

# owner's manual



## *GALAXY series*

**shademaker**  
architectural shade

## **WARRANTY:**

Upon receipt of your Galaxy, please check to ensure you have received all of the parts.

**NOTE: Wind damage is not covered under any manufacturer's warranty.**

**5 Year Limited Warranty includes the LIBRA, ASTRAL-TC, SIRIUS, POLARIS, ORION and GALAXY styles.** This includes the mast, boom, head fitting, elbow, center pole/sidepost, arms, ribs, upper and lower hub, and stainless steel hardware only. If there is damage under the warranty, Shademaker will replace and/or repair any item listed in this category at its discretion. Labor charges are not covered under this limited warranty.

**5 Year Limited Warranty applies to Glen Raven Firesist®, Sunbrella® furniture grade, and O'bravia® awning grade fabrics.** Labor charges are not covered under this limited warranty.

**10 Year Limited Warranty includes the Sunbrella awning & marine grade Fabric Collection.** Visit [www.sunbrella.com/warranty](http://www.sunbrella.com/warranty) for more details. Labor charges are not covered under this limited warranty.

**1 Year Limited Warranty covers base wheels and the powder coat finish on all bases.** If the powder coat finish flakes, bubbles, peels or loses color; Shademaker will re-finish or replace the defective bases at its discretion. Normal wear and tear is not covered under this limited warranty. Labor charges are not covered under this limited warranty.

**1 Year Limited Warranty covers accessories and protective covers.**

**Caution:** Seaside and indoor pool use, salt & chlorides can accumulate on the powder coat finish, leading to finish failure. Failure or neglect to make needed cleanings may cause paint to blister, and such failure will void limited warranty.

**Exclusions:** Wind damage, acts of nature (such as, but not limited to, freezing or any type of extreme weather). Failures caused by abusive use and normal wear and tear are not covered under this warranty. Any Galaxy style that does not have spacer buttons installed.

Sufficient base weight must be used to secure umbrellas at all times. Please see individual product pages of catalog for recommended minimum weight requirements for free-standing applications. Using a Shademaker mount kit is always the preferred method of securing your umbrella above all other methods. We recommend a licensed contractor to secure your Shademaker umbrellas.

## **IMPORTANT RESTRICTION FOR SM PRODUCTS WARRANTY SERVICE:**

Shademaker restricts warranty service for SM products to the country where Shademaker or its authorized SM retail Dealers originally sold the product.

Those filing warranty claims will be responsible for all shipping, handling and freight charges on all claims to Shademaker in Baldwin Park, CA. All warranty claims must be submitted with the original proof of purchase, date of purchase, name of dealer and the description of the damage. An authorized Shademaker RA# must be listed on all products being returned. The Shademaker warranty is not transferable. Shademaker reserves the right to repair, replace and/or redesign any product that is returned under a warranty claim.

For current warranty information, please visit [www.shademakerusa.com](http://www.shademakerusa.com).

**IMPORTANT:**

**Please read this entire manual before installing or operating your Galaxy umbrella.**

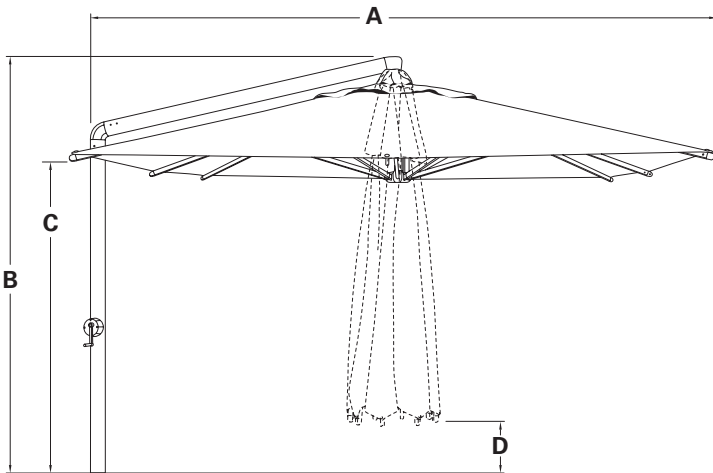
**GALAXY WIND RESISTANCE GUIDELINES:**

Moderate Winds (when mounted)

