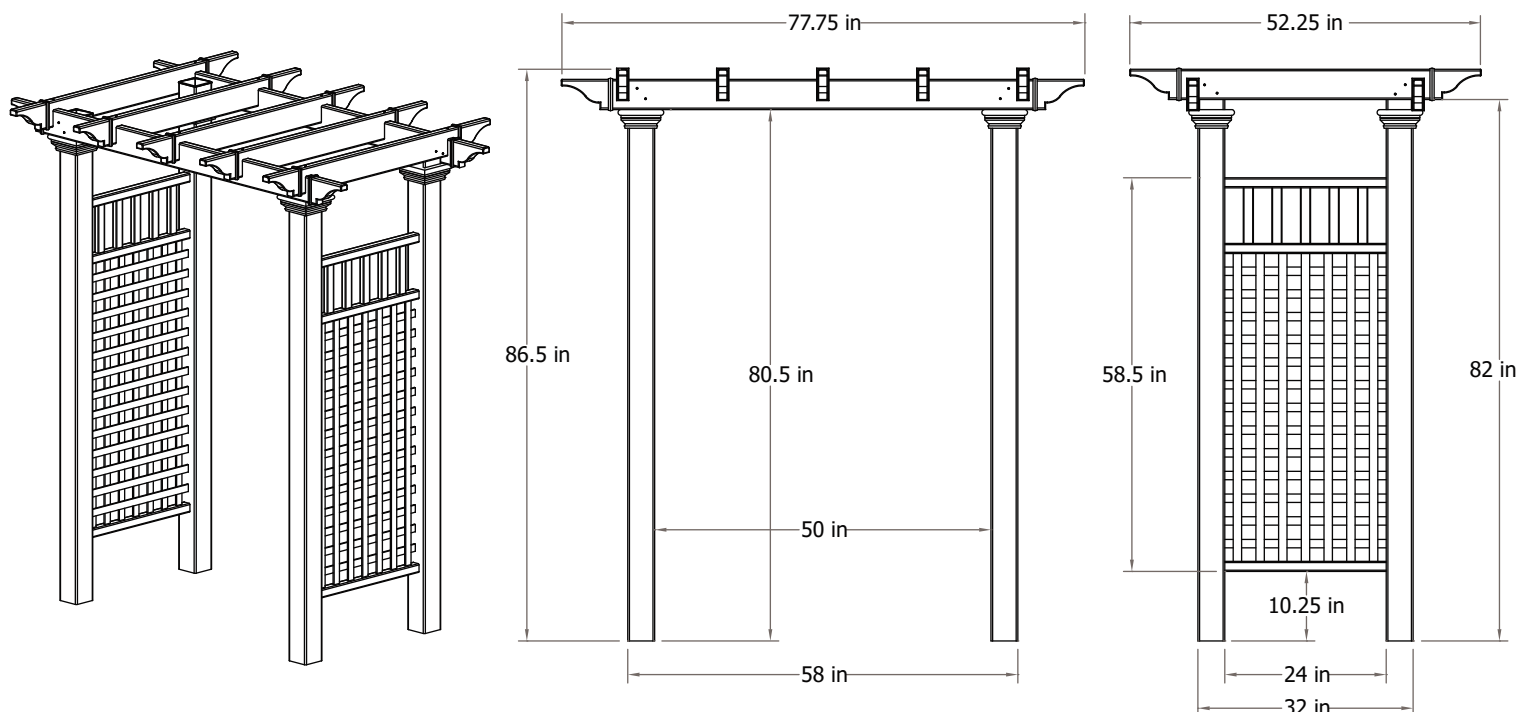


ASSEMBLY INSTRUCTIONS



The Fairfield Arbor



Please read through before starting assembly.

IMPORTANT: CHECK THE INSIDE OF YOUR POSTS FOR ALL MATERIALS.

Check Box for These Contents

In the event of missing or defective parts please call our customer service dept. at 1 800 282 9346 (Mon. to Fri. 8:00 AM to 4:00 PM EST).

1. Rafters (5) 1 1/2" x 4 1/2" x 38" (3.8 x 11.4 x 96.5 cm)- 10838
2. Pergola End Caps (14) - 10700-1
3. Post Caps (4) - 10824
4. Right Posts (2) 4"x4"x 84" 10 x 10 x 213.4 cm) - 10792
5. Left Posts (2) 4"x4"x 84" - 10821
6. Post Trims (4) - 10737-1
7. Carrying Beams (2) 1 1/2" x 4 1/2" x 63 1/2" (3.8 x 11.4 x 161.3 cm)- 10834-1
8. Side Panel Top-Rails (2) 1 1/2" x 1 1/2" x 31 5/8" (3.8 x 3.8 x 80.3 cm)- 10822
9. Side Panel Vertical Spindles (10) 7/8" x 1 1/2" x 10 3/8" (18.1 x 3.8 x 26.4 cm)- 10795
10. Side Panel Middle Rails (2) 1 1/2" x 1 1/2" x 31 5/8" (3.8 x 3.8 x 80.3 cm)- 10823
11. Side Panel Square Lattices (2) 1/2" x 26 1/2" x 47 3/4" (1.3 x 67.3 x 121.3 cm)- 10793
12. Side Panel Horizontal Bottom Rails (2) 1 1/2" x 1 1/2" x 31 5/8" (3.8 x 3.8 x 80.3 cm)- 10794
13. 3" Stainless Steel Screws (for Rafters) (30) - 20007
14. Tube of Vinyl Glue - 20000
15. #8 x 2 1/2" (6.3 cm.) Stainless Steel Screws (for wood posts) (8) - 20009-1

Additional Materials Required

- 4" x 4" x 4' (122 cm) Long Wood Posts (4) (Only for Option 1)
- Concrete Ready Mix

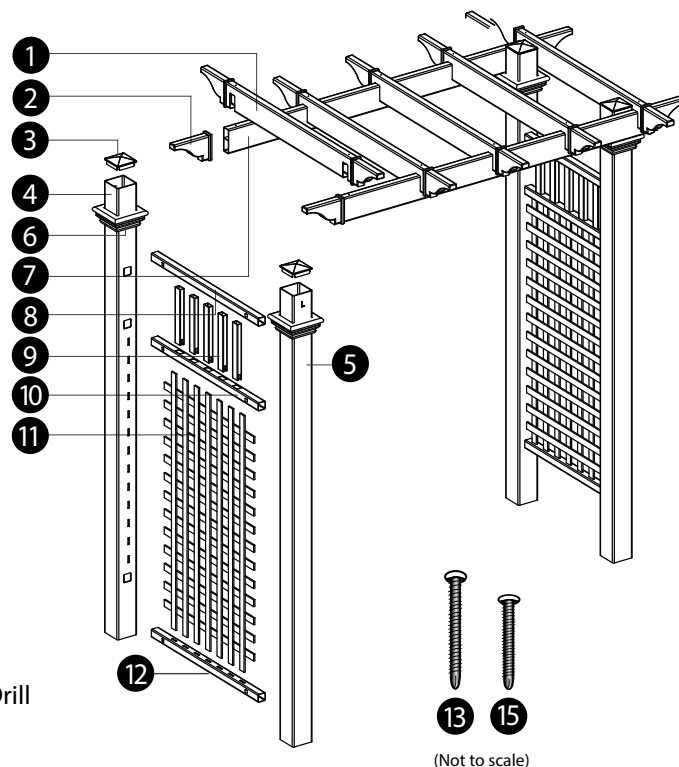
* Purchase separately from your local lumber store

Tools You Will Need

- Hammer - Tape Measure - Level - Stool or Short Ladder - Shovel - Cordless Drill

General Information

- Read Instructions through carefully before beginning assembly.
- When assembling components, place on a non-abrasive surface (i.e. shipping box) to avoid scratching.
- We recommend an area approx 10'x 8' for unobstructed assembling.
- You should not need to use excessive force when assembling components.

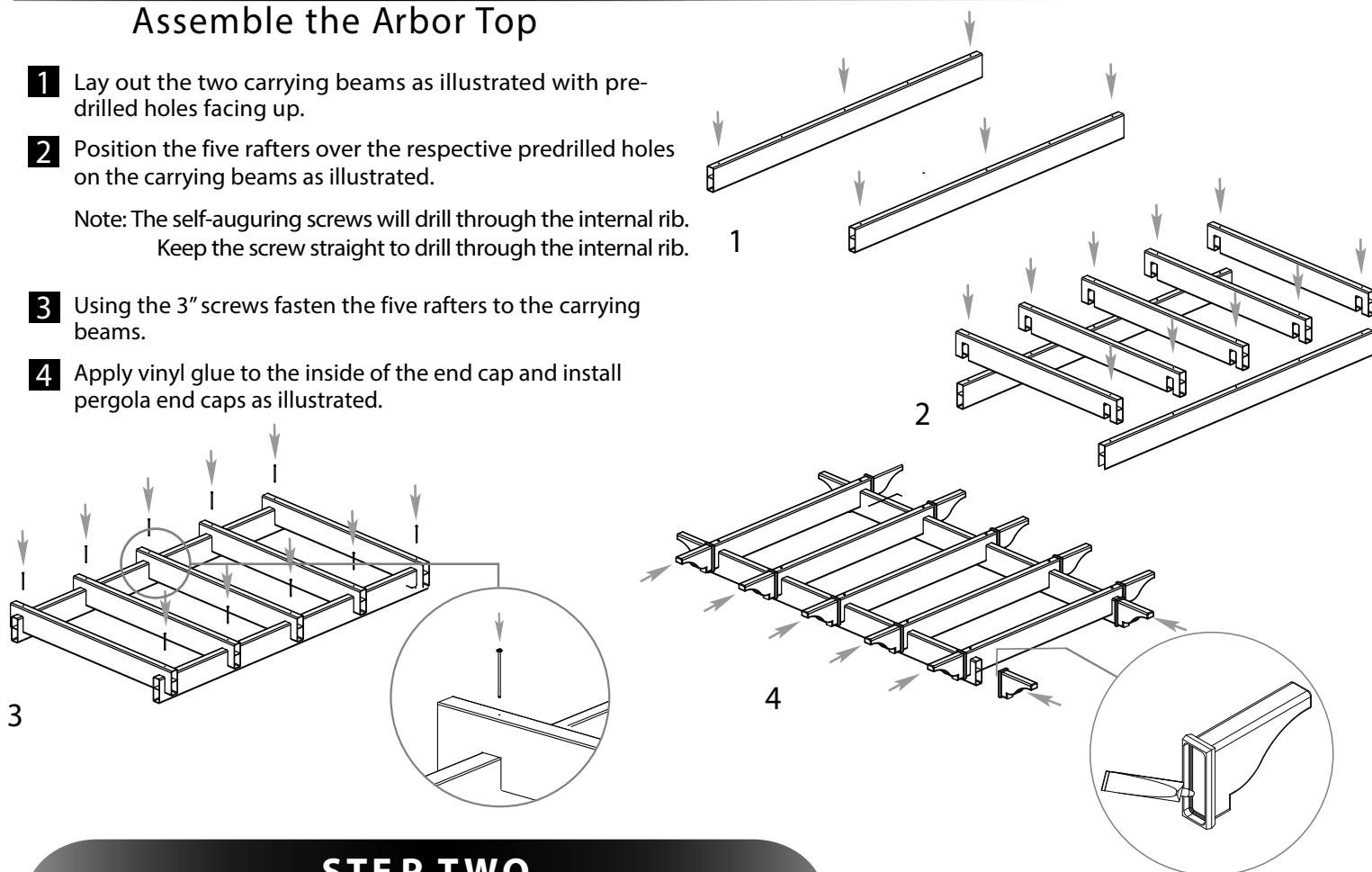


(Not to scale)

STEP ONE

Assemble the Arbor Top

- 1** Lay out the two carrying beams as illustrated with pre-drilled holes facing up.
- 2** Position the five rafters over the respective predrilled holes on the carrying beams as illustrated.
Note: The self-auguring screws will drill through the internal rib. Keep the screw straight to drill through the internal rib.
- 3** Using the 3" screws fasten the five rafters to the carrying beams.
- 4** Apply vinyl glue to the inside of the end cap and install pergola end caps as illustrated.



