

High Tensile Parasol

Instructions and Safety notices



Note: These instructions should be delivered with the parasols and should be retained by the operator.

Please ensure that these instructions are read prior to the installation of the parasols or bases.

Table of Contents

Before you start	3
Positioning bases.....	3
Ground base.....	4
Electrical planning	4
Electrical Supply and Conduit through Ground Base	4
Installation	5
Ground base installation.....	5
Foundations	5
Setting into concrete	6
Curing of concrete	6
Deck plates.....	7
Mobile Bases	7
Parasol installation	8
Operation.....	12
Opening the parasol	12
Closing.....	17
Storage.....	20
Fitting Heaters and Lights	21
Safety	21
Maintenance	22
Cleaning	22
Spares	22
Safety Notices	23
Bases.....	23
Moving Parasols	23
Parasols with Electrics	23
Heaters.....	24
Product Warranty.....	24
Modification.....	24
VorTex Frame Diagram.....	25
VorTex Electrical Layout Schematic.....	25
VorTex Circuit Diagram.....	27

Before you start

Before attempting any installation of the bases or the parasols, please ensure that you have read and understand the instructions fully.

Should you have any questions please contact Global Parasols for further explanation.

Please note that VorTex Parasols are very heavy (more than 100Kg) and that precautions need to be taken before attempting to move the parasols.

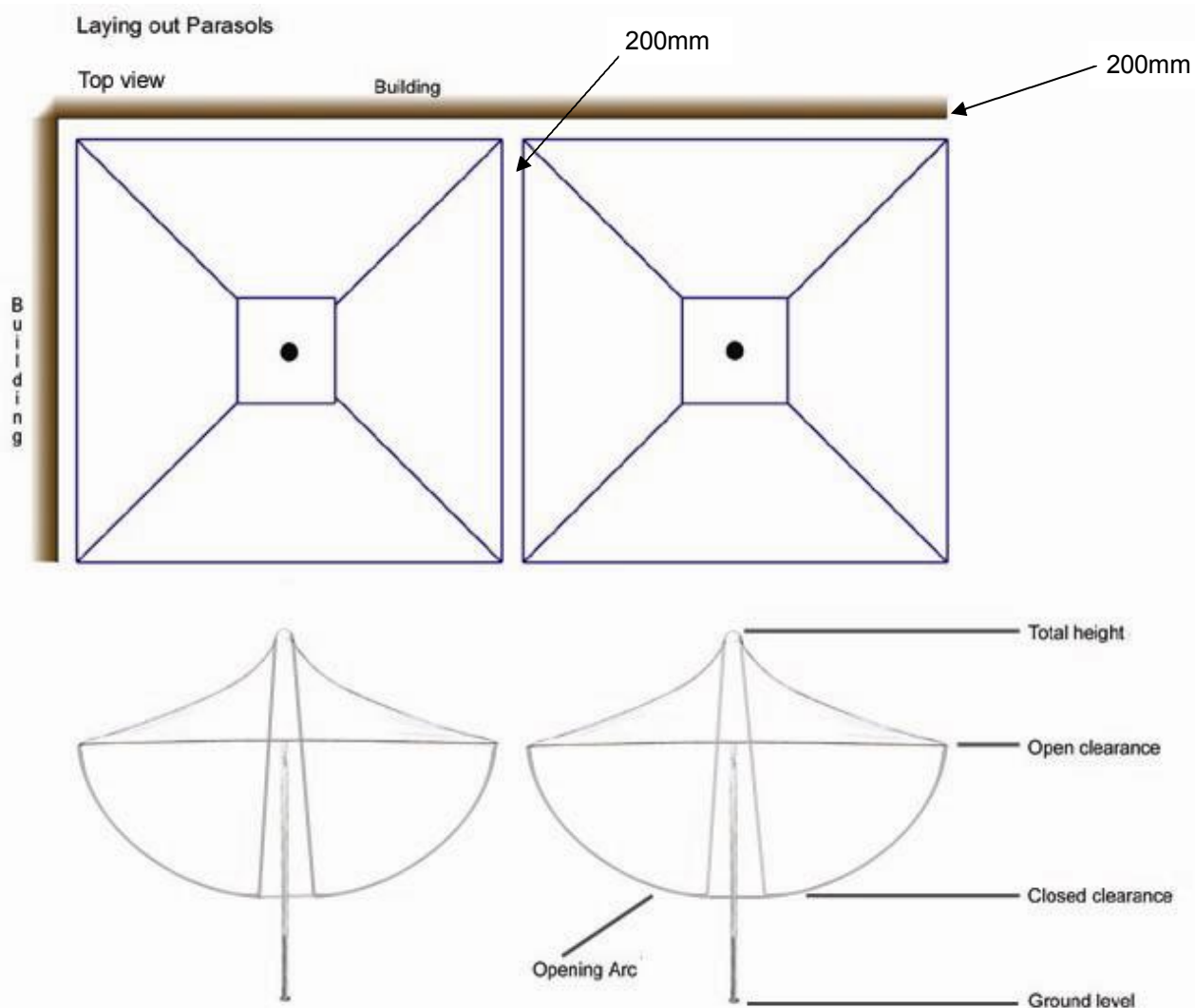
Do not unpack the parasol until the base has been positioned and in the case of the in ground bases, the concrete allowed to cure fully and you are ready to erect the parasol.

Positioning bases

When positioning the bases please take note of any surrounding walls and overhanging objects.

The edge of the canopy should be no closer than 200mm to the nearest solid object. Positioning the parasol closer than this recommended distance can cause damage to the parasol frame, canopy and any item the parasol may come into contact with.

When positioning multiple VorTex parasols adjacent to each other there should be a gap of 200mm between the edges of the canopies.



Guttering systems are available to connect VorTex parasols together.

It is not possible to connect VorTex parasols of different sizes together using guttering systems.

Ground base.

In most cases VorTex parasols will be installed with a ground base. We would suggest that these are delivered to site before the parasol to enable the required ground works to take place, before the parasol arrives.

If possible, please ask for the parasol to be delivered to site once the ground works are complete and the concrete has cured.

Electrical planning

VorTex parasols can be fitted with lights, heaters, screens, speakers and other electrical components.

Should you be planning to fit any electrical appliances the following should be noted,

Electrical power will need to be fed to the parasol, through the ground base and up the central core of the parasol.

Electrical cabling placed in the ground should be correctly specified and protected. Please consult an electrician to ensure that the required standards are adhered to.

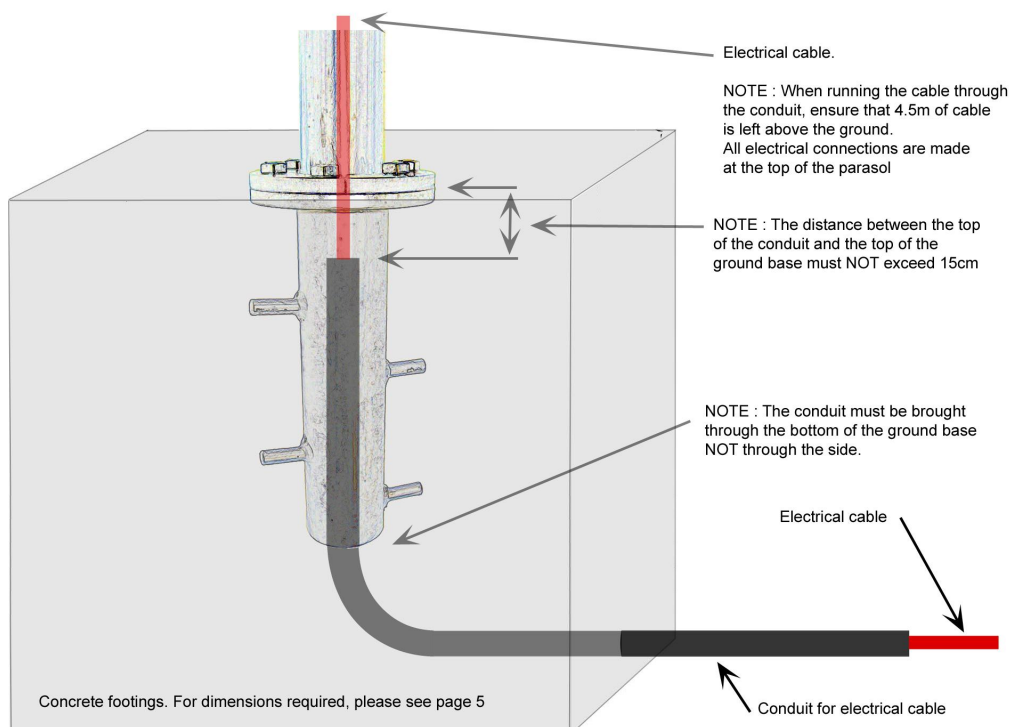
It may be a good option to lay a conduit to take electrical cable; this would allow cables to be fitted at a later date if required.

