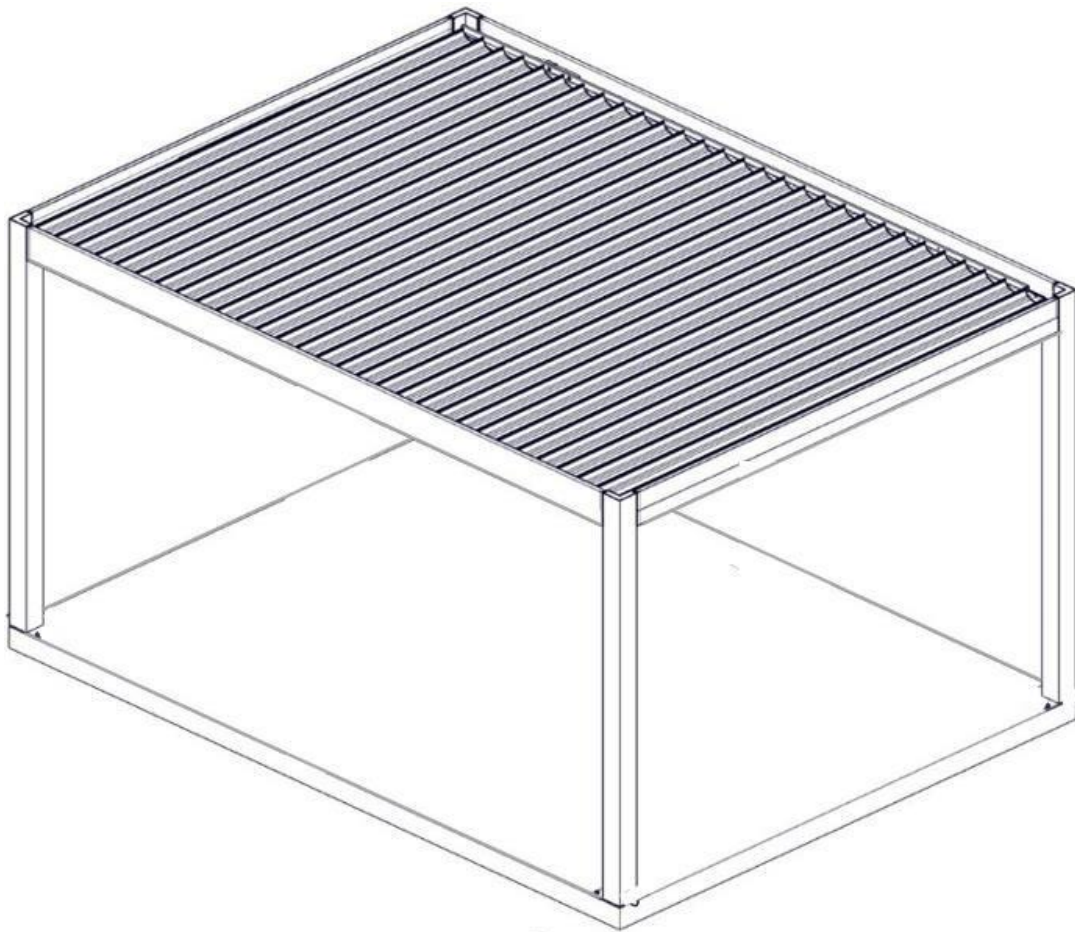


User manual / Assembly instructions Parma Retractable Louvered Pergola

Type Parma

Version: EN – April 2022



www.thecanopyshop.co.uk

Contents

| | |
|--|----|
| 1. Introduction | 3 |
| 2. Safety precautions and warnings | 3 |
| 3. Product description | 5 |
| 4. Parts overview | 7 |
| 4.1 Terminology | 7 |
| 4.2 Hardware details | 8 |
| 4.3 Exploded view | 9 |
| 4.4 Delivery Inspection | 10 |
| 5. Preparation for assembly | 11 |
| 5.1 Conditions for assembly | 11 |
| 5.2 Inspection of tools and accessories | 12 |
| 6. Assembly | 13 |
| 6.1 Mounting the wall profile (in case of wall installation) | 13 |
| 6.2 Pillar and integrated gutter connection | 15 |
| 6.3 Panel installation | 17 |
| 6.4 Rear mechanism house placing | 19 |
| 6.5 Place the tube-motor set | 21 |
| 6.6 Rail belt installation | 21 |
| 6.7 Finishing | 23 |
| 6.8 Middle pillar connection (optional) | 25 |
| 6.9 Perimeter lightning installation (optional) | 26 |
| 7. Programming instructions | 28 |
| 7.1 Remote control | 28 |
| 7.2 Programming of the panels | 28 |
| 7.3 Programming of the lights (optional) | 29 |
| 8. FAQ | 30 |
| 9. Maintenance | 30 |
| 10. Disposal of waste | 30 |
| 11. Warranty conditions | 31 |
| 12. Contact | 31 |

