



Enjoy Cozy Life!

**10'x12' APOLLO HARDTOP GAZEBO
WITH DOUBLE ROOF
ASSEMBLY MANUAL**



KOZYARD LLC PRODUCTS

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Warnings and Cautions

- Please read and follow this assembly and operation guide to reduce the risk of personal injury and damage to your gazebo.
- Do not discard any of the packaging until you have checked that you have all the parts in place. The maximum weight capacity of this gazebo roof is 2500 pounds.
- Sidewalls and nettings should be off or in the opened position and tied to poles when winds are over 30 MPH to avoid damage.
- Some parts may have sharp edges or corners. To ensure your safety, follow basic safety precautions to reduce the risk of injury. Please note that this item contains small parts which could be swallowed by children. Keep it out of reach of children under 3 years old and pets during installation.



Two or more people are required for assembly and disassembly.



Do not fully tighten screw prior to complete assembly.

Pre-assembly

Tools that may be required. (Not included in boxes)

Note: Tools are not shown to actual size and scale.



Level



Phillips Screw



Drill



Allen Key



Allen Key



Safety Hat



Rubber Mallet



Gloves

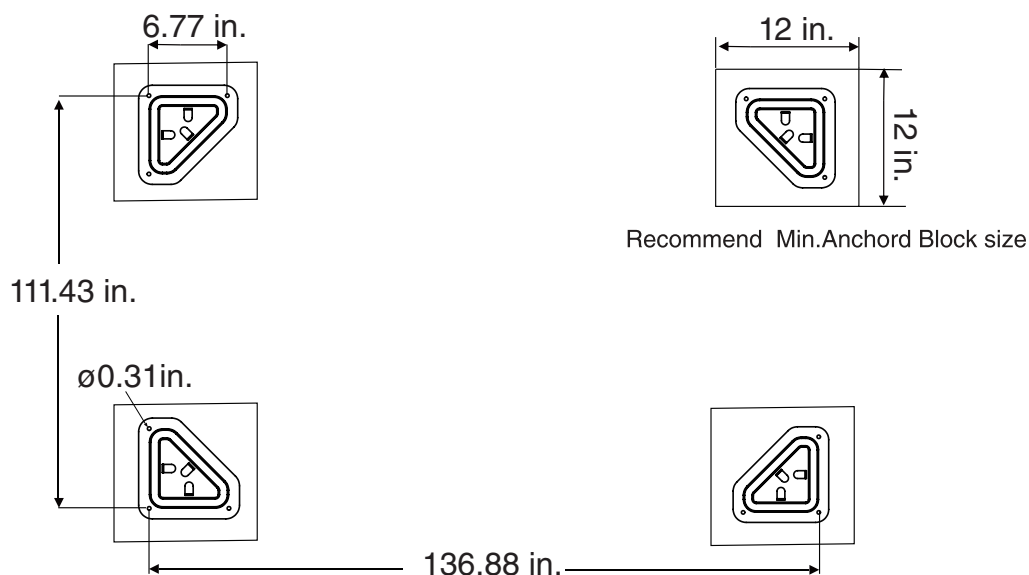


Stepladder



Safetyglasses

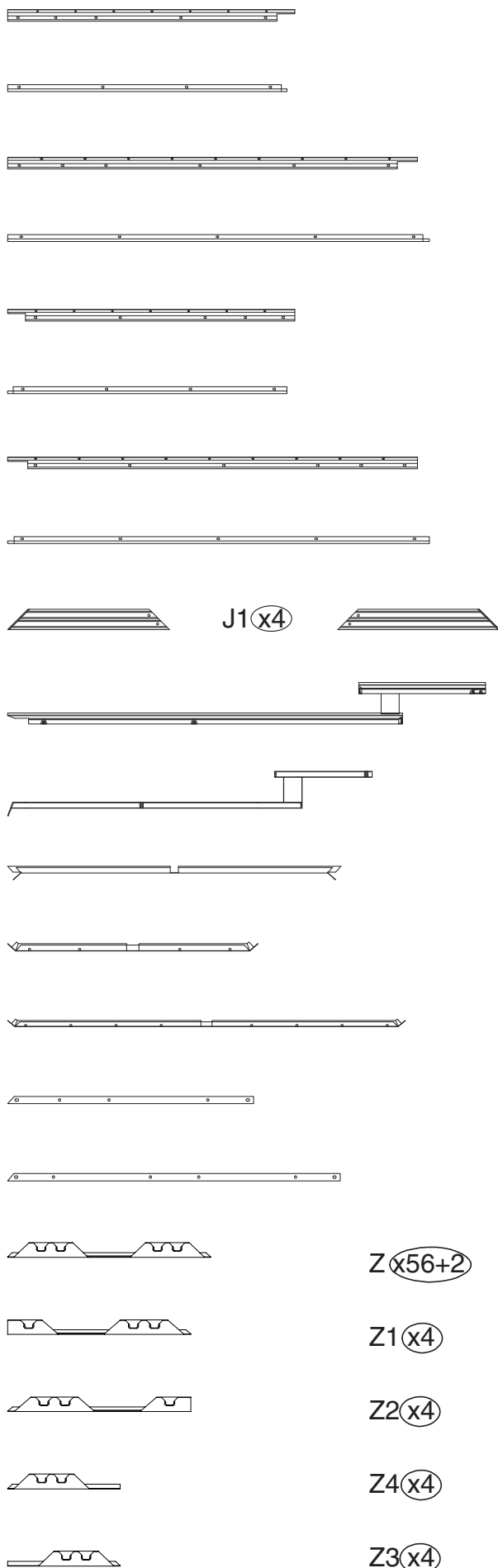
10'x12' Anchor Blueprint



Anchoring poles into concrete is strongly recommended.
Ensure the gazebo is positioned on level ground

Attn: Prior to assembly, verify all parts and and pieces are included to ensure an efficient installation process.

BOX 1



B1 (x2)

B2 (x2)

B61 (x2)

B62 (x2)

C1 (x2)

C2 (x2)

C61 (x2)

C62 (x2)

J2 (x4)

M (x4)

N (x4)

Q (x2)

T (x2)

T1 (x2)

U0 (x4)

U (x4)

Z (x56+2)

Z1 (x4)

Z2 (x4)

Z4 (x4)

Z3 (x4)



G (x4)



H1 (x4)



H2 (x1)



H3 (x1)



R (x8)



S (x104+2)



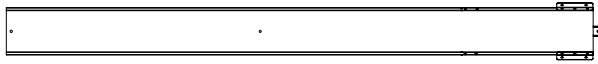
U3 (x4)



U4 (x4)

ITEM	DESCRIPTION	QTY
B1	Joint Bar	2
B2	Sidewall Track	2
B61	Jointer Bar	2
B62	Sidewall Track	2
C1	Jointer Bar	2
C2	Sidewall Track	2
C61	Jointer Bar	2
C62	Sidewall Track	2
J1	Corner Solidifying Bar	4
J2	Corner Solidifying Bar	4
M	Corner Roof Bar	4
N	Roof Bar	4
Q	Finishing Bar	2
T	Finishing Bar	2
T1	Finishing Bar	2
U0	Solidifying Bar	4
U	Solidifying Bar	4
Z	Bracket	56+2
Z1	Bracket	4
Z2	Bracket	4
Z3	Bracket	4
Z4	Bracket	4
G	Corner Cover	4
H1	Joint Cover	4
H2	Silcone Rubber	1
H3	Double-sided adhesive tape	1
R	Finishing End	8
S	Spacer	104+2
U3	Iron Angle	4
U4	Iron Angle	4

BOX 2



A (x4)



R2 (x8)

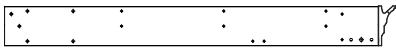


M5x15

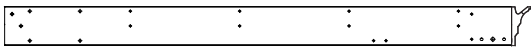
#8 (x16+2)

ITEM	DESCRIPTION	QTY
A	Pole	4
R2	Corner bracket	8
#8	Screws	16+2

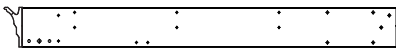
BOX 3



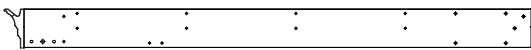
B (x2)



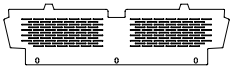
B6 (x2)



C (x2)



C6 (x2)



P1 (x2)



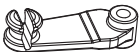
Q2 (x4)



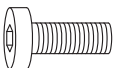
L (x4)



H (x4)

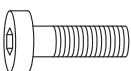


#4 (x52+2)



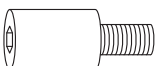
M6x16

#1 (x218+4)



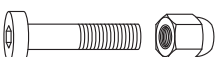
M6x20

#2 (x16+2)



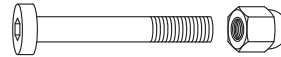
φ 12x20+M6x12

#3 (x16+2)



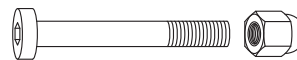
M6x28

#5 (x64+3)



M6x45

#6 (x8+1)



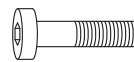
M6x50

#7 (x28+2)



ST4.8x13

#9 (x24+2)



M6x25

#10 (x4+1)

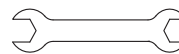


M6x10

#11 (x8+1)



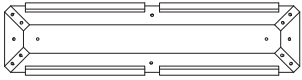
Allen key



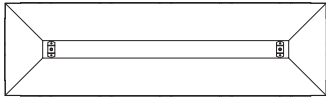
Wrench

ITEM	DESCRIPTION	QTY
B	Beam	2
B6	Beam	2
C	Beam	2
C6	Beam	2
P1	Net Frame	2
Q2	Net Frame	4
L	Plate	4
H	Joint Cover	4
#1	Screws	218+4
#2	Screws	16+2
#3	Screws	16+2
#4	Hook	52+2
#5	Screws	64+3
#6	Screws	8+1
#7	Screws	28+2
#9	Screws	24+2
#10	Screws	4+1
#11	Screws	8+1
	Allen key	1
	Wrench	1

BOX 4



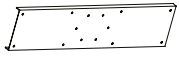
K (x1)



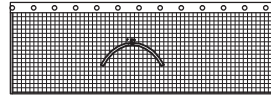
K1 (x1)



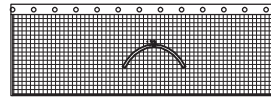
P (x2)



F (x4)



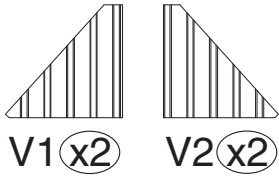
Y1 (x2)



Y2 (x2)

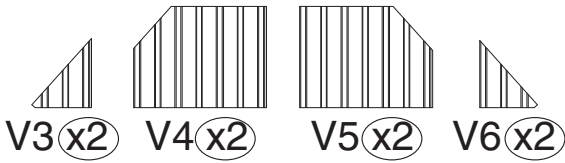
ITEM	DESCRIPTION	QTY
K	Inside Roof Connector	1
K1	Outside Roof Connector	1
P	Finishing Bar	2
F	Union Bar	4
Y1	Mosquito Net	2
Y2	Mosquito Net	2

BOX 5



V1 (x2)

V2 (x2)

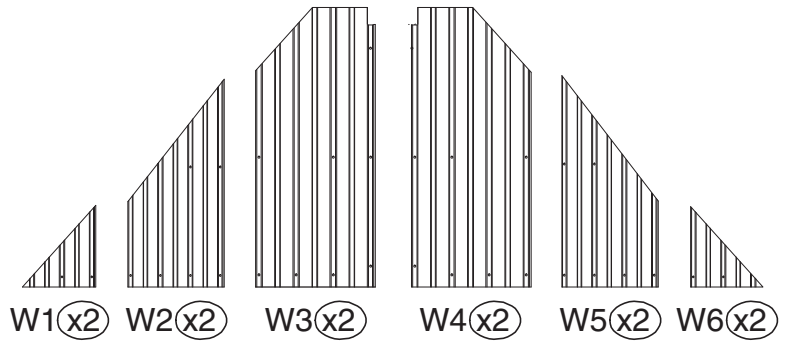


V3 (x2)

V4 (x2)

V5 (x2)

V6 (x2)



W1 (x2)

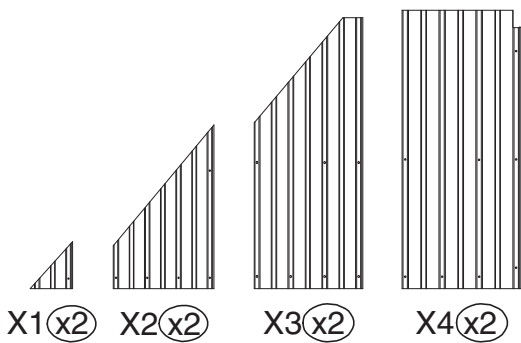
W2 (x2)

W3 (x2)

W4 (x2)

W5 (x2)

W6 (x2)

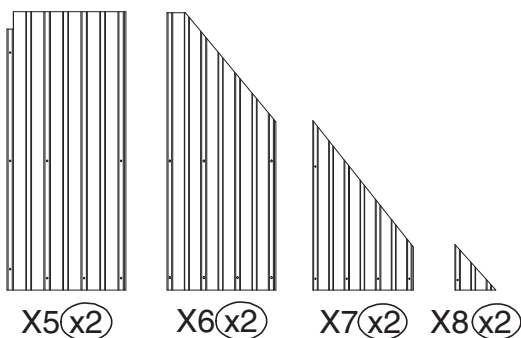


X1 (x2)

X2 (x2)

X3 (x2)

X4 (x2)



X5 (x2)

X6 (x2)

X7 (x2)

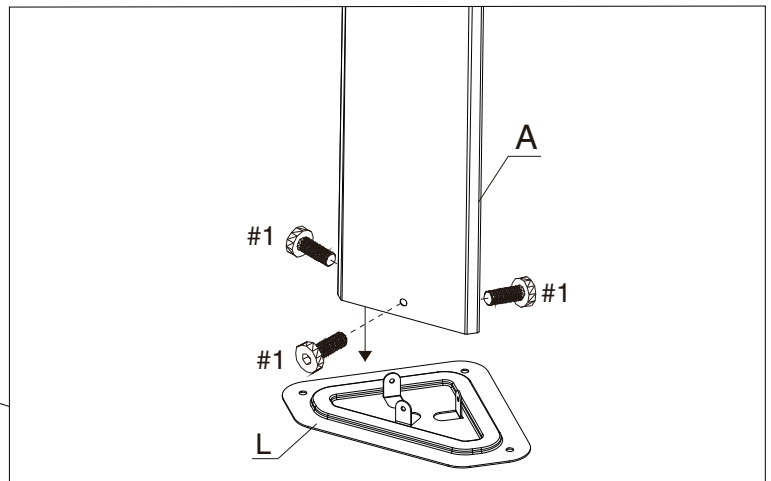
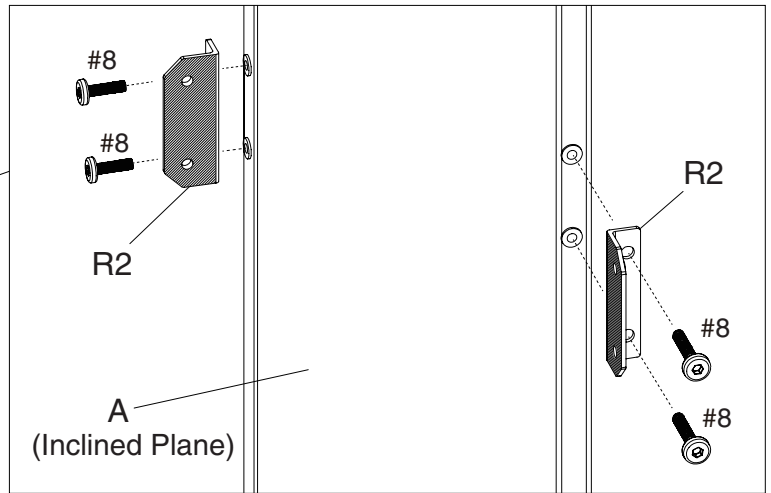
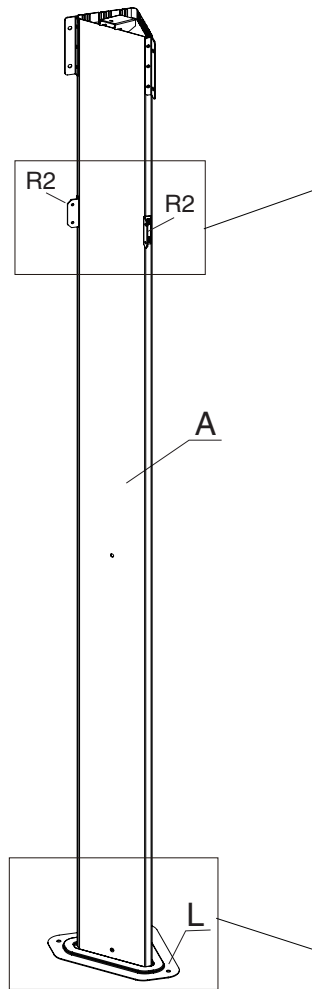
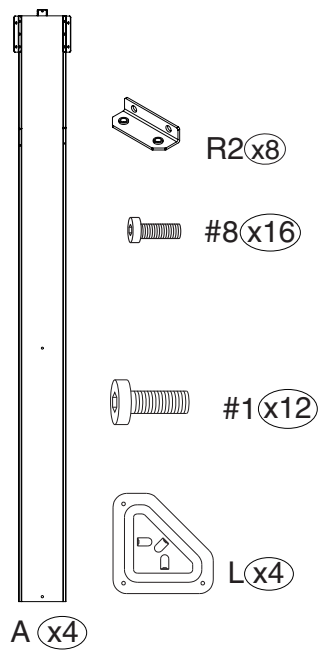
X8 (x2)

ITEM	DESCRIPTION	QTY
V1	Roof Panel	2
V2	Roof Panel	2
V3	Roof Panel	2
V4	Roof Panel	2
V5	Roof Panel	2
V6	Roof Panel	2
W1	Roof Panel	2
W2	Roof Panel	2
W3	Roof Panel	2
W4	Roof Panel	2
W5	Roof Panel	2
W6	Roof Panel	2
X1	Roof Panel	2
X2	Roof Panel	2
X3	Roof Panel	2
X4	Roof Panel	2
X5	Roof Panel	2
X6	Roof Panel	2
X7	Roof Panel	2
X8	Roof Panel	2

Parts Required:

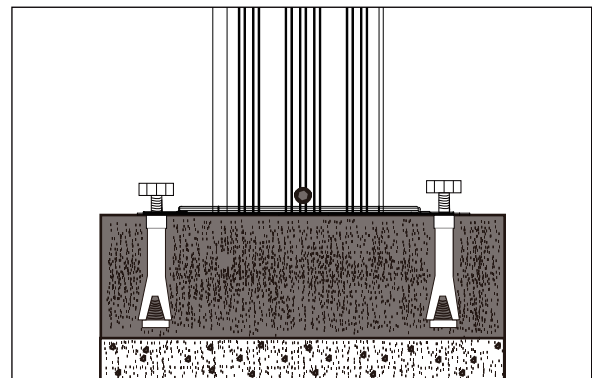
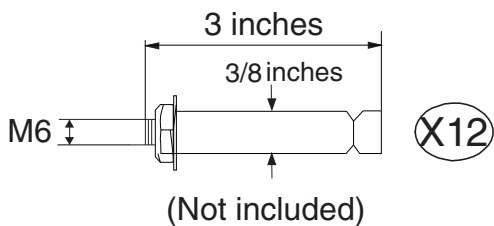
Step 1: Set up Poles

Set up Poles (Part A) with Bracket (Part R2) and Stand Plates (Part L) using screws #8 and #1 as shown in the diagram.



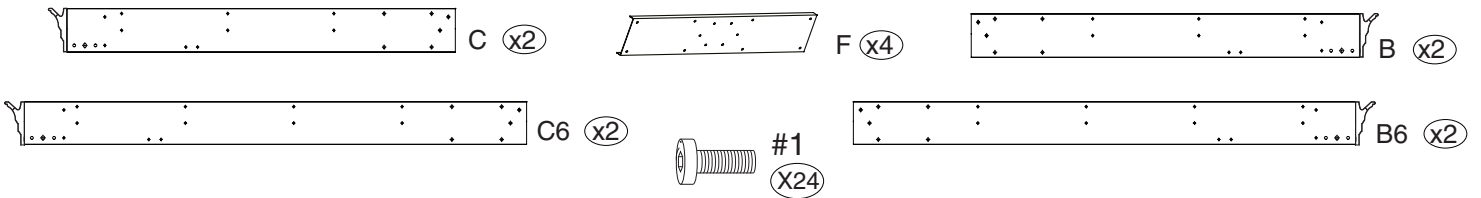
Reference for anchoring gazebo:

- If the ground is concrete and its depth is over 3 inches, you can purchase 3/8" diameter x 3" length sleeve anchors.
- Only anchor after finishing all the assembly.