If you intend to fit heaters to VorTex parasols you will need to allow a 32A supply per parasol.

If you wish to fit speakers or TV screens, the supply cables need to be shielded from the electrical cables.

Suggested circuit diagrams are provided, please see page 27

Electrical Supply and Conduit through Ground Base



Installation

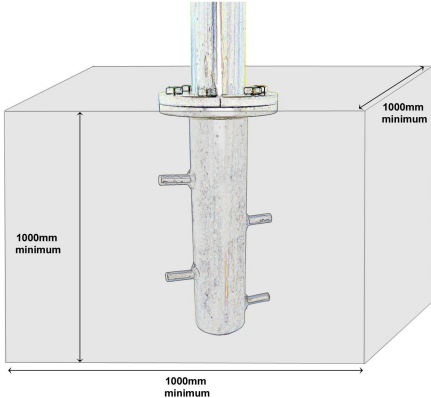
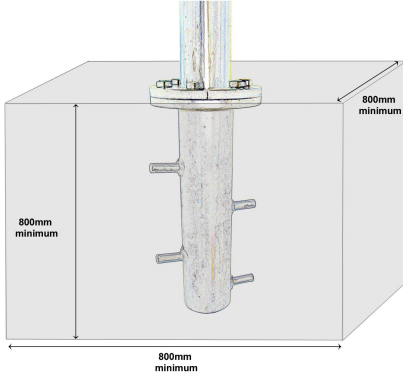
Ground base installation

Once the exact position of the ground base is decided upon the ground bases can be installed as follows.

To achieve the required wind rating, VorTex parasols require substantial concrete footings to ensure stability. Holes need to be dug to accommodate at least the following footing dimensions.

Should there be any doubt about the suitability and stability of the surrounding soil, the sizes of the footings may need to be increased. Professional help and advice should be sought if required.

Foundations

4.2m Square	2.8m Square
	
1000mm x 1000mm x 1000mm	800mm x 800mm x 800mm

Note : All sizes of VorTex parasols have the same in ground base tube.

If either electric, speaker or TV cables are to be run to the parasol, conduit should be run from the source through the ground, into the footings and up through the bottom of the in ground base.

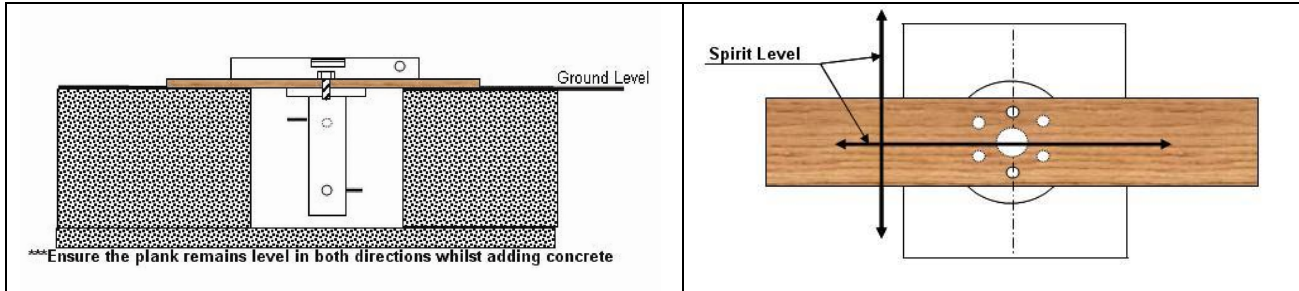
Do not modify the ground base to allow cables to be fed through the side of the tube.

Setting into concrete

Use a straight timber plank at least as wide as the top of the in ground base (+/- 200mm) and longer than the width of the concrete footings. Place the ground base, upside down, in the centre of the plank. Mark the position of three, alternate holes in the base on the plank and remove the in ground base.

Drill three, M12 holes through the marked positions of the plank. Place the base back onto the plank and bolt the ground base to the plank, from the top of the ground base.

Place the plank, with the in ground base attached to the underside of the plank, into the hole as per the diagram.



ANY ELECTRICAL, AUDIO OR VIDEO CABLE AND POWER SUPPLY TO THE PARASOL SHOULD HAVE BEEN FITTED BEFORE MOVING ON TO NEXT STAGE OF INSTALLATION.

Using a spirit level on top of the plank, ensure that the plank is level IN BOTH DIRECTIONS.

Fill the hole, from both sides of the plank, with concrete, continuously checking that the plank remains level in both directions.

DO NOT ALLOW THE CONCRETE TO FILL THE GROUND BASE.

Curing of concrete

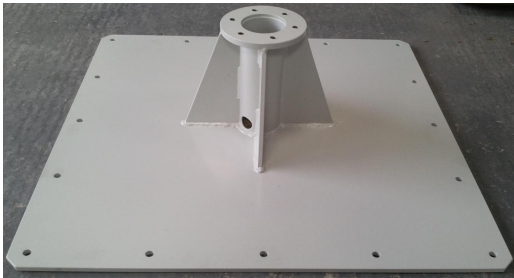
Concrete should be left to fully cure prior to erection of the parasols. This will be subject to prevailing weather conditions and in damp, cold or humid environments it can be necessary to allow the concrete to cure for longer periods of time. Local advice may need to be sought, to ensure correct curing times.

Once the concrete has set fully, remove the plank of wood from the parasol and check the level of the ground base.

Deck plates

If using a deck plate, it should be bolted to a suitable solid surface. If it is to be bolted to decking it will be necessary to reinforce the structure below the surface boards. The surface that the plate is being bolted to will determine the size and type of bolts required. You may need to seek professional advice to achieve the correct additional strength in the decking.

Please make a note of the positioning guide on the previous page when installing parasols on a deck plate.



The deck plates can accommodate electrical cables. The cable that provides power to the parasol should be fed through the cable entry and protected with a suitable grommet.

It is often easiest to place the parasol into the deck plate, prior to bolting it down. This is done by standing the deck plate on the side and inserting the base of the parasol into the tube on the deck plate. At this stage the bolts should be fitted, but not fully tightened. The parasol can then be raised to vertical. Check the position of the deck plate and adjust if necessary by sliding the deck plate. Note: care is required to ensure the parasol does not fall over. Once the deck plate is in the correct position it should be bolted down, before the parasol is opened. Do not open the parasol before bolting the deck plate down.

Mobile Bases

There are a number of situations where in ground bases or deck plates cannot be used, usually where the surface cannot be drilled or where there are particular issues relating to planning permission.

Although the concept of these bases being “mobile” is stretching the imagination, as they are very heavy they can be moved.

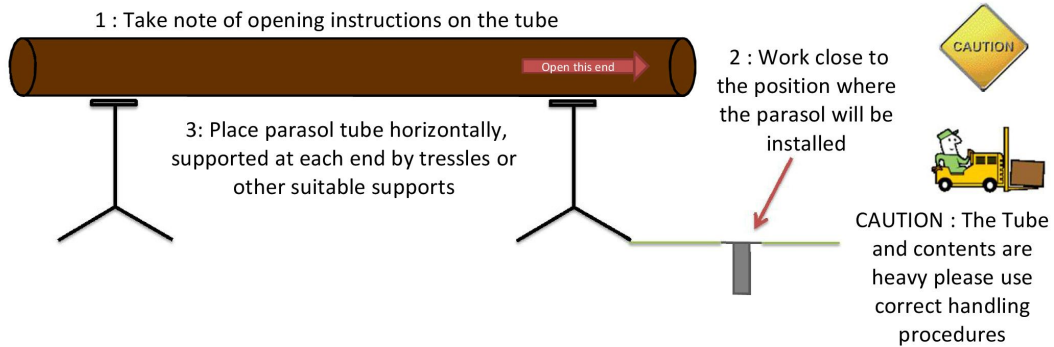
The installation procedure for the mobile base is similar to the above deck plate installation. However having positioned the base in the correct location, concrete slabs need to be added in layers, making up the recommended weight of base; 950Kg for the 4.2m square or 750Kg for the 2.8m Square.

Once the slabs have been added it is possible to construct a box round the slabs.