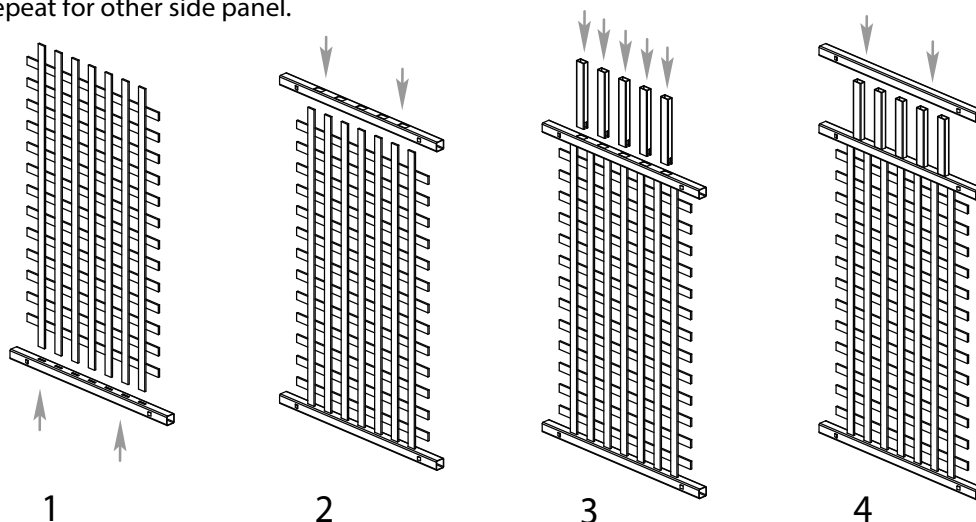
STEP TWO

Assemble the Side Panels

- 1** Insert the lattice into the bottom rail as shown.
Note: Bottom rail will have 7 holes on one side only.
- 2** Insert the lattice assembly into the middle rail.
Note: Middle rail will have 7 holes on the bottom side and 5 holes on the top.
- 3** Insert the five spindles into the top side of the middle rail. Note: The middle rail will have 5 holes on one side only.
- 4** Slide the top rail over the lattice assembly.

Repeat for other side panel.

Note: When assembling the lattice and spindles into the middle rail you may find there is not enough room for both parts. Evenly adjust the middle rail so the lattice and spindles meet in the middle inside the rail. These parts will fall into place once you move to step 3 and insert the panel into the posts.



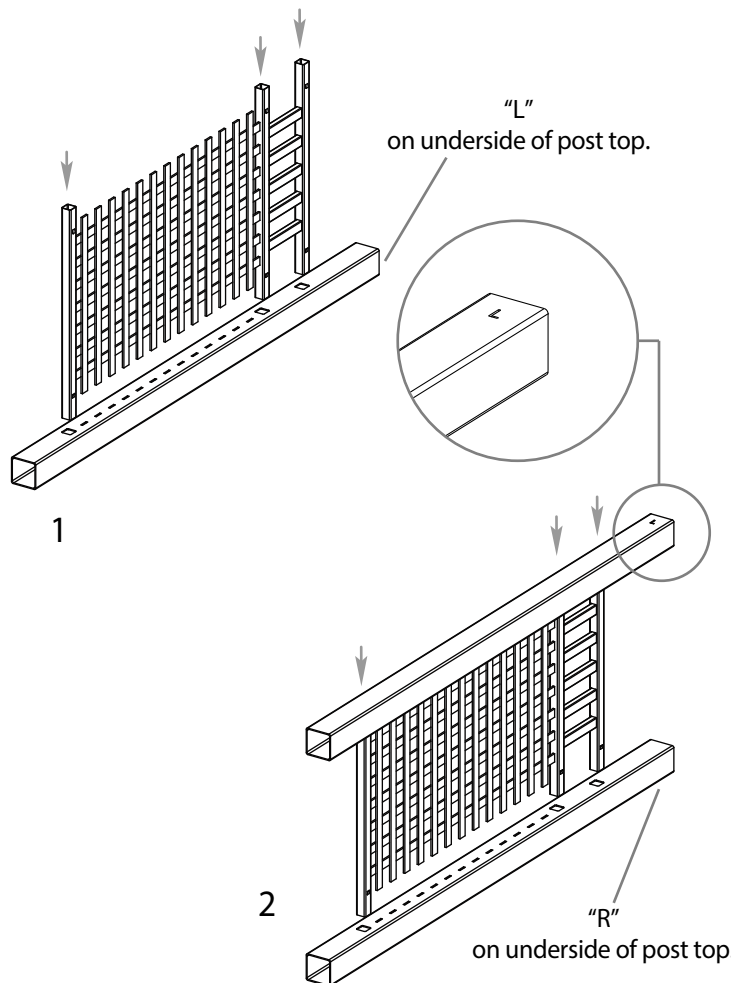
STEP THREE

Attach Side Panels to Posts

- 1** Set out one post and complete the side panel by inserting the side panel assembly into the holes on the post. Push rails until the tabs snap into place.
- 2** Repeat for the adjacent post. Note that there is a Left and Right post. They are marked at the top of the post.

Each side panel should have a Left and Right post.

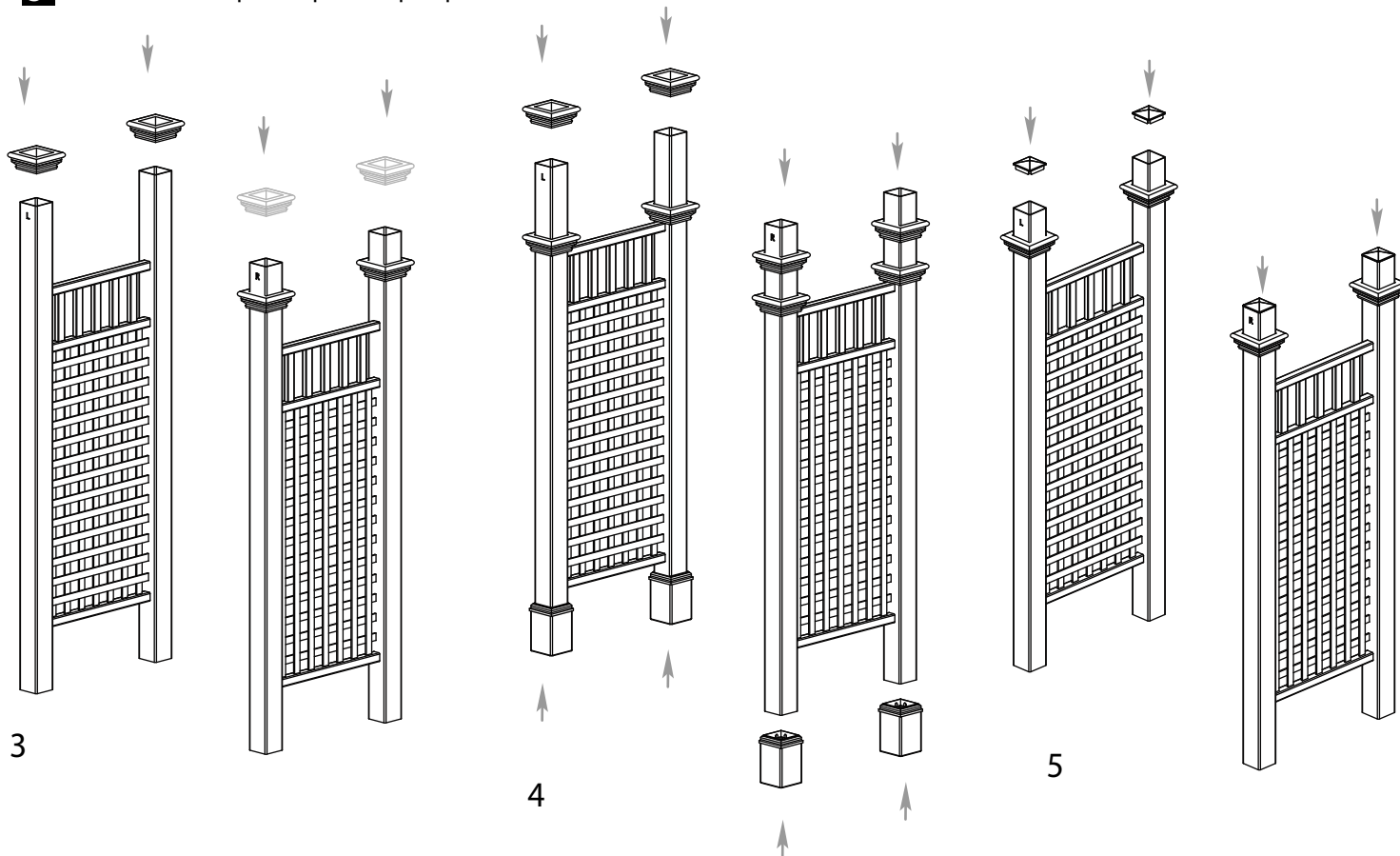
NOTE: if you intend to install a gate or wings from the arch, before you install the arch, insert a 1 x 4 (3 cm x 10 cm) wood board approximately 5 ft. (152.4 cm) up the inside of vinyl cavity. (1 x 4 (3 cm x 10 cm) wood board purchased separately)



STEP FOUR

Attach Trim Caps to Posts

- 3** Slide trim caps into place as illustrated.
- 4** If you purchased the Trim Kit, also slide the second set of trim caps and base moldings at this point.
- 5** Glue and insert post caps on top of posts as illustrated



STEP FIVE

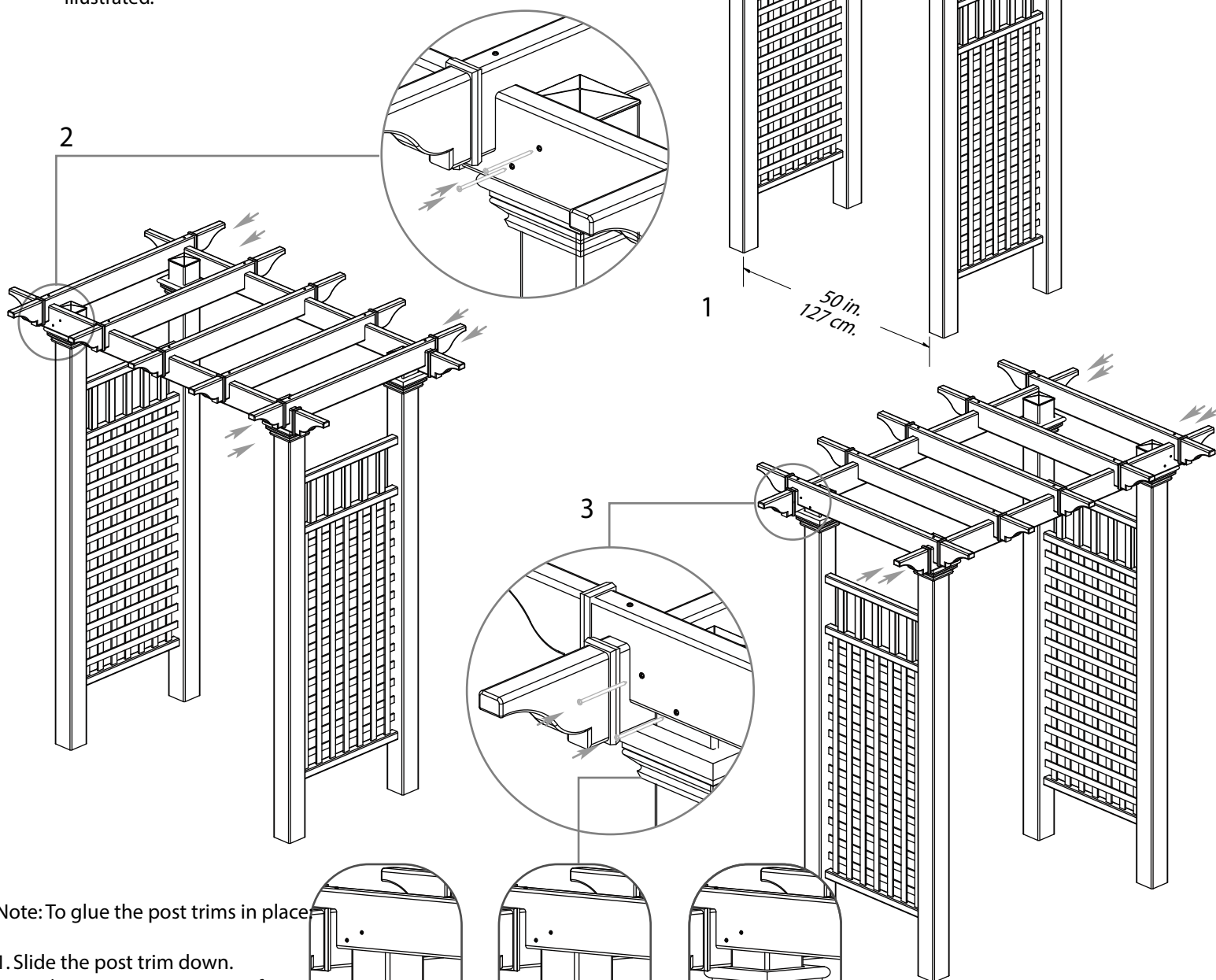
Connect the Pergola Top to the Posts

- 1 Move side panels to their final location and adjust the opening width to 50 in. (127 cm.).

