
Installation, Assembly, and Operation Manual:

Single-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 (base plate) 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. If “straight bolts” are supplied, there will be two templates. One template (the thicker of the two if they are different) is attached to the bolts at the bottom threaded portion of the bolts with a nut on each side of the template, and will be cast into the concrete at the proper depth. The other template is attached near the top of the bolts to keep the “anchor bolt cage” square and rigid during installation. The top template will be removed after the concrete has cured. If using “J” or “L” bolts, only one template is normally supplied. Attach the template at the top of the bolts, and suspend the bolts so that the embedded length of the bolts is correct with regards to the top of the foundation.

Cover the top threads with masking tape while pouring the concrete to ensure that the threads remain clean. In either case (straight bolts or J bolts), 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. Normally, our flagpoles are either wrapped in spiral paper, or covered with

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 covered as a warranty issue due to mishandling.

Be careful with knives or other sharp object, so as not to scratch the finish on the flagpole.

soft fabric to prevent scratches during shipment and handling. Keep the paper or fabric as it will be used in various steps in the installation process to minimize marring the finish of the flagpole. Any tear in the package should be inspected for possible damage. A pair of cotton gloves worn during the assembly and installation process keeps finger prints from the flagpole during installation. Be careful removing the protective wrapping, as knives or other sharp objects may damage or scratch the finish on the flagpoles.

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 Single-Section Flagpole Assembly Instructions

Depending on the shipping method, our single section flagpoles may be almost fully assembled (except for the finial ball), or they may require some additional installation of the various components.

In any case, it is recommended to place the flagpole shaft on sawhorses or other blocks in order to attach the various components and get the flagpole ready for installation on the cast foundation and embedded anchor bolts.

Locate any parts not already assembled and installed on the flagpole. You should have, either pre-installed or in a parts box the following components (see diagram below to help locate these parts:

- Rotating Aluminum “Top Hat” truck assembly
- Rope Halyard and snap hooks (2)
- Spun Aluminum Finial Ball
- Retaining Ring
- Counterweight
- Key(s) for flush mounted door
- Decorative Spun Aluminum Collar for base of pole (Optional)

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.

If the flagpole has a decorative collar, gently slide the collar down the pole from the top, prior to attaching the truck assembly or attaching the halyard. Slide it down the pole, and tape it out of the way just below the door. Using some of the paper and/or protective covering in which the shaft was wrapped will provide further protection to the finish of the pole.

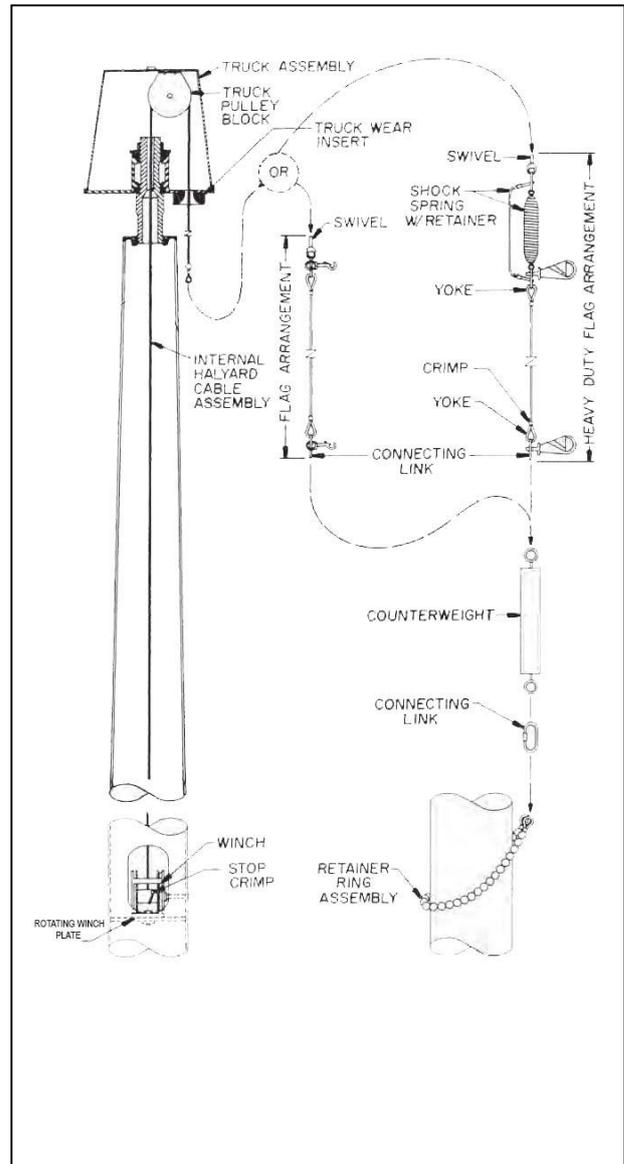
1.4.1 Prepare the Truck and Finial Assembly