When installed properly, the Galaxy is engineered to handle moderate wind conditions in the open canopy position. Please adhere to these wind guidelines:

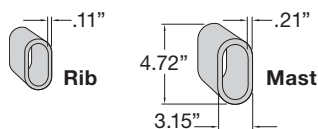
1. As winds get stronger or as gusts increase, the canopy should be lowered to the folded and strapped position.
2. If unattended for an extended period of time, the Galaxy should be left in the folded and strapped position.
3. In anticipation of, or during extremely severe weather conditions, such as tropical force winds and hurricanes, it is advisable to remove and store the entire Galaxy structure to protect it from storm-related debris.

**SPECIFICATIONS**

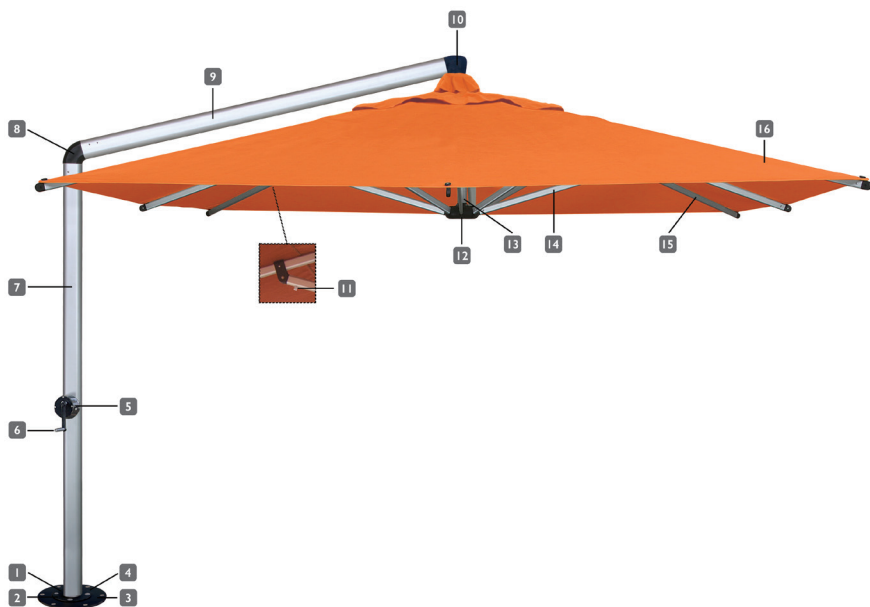


Item No.	A Mast End to Canopy Edge (Open)	B Overall Height	C Rib End Height (Open)	D Rib End Height (Closed)
GALAXY-35S	12'11"	10'1"	7'11"	1'4"
GALAXY-40S	14'6"	9'10"	7'5"	9"
GALAXY-50	16'6"	10'2"	7'6"	1'2"

Weight: Approximately 260-274 lbs.  
Mast Shape & Diameter: 3.15" x 4.72" Oval  
Wall Thickness of Mast: .21"  
Rib Wall Thickness: .11"  
Height to center of Crank Box: 3'1"



## DIAGRAM & PARTS LIST



- 1. Upper Internal Stem
- 2. Acetal Ring (between Internal Stems)
- 3. Lower Internal Stem
- 4. Locator Screws
- 5. Winder
- 6. Handle
- 7. Mast
- 8. Elbow

- 9. Boom
- 10. Head Fitting
- 11. Spacer Buttons
- 12. Lower Hub
- 13. Safety Pin
- 14. Strut
- 15. Rib
- 16. Canopy

## INSTALLATION AND ASSEMBLY

Due to the Galaxy's massive size, we recommend either anchoring the Galaxy to an existing substantial concrete slab or installing it into a newly poured concrete pier using our in-ground fitting. The Galaxy cannot be used on a timber deck. The Galaxy weighs approximately 260-274 pounds and is not intended to be removed except in preparation for extremely severe weather conditions.

