25’ Groundset Flag Pole Installation Instructions

Congratulations on your purchase of our 25” Groundset flag pole

Your flagpole is of anodized, all aluminum construction and shouldn’t require any maintenance after installation.

**INSTALLATION:**

- Prepare a hole in the ground 24” in diameter and 36” deep.
- Fill bottom with gravel and sand to a depth of 6”.
- Place PVC setting tube into the hole, and work the bottom into the sand.
- Plumb and brace tube, then pour concrete into the hole around the tube within 1” to 1 ½” of top.
  
  *Be careful to keep inside of the tube clean and free of concrete.*
- Re-plumb setting tube before concrete sets, by temporarily inserting bottom section of the pole and plumbing it instead of tube.
- Allow concrete to cure 24 hours before installing flag pole.

**ASSEMBLY:**

- Slide sections together, with the swedged ends extending upwards into the next section.
- The top section is always unswedged; the second section from the bottom will always be a swedged section drilled for the cleat.
  
  The remaining sections complete the flagpole.
  *Attach the cleat using the screws supplied.*
- Screw the ball-stem (or spindle) tightly into the top of the truck.
- Thread the rope (halyard) over the pulley in the truck and tie each flag snap into place mid-rope. *Using a simple overhand knot. Please see diagram.*
- Always adjust distance between flag snaps to fit the size of the flag being flown.
- Fasten truck top pole, use a screw driver to tighten the set screws. *Make certain that the pulley in truck is aligned over cleat.*

**OPTIONAL: Flash Collar**

- Slide collar on bottom of the pole and temporarily tape it to the pole below the cleat.
- Slide bottom of assembled sections into the PVC setting tube; aligning truck and cleat in the desired direction.
- Drop collar down upon foundation, and caulk into place.

**CAUTION: EXTREME CAUTION SHOULD BE EXERCISED WHEN INSTALLING FLAG POLES NEAR OVERHEAD POWERLINES OR IN THE VICINITY OF BURRIED CABLES**