



Gala Tent™ Instructions & Care

Congratulations on purchasing your new Gala Tent™. Your Gala Tent™ will give you years of service and enjoyment if you follow these instructions carefully and take care of your Gala Tent™ correctly. Please read the instructions before attempting to erect your Gala Tent™ and save them for future reference.

INSURANCE

We highly recommend that your Gala Tent™ be insured against theft, adverse weather conditions and accidental damage. Damage through incorrect assembly, improper storage and adverse weather conditions are not covered under the manufacturers warranty.

IMPORTANT- CHECK YOUR EQUIPMENT

Check the contents of the boxes in advance of using your Gala Tent™ for the first time. We would recommend that you check that you have all the components at least 14 days prior to first using the product. Ensure that you are familiar with the erecting of the Gala Tent™ and that all parts are accounted for. You should familiarise yourself with the Marquee including any restrictions it may have for your particular use. A Gala Tent™ is a transportable structure, which under most circumstances will provide shelter against the elements. There are however extremes of weather for which allowance should be made.

SUITABILITY

Position: Sheltered
Weather: Fair/Moderate

Gala Tents™ are not guaranteed waterproof. We do however endeavour to make them as weatherproof as possible. Where necessary/possible we have welded the seams but on some seams this is not feasible. It is therefore possible that a small amount of leakage may occur in heavy rain. Treating all sewn seams with a seam sealant, which is available from Gala Tent, can prevent this.

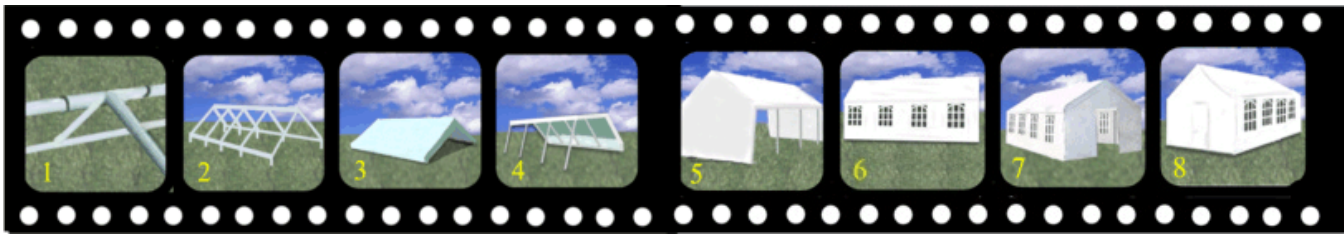
ASSEMBLY

Find a level piece of ground on which to erect your Gala Tent™. Ensure that you have enough help to lift the Gala Tent™ without straining yourself or the frame. We recommend a minimum two or more persons to erect the structure for guidance and safety.

1. Lay out the roof frame. Ensure all parts are in their correct positions and then assemble roof frame, making sure the pole are fixed tight into the joint as far as they can go, ignore holes in the poles these are not locating holes.
2. Attach the locating joint screws, which secure the Joints to the poles.
3. Lay the roof cover over the frame and attach using the bungee straps provided.
4. Using the required number of people, lift one side of the Gala Tent™ and insert the legs. Ensure that the holes in the poles are placed towards the bottom.
5. If you intend to use the end wall panels it is easier to attach these now, before the Gala Tent™ is at full height. Lift the other side of the roof, and attach the legs.

IT IS IMPORTANT THAT YOU TAKE CARE IN WINDY WEATHER CONDITIONS. IT MAY BE NECESSARY TO TIE DOWN YOUR GALA TENT™ AT ANY STAGE DURING THE ASSEMBLY.

1. Attach the sidewalls using the bungee straps.
2. Attach the pedestal feet to the bottom of all the legs using the bolts or screw fixing provided. These feet can be pegged down on soft ground or can be semi-permanently attached to a hard standing (fixings not supplied).
3. Peg down or attach to the ground bar the bottom of each side and end wall. (ground bar set optional extra)
4. Secure and level your structure with Tie Down Kits as necessary
5. 6. If you are still unsure of how to erect you Gala Tent there is a assembly video online for guidance at **www.GalaTent.com**
6. You should also have a drawing enclosed with these instructions if you have lost or don't have this information then these can also be downloaded from our website **www.GalaTent.com**



SECURING

It is very important that this unit is secured against wind. We recommend the use of our Tie Down Kits, Ground Bars Sets and Ground Bar Pegs (optional at extra cost). Although the unit is supplied with guide ropes and attachment points on the roof corners, we recommend that the unit be secured by attaching above optional equipment to the framework.

FIRE PRECAUTIONS - REMEMBER, YOUR GALA TENT™ CAN BURN. FOLLOW THESE COMMON SENSE RULES

- When erecting, ensure there is a minimum distance of 6 metres between tents
- Do not place cooking, heating or lighting appliances near the sides or the roof of the Gala Tent™
- Always observe safety instructions for all appliances
- Keep exits clear and unobstructed

TAKING DOWN YOUR GALA TENT

Reverse the assembly instructions. *TAKE GREAT CARE IN WINDY CONDITIONS AND ENSURE THAT YOU HAVE ENOUGH HELP TO PREVENT STRAIN ON THE FRAME.*

DRY ALL PARTS AT THE EARLIEST OPPORTUNITY. DO NOT PUT AWAY WET.

YOUR GALA TENT™ IS NOT COVERED UNDER WARRANTY IF DAMAGE OCCURS DUE TO INCORRECT DISMANTLING, PACKING OR STORAGE

STORAGE

During long periods of inactivity and during the winter months, it is essential that the roof, walls and bungee straps are stored in a warm dry environment. Failure to do this may result in mildew damage to these parts.

