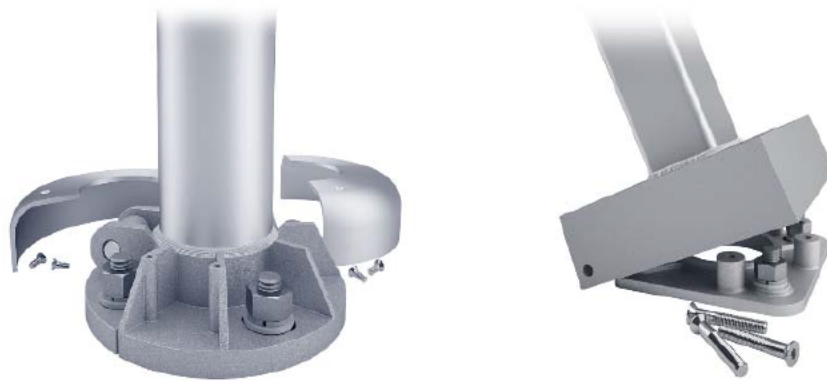


Hinged Base Operation

- 1) Determine which base you will be working with. The two styles can be seen in the images below. One is round with a two-piece cover. The other is square and acts as both support and cover.



- 2) Care should be exercised when raising or lowering a hinged pole due to the weight. A falling pole could cause injury to the user or damage to property. No one should stand directly under the pathway of the pole. If determined to be too heavy, a crane or lift can be used to support the pole. We always recommend at least two people being present during the process.

Hinged Pole with Round Cover:

- 1) There are four 1/4" bolts holding the two-piece cover in place.
- 2) Unscrew these, remove cover, and place aside.
- 3) There are four 3/4" diameter anchor bolts holding the pole and base to the foundation. Use a wrench to remove the two hex nuts that are on the side without the hinge. Never remove the hinge pin or the two bolts on that side of the base!
- 4) It is recommended to have someone brace the pole as it is now free to tilt.
- 5) Slowly lower the pole to the ground, holding the lower end of the pole and moving outward towards the top until the pole is safely on the ground.
- 6) After the maintenance is complete, reverse the above steps and make sure that the nuts are firmly tightened before returning cover to the base.

Hinged Pole with Square Cover:

- 1) There are typically three 5/16" bolts or four 1/2" bolts that hold the cover and pole to the base. Once these bolts are removed, the pole is free to tilt.
- 2) It is recommended to have someone brace the pole to prevent it from tilting.
- 3) Never remove the hinge pin or the hex nuts that are on the anchor bolts.
- 4) Slowly lower the pole to the ground, holding the lower end of the pole and moving outward towards the top until the pole is safely on the ground.
- 5) After the maintenance is complete, reverse the above steps.