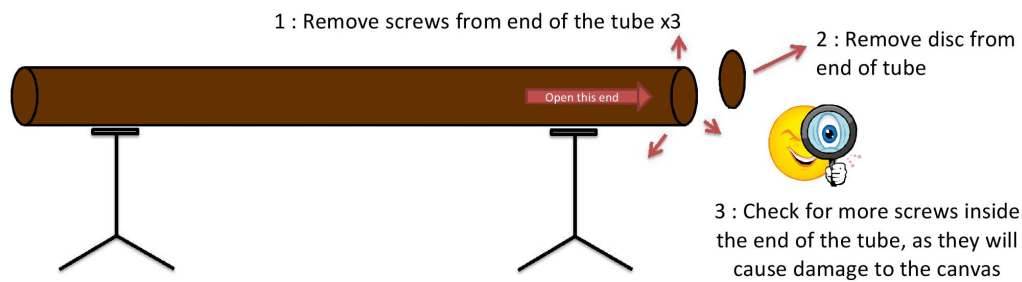


Parasol installation

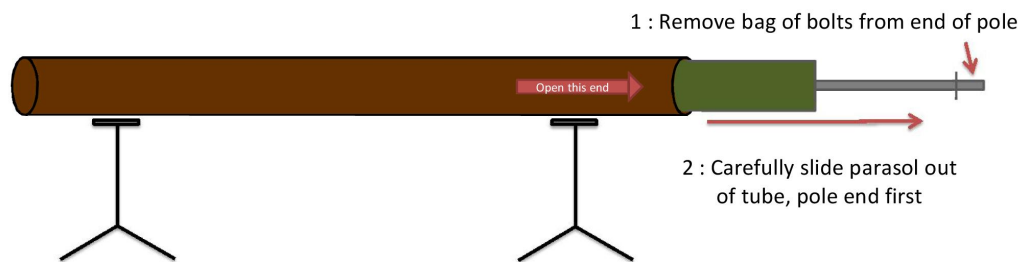
STEP 1



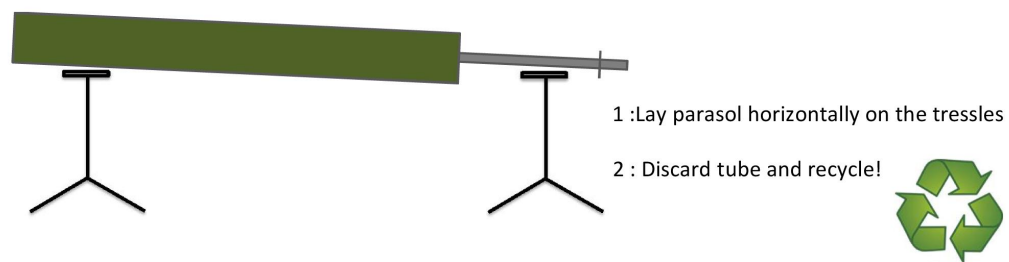
STEP 2

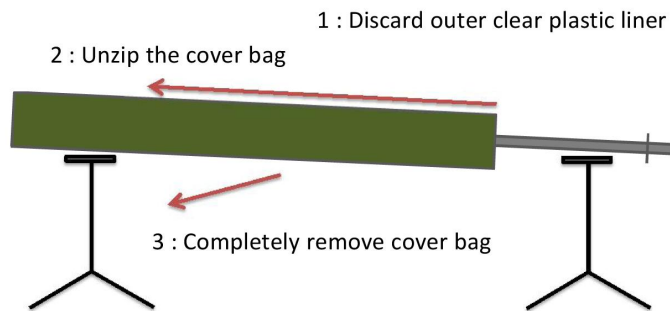
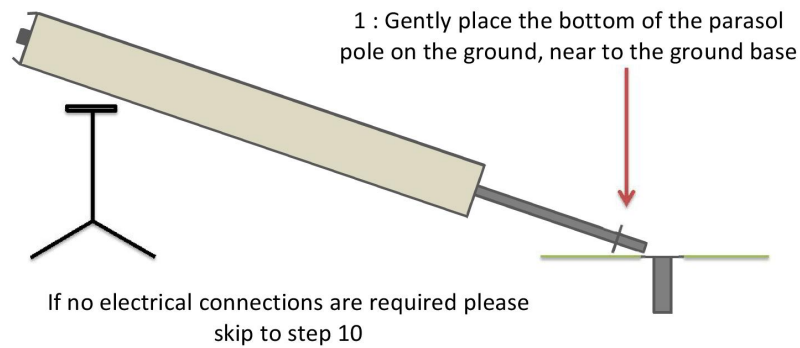


STEP 3

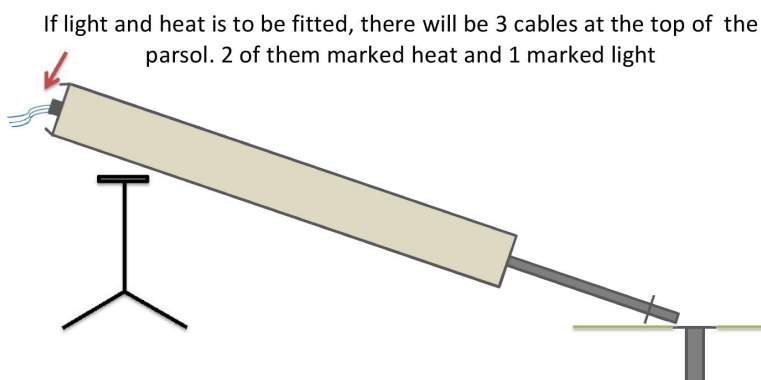


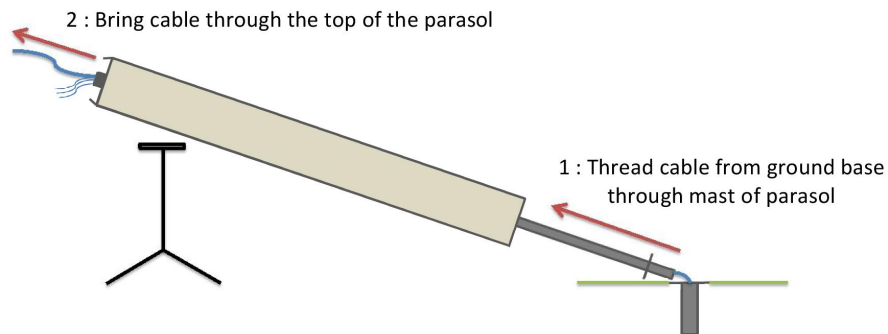
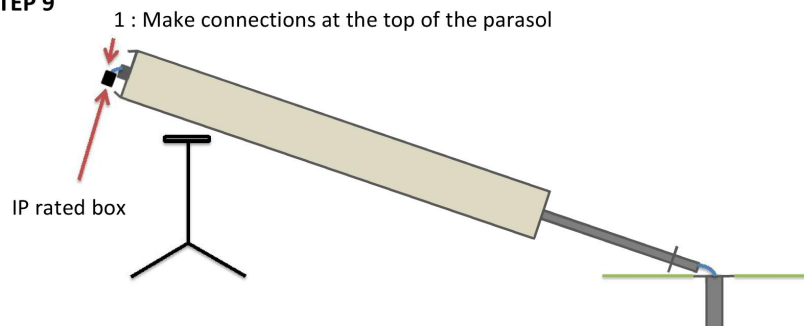
STEP 4



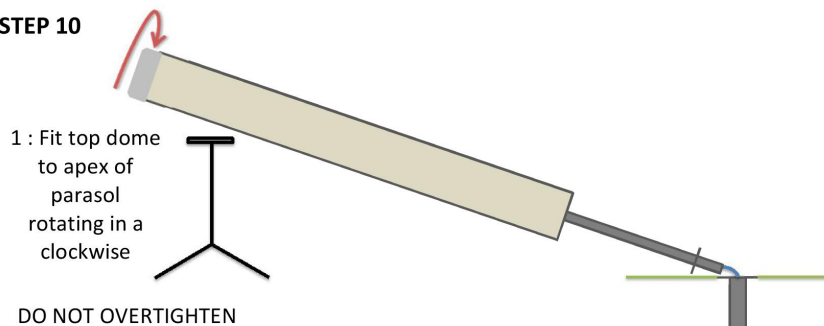
STEP 5**STEP 6**

CAUTION : The parasol is heavy please use correct handling

STEP 7

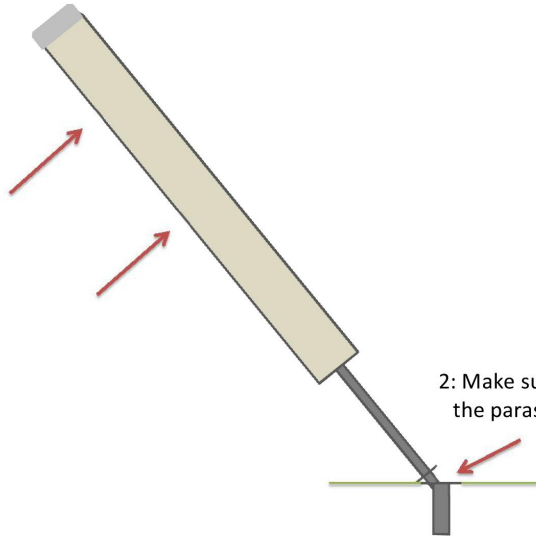
STEP 8**STEP 9**

CAUTION :
Connections should
be made by a
qualified electrician

STEP 10

STEP 11

1 : Slowly raise the parasol to a vertical position

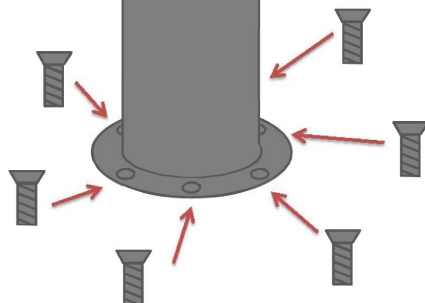


CAUTION : The parasol is heavy and this stage will require at least 3 people

STEP 12

1 : Fit all 6 bolts at ground level to secure the parasol in the base.

