
Installation, Assembly, and Operation Manual:

Multi-Section Prestige Flagpole™

We are honored that you have selected a Trident Support Prestige Flagpole™ from which to proudly fly the flag of your choice.

A flagpole is a machine and, like all machines, requires routine maintenance to insure that it operates safely and efficiently. This manual will help maintain your flagpole in its best operating condition. It will identify areas where wear is expected to occur and establish a system for recognizing worn parts and instructions for servicing or replacing them before they fail.

Read these instructions completely before any installation is started. Pay close attention to all safety concerns. In the unlikely event that you encounter any difficulty, contact Trident Support directly for assistance.

Become familiar with the material as it will help eliminate emergency repairs and downtime.

Warning

Do not install your flagpole near overhead power lines and always be aware of anything under the soil. Contact the utility departments to confirm that it is safe to dig in the area where the flagpole is to be installed. It is advisable to have someone help in the installation.

Any pole with a 130mm diameter base or larger or over 8M in length may require some type of lifting device.

Following a review of these instructions, the purchaser of the flagpole should determine if they are qualified to perform the installation or should obtain the services of a professional sign/flagpole installation company.

Due to various methods of installation used by installers, Trident Support Flagpoles LLC, as the manufacturer of the flagpole, cannot be liable for structural damage or injury occurring during the flagpole assembly and installation.

Unless specifically designed and ordered otherwise, these flagpoles and their specifications are designed for ground mounted applications only. Flagpoles mounted above grade, such as on a building, must be designed to take the height application into account.

1.0 Installation

All Trident Support Prestige Flagpoles™ are normally fitted with a shoe base mounting method. The shoe base is designed to be mounted onto a fixed foundation, with embedded anchor bolts.

1.1 Foundation Preparation

Prepare the foundation per local requirements. Detailed installations instructions for the foundation are beyond the scope of this manual. Please refer to a local civil contractor if Trident Support is not providing complete installation services. Recommended foundation sizes for various size flagpoles are listed in the documentation for each size and model flagpole.

Install the anchor bolts and templates into the foundation ensuring that they are plumb and level. Cover the threads with masking tape while pouring concrete to ensure that the threads remain clean. The bolts must be set so that the exposed length above the level of the foundation is sufficient to fix the base plate of the flagpole. See model drawings for appropriate dimensions.

After the foundation has completed curing, install the leveling nuts and washers on the anchor bolts.

1.2 Flagpole Inspection and Preparation

The packaging in which the flagpole is shipped is used to protect the finish in transportation and handling. Keep the paper as it will be used in various steps in the installation process. Any tear in the package should be suspect for possible damage. A pair of cotton gloves worn during the assembly and installation process keeps finger prints from the flagpole during installation.

Warning

The flagpole should be stored either in a dry area or on blocks off the ground with the shaft at an angle until installation. If the flagpole gets wet with the packaging still on it, the pole may develop stains as it dries. These are extremely difficult to remove and are not a warranty issue.

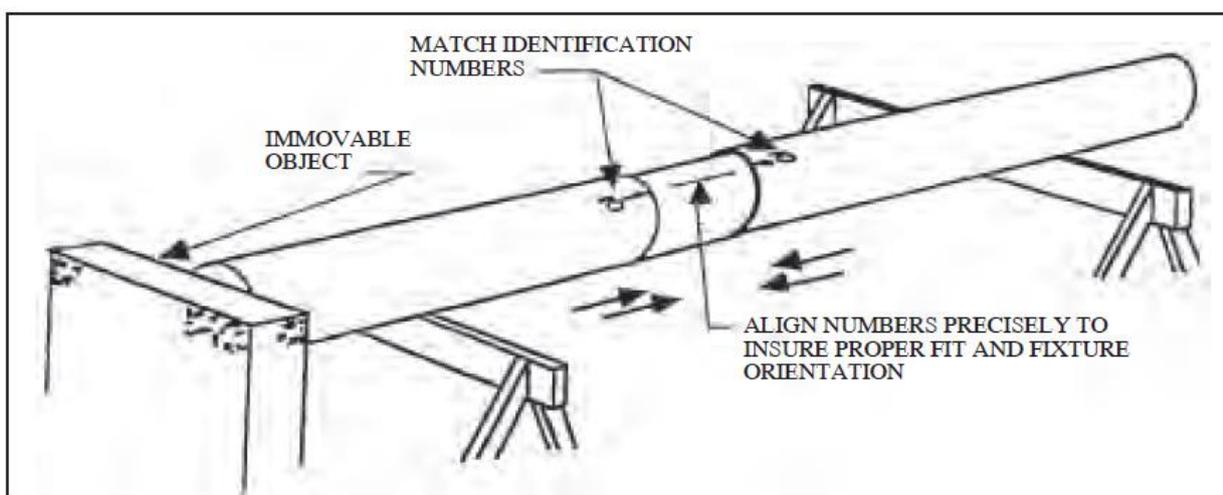
If there is any damage to the shaft or components, do not continue with the installation without first contacting Trident Support. To continue with the installation signifies the acceptance of the product in the condition received. Trident Support will not be responsible for later installation expenses for missing or damaged parts.

