



Installation Instructions:

EXTERNAL HALYARD GROUND SET FLAGPOLE SYSTEM

The external halyard ground set system is the simplest and most traditional flagpole. While simple in function and easily rigged, this flagpole will provide years of service with only occasional maintenance.

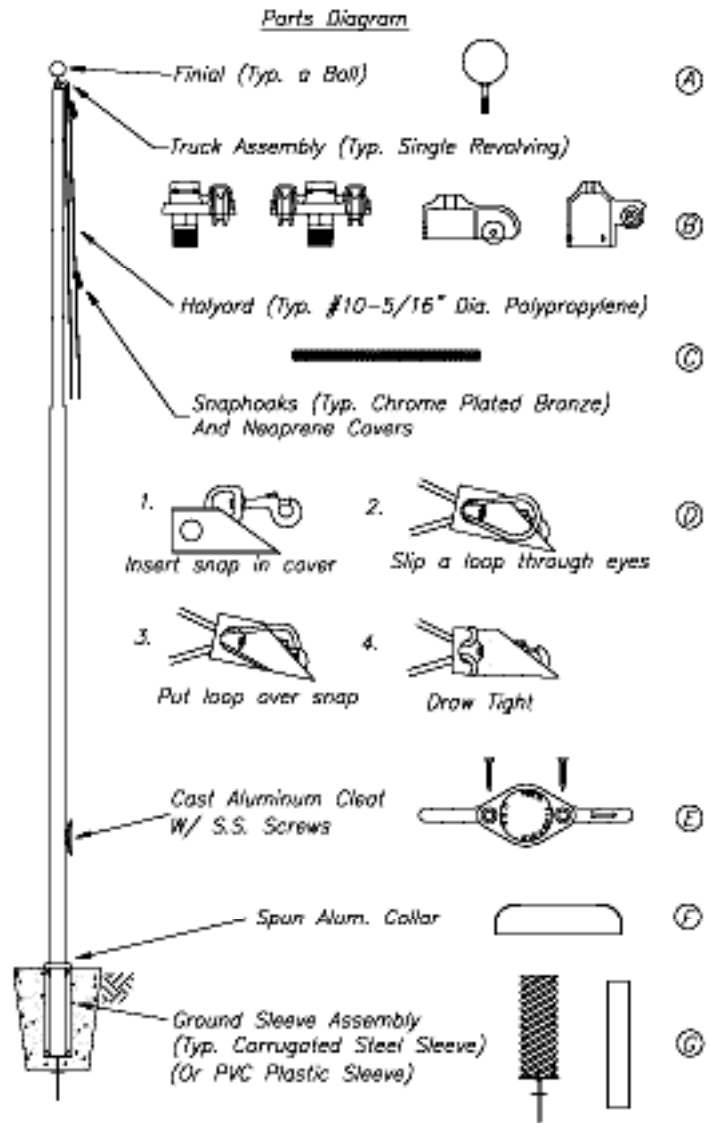


EXTERNAL HALYARD GROUND SET FLAGPOLE SYSTEM

**FOR QUICK AND PROFESSIONAL INSTALLATION
READ ALL INSTRUCTIONS BEFORE PROCEEDING.**

Lay all flagpole components out.
If missing a part from the
attached parts diagram, please
call (800) 368-7171 for the
replacement parts.

STEP 1 - Remove all wrapping materials and place unwrapped pole on cribbing or other wood support on ground (preferably in a covered dry area). If Pole is Multi Section, carefully lay sections out in proper order, grouping poles with like match marks. Sections **MUST BE STRAIGHT & LEVEL** while sliding together. Line up match mark numbers, imprinted at each section, for proper fit. Lightly sand away any burrs that may be present on the male section or in the upper section of the joint. A small amount of lubrication (silicone or dish washing liquid – by others) may be applied to the male portion of the joint for easier fitting. Start with the bottom sections and work toward the top. Begin sliding the two sections, rolling the pole by 180° with every 2 to 3 inches to facilitate an easier fit. (If EXTREME difficulty is found in fitting the first 6 inches together, pull back apart and cool the male section with ice for several minutes). A sledgehammer and block of wood (to protect the pole from direct impact) may be necessary on larger poles to complete the assembly of joints. American Flagpole suggests the use of an epoxy adhesive for aluminum with poles of 60' length.



STEP 2 - Identify parts and place them along the pole according to the parts diagram.

STEP 3 - Starting with the finial ball (**part A**), screw the ball's spindle into truck (**part B**). **Do not grip ball to tighten, grip spindle/rod with vise grips and tighten.** Tighten all nuts and set screws. (**Epoxy or loc-tite type product is recommended on all connections, this material not furnished by American Flagpole.**)

STEP 4 - Attach the truck (**part B**) with ball by screwing into the threaded top of the flagpole (Do not epoxy spindle of truck). If truck (**part B**) is a stationary truck, be sure to secure all set screws.

STEP 5 - Feed the polypropylene rope (**part C**), around the pulley of the truck (**part B**) and down the side of the flagpole to the cleat area. Tie both ends together forming a complete loop. Space the snap hooks and neoprene covers (**part D**) at equal distance on either side of the knot to accommodate flag size (refer to diagram on parts page for snap hook attachment).