2 : Do not fully tighten bolts at this stage

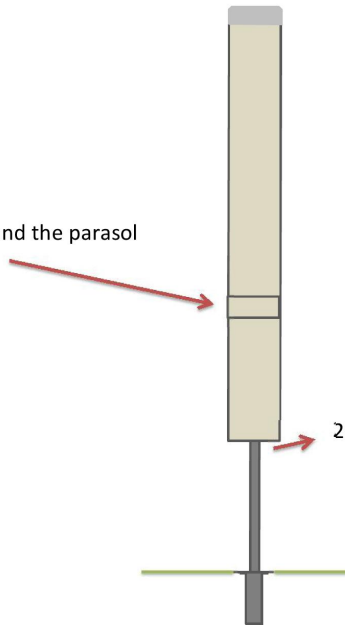


Operation

Opening the parasol

STEP 1

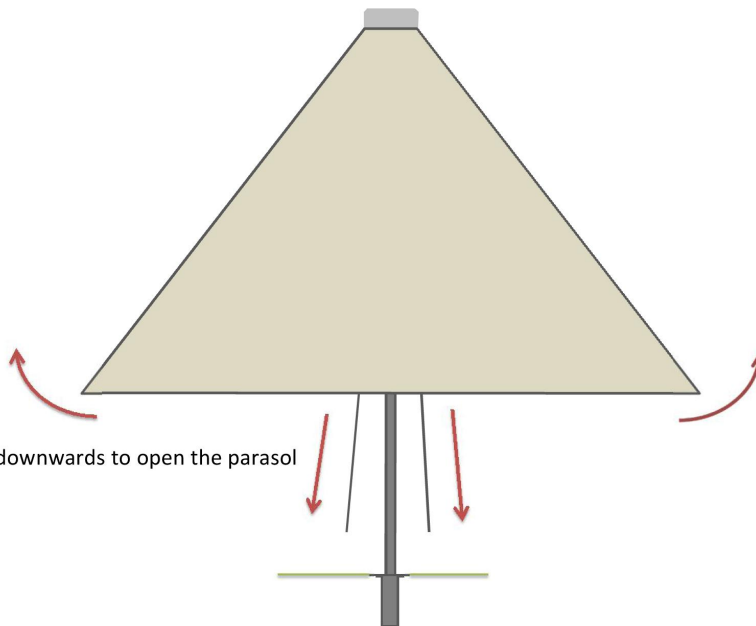
1 : Remove the strap from round the parasol

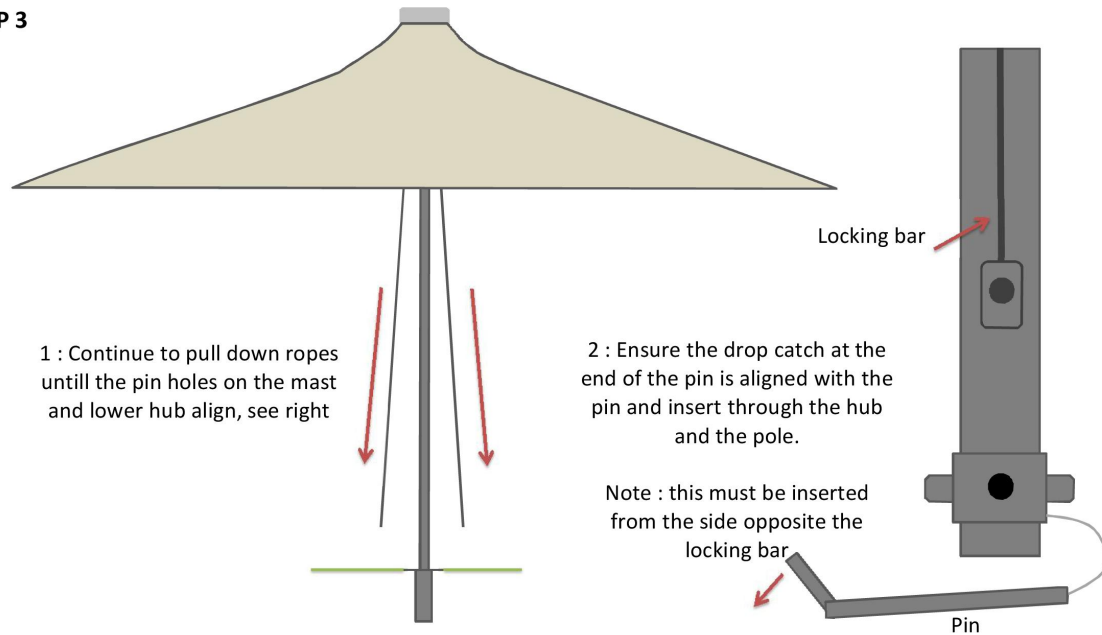
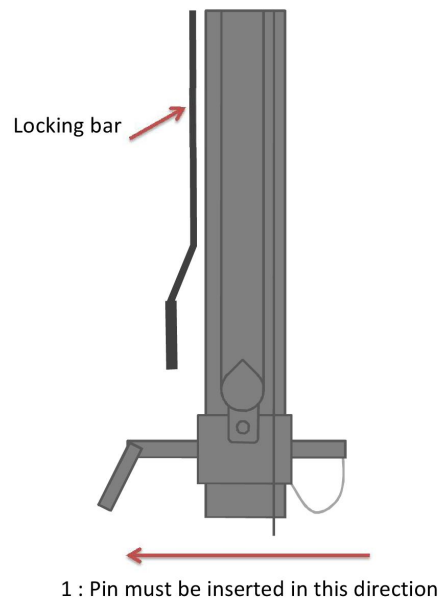


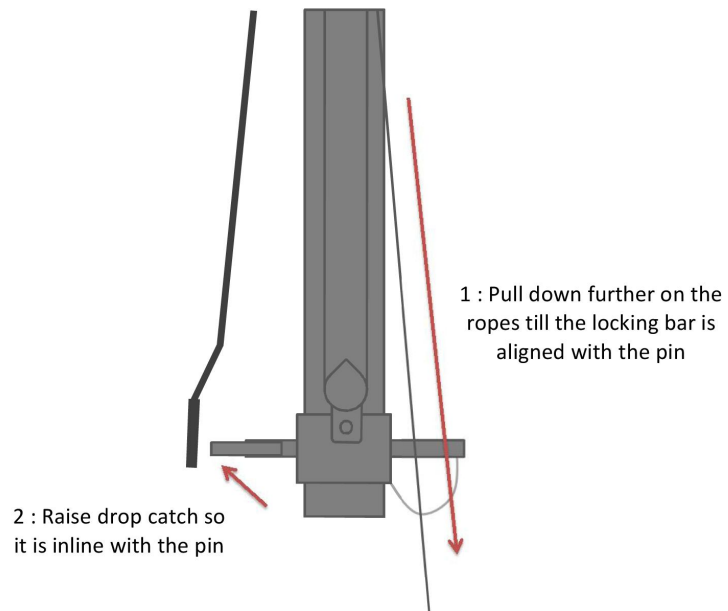
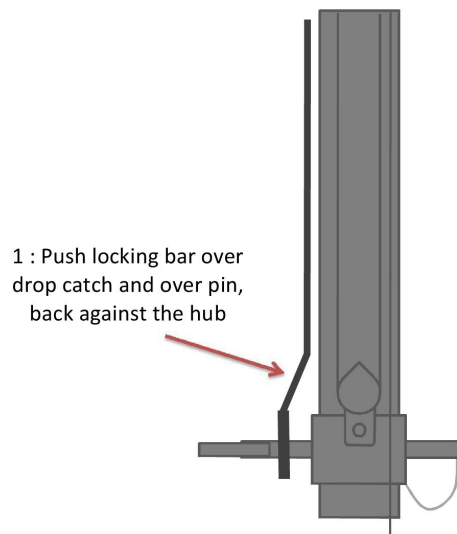
2 : Loosen the fabric around the parasol