### INSTALLATION OPTIONS

There are two standard installation options which provide the best stability for the Galaxy. Depending on your situation, you will have requested one or more of the Galaxy mount kit options at the time of your order.

- 1. CONCRETE MOUNT KIT** - This kit includes (1) base plate, (6) stem bolts, (6) expansion concrete bolt/anchors and (1) hexagon wrench.
- 2. IN-GROUND MOUNT KIT** - This kit includes (1) in-ground fitting, (6) stem bolts, and (1) hexagon wrench.

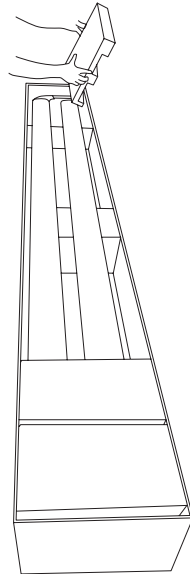
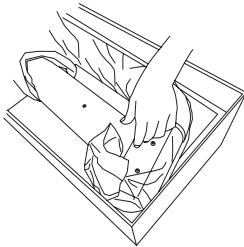
**NOTE: REFER TO SEPARATE MANUAL FOR  
MOUNT KIT ASSEMBLY PRIOR TO PROCEEDING.**

## ASSEMBLY INSTRUCTIONS

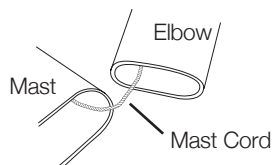
### STEP 1:

**NOTE:** Perform steps 1 & 2 PRIOR to removing Galaxy frame from box. This will ensure smoother assembly and lower chances of frame damage.

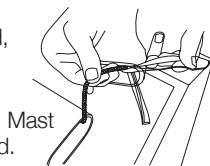
1. Packaging Removal
  - a. Open box #1 and remove the upper section of Styrofoam packaging.
  - b. Remove the plastic sleeve and packaging from the mast (7) and boom (9). Use caution not to scratch or damage the frame.



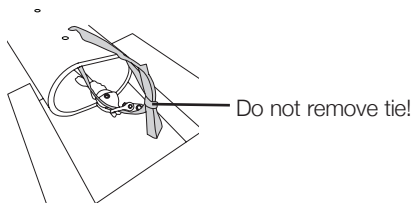
- c. Expose the mast cord. The cord should be visible between the boom's elbow (8) and the mast (7).



- d. Carefully remove plastic covering from the mast cord, using caution not to damage the cord itself.

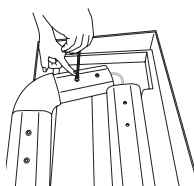


**NOTE:** Take note of the pulley at the end of the mast cord. It will be attached to the end of the boom. It is important the pulley remains tied to the hole in the boom. **DO NOT REMOVE this tie until instructed to do so.**

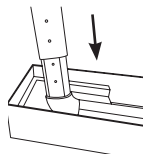


## STEP 2:

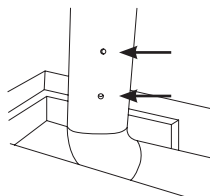
1. Remove bolts using hexagon wrench from both sides of the elbow.



2. Using a two-person team, lift the mast and fit it into the elbow.

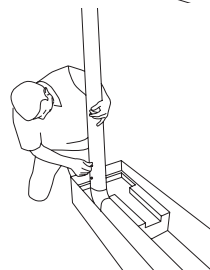


3. Make certain the holes in the mast align with the holes in the elbow.



4. Insert all bolts back into the elbow and tighten with hexagon wrench, securing the mast to the elbow.

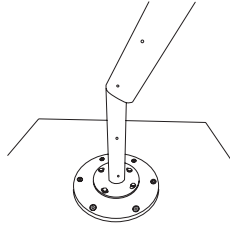
**Note:** Do not use power drill. May cause damage to umbrella.



