



## ClearSpan™ 20' Wide Pony Wall Building



*Photo may show a different but similar model.*

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WARNING: Cancer and Reproductive Toxicity - P65Warnings.ca.gov

STK#	DIMENSIONS
PB00820R3/R4	20' W x 16' H x 24' L
PB00822R3/R4	20' W x 16' H x 36' L
PB00824R3/R4	20' W x 16' H x 48' L

Revision date: 04.27.23



### YOU MUST READ THIS DOCUMENT BEFORE YOU BEGIN TO ASSEMBLE THE SHELTER.

Thank you for purchasing this ClearSpan™ shelter. When properly assembled and maintained, this product will provide years of reliable service. These instructions include helpful hints and important information needed to safely assemble and properly maintain the shelter. Please read these instructions **before** you begin.

If you have any questions during the assembly, contact Customer Service for assistance.

### SAFETY PRECAUTIONS

- Wear eye protection.
- Wear head protection.
- Wear gloves when handling metal tubes.
- Use a portable GFCI (Ground Fault Circuit Interrupter) when working with power tools and cords.
- Do not climb on the shelter or framing during or after construction.
- Do not occupy the shelter during high winds, tornadoes, or hurricanes.
- Provide adequate ventilation if the structure is enclosed.
- Do not store hazardous materials in the shelter.
- Provide proper ingress and egress to prevent entrapment.

### ANCHORING INSTRUCTIONS

Prior to assembling this shelter, please read the anchoring precautions and instructions included with the kit. Anchoring instructions are included in the **MUST READ** document. *You must anchor the building after the frame is assembled and before the cover is installed.*

**⚠ WARNING:** The anchor assembly is an integral part of the shelter construction. Improper anchoring may cause shelter instability and failure of the structure. Failing to anchor the shelter properly *will void the manufacturer's warranty* and may cause serious injury and damage.

### LOCATION

Choosing the proper location is an important step before you begin to assemble the structure. *Always consult local and regional building codes before you begin.*

The following suggestions and precautions will help you determine whether your selected location is the best location.

- Never erect the structure under power lines.
- Identify whether underground cables and pipes are present *before* preparing the site or anchoring the structure.
- Location should be away from structures that could cause snow to drift on or around the building.
- Do not position the shelter where large loads such as snow and ice, large tree branches, or other overhead obstacles could fall.

### SITE

After choosing a location, proper preparation of the site is essential. The following site characteristics will help ensure the integrity of the structure.

- A level site is required to properly and safely erect and anchor the frame.
- Drainage: Water draining off the structure and from areas surrounding the site should drain away from the site to prevent damage to the site, the structure, and contents of the structure.

**⚠ WARNING:** The individuals assembling this structure are responsible for designing and furnishing all temporary bracing, shoring and support needed during the assembly process. For safety reasons, those who are not familiar with recognized construction methods and techniques *must seek the help of a qualified contractor.*

## ASSEMBLY PROCEDURE

Following the instructions as presented will help ensure the proper assembly of your shelter. Failing to follow these steps may result in an improperly assembled and anchored shelter and will void all warranty and protection the owner is entitled to.

The steps outlining the assembly process are as follows:

1. Verify that all parts are included in the shipment. Notify Customer Service for questions or concerns.
2. Read these instructions, the Must Read document, and all additional documentation included with the shipment **before** you begin assembling the shelter.
3. Gather the tools, bracing, ladders (and lifts), and assistants needed to assemble the shelter.
4. Check the weather **before** you install the roof cover and any panels (if equipped). Do not install covers or panels on a windy or stormy day.
5. Re-evaluate the location and site based on the information and precautions presented in the documentation included with the shipment.
6. Lay out the site (if this has not been completed).
7. Assemble the frame components in the order they are presented in these instructions.
8. Assemble the frame including the bracing (if equipped).
9. Consult the Must Read document for anchoring comments and instructions.
10. Install, tighten, and secure the end panel (if equipped) and main cover. This applies to fabric covers that stretch over the frame assembly.
11. Read the care and maintenance information at the end of these instructions.
12. Complete and return all warranty information as instructed.

## LIST OF WORDS AND PHRASES

Before you begin, it is important to become familiar with the words and phrases used in this instruction manual.

These words and phrases are common to most ClearSpan™ shelters and identify the different parts of the shelter. (Some are used in this document. Others may not apply to this particular shelter.) These terms describe the shipped parts and can also be found on the materials list/spec sheets included with the shipment. To aid in the assembly, read through the following definitions before you begin to assemble your shelter.

- **Conduit:** An assembly of pipes used to secure the main cover and end panels (if equipped). Purlins and some strut assemblies also consist of connected pipes to form a conduit. Each pipe joint of a conduit assembly is secured with a self-tapping Tek screw.
- **Coupler or Fitting:** A part of the frame assembly where legs, purlins and rafter pipes are inserted and secured. In most instances, 3-way and 4-way couplers are used. In some larger applications, couplers are used to secure the joints of the different rafter sections during the assembly of the rafters. Some shelters do not use couplers.
- **Foot, Rafter Foot , or Base Plate:** The part attached to and found at the base of the rafter or leg of the shelter. Depending on the shelter, the foot is an optional purchase. Some shelters do not offer an optional foot. Some use 1-way connectors; others use ground posts.
- **Must Read Document:** This document includes building and shelter anchoring instructions, steps for end wall reinforcement, safety precautions, and notices and warnings. The Must Read document is sent with all shelters and buildings. If you did not receive a Must Read document, contact Customer Service to request one.
- **On-Center:** Term used to describe a measurement taken from the vertical center of the rafter or frame member to the vertical center of another.
- **Purlin or Angled (or Lateral) Bracing:** The pipe assemblies that run perpendicular to the rafters or framework that supports the main cover. These assemblies are found on the sides and roof areas of the assembled frame, are evenly spaced, and typically run from the front to the back of the shelter.
- **Plain or Straight Pipe:** A term used to describe a pipe that has the same diameter or width throughout its entire length.
- **Strut:** A strut is usually a length of pipe with two flattened ends and is used for diagonal bracing of the shelter frame. A strut is typically secured to the frame work by special brackets, bolts, and/or clamps.
- **Swaged End or Swaged Pipe:** The term "swaged" refers to the tapered end of the pipe or tube. Swaged ends of a pipe can be inserted into couplers and the straight ends of other pipes of the same diameter.
- **Tek Screw:** A self-tapping fastener used to secure pipe joints and to fasten brackets to rafters.

# CLEARSPAN™ POLY BUILDINGS

## REQUIRED TOOLS

The following list identifies the main tools needed to assemble the shelter. Additional tools and supports may be needed depending on the structure, location, and application.



Space below is reserved for customer notes.

- Tape measure
- Marker
- Variable speed drill and impact driver (cordless with extra batteries works best)
- Wrenches or ratchet and socket set (recommended)
- Scissors or utility knife to cut cover material and strap
- Hammers, gloves, and eye protection
- Ladders, work platforms, and other machinery for lifting designed to work safely at the height of the shelter
- Rope (or straps) for cover installation



## UNPACK AND IDENTIFY PARTS

The following steps will ensure that you have all the necessary parts *before* you begin to assemble the shelter.

1. Unpack the contents of the shipment and place where you can easily inventory the parts. Refer to the Bill of Materials/Spec Sheets.
2. Verify that all parts listed on the Bill of Materials/Spec Sheets are present. If anything is missing or you have questions, consult the Pictorial Parts Guide and all shelter diagrams throughout these instructions for clarification, or contact Customer Service.

**NOTE:** At this time, you do not need to open the plastic bags containing the fasteners (if used).

## QUICK START GUIDE

For a quick overview of this shelter and its components, consult the Quick Start Guide near the back of these instructions.

The pages of the Quick Start Guide show exploded views of all critical connections. Use the diagrams in the Quick Start section to assemble the frame of your building.

Consult the remainder of these instructions for important details that will help during the construction.

# ClearSpan

The following graphics and photos will help you identify the different parts of the building. Consult the Quick Start Guide for additional details and diagrams. (Some parts are not shown.)