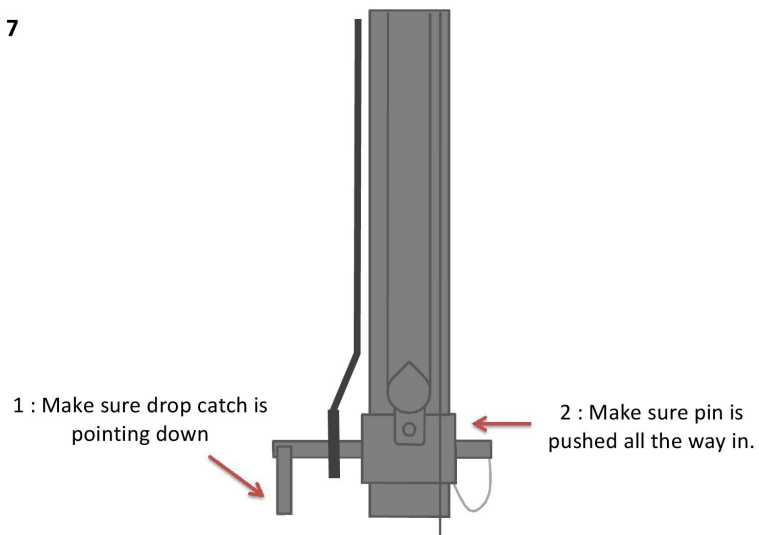
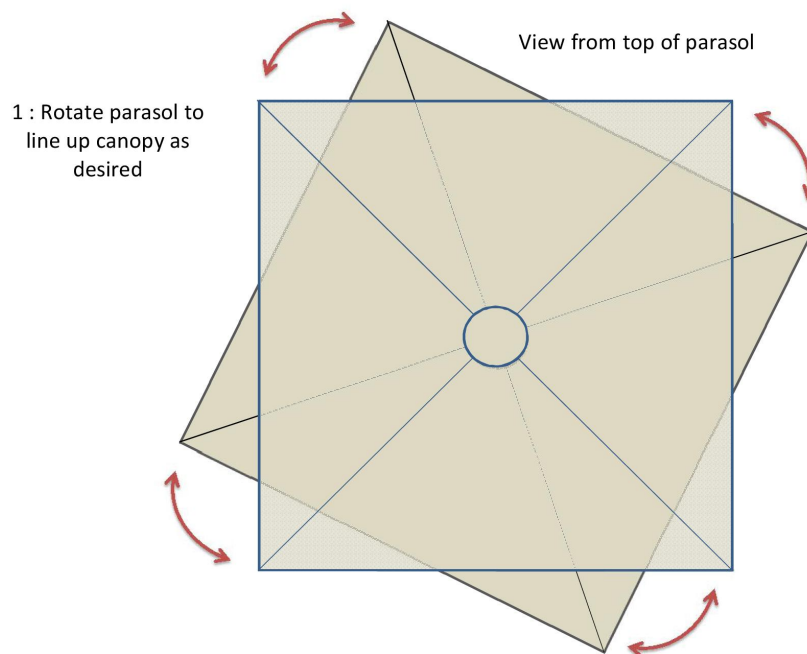
STEP 2

1 : Locate ropes (2) and pull downwards to open the parasol



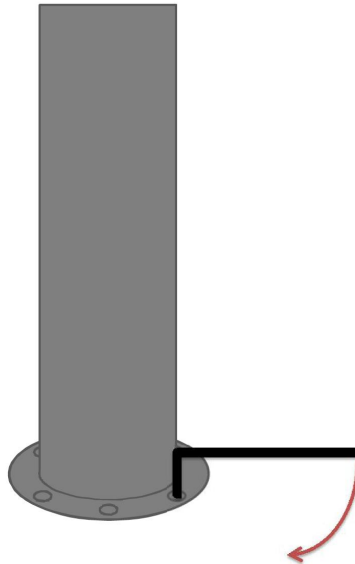
STEP 3**STEP 4**

STEP 5**STEP 6**

STEP 7**STEP 8**

STEP 9

1 : Tighten bolts at
ground level x6



2 : Check parasol is straight and
bolts are tight before fitting any
electrical items

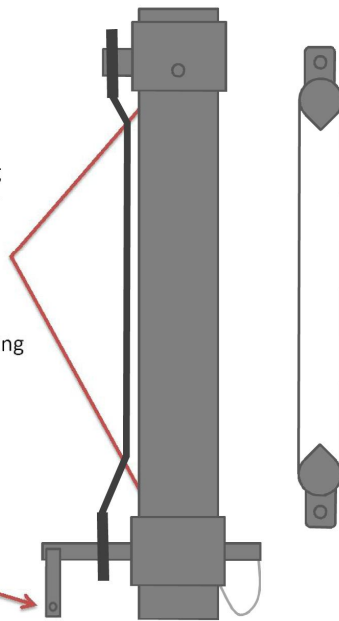
STEP 10

Pulleys can now be
removed if desired

1 : Undo pulley retaining
bolts and remove pulley
from both hubs.

2 : replace pulley retaining
bolts in the hubs

3 : Padlock can be fitted
if required



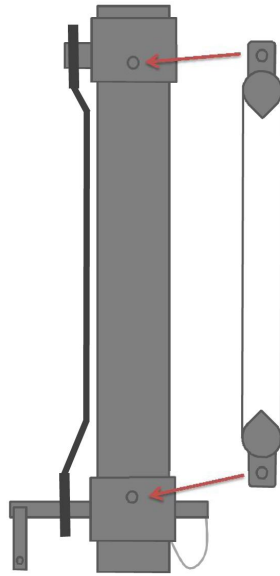
CAUTION : Store the pulleys
safely as you will need them to
close the parasol

Closing

STEP 1

Pulleys should be refitted if they have been removed

1 : Refit pulleys to both hubs.

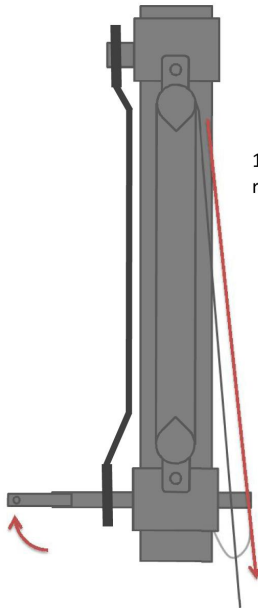


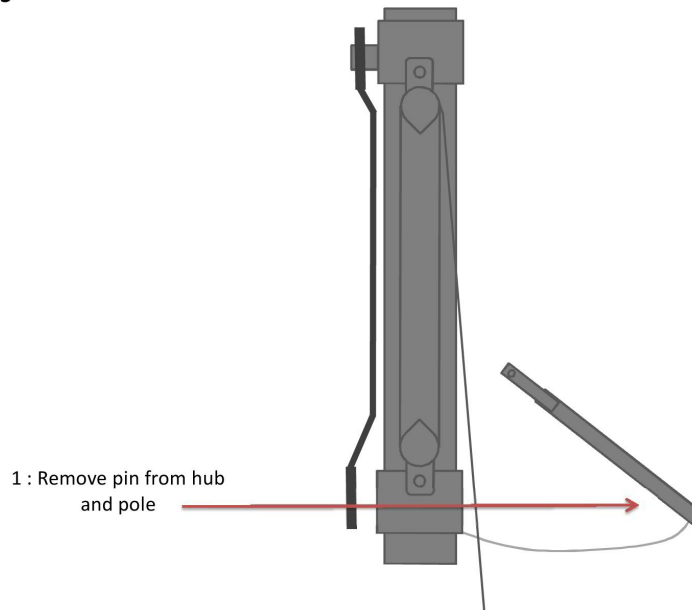
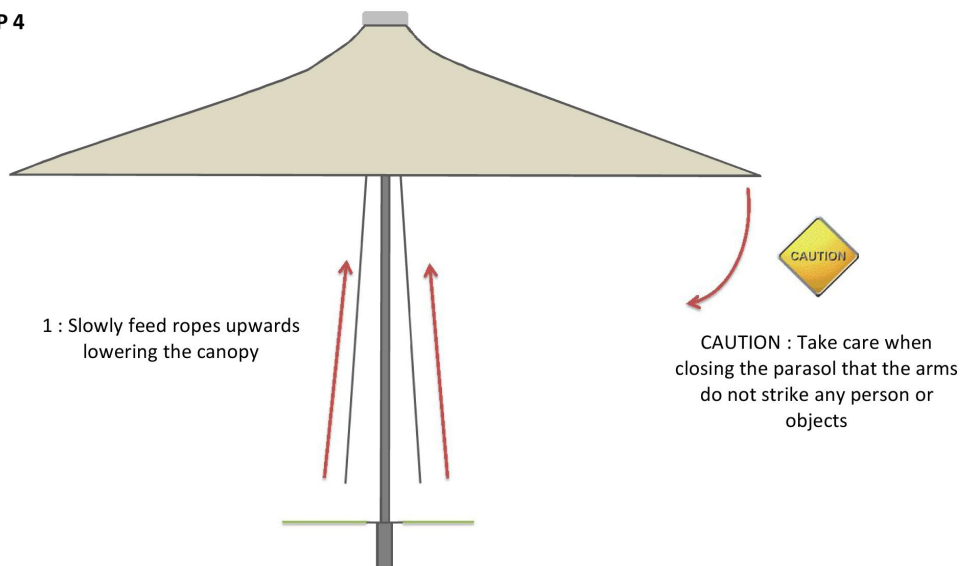
CAUTION : Extreme care is needed if parasols are being closed in windy conditions