**NOTE:** Galaxy must be installed with base plate and internal stem or in-ground fitting and internal stem. Once installed, proceed to step 3.

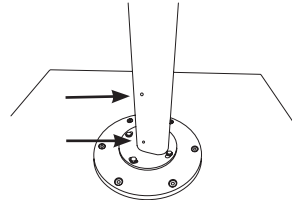
**STEP 3:**

1. Using at least a two-person team, lift frame out of packaging and slide onto stem.



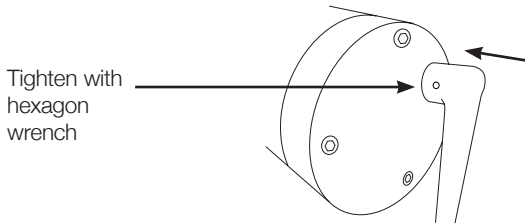
2. Grab the mast and rotate it on the stem to ensure that the holes drilled in the mast and stem are aligned.

3. Upon finding the appropriate position, insert the 4 mast stabilizer bolts into the mast and tighten to secure the mast to the stem using hexagon wrench.



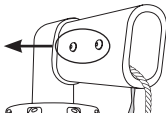
**Note:** Do not use power drill. May cause damage to umbrella.

4. Insert the handle (6) into the winder (5) and use the provided hex wrench to tighten it into place.

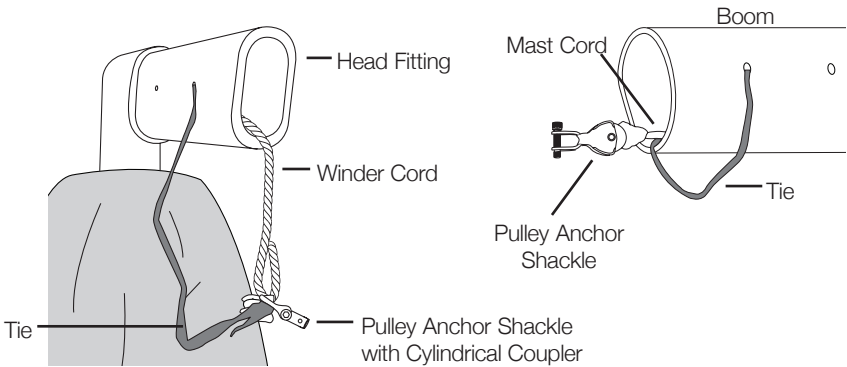


**STEP 4:**

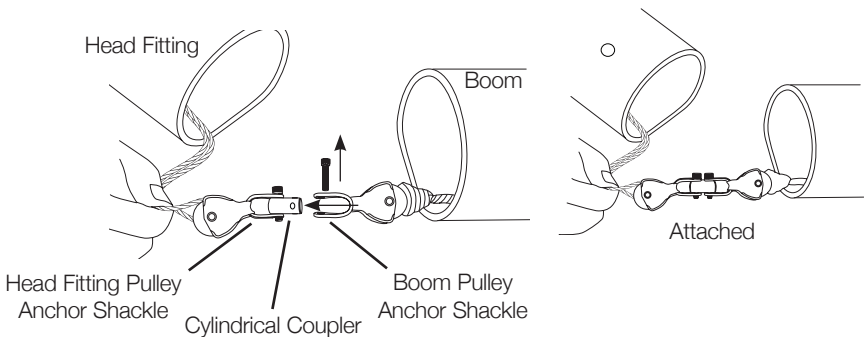
1. Remove the canopy structure from box #2.
2. Place a ladder next to the boom.
3. Stand up the closed canopy structure on the end of its ribs near the boom and ladder. Ensure that the open end of the head fitting (10) is facing the boom (9).
4. Remove the bolts from both sides of the head fitting. Set them aside; they will be used to bolt the canopy structure to the boom in STEP 5.



