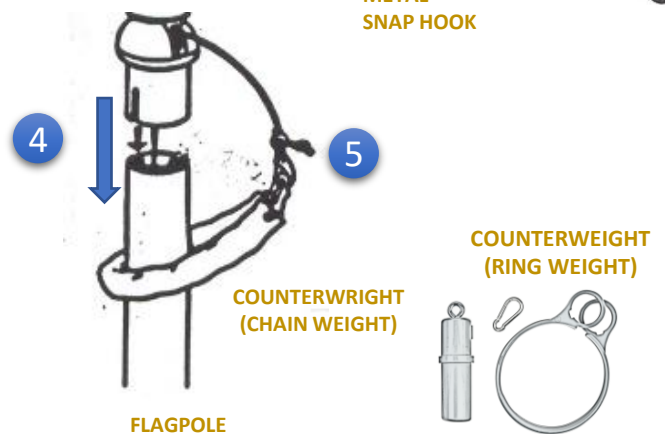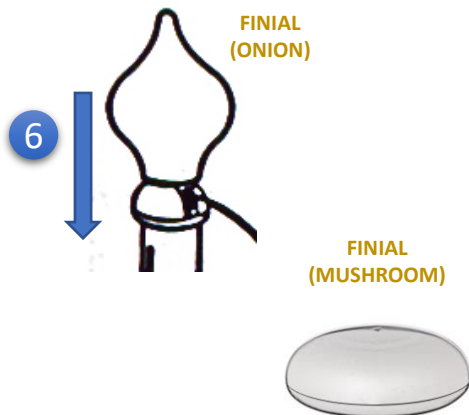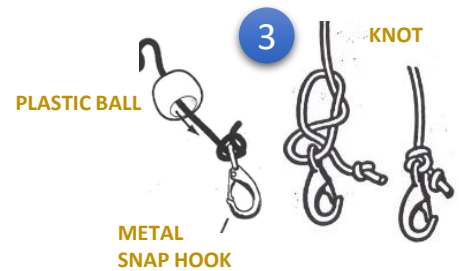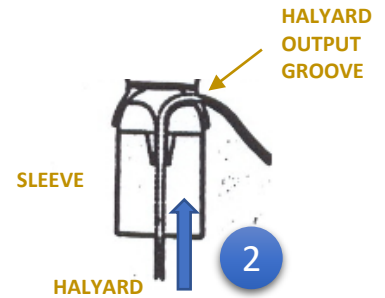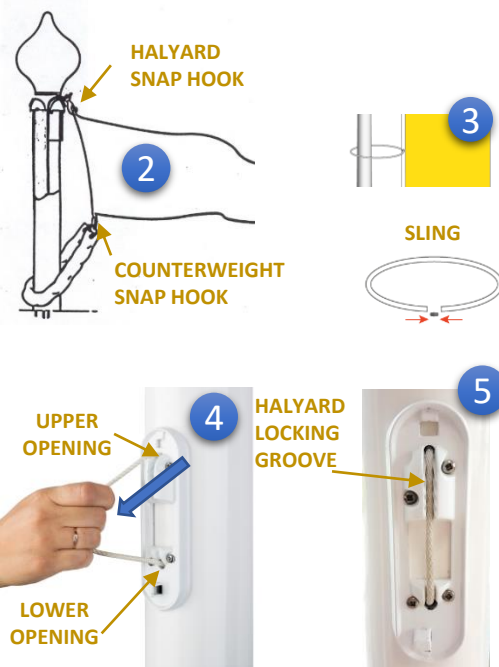# LINUS ASSEMBLY AND USER GUIDE

ASSEMBLY

1. The flagpole has pre-installed l**inus house** and **halyard**.

2. One end of the halyard exits from the top of the flagpole (its end is attached to the lower end of the pole for transport). Guide the halyard inside the **sleeve** so that it exits from one of **the halyard output grooves**.

3. Pass the halyard through the small **plastic ball** <u>by its smaller opening.</u> Tie the **metal snap hook** to the halyard; the **knot** fits snugly into the plastic ball's cavity.

4. Press the sleeve over the top of the pole so that it fixes in place.

5. Place the flag's **counterweight** (either chain or ring weight) around the pole and attach it to the halyard's metal snap hook.

6. Screw the **finial** onto the sleeve.

7. Push the flagpole upright, level it with the adjusting nuts, and tighten the nuts. <u>Never raise the flagpole without a counterweight.</u>

8. Check and, if necessary, tighten the nuts 2 - 3 weeks after installing the flagpole and each time you change the flag.

HALYARD OUTPUT GROOVE

SLEEVE

2

HALYARD

LINUS HOUSE

3 KNOT

PLASTIC BALL

METAL SNAP HOOK

FINIAL (ONION)

6

FINIAL (MUSHROOM)

4

5

COUNTERWRIGHT (CHAIN WEIGHT)

COUNTERWEIGHT (RING WEIGHT)

FLAGPOLE

HOISTING THE FLAG

1. Unlock the linus house with a key and remove its cover.
2. After raising the flagpole, halyard's one end and the counterweight are at the pole's bottom part. Release the counterweight from the halyard's snap hook and attach the flag's bottom grommet to the counterweight and the top grommet to the halyard's snap hook.
3. If you have a large flag that needs to be fastened with **plastic slings**, wrap the slings around the pole and through the remaining grommets of the flag; close the slings by connecting their ends.
4. Release the halyard from the **locking groove** and pull the flag up by pulling the halyard, at an angle of about 45˚, from top to bottom (the halyard exits from the top and enters to the bottom opening in the linus house) - this may require more force.
5. When the flag has reached the top of the pole and the halyard is tight, fasten the halyard into its locking groove so that it locks in place. Feed the excess halyard into the bottom opening of the linus house and close the house with its cover. Lock the cover and remove the key.

LOWERING THE FLAG

1. Unlock the linus house with a key and remove its cover.
2. Release the halyard from its locking groove, holding the halyard at an angle of about 45˚, loosen the halyard so that it moves inside the pole, from bottom to up (exits the bottom and enters the top opening).
3. Upon the flag reaching a suitable height, pull the halyard into the locking groove so that it locks in place.
4. Having used plastic slings, remove those.
5. Release the flag from the halyard and counterweight.
6. If you want to install a new flag, follow the instructions in the "Hoisting the Flag" section. If you do not want to hoist a flag at the moment, connect the halyard's and counterweight's snap hooks.
7. Release the halyard from the locking groove and pull the counterweight up by pulling the halyard from top to bottom.
8. When the counterweight has reached the top of the pole and the halyard is tight, fasten the halyard into its locking groove so that it locks in place. Feed the excess halyard into the bottom opening of the linus house and close the linus house with its cover. Lock the cover and remove the key.

HALYARD SNAP HOOK

COUNTERWEIGHT SNAP HOOK

SLING

UPPER OPENING

HALYARD LOCKING GROOVE

LOWER OPENING

UPPER OPENING

HALYARD LOCKING GROOVE

LOWER OPENING