After assembly, we strongly recommend anchoring the gazebo to your deck or concrete as shown above. Damage resulting from wind or improper anchoring is not covered under warranty.

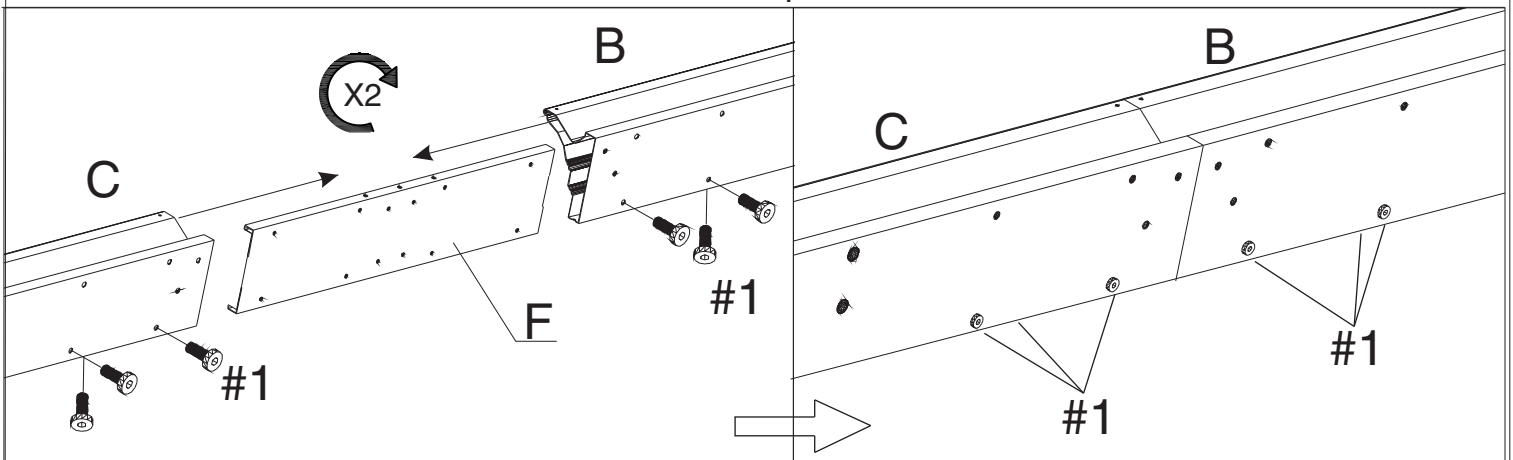
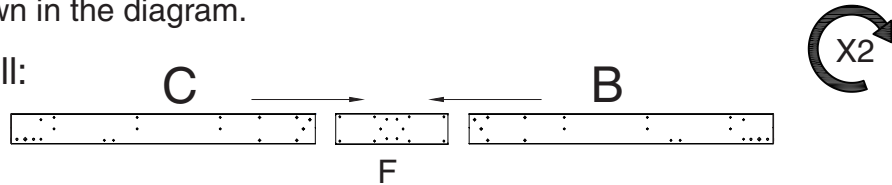
Parts Required:



Step 2: Connect the Beams

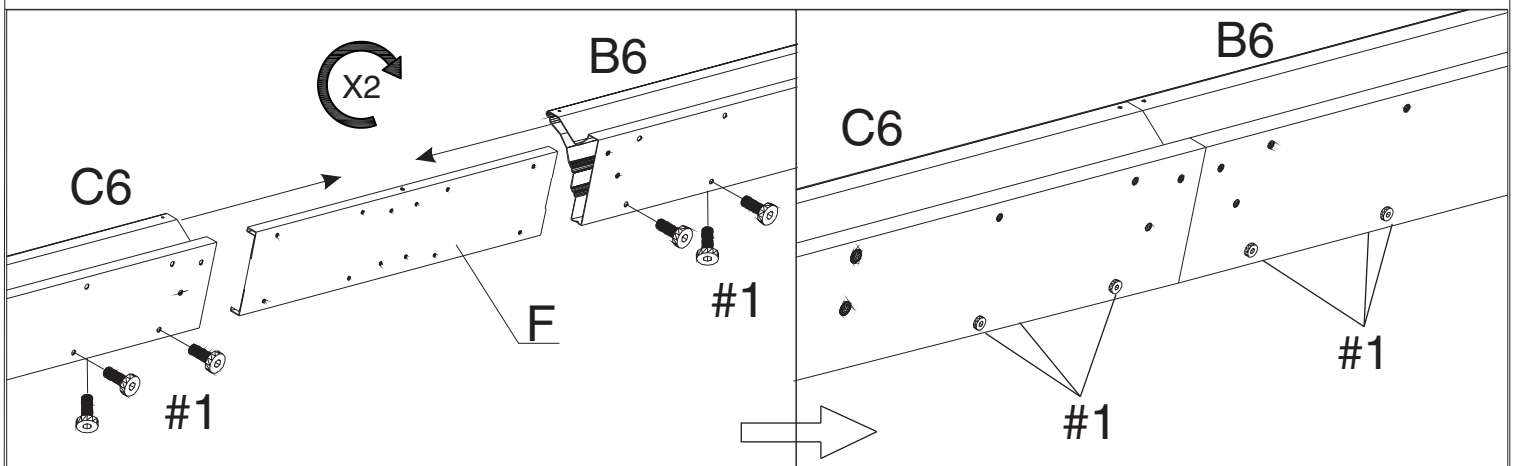
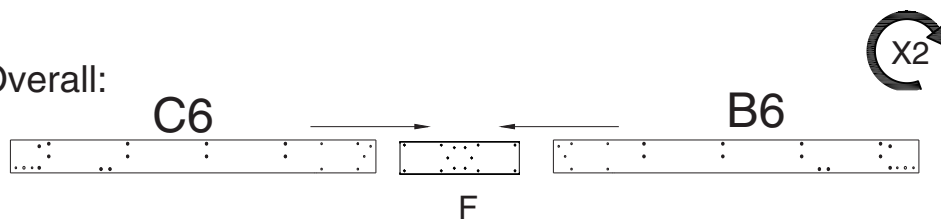
1. Connect Beams (Part C and B) into one beam using Union Bar (Part F) with screws 1# as shown in the diagram.

Short Beam Overall:

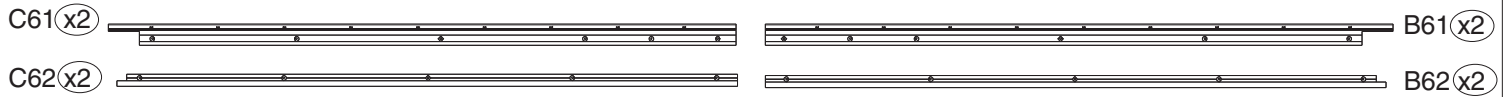
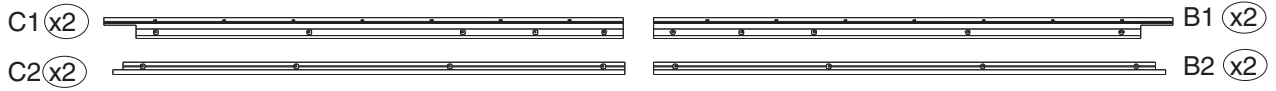


2. Connect Beams (Part C6 and B6) into one beam using Union Bar (Part F) with screws 1# as shown in the diagram.

Long Beam Overall:

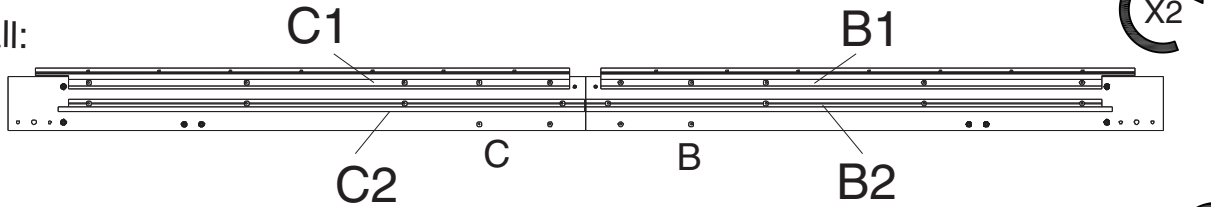


Parts Required:

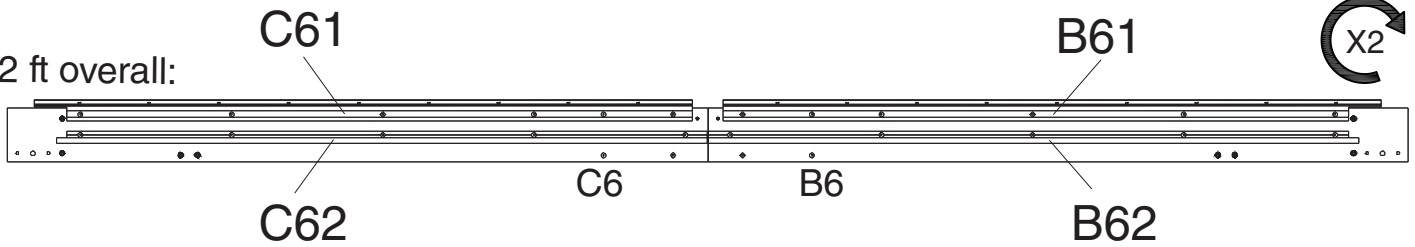


STEP 3: Connect Joint Bars and Tracks with Beams

10 ft overall:

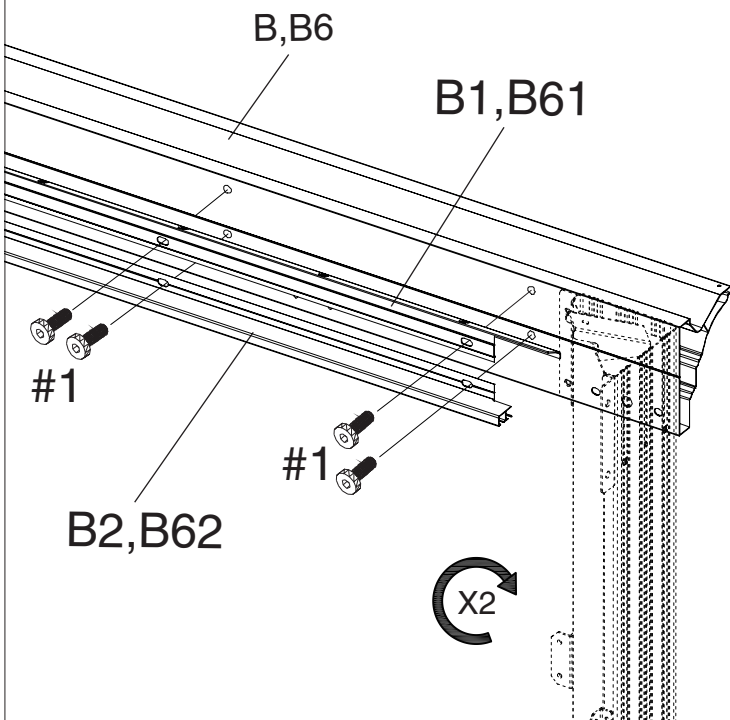
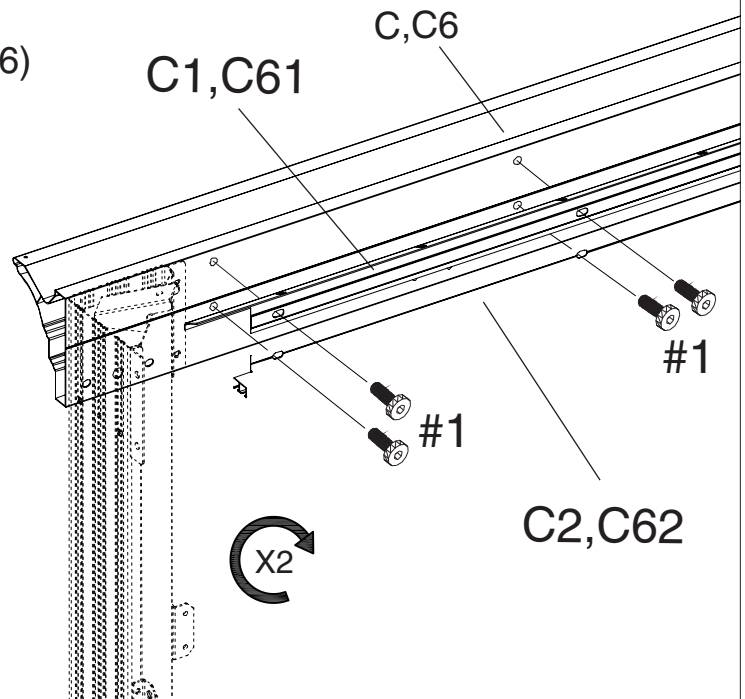


12 ft overall:



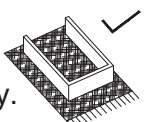
1. Connect Joint Bars (part C1,C61) and Tracks (Part C2,C62) to Beams (Part C ,C6) using #1 screws as shown in the diagram.

Tip:
Do not tighten all screws on the Joints bars (Part C1, C61, B1, B61) until the screws of the roof panels are aligned in place.

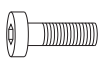


2. Replicate the same steps for Joint Bars (Part B1 and B61), Tracks (Part B2 and B62), attaching them to Beams (Part B and B6) using screws #1 as shown in the diagram.

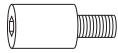
Tip:
Place parts on carpet or rug to avoid scratches during assembly.



Parts Required:



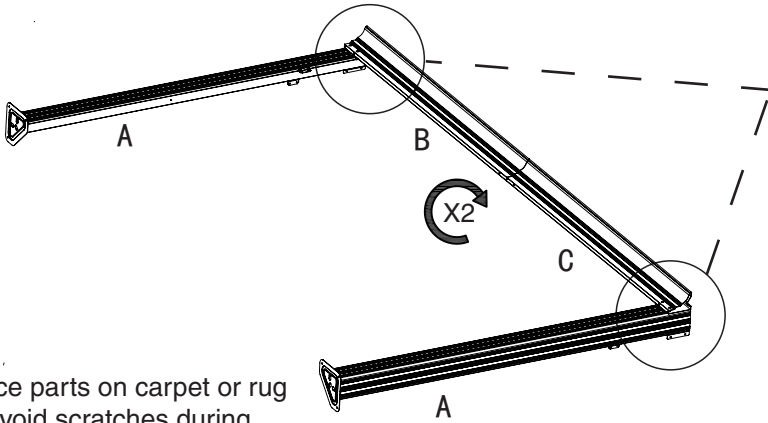
#2
x16



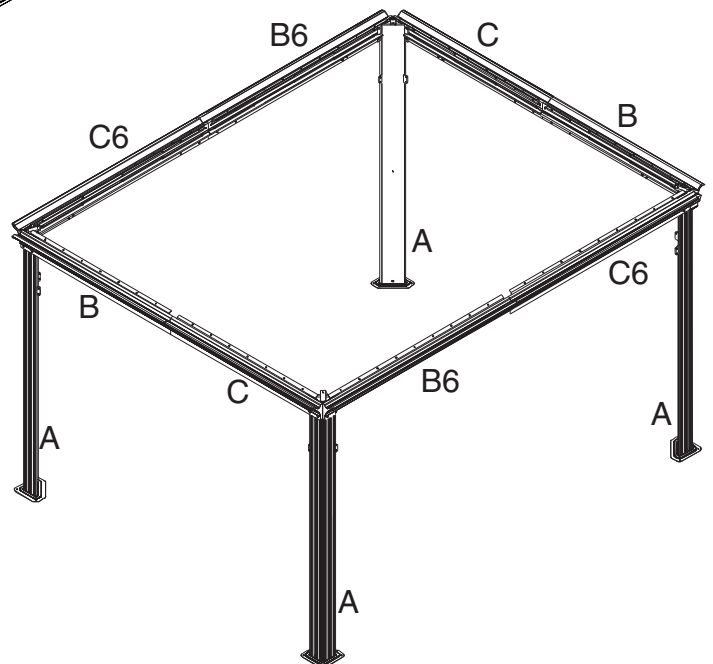
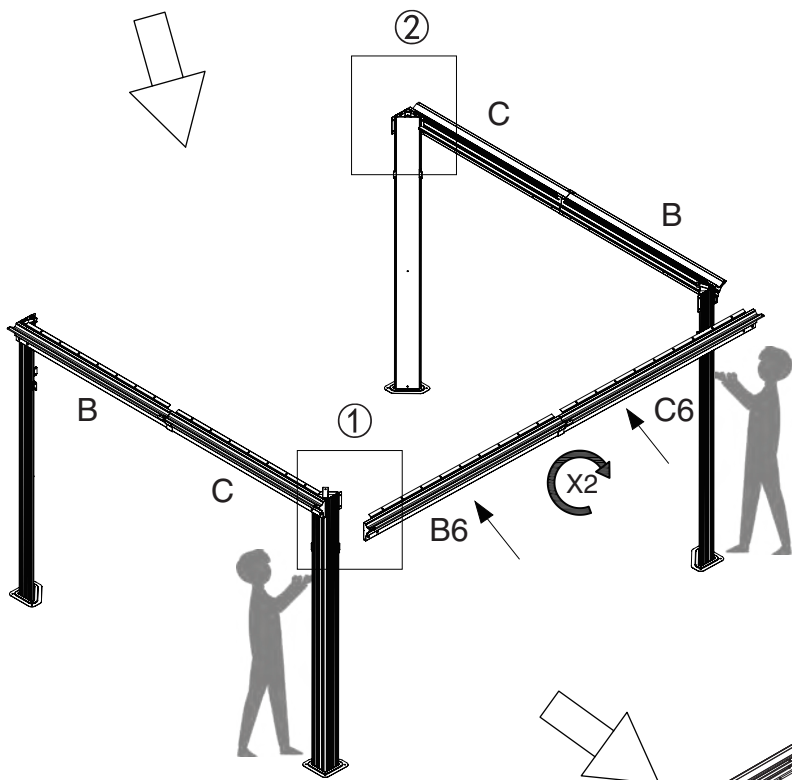
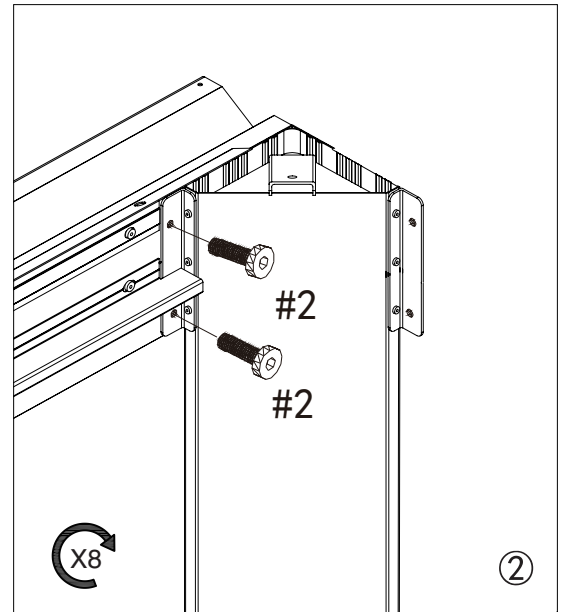
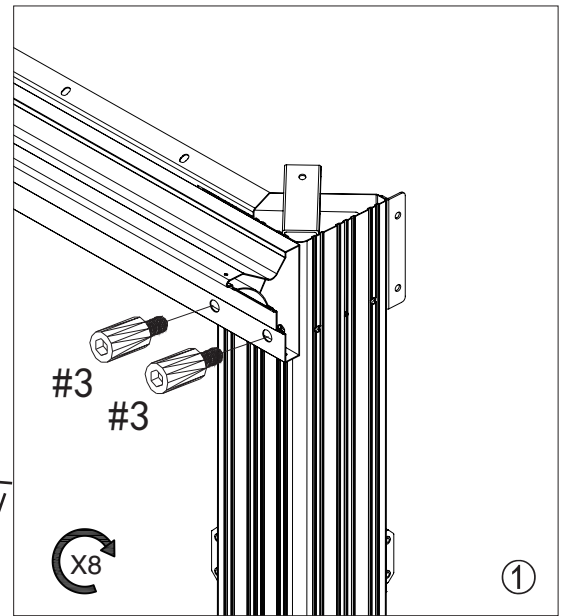
#3
x16

STEP 4: Set up Poles and Beams

Use screws #3 first, then use screw #2 to connect Poles and Beams together as shown in the diagram.