Place the pre-assembled arbor top onto the post as illustrated.

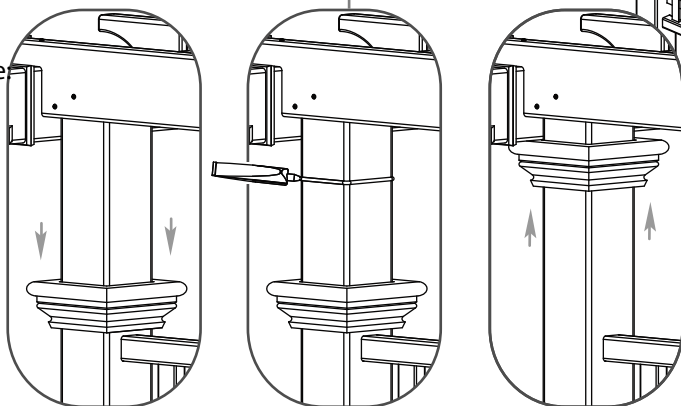
- 2 Fasten the main carrying beams onto the posts using two screws per side as illustrated.

- 3 Fasten the rafters to the posts using two screws per side as illustrated.



Note: To glue the post trims in place:

1. Slide the post trim down.
2. Apply a generous amount of vinyl glue around the post.
3. Slide the post trim back up to desired location and allow a few minutes to cure.



STEP SIX

Install the Arbor into the Ground

You have Two Options to Complete this Step.

(* purchased separately)

OPTION ONE - If Your Arch:

- is going to be installed with fencing or a gate
- is located in a high wind or hurricane area
- is located in ground conditions that are not level

Consider Using:

***4" x 4" x 4' Long Wood Post (4)**

15 2 1/2" Stainless Steel Screws (8)

- Purchase separate from your local lumberyard
- Recommended to be installed in concrete footing

OPTION TWO - If Your Arch:

- is intended to be used as a stand alone garden accent or pathway
- is located on level ground

Consider Using:

***4" EZ Mount Post (Kit of 4)**

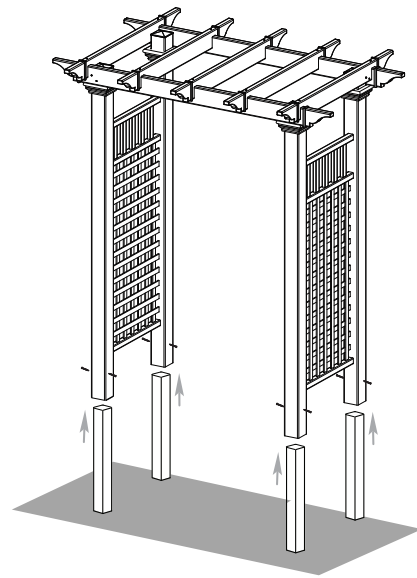
- Purchase from Vita, www.wearevita.com
- Instructions are included with the kit

Into Earth with Concrete Footing (Option One)

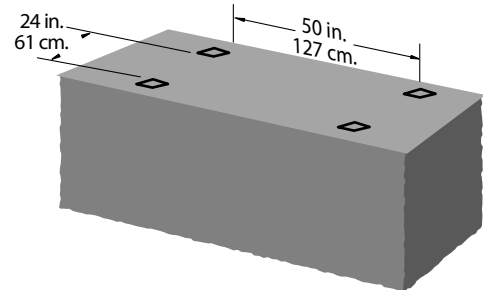
Arch must be well secured to prevent tipping over from wind load, etc.

- 1 Insert the four 4"x4"x4' pressure treated wood posts into the bottom of the vinyl posts until they bottom out against the horizontal rail. Fasten with two 2 1/2" long screws per post – on the side of the post (centered) approximately 10" from the bottom. Note that there are no pre-drilled holes.
- 2 Move the arbor to it's final location (you will need a helper).
- 3 When you have identified the location of each post, mark the positions on the ground and then move the arbor aside.
- 4 Excavate four holes approx 38 in. (96.5cm.) deep. The location and excavation of these four holes is the most critical step and should be completed with care.
- 5 Carefully move the arbor back into position and level both horizontally and vertically.
- 6 Check your measurements to confirm that arbor is secured and placed correctly.
- 7 Backfill the holes with cement.

1

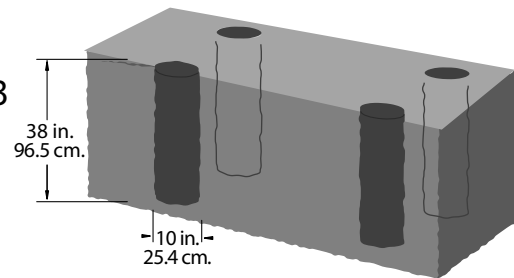


2

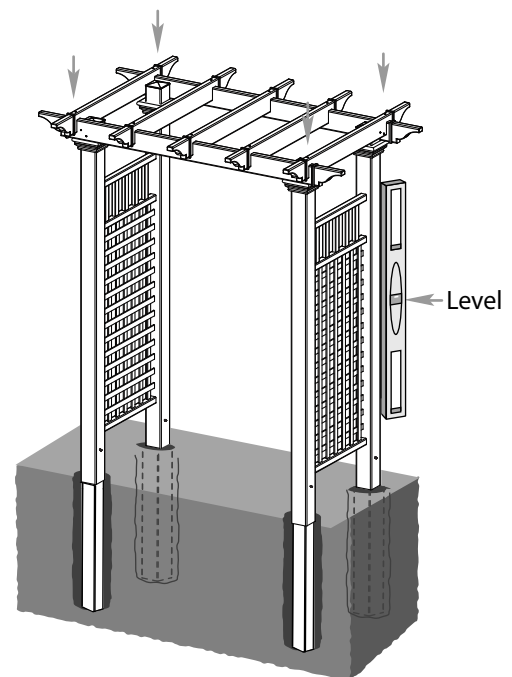


(Measurements shown are approximate)

3

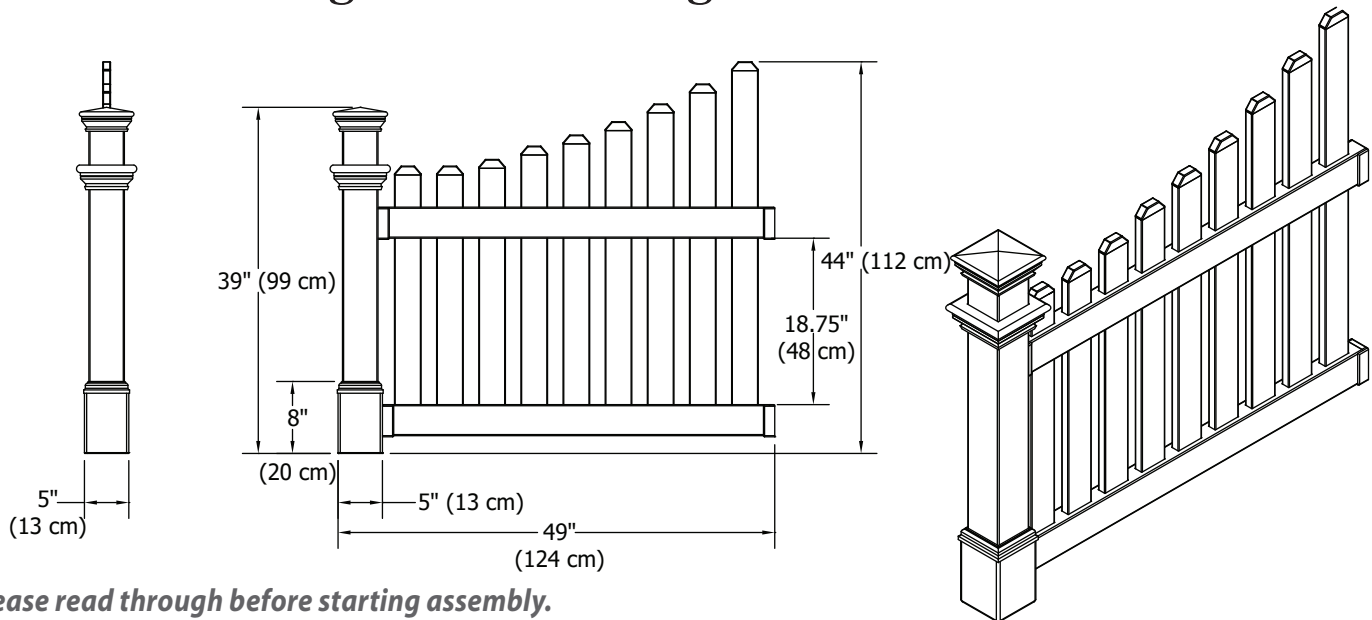


6



ASSEMBLY INSTRUCTIONS

Cottage Picket Wings



Please read through before starting assembly.

Check Box for These Contents (1 Box)

In the event of missing or defective parts please call our customer service dept. at **1 800 282 9346** (Mon. to Fri. 8:00 AM to 5:00 PM EST).

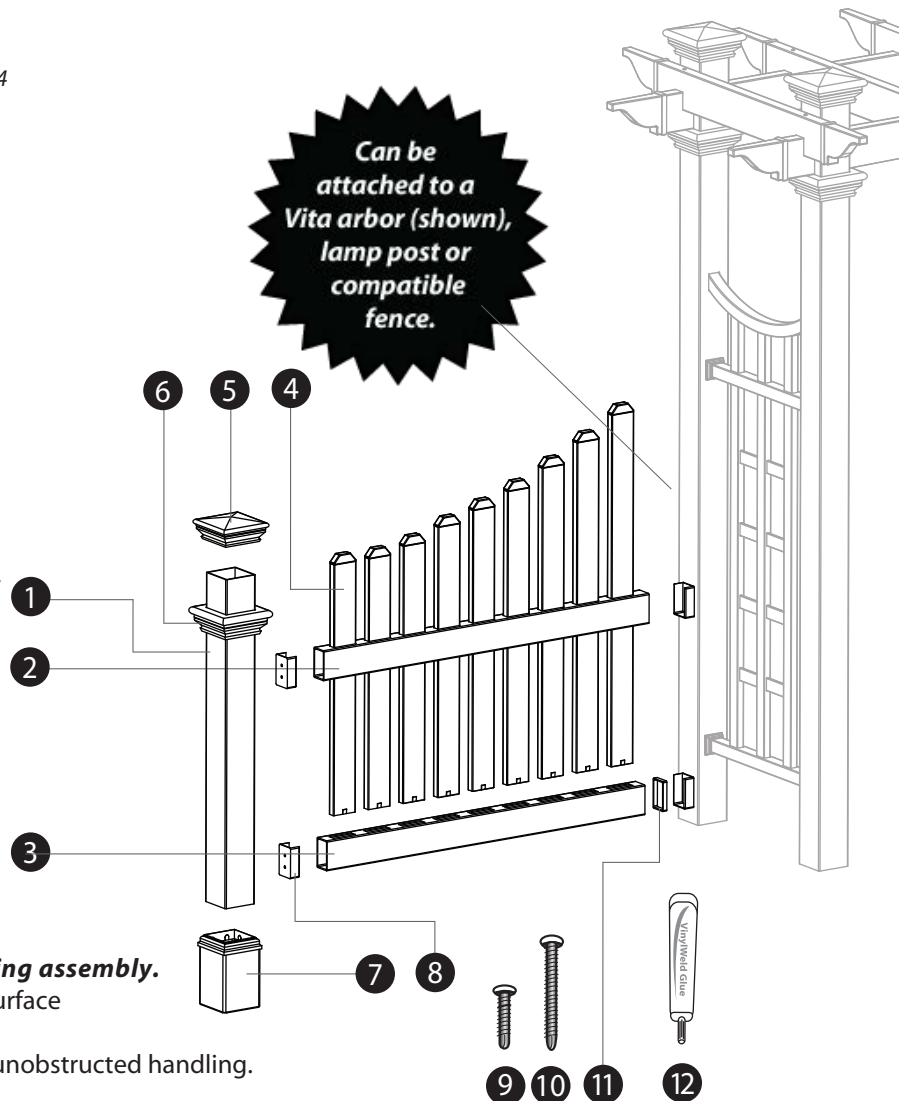
1. Posts (2) 4" x 4" x 54" (10 cm x 10 cm x 137 cm) - 10126
2. Top Rails (2) 2" x 3.5" x 44.5" (5 cm x 9 cm x 113 cm) - 10103
3. Bottom Rails (2) 2" x 3.5" x 43.5" (5 cm x 9 cm x 110 cm) - 10104
4. Pickets (4) Length 29.25" (74 cm) - 10105
- Pickets (2) Length 30" (76 cm) - 10107
- Pickets (2) Length 31.5" (80 cm) - 10108
- Pickets (2) Length 32.75" (83 cm) - 10109
- Pickets (2) Length 34.25" (87 cm) - 10110
- Pickets (2) Length 36.25" (92 cm) - 10111
- Pickets (2) Length 38.5" (97 cm) - 10112
- Pickets (2) Length 41" (104 cm) - 10113
5. External Post Caps (2) 4" x 4" (10 cm x 10 cm) - 10735-1
6. Post Trim Caps (2) 4" x 4" (10 cm x 10 cm) - 10737-1
7. Base Moldings (2) 5" x 5" (13 cm x 13 cm) - BM20022
8. Rail Mount Brackets (8) 2" x 3.5" (5 cm x 9 cm) - 10045
- Hardware Kit (Includes):**
9. 5/8" (16 mm) Self-tapping stainless Screws (24) - 20016
10. 3" (76 mm) Stainless Steel Screws (8) - 20007
11. Rail end spacers (2) 2" x 3.5" x .5" (5 cm x 9 cm x 13 mm) - 10217
12. Tube of vinyl weld glue (1) - 20000