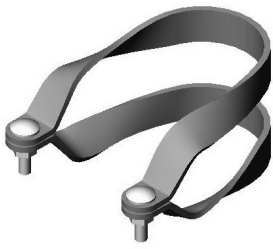
FA4482B  
Tek Screw



QH1400 & QH1402  
Band Clamps



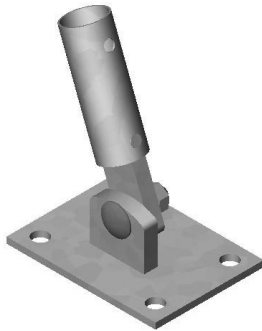
102856  
End Clamp



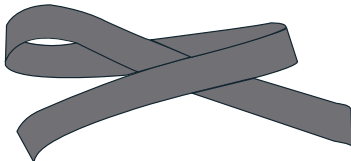
102548  
Cross Connector



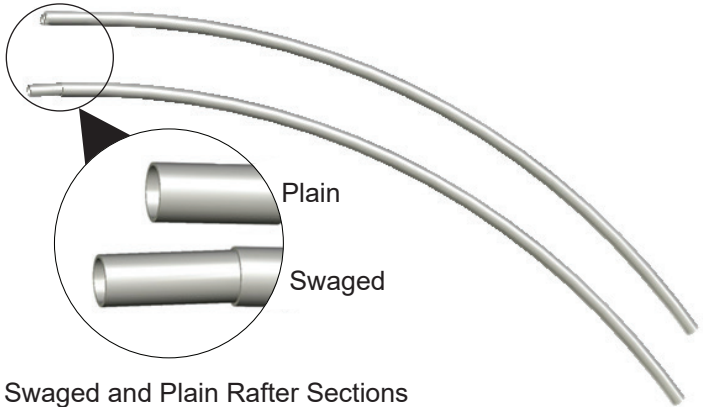
QH1061  
Ratchet



104301  
Rafter Foot



103620b  
Plain End Strap



Swaged and Plain Rafter Sections

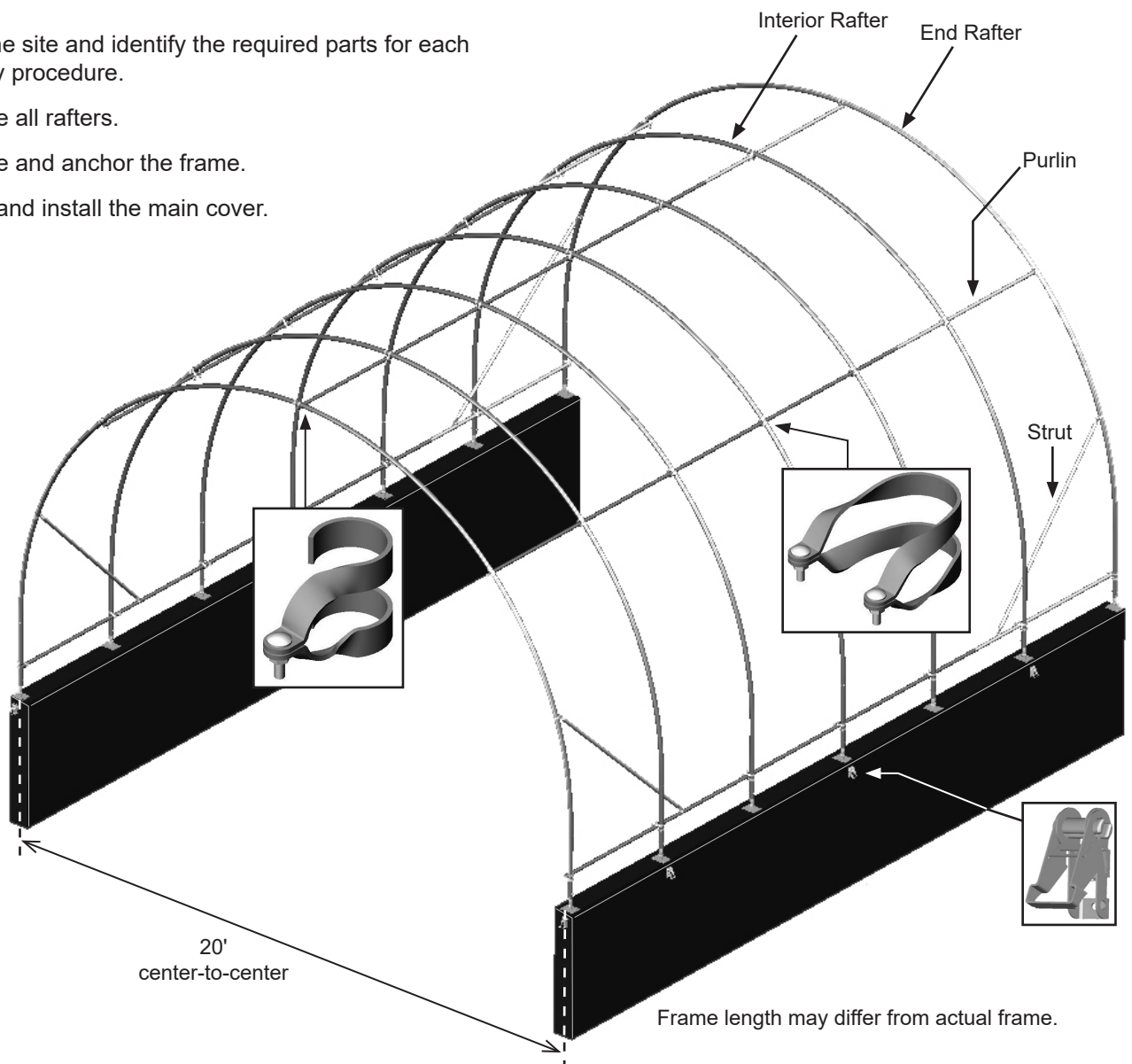


## ClearSpan™ Pony Wall Building

### OVERVIEW

This section describes assembling your pony wall building. For details of each assembly procedure, consult the Quick Start Guide and the individual sections of these instructions. See illustration below to identify main parts of shelter.

1. Layout the site and identify the required parts for each assembly procedure.
2. Assemble all rafters.
3. Assemble and anchor the frame.
4. Prepare and install the main cover.



**LAY OUT THE BUILDING SITE**

Review the previous Location and Site information before you begin construction of the pony wall.

You (and your contractor, if any) are responsible for providing a pony wall suitable for the shelter, the soil conditions, and weather (including but not limited to wind, rain, snow, frost, and ice, etc.). Depending on location, climate and weather, timbers or other posts may need to be cemented into the ground at least 4' to prevent movement caused by frost and other weather related loads. Consult the building codes (if any) for your area before you construct the pony wall. Consult a qualified contractor before you begin construction of your pony wall.

**ATTENTION:** To install and secure the cover properly, the rafters must be positioned to the outside edge of the pony wall. This allows the main cover to drape evenly down the side of the pony wall where it is secured to ratchets.

Read the following before you begin pony wall construction:

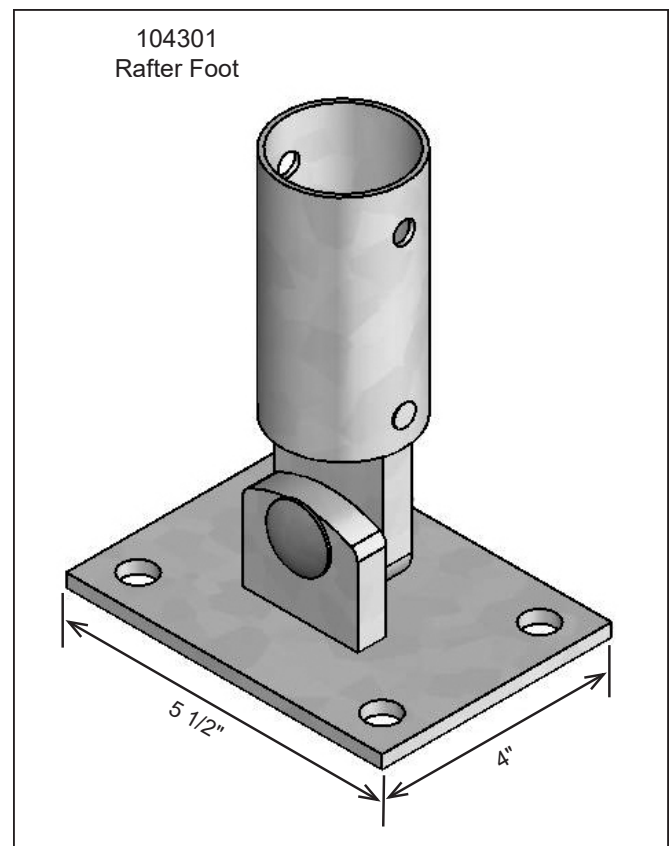
- **Width:** The recommended width of the pony wall for a 20' wide building is 20' 6" to 21' (outside-to-outside). Wall must accommodate the 20' on-center width of the rafters without being too wide to interfere with cover installation. See pony wall thickness comment below.
- **Length:** The length of the pony wall should be the shelter length (24', 36', or 48') plus an additional 6"-12" to accommodate the dimensions of the mounting feet, which extend beyond the end rafters.



- The top of the pony wall must be level. The building frame will not assemble properly if the top of the pony wall is uneven.
- Pony wall thickness: The thickness of the pony wall must provide a surface for the entire mounting base of each rafter foot. See the diagram to the right.

**REMEMBER:** The cover of the building is attached to the outside of the pony wall. Position rafters as close to the outside edge of the pony wall as possible.

- The pony wall must support the load created by the shelter plus the additional loads imposed by the wind and other elements. Concrete, large pre-cast concrete blocks, or 8" x 8" (or larger) timbers (to accommodate the rafter mounting feet) are all acceptable materials when constructing the pony wall.
- Standard and approved building techniques are required. You must observe and adhere to all local and national building codes and requirements. Consult a professional contractor when in doubt.
- Due to the characteristics of the pipe (including bend radius) and the design of the shelter, there are often variations in the width and height of the building. Covers and end panels purchased or supplied with the shelter include sufficient material to accommodate these variations.



**ATTENTION:** The procedures that follow describe assembling each rafter, attaching the rafter feet (see diagram above), and then setting the rafters in place to assemble the frame.

Depending on the application, the pony wall, and personal preference, the builder/owner may want to space and attach the rafter feet to the pony wall first and then secure each rafter to each set of anchored rafter feet to assemble the frame. **Review all diagrams before you begin.**

In either case, the customer is responsible for supplying the fasteners to secure the rafter feet to the pony wall structure.

# CLEARSPAN™ POLY BUILDINGS

## ASSEMBLING THE RAFTERS

**NOTE:** Assistance is required to assemble the rafters.

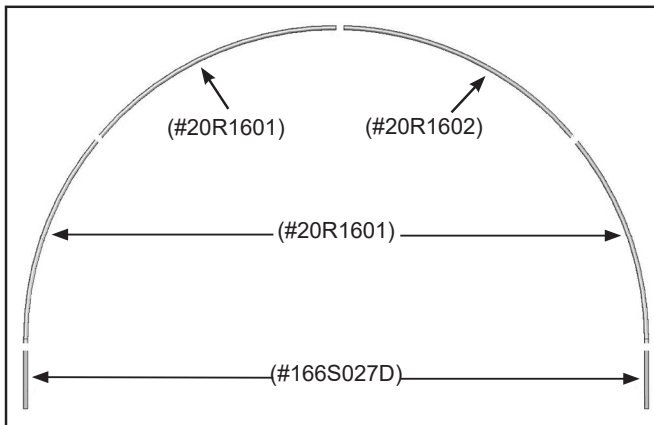
Gather the parts:

- Round pipe: rafter position #1 (#20R1601)
- Round pipe: rafter position #2 (#20R1602)
- 27" leg extension (pipe #166S027D)
- End clamps and band clamps (#QH1402)
- Rafter foot (#104301)
- Bolts (#FAG336B) & Nut (FALB02B)
- Tek screws
- Magnetic nut setter (3/8" x 2-9/16")

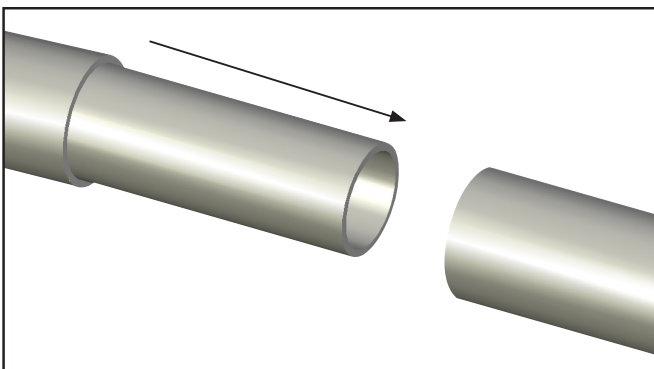
### Rafter Assembly Procedure

Each rafter assembly consists of six (6) rafter sections: two (2) curved rafter pipes (for the top), two (2) side pipes that connect to the upper center pipes, and two (2) leg extension pipes.

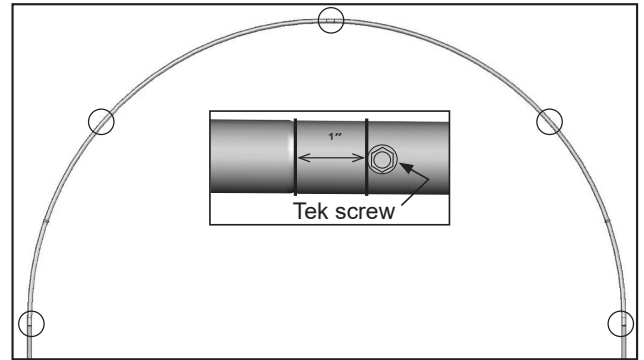
1. Select the six (6) pipes needed to assemble a rafter and arrange these on a flat surface as shown below for assembly.



2. Slide the swaged portion of each rafter pipe into the plain end of the pipe as shown.



3. With the main rafter pipes seated at each joint and the rafter positioned on a flat surface, secure each joint using a single self-tapping Tek screw. Position Tek screw approximately 1" from pipe joint.