5. Take note of the winder cord's pulley hanging from the head fitting (10). Notice the metal, u-shaped anchor shackle at its end. The anchor shackle should be screwed to a cylindrical coupler. This coupler will connect the winder cord to the mast cord. Remove the tie attaching the winder cord's pulley to the hole in the head fitting, taking care so the pulley doesn't fall into the head fitting.



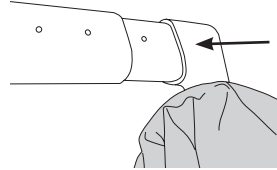
6. Remove the bolt from the boom's pulley anchor shackle. Now, take the anchor shackle, line it with the cylindrical coupler, and reinsert the bolt to connect the coupler to the anchor shackle. Tighten the bolt; both pulleys should now be connected by the anchor shackles and coupler. Make certain the mast and winder cords do not twist or tangle during this process.



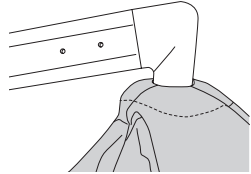


## STEP 5:

1. Using at least a two-person team, lift the closed canopy structure and insert the head fitting into the boom.
  - a. One person on the ladder to help guide the head fitting into the boom.
  - b. One or more persons to lift the canopy structure up and align the head fitting with the boom. Again, the canopy must be closed during insertion. Lift canopy structure from the bottom of its ribs.



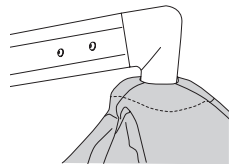
**NOTE:** The head fitting and boom fit together very tightly. It may require a firm shimmy or push to insert.



2. Once the canopy structure's head fitting has been inserted into the boom, one person must operate the winder. Another person should remain on the ladder.

**NOTE:** The following steps (2a and 2b) should be performed by both parties simultaneously.

- a. The person operating the winder should turn the handle clockwise approximately 90 times. Once the handle becomes resistant to turning, promptly stop. It is crucial to stop turning at the first sign of resistance. *DO NOT force the winder, DO NOT continue to turn. (Overturning the winder may cause damage.)*
  - b. The person on the ladder should hold the head fitting in place and continue to shimmy it into the boom until the holes in the boom align with the holes in the head fitting.
3. Insert bolts back into the head fitting and tighten with hexagon wrench to complete attaching the canopy structure to the boom. **Note:** Do not use power drill. May cause damage to umbrella.

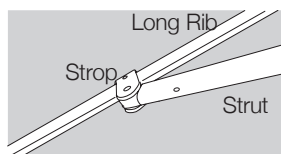


## STEP 6:

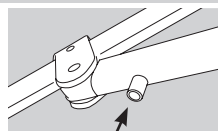
**NOTE: It is of vital importance that all 8 spacers are installed before operating the Galaxy. The spacer buttons ensure that the canopy opens easily without the ribs locking. The manufacturer accepts no liability whatsoever for any resulting damage due to the non-installation of spacer buttons. If spacers are missing, contact Shademaker to request more.**

1. Pull bottom of ribs outward and turn winder to open the canopy about halfway. Do NOT continue to turn if you experience resistance; doing so will damage the internal pulley and/or winding mechanism. (In most instances, resistance means one or more of the canopy ribs need to be pulled further outward.)

2. Examine the struts (14) and ribs (15) of the canopy and locate the spacer holes. Spacer holes will be located on the strut or rib near the strop where they connect.



3. Insert spacer into hole and insert screw into spacer. Tighten spacers into each spacer hole. Remember, all EIGHT spacers must be installed prior to first operation.