STEP 2

1 : Take up any slack on ropes and hold to avoid parasol closing

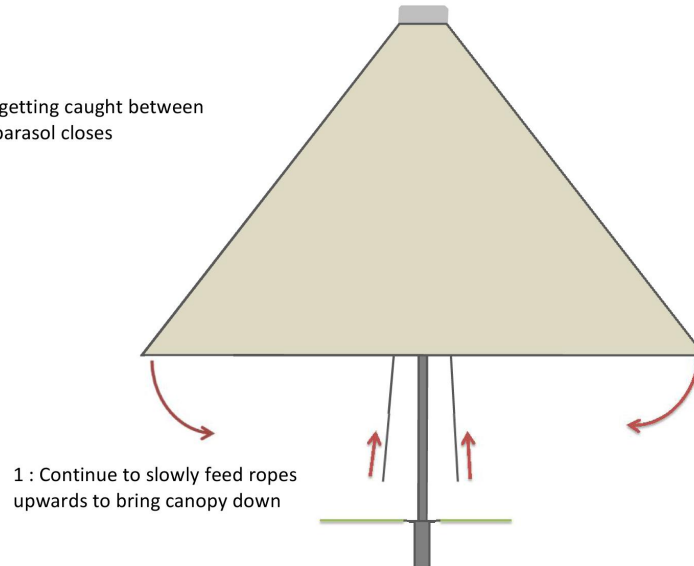
2 : Align drop catch with pin



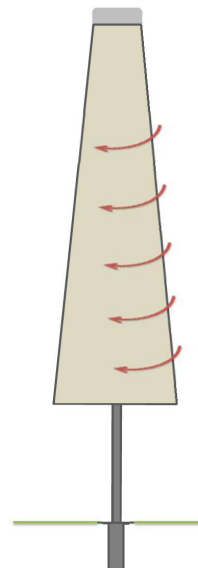
STEP 3**STEP 4**

STEP 5

Avoid the canvas getting caught between the struts as the parasol closes

**STEP 6**

1 : Wrap the fabric round the outside of the frame

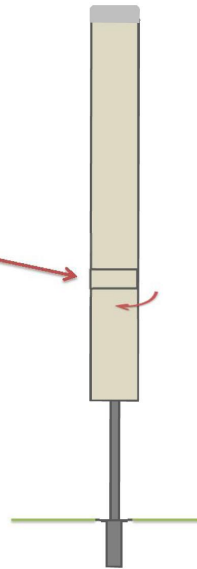


2 : Check there is no fabric caught behind any of the struts

Storage

STEP 1

1 : Replace strap
round middle of
parasol to secure
canvas



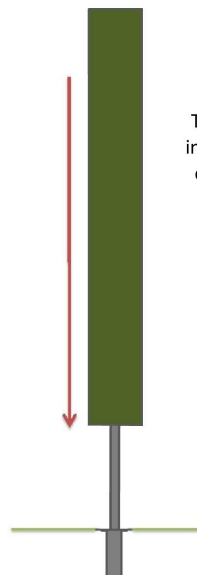
STEP 2

ENSURE THE PARASOL IS COMPLETELY DRY
BEFORE PUTTING THE COVER BAG ON

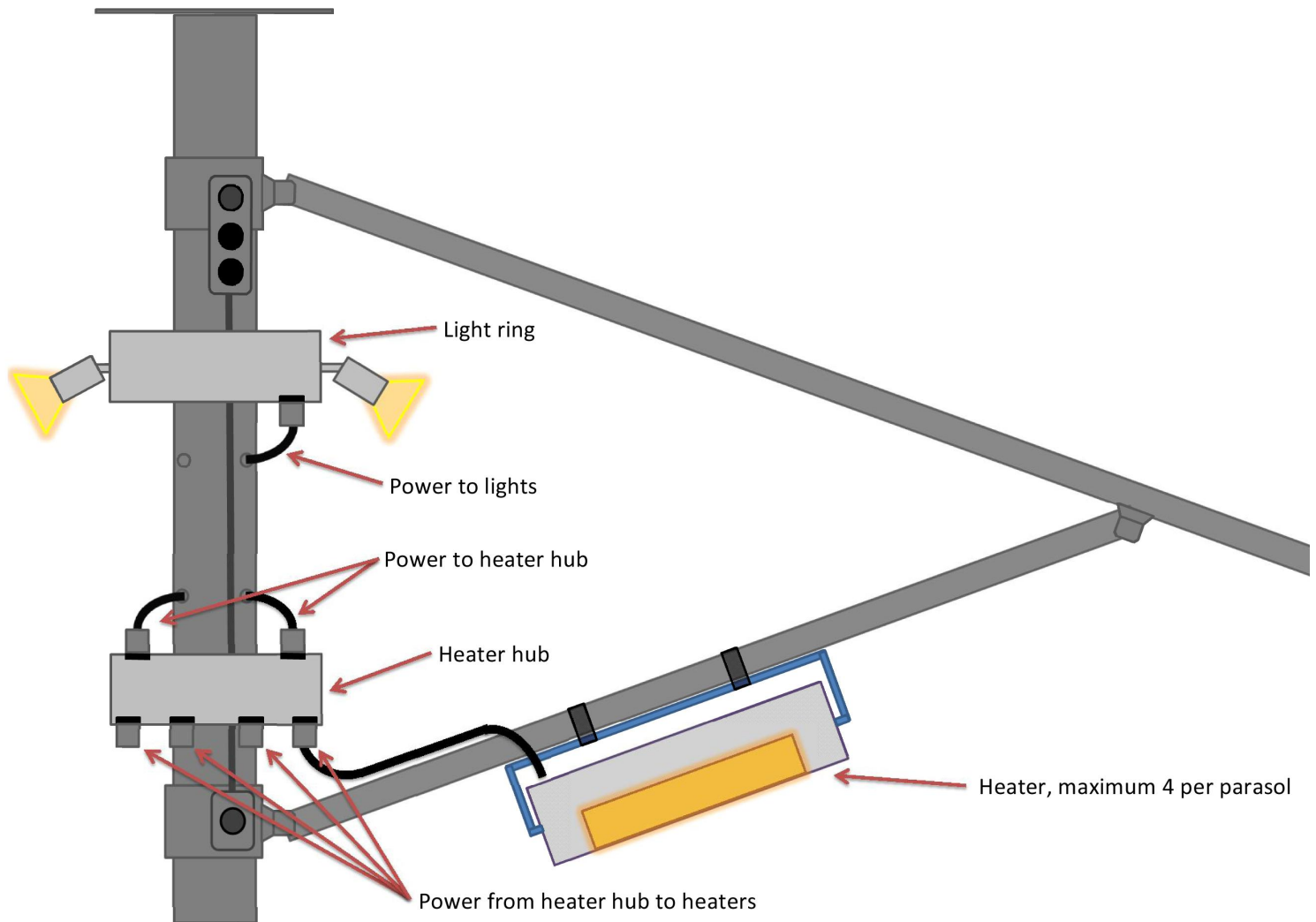
1 : Replace cover bag over
parasol if required.

2 : Pull down zip to close
cover bag

Tip: Use a long stick, placed
inside the bag to help lift the
cover bag over the parasol



Fitting Heaters and Lights



Safety

In cases where severe weather warnings are issued, the umbrella should be closed prior to the onset of such conditions.