KEEP THIS MANUAL IN A SAFE PLACE FOR FUTURE USE!

For the duration and the terms and conditions of the warranty we recommend that you contact your supplier. We also refer you to our General Terms and Conditions of Sale and Delivery which are available on request. The Canopy Shop (owned by Bappco Ltd) accepts no liability for any damage or injury resulting from a failure to carefully follow the instructions in this manual or exercise due caution during transport, assembly, use and maintenance of the pergola. As a result of our policy of continuous product improvement, certain product details may differ from what is described in this manual. For this reason the instructions provided only serve as a guideline for installation of the product this manual describes. This manual has been compiled with the utmost care, but The Canopy Shop cannot be held responsible for any errors in this manual or the consequences thereof. Furthermore, all rights are reserved and no part of this manual may be reproduced in any way whatsoever.

1. Introduction

Congratulations on the purchase of your Parma pergola!

Before you can start enjoying your pergola it must be assembled properly. This manual provides clear instructions for all the steps you must complete for correct assembly of your Parma Canopy. We recommend that you take the time to read the entire manual before you begin the assembly.

Check whether you have received all the necessary parts before you begin assembly. For your safety, follow all the applicable instructions. This also guarantees the safety of the installed roof. If you should have any questions, please feel free to contact The Canopy Shop on 01536 446393.



READ
CAREFULL

This manual should be kept in a safe, dry and shady place. In the event of damage or loss, the user must request a new copy of the manual from the partner.

2. Safety precautions and warnings



Important:

Please read the safety precautions and warnings before assembling the pergola.

- During assembly, carefully follow the instructions and guidelines as described in this manual. Never change the order of the steps to be performed. If any aspect of the assembly procedure is unclear, please contact The Canopy Shop. We reserve the right to make technical changes without written notice.
- We normally recommend that the pergola must be assembled by at least two people (qualified technicians/authorized installers) working together.
- Check the delivery immediately upon receipt. In the event of damage or an incomplete delivery please contact your representative immediately.
- The materials must be stored in a dry, ventilated area, not exposed to direct sunlight.
- Open the packaging carefully. Make sure that you do not damage the product.
- To prevent damage to your pergola, place the parts on a smooth, clean surface. Place the profiles on a flat surface, protected from sun and rain.



2. Safety precautions and warnings (continued)

- Adding or removing parts, the use or installation of materials. other than described in this manual, may adversely affect the safety of the pergola and is therefore strongly discouraged!
- Pay attention and be aware of moving parts. Make sure that all power supply is cut off during the assembly.
- Cordon off the assembly location so that others are kept at a distance.
- Always wear the correct protective clothing (work gloves, dust mask, safety glasses, shoes with non-slip soles, etc.) during installation or servicing.
- Mount the system against a firm, flat wall and on a flat and stable foundation. Ensure that the wall and the ground are clean and dry.
- **Never** step or walk on the panel system.
- You must maintain and clean your pergola at least once a year. During this yearly maintenance make sure all fasteners are properly tightened.
- Dispose the product in accordance with local laws and regulations.
- It is forbidden to tamper with the bioclimatic pergola system.
- When safety regulations and instructions are not followed correctly, the Canopy Shop will not accept responsibility for damage(s) and injuries.

3. Product description

The Parma Hybrid Canopy is a bioclimatic pergola system with a retractable and rotatable panel system. The retractable Parma panels can be opened. When opened it can give an open roof space of %79 of the total covered area, due to the synchronized movement of the smooth designed panels.