1.3 Multi-Section Flagpole Assembly Instructions

Multiple section flagpoles are fabricated with a self-aligning jam sleeve with close tolerances that are used in joining the shaft sections into a single unit. Inspect the shaft sections for damage before any assembly. It is imperative that these sections be handled with extreme

care to avoid creating an out of round condition which would prevent the sections from completely joining and forming a snug fit when assembled. This is not only an appearance issue but can affect the structural integrity of the flagpole. **Do not expect to be able to disassemble the shaft sections after they have been put together. Taking them apart without damage is extremely difficult or impossible.** No hardware should be installed until the shaft sections are totally assembled. The following information is intended to be a helpful guide to the installer. Previous experience in installing multiple piece flagpoles is beneficial.

Set the bottom section on blocks or saw horses in a horizontal position with the base of the shaft against an immovable object. Protect all ends with wooden blocks and padding. Rotate the shaft until the match marks can be seen. They are stamped near the ends of each section. **Check the alignment of the match marks. All numbers must be the same. If they are not, do not proceed.** They will not properly fit together. If you have purchased more than one pole, verify that all sections are grouped with the correct match number. They are not interchangeable.



Carefully clean all mating surfaces of both the outside of the jam sleeve and the inside of the bottom part of the next smaller shaft into which the jam sleeve will be fitted. Cleanliness is imperative. Carefully look for and remove any debris that might be in the section after the manufacturing or shipping process. Any foreign material may stop the sections from properly fitting. Check for and remove any burrs.

Cover the jam sleeve and the immediate inner section of the section that it will be fitted into with a light layer of liquid soap. Do not use grease, oil or other petroleum products as these lubricants can seep out over time and stain the flagpole. Keep the finish surfaces free of hand prints and excess lubricants.

Gently slide the section of the flagpole over the jam sleeve as far as possible without forcing the two pieces together. The two pieces should be within 5cm of closure. If not, gently

remove the section and recheck for any obstructions, burrs or an out of round condition in either piece. Place blocks so that the two sections have a straight centerline. This is critical. If the flagpole is a 3 piece unit, debur, clean, and lubricate the next section in the same manner.

With the pieces in line, place a block of wood against the top of the flagpole to absorb the direct shock and firmly strike the wood to drive the sections together. Excessive force, that which will damage the ends, is not necessary. If the pieces are not coming together inline, contact Trident Support.

1.4 Assemble the Hardware and Components

When working with threaded components in aluminum, a light coat of an anti-seize compound is recommended. This is available at most hardware stores. Extreme care should be exercised when starting the threads of any components to prevent cross threading.

