# ST102 – *staxi®* Shelter Stand Installation Instructions
For the **staxi®** Medical Chair and **staxi®** Commercial Chair

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⚠️ **Before installing the *staxi®* Shelter Stand,
read this manual and follow all instructions and warnings.**

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Email: Wow-Care@staxi.com  Website: www.staxi.com**

🐾 **Strongest Design**     🐾 **Hardest to Steal**     🐾 **Safest to Use**

Patent No.(US) 6,315,306   Patent No.(US) 6,161,848   Patent No.(US) 6,412,795   Patent No.(CAN) 2250184   Patent No.(EUR) P11385GBEP   Patent No.(UK) EP0889709

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Purchaser (or installer) assumes full responsibility for installing the product. Always use the proper equipment and extra care when lifting heavy loads such as glass panels or roof assemblies. Wear safety protection devices.

## Concrete Slab

### 1. Concrete not in place:

a) Pour suitable concrete pad in accordance with local requirements and **staxi**® guidelines (if applicable).Asphalt or pavers are not recommended surfaces.

b) Provide conduit for electrical power feed in proper location (if applicable).

### 2. Concrete in place:

a) Check site location and concrete pad as per stand size requirements indicated on drawings.

b) If electrical is needed for Display or Lighting, determine and mark location of electrical power supply line(s if not already indicated on site. Drill a 2" Ø core hole in concrete pad for power supply.

## Sort Parts

### 3a. Sort hardware into the following groups:
- Roof assembly hardware
- Post, glass supports & anchors
- Glazing hardware
- Bench hardware
- Optional hardware

### 3b. Sort wall panel parts:
- Corner posts, right-hand side (RHS) and left-hand side (LHS)
- Center posts c/w 2 glazing bodies and snaps
- Match with suitable glazing body and glazing snap
- Vinyl edge guard (if applicable)
- Horizontal mullions (if applicable – these instructions do not show mullion details)

4.  If roof is assembled, go to **Step 19**. If not go to **Step 5**.

5.  If roof is not assembled, then sort the roof components.

6.  Use work tables, work horse, or 2x4's to support roof and avoid scratching the finish and to facilitate the assembly of the roof.

7.  Insert the pre-assembled end roof units into the long roof trim sections.

8.  Square the roof before securing with the supplied hardware as per drawings.

9.  Attach the "Y" channel extrusion to the roof as per the drawing details using supplied hardware.

10. On one (1) "Y" channel, insert (2) rubber air-spacers for each panel of multiwall polycarbonate panel.

11. Sort the multiwall polycarbonate roof panels.

12. Remove the protective film (if any) from the roof panels and install according to the dimensions shown on the drawings. Ensure plastic is installed with UV coating to the outside.

13. Sort the flat bars and end bell angles.

14. Attach the flat bars to the mid ribs covering the multiwall polycarbonate joints. When additional flat bars are supplied, they also must be attached to the remaining mid ribs. Use rubber washer tek screws to prevent any leaking.

15. Insert the end bell gasket to the end bell angle.

16. Remove protective film (if any) from the multiwall polycarbonate and insert the end bell multiwall polycarbonate panel between the end rib and the roof trim angle. Ensure plastic is installed with UV coating to the outside.

17. Attach the end bell angle with inserted gasket onto the end rib with the supplied hardware as per drawings.

18. Apply clear silicone to seal the gap between the multiwall polycarbonate panels and the top of the "Y" channel and also the 1" x 1" end bell roof angle and the multiwall polycarbonate.

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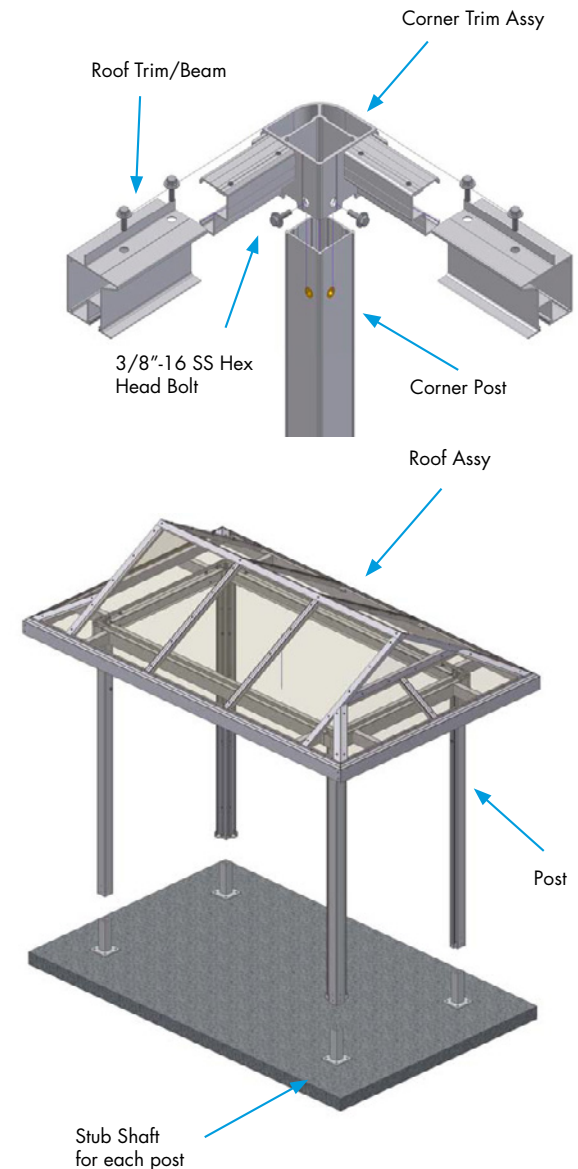**Strongest Design**   **Hardest to Steal**   **Safest to Use**