When closed, the panels will protect you from the sun and rain. The Parma can also carry limited and defined snow loads.(see below).

The pergolas have an integrated Somfy Tubular Motor and is operated by the radio control transmitter.

Available dimensions of the Parma:

Width (mm): 3000 / 3500 / 4000
Projection(mm): 3014 / 3571 / 4128 / 4964 /
6078* Panel width (mm): 315,4 (projection 27.9
cm/panel)

*Additional centre pillar(s) can be added to the Parma to cover local snow load

requirements. NOTE: All pillars have a length/height of 350cm and don't have a foot base /

base plate.

When assembled as a freestanding pergola with additional mounting bracket, the maximum gutter height is 250cm. The extra length of the pillar is to prevent collapsing.

Optional additions:

- Perimeter lighting system
- Mounting bracket for pillar

Snow load & Wind resistance

The snow load and wind resistance is adaptable to the steel construction according to the statically calculated profile section and connection type.

Snow load [kg/m²]:

| No. panels: | Projections [mm]: | Width [mm]: | | |
|-------------|-------------------|-------------|------|----------|
| | | 300 0 | 3500 | 400 0 |
| 10 | 3014 | 245 | 223 | 195 |
| 12 | 3571 | 229 | 195 | 173 |
| 14 | 4128 | 190 | 156 | 132 |
| 17 | 4964 | 98 | 78 | 68 |
| 21 | 6078 | 243* | 221* | 193* |

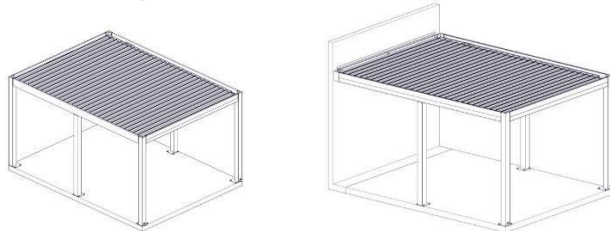
* Based on additional centre pillar(s)

Wind resistance:

Max. wind resistance for all available dimensions: 24.7 m/s (10 Beaufort / 0.38 kN/m²) in open position.

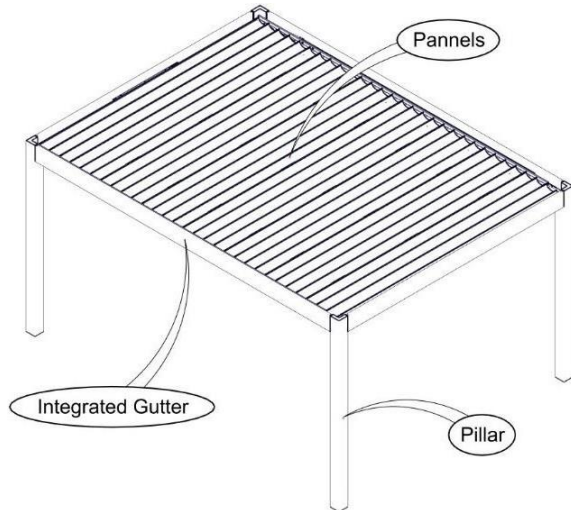
Placement options:

It is possible to place the Parma Canopy freestanding or mounted to a wall.