**ATTENTION:** Install the screws so they will not touch the cover once it is installed. This is typically on the backside of the rafter, which will be the surface visible from the *inside* of the shelter once the frame is assembled.

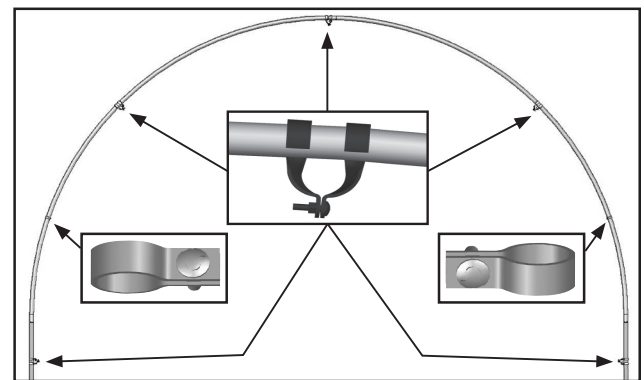
Install the screw so that it secures the outer pipe to the swaged end of the inside pipe at the joint.

4. Assemble all rafters as described and continue with the additional steps to assemble the two end rafters.

### END RAFTER ASSEMBLY

In addition to the steps in the previous procedure, complete the following steps *for the two end rafters only*.

1. Take one of the assembled rafters and place it on a flat surface.
2. Slide five (5) end clamps (102856) and two (2) band clamps (QH1402) onto the rafter in the locations noted below. (Do not secure the clamps to the rafter at this time. These clamps are repositioned during the frame assembly when the purlins are added.)



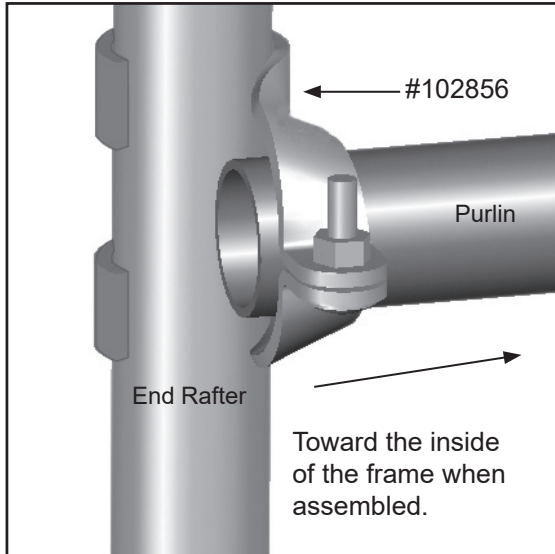
View of the end rafter and clamps as shown is from the *outside* when the frame is assembled.

**NOTE:** Position all clamps as shown. Use a piece of duct tape to keep the clamps from sliding when the rafter is set in place if desired.



**RAFTER ASSEMBLY (CONTINUED)**

View below shows how to position all end clamps to prepare for the frame assembly. Purlin pipe shown is installed during the frame assembly procedure.



2. Repeat step to attach the remaining rafter foot.
3. Repeat the above procedure for all rafter assemblies.
4. Continue with the FRAME ASSEMBLY instructions that follow.



Space below is reserved for customer notes.

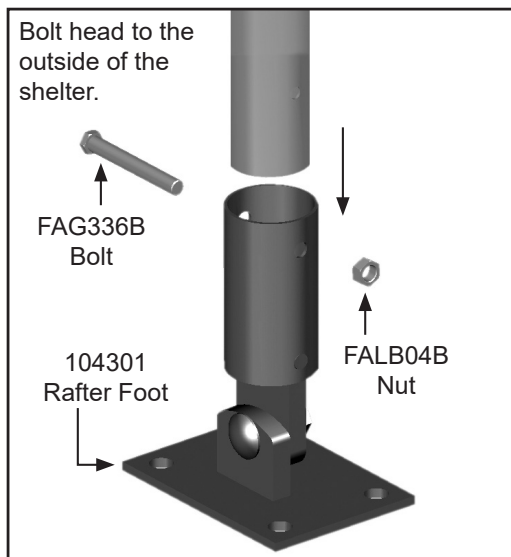
3. Repeat the same procedure for the final end rafter.
4. Continue with the ATTACH RAFTER FEET instructions that follow.

**ATTACH RAFTER FEET**

After assembling the rafters, attach two (2) rafter feet to each rafter.

**NOTE:** Skip this section if you have first spaced and secured the rafter feet to the pony wall. Continue with the frame assembly. Adapt those steps as needed to account for any changes resulting from first attaching the feet.

1. Attach one rafter foot (104301) to a rafter using the 3/8" hex head bolt (FAG336B) and nut (FALB04B).



# CLEARSPAN™ POLY BUILDINGS

## FRAME ASSEMBLY

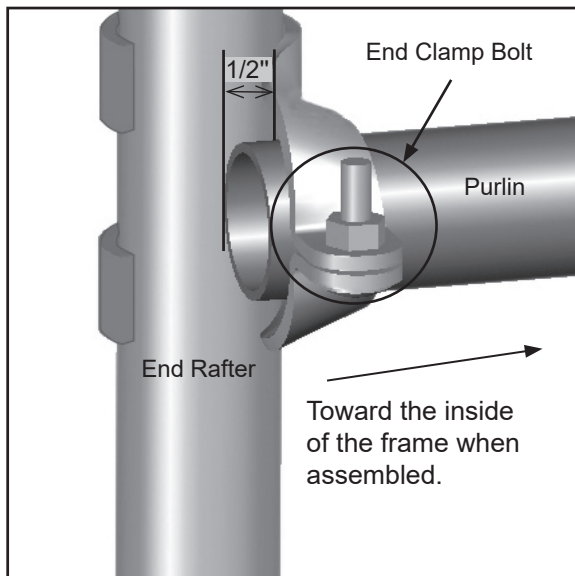
Gather the parts:

- All rafter assemblies
- Purlin pipe 1.315" x 75" swaged (131S075)
- Purlin pipe 1.315" x XX" plain pipe (#131P0XX)
- Band clamps (#QH1400) and cross connectors (#102548)
- Struts (#QH1308) and Tek screws

**NOTE:** The XX" represents the remaining length required to reach the end of the shelter. Consult the Spec Sheet and Side Profile diagrams (Quick Start) for pipe identification.

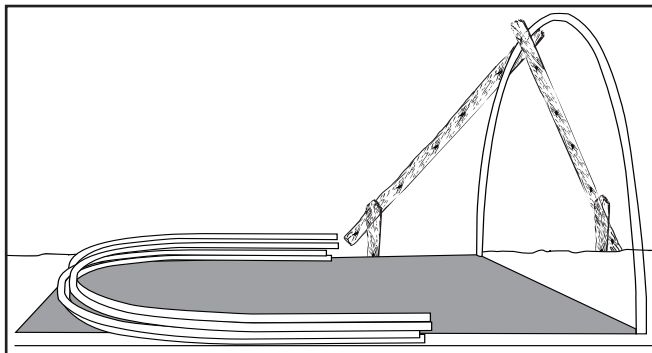
### Frame Assembly Procedure

1. Stand one end rafter. The end rafters include the end clamps. Be sure to position the bolt side of end clamp to the inside of the frame when setting the end rafter in position. See the diagram below.



**NOTE:** Purlin pipe shown in the above diagram is installed during the frame assembly.

2. Check that the rafter is standing straight (plumb) and brace it in place.

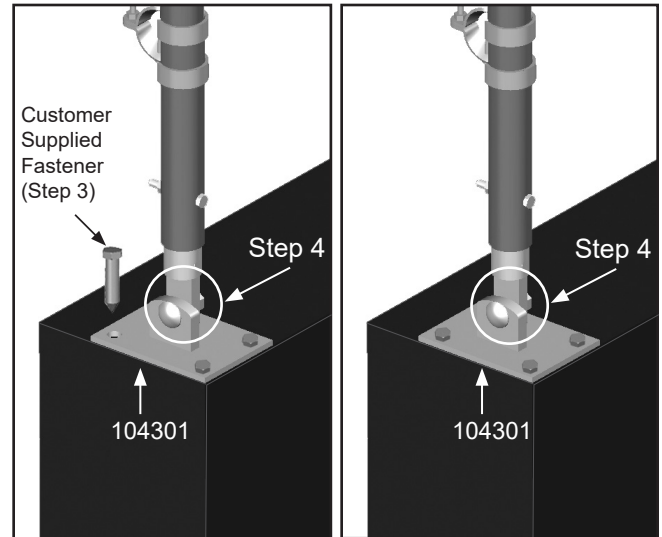


Shelter shown may differ from actual frame in design.

3. Verify that the on-center rafter width is 20' and secure the rafter feet of the end rafter to the pony wall using customer-supplied fasteners to prevent shifting.

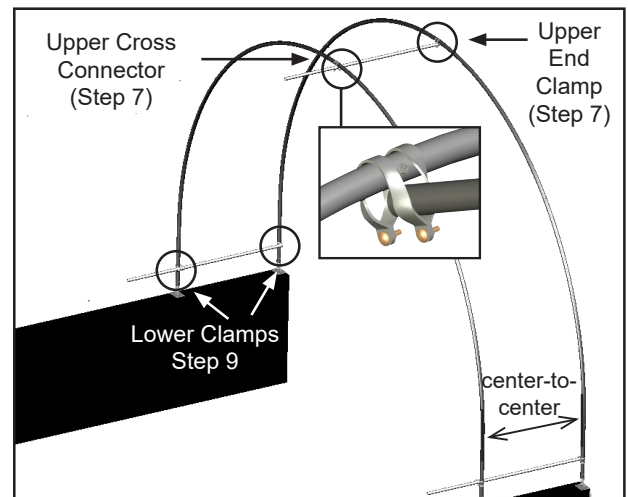
If pony wall is concrete, consult the *Attaching Rafter Feet to Concrete* section for suggested fastening method.

4. Brace the rafter in place and tighten the rafter base mounting bolts as shown below.



Views are shown from outside the shelter.

5. With the first end rafter set and the on-center width at 20', set the first interior rafter in place.
6. Using the on-center, rafter-to-rafter spacing, set the interior rafter in position and repeat Steps 3-4. (Additional assistants are required to hold the rafter in position.) See Side Profile diagrams for the correct rafter spacing.

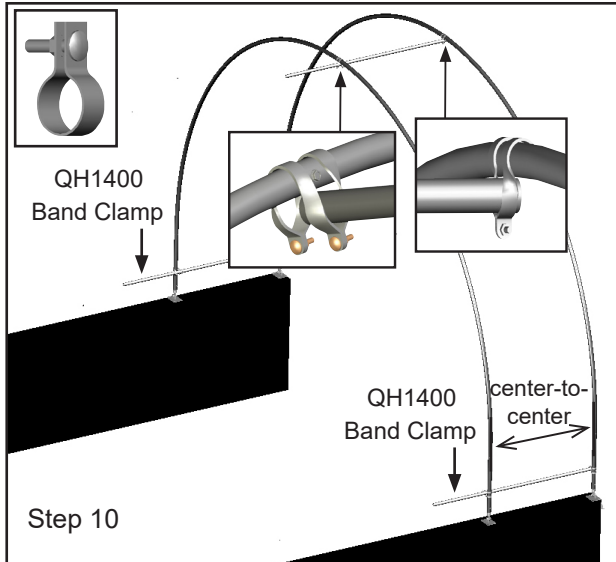


7. Install the upper cross connector on the interior rafter and insert the plain end of a purlin pipe through the connector and through the end clamp at the top of the end rafter. See circles above.
8. Verify that both rafters are plumb and properly spaced on-center and tighten the upper end clamp and cross connector.

