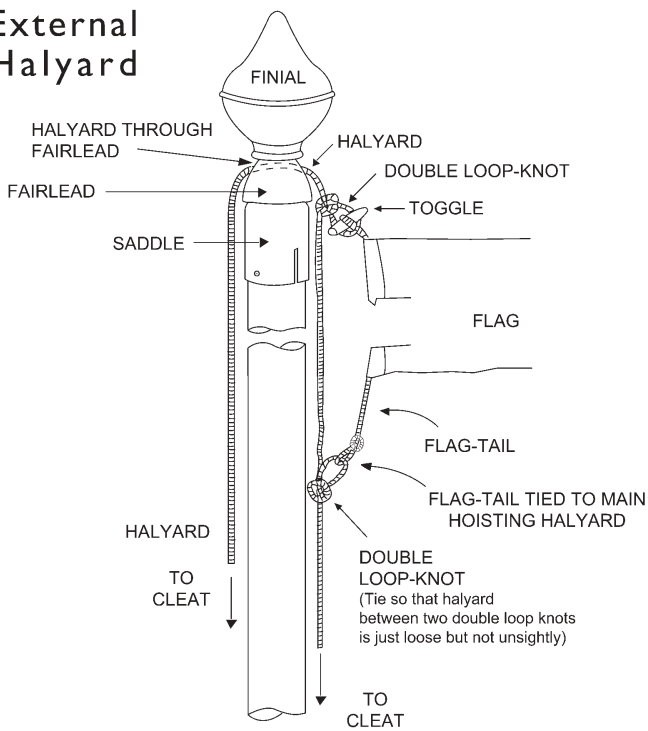


# SYSTEMS FOR GLASSFIBRE FLAGPOLES

## Rigging Instructions - Wall or Ground Mounted



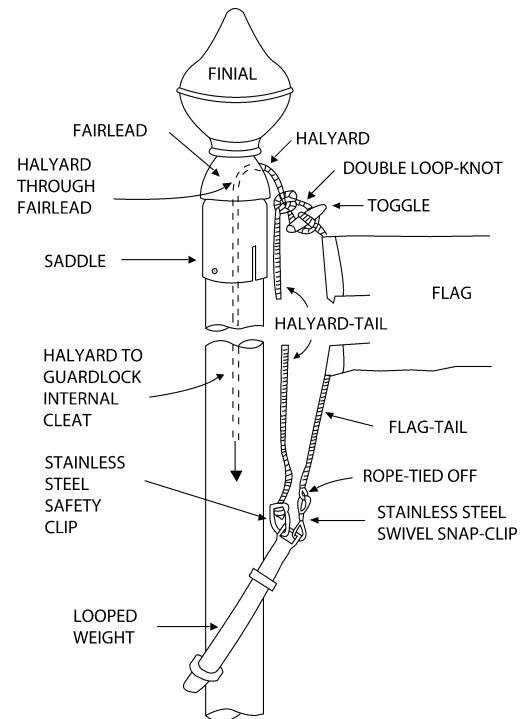
### External Halyard



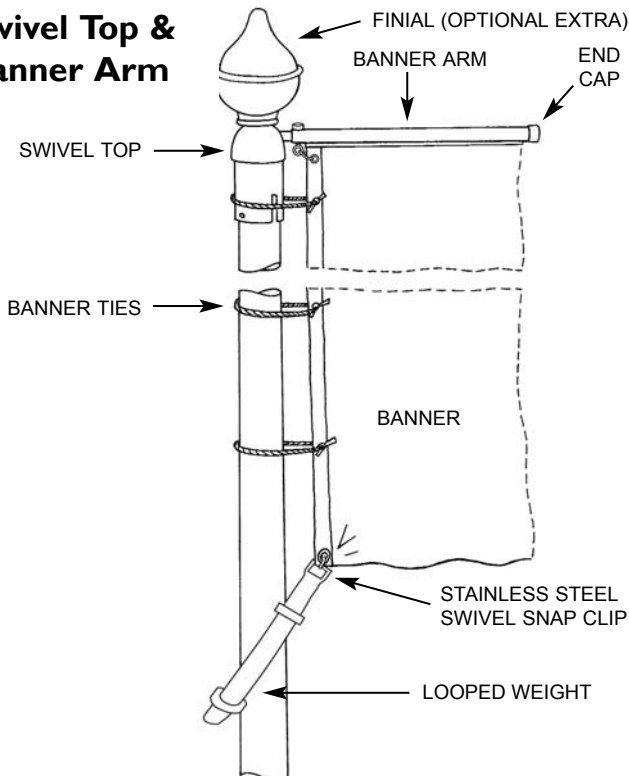
Inglefield Flag attachment Clips (Plastic or Metal) can be fitted as an optional extra