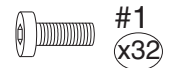


Tip: Place parts on carpet or rug to avoid scratches during assembly.



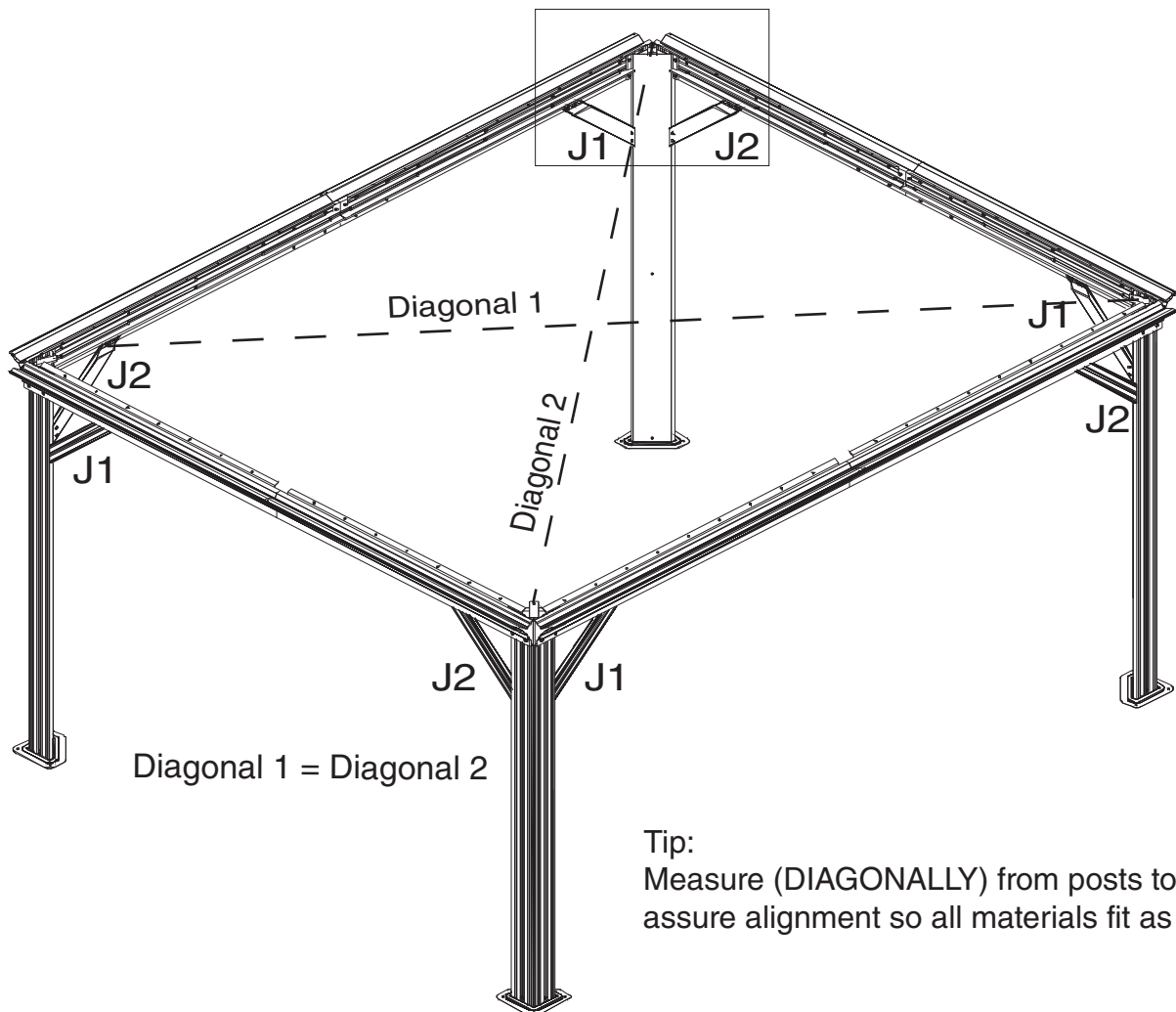
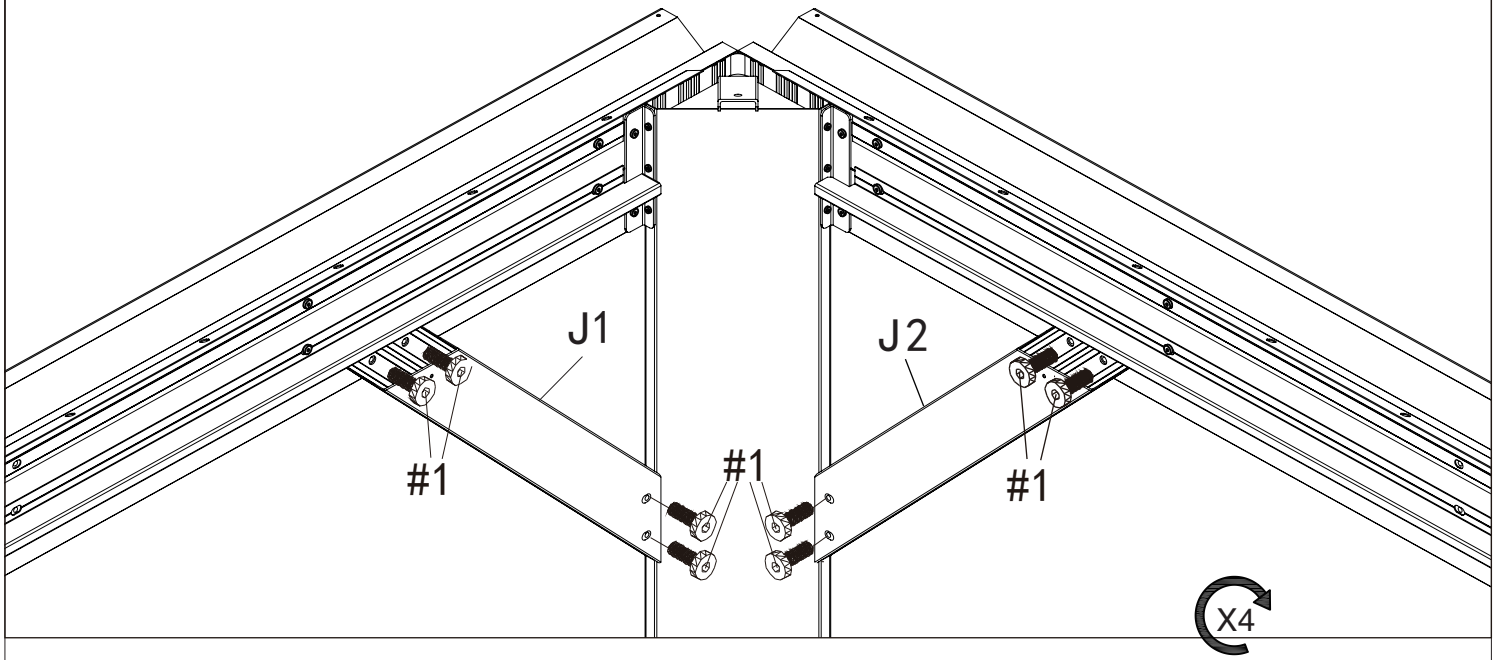
Tip: 3 people suggested for this step.

Parts Required:



STEP 5: Connect Solidifying Bars with Beams and Poles

Affix the frame with Corner Solidifying Bars (Parts J1, J2) using #1 screws as shown in the diagram.



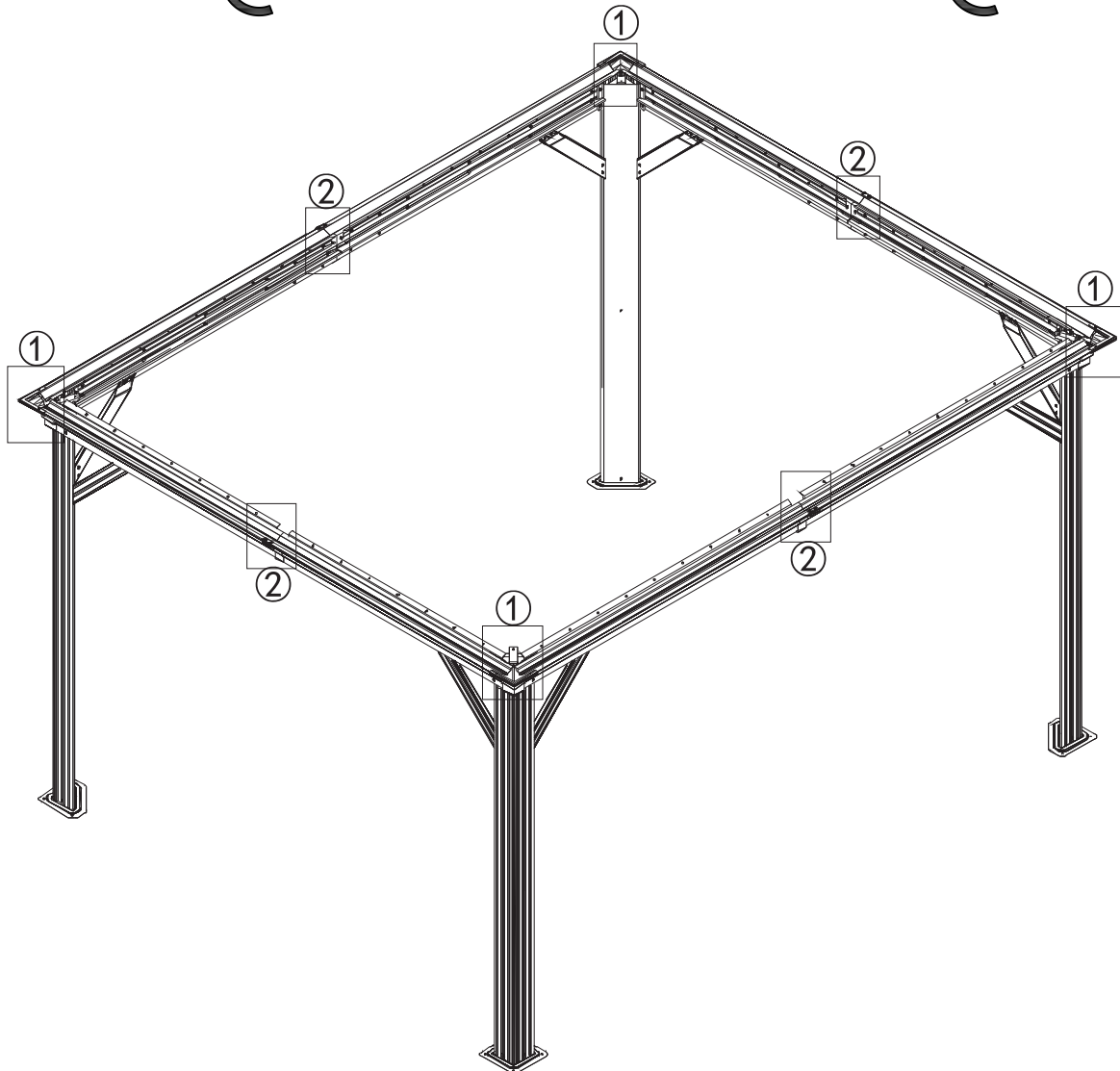
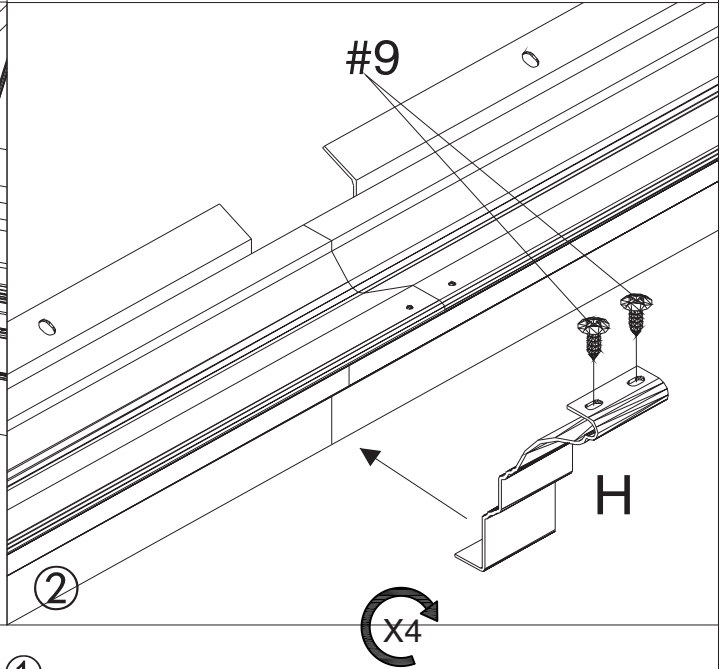
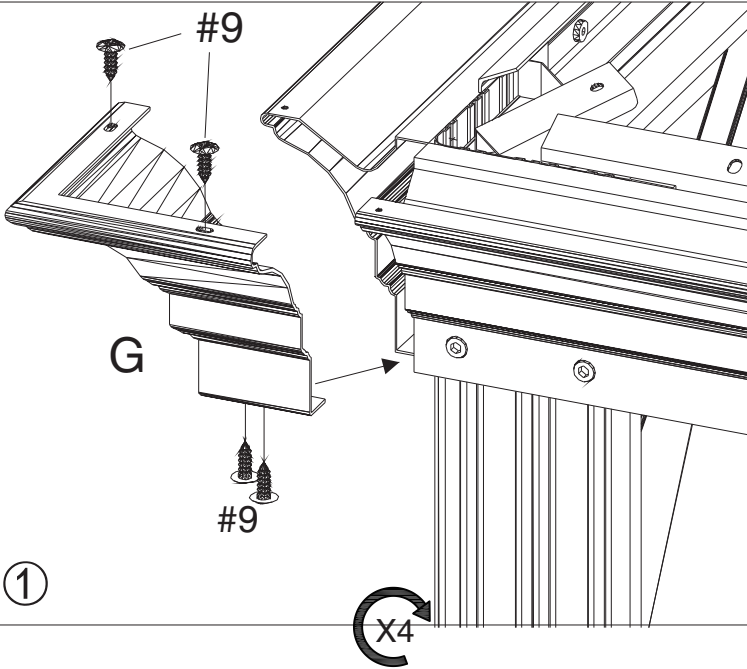
Parts Required:



STEP 6: Cover the connections

1. Finish Connecting Beams using Corner Covers (Part G) and #9 screws as shown in diagram.

2. Affix middle beams using Joint Covers (Part H) with #9 screws as shown in diagram.

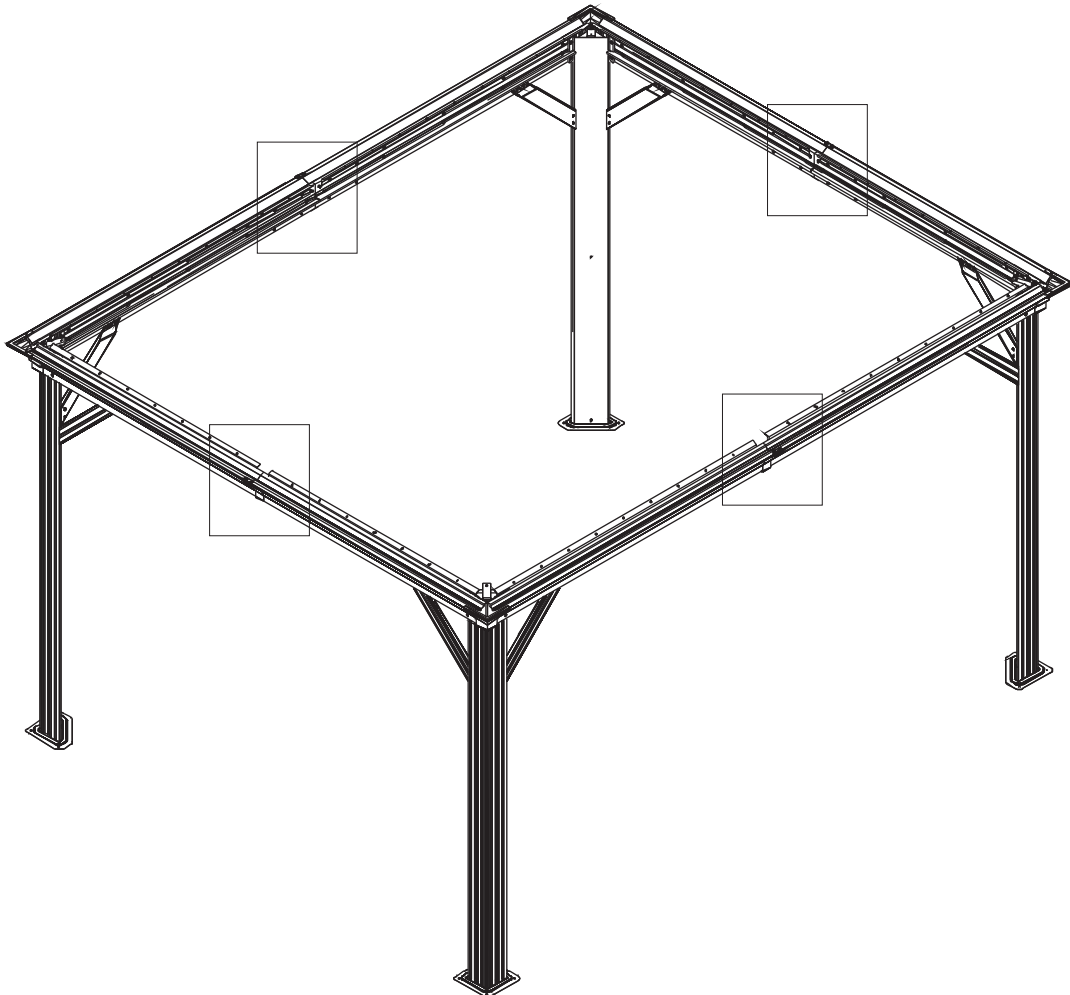
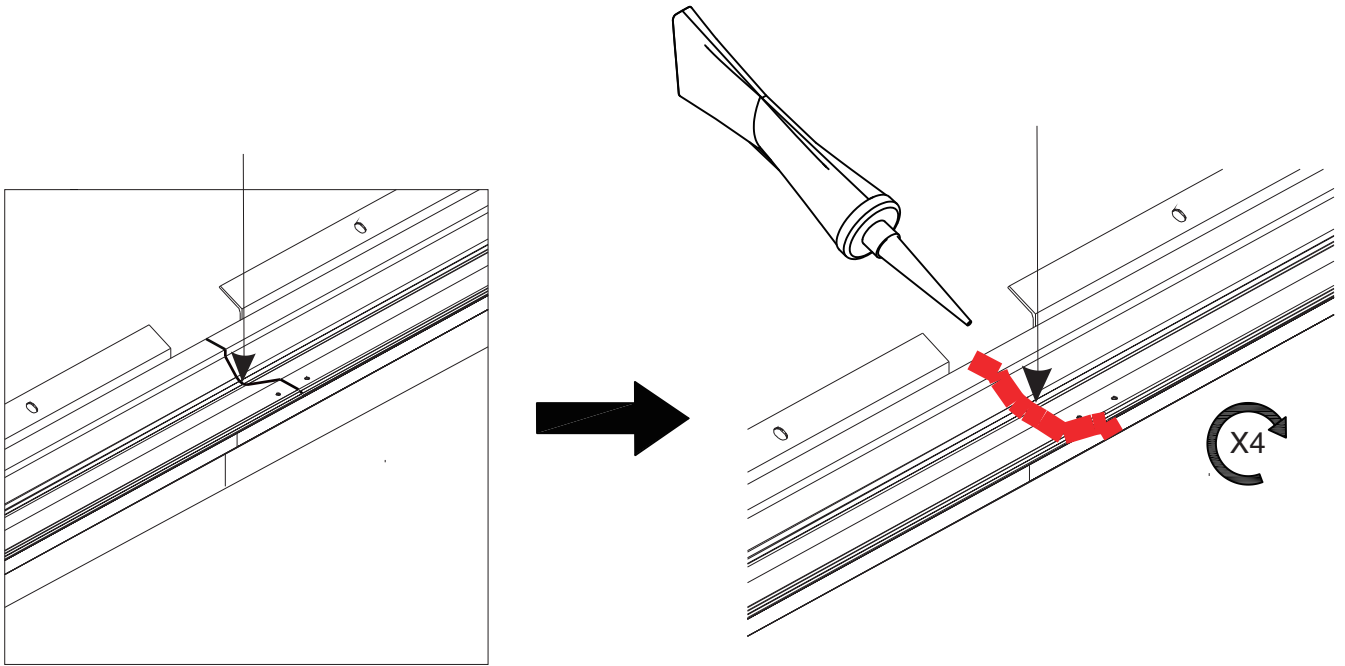


Parts Required:



STEP 7: Seal seams

1. After finishing Step 6, apply silicone rubber to the seams to ensure they're watertight.
2. If the screws are correctly attached through Spacer part S on the roof panels, sealing the cap screws with silicone rubber isn't necessary.