Tools You Will Need

- Cordless Drill with #2 Phillips bit
- Tape measure
- Pencil
- Level
- Shovel
- Two bags of pre-mix concrete (optional)

General Information

- **Read Instructions through carefully before beginning assembly.**
- When handling components, place on a non-abrasive surface (i.e. shipping box) to avoid scratching.
- We recommend an area approx 5' x 5' (1.5 m x 1.5 m) for unobstructed handling.



Not to Scale

V3 / Sep 26, 2025

Cottage Picket Wings Installation

STEP ONE

A

Lay out one of the posts (part 1). Measure 8" (20.3 cm) from one end of the post and put a mark. Center the rail mount bracket (part 8) on the post, with the open end at the 8" mark. Using two screws 5/8" (16 mm), fasten the bracket to the post as illustrated. Repeat this for the second post. **Note:** All screws are self-tapping and require no pre-drilling.

B

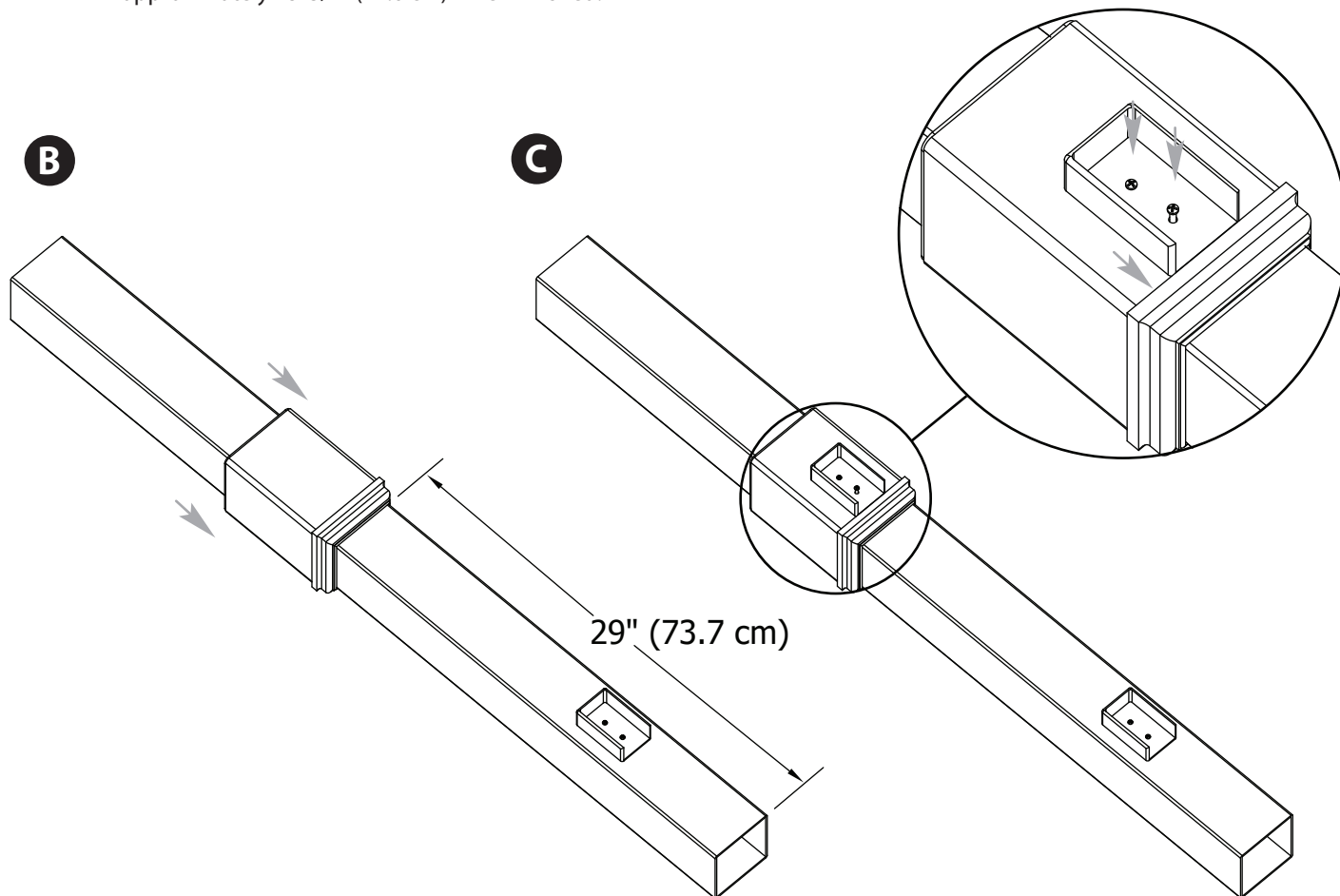
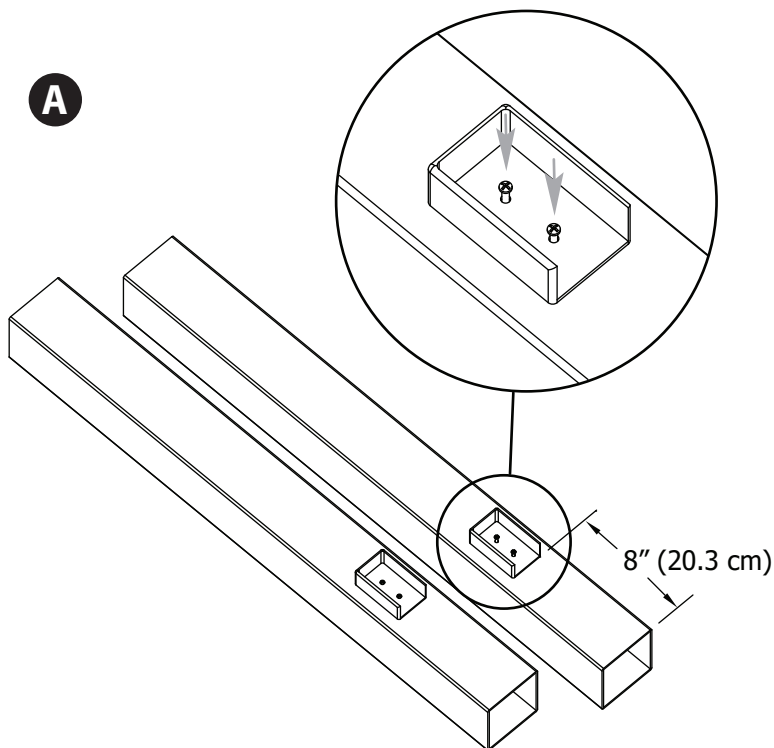
Take one of the posts and measure 29" (73.7 cm) from the same end of the post as in step 1. Put a mark on the post at this distance.

Slip one of the base moldings (part 7) onto the opposite end of the post as illustrated. Slide it up the post until the top edge of the molding is at the 29" (73.7 cm) mark.

C

Center another rail mount bracket on the base molding, keeping the open end of it tight against the raised lip of the base molding trim. Fasten the bracket in place using two 3" (76 mm) screws. Repeat steps A through C for the other post.

Note: The distance between the two brackets should measure approximately 18 3/4" (47.6 cm) when finished.



STEP TWO

A

Insert the bottom rail (part 3) into the bracket on the base molding. Make sure the holes in the rail are facing towards the second bracket on the post. Using one screw 5/8"(16mm), secure the rail in place through the side wall of the bracket as illustrated. Repeat this for the opposite side wall.

B

Insert the top rail (part 2) into the second bracket, making sure the larger sized holes in the rail are facing towards the bottom rail. Secure the rail as described in the previous step. **Note:** The holes in the rail are approx. 1/8" (3 mm) larger on one side to allow for proper alignment of the pickets when mounting. Repeat steps A and B for the remaining post and rails.

C

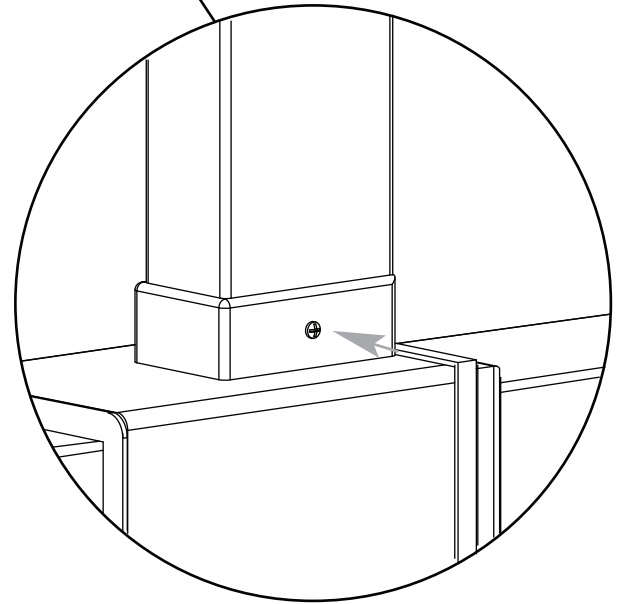
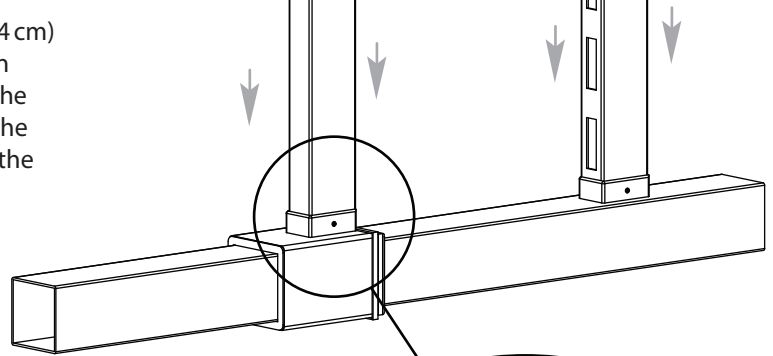
Break open one bundle of pickets (part 4). Start with the 41" (104 cm) picket at the furthest end of the rails, and insert each one in descending order, ending with two 29 1/4" (74 cm) pickets at the post. Make sure the tabs on the end of the pickets "snap" into the bottom rail. Open the second bundle of pickets and repeat for the opposite wing panel.