**FRAME ASSEMBLY (CONTINUED)**

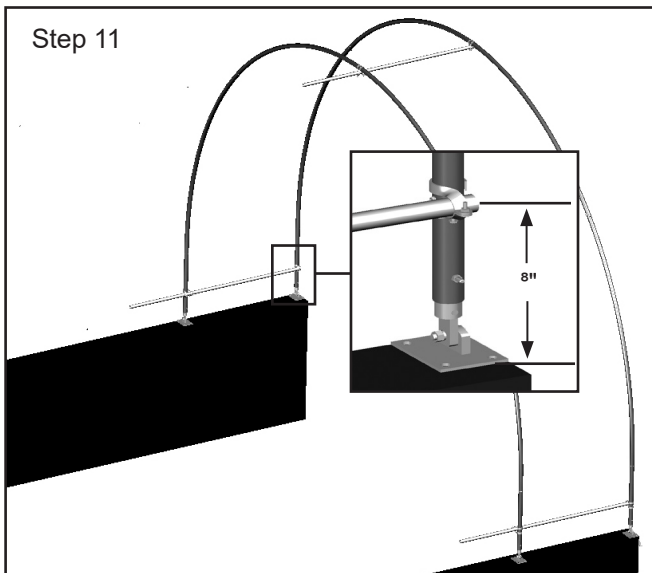
**⚠ CAUTION:** To prevent cover damage, the ends of the purlins should extend no more than 1/2" past the end clamp. See diagram that follows Step 14. Do not allow purlin to extend beyond the edge of the end rafter.

9. Move to the lower clamp positions and repeat Step 7 to install the purlin pipes in those locations. See the diagram on the previous page following Step 6.

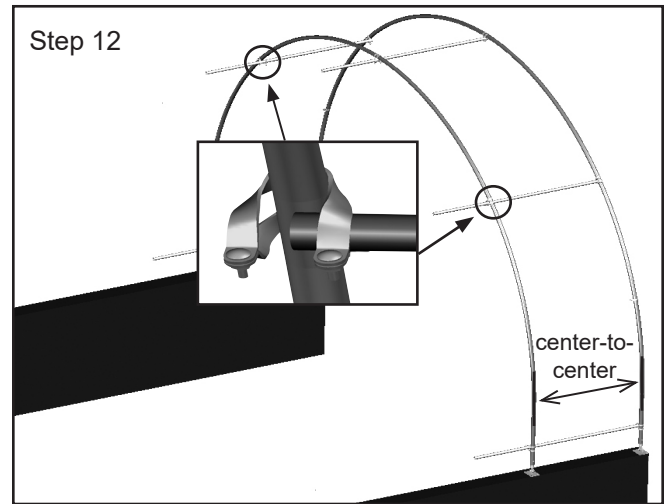


10. Slide a band clamp (#QH1400) on each of the two bottom purlins between the second and third rafters. Position the head of each band clamp bolt toward the outside of the shelter.

11. Move to the lower end of the rafters, verify that the position of the purlin is approximately 8" above the top of the pony wall, and tighten the lower end clamps and cross connectors.



12. Install the remaining cross connectors and purlins. Verify that the rafter spacing is on-center for the shelter and tighten the end clamps and connectors.



13. Continue adding rafters and purlins until the frame is nearly complete.

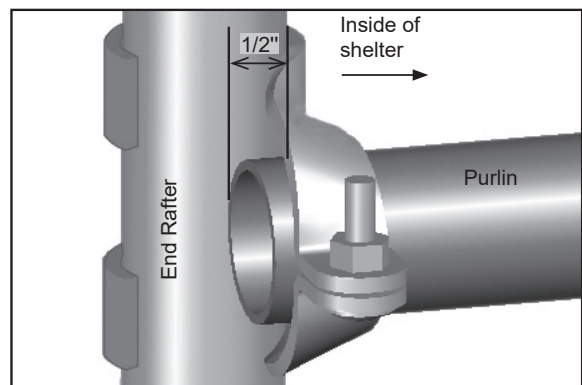
**NOTE:** Remember to add band clamps to the lower purlins between the second and third rafter at the remaining end of the frame for the installation of the struts. Review Step 1 to set the final end rafter.

14. Finish each purlin with a plain pipe and use the final end rafter to complete the assembly.

**NOTE:** To prevent cover damage, DO NOT allow the purlin to extend beyond the end rafter.

If the last end rafter is plumb and the purlin run extends beyond the end of the rafter, cut the last section of purlin pipe to the required length.

Typically purlin pipes do not require cutting. Verify that the finished purlin run has the correct plain pipe before cutting any pipe. Consult the Side Profile diagrams in the Quick Start section for pipe identification.



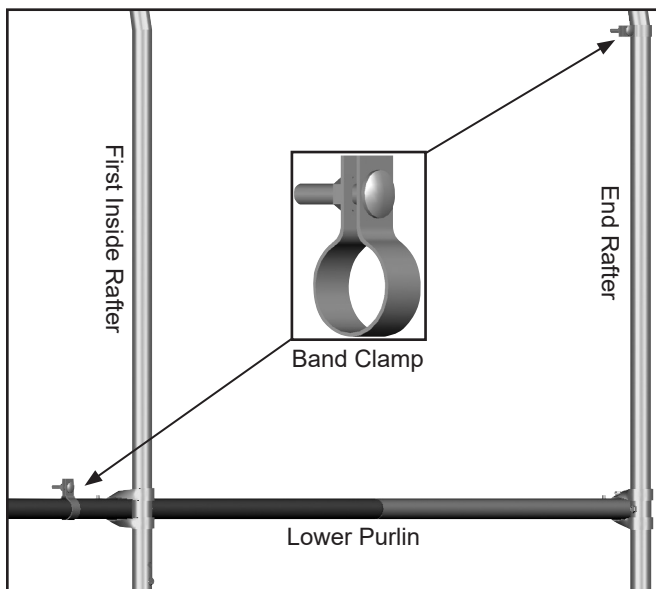
**⚠ CAUTION:** To prevent cover damage, the ends of the purlins should extend no more than 1/2" past the end clamp. Position the bolt side of the end clamps to the inside of the shelter as shown.

## CLEARSPAN™ POLY BUILDINGS

### FRAME ASSEMBLY (CONTINUED)

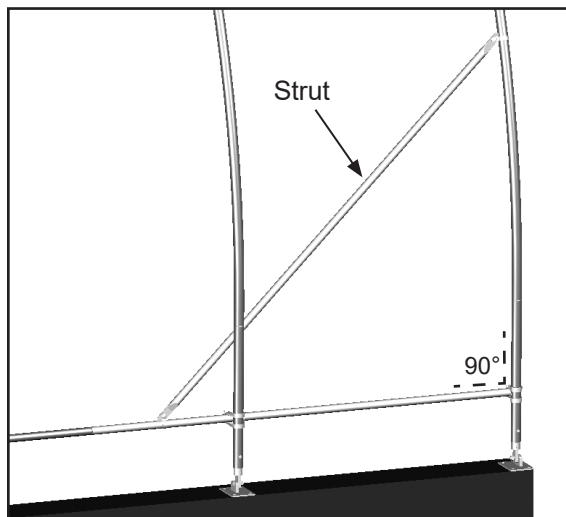
#### Strut Installation Procedure

1. After the rafter assembly is complete, verify that the band clamps are in the proper location. See diagram below.



Positions of band clamps depend on the rafter spacing and may differ slightly from what is shown.

2. Remove the bolts and attach a strut between the band clamp on the purlin and the band clamp on the end rafter. Position the strut so that it forms a triangle as shown below. *Actual strut and position may vary.*



**NOTE:** Verify that the bolt heads are to the outside of the shelter and tighten the nuts.

3. Install the remaining struts and tighten all band clamp bolts.
4. Secure each band clamp to the purlin and rafter using a Tek screw for each connection.
5. Return to each purlin joint and secure using a Tek screw.

### ANCHOR THE SHELTER

At this point, anchor the frame. Once the frame is anchored properly, continue with these instructions.

**WARNING:** You must anchor the shelter as described in the MUST READ document.

FAILING TO PROPERLY ANCHOR THE SHELTER WILL RESULT IN DAMAGE TO THE SHELTER AND MAY CAUSE PERSONAL INJURY.

READ THE MUST READ DOCUMENT TO PROPERLY ANCHOR THE SHELTER.



Space below is reserved for customer notes.

**INSTALL THE MAIN COVER RATCHETS**

Attach all QH1061 side ratchets *on the outside of the pony wall*.

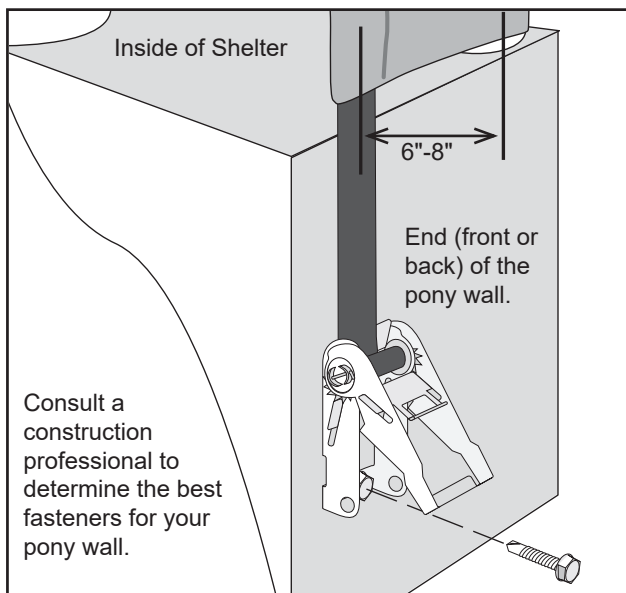
Gather the parts:

- Ratchets (#QH1061)
- Tek screws (#FA4482B): Tek screws may not be the correct fastener for some pony wall constructions. See the note in Step 1. *Due to the different materials used to construct pony walls, the customer is responsible for supplying the required fasteners. Consult the advice of a qualified professional contractor if needed.*

Complete the following steps to secure the ratchets to the pony wall.

1. Locate four (4) ratchets (#QH1061) and attach these to the outside ends of the pony wall as shown in the diagram below. Attach each ratchet using a Tek screw (FA4482B). *(Fasteners for pony walls constructed of material such as concrete, stone, or wood are not included and must be purchased separately. Consult a contractor if needed.)*

**ATTENTION:** If attaching ratchets to concrete, read the *Attaching Ratchets to Concrete* section and apply that procedure to the following instructions.



Distance shown by the arrow above is approximately 6" to 8" from center of the end rafter to the center of the ratchet.

2. Locate the remaining ratchets and divide the quantity in half. Use half for each side of the shelter.
3. Evenly space the remaining QH1061 ratchets along the outside of the pony wall.