Parts Required:



#4 x52



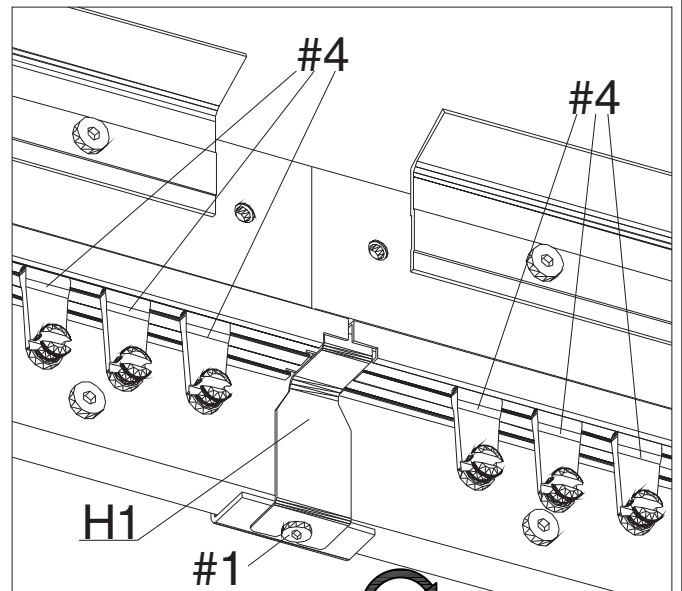
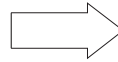
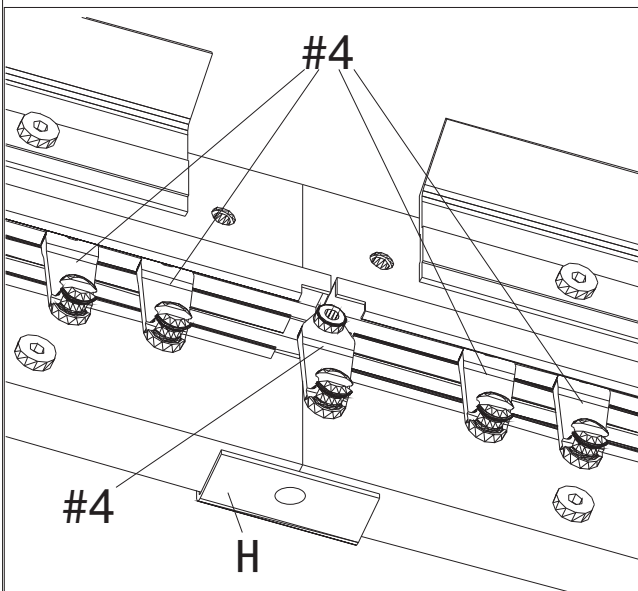
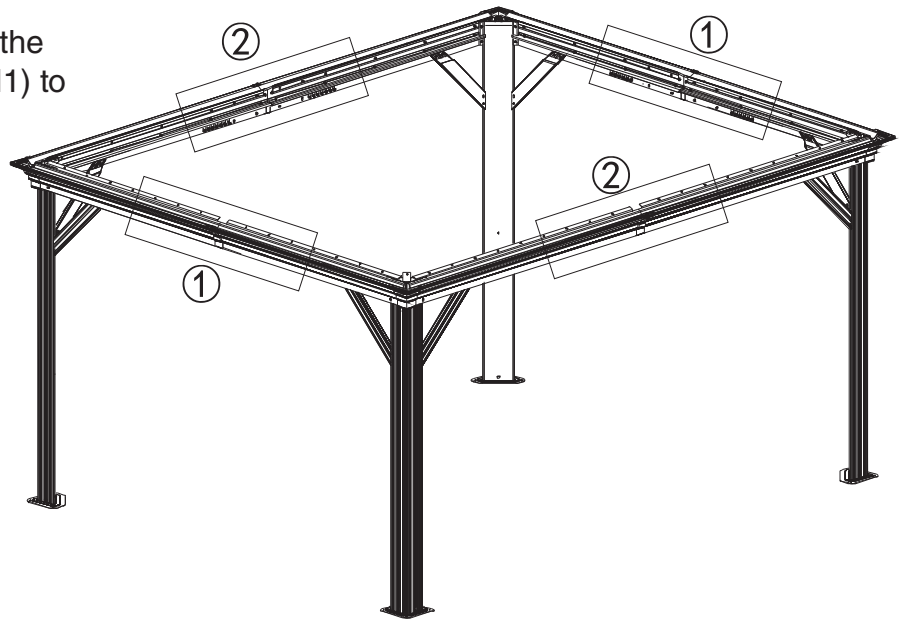
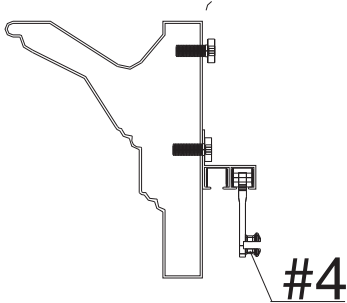
H1 x4



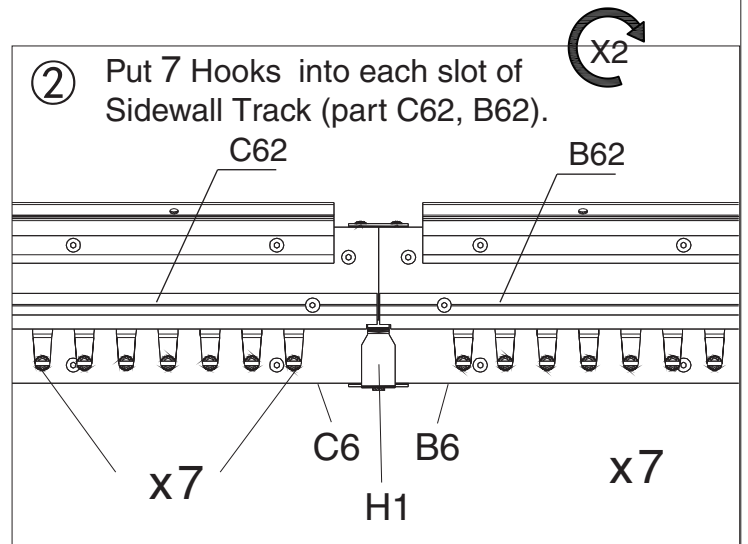
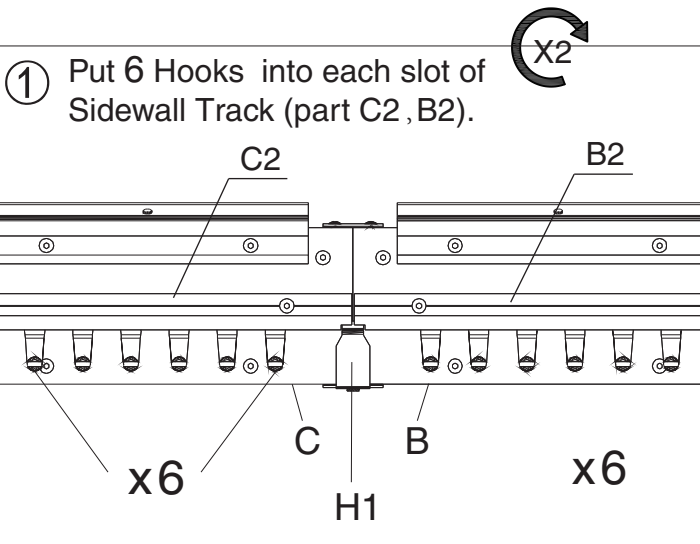
#1 x4

STEP 8: Install Hooks

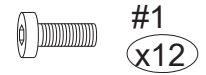
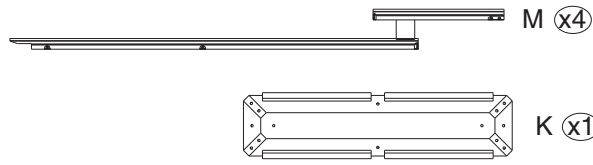
After finishing Hooks (Part #4) into the tracks, then put Joint Cover (Part H1) to lock them.



Note the amount of hooks for each slot as noted below:



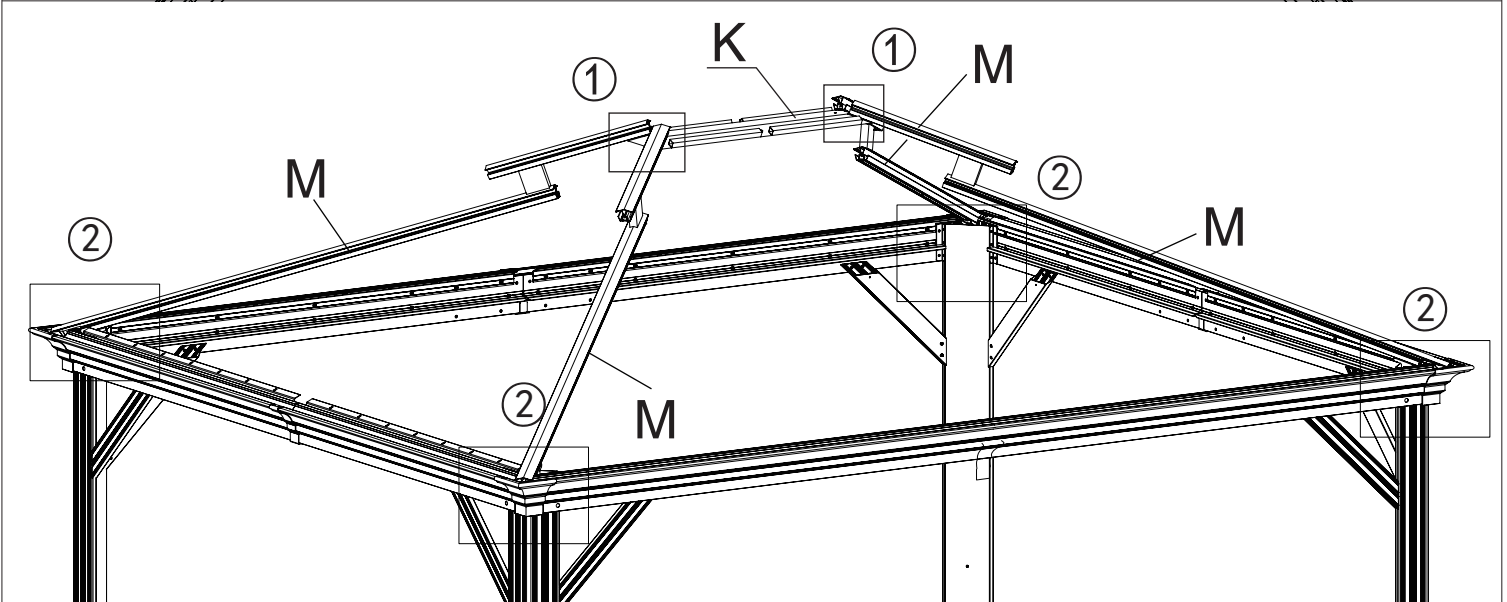
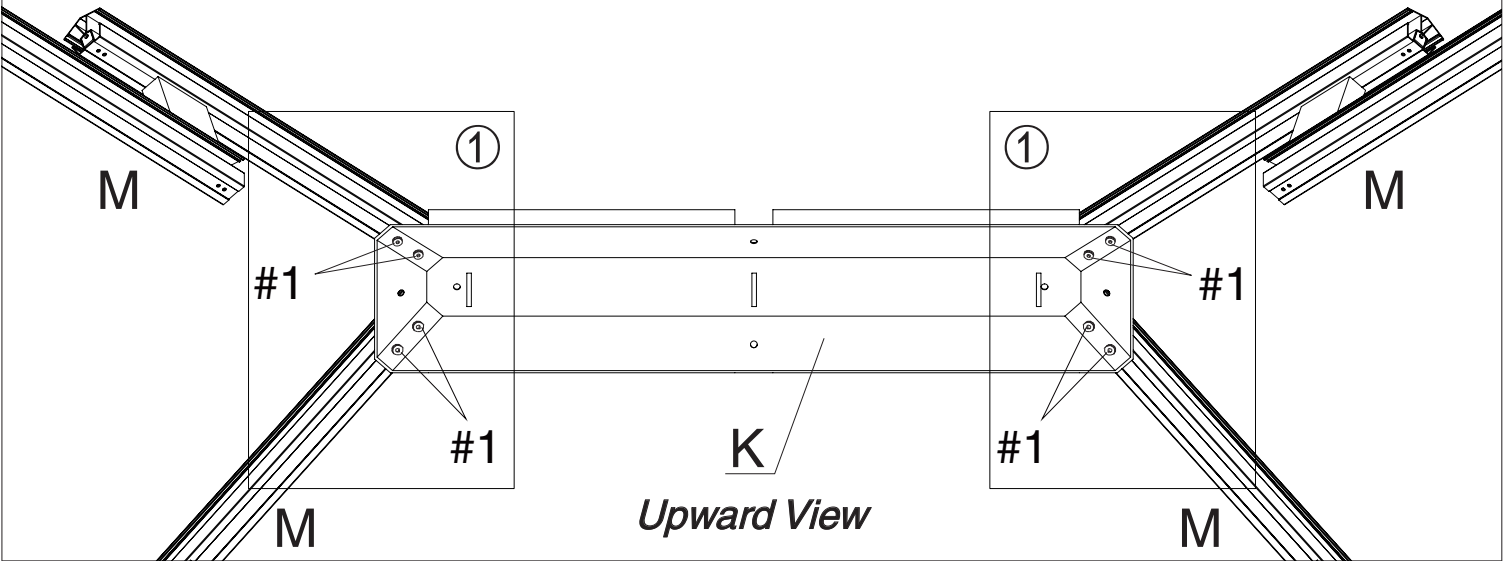
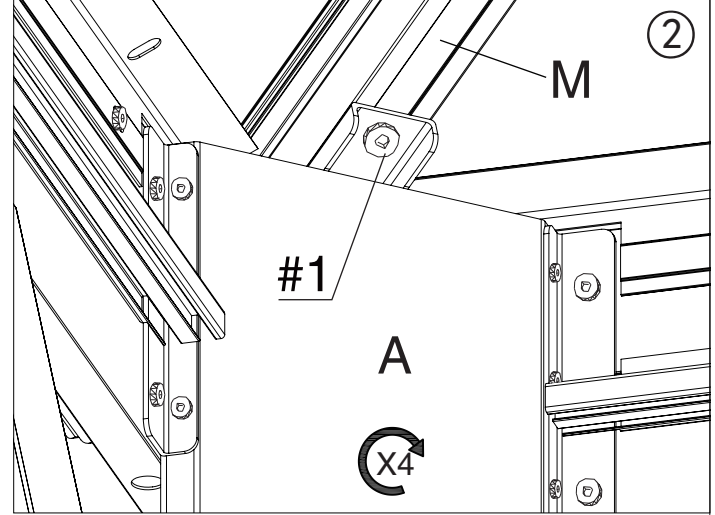
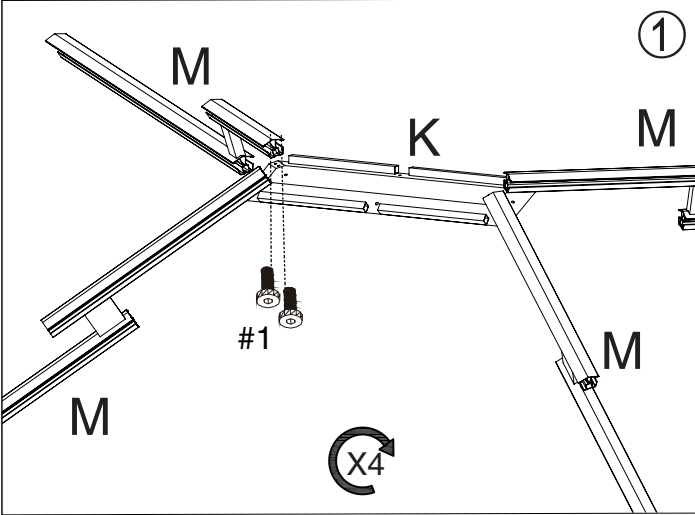
Parts Required:



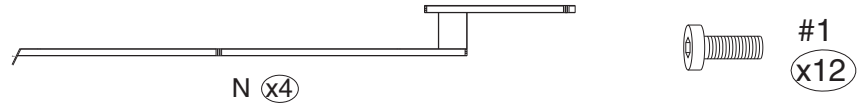
Step 9: Set up Corner Roof Bar

1. Connect the inside Roof Connector (Part K) with the Corner Roof Bar (Part M) using #1 screws.

2. Attach Corner Roof Bar (Part M) to Poles (Part A) using #1 screws as shown in diagram.

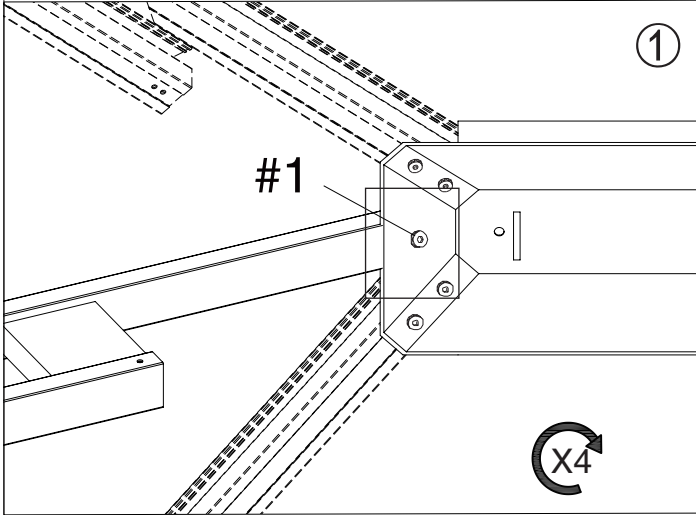


Parts Required:

