

# INSTRUCTIONS

## In-Ground Sleeve

These instructions assume normally packed soil. In case of lightly packed, sandy, humid, or other conditions where concrete block could potentially shift, increase the hole size to create a wider base for greater stability.

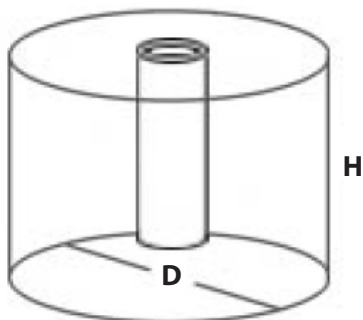
Poles are supplied with a PVC sleeve which has a length equal to 10% of the height of the pole and an internal diameter of 5" for 20-foot and 25-foot poles, and 6" for 30-, 35-, and 40-foot tall poles. A set of 4 shims is also supplied.

1. Dig a round hole based on dimensions indicated in Drawing A. Pour 6" gravel at the bottom of the hole to facilitate water drainage.
2. Position the PVC sleeve at the center of the hole, its top flush with the ground level, and secure it in such a way that it will remain perfectly vertical and not move when pouring concrete.
3. Fill in the hole with concrete around the PVC sleeve, making sure that it stays vertical, up to the top of the ground level. Make sure not to pour any concrete into the sleeve. While the concrete is still wet, adjust the sleeve to ensure it is vertical.

**Drying time varies with weather and cement type. Allow one day for quick setting cement and a full week for standard cement.**

4. Once the PVC sleeve is firmly secured in the concrete, bring the pole's butt to the sleeve's opening, lift it up and slide into the sleeve. Adjust pole's positioning using the shims provided. When pole is in final position, pour sand in space between the pole and the sleeve. Finally, seal the space between the pole and the sleeve with silicone caulk to keep the sand from getting wet.

**Drawing A**



**H = Height D = Diameter**

**Size of PVC sleeve provided:**

20-ft pole: ID = 6" ID / Length = 24"  
25-ft pole: ID = 6" ID / Length = 30"  
30-ft pole: ID = 6" ID / Length = 36"  
35-ft pole: ID = 6" ID / Length = 42"  
40-ft pole: ID = 6" ID / Length = 48"

**Recommended hole size:**

20-ft pole: D = 30" / H = 30"  
25-ft pole: D = 30" / H = 36"  
30-ft pole: D = 30" / H = 42"  
35-ft pole: D = 35" / H = 48"  
40-ft pole: D = 35" / H = 54"

6" of gravel must be added to the bottom of the hole to facilitate drainage. Actual depth of concrete is equal to Height H minus 6".



- Gravel



- Concrete