**ATTENTION:** Consult the Side Profile Diagram in the Quick Start Section for ratchet locations.

4. Measure approximately 12"-16" down from the top of the pony wall and attach as shown below.

Install ratchets immediately across from each other *below the same rafter*.

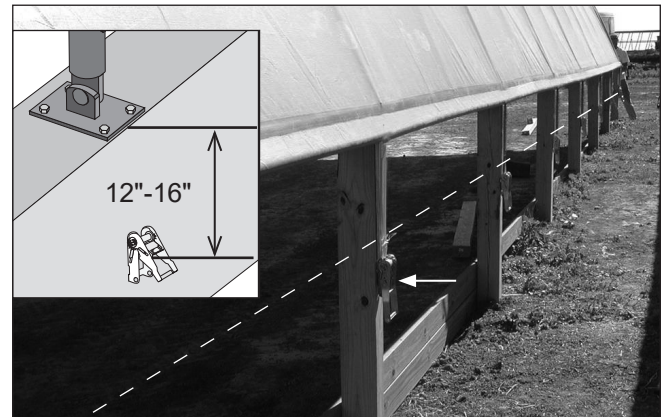


Photo shows straps and cover already installed, these items are installed later in the instructions.

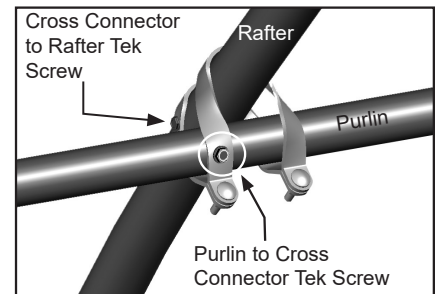
Space ratchets as evenly as possible and opposite one another below *the same rafter* to best stretch and secure the main cover. See dashed line above.

5. After installing all side ratchets and a final check of the frame is complete, continue with the main cover installation.

**FINAL FRAME CHECK**

1. Return to the frame connections and verify that all bolts are tight.
2. Verify that each purlin splice is secured with a Tek screw.
3. Verify that each purlin is secured to the end clamp and cross connector and that each cross connector and end clamp is secured to the rafter. See diagram below.

**ATTENTION:** Position the Tek screws so they will not touch the cover once it is installed.



4. Inspect the frame for sharp areas that could damage the cover. If found, file smooth and cover with layers of duct tape to protect the cover.
5. Verify that all bolts are positioned with the heads to the outside of the frame. Tape the bolts and rafter joints *before* installing the cover.

## CLEARSPAN™ POLY BUILDINGS

### ATTACHING RAFTER FEET TO CONCRETE

Additional materials required to secure the rafter feet to the concrete base are not included and must be purchased by customer. Materials and rafter foot shown in the following diagrams may differ from actual purchases.

Use the following information to determine the size of the anchor bolt that best applies to your purchase.

**Length of Anchor Bolt equals (=):**

Thickness of material to be fastened  
+plus minimum embedment (see manufacturer recommendation)  
+plus 1" for nut and washer application.

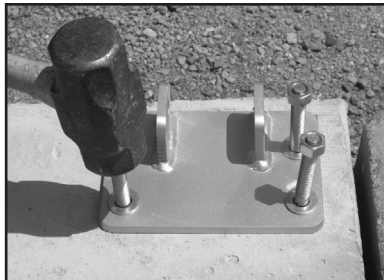
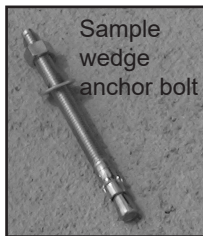
1. Verify rafter foot is in the correct position. Using the fastener holes as a guide, drill holes into the concrete base according to the anchor bolt size.

**NOTE:** Rafter foot shown may differ from actual rafter foot. Installation is the same.

**IMPORTANT:** DO NOT over-drill hole. Wedge anchor bolt will not work properly if hole is too deep.

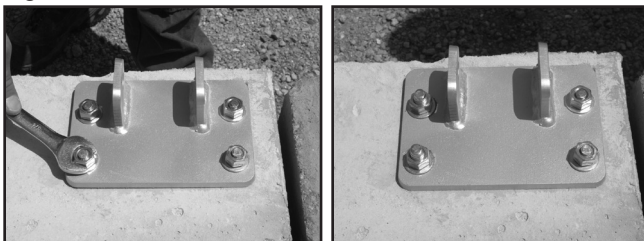


2. Insert anchor bolt into one drilled hole. Firmly tap with a hammer to secure wedge anchor into concrete.



**NOTE:** Depending on wedge anchor bolt, verify that the washer and securing nut are attached *before* driving the anchor bolt into concrete. Striking bolt may cause thread damage and prevent the nut installation.

3. Tighten the nut.



4. Repeat for each anchor bolt until rafter foot is adequately secured to the concrete base.
5. Repeat for each rafter foot.

### ATTACHING RATCHETS TO CONCRETE

Additional materials required to secure ratchets to a concrete base are not included and must be purchased by customer. Materials and frame shown in the following diagrams may differ from actual purchases.

Consult the boxed information to the left to determine the size of the anchor bolt that best applies to your purchase.

1. Determine where the first ratchet will be attached and drill the mounting hole according to the anchor bolt size.



**NOTE:** Hole needs to be deep enough that the anchor bolt will not interfere with ratchet operation.

2. With ratchet in the open position, insert anchor bolt through ratchet hole and into mounting hole. Firmly tap with a hammer to secure wedge anchor into concrete.



**NOTE:** Depending on wedge anchor bolt, verify that the washer and securing nut are attached *before* driving the anchor bolt into concrete. Striking bolt may cause thread damage and prevent the nut installation.

3. Tighten the nut.
4. Test ratchet operation. Cut excess if needed.
5. Repeat for each ratchet.

**PREPARE MAIN COVER**

Gather the parts:

- Pipe 1.315" x 75" swaged
- Pipe 1.315" x 73.5" plain
- Main cover
- Tek screws

**⚠ WARNING:** To prevent damage to the cover and to prevent serious personal injury, DO NOT attempt to install the main cover on windy days.

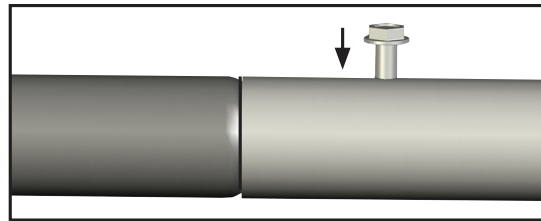
Assembly Procedure

**NOTE:** When handling the main cover and setting it in position, do not pull on the end straps. They will pull out of the cover. Do not insert any cover conduit into a cover pocket that includes a pre-installed strap.

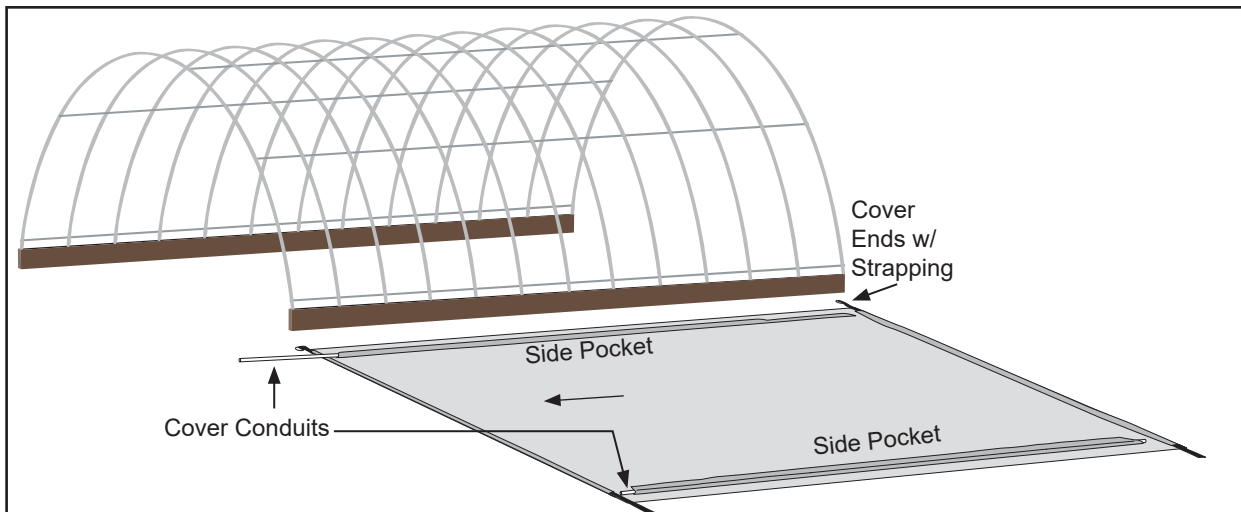
**⚠ WARNING:** To prevent damage to the cover and to prevent serious personal injury, DO NOT attempt to install the main cover on windy days.

1. Assemble two main cover conduits. Start each cover conduit assembly with one plain pipe and add swaged pipes to arrive at the length of the frame. Once assembled, the cover conduits are inserted into the side pockets of the main cover. The conduits are used to tighten and secure the main cover to the frame. Consult the Side Profile Diagram in the Quick Start section for pipe identification.

- a. Locate all sections of pipe needed to assemble the cover conduit.
- b. Insert the swaged end of each pipe into the plain end of another pipe until the conduit is assembled.
- c. Secure each pipe joint with a Tek screw.
- d. Use duct tape to tape over each Tek screw.



2. After assembling the cover conduits, locate the main cover and unfold it on a clean, smooth surface against the pony wall. Unfold the main cover with the inside surface facing up and the straps positioned at the front and back of the pony wall.



3. Align the cover ends with the front and back of the shelter and insert one cover conduit into each side pocket of the main cover.

**NOTE:** Shelter shown above may be of a different style or length than actual shelter.

4. Continue by pulling the cover up and onto the frame.

## CLEARSPAN™ POLY BUILDINGS

### ATTACH MAIN COVER

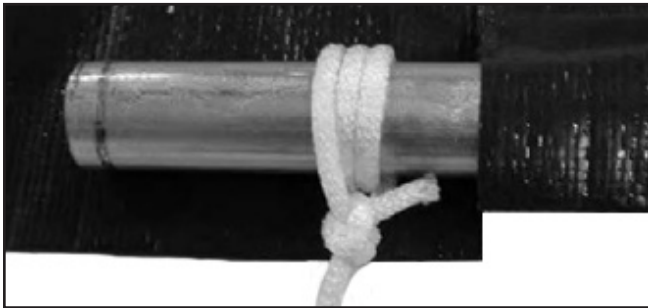
Gather the parts:

- Main cover (with conduits inserted)
- Ropes (provided by customer) or strap long enough to reach over the frame
- Box cutter or utility knife

**⚠ WARNING:** To prevent damage and injury, do not leave the cover unattended if it has not been properly secured. The ropes can be used to temporarily keep the cover from blowing off the frame.