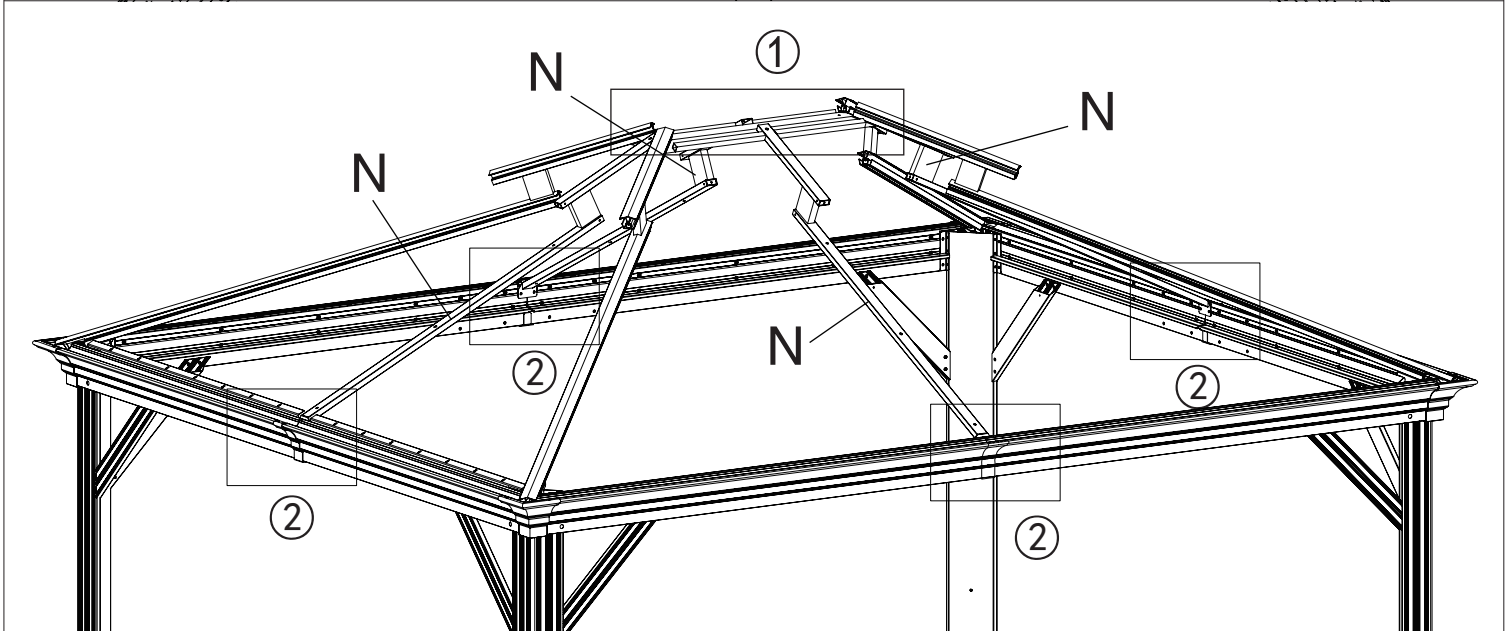
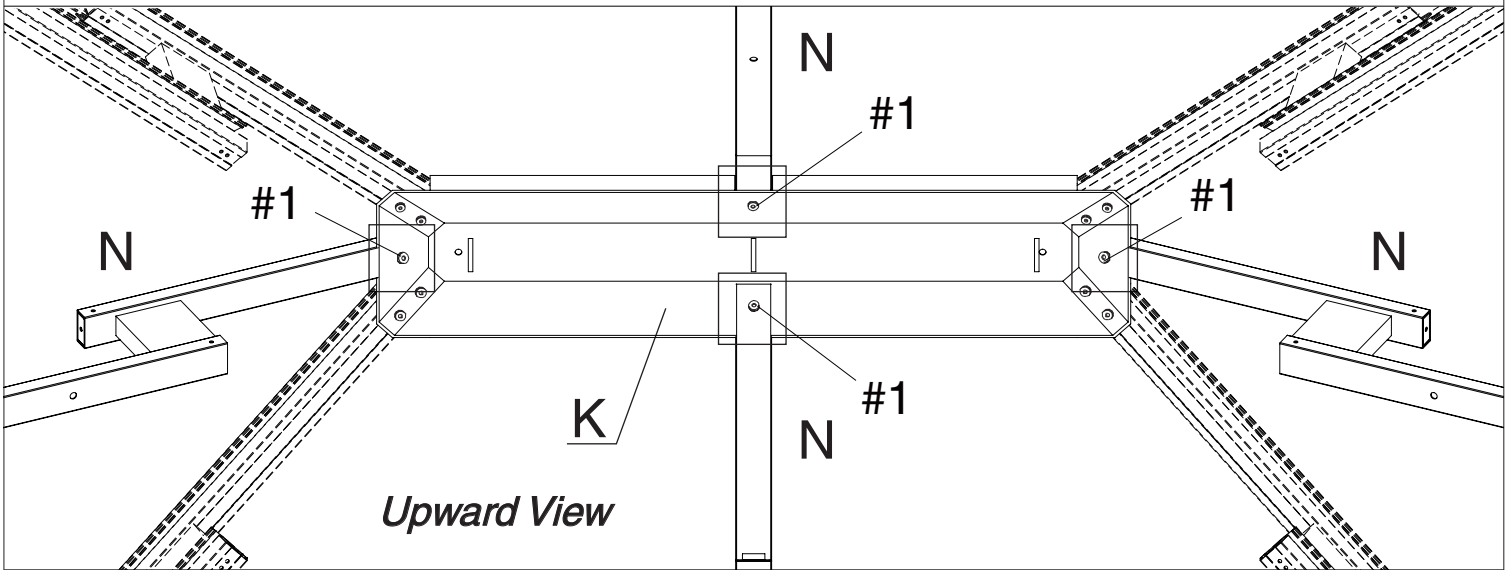
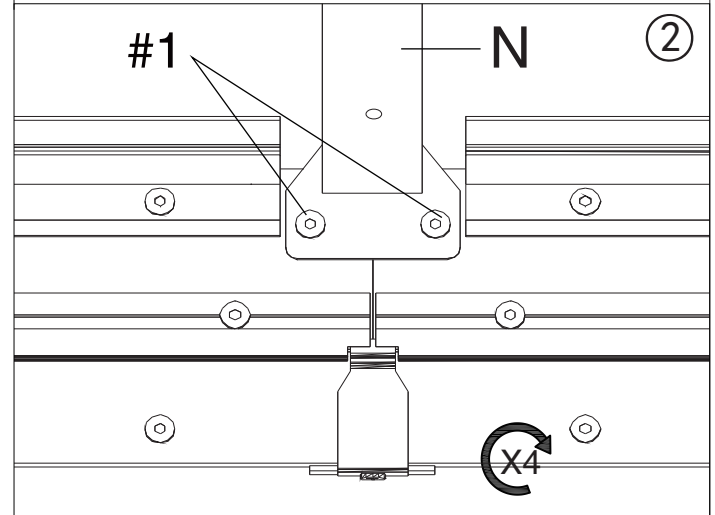


Step 10: Set up Roof Bar

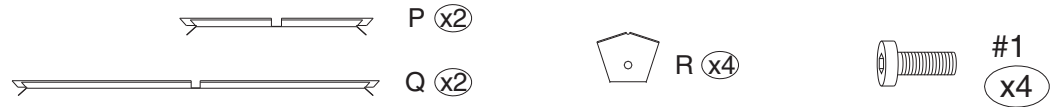
1. Connect Roof Bar (Part N) to Inside Roof Connector (Part K) using #1 screws as shown in diagram.



2. Attach Roof Bar (Part N) to Beams using #1 screws as shown in diagram.

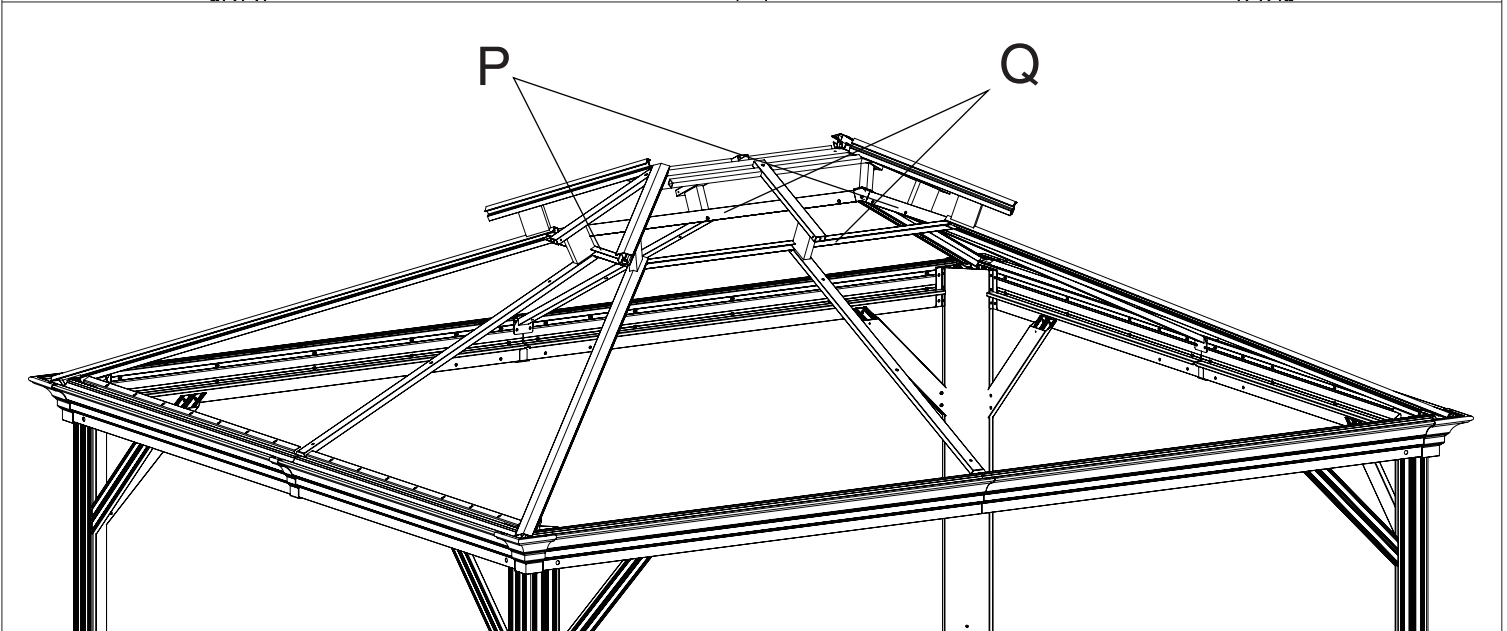
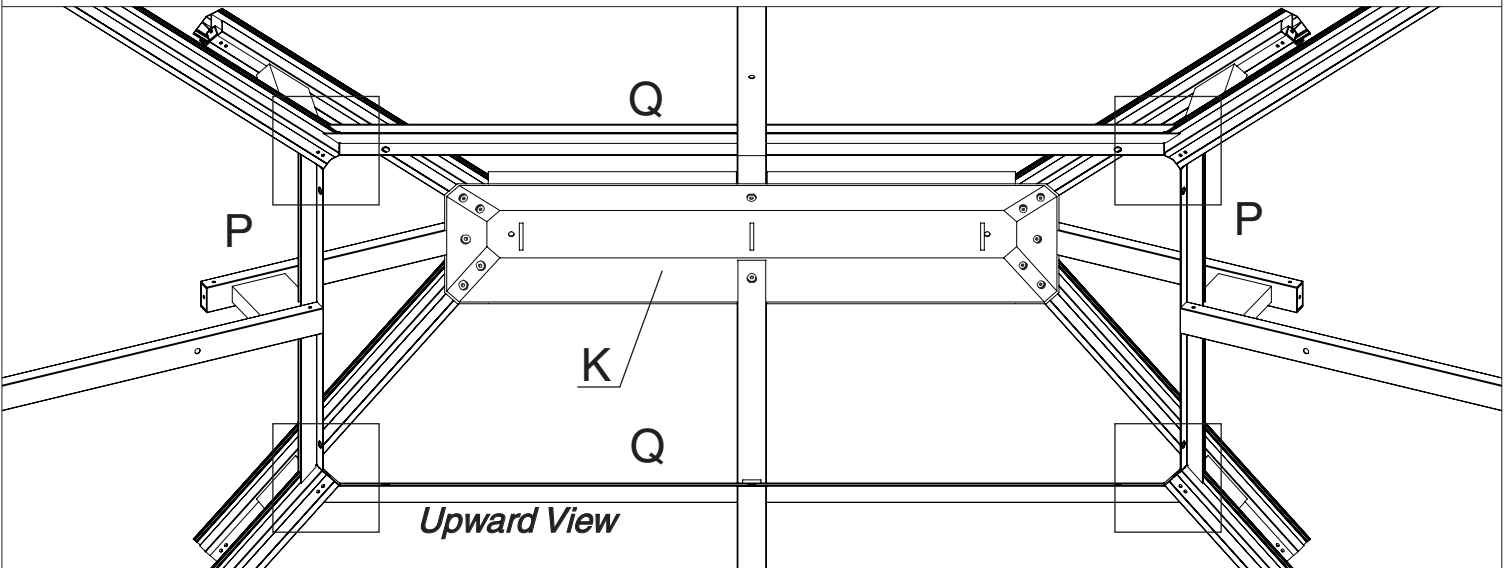
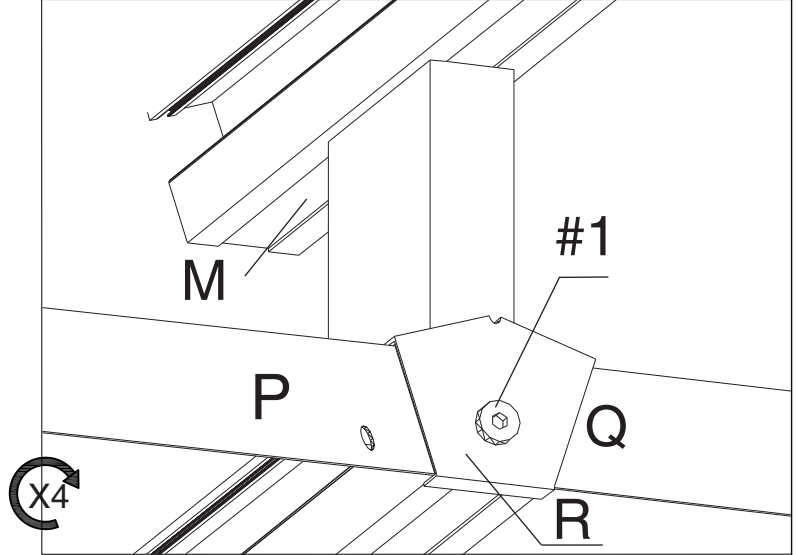


Parts Required:

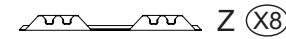
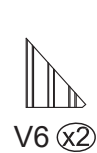
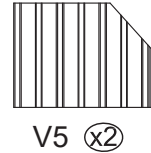
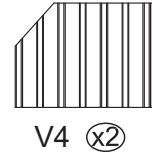
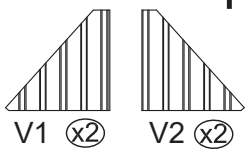


Step 11: Set up Finishing Bar

Attach Finishing Bar (Part P, Q) with Finish End (Part R) using #1 screws to Corner Roof Bar (Part M) as shown in the diagram.

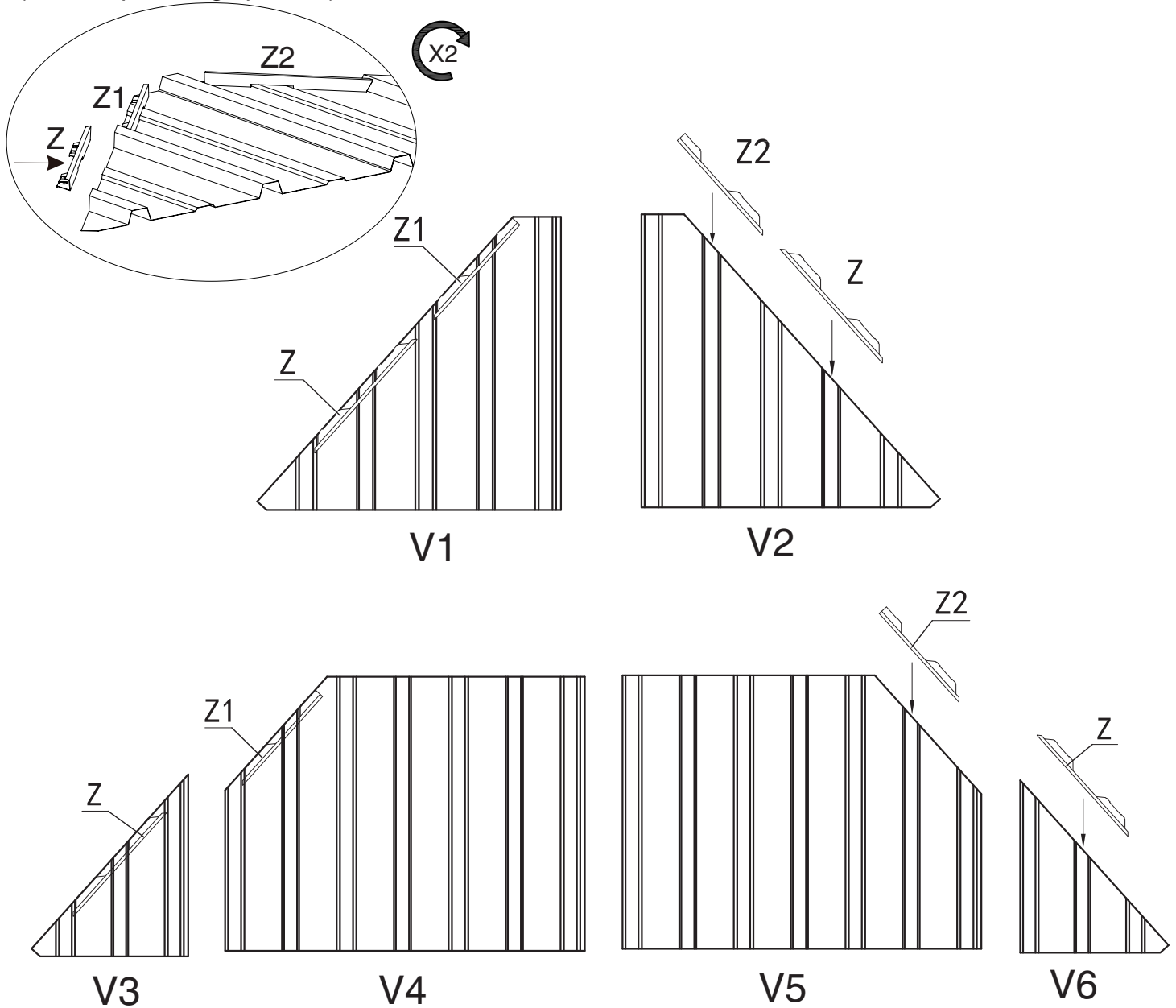


Parts Required:



STEP 12: Snap Brackets

Snap Bracket (Part Z, Z1, Z2) to roof panel edges as shown in the diagram.
(with snaps facing upwards)



Tips:

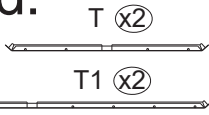


1. Wearing protective gloves is recommended.
2. To prevent Z-Clips (plastic brackets) from sliding off prior to assembly, apply double-sided adhesive tape (Part H3) to the underside (bottom) edge of the roof panels where the brackets (Part Z, Z1, Z2) are supposed to attach.
3. You can use super glue (not included) to attach the brackets to the roof panel if the double-sided tape doesn't work for you.