1.4.1 Prepare the Truck and Finial Assembly

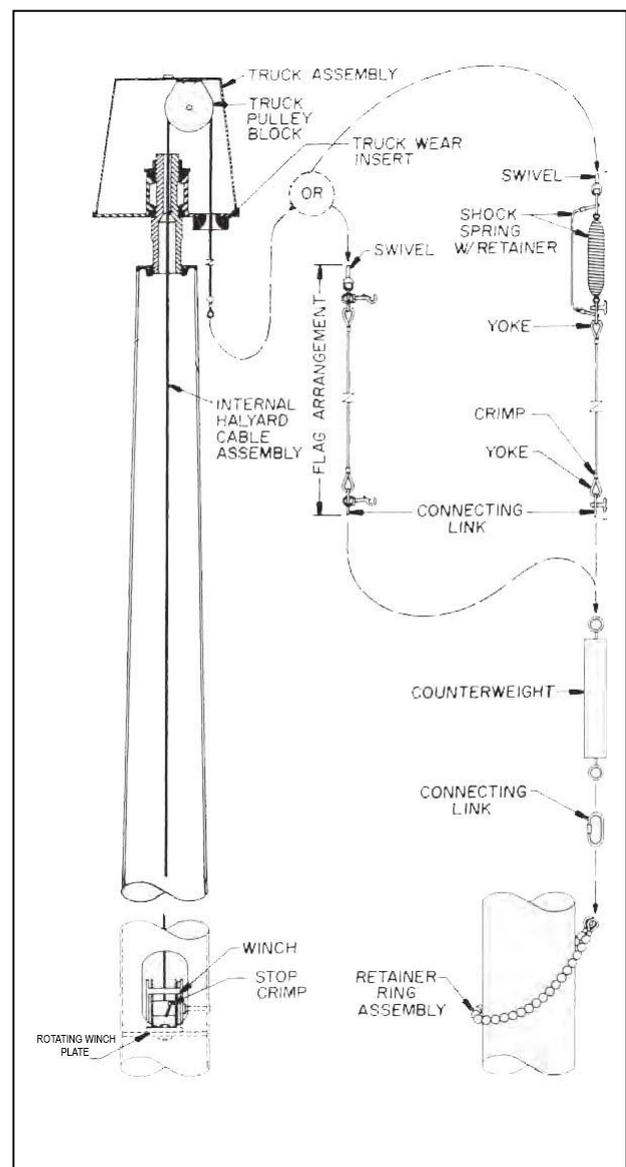
The Truck assembly and cable assembly are assembled as a unit at the factory. The Truck assembly for a Prestige Flagpole will generally be a “Cone” or Top Hat style. The finial ball must be assembled at this time.

To do this, remove the two screws on top of the Truck Assembly. Noting the position of the pulley being over the exit grommet, separate that top casting from the base casting by removing the screws. It is not necessary to undo the cable assembly as only a small work area inside the Truck is necessary.

Screw the flagpole Ball (finial) into the threaded hole on top of the truck cover. Extreme caution should be taken to avoid cross threading. Once the threads on the ball have begun to thread into the truck, continue to tighten by hand only. When the ball shaft protrudes approximately 6-10mm inside the Truck cover, tighten the locknut. Reassemble the Truck cover onto the base, being careful of the direction of the pulley and be sure that the cable has not been pinched.

1.4.2 Feed Halyard Cable inside shaft

Uncoil the cable leg which extends from the spindle. Fish the cable through the threaded



shaft opening. Continue to feed the cable into the shaft until the end of the cable is seen in the door. The swivel on the cable fits inside the shaft. This swivel is an important part of the operation of the cable and should never be omitted.

1.4.3 Attach the Truck Assembly to the pole

Check the end of the Truck spindle and the threaded end of the flagpole shaft for any burrs. A small amount of anti-seize can be placed on the spindle threads. Gently align the spindle threads and begin screwing the Truck assembly into the shaft. If there is any resistance that feels like the threads are not lining up, back the spindle out, check for stripping and try again. The threads are 1 ¼" NPT tapered pipe threads and will begin to snug up as the truck is screwed in. Over half of the spindle threads should be screwed into the shaft. Use a wrench to tighten.

1.4.4 Attach the Halyard Cable to the Winch

The winch is mounted on a rotating platform that is in turn attached to a bridge assembly inside the flagpole.

- A. Find and remove the plate in the front which appears to be holding the round winch platform in a fixed position. The removal of this plate allows the winch to be horizontally rotated to get to the cable mounting bolt.
- B. Place the handle in the winch, rotate the winch as far to one side as possible and slowly turn the winch handle until a small slot and a pan head screw can be seen at the end of the winch barrel. This procedure might need to be repeated several times to locate the slot and screw.
- C. Remove the pan head screw covering the slot. Note: this is a ¼"-20 x 1/4" screw. Use of a longer screw will cause the winch to slip. Do not substitute another size. Bring the cable behind, under, and up in front of the winch. Put the copper cable stop into the slot on the winch barrel. Several taps from a hammer might be needed to get it to seat properly. Make certain that the cable stop is not cocked and is firmly set in the slot. Reinsert the screw and tighten to hold the cable stop in place.
- D. Rotate the winch and winch mount plate assembly to align the hold down tab with the threaded hole in front. Reinsert and tighten the lock down plate.
- E. Uncoil the outside leg of the cable assembly. Pull as much cable from the truck as possible. It will stop when the swivel meets the bottom of the Truck spindle. The end of the cable which has a crimped yoke used to attach the flag arrangement should be in the vicinity of the door opening. The overall operational length of the cable can be tested at this point. While someone is supplying resistance at the end of the cable that has the yoke, slowly crank the winch handle as if raising the flag. The yoked-end should go almost to the grommet on the truck.