A

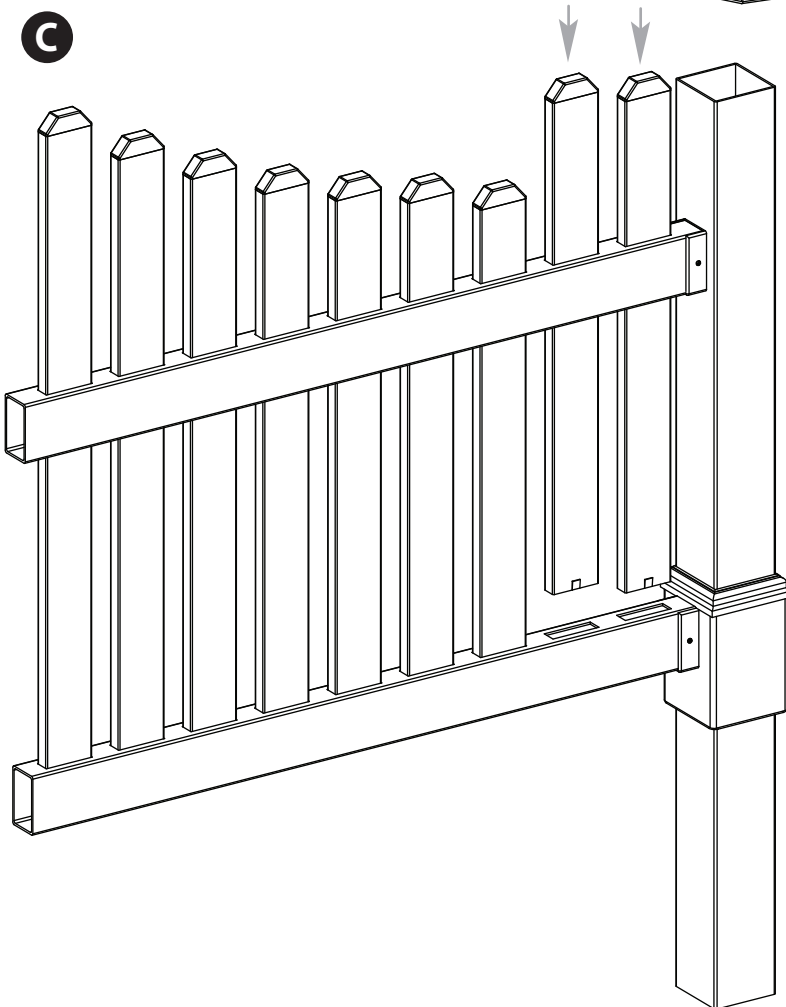
Bottom Rail is only routed on the one side

B

Top rail is routed on both sides: The larger opening faces the bottom rail.



C



STEP THREE

A

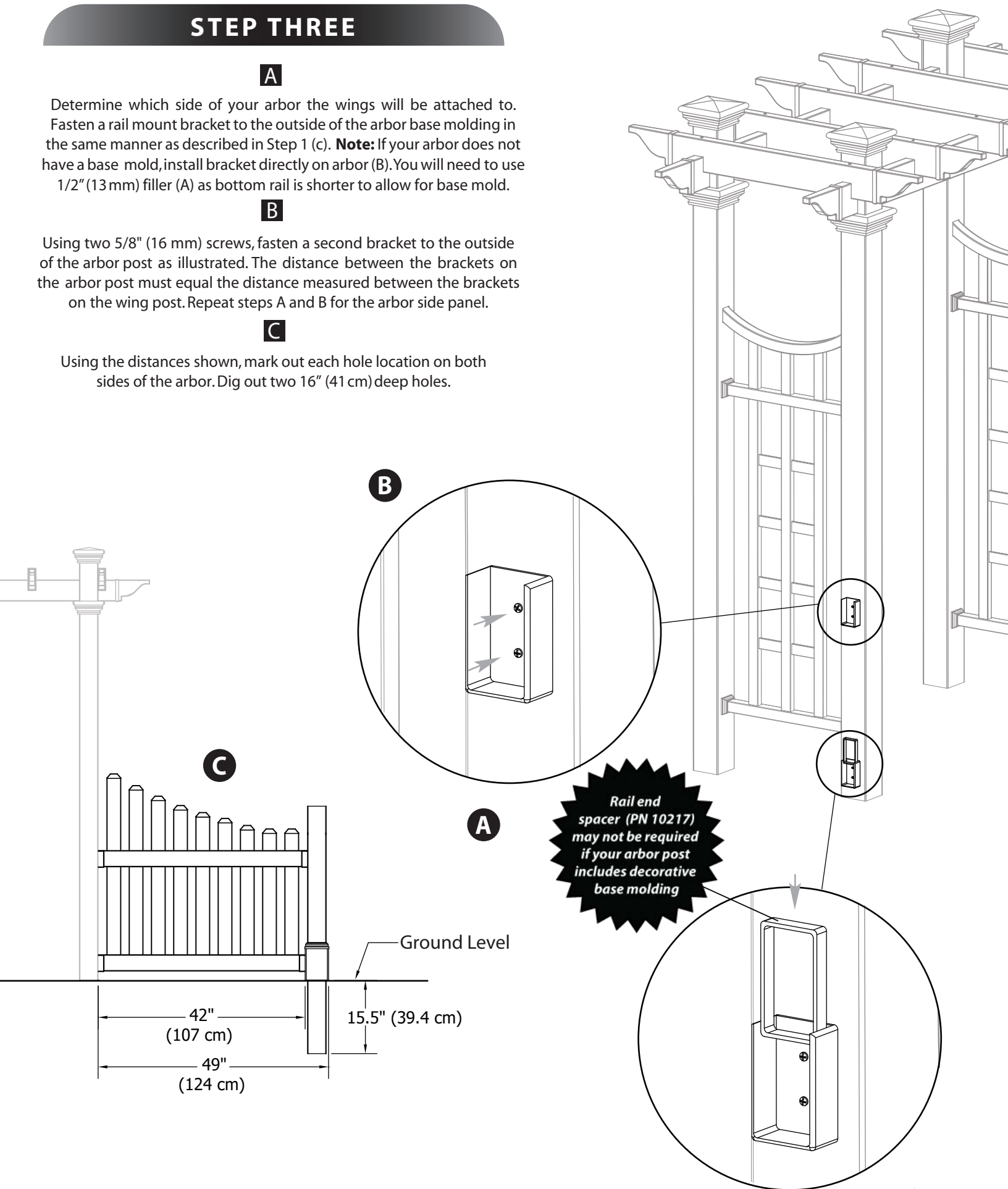
Determine which side of your arbor the wings will be attached to. Fasten a rail mount bracket to the outside of the arbor base molding in the same manner as described in Step 1 (c). **Note:** If your arbor does not have a base mold, install bracket directly on arbor (B). You will need to use 1/2" (13 mm) filler (A) as bottom rail is shorter to allow for base mold.

B

Using two 5/8" (16 mm) screws, fasten a second bracket to the outside of the arbor post as illustrated. The distance between the brackets on the arbor post must equal the distance measured between the brackets on the wing post. Repeat steps A and B for the arbor side panel.

C

Using the distances shown, mark out each hole location on both sides of the arbor. Dig out two 16" (41 cm) deep holes.



STEP FOUR

A

Lower the wing post into the hole, while slipping each rail end into the corresponding bracket on the arbor post. Check the top rail for level, and adjust the depth of the hole if needed. Secure the rail ends to the brackets as described in Step 2 (a), and fill in the hole (for added stability, use pre-mix concrete). Repeat this step for the opposite wing panel. **Note:** The bottom of the wing post base molding should be at ground level when finished.

B

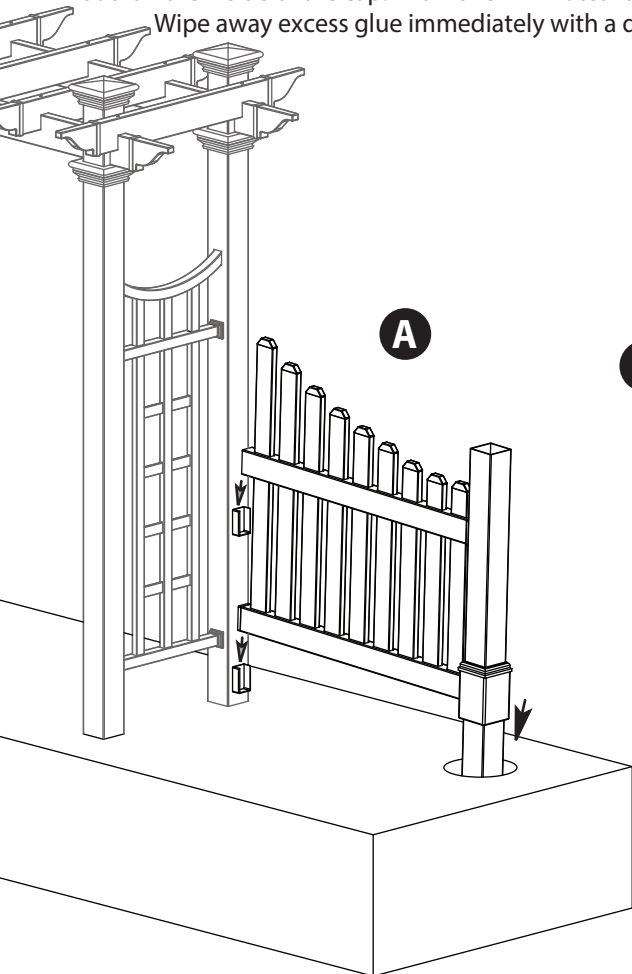
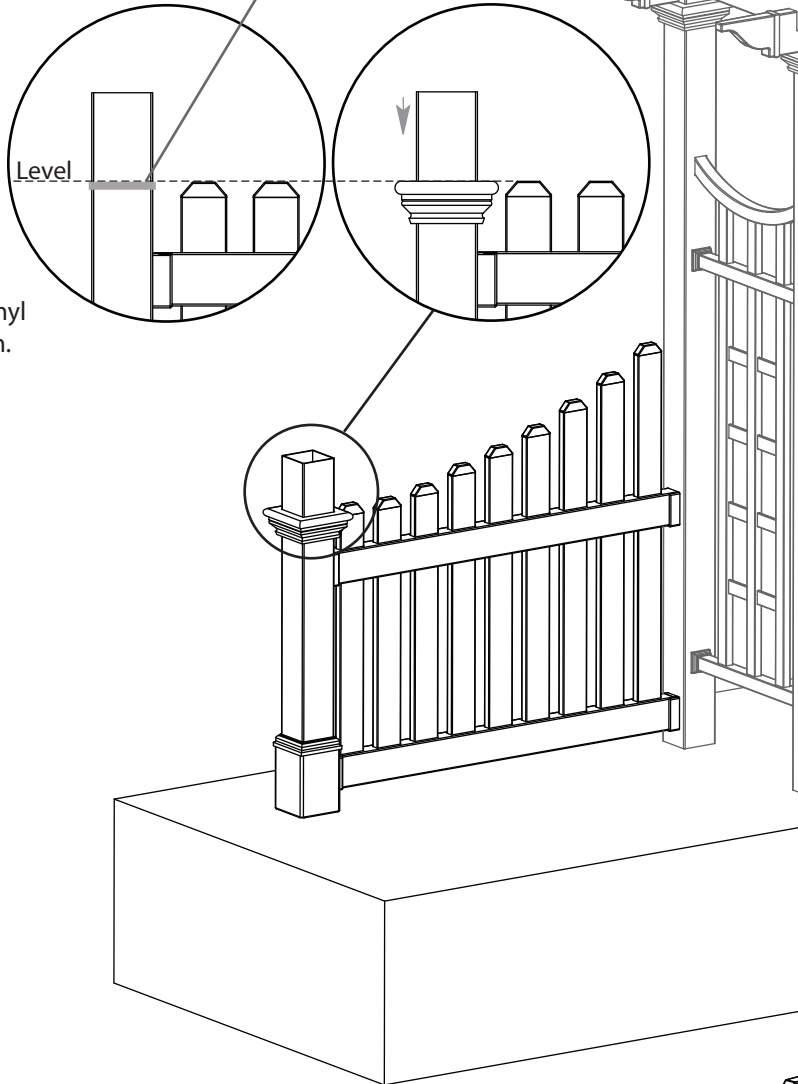
Apply a generous amount of vinyl glue around the post. **Note:** The vinyl glue should be applied below the top of the picket cap level as shown. Slip one trim cap (part 6) over the end of each post. Slide each cap down until the top edge is level with the top of the first picket.