Parts Required:

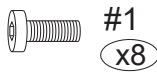


R (x4)



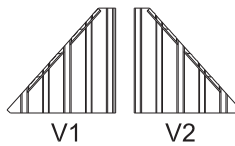
T (x2)

T1 (x2)



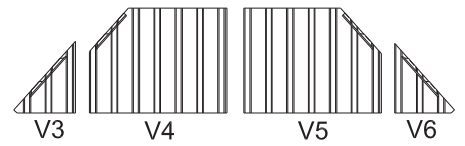
#1

(x8)



V1

V2



V3

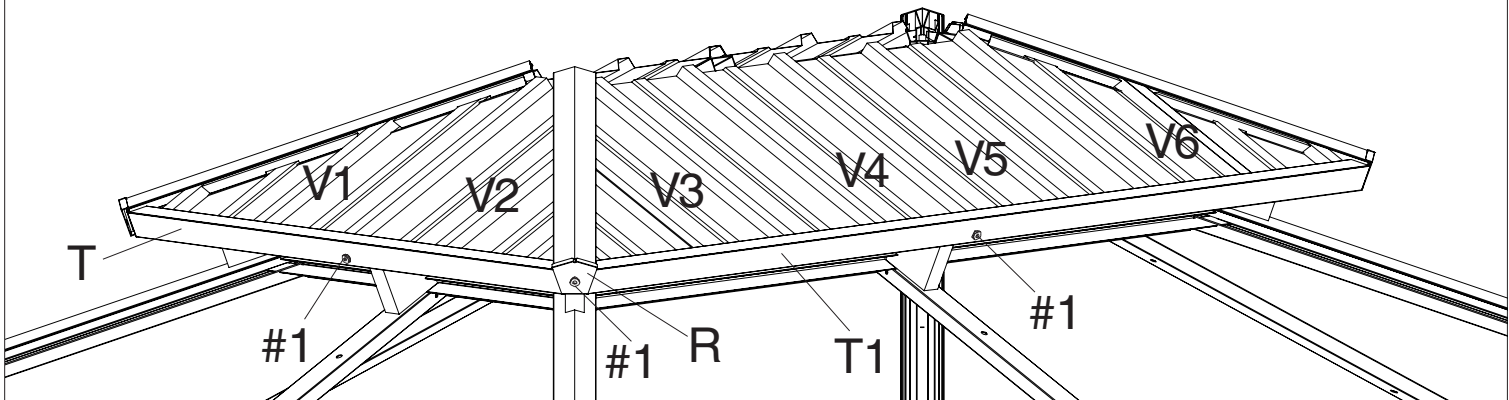
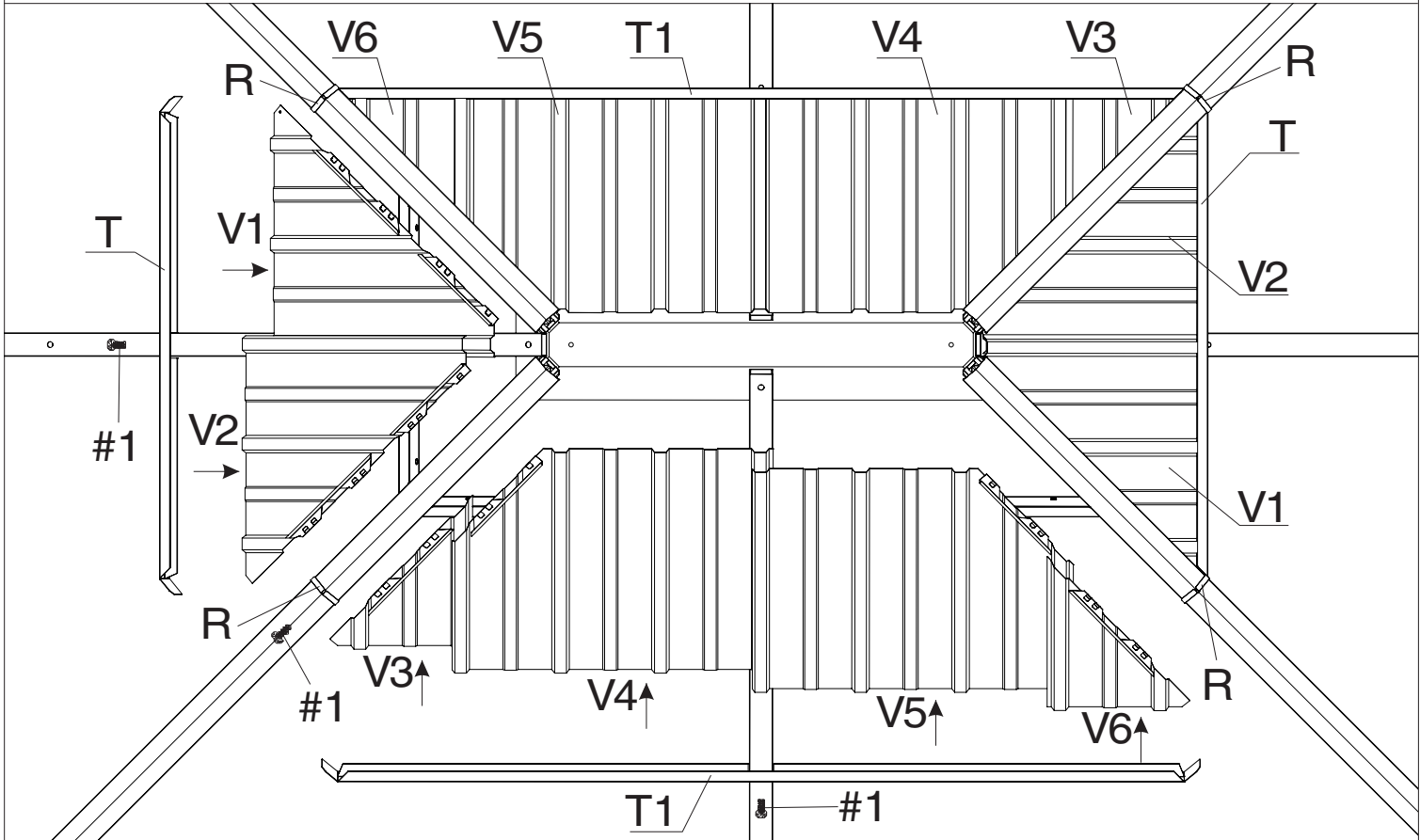
V4

V5

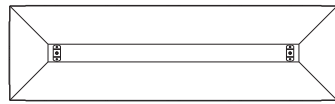
V6

STEP 13: Assemble Roof Panels

1. Insert Roof Panels (Part v1, v2, v3, v4, v5, v6) to upper roof as shown in diagram.
2. Attach Finishing Bars (Part T, T1) to upper roof with Finish End (Part R) using #1 screws as shown in diagram.



Parts Required:



K1 (x1)

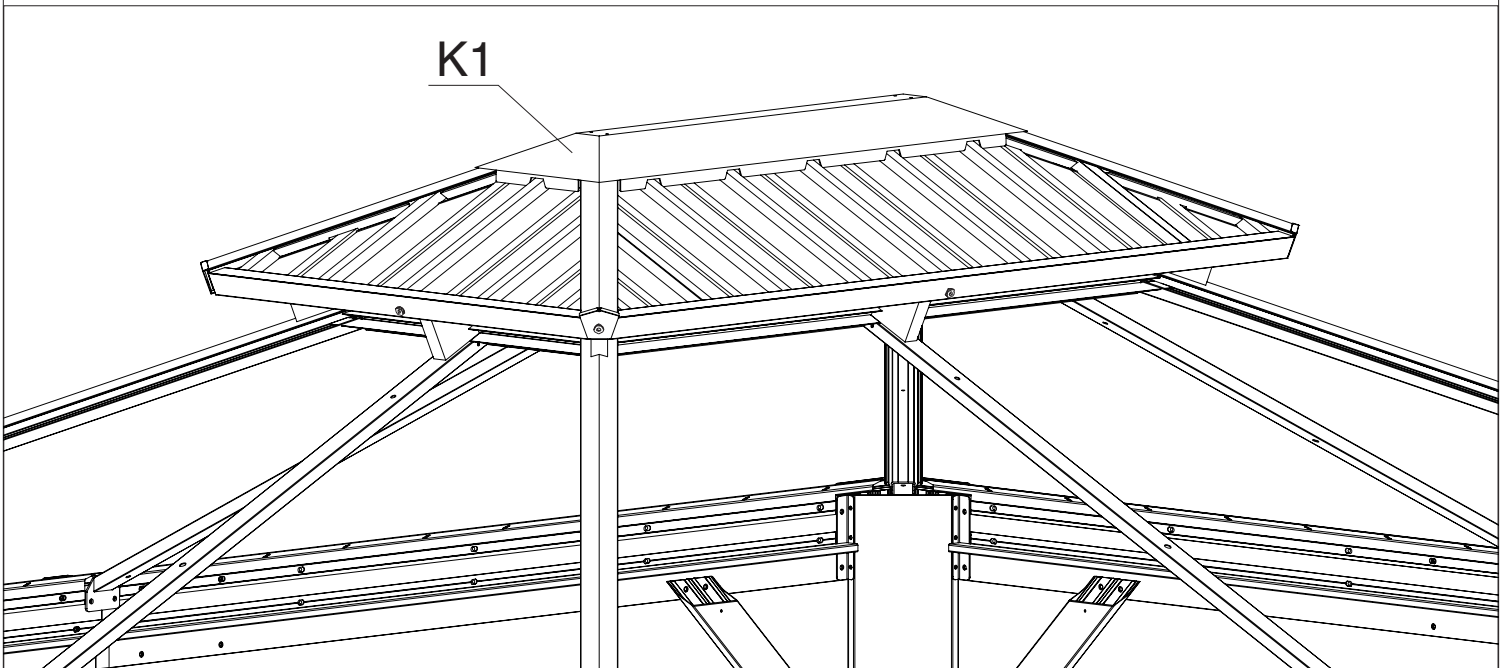
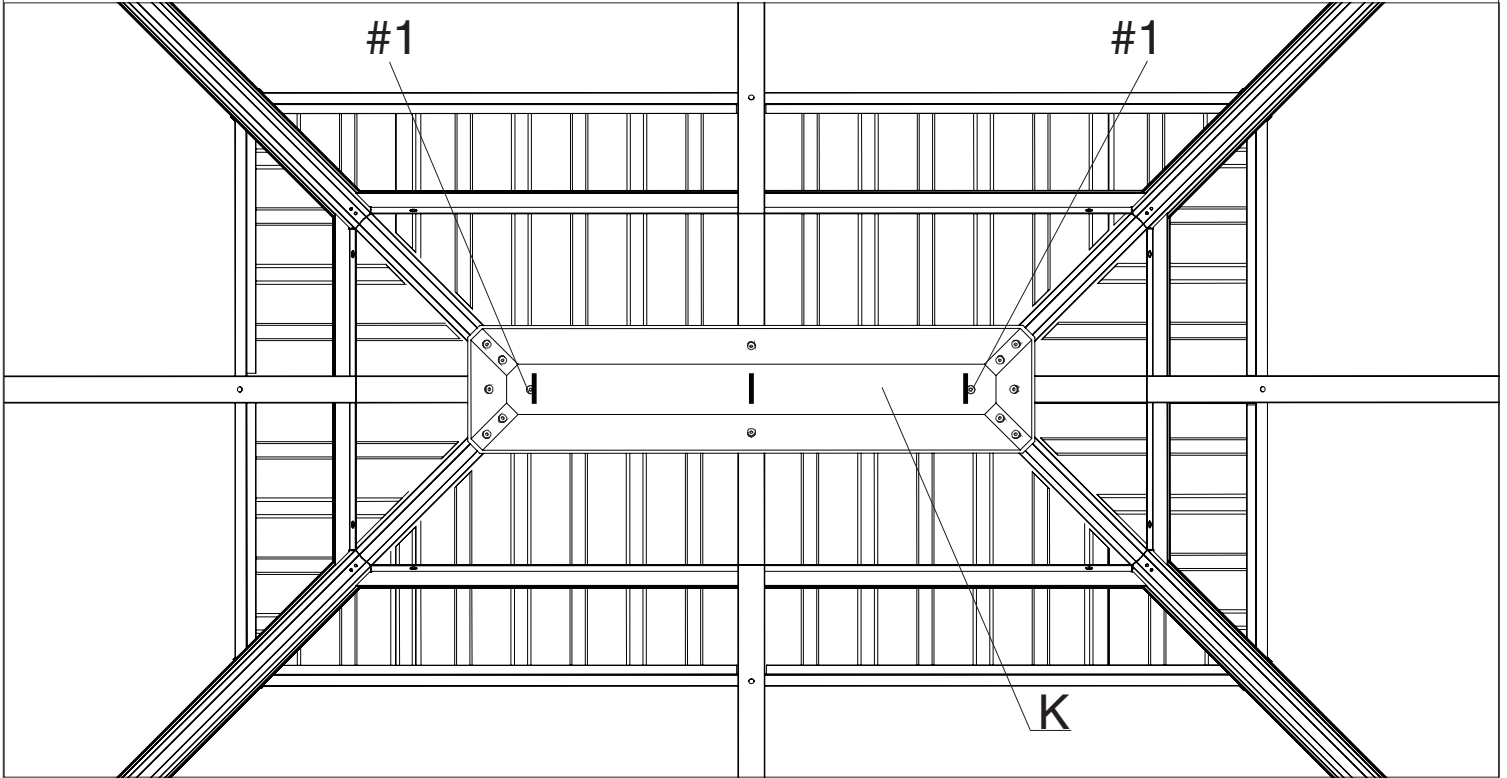


#1
(x2)

STEP 14: Connect Outside Roof Connector

Connect Outside Roof Connector (Part K1) to Inside Roof (Part K) using #1 screws as shown in the diagram.

Upward View



Parts Required:

U0 (x4)
U (x4)

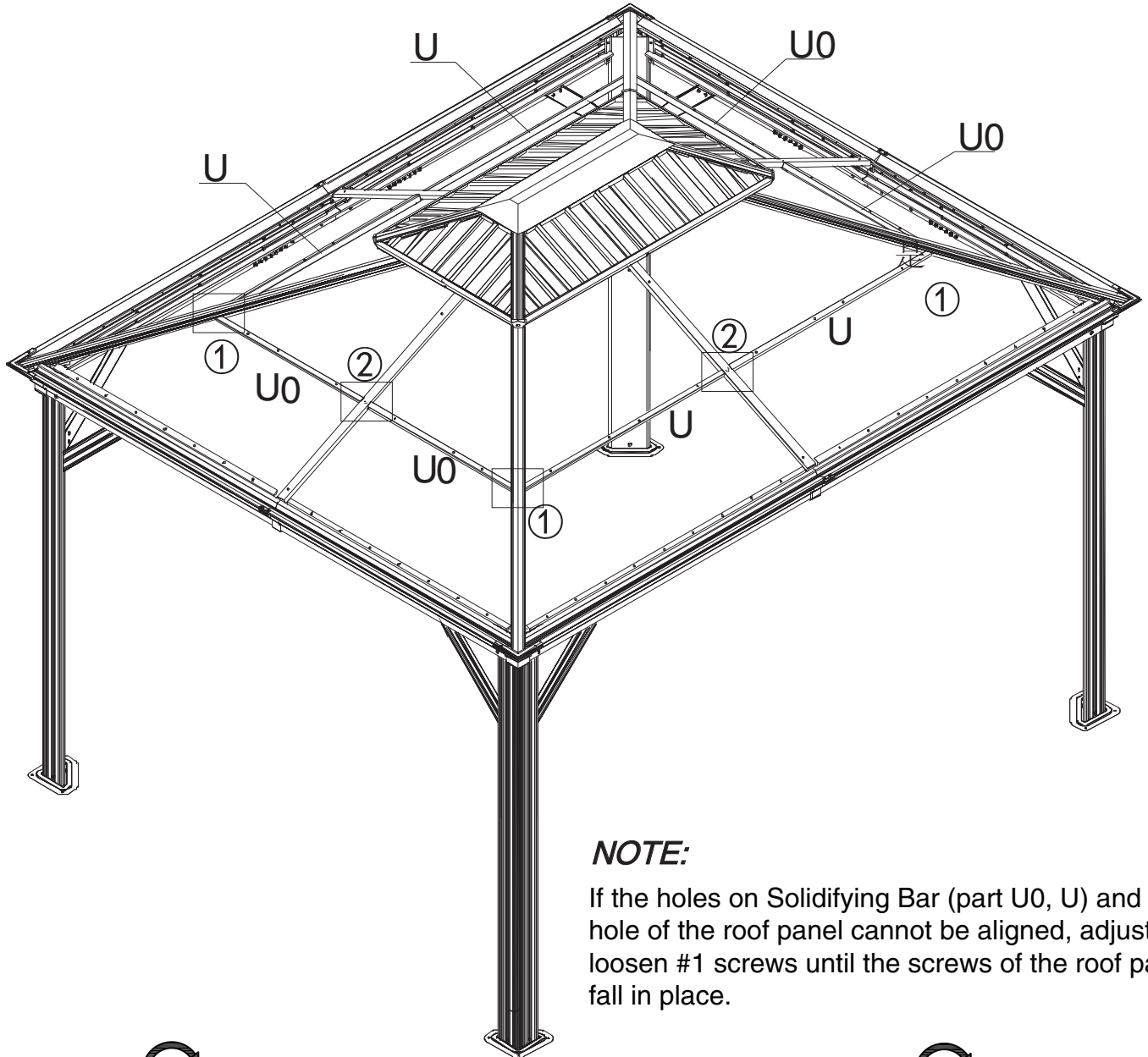
U3 (x4)

U4 (x4)

#1 (x24)

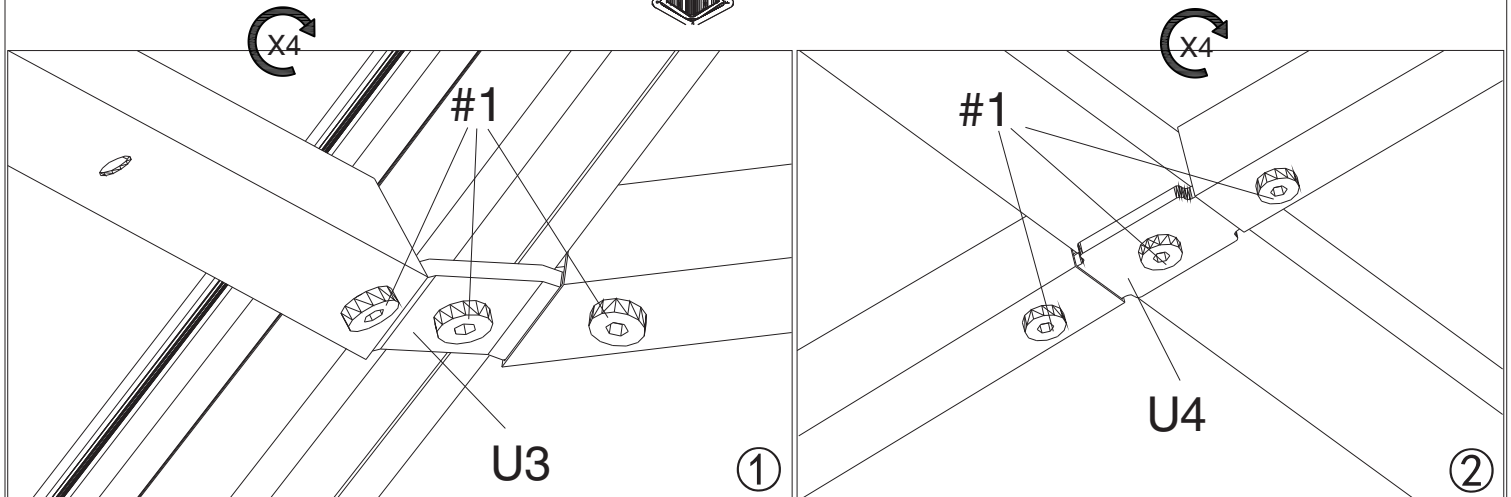
STEP 15: Connect Solidifying Bars

Attach Solidifying Bars (Part U0,U) to roof bar or corner roof bar using Iron Angle (Part U3, U4) and #1 screws as shown in the diagram.

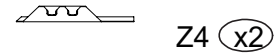
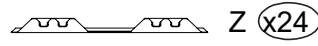
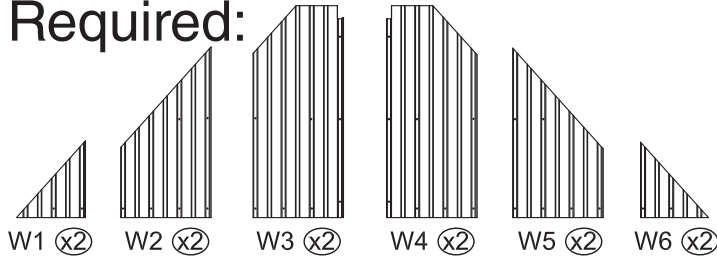


NOTE:

If the holes on Solidifying Bar (part U0, U) and the hole of the roof panel cannot be aligned, adjust or loosen #1 screws until the screws of the roof panel fall in place.