PLEASE BE AWARE THAT ANY DAMAGE CAUSED BY WIND IS NOT COVERED UNDER WARRANTY.

Please ensure that all heaters are allowed to cool and removed from the parasol before any attempt is made to close it.

HEATERS LEFT INSIDE PARASOLS THAT ARE CLOSED CONSTITUTE A FIRE RISK.

HEATERS MUST BE REMOVED BEFORE CLOSING THE PARASOL.

Lights can be left inside the parasol when closed, but must be turned off and cool at all times when the parasol is not fully open. If lights are to remain inside the parasol when it is closed, ensure that the struts do not catch the light units when closing the parasol.

Maintenance

Parasols are not designed to be permanent shelters and as such should regularly be inspected for wear and damage.

Check bolts on bases for tightness and visually check all connecting points on the struts of the parasol to ensure that the bolts are correctly sited and nuts and washers are in place.

Do not continue to use any parasol that shows signs of damage or wear. You should immediately contact your supplier. Damaged parasols should be completely closed until the fault is rectified.

Cleaning

The frame can be cleaned with a damp sponge or cloth, using a mild soap solution, Dry with a soft cloth. A layer of car wax can be applied for additional protection.

If the surface of the stainless steel shows signs of tarnishing (this is normal) it can be removed with a fine wire wool.

The canopy fabric can be cleaned using either a soft brush, to remove dust and dry soil, or washed down with clean, lukewarm water, to ensure that dirt does not become ingrained in the fabric. If a thorough cleaning is required, sponge over the fabric using a mild (2%) soap solution. Rinse well with plenty of water to remove all soap residues.

Regular light cleaning will extend the life of the canopy.

Should the surface of the PVC canopy become damaged it is possible to carry out minor repairs using a liquid PVC paint. This is available from many marine specialists. Note: when applying this paint use in very small quantities and apply using cotton buds.

Spares

If there is any need for spares please contact your parasol supplier or Global Parasols directly.

Safety Notices

The following notices should be read carefully. They can also assist with the production of any required risk assessment documentation that might be required.

Bases

We strongly advise that these high tension parasols are installed using the in ground bases. Parasols used without bases, bases that are too light, or not correctly fitted, can be a hazard.

Please ensure that any base system used is proportionate to the size of the parasol and correctly fitted.

You should regularly check to ensure that the bolts used in any base or ground base are tightened correctly.

You should regularly check the bolts on the parasol are tight and have not worked loose.

Where parasols are used with ground bases, ensure that there is no movement in the ground base and that when the parasol is up it is absolutely vertical.

Moving Parasols

Ensure that the electrical supply to the parasol is disconnected before moving it.

Be aware that if moving parasols they are large and heavy items. Removing them from bases or ground fittings should be carried out with care to ensure that there is no risk of injury or risk of damage to the parasol.

You should only ever attempt to move parasols when in the closed position. Parasols should be folded down completely; the fabric should be wrapped correctly round the frame, strapped and have a cover bag or transport bag fitted before they are carried.

Always carry parasols when they are in a horizontal position, never try and carry a parasol when it is vertical.

Up to 8 people can be needed to move large parasols safely. You also need to be aware that the weight distribution is not even along the length of the parasol. It is likely that the top of the parasol will be heavier than the bottom. Please ensure that you are certain of weight distribution before undertaking a lift.

Parasols with Electrics

If parasols with integrated heating and lighting are fitted please ensure that installation instructions have been followed correctly.

IMPORTANT - heaters and lights should be individually protected by an RCD and also be switched or controlled by suitable PIR sensors

Heaters

Please ensure that the power to the parasols is switched off before connecting or disconnecting any heaters.

Heaters should always be removed from parasols before closing the canopy. Before heaters are removed they should be allowed to fully cool before any attempt to remove them. Please check carefully, after 20 minutes, starting at the back of the heater, that the whole unit is fully cooled before removing it. It is not necessarily possible to tell if a heater is hot from visual inspection.

Lights should be removed when the VorTex is closed, however correctly positioned it is possible to leave them in the parasol when it is closed. Ensure that the lights are turned off and cool before the parasol is closed.

Heaters should be mounted on the parasols at a height that is out of reach, ideally at a height of 2.4m from the ground. As such great care needs to be taken when removing heaters from parasols. You will need steps to reach the heaters and all sensible, usual precautions should be adhered to when using steps. These steps will need to be at a height that enables easy reaching of the heater brackets. Steps should be moved round the parasol to remove each heater, rather than trying to reach around the side of the pole to remove heaters from the opposite side.

The effort required to remove the heaters is worthwhile. Following the guidelines above reduces the risk of damage to the canopy that can be caused by hot heaters and also damage to the heaters if they are dropped or knocked.

Product Warranty

VorTex High Tension umbrellas are guaranteed, from original date of purchase by the initial buyer, for a period of 2 years against defects in metal fixtures resulting from faulty workmanship and faulty materials. Although we strive to provide the highest quality, we accept no responsibility for print degradation.

The manufacturer will not be liable for any extra costs incurred by the buyer as a result of defects found in the product or as a result of faulty product, over and above those covered in the guarantee contained in the paragraph above.

Modification

Please note that due to the nature of the parasol, ANY modification of the parasol will invalidate the warranty. Not limited to, but including:

Do not shorten the pole

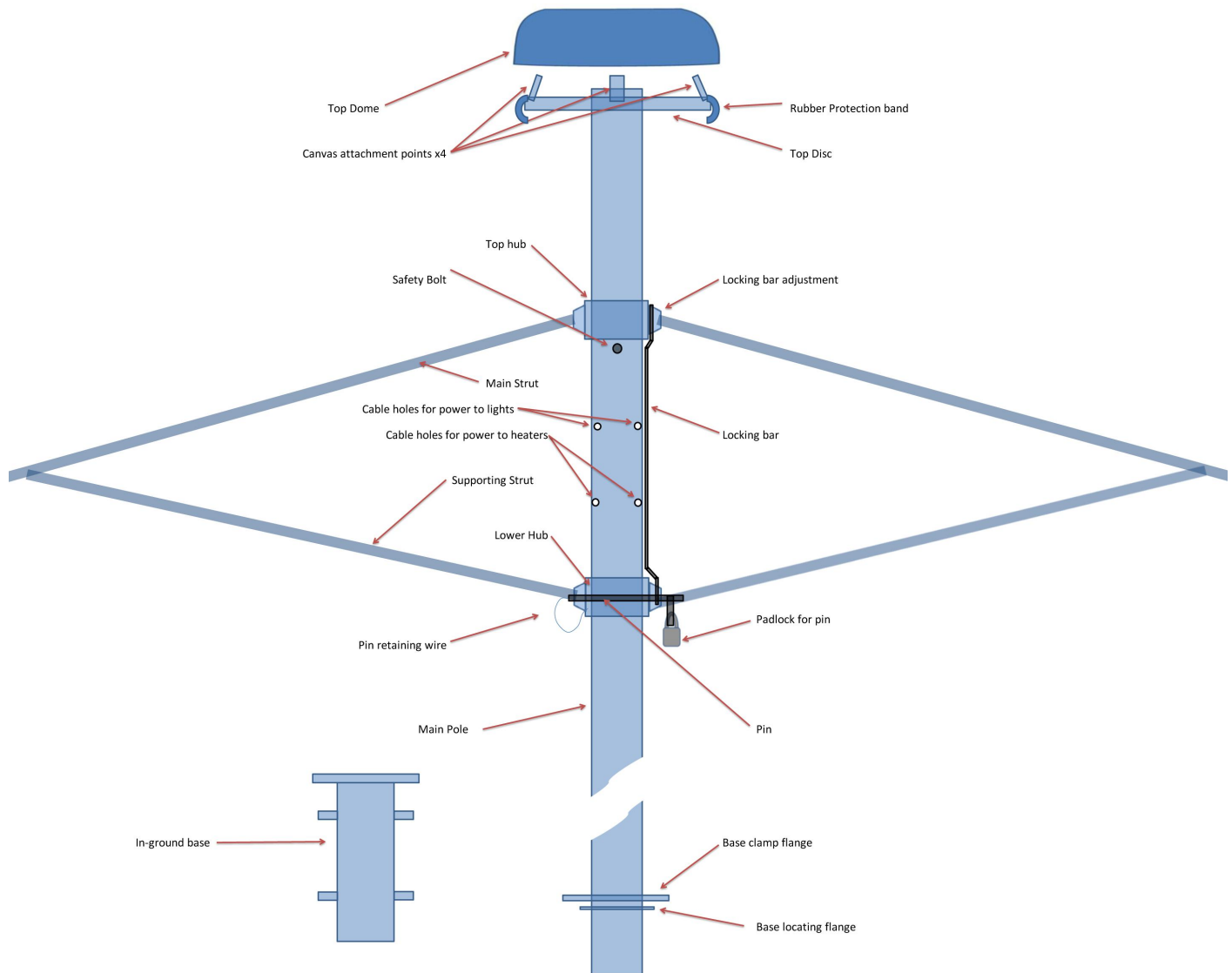
Do not shorten the bottom of the pole below the flange at the bottom of the pole.