C

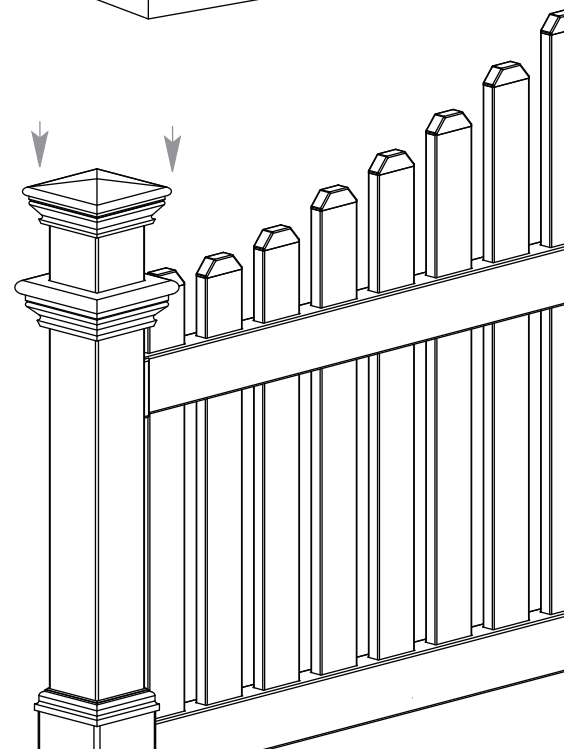
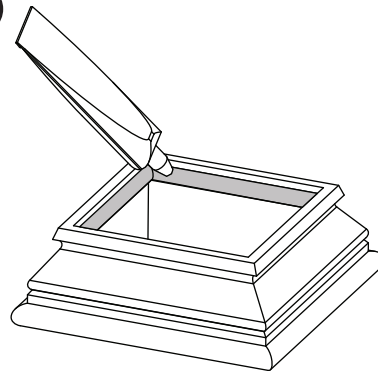
Apply a bead of vinyl glue to the underside of each post cap (part 5). To ensure proper attachment to the post, apply the glue to all internal "contact" points of the cap. Place the caps onto the end of each post and push down firmly until the end of the post "bottoms out" on the inside of the cap. Allow a few minutes for the glue to cure. Wipe away excess glue immediately with a damp cloth.

Vinyl glue is to be applied below the picket level.

B

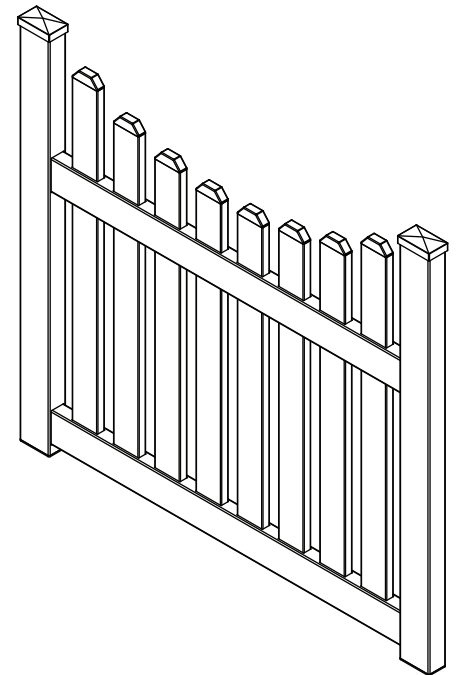
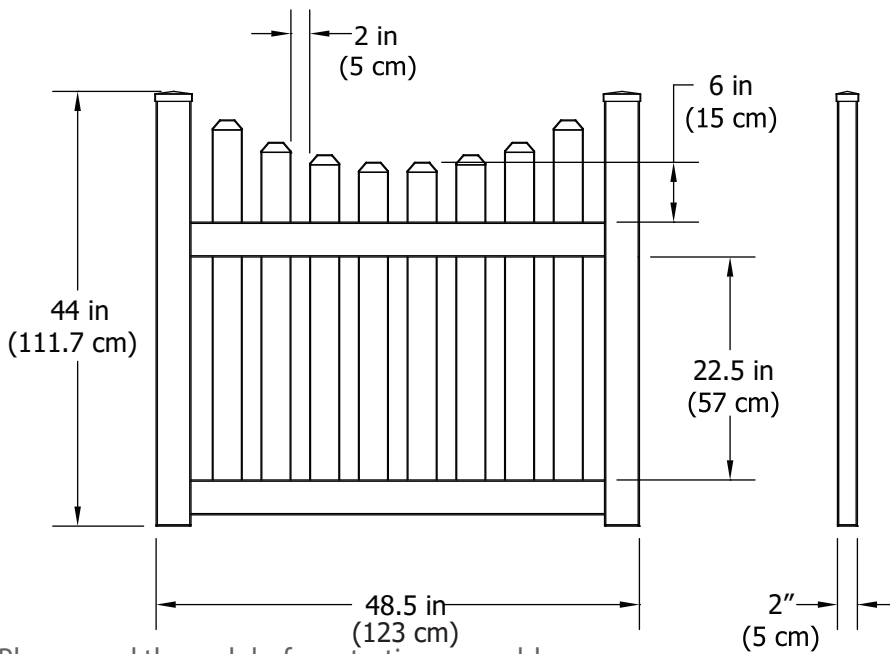


C



vita

Cottage Picket Gate



Please read through before starting assembly.

Check Box for These Contents (1 Box)

In the event of damaged, missing or defective parts please call our customer service dept. at **1 800 282 9346** (Mon. to Fri. 8:00 am to 5:00 pm EST).

1. **Posts** (2) 2" x 3 1/2" x 43.5" (5 cm x 9 cm x 110.5 cm) - 10841
2. **Top Rail** (1) 1 1/2" x 3 1/2" x 48 1/4" (4 cm x 9 cm x 123 cm) - 10842
3. **Bottom Rail** (1) 1 1/2" x 3 1/2" x 48 1/4" (4 cm x 9 cm x 123 cm) - 10843
4. **Pickets** (2) 7/8" x 3" x 38 1/2" (2 cm x 7.6 cm x 98 cm) - 10112
Pickets (2) 7/8" x 3" x 36 1/4" (2 cm x 7.6 cm x 92 cm) - 10111
Pickets (2) 7/8" x 3" x 35" (2 cm x 7.6 cm x 89 cm) - 10114
Pickets (2) 7/8" x 3" x 34 1/4" (2 cm x 7.6 cm x 87 cm) - 10110
5. **Steel Hinge Set** (1) - 30020
**includes (26) 1" Hex Head Screws - 21002*
6. **Steel Latch Gate Set** (1) - 30023
**includes (6) 1" Hex Head Screws 21001*
7. **Self-tapping stainless Screws** (8) 5/8" (16 mm) - 20016

(*) Gate will fit:

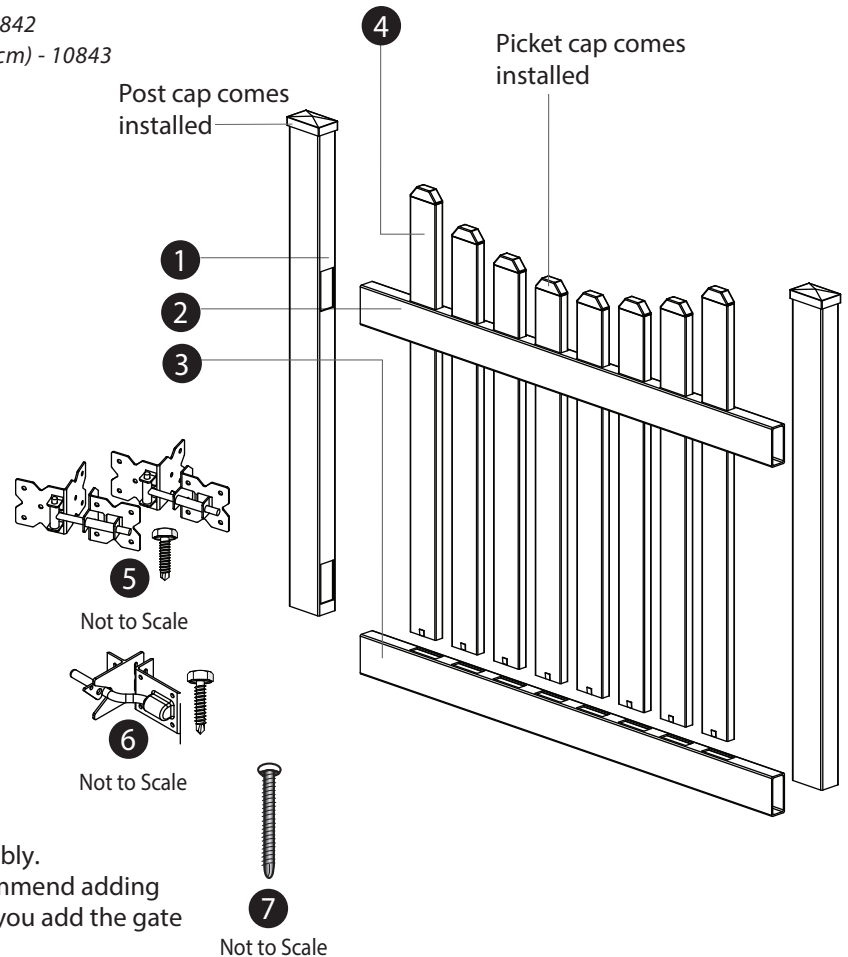
Nantucket Legacy, Nantucket Deluxe, Fairfield Deluxe, Fairfield.

Tools You Will Need

- Cordless Drill with #2 Phillips bit and 1/8" (3 mm) drill bit.
- 3/8" (10 mm) Socket Wrench
- Phillip Screwdriver
- 11/16" (18 mm) Or adjustable wrench
- Tape measure, Square and Level
- M10 Socket - Diameter of 14.7mm

General Information

- Read Instructions through carefully before beginning assembly.
- Please note: for a secure attachment to your arbor, we recommend adding pressure treated wood to the inside of the arbor post before you add the gate accessory.
- When handling components, place on a non-abrasive surface (i.e. Shipping box) to avoid scratching.



Cottage Picket Gate Installation

STEP ONE

A

Lay out one of the posts on its side, with holes facing up, and insert the two rails. The bottom rail (holes routed one side only) goes into the hole that is closest to the bottom of the post. Now insert the top rail into the other hole.