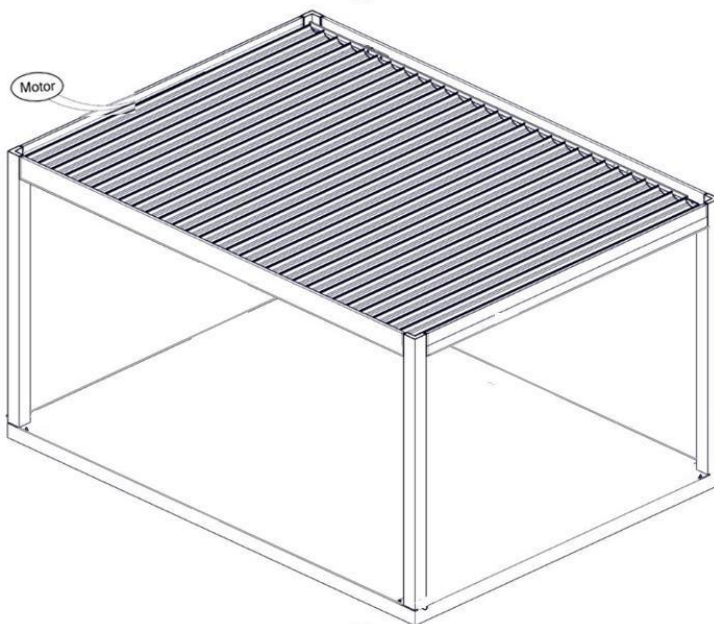


4. Parts Overview

4.1 Terminology



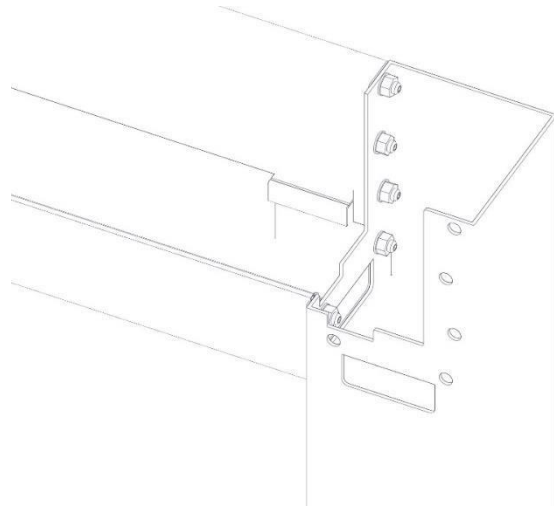
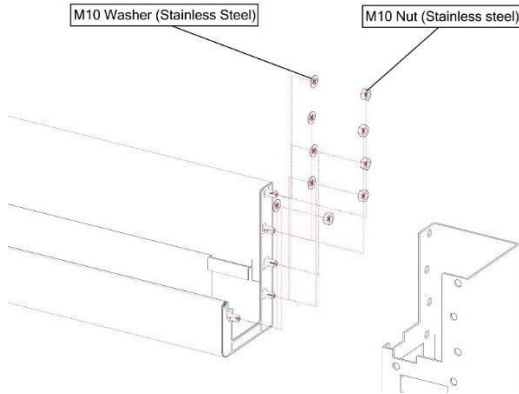
The motor requires 230V / 50Hz. If you have added a LED lighting strip to your Parma Canopy, you must use the lighting control box. The control box requires 230V / 50-60Hz as well.



4.2 Hardware details

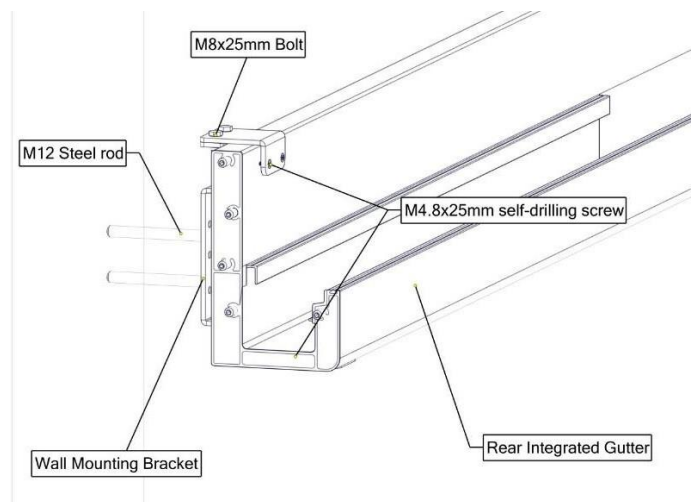
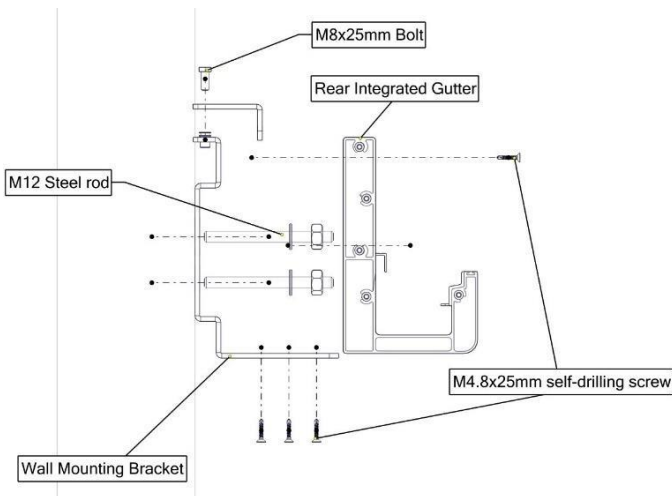
Integrated gutter –Pillar connection (Freestanding)