Do not shorten the in-ground base

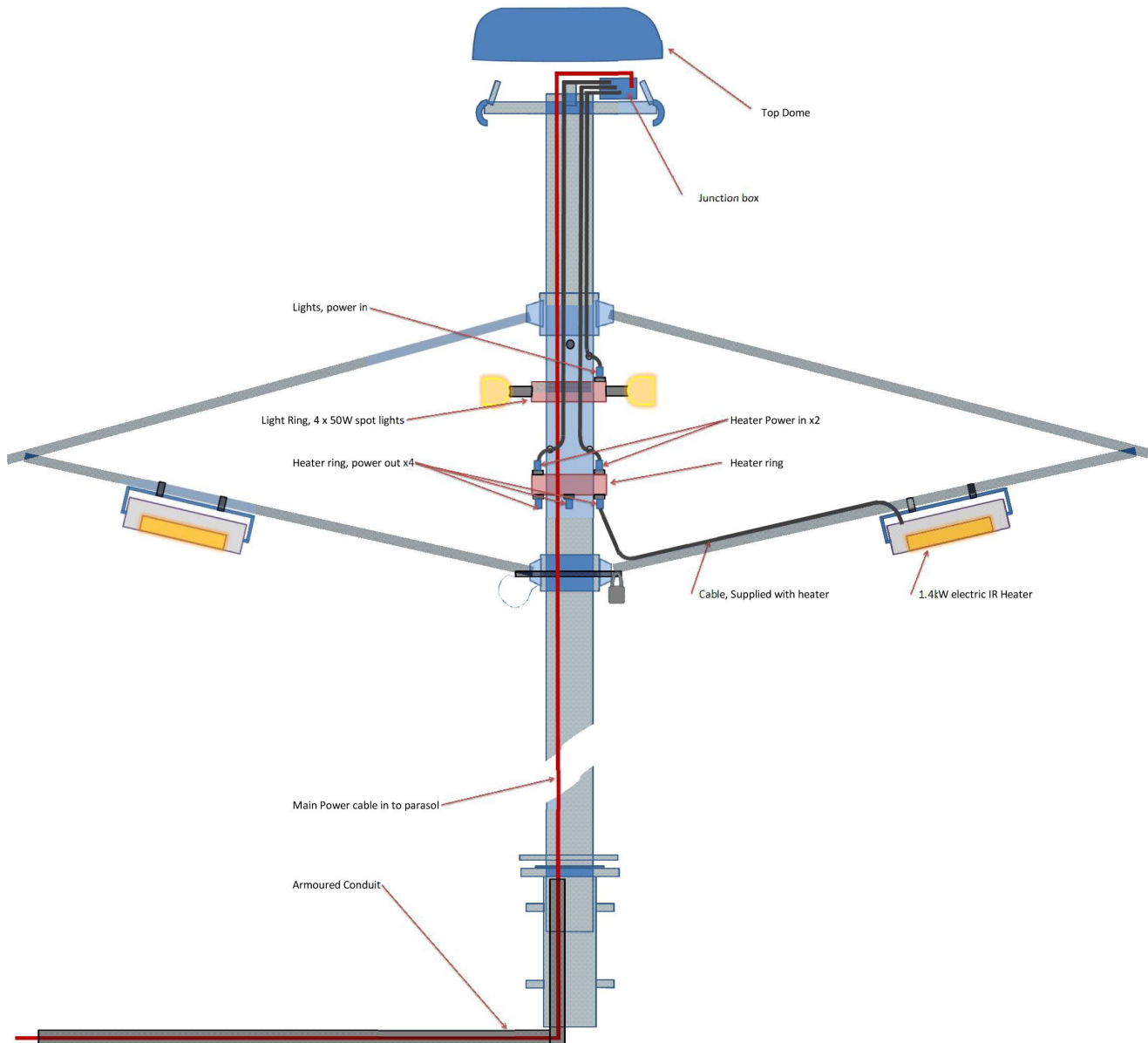
Do not drill additional holes in the pole

Do not widen any of the holes provided in the pole for power cables.

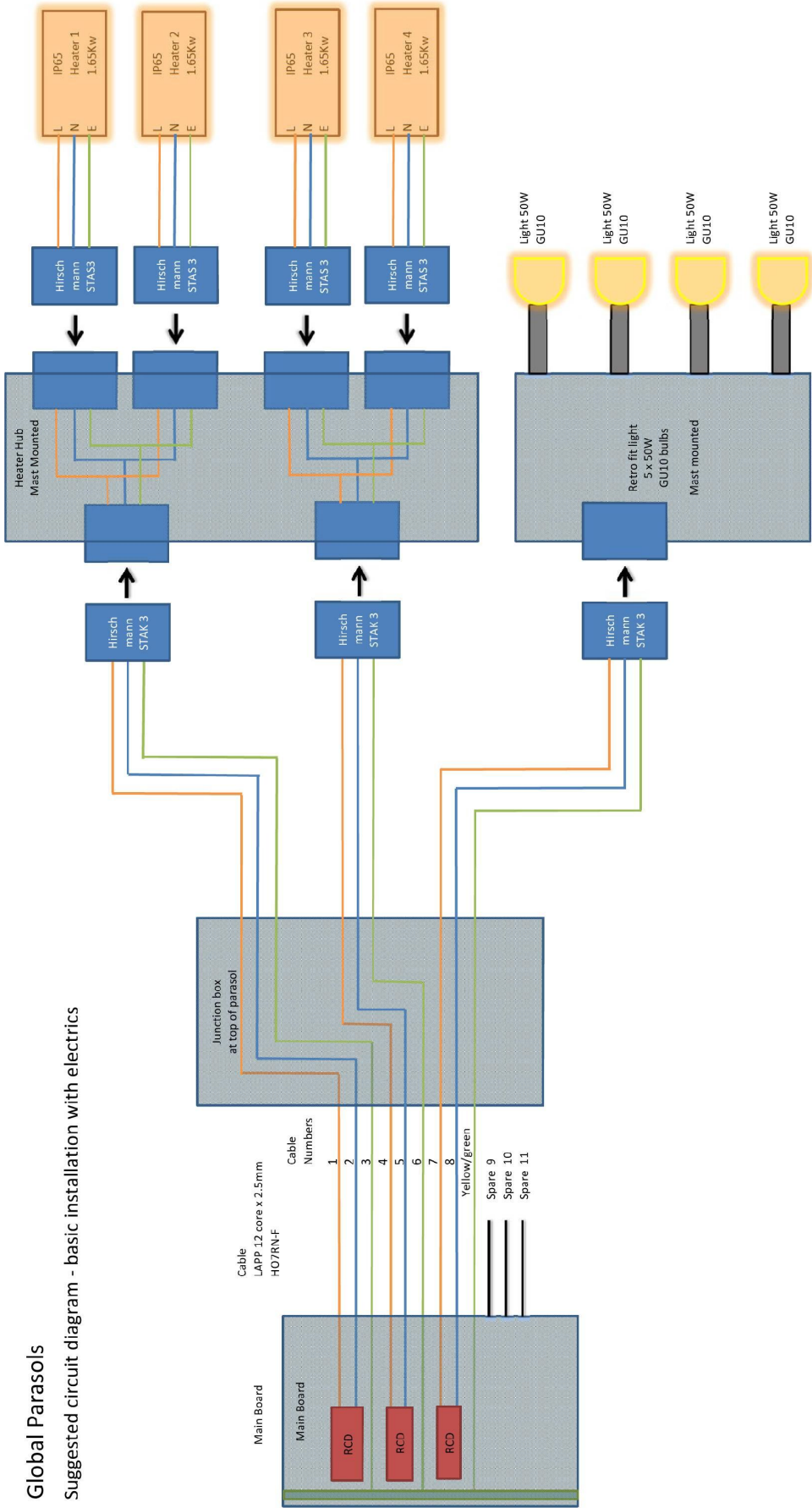
VorTex Frame Diagram



VorTex Electrical Layout Schematic



VorTex Circuit Diagram



Global Parasols
Suggested circuit diagram - basic installation with electrics