1.4.5 Attach Flag Arrangement and Flag Hardware

- A. Using the quick link, attach the upper end of the flag arrangement to the cable assembly. Using another quick link, attach the bottom of the flag arrangement to

one end of the counterweight. The attachment bars that are cast into the counterweight are sized so that the link may need to be forced over it by a gentle tap of a hammer.

- B. Temporarily tape the counterweight against the pole after placing a piece of the wrapping paper around the pole to avoid tape marks and scratches. Gently take up any slack in the cable by slowly rotating the winch handle in a clockwise direction.
- C. Attach one end of the Retainer Ring to the link at the other end of the counterweight with the third quick link.
- D. Wrap the retainer ring around the flagpole and attach the other end to the same lower link. **DO NOT ATTACH THE RETAINER RING TO THE SAME LINK AS THE CABLE ASSEMBLY. BOTH LINKS MUST BE USED TO PROVIDE THE SAFEST ASSEMBLY.** Make sure all three thimbles on the quick links are secure.

1.5 Setting the Flagpole on the Foundation

If the flagpole has a decorative collar, gently slide the collar up the pole from the bottom and tape it out of the way near the door. Using some of the paper in which the shaft was wrapped will provide further protection to the finish.

For a multiple section flagpole, extra care must be used when setting the pole onto the foundation. Before standing the pole, make certain that the joints are fully seated and that the shaft is straight. Never stand a flagpole that is not properly assembled and straight. If a lifting device is used, never pick up the assembled pole from the top. The pole should be moved to a position that places the base of the pole close to the foundation. Prior to lifting the flagpole, make sure that any shaft joint below the lift point is securely lashed together with ratchet straps to prevent a possibility of separation during lifting. If lifting by crane, the point of attachment should be above the pivot point or center of gravity point of the shaft so that the bottom of the shaft is the last to rise from the ground.

Caution

The flagpole joint IS NOT designed to support the weight of the bottom or middle section of the flagpole.

Make sure the flagpole is plumb. Adjust the leveling nuts on the bottom of the base plate accordingly to adjust plumbness. Attach the top washers and nuts to secure the pole. Tighten or torque the nuts to the appropriate snugness.

If equipped with a decorative flash collar, lower the collar over the base plate and caulk where the shaft passes through the collar.

2.0 Flag Operations

Attach your flag to the flag snaps and operate the winch to raise the flag. Do not put excess pressure on the handle or try to “jam” the flag arrangement into the Truck Assembly.

Allowing some “give” in the components can help to extend the life of the various parts.

When the flag is at the desired height, remove the handle and confirm that the door is locked.

It is important to always remember that when raising or lowering the flag, the counterweight is also being raised and lowered above the operator. Always be aware of the location of the counterweight as a safety issue.

2.1 Flagpole Operation and Maintenance:

At a monthly minimum, inspect the condition of the cable, yoke, links, snaps, winch, winch attachment bolts, retainer ring and counterweight. Replace worn components to insure the safe and correct operation of your flagpole.

Do not allow anyone to operate the flagpole that is not capable of firmly gripping the winch handle and operating the winch. Caution should always be applied due to the forces applied by the flag and counterweight while raising and lowering the flag.

Our Prestige Flagpoles™ are designed in accordance with ANSI / NAAMM standard FP1001-07 (American National Standards Institute / National Association of Architectural Metal Manufacturers) “Guide Specifications for Design of Metal Flagpoles”. As such, they are designed for specific wind conditions and flag size and flag material parameters. These parameters are detailed in the specific model specifications. Operation outside these parameters may result in failure and will void any and all warranties.

We again want to thank you for choosing a Trident Support Prestige Flagpole™ and hope that you have many years of pride and pleasure with your flagpole and flag.