- 1) Tie double loop-knot in halyard for toggle. Length of halyard should be 5cm longer than the bottom of the flag tail.
- 2) Using a single knot fix halyard tail to safety snap clip.
- 3) Attach safety clip to weight eye-bolt.
- 4) Fix swivel clips to flag tail and attach to weight eye-bolt.
- 5) Hoist flag, Halyard tail should hang looser than the flag tail which carries the weight.

CAUTION. FIX HALYARD AND FLAG TAIL ONLY TO THE WEIGHT EYE-BOLT. NOT THE HOOP.



### Swivel Top & Banner Arm



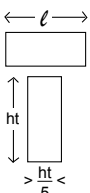
### Replacing or Re-Rigging Internal Halyard

**LOWER POLE IN HINGED BASE PLATE. REMOVE HINGE PIN. TURN POLE OVER SO THAT INTERNAL DOOR IS ON THE TOP. Follow installation instructions overleaf.**

**IF THE POLE CANNOT BE LOWERED AND REMOVED EASILY FROM THE HINGED BRACKET FOLLOW THE INSTRUCTIONS BELOW, DO NOT REMOVE GUARDLOCK UNIT FROM THE POLE BEFORE THE POLE IS LOWERED**

- 1 Unlock the door with the key provided.  
DO NOT remove halyard from plate on clamping screw.
- 2 Unscrew the Guardlock Unit with a screwdriver to release clamping bracket.
- 3 Remove unit and clamping bracket from flagpole.  
CAUTION: Do not allow clamping screw to fall inside flagpole.
- 4 Tape the weight to the pole above the door.  
Lower the pole by unbolting the nuts (4 No), and hinge down.  
Remove the fairlead and saddle.  
The replacement halyard is normally 2X (twice) the height of the pole.
- 5 Push the halyard along the length of the pole using rods.  
Pull new halyard through the hole for the door fitting.  
OR Attach a 1.5Kg chain or weight securely to the end of the halyard.  
ENSURE THE CHAIN OR WEIGHT CAN BE WITHDRAWN THROUGH THE HOLE FOR THE INTERNAL DOOR FITTING.
- 6 Rethread the halyard through the fairlead.  
Refix the Saddle and Fairlead with the three screws.  
Ensure the halyard moves freely through the fairlead.  
Raise the flagpole to a vertical position.
- 7 Thread the halyard over the brass guide in the Guardlock unit from the rear and attach securely to the plate on the clamping screw.  
(See Fig 7 Fitting instructions overleaf)
8. Follow fitting instructions overleaf (Fig 8 - 14)

