



1975 John Brady Drive • Muncy, PA 17756

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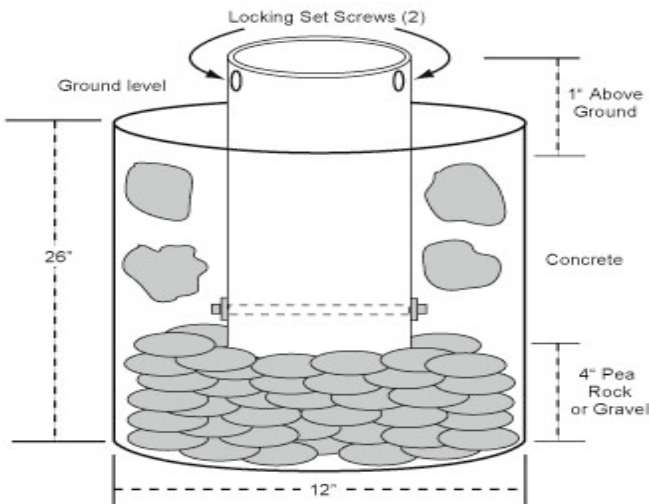
Questions or comments email: sales@tele-pole.com

**Warning: Install the flagpole AWAY from any electrical wires, at least the length of the pole plus five feet!!
Improper installation will void your warranty!**

Materials and Tools Required For Installation

Not Supplied:

- 1-2, 40lb Bags of Cement (Standard or Quick Drying)
- Tape Measure or Yardstick
- Level
- 20lbs of Pea Rock or Gravel
- Container for Mixing Cement
- 1 Assistant(Optional)



Note: An alternative way to secure the ground sleeve in sandy soil is to cement the sleeve in a five gallon bucket and bury the bucket into a larger hole in the ground as above.

Telescoping Flagpole Installation Instructions

1: Read the instructions completely before starting and verify you have the materials and tools listed.

2: Select a good location for placing your flagpole, check and make sure there are no power lines above or below ground.

3: Dig a hole 12" in diameter and either 19" deep (16' pole), 24" deep (20' pole), or 28" deep (25' pole) depending on the size of the flagpole, using the size of a typical posthole digger, in firm or heavy soil. A large hole maybe necessary in loose or sandy soil.

4: Place the pea rock or gravel in the bottom of the hole and level to a depth of approximately 4". The pea rock or gravel will help with drainage.

5: Install the 3 1/2 " stop bolt in the ground sleeve and the nut on the other side of the bolt. Tighten nut so that the bolt is not clamping down too tight on the ground sleeve.

6: Place ground sleeve in the center of the hole and lay the level on the ground across the hole next to the ground sleeve. You should have 1" of the ground sleeve above ground level. If not remove ground sleeve and add or remove pea rock or gravel as needed to obtain the 1" measurement above the ground level. (We have heard of folks that they have the top of the ground sleeve on ground level so they can remove the pole and go over it with their lawn mower).

7. Wedge 4-5 medium size rocks between the ground sleeve and the side of the walls. This will further secure the ground sleeve after the cement in the hole has dried.

8. Pour concrete into mixing container and then mix as directed.

9: Have your assistant hold the flagpole in the center of the hole and use the level to check the flagpole's alignment. Now pour the concrete into the hole and make sure that it will slide through the rocks and all the way to the bottom of the hole. Top of the cement will be approximately 2" below ground level. Check two locations on the pole 90 degrees apart with the level to insure the pole is level straight up and down. Allow concrete to set before removing pole from the ground sleeve.

10: Let concrete harden according to the manufacturer's requirements. We recommend placing a warning flag or some object by the ground sleeve. This will protect the ground sleeve from being disturbed as well as eliminate the chances of personal injury while the cement hardens.

11. Allow at least 24 hours for the cement to harden before you can raise the flagpole at its highest position.

***After the pole is in the ground sleeve, use the hex-key to lock the two set screws (included) at the top of the ground sleeve to help prevent vibration and theft. You may also put a small pad-lock (not provided) through the bottom section of the last button to help deter theft.**

TELEPOLE Mfg., Inc.

1975 John Brady Dr.

Muncy, PA 17756

E-mail: sales@tele-pole.com

Phone: 570-546-3699

Fax: 570-279-4092

Thank you for purchasing Telepole to adorn your property and fly our American flag for many years to come.

Now that you have successfully installed your flagpole and attached your flag(s) with the stainless steel clips, here is how easy it is to operate your telescoping flagpole! Begin by raising the smallest section of the flagpole. Continue to extend the flagpole upwards until you see an arrow. Line the arrow up with the button hole by twisting that same section until you see the button pops out through the button hole, locking the section into place. **Be sure that there are 2 buttons that pop out on the bottom two (last section only for 16' poles) sections (two buttons straight across from each other).** Repeat the same step by raising each individual section accordingly and until your flagpole is fully raised and locked in place. You do not have to raise every section if you do not want to.

To lower your flagpole down, push the button and by holding the upper section lightly allow the pole to slide down and rest in the section below. Repeat the same procedure for each section until your pole is completely lowered.

We are proud to have incorporated superior design and materials to make the best telescoping flagpole in the American market!

We have combined both the convenience of telescoping flagpoles with the strength of more expensive one-piece flagpoles. This has been accomplished by use of strong stainless steel buttons plus precision internal polyurethane spacers for a tighter fit than other flagpoles. Consequently, you may feel a slight resistance in raising or lowering individual sections. Do not be alarmed. We have designed it that way to make the flagpole stronger and maintenance free for years to come. **Using any types of lubricant (WD-40, etc) WILL void your warranty!**

Again, thank you for choosing Telepole to proudly fly in front of your property for a long, long time.

Thank you,
Kim Digenakis
CEO Telepole Manufacturing Inc.

*** Don't forget to fill out your mail-in warranty card and return it within 45 days to ensure activation of your 15 year warranty.**

TELEPOLE- Telescoping Flagpole 15 YEARS WARRANTY

“TELEPOLE Manufacturing”, 1975 John Brady Drive Muncy, PA 17756, extends a 15 year warranty on all the flagpole aluminum parts and/or sections. The mail in warranty MUST be received within 45 days, or this warranty will be void after 1 year from purchase date!

The warranty includes any damage that may render the flagpole inoperative due to wear and tear, possible defective parts and/or weather conditions. The customer will be sent the appropriate parts for repairing the flagpole free of charge. If the customer is unable to fix the flagpole, we will fix the flagpole **FREE OF CHARGE**.

However, the customer will be responsible for shipping charges to and from Telepole Manufacturing.

This warranty does not include theft and/or accidental or intentional damage due to striking or mishandling. Proof of damaged parts may be required in the form of a photo or physical presentation.

All carbon fiber parts come with a **ten year warranty**. The amount of \$4.95 for shipping and handling will be charged accordingly. Proof of damage to the carbon fiber rings must be provided through picture via email or standard mail.

The above warranty does not apply to the flags, stainless steel clips, the ball on the top of the Flagpole, and/or discoloration or scratches the surface of the pole.

Using any types of lubricant (WD-40, etc) on the pole will void your warranty!!!

ALL SALES ARE FINAL!