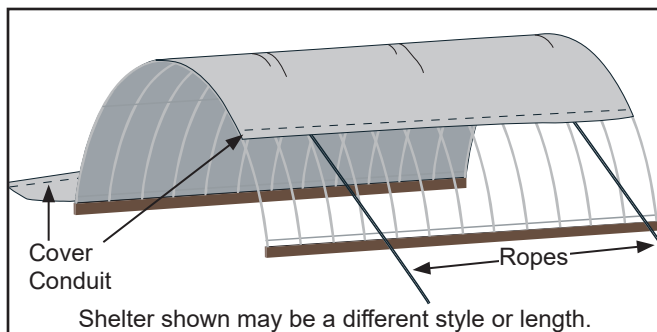
#### Assembly Procedure

1. To pull the cover over the frame, attach ropes or straps to both ends of the cover conduit positioned *farthest from the frame*. Wrap the rope around the conduit a few times to prevent it from slipping off.



**NOTE:** Depending on the length of the cover it may be necessary to attach additional ropes to the cover conduit between the end ropes by cutting a small opening in the cover pocket and tying the rope around the conduit. **DO NOT** cut through the main cover. *Cut through the conduit pocket only.*

2. With all ropes attached to the cover conduit, toss the ropes over the frame, and pull the cover into position. Position one person at each rope. *Verify that the cover pockets are to the inside of the building. This will be the underside of the cover when it is pulled into position on the frame.*

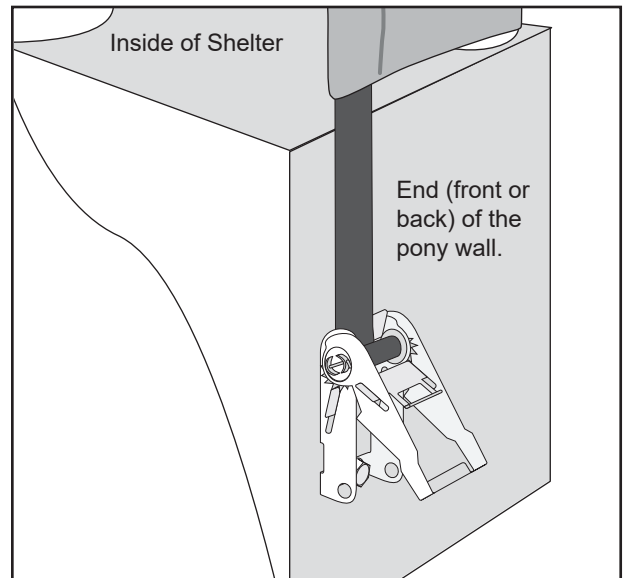


**NOTE:** Use lifts and additional assistants (if needed) to help pull the cover up and over the frame.

3. Once the main cover is pulled into position, center the cover on the frame (end-to-end and side-to-side).

**⚠ WARNING:** To prevent damage and injury, do not leave the cover unattended if it has not been properly secured.

4. Locate the straps at the front and rear hems and feed the straps through the center slot in each end ratchet. Operate the ratchet to wrap the strap onto the center hub just enough to keep the strap secure.



**NOTE:** Do not tighten completely at this time. This helps to temporarily secure the cover.

5. Tie the ropes (or straps), used to pull the cover into position, to the frame to help hold the cover.
6. Move to the other side conduit of the cover and temporarily secure that side of the cover to the frame.

**NOTE:** Tie short pieces of rope to the ends of the side conduit and directly across from the ropes or straps tied to the other side conduit to temporarily secure the cover to the frame. Once side straps are installed and slightly tightened, the temporary ropes can be removed.

7. Continue with the installation of the side straps.



**INSTALL THE MAIN COVER SIDE STRAPS**

The side straps wrap around the conduit in the side pocket. The ends of each strap are then fed into each side ratchet attached to the pony wall and slightly tightened to keep the cover in position.

Required parts and tools:

- 1" strap (Some strap may ship in a bulk roll. Measure and cut as needed.)
- Tool to cut slits in cover conduit pockets

Complete these steps to install the side straps:

1. Move to one side ratchet attached to the pony wall and cut a slit in the conduit pocket above the conduit in line with the ratchet.

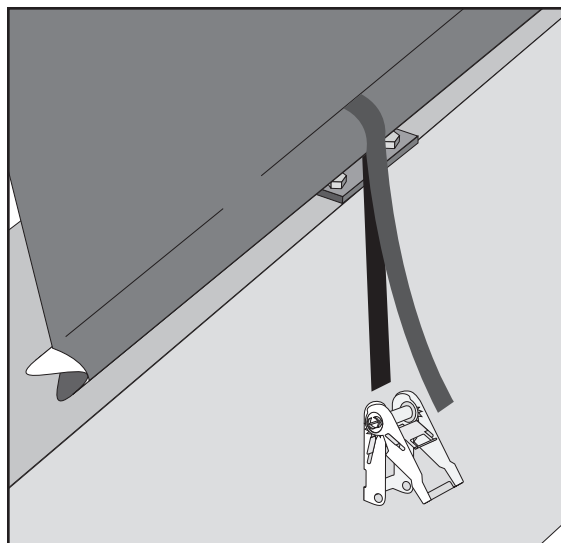


Photos above show using a utility knife to cut a slit above the conduit, which has been inserted into the main cover side pocket. Cover, rafter, and frame design differ from actual shelter. Procedure is the same.

**NOTE:** If ropes were used at these locations when the main cover was pulled in place, a slit in the cover pocket may already be present.

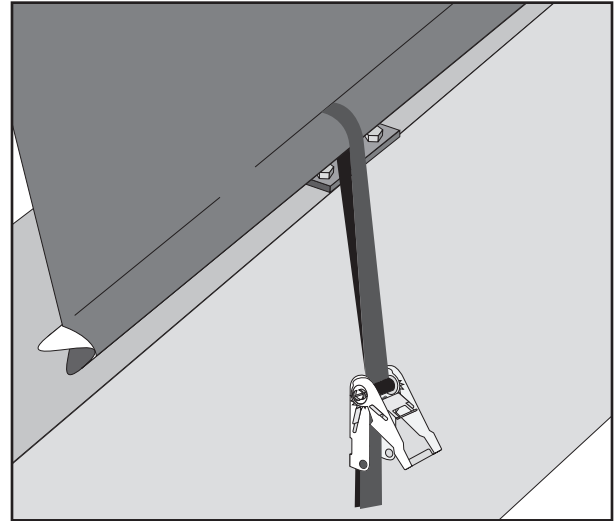
When creating the slit in the pocket for the strap, *do not cut the main cover. Cut only the pocket material.*

2. Select one of the tie down straps (103620B) that shipped with the building and insert one end of the strap through the slit and around the cover conduit.



**NOTE:** For bulk strap, use the ratchet position to determine the required length and cut strap as needed.

3. Feed both ends of the strap through the slot in the ratchet and slightly tighten the strap.



**NOTE:** Do not tighten completely at this time. Ratchet location and pony wall may differ from shown. Steps to install the main cover are similar however.

4. Repeat the previous steps to install and slightly tighten the remaining straps. Photos shown below are two examples of pony wall shelters and how to attach the ratchets and secure the main cover.



5. After all side security straps are in place and slightly tightened and the cover is centered evenly on the frame, complete the following steps to tighten the side ratchets.

## CLEARSPAN™ POLY BUILDINGS

### TIGHTEN THE SIDE RATCHETS

Verify that the cover is in the desired position and centered on the frame. (Loosen and reposition if needed.) Continue with these steps to tighten the side ratchets.

1. Move to the side ratchets attached to the outside of the pony wall. Begin with the pair of ratchets closest to the center of the pony wall and opposite each other.
2. With someone on each side of the shelter, tighten the first pair of ratchets opposite each other until the cover is snug. Do not overtighten.

**ATTENTION:** Tightening ratchets opposite each other at the same time helps keep the cover centered and results in a more uniform appearance.

3. Move to the next pair of ratchets and repeat the steps to tighten them.

**NOTE:** If the strap builds up in the ratchet, loosen the ratchet, remove some of the strap, and retighten.

4. Repeat the steps until all side ratchets are snug.
5. Return to all ratchet pairs and repeat the steps to retighten.
6. After all side ratchets are tight, move to the end of the pony wall where the bonnet straps of the cover are located and tighten the end ratchets.
7. Move to the other end of the building and secure the bonnet at that end.
8. Recheck all ratchets and read the care and maintenance information that follows.

### SHELTER CARE AND MAINTENANCE

Proper care and maintenance of your shelter is important. Check the following items periodically to properly maintain your shelter:

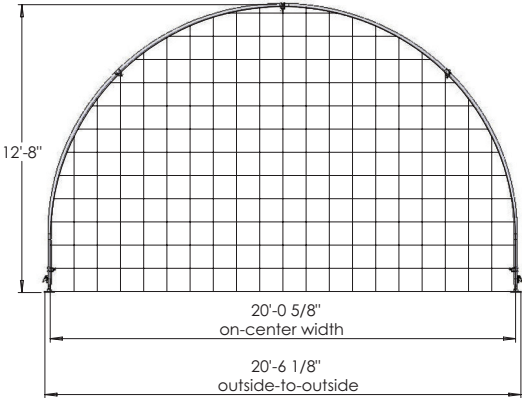
- Regularly check the main cover and panels (if equipped) to see that these remain tight and in proper repair.
- Check connections and all fasteners to verify that they remain tight.
- Do not climb or stand on the shelter at anytime.
- Remove debris and objects that may accumulate on the shelter. Use tools that will not damage the cover when removing debris.
- Remove snow to prevent excess accumulation. Use tools that will not damage the cover when removing snow. **NEVER ALLOW SNOW TO ACCUMULATE ON THE COVER!**
- Check the contents of the shelter to verify that nothing is touching the cover or the side panels that could cause damage.
- Check the anchoring system to ensure that all components are tight and in good repair.
- Check the pony wall periodically to ensure that it is in good repair and that all rafter mounts are secure.
- Replace all worn or damaged parts promptly.
- If the shelter is moved, inspect all parts and connections before reassembling.
- For replacement or missing parts, call 1.800.245.9881 for assistance.

**NOTE:** With the exception of Truss Arch buildings, ClearSpan™ shelters and greenhouses *do not* have any tested loading criteria.