### Flag / Banner Information

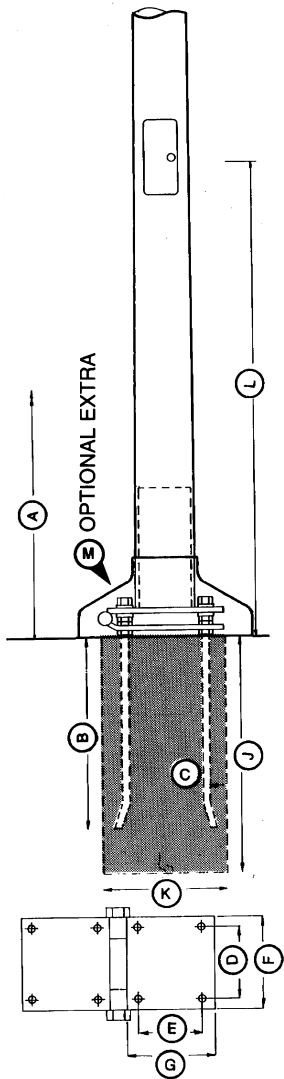


**LANDSCAPE STYLED FLAGS - DO NOT EXCEED 25% OF THE LENGTH OF THE POLE, I.E. 8m HIGH POLE = 2m LONG FLAGS**

**BANNER/PORTRAIT STYLED FLAGS - FLAG LENGTH NOT TO EXCEED 50% OF THE LENGTH OF THE POLE**

**GALE WARNING - REMOVE FLAGS OR USE STORM FLAGS IN ADVERSE WEATHER CONDITIONS**

# Installation Instructions - Ground Mounted

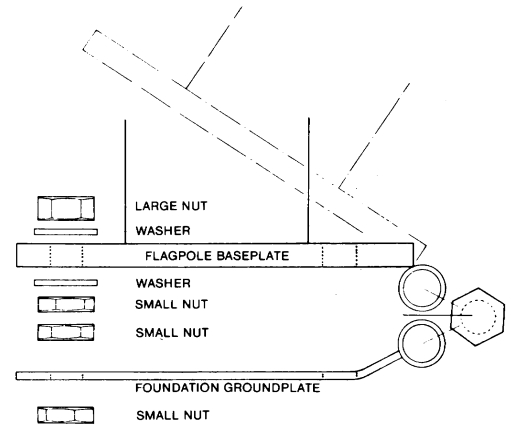
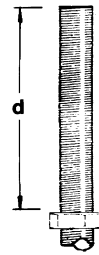


Length of foundation bolt thread exposed above concrete foundation

6-12m poles d = 60mm

13-16m poles d = 80mm

17-18m poles d = 100mm



FOR BANNER POLES OR NON-STANDARD FLAGPOLES THESE DIMENSIONS MAY NOT APPLY PLEASE ENQUIRE FROM SUPPLIER FOR CORRECT BURIAL DEPTH OF FOUNDATION BOLTS.

## INSTALLATION INSTRUCTIONS

- 1) Screw on thin nut to each threaded foundation bolt for distance "d" as appropriate
- 2) Place each foundation bolt (4 No.) through the thinner foundation ground plate holes and locate in position with a further thin nut. Be careful to ensure to turn plate the correct way with the hinge pointing upwards.
- 3) Place the foundation bolts in the concrete and make certain the hinging bolt points in the direction to which the pole will be both raised and lowered. Leave a small space (15mm max) between the concrete foundation and the foundation ground plate to make it possible to adjust the flagpole for verticality. Ensure the foundation ground plate is level.
- 4) When the concrete has hardened the pole can be erected but only after mounting one more thin nut and washer on each foundation bolt.
- 5) Place hinging bolt partially through the flagpole baseplate and offer the flagpole up to the foundation ground plate.
- 6) Erect the flagpole and finally place one LARGE nut and washer per foundation bolt, adjusting the lower nuts vertically if necessary.
- 7) Re-tension bolts some weeks after erection.

## TECHNICAL DATA

All measurements in millimetres unless otherwise stated. Special lengths other than those mentioned can be manufactured but are not available ex stock

DIMENSIONS OF BASIC FLAGPOLE		10'0"	13'1"	16'5"	19'8"	23'0"	26'3"	29'9"	32'9"	36'0"	39'4"	42'8"	46'0"	46'9"	52'6"	55'9"	60'0"
Overall Length of Flagpole	A	3m	4m	5m	6m	7m	8m	9m	10m	11m	12m	13m	14m	15m	16m	17m	18m
Butt Diameter of Flagpole	-	95	100	120	120	120	120	140	140	140	140	190	190	190	190	190	190
Top Diameter of Flagpole	-	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65
Approx. Weight of Flagpole (naked)	-	5kg	6kg	8kg	9kg	11kg	13kg	22kg	24kg	31kg	34kg	60kg	65kg	72kg	75kg	81kg	85kg
Wt. of Flagpole with Steelwork	-			20kg	21kg	23kg	25kg	36kg	38kg	45kg	48kg	100kg	105kg	112kg	115kg	126kg	130kg
Ext. Diameter of Gold Finial	-	120	120	120	120	120	120	120	120	120	120	150	150	150	150	150	150
Maximum Flagsize (Ratio 2:1) **	-	1.0m	1.5m	1.5m	2.0m	2.0m	2.5m	3.0m	3.0m	3.0m	3.0m	4.0m	4.0m	4.0m	5.0m	5.0m	5.0m
Overall Length of Bolts	-			500	500	500	500	500	500	500	500	900	900	900	900	900	900
Depth of Bolts in Concrete	B			425	425	425	425	425	425	425	425	800	800	800	800	800	800
Diameter of Foundation Bolts	C			16	16	16	16	16	16	16	16	20	20	20	20	20	20
Hole Centres	D			135	135	135	135	135	135	135	135	230	230	230	230	230	230
Hole Centres	E			128	128	128	128	128	128	128	128	200	200	200	200	200	200
Baseplate Dimensions	F			180	180	180	180	180	180	180	180	280	280	280	280	280	280
Baseplate Dimension	G			180	180	180	180	180	180	180	180	280	280	280	280	280	280
Int. Halyard Door	L			1.5m	1.5m	1.5m	1.5m	1.5m	1.5m	1.5m	1.5m	1.5m	1.5m	1.5m	1.5m	1.5m	1.5m
Ground Collar - Diameters	M	108 (ID) 385 (OD)				125 (ID) 385 (OD)								195 (ID) 445 (OD)			195 (ID) 445 (OD)