- a. M10 nut Stainless Steel
- b. M10 washer Stainless Steel



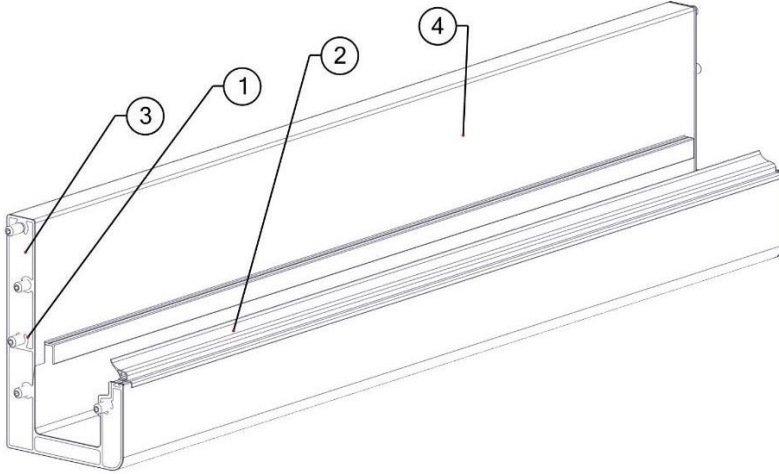
Integrated gutter –Wall bracket (Wall mounting)

- a. M8x25mm Bolt
- b. M4,8x25mm self-drilling screw



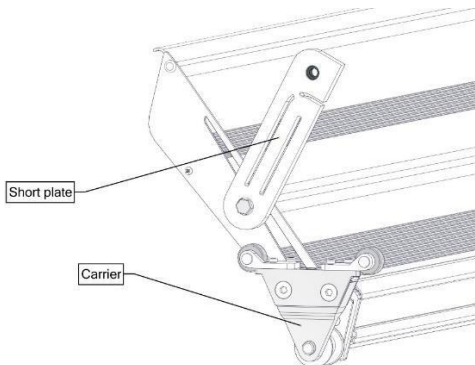
4.3 Exploded view

4.3.1. Exploded view - Integrated Gutter

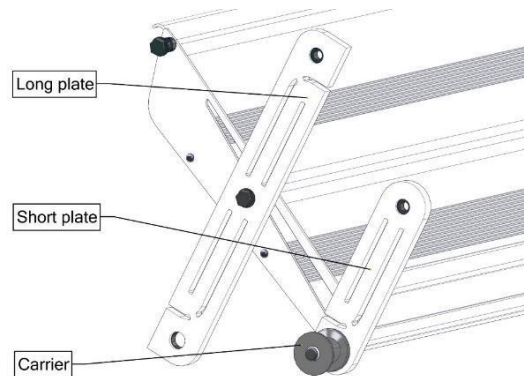


| BOM ID | Description | Qty | BOM ID | Description | Qty |
|--------|--------------------|-----|--------|--------------------------|-----|
| 1 | M10x60mm stay bolt | 10 | 3 | Side gasket | 2 |
| 2 | Gasket | 1 | 4 | Integrated Guter Profile | 1 |