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## Post Installation & Ad Display Assembly

19. Move the **roof assembly** into position over the concrete pad, using suitable lifting equipment. Use extreme care.

20. Lift the roof assembly, then **insert all posts** into the proper locations. Secure posts with 3/8"-16 SS hex head bolts making sure that the posts are fully inserted.

21. Insert the **stub shafts** into the bottom of the appropriate posts making sure the stub shaft plates are properly oriented. Taping the stubs to the posts will hold them in place until the shelter is properly positioned.

22. If an **advertising display case** has been supplied then proceed with the following directions, otherwise go to **Step 23.**

   a. The ad display case is shipped as a complete assembly.

   b. Move the ad display case into position for power feed and roof trim location as per drawing.

   c. Insert the ad display case stub shaft(s) as per drawing making sure the stub shaft plates are properly oriented.

   d. Secure the ad display case top brackets into the roof trim with the appropriate supplied hardware (i.e. 3/8-16 bolts).

   e. If display is supplied with a kick plate, you must install it after leveling the shelter.

Corner Trim Assy

Roof Trim/Beam

3/8"-16 SS Hex Head Bolt

Corner Post

Roof Assy

Post

Stub Shaft for each post

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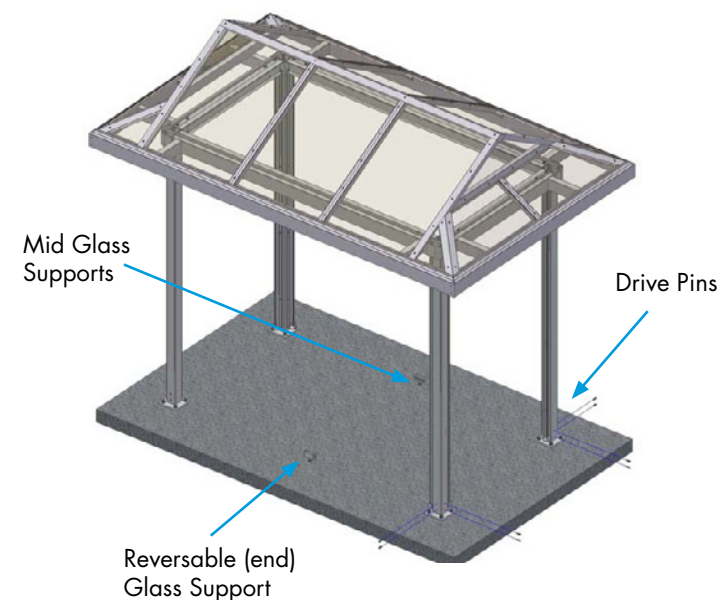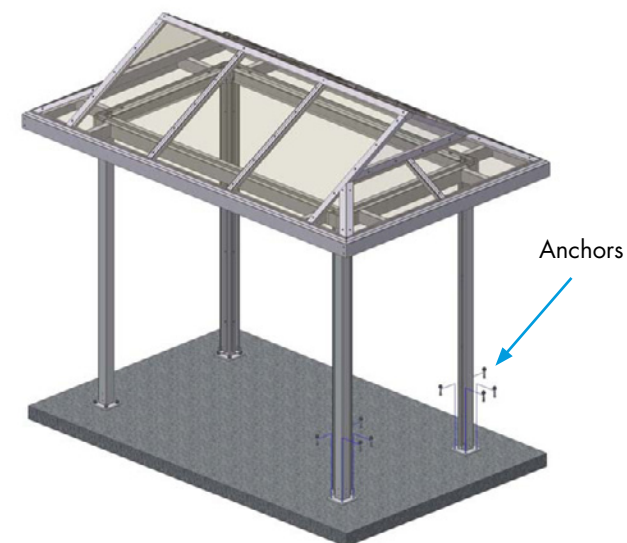
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23. Lower the shelter into position.

24. Square and plumb the posts so that the distances between the posts at the top and bottom are the same. It is suggested to use a wood spacer.

25. **Install anchors**. Depending on anchors (ground hardware) provided, drill an appropriate hole through the stub shaft plats into the concrete pad according to manufacturers specifications. Four anchors are required per stub shaft unless otherwise specified.

    **Note:** In certain areas where very high wind loads exist (ie. Parts of Florida), then epoxy anchors may be needed.

26. Insert the hardware and fasten securely.

27. Double check the shelter making sure it is plumb and square after fastening posts.

28. **Level the shelter**. To secure level, drill with a No. 6 drill bit for the insertion of the 1/4" diameter **drive pins**. Locate the holes on the posts for the drive pins as per the drawings. Insert (hammer) the drive pins.