Locate the truck assembly, the rope halyard and finial ball if not already installed on the flagpole.

The truck assembly for a Prestige Flagpole will generally be a “Cone” or sometimes call a “Top Hat” style. The finial ball must be assembled at this time, and the halyard must be installed.

The photo at right shows a “cable based system”. For a rope based internal halyard flagpole, the arrangement is very similar, but the cable assembly and flag arrangement are replaced by a single rope with a yoke crimped on the end to attach the counterweight followed by the retainer ring. Instead of a winch, the rope is held in position by a cam cleat. The flag snaps or snap hooks are tied in the appropriate place on the rope halyard based on the size of the flag.

If the halyard is not already threaded through the truck assembly, remove the 2 bolts holding the truck cover in order to separate it from the body. Noting the position of the pulley being over the exit grommet, separate the top casting from the base casting by removing the bolts. Thread the loose end of the halyard up through the brass grommet in the truck body, over the pulley in the top of the truck, and down through the center of the spindle.



By hand only, screw the threaded ball-stem of 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. Caution: Excess stem inside may cause the halyard to wear prematurely or break. Use a wrench to securely tighten down the jam nut on the outside, against the truck.

Using the two bolts, reassemble the Truck cover onto the base, being careful of the direction of the pulley and be sure that the halyard has not been pinched.

1.4.2 Feed Halyard Cable inside shaft

Remove the door from the access hole on the shaft, with the key supplied. Feed the loose end of the halyard which extends from the spindle into the top of the pole shaft, and fish the rope halyard through the threaded shaft opening at the top of the pole. Continue to feed the halyard into the shaft until the end of the rope is seen near the door. You may find it helpful to use a “fishing tape” or semi-rigid plastic conduit to assist with “pulling” or fishing the halyard from the top of the pole down to the door.

When the halyard reaches the door / access hole, thread the end of the halyard through the cam-cleat and tie a large knot in the end of the rope below the cam cleat to prevent the halyard from pulling back through.

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 pipe wrench to tighten. Insure the halyard is not caught anywhere.

1.4.4 Attach Flag Arrangement and Flag Hardware

On the outside portion of the halyard, with the quick link, attach the counterweight to the yoke end of the halyard. Run the retaining ring around the shaft and place both ends of the retaining ring into the quick link.

Tape the counterweight temporarily to the flagpole shaft near the access door with non-marking tape (masking tape or similar).

1.5 Setting the Flagpole on the Foundation

Using a nylon sling or other lifting process, carefully pick up the assembled flagpole shaft. Orient the access door in the desired direction, and set the shaft base plate onto the anchor bolts and leveling nuts.

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 the flag snaps to the halyard. The lower flag snap will be just above the yoke at the end of the halyard. Separate the flag snaps to match the upper and lower grommets of the flag to be flown.

To attach the flag snaps: Pass a loop of the halyard through the eye of the flag snap. Pass the loop over the flag snap and pull the halyard taut.

Attach your flag to the flag snaps and raise the halyard on the inside of the pole. Secure the halyard in the cam cleat when the flag is at the top of the pole. Replace the door and lock it to maintain the flush appearance and provide security to the flag and halyard from vandalism.

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, 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.