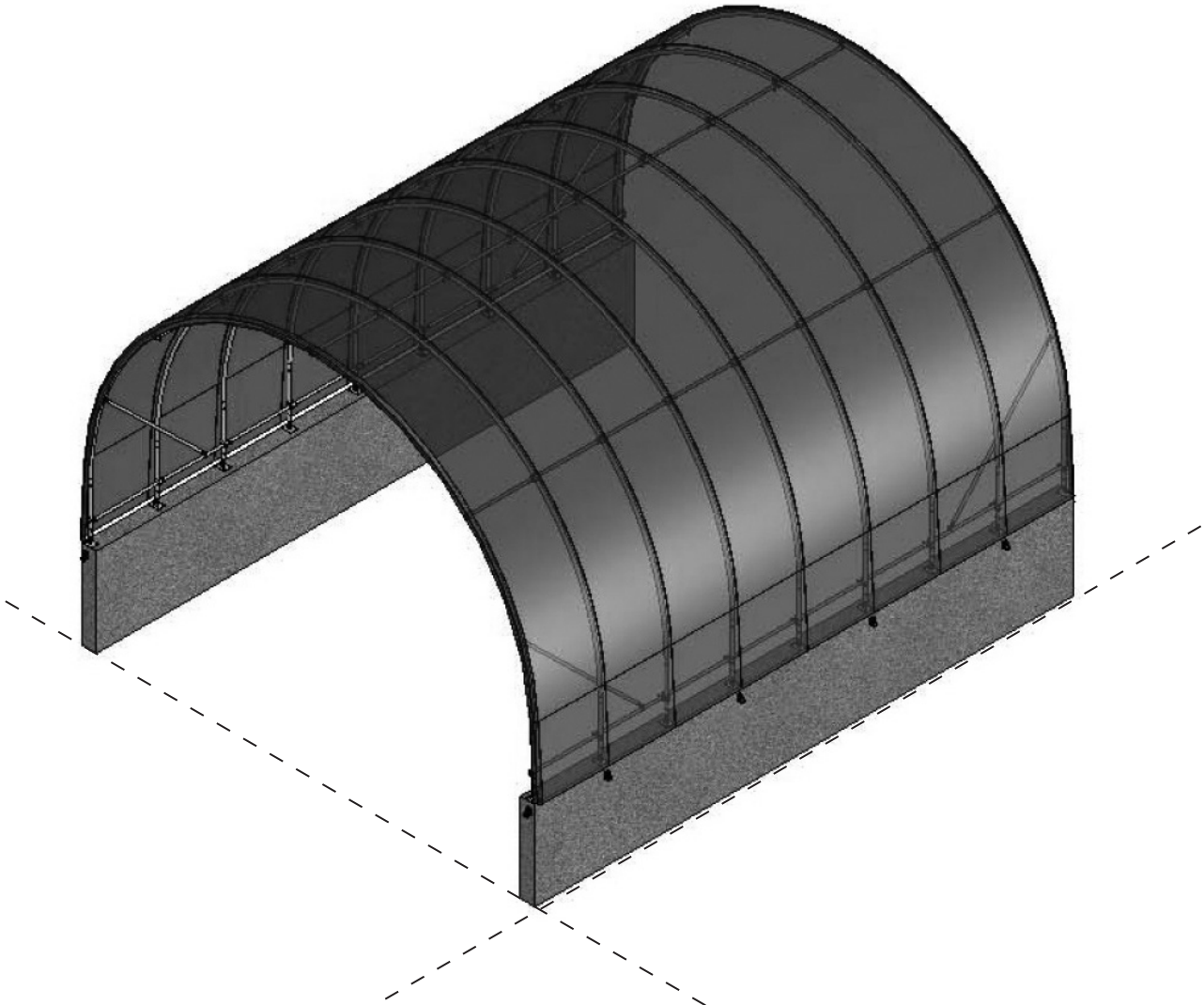


**QUICK START GUIDE**

20' Wide Pony Wall Building



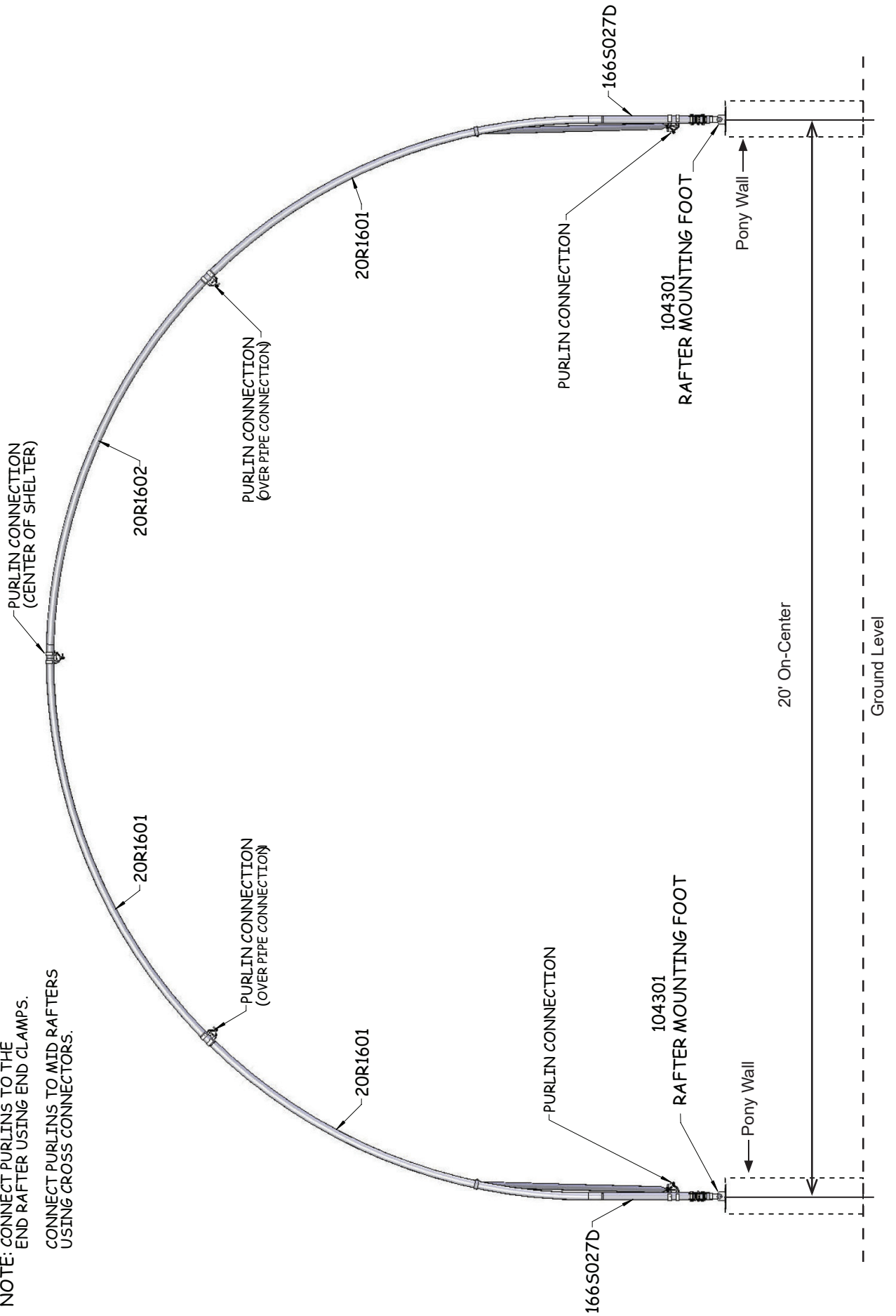
**FRONT**  
Grid Represents 12" Squares



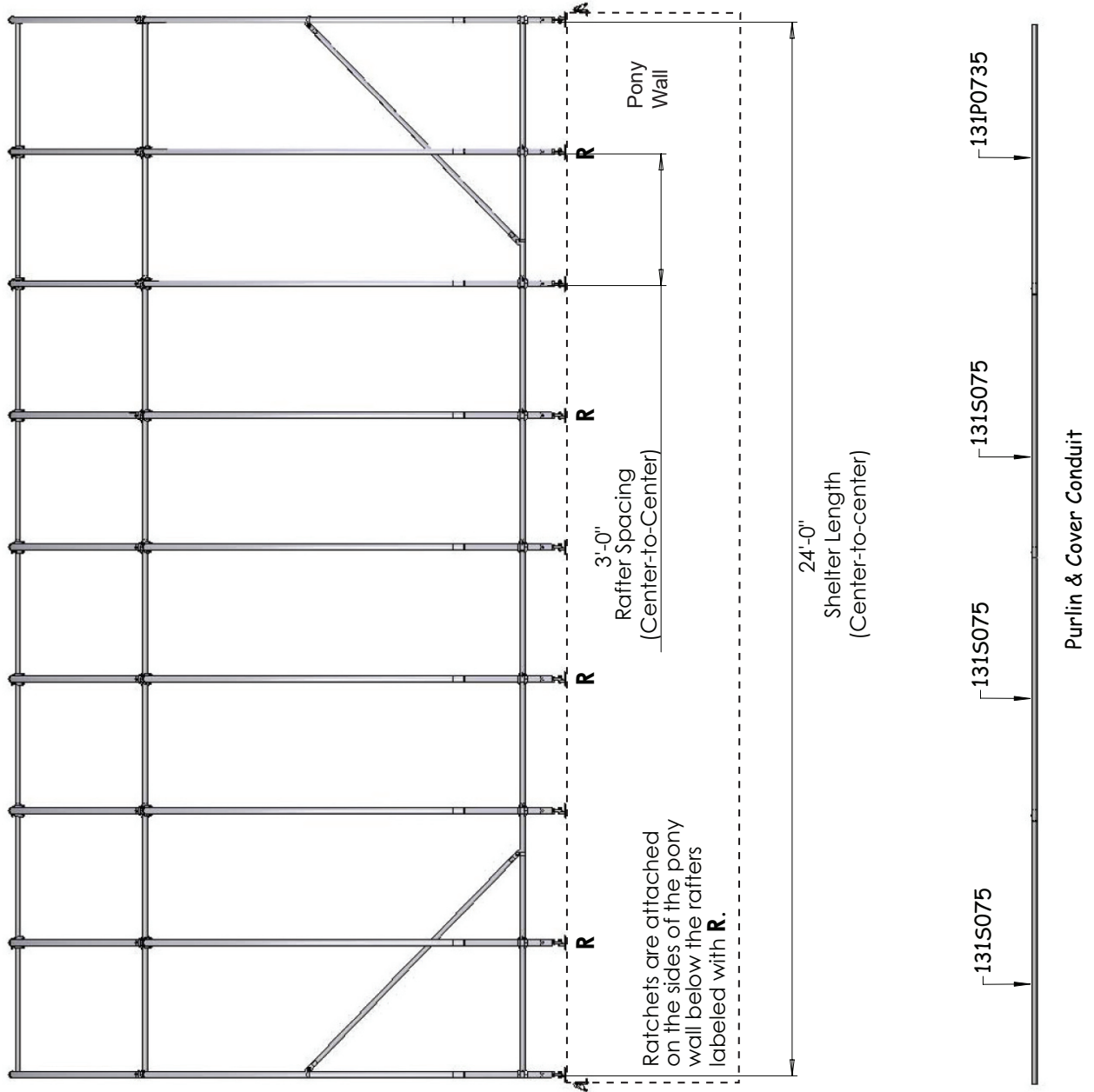
Frame shown may differ in length from actual frame.