B

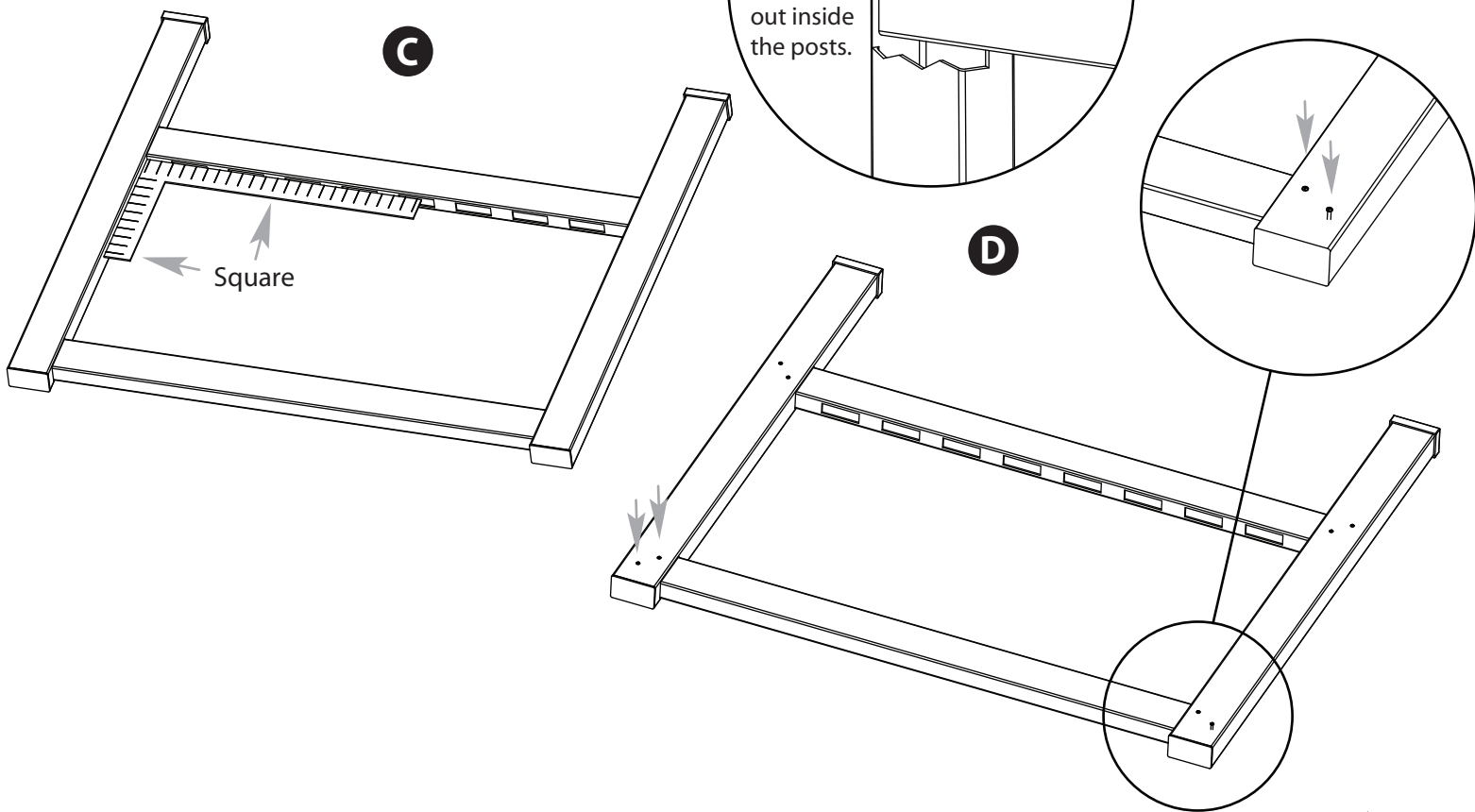
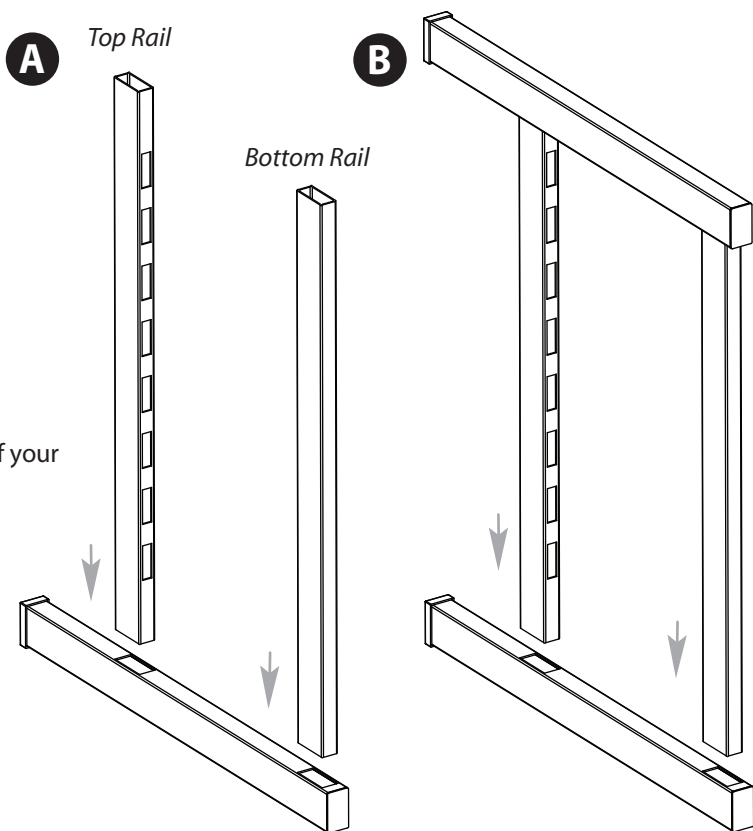
While holding the rails in place, add the second post to the other end of your rails as shown (B)

C

Lay the assembly down on a flat surface and use a square to check the inside corners. Make sure that each rail is bottomed out inside the posts.

D

Install 2 screws into each of the four places where the rail goes into the post. Install screws on diagonal (as shown). **Note:** Screws are self tapping but if you have any difficulty getting them started, pre-drill a small pilot hole first (no larger than 1/16", or 1.5 mm)



STEP TWO

Hinges and Latch Installation

Now determine which way your gate is going to open in your arbor. After you determine which side of the gate to install your hinges, flip the gate over so that the screws you installed in Step D are on the back side of the assembly - this will ensure these screws are not in the way when you install the hinge"

A

Separate the hinges (part 5) into two halves. Place the half with the "eye holes" onto the gate post, centering it at the end of the top rail as illustrated. Pre-drill each pilot hole, then attach the hinge with the black screws provided in the hinge kit.

B

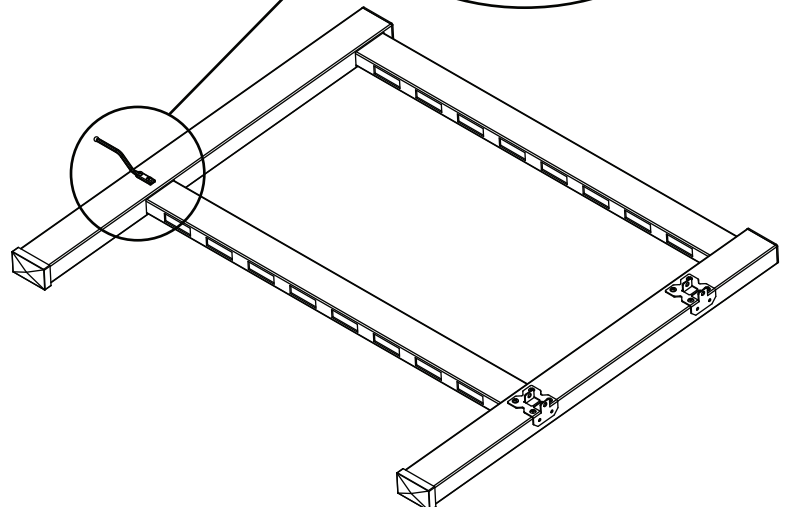
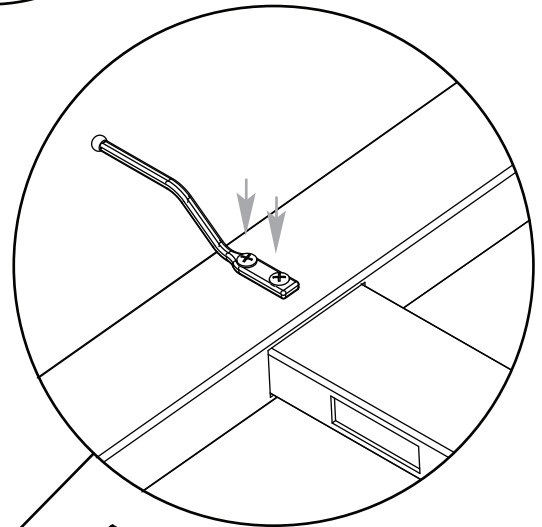
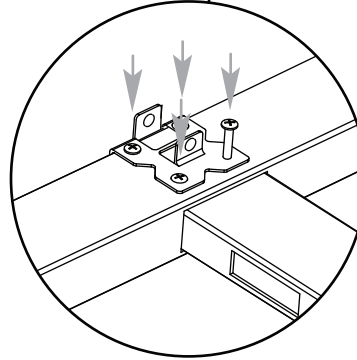
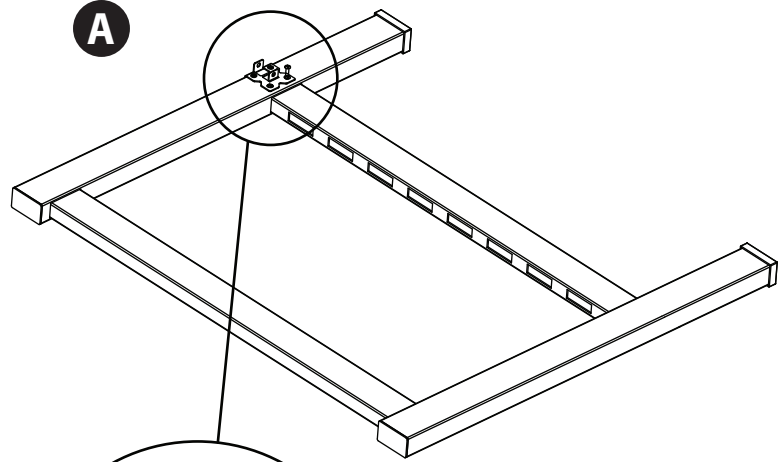
As in the previous step, place one half of the hinge onto the gate post. The second hinge should be installed 16 1/2" (42 cm) down from the top hinge (see illustration B). This hinge will be installed above where the bottom rail goes into the gate post. Attach with screws provided in hinge kit.

C

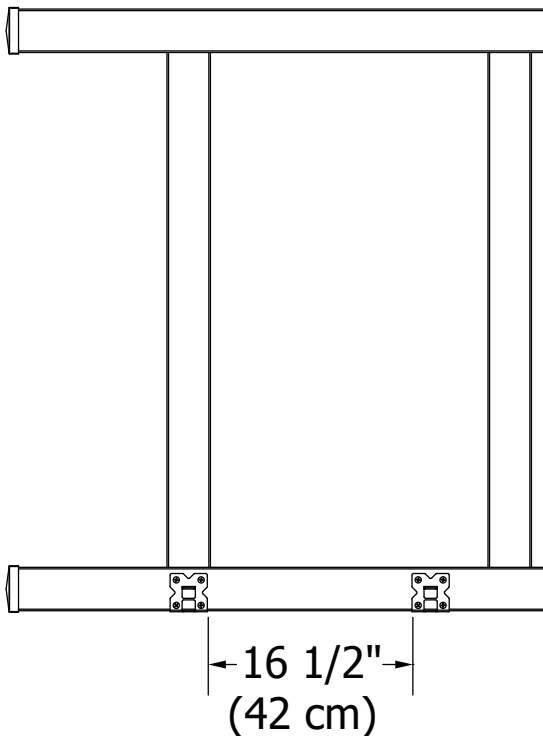
Center the gate latch (part 6) at the end of the top rail opposite where the hinge was attached. Install as close to the outside of the post as possible. Fasten the latch to the post using the screws from the latch kit.

D

Install screws to attach where the rail goes into the post (as in page 2 - D) note: you will not need to install white screw into gate on top rail where the hinge is attached.



B



C

Cottage Picket Gate Installation

STEP THREE

A

Slip each picket (part 4) through the top rail and into the bottom rail. Start with the shortest picket(s) in the center, and end with the two longest pickets on each side.

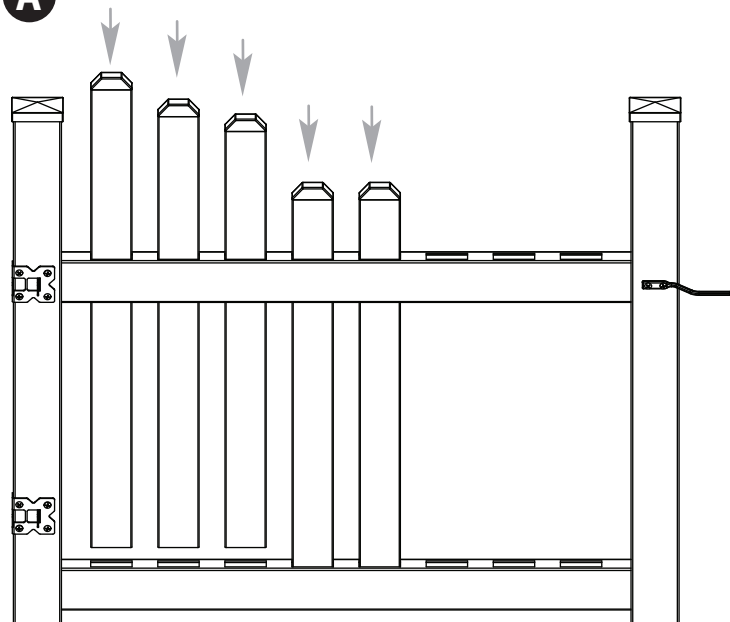
B

Place one of the remaining halves of the hinge against the inside wall of the arbor post just above the base molding. Using the same method in step 2, attach the hinge to the post. If your arbor does not have base moldings, mount the hinge approximately 8" (20 cm) up from the bottom of the post. Note: We recommend using wood inside the arbor post to create a stronger attachment for the gate. Repeat for the other hinge. Make sure the distance between the two hinges is equal to that in step 2 (16 1/2" or 42 cm).