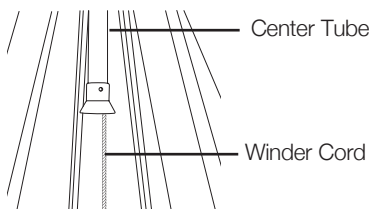


Screw into spacer

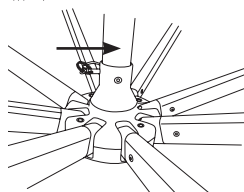
## STEP 7:

**NOTE: Never turn the crank handle more than is necessary to open or close canopy, as it may damage the internal winding mechanism.**

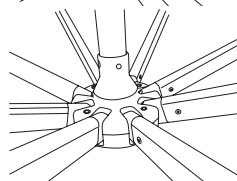
1. To continue opening canopy structure, turn crank handle clockwise approximately 90 more times. Note: Due to the size and weight of the Galaxy, it will be necessary to manually pull ribs outward while cranking handle. Make sure the center tube guides into the **fixed housing**. The canopy is fully open when its perimeter is taut. (Do not continue turning the crank handle past this point, as it may damage the crank mechanism.)



2. Insert the safety pin into the center tube above the lower hub. The safety pin must be in place at all times while the Galaxy is in the open position.



3. To close canopy, first remove the safety pin. Turn crank counter-clockwise until the canopy fully closes. Secure canopy with strap provided.



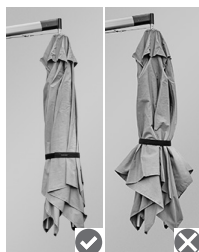
4. When Galaxy is not in use, employ its protective cover to guard the canopy from the elements. Protective cover can only be used when the Galaxy canopy structure is in the closed position.

## TO PROPERLY FOLD CANOPY

The 100% solution dyed canopy will last longer if you fold it as it was packed and shipped. This technique is similar to the way a parachute is folded and is especially important when folding the canopy for seasonal storage or when left in the closed position for an extended period of time.

Using this technique at all times will significantly extend the life of the canopy.

1. When the canopy has been fully lowered, stand in front of the canopy structure and begin the folding process by pulling out two panels opposite the mast. Pull the two panels together and roll tight into the canopy.
2. Once rolled tight, pull adjacent panels out one at a time and fold to the center, alternating sides until all the panels have been pulled out from the arms and folded into the center.
3. Wrap provided strap around canopy to secure.



## PROTECTIVE COVER

1. Screw rods together and insert into slit of the cover.
2. Unzip cover.
3. Using the rod as a guide, slide cover over your umbrella.
4. Pull on string to zip down your cover and tie.

## MAINTAINING FRAME & FITTINGS

1. Hose frame with water periodically, more often if installation is in a salty or industrial environment.
2. Inspect the installation fitting, mount bolts, rib spacers, etc. on a regular basis and tighten if necessary.

## MAINTAINING CANOPY FABRIC

1. Clean up spills and stains right away. Spills can be removed by using a clean absorbent cloth.
2. For general maintenance, use a soft brush to remove dust and dry soil. Wash down with clean, warm water (i.e., garden hose) every so often to avoid dirt becoming ingrained. Allow the fabric to air dry before closing the canopy.
3. If a thorough cleaning is necessary, sponge over the fabric using a mild soap solution (2% solution). Rinse well with plenty of water to remove all soap residue.
4. Never use detergents, cleaning fluids or solvents. Grease and oil stains may be removed by using turpentine or similar with an absorbent cloth.
5. Please visit the fabric websites for more details: [www.shademakerusa.com](http://www.shademakerusa.com) or [www.sunbrella.com](http://www.sunbrella.com)
6. Use protective canopy cover during storage or when not in use.

## REMOVAL & REPLACEMENT OF CANOPY

Follow these instructions should you choose to replace your canopy with a new canopy.

1. Lower the canopy to the closed position.
2. Remove bolts holding canopy structure to the boom. Use a two to four-person team to remove the canopy structure from the boom.
3. Unscrew the anchor shackle from the coupler to separate mast pulley and winder pulley. Use caution, so the mast pulley does not fall back into the boom.
4. Unfasten Velcro from the canopy vent cap.
5. Drill out the canopy strap bolts from the top of the ribs.
6. Remove canopy fabric from canopy structure.
7. To replace canopy, reverse the above process.

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