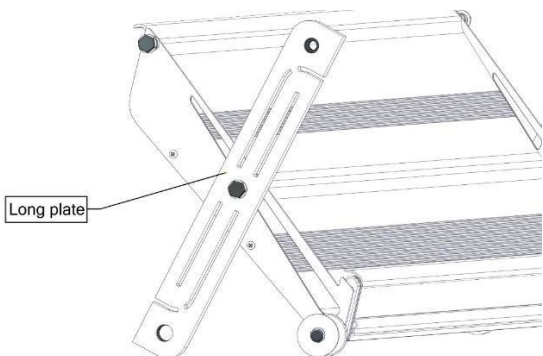
4.3.2 Exploded view - Panels



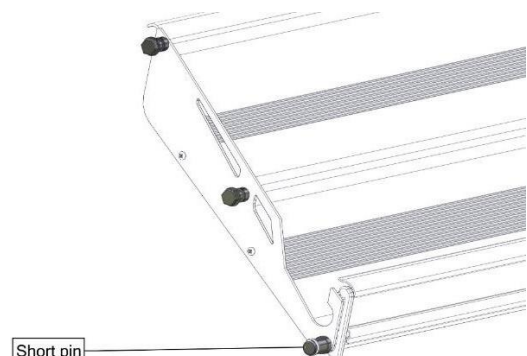
Front panel - Panel type-1



in front of last panel (Panel Type-3)

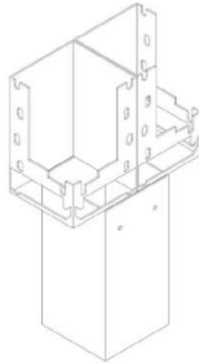
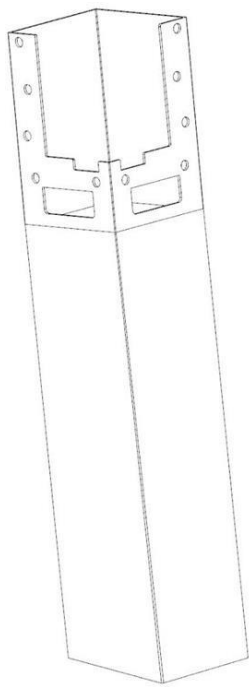


Middle panels (Standard panels) - Panel type-2

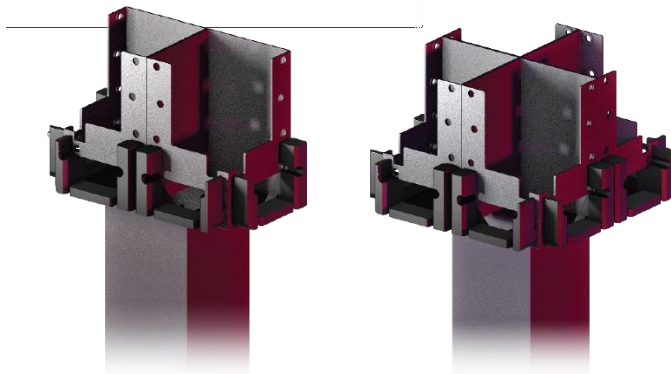


Last Panel (Panel Type-4)

4.3.3 Exploded view pillar



Optional a two or four module connector is available.



4.4 Delivery Inspection

Note: Always carefully check the delivered items against the accompanying delivery note to ensure that the quantity and quality are correct. Any visible defects must be reported in writing within 7 days of delivery.

There are 2 boxes with 2 different colors

1. Boxes with red label: Electronic parts like Control Unit Box, Remote Controls.
2. Boxes with blue label: Metal parts like U Brackets, Mounting brackets, Pillar caps

5. Preparation for assembly

5.1 Conditions for assembly

Ground & façade

- A good flat stable surface is required for construction of the pergola.
- The location where the system will be placed must be construction-ready and free of obstacles (garden furniture, flower boxes, etc.) so installers can perform their work without hindrance.
- Any obstacles, including utility lines (such as power cables, etc.), roots and debris, must have been removed from the ground.
- The façade must be free of sun shades, etc.
- The area where the wall profile will be placed must be firm, even and flat.