Please note that the ground collar (M) is an optional extra

Key: (ID) = Internal Diameter (OD) = Outside Diameter

FOUNDATION DATA		4 - 8 metres	9 - 12 metres	13 - 18 metres
Depth of Foundation Slabs	J	1000*	1250*	1500*
Width of Foundation Slabs (square)	K	500	650	750

\* This assumes clay foundations or similar. If in doubt please consult your Architect.

\*\* Flying a flag larger than the maximum flagsize indicated above may damage the pole in gale conditions.



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# Fitting Instructions for Guardlock Internal Halyard Unit

## Tools Required:

**Tape Measure • Marking Pencil • 2PT Posidrive (+) Screwdriver • File or Sanding Block • Electric Drill • 40mm Hole Saw Drill Head**

- 1 Measure and mark point on the seam 1.5 metres from the base. (Figure 1)
- 2 Mark points on the seam 20mm either side of the centre point. (Figure 2)
- 3
  - i Using a drill with a 40mm Hole Saw, drill out 2 holes. (Figure 3)
  - ii File down the sides of the slot making them parallel. (Figure 4)
  - iii Check unit fits into slot. **DO NOT FIT UNIT AT THIS STAGE.**
  - iv File seam level to ensure Guardlock unit sits flat against the pole. (Figure 5)
  - v Proceed to fit Halyard.
- 4 Measure Halyard Length. 2x (twice) the length of the flagpole.
- 5 Thread leader cable from top of pole and pull through hole for unit. (Figure 6)  
Attach Halyard to leader cable and pull through pole securing end around top of pole.
- 6
  - i Take Guardlock unit and open door. Ensure clamping bracket and the small plate are attached to the unit by the clamping screw.
  - ii Ensure the clamping bracket is a loose fit.
  - iii Feed Halyard through back of Guardlock unit under the Brass Guide and tie end of Halyard to plate on clamping screw. (Figure 7)
  - iv Pull excess halyard through door opening of unit.
- 7 Push unit firmly into hole in flagpole. (Figure 8)
- 8 Place screwdriver into head of clamping screw and give the unit a sharp tap until the unit snaps into place. (Figure 9)  
Ensure the spring sides of bracket are inside the edges of the hole.
- 9 Tighten clamping screw until firmly attached to the flagpole. (Figure 10)  
(Feed excess halyard inside pole and lock door if fitting Finial off site.)

## **INSTALLATION OF FLAG AND WEIGHT - See Rigging Instructions Overleaf**

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- 10
  - i At the top of the pole thread the halyard through the Finial Fairlead.
  - ii Fit the Saddle and Fairlead onto top of flagpole using the 3 screws provided. (Figure 11)
  - iii Ensure Halyard moves freely through the Fairlead.
  - iv Raise the flagpole to a vertical position.
- 11
  - i After installing the Flag and weight raise flag. (Figure 12)
  - ii Secure the Halyard into the spring cleat.
  - iii Feed surplus Halyard inside the flagpole. (Figure 13)
  - iv Lock Guardlock door and remove key for safe keeping (Figure 14)

# Fitting Instructions for Guardlock Internal Halyard Unit