STEP 6 - Fasten cleat (s) (**part E**) into position using the self-drilling screws provided. **IMPORTANT NOTE:** The cleat(s) are typically installed at 4'-6" ABOVE FINISHED GRADE. When installing the cleat prior to setting the pole, MAKE SURE TO ALLOW FOR DEPTH OF SLEEVE. Use cleat as template for installation. A pilot hole or drilling oil may be used to facilitate installation. If a second cleat is desired, it is typically mounted at 180 degrees from the first. For installations involving more than two cleats, refer to shop drawings for correct positioning and orientation. **For cleat box installation**, use drill and tap kit to prepare holes in shaft. Align box and cleat over holes, and fasten to pole using provided bolts.

STEP 7 - Before standing flagpole, slide the flash collar (**part F**) up from bottom and secure at the location of the cleat holes with tape on underside of flash collar to prevent slipping.

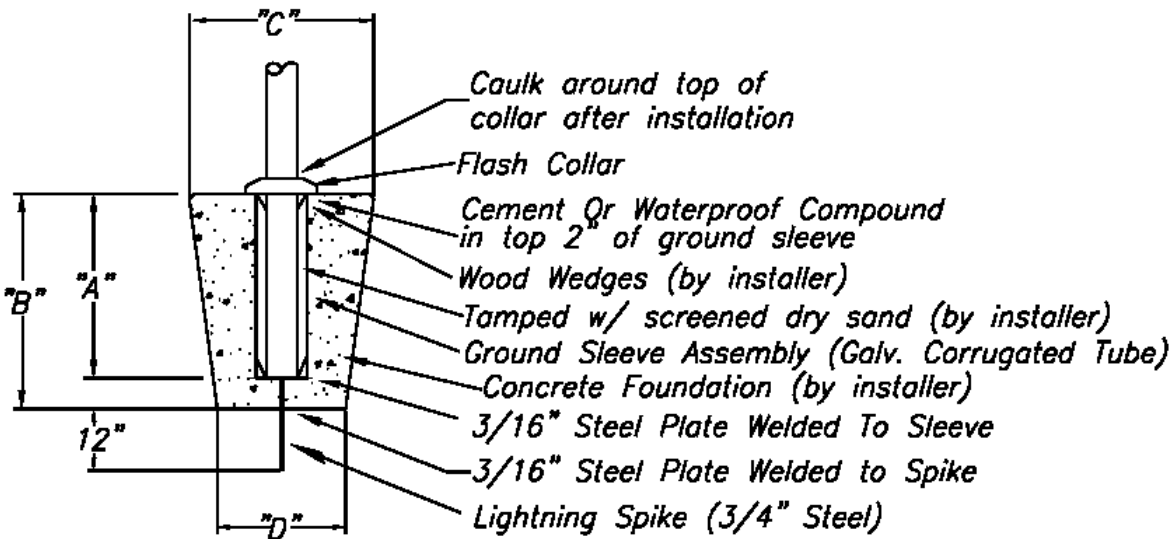
STEP 8 - Stand flagpole into previously installed ground sleeve. (May require crane or backhoe for larger flagpoles. Always choke multiple section poles below lowest joint as a safety precaution). Caution: When installing, the pole should be assembled as close as possible to the final support point. Professionals experienced in such installations should perform rigging and lifting. During lift keep clear of area and reach of pole path. Do not pass pole overhead. When installing multi-piece flagpoles, arrange the rigging for the lift in such a way that weight of the pole sections is supported from the bottom of the pole so that the flagpole joints are pushed together not pulled apart during the lift. Keep clear of power lines.

STEP 9 - After inserting flagpole into ground sleeve (corrugated tube), plumb flagpole with wooden wedges (supplied by others). Fill space between ground sleeve and flagpole with screened dry sand. Fill ground sleeve 6" to 8" at a time and tamp as you fill. Fill ground sleeve with sand to about 2" from top. Then cap off with waterproof cement. For PVC ground sleeve, insert flagpole into plastic sleeve, turn to align truck assembly with the wind, plumb pole, fill remaining void with dry sand, and top off with thin layer of waterproof cement or caulking.

STEP 10 - After waterproof cement and silicone has dried slide flash collar (**part F**) down into position and caulk with matching color silicone around flagpole and flash collar to seal the space between the flagpole and the flash collar.

Exposed Height	"A"	"B"	"C"	"D"
20'-0"	2'-0"	2'-6"	30"	24"
25'-0"	2'-6"	3'-0"	36"	24"
30'-0"	3'-0"	3'-6"	36"	24"
35'-0"	3'-6"	4'-0"	36"	30"
40'-0"	4'-0"	4'-6"	45"	36"
45'-0"	4'-6"	5'-0"	45"	36"
50'-0"	5'-0"	5'-6"	50"	42"
55'-0"	5'-6"	6'-0"	50"	42"
60'-0"	6'-0"	6'-6"	60"	48"
65'-0"	6'-6"	7'-0"	60"	48"
70'-0"	7'-0"	7'-6"	60"	48"
75'-0"	7'-6"	8'-0"	60"	48"
80'-0"	8'-0"	8'-6"	72"	48"

Suggested minimums are based on recommendations found in the Metal Flagpole Manual published by NAAMM (The National Association of Architectural Metal Manufacturers, printed version 1980). Foundation size depends on local soil conditions and building codes. Dimensions "C" and "D" are the recommended minimums for use in good, firm, dry soil only. When dealing with soil conditions that are other than optimum (ie wet, unstable, in a frost area, etc.) consult a foundation engineer for a design appropriate to the location and loads acting on the flagpole.



Installation Method For PVC GroundSleeves