Attachments at walls

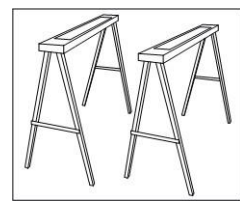
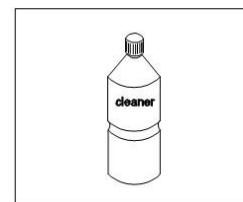
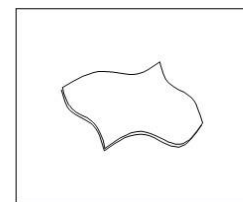
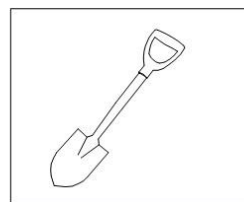
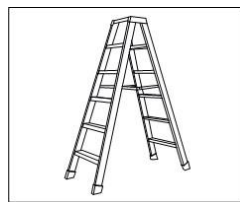
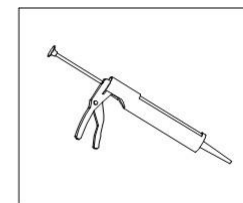
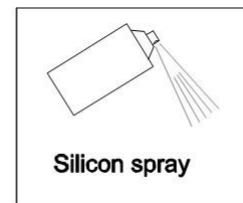
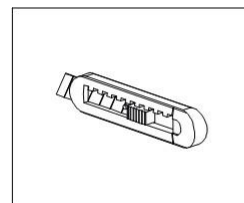
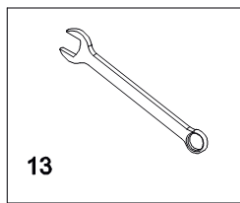
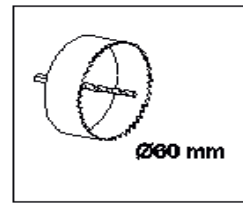
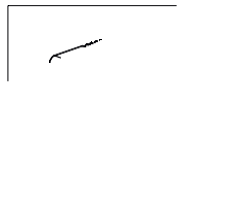
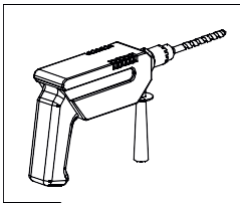
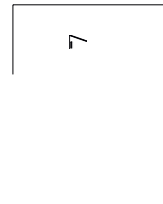
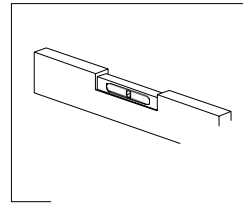
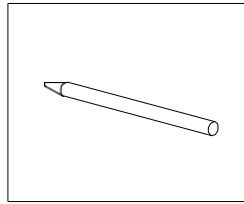
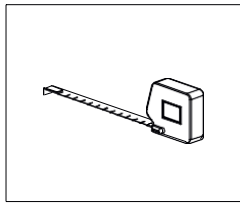
- Due to expansion of the materials, the pergola may not be placed tightly between two walls; there must be a gap of 1.5 mm per metre of width of the pergola.

Rubber seals

- A Parma canopy is standard equipped with pre-assembled rubber seals.
- If the rubber seals are deformed, they can be straightened with a little heat, from a hot air heater or hair dryer for example.

Warranty is void if the Parma Canopy is not assembled and installed in accordance with the instructions.

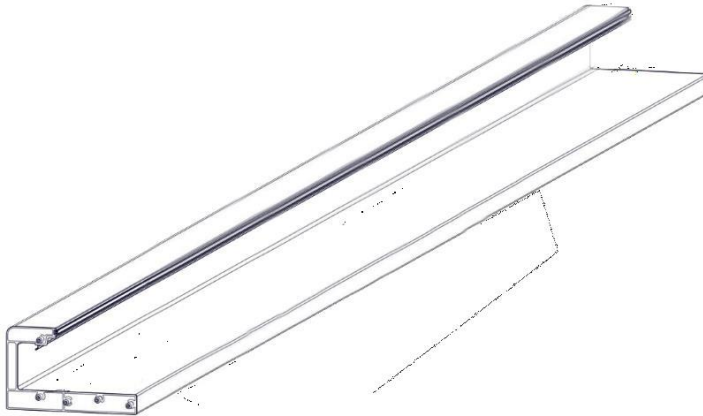
5.2 Inspection of tools and accessories



6. Assembly

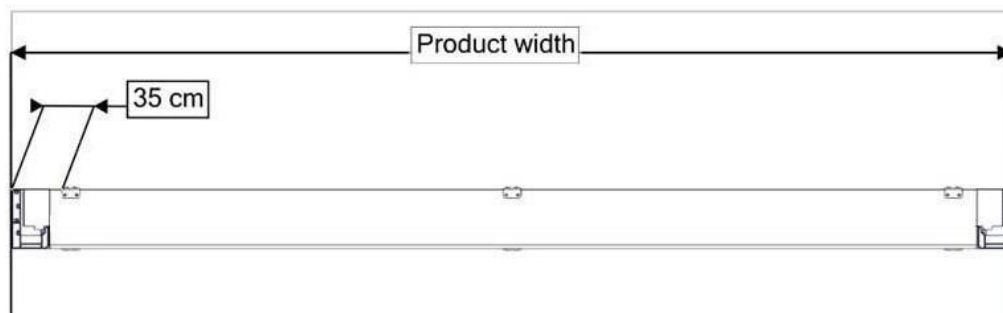
First decide where you want the rainwater discharge post. Drill the hole in the post. You can assemble the Parma Canopy by following the next steps.