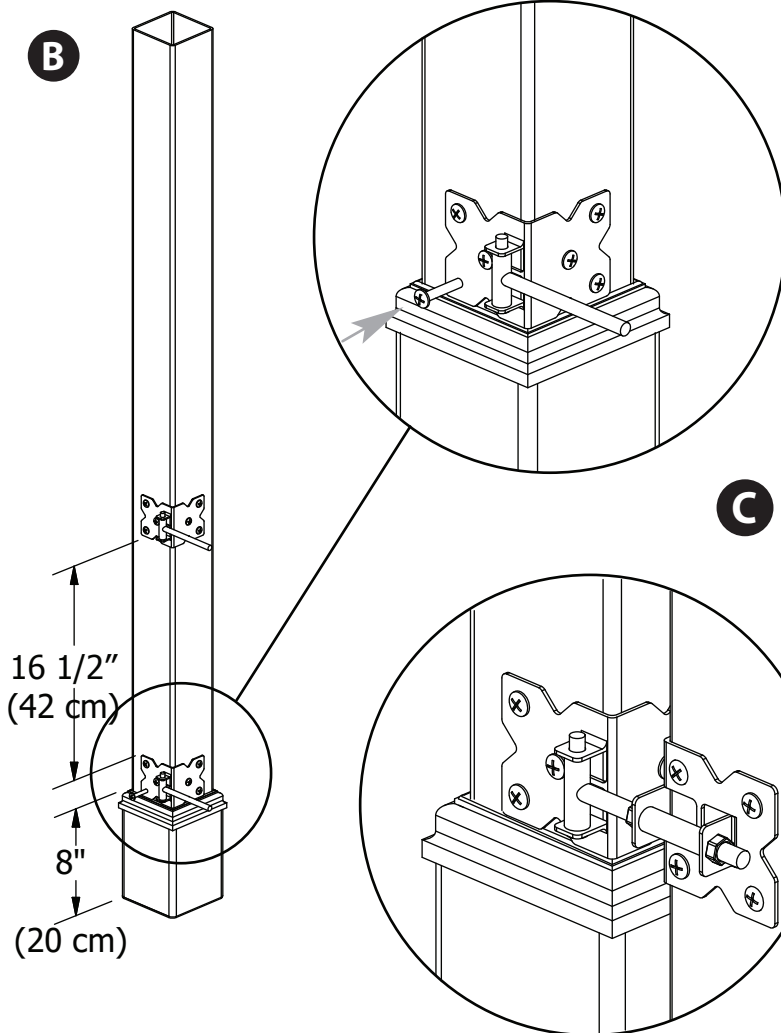
C

Lift the completed gate and line up the hinges. Carefully guide the long bolts on the gate hinges through the "eye holes" on the gate hinges.

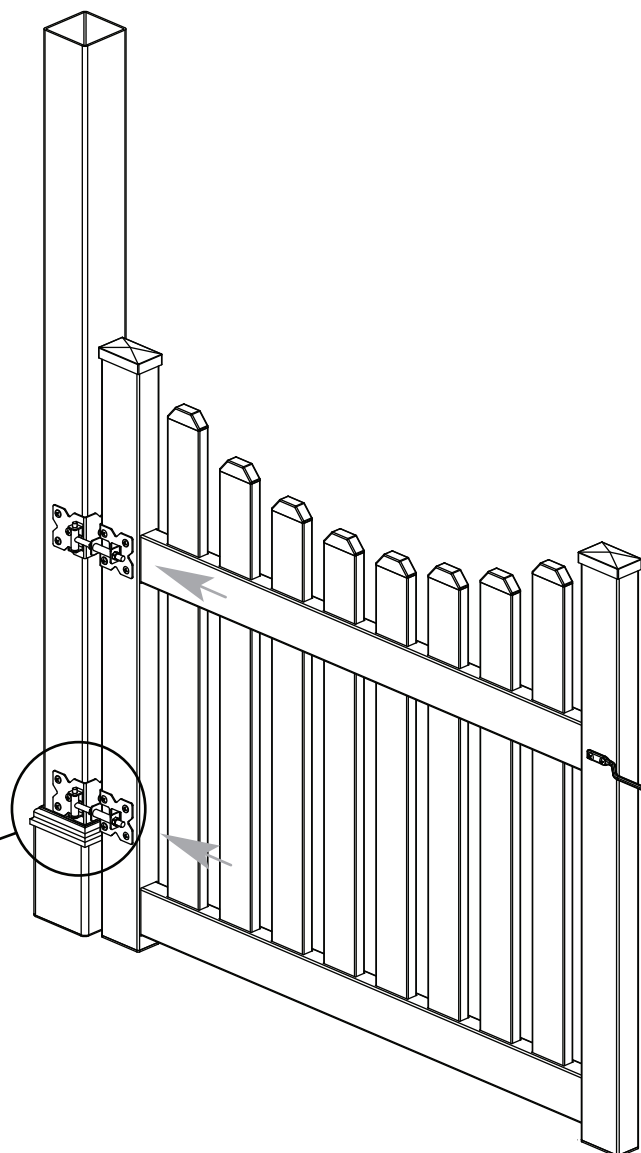
A



B



C



STEP FOUR

Adjusting Gate

A

Insert the bolt sleeve between the "eye holes" before sliding the long bolts completely through. Thread the 1/2" (13 mm) nuts over the end of each bolt and tighten with a wrench. Note: to center your gate in the arbor opening, adjust the hinge nuts as needed.

B

Set a level across the top rail to make sure the gate is hanging level. You may need to adjust the hinge nuts again to achieve this.

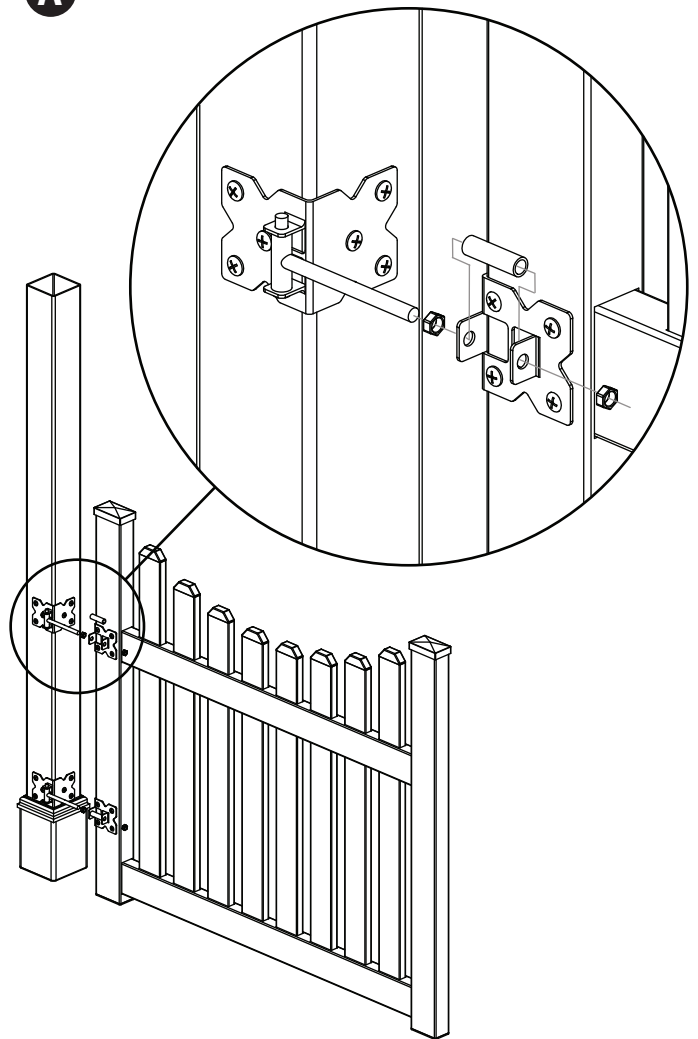
C

Once the gate is level, position the latch "catch" onto the arbor post and mark out the hole locations. Pre-drill the holes (use 1/8" (3 mm) drill bit - purchased separately) and fasten the latch catch to the arbor post using the black screws provided with the latch kit.

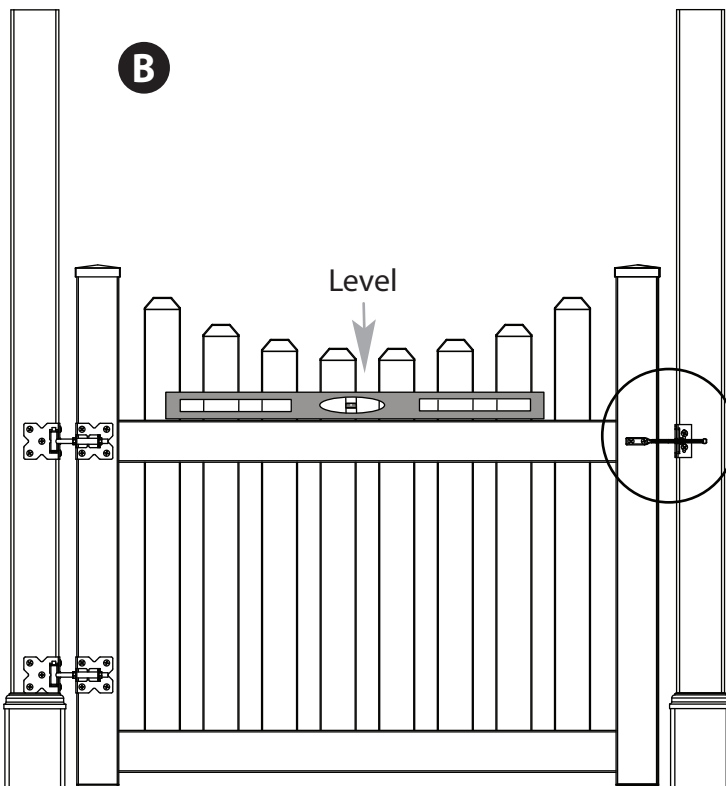
D

If latch does not catch into the latch catch properly, you can adjust the hinges by loosening the nuts on either side of the hinge bolt. Close the gate so that the latch is in the latch catch then adjust the nuts as necessary to have the gate hang in position properly. If any other adjustments are needed, repeat as necessary. Gate should swing and close into latch smoothly.

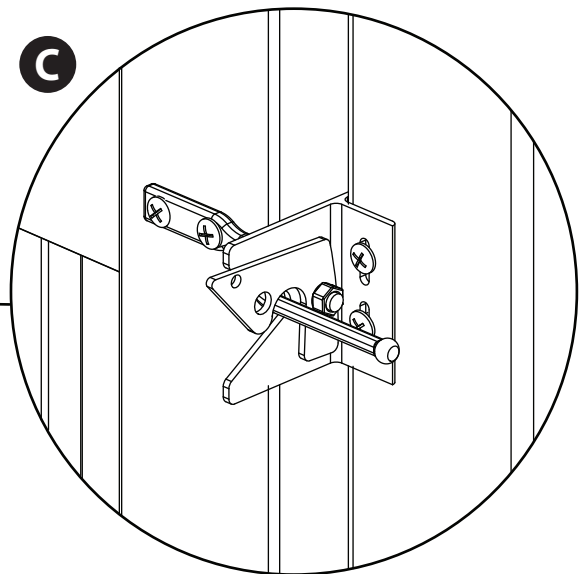
A



B



C



vita