# FRONT PROFILE

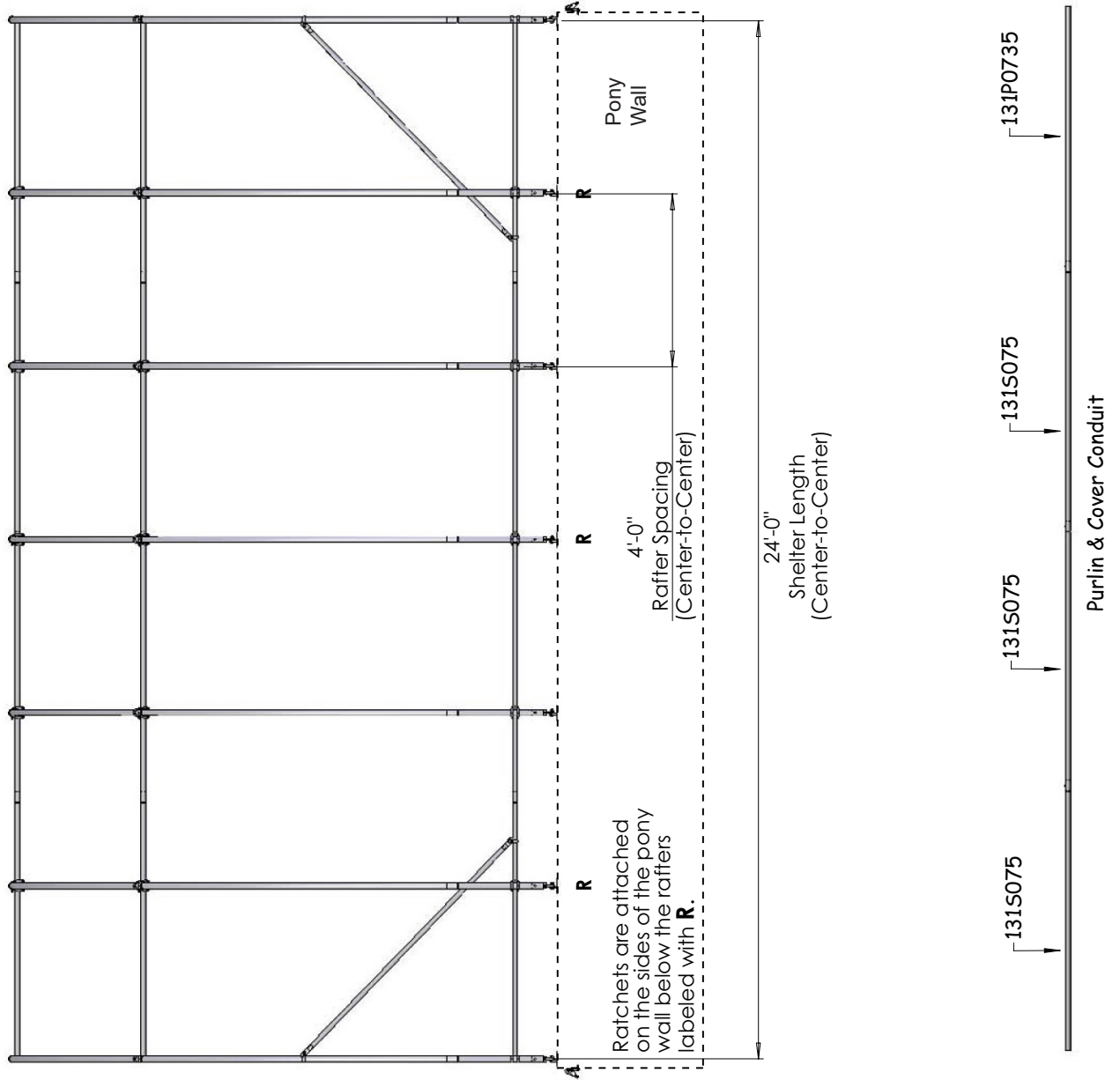
NOTE: CONNECT PURLINS TO THE  
END RAFTER USING END CLAMPS.  
CONNECT PURLINS TO MID RAFTERS  
USING CROSS CONNECTORS.



# SIDE PROFILE - PB00820R3



# SIDE PROFILE - PB00820R4





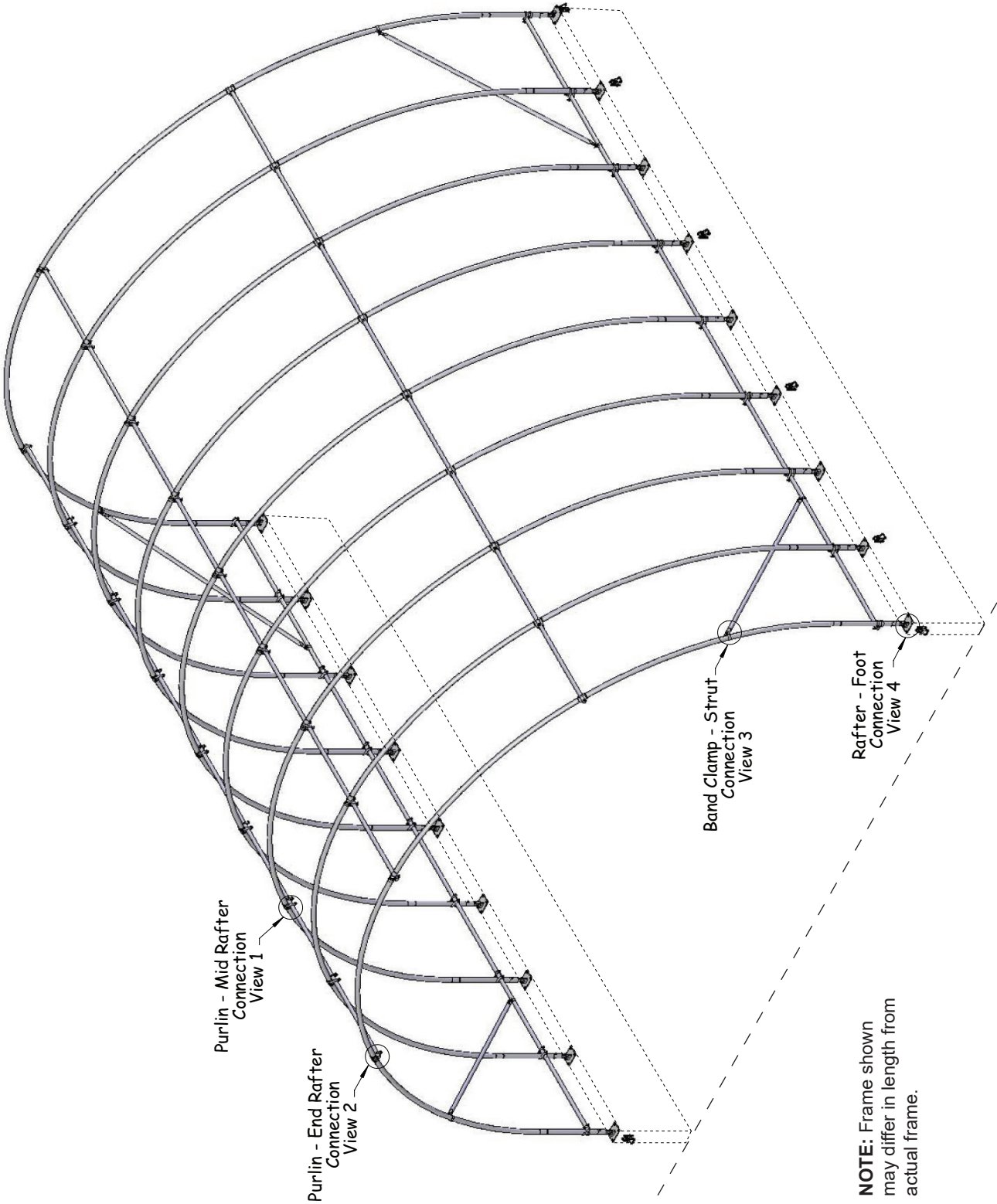




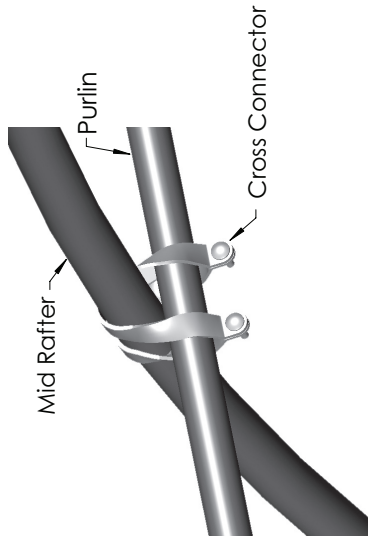




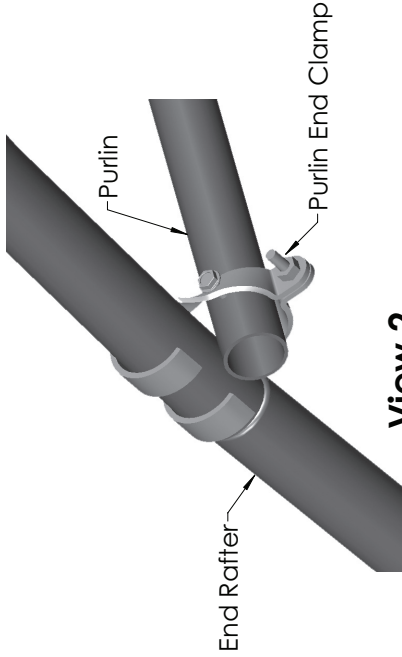
# CONNECTIONS



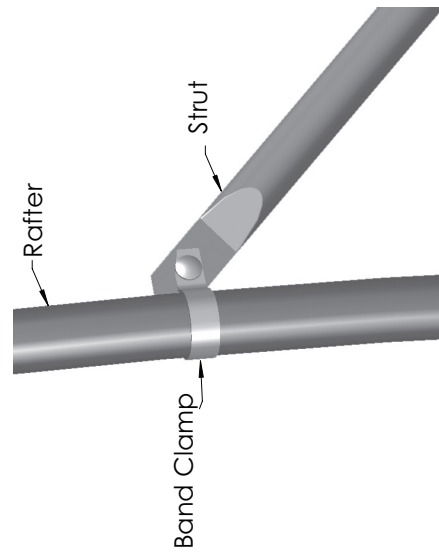
# CONNECTION - DETAILS



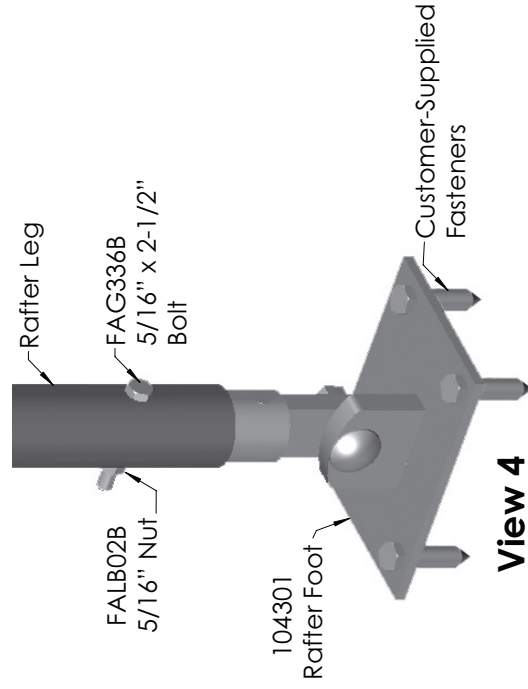
**View 1**  
**Purlin - Mid Rafter**  
**Connection**



**View 2**  
**Purlin - End Rafter**  
**Connection**



**View 3**  
**Band Clamp - Strut**  
**Connection**



**View 4**  
**Rafter - Foot**  
**Connection**



# ClearSpan



Space below is reserved for customer notes.