The frame should also be stored in a completely dry environment. A light coating of petroleum jelly will help prevent corrosion.

Please note: Your Gala Tent™ is not covered under warranty if it is stored incorrectly.

CLEANING

Roof and walls: Clean with a soft cloth or brush using mild Fenwick's detergent solution
Frame: Brush of dirt and then wash with soapy water. Dry thoroughly.

SPARE PARTS

Should you damage or lose any parts of your **Gala Tent™**, spares are available from **Gala Tent Ltd** direct.

IMPORTANT: Please note that storm, adverse weather and accident damage and damage through incorrect dismantle, packing and storage is not covered by the warranty.



Manufactured By Gala Tent™

Gala Tent Ltd

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Items to Complement your Gala Tent™



Marquee Ratchet Tie Down Kits

These are ratchet straps (2 straps per kit) which run internally from the eave poles to a 12" heavy duty stake. They eliminate the need for external guide ropes and are suitable for soft ground conditions. The number shown in the Tie Down Kit column is the recommended quantity per structure.



Gala Tent Ground Bar Set

These easy to attach Ground bar Sets, give you Marquee added stability, especially when used on hard standings or soft ground surface. They link each leg together, creating a frame around the base to which the bottom of each wall can be attached using bungee straps, no more flapping walls! This makes the whole structure more level and stable. Individual sections can be left out to provide entry and exit points. The ground bars can be pegged to soft ground



Globe Lighting Set

These garden globe light sets are ideal for outdoor events and special occasions, suitable to hang from a Marquee structure, garden furniture, patios, parasols etc. Cable is 5m to the first globe and approx 1.5m to each globe thereafter.

SOFTEX - BREATHABLE GROUND SHEET FLOORING



Softex Breathable Groundsheet Flooring

Very strong and durable and the colours have been matched to compliment the most up to date Marquees and Awnings. We are also the only supplier to provide this product in two widths, the most popular 2.5metres and new 3 metres, which are becoming more and more popular.



Event Trestle Table

This folding hardwearing table is suitable for indoor and outdoor use. Made from recyclable high-density blow moulded plastic and powder coated steel, they're easy to keep clean. This New range of furniture is ideal for trade shows or markets shows and benefits from its neutral appearance and sturdy construction.



Retro Event Chair

Stylish fire rated robust retro chair with strong tubular steel framework with padded seat and backrest benefits by folding completely flat for easy storage with no assembly required. Suitable for home, commercial use or hire.

Not to be confused with flimsy superstore chairs



Storage Bags

Storage bag for Marquee canopy & side panels, the ideal storage solution for your Marquee structure



Marquee Heater

Also ideal for awnings, gazebos, pagodas or any strong temporary structure. This easy to use radiant heater is designed to clamp to any strong structure from 12.5mm to 60mm diameter surface, which makes it ideal for awnings, marquees, gazebos etc. It is rated to IP23. It provides heat for you and your guests with no fumes or smell.

All the above products to complement your Gala Tent™ can be purchased direct from Gala Tent Limited
Tel: **0870 4994 256** or shop online www.GalaTent.com

More Gala Tent™



The Original Gala Tent PE

Available in over 15 different sizes from 2m x 3m to 6m x 12m
You can now purchase an add on extension bay to extent your existing Gala Tent and make a bigger Marquee area.
Call staff for details: 0870 4994 256



The New Polyester PVC Gala Tent

Featuring new 240g PVC materials featuring wave drape design and galvanised framework, available in over 13 different sizes from 2m x 3m to 6m x 12m
Available in colours Beige or White



Gala Shade – Pro - Instant Marquee

Available in 4 different sizes from **2.2 x 2.2, 3m x 3m, 3m x 4.5m, and 3m x 6m**
Gala Shade - Pro - High quality aluminium commercial gazebo has been designed to be extra strong whilst remaining relatively lightweight.
The leg Pole thickness is 50mm
Material made from 450g Polyester PVC lined cover - printing available



Gala Shade - Max – Instant Marquee

Available in 5 different sizes from **2.5m x 2.5m, 3m x 3m, 3m x 4.5m, 2.5m x 5m, and 3m x 6m**
Gala Shade Pop Up Gazebo – The Most Durable Safety Shade In The World
Gala Shade is totally portable easy to assemble and an extremely WELL-BUILT! water resistant structure
Ideal promotional gazebo marquee for corporate & commercial business use, - printing available



Market Stall Trade Counter 2m x 3m

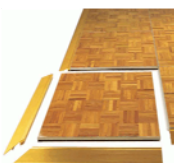
Designed with consultation from market research from the people who use this type of structure "The Market Traders"!
This stall is easily assembled due to the joints being fixed to the bar support pieces.
Features include a reverse sloping roof that ensures rain will drain behind the stall away from your potential customer
Cover: 270g Polyester PVC Coated, white colours, flame retardant materials



Gala Tent Modular

Manufactured to any size of your requirements

The clearspan high-reinforced aluminium framed marquee
* Canopy is made of 750g/ M2 blackout PVC-coated polyester textile.
* Sidewalls are made of 650g/M2 translucent PVC-coated polyester textile. * Flame retardant



Portable Dance Floor

Superior manufacturing process guarantees the squareness of every panel, making setting up and taking down much easier.
This also guarantees that there will be no gaps between panels. All Portable Floor panels have 100% floor contact so there is no possibility of breakthrough. An aluminium metal feature strip, adding extra years of use and durability, protects the edges of each floor panel.

All the above products can be viewed and purchased from Gala Tent Ltd
Tel: **0870 4994 256** or shop online www.galitent.com