## Wall Panels

29. Line up the **glass supports** with the roof glazing channel and the glazing body on the posts. Check the location of the glass supports with the shelter layout drawings. Orient the glass support such that the slider part is facing inwards to the shelter. There may be (2) different types of glass supports, depending on your shelter. The "mid" glass support is used to support (2) glass panels that butt together.

Anchors

Mid Glass Supports

Drive Pins

Reversable (end) Glass Support

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30. Measure glass width and mark center line of the "mid" glass support. Drill for adjustable glass support anchors. At the shelter opening, drill 1" closer to glass corner post so glass support clip does not stick outside glass edge.

31. The **glass support assembly** includes a removeable **slider**. Remove slider and place two (2) rubber shims on the "mid" glass support or (1) rubber shim on the reversible (end) glass support. Use more if additional shimming is required.

32. **Lift glass into roof trim** (minimum 3/4") and lower into glass support assembly.

**NOTE:** Glazing must be done from inside shelter. Use extreme care when handling glass.

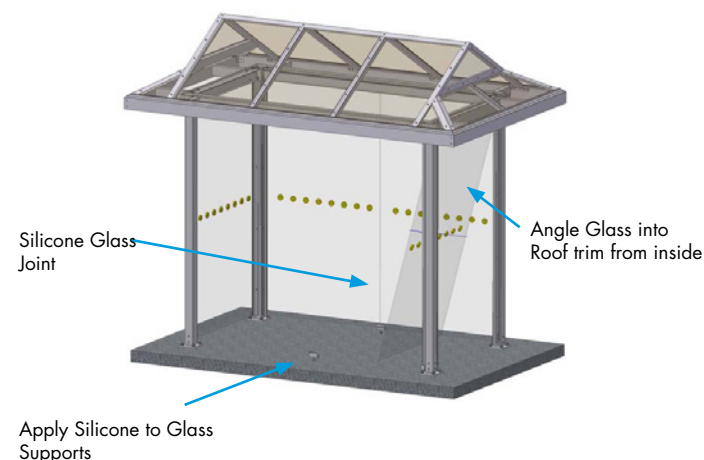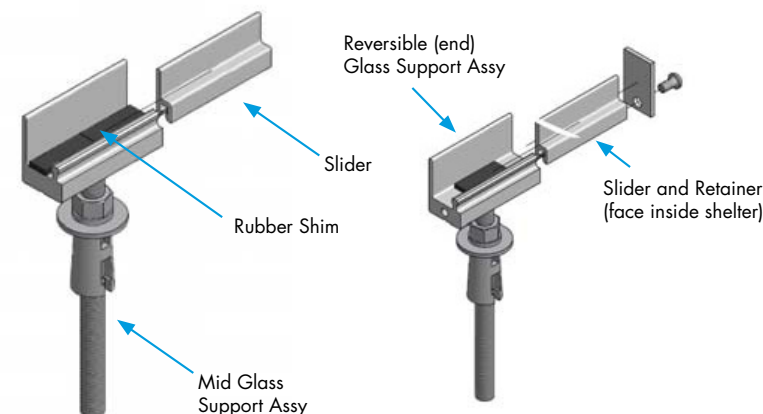33. Plumb and level glass leaving approximately 1/8" gap between each glass sheet for a silicone joint.

34. Using rubber mallet and starting at top of the post, snap glazing extrusion onto the glazing body (assembled on post).

35. Apply **silicone between joints of glass**. Begin by applying masking tape along the glass edges, to prevent excess caulking from sticking. Using (2) silicone guns, inject silicone on both sides of the gap, simultaneously. Place small amount of dish detergent on thumbs and run down length of silicone, pressing at the same time to make clean joint. Remove tape.

36. Install **slider and retainer** on glass supports. **Apply silicone** to both sides of all **glass supports** to prevent removal of slider and glass.

37. Install glass **edge protector** (if supplied) on the exposed vertical glass edge using a rubber mallet. Insert a small amount of silicone into glass edge protector to prevent removal.

38. Inspect all bolts and screws for tightness.

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# ST102 – *staxi®* Shelter Stand, Tools Required

1. Regular drill & bits (No. 6 supplied for drive pins)

2. Hammer drill and 3/4", 7/8" & 1/2" Ø drill bits (3/8" Ø required for bench installation)

3. Small rubber mallet

4. Hand tools

   • Hammer, rubber mallet, screw drivers (Torx and Robertson <square head>))

   • Allen keys, nut driver set, ratchet socket sets and 7/16", 9/16" and 3/4" open-end wrenches

   • Pry bar, small sledge hammer

5. Rope or sling to lift roof

6. Caulking guns with clear silicone

7. Level, measuring tape, chalk line and plumb bob

8. Dish detergent (1/4 cup)

9. Glass lifters (suction cups) for installing glass (if available)

10. Wood slats (1" x 4" and 2" x 4") for work platform