.1). Place canopy fabric over the top of the frame (Fig. 1.2)



Fig. 1.1



Fig. 1.2

**Step 2.** Use the Velcro strips to secure each corner of the top to the frame on the corresponding Velcro already attached to the frame (Fig 2.1). Locate the Velcro tabs on the edge of the valance in the center of the tent edge (Fig 2.2). Attach each Velcro tab loosely around a corresponding single truss bar. Be sure NOT to attach Velcro tabs around more than one truss bar, as you will rip out the Velcro upon closing the canopy. Your canopy top is now attached to the frame.



Fig 2.1

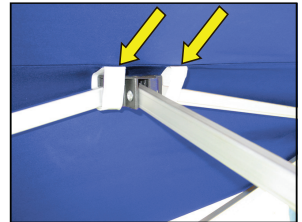


Fig 2.2

**Step 3.** Take hold of the bottom of the middle frame section where it forms a "V" shape (Fig 3.1). With a partner, lift the frame slightly off the ground and slowly step backward until the frame is fully extended. Take care to avoid pinching your hands.



Fig 3.1

**Step 4.** Prior to locking the leg sliders, partially fold back the canopy valance at each corner for better visibility. Next, holding the top of the leg with one hand, lift the slider with the other until the fitting snaps into place. You will feel and hear the slider lock into place. Return folded corner of the canopy valance to the proper position.

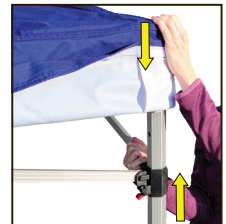


Fig 4.1

**Step 5.** The adjustable legs offer multiple height levels. To adjust, raise the leg up and pull the inner leg down until it pops into place (Fig 5.1). Press the red lever, while pulling down on the inner leg until the desired height is reached. Repeat on the other legs. Always stake or weight your tent to secure it to the ground. Enjoy your new canopy!



Fig 5.1



# Apex Series Canopies

## Takedown Instructions

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**NOTE:** The canopy top is designed to remain in place permanently after initial installation. This keeps your top cleaner, looks better, and is much less work!



**WARNING:** Before storing your canopy, be sure the top is NOT damp or wet. Storing your canopy while it is even slightly damp may cause mildew/mold. Allow your canopy to fully dry before taking it down. If you must take your canopy down, be sure to set it back up again within 24 hours to properly dry it before storing.

**Step 1.** Remove stakes from the ground. Press on the height adjusting red levers on each leg (Fig. 1.1) and collapse the leg, thereby reducing the canopy to its shortest position. When all legs are shortened, each inner leg will be tucked up securely inside the larger outer leg.

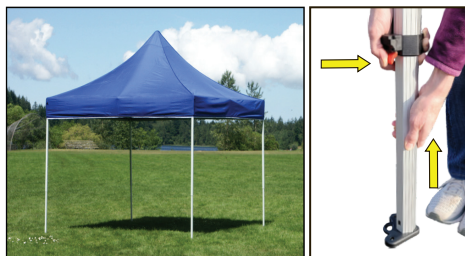


Fig 1.1

**Step 2.** At each corner, partially fold back the canopy valance for better visibility. Next, press the red lever and pull the slider down slowly until it unlocks from the frame (Fig 2.1).



**Remember to unlock all 4 sliders before attempting to close up frame. Missing this step is one of the most frequent causes of tent damage.**



Fig 2.1

**Step 3.** Take hold of the top of the truss section in the middle of the frame on the 10' ends (Fig. 3.1). With a partner, lift the frame slightly off the ground and slowly step towards your partner. The frame will begin folding in. Keep walking until the frame is almost closed. Next, grab the two outer legs while still holding the frame off the ground and push together to fully close the frame (Fig. 3.2). Take care to avoid pinching hands and fingers.



Fig 3.1



Fig 3.2

**Step 4.** Place your canopy inside your carry bag or case for easy transport and storage (Fig. 4.1 and Fig. 4.2)



Fig 4.1



Fig 4.2

# Thank you!

We wish to thank you for your purchase and we hope that you may get years of rugged, dependable service from your Premier Apex Series canopy. There are a few things to remember that will make your canopy more useful and will extend the lifespan:

## Always:

Stake or weight your canopy! It takes only a slight wind to pick up your canopy and destroy it. Don't risk losing your canopy, causing property damage, or worse; injuring someone - stake it down or take it down!

Transport your canopy with either the protective bag or case securely on your canopy. The canopy top can be damaged by sliding it against sharp objects.

Put your canopy away only when it is completely **DRY**. It is vital to the lifespan of the top that it is allowed adequate drying time. Never put it away wet, or the canopy might mold or mildew.



**CLEANING:** Use water, mild soap and a soft brush to clean any dirty or soiled areas. Make sure the top is completely dry before putting it away. To improve the opening and closing action of your frame, you may apply a silicone based lubricant to fittings and pivot points to allow them to work like new.

## Return Policy:

At Premier Tents we stand behind our products 100%. Should you need to return your tent, please take note of the following:

1. Any returned item must have a Returned Goods Authorization number (RGA #). Please contact us via email or phone to receive your RGA #. We cannot accept any returns without prior authorization.
2. All items must be returned in original packaging.
3. Any items returned for reasons other than defects must be unused and in the original packaging. Any shipping costs for returned merchandise, other than for a defective items, will be the responsibility of the buyer: With the exception of defective items, all returned merchandise will be subject to a re-stock fee of 25%.
4. We will not give credit or refund for used merchandise.
5. If you have received a defective item from us, please call first to have an RGA # issued, then return the item with a copy of your invoice. Please inform us whether you prefer a replacement item or a refund for the defective merchandise.

## For orders damaged in shipping:

Please notify us immediately so that we can take the proper steps to replace the damaged merchandise. If you have a question about a return, please call us at 877-746-8368 or email us at [Staff@Premiertents.com](mailto:Staff@Premiertents.com).



## 2 Year Limited Warranty

For warranty information, please go to  
<https://www.premiertents.com/faq>