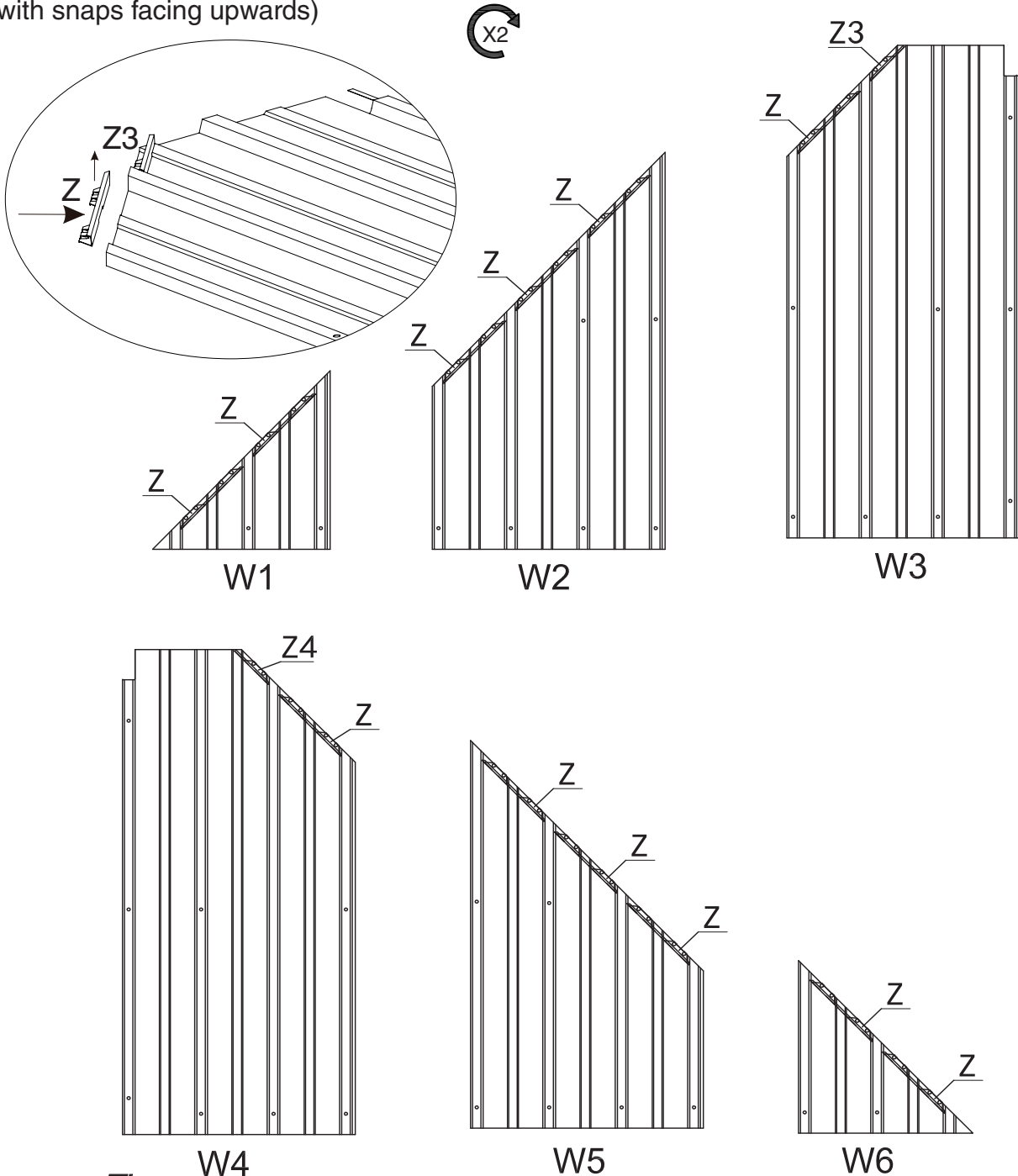


Parts Required:



STEP 16: Snap Brackets

(with snaps facing upwards)

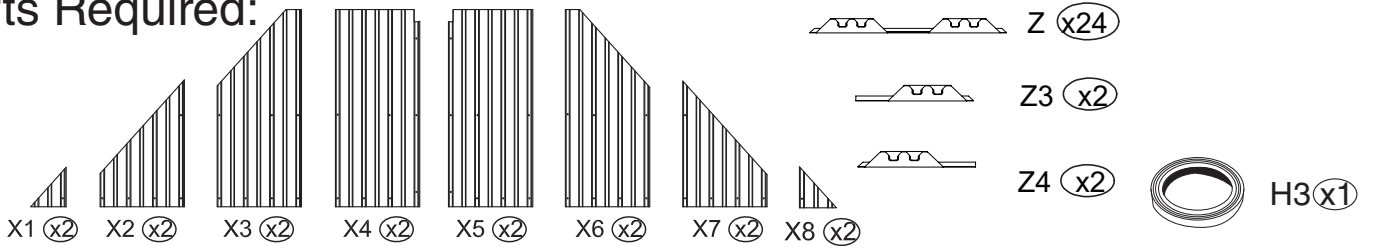


Tips:

1. Wearing protective gloves is recommended.
2. To prevent Z-Clips (plastic brackets) from sliding off prior to assembly, apply double-sided adhesive tape (Part H3) to the underside (bottom) edge of the roof panels where the brackets (Part Z, Z3, Z4) are supposed to attach.
3. You can use super glue (not included) to attach the brackets to the roof panel if the double-sided tape doesn't work for you.



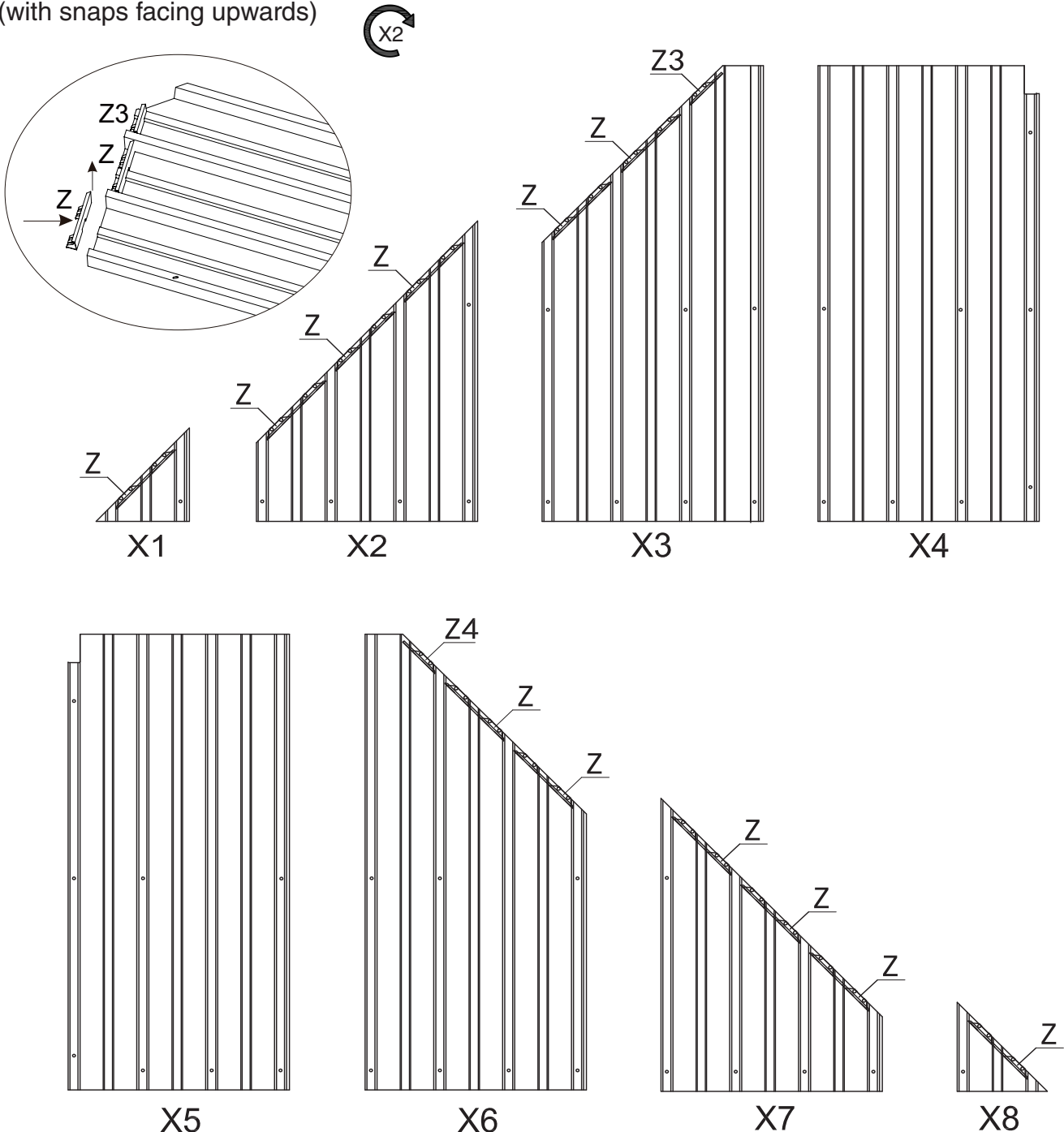
Parts Required:



STEP 17: Snap Brackets

Snap Bracket (Part Z, Z3, Z4) to the roof panel edges as shown in the diagram.

(with snaps facing upwards)

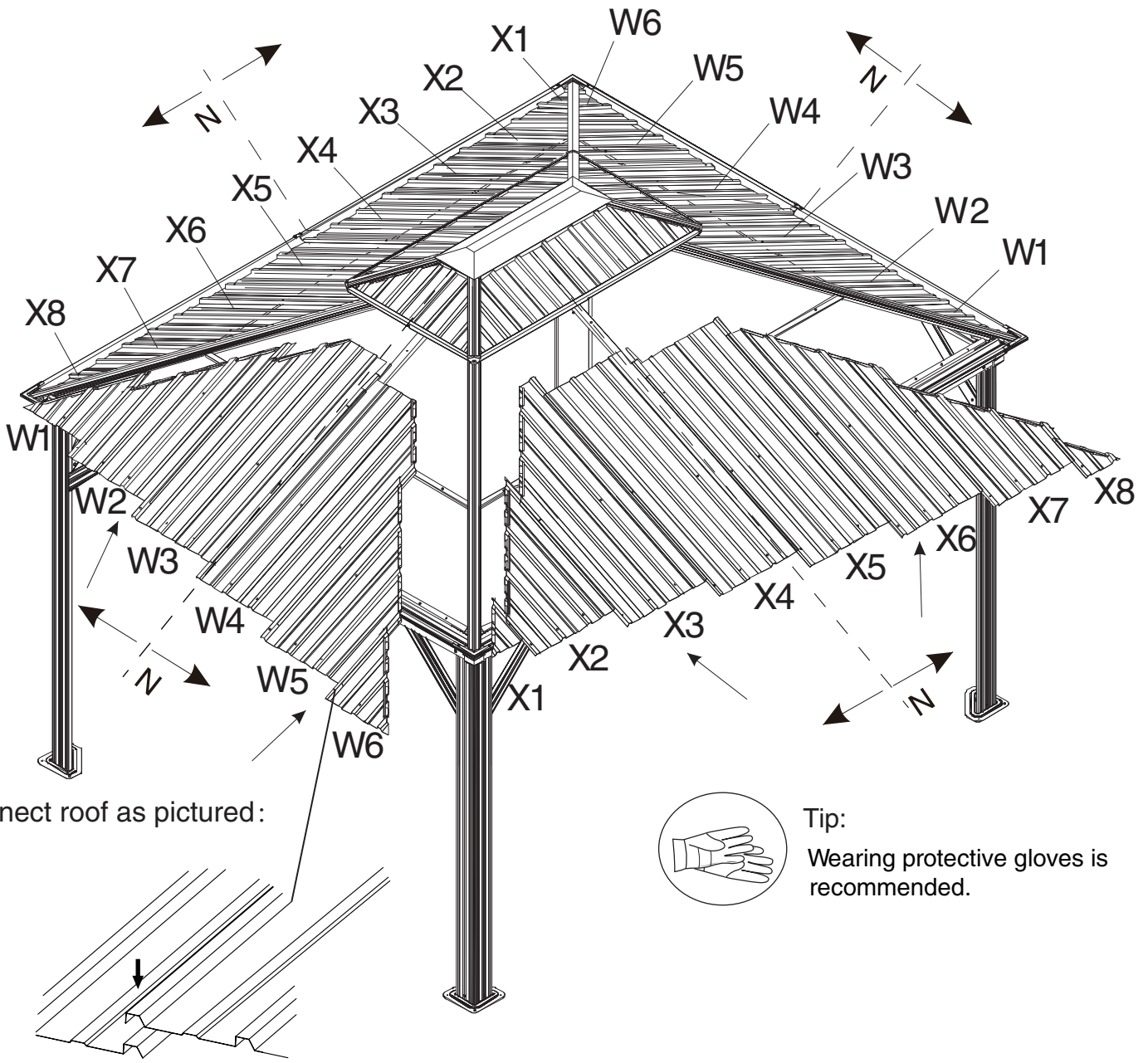


1. Wearing protective gloves is recommended.
2. To prevent Z-Clips (plastic brackets) from sliding off prior to assembly, apply double-sided adhesive tape (Part H3) to the underside (bottom) edge of the roof panels where the brackets (Part Z, Z3, Z4) are supposed to attach.
3. You can use super glue (not included) to attach the brackets to the roof panel if the double-sided tape doesn't work for you.



Overall roof assembly:

Please place the panels on the frame and assemble them from the centerline (Part N) to the left and right.

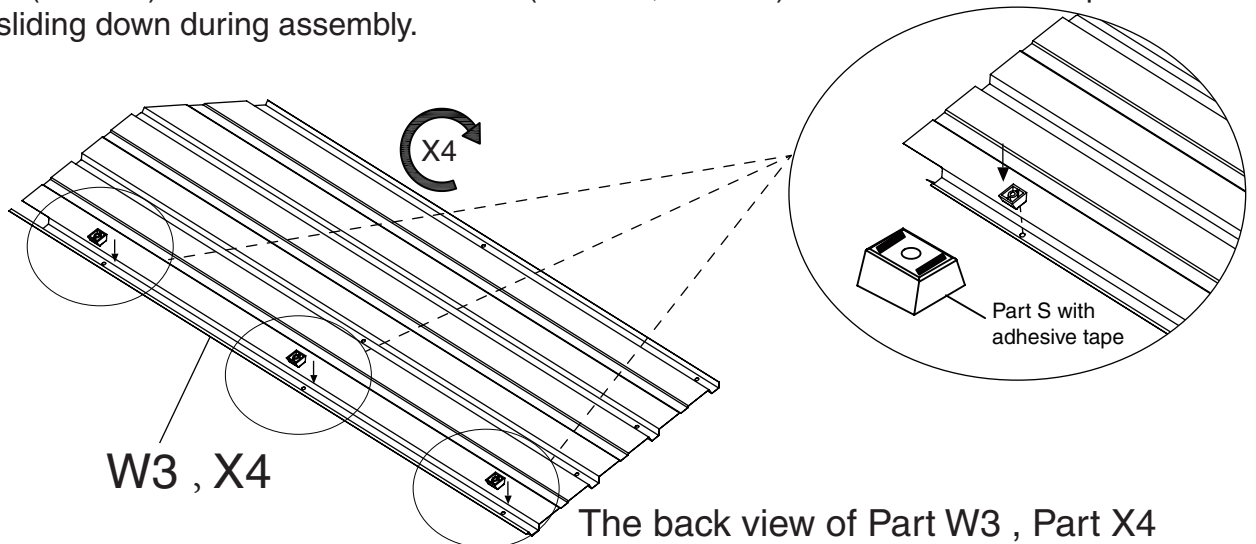


Connect roof as pictured:



Tip:
Wearing protective gloves is recommended.

Tips: To facilitate the easy fastening of roof panels (Part W3, Part X4), please use double-sided adhesive tape (Part H3) to affix Part S onto Panel (Part W3, Part X4) in advance. This will prevent Part S from sliding down during assembly.



The back view of Part W3 , Part X4

Parts Required:

□ S x104

#5 x64
L 28mm

#6 x8
L 45mm

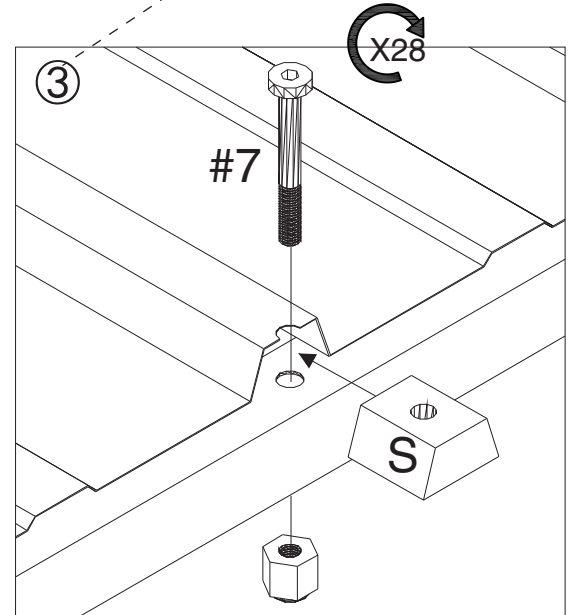
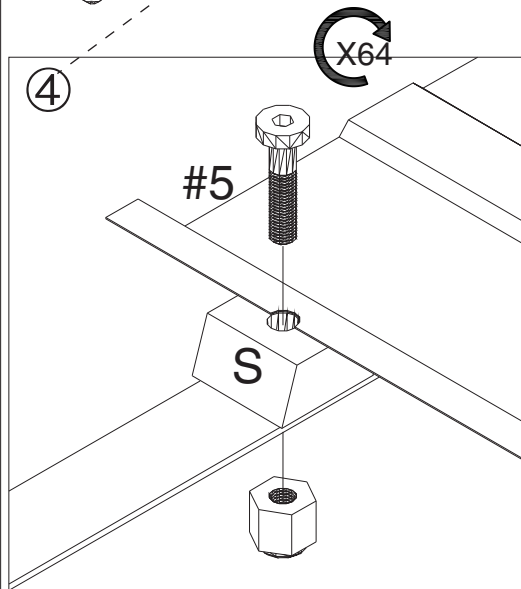
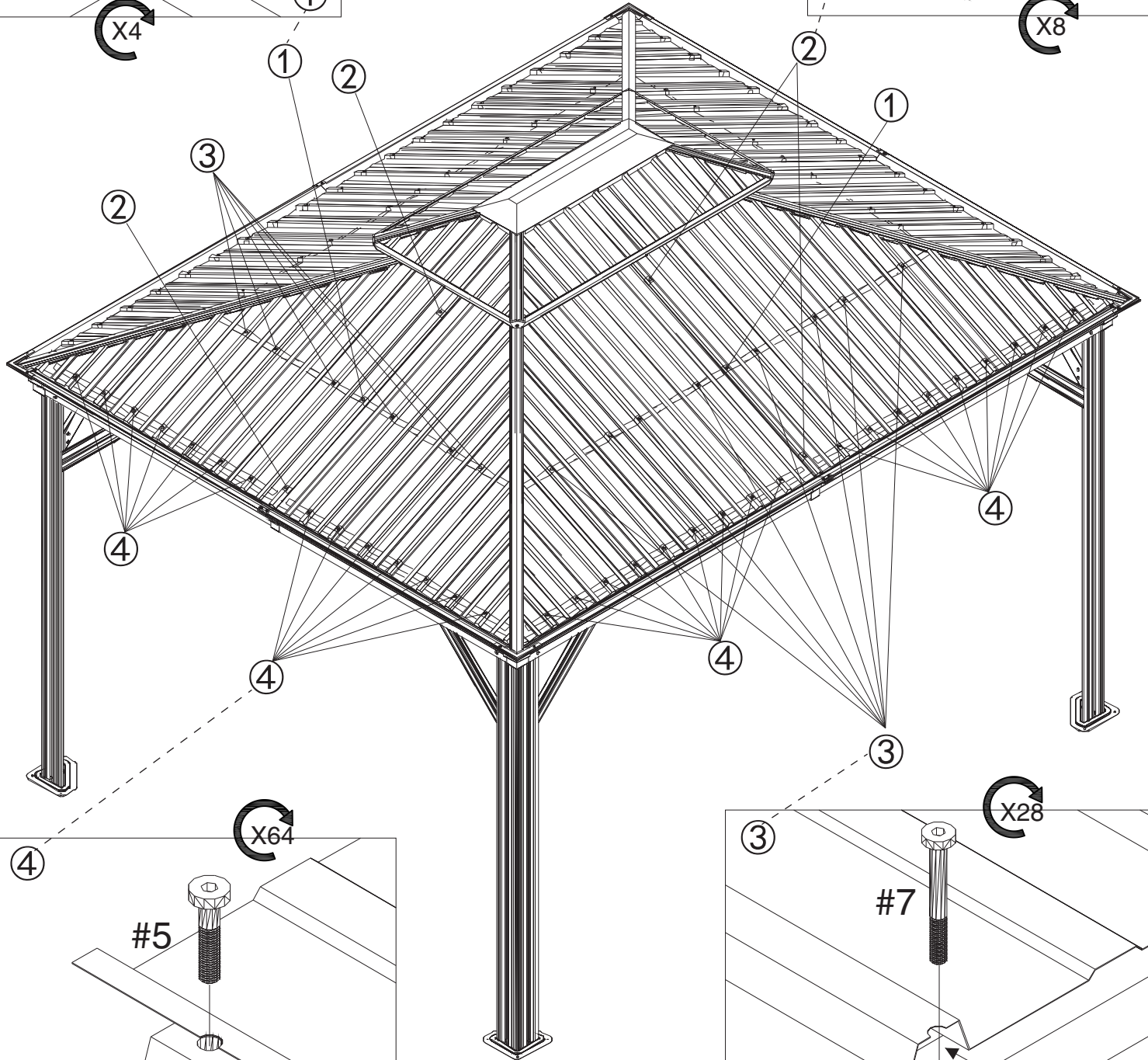
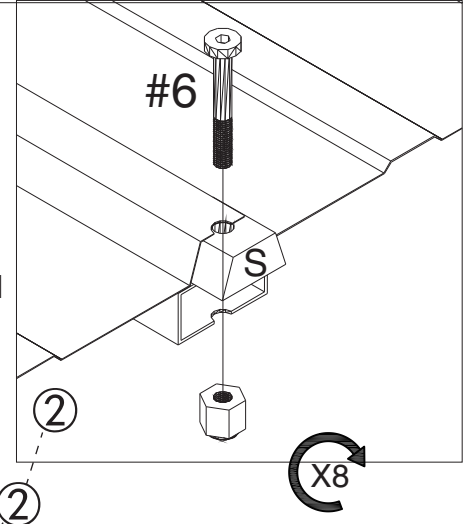
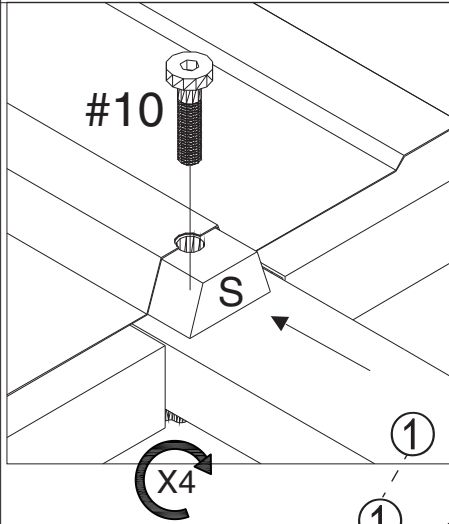
#7 x28
L 50mm

#10 x4
L 25mm

STEP 18:

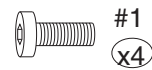
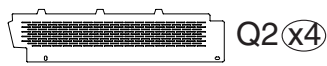
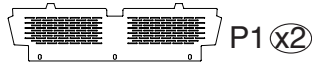
Affix roof panels using screws and Spacers (Part S) as shown in diagram.

Align all roof panels and screws LOOSELY (DO NOT TIGHTEN ANY SCREWS) until all the roof panels are aligned accordingly, THEN TIGHTEN all screws to secure the roof panels in place.



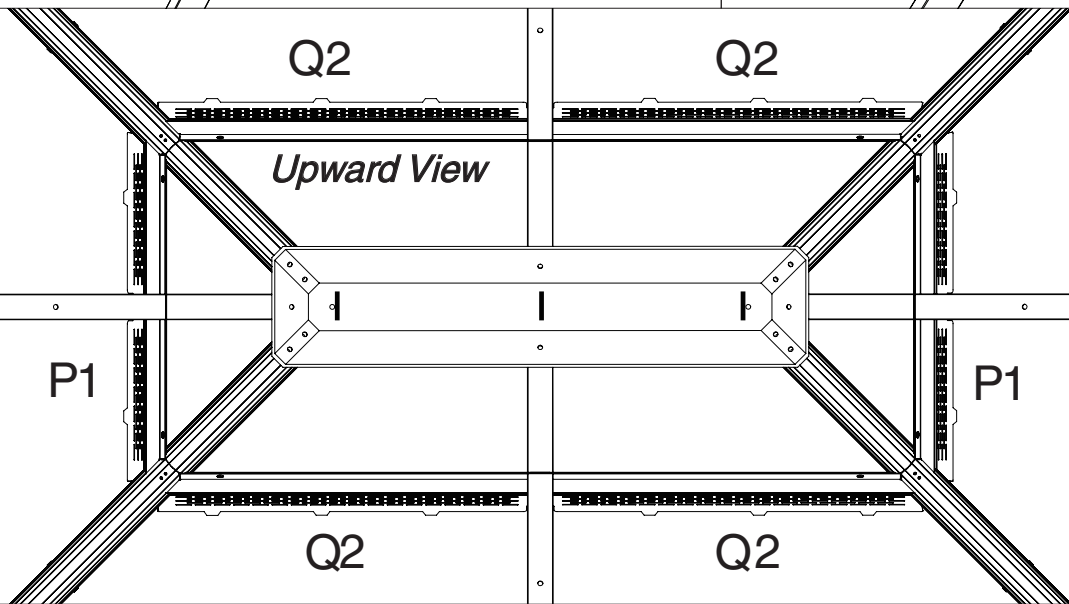
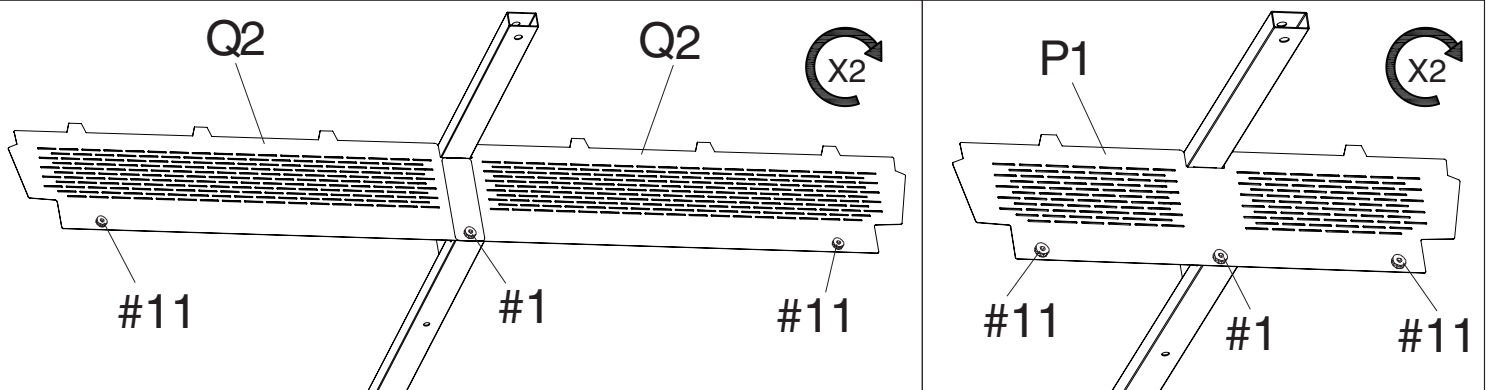
Tips:
At least two people for this step.

Parts Required:

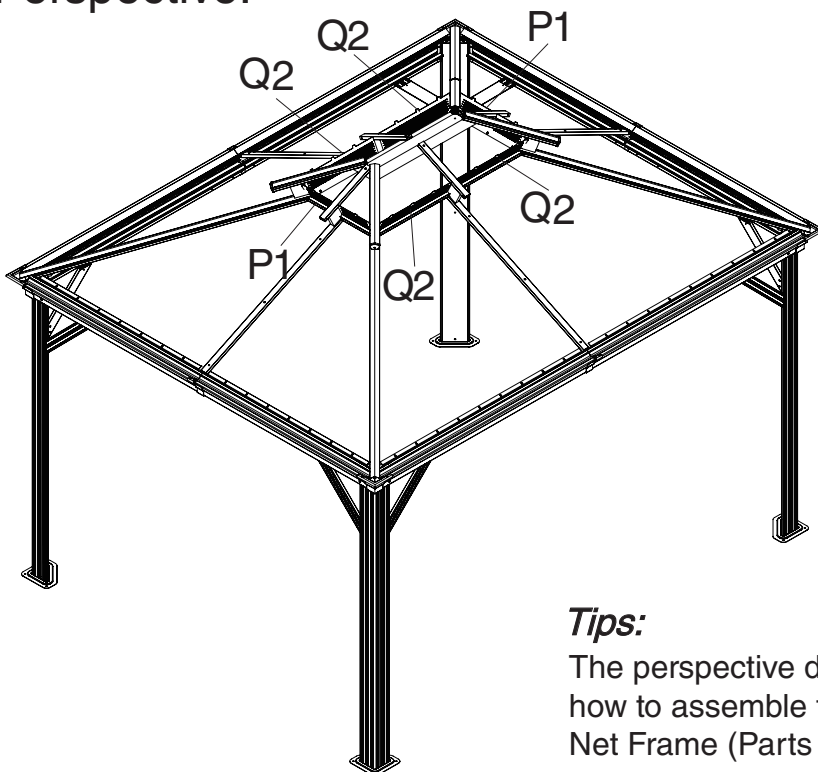


STEP 19: Assemble Net Frame

Attach Net Frames (Part P1,Q2) to Finishing Bars (Part P, Q) using #1 & #11 screws as shown in diagram.



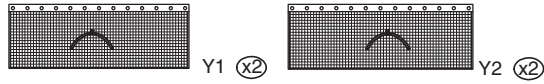
Perspective:



Tips:

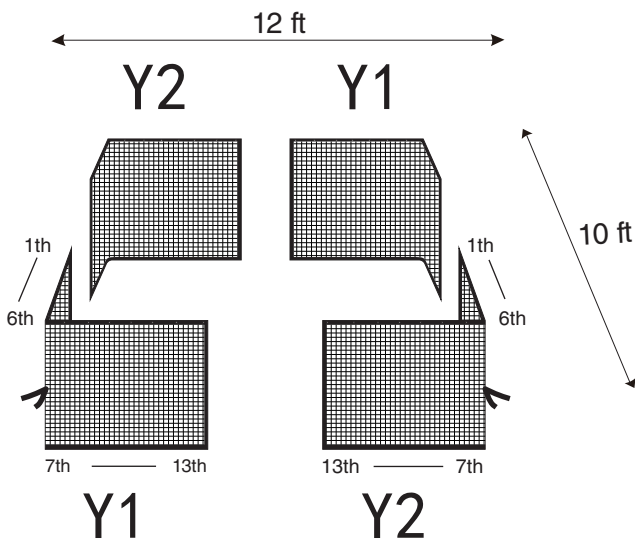
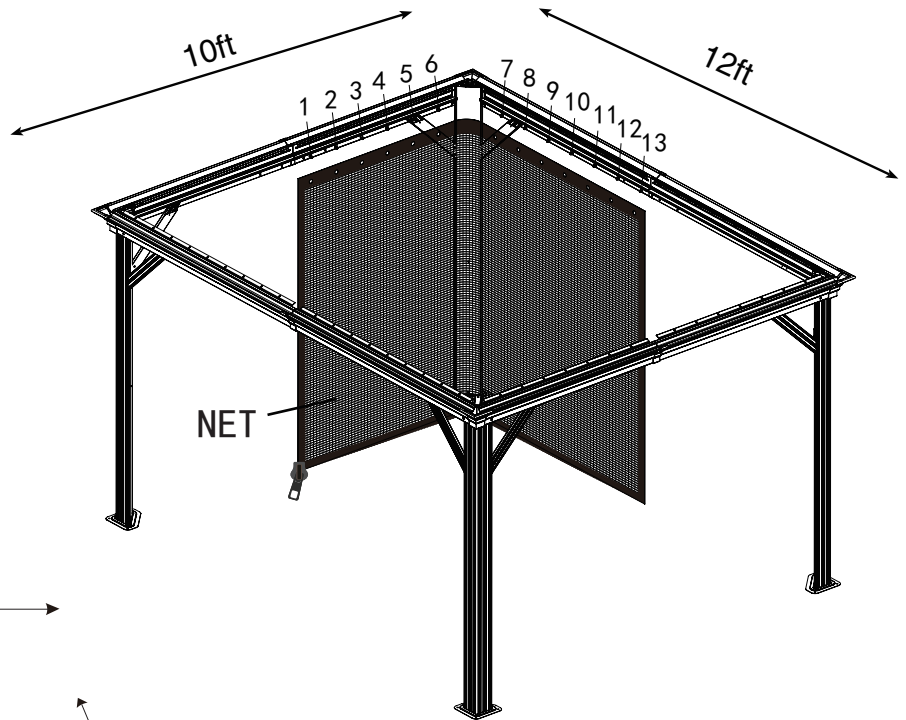
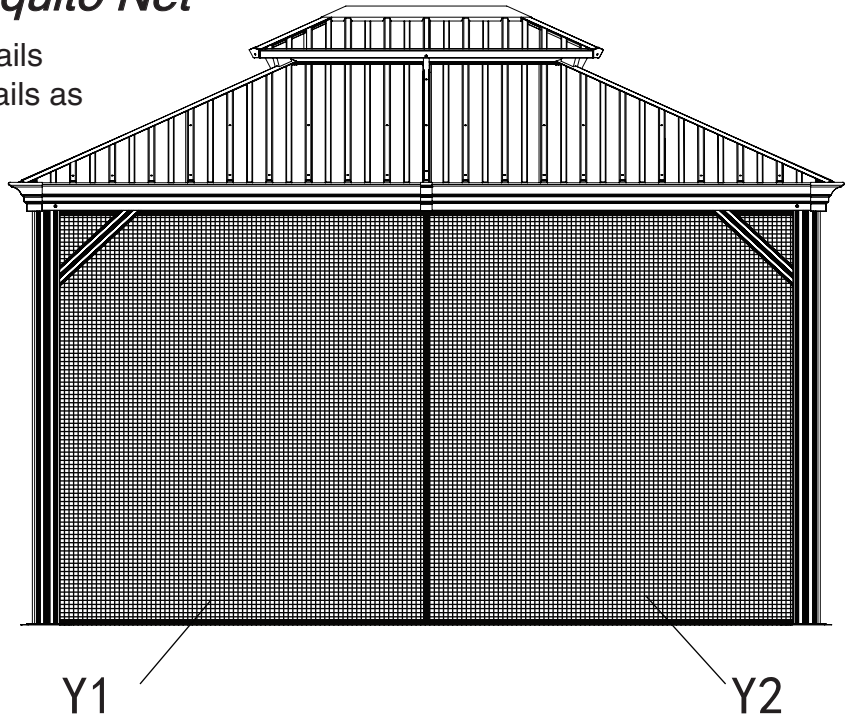
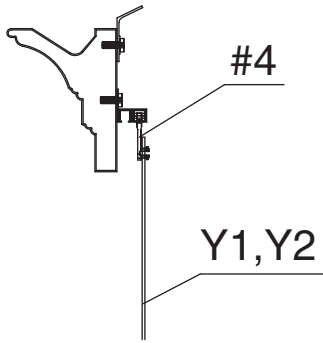
The perspective drawing is for demonstrating how to assemble the final step that sets up the Net Frame (Parts P1, Q2) more effectively.

Parts Required:



STEP 20: Assemble Mosquito Net

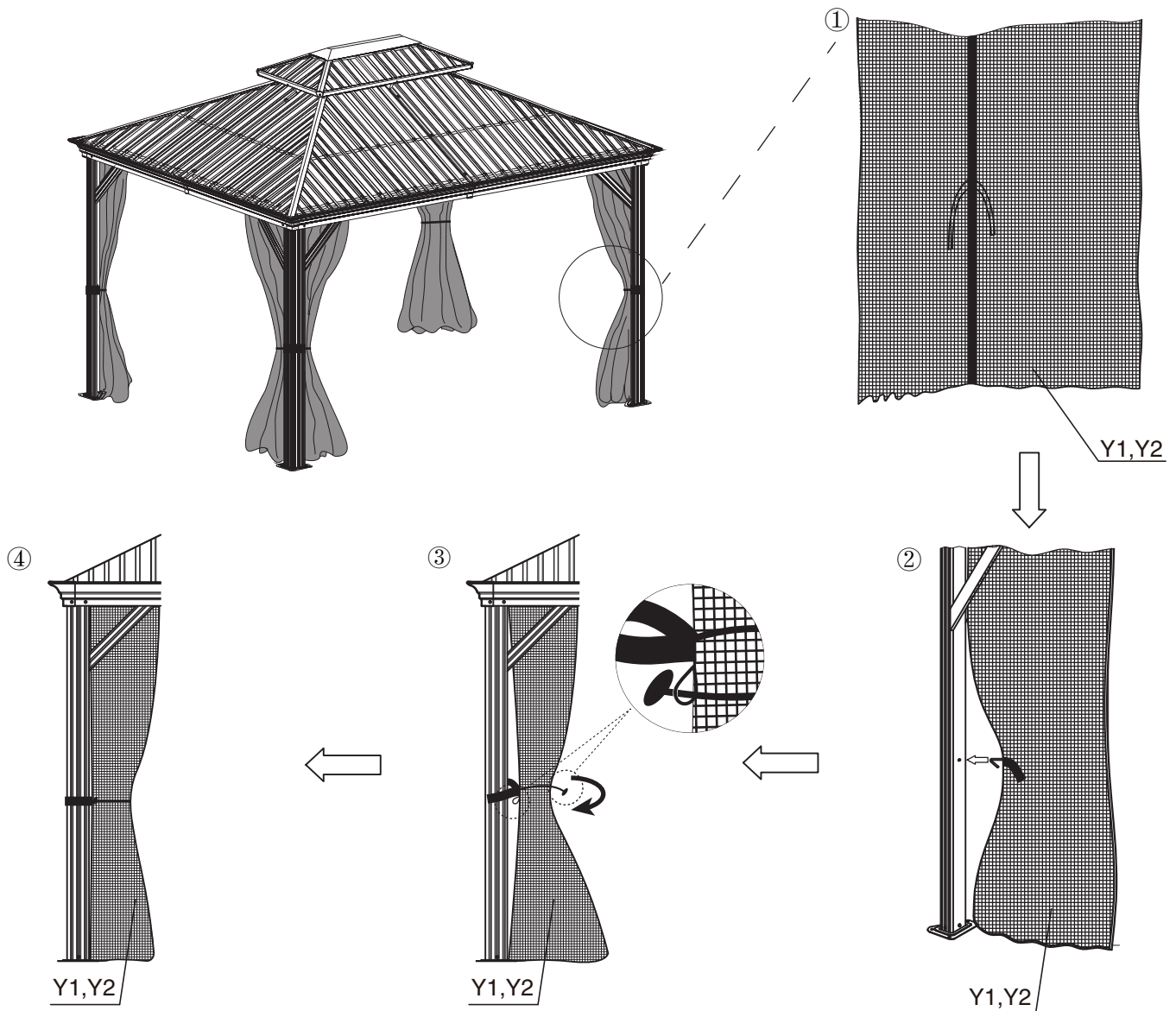
Install the Mosquito Net on the inner rails and the Solid Sidewalls on the outer rails as shown in the diagram.



The privacy curtain is not included, but available for separate purchase. Visit kozyard.com and search for KZAHG1012SW to buy it.

Parts Required:

STEP 21: When closing the Mosquito Net, refer to the steps below to align it with the poles, as shown in the diagram.



Care and Warranty

- Clean the frame components and fabric with a mild soap solution, then rinse thoroughly. Avoid using bleach, acid, or any other solvents on either the fabric or frame components.
- The roof, frame, bolts, and nuts come with a guarantee against defects in material and workmanship for one year from the date of purchase. However, the privacy curtain and mosquito netting are warranted for just 90 days. For a comprehensive warranty policy, please visit www.kozyard.com. Be aware that warranty terms can change without prior notification.
- For the best performance and safety of your gazebo, inspect and tighten all bolts and fasteners regularly



Enjoy Cozy Life!

As expert manufacturer of hardtop gazebos, Kozyard remains committed to supporting you with parts and replacements, even beyond your warranty period. Don't hesitate to contact us directly if you are missing parts or need a replacement.

SUPPORT:

Toll free: 1-866-355-0018
www.kozyard.com
email: support@kozyard.com

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