NOTE: The rear integrated gutter has been scalloped CNC machine in order to place the motor tube.

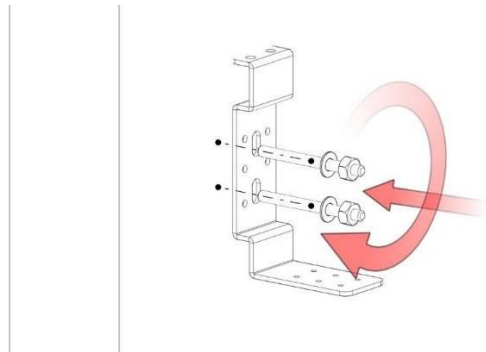


6.1 Mounting the wall profile (in case of wall installation)

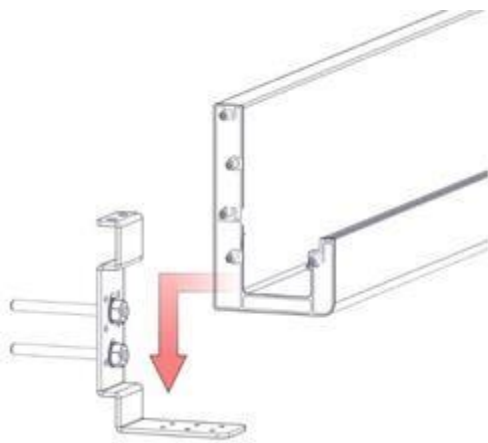
1. Define the wall mounting bracket position on the wall. Mount the roof under a slope of 5mm.



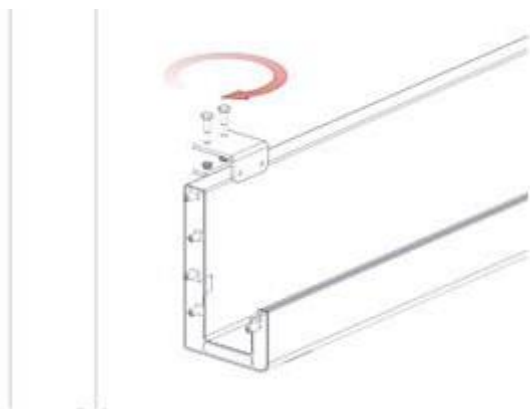
2. Fasten the brackets to the wall. Use the correct hardware for your situation. We suggest a minimum size of M12.



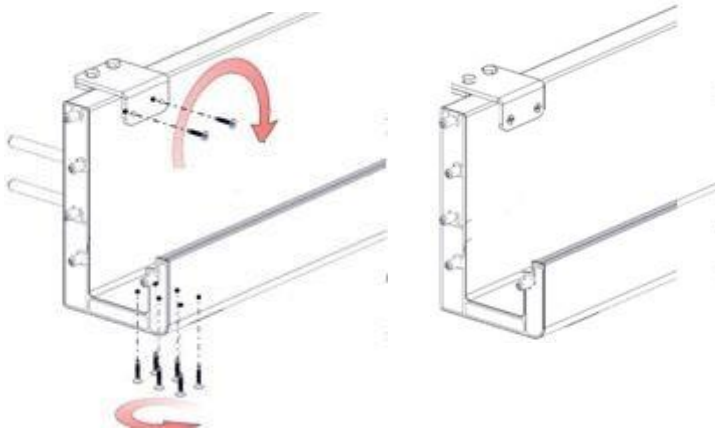
3. Place the integrated gutter on the wall mounting bracket.



4. Fasten the wall mounting bracket cover on top and tighten it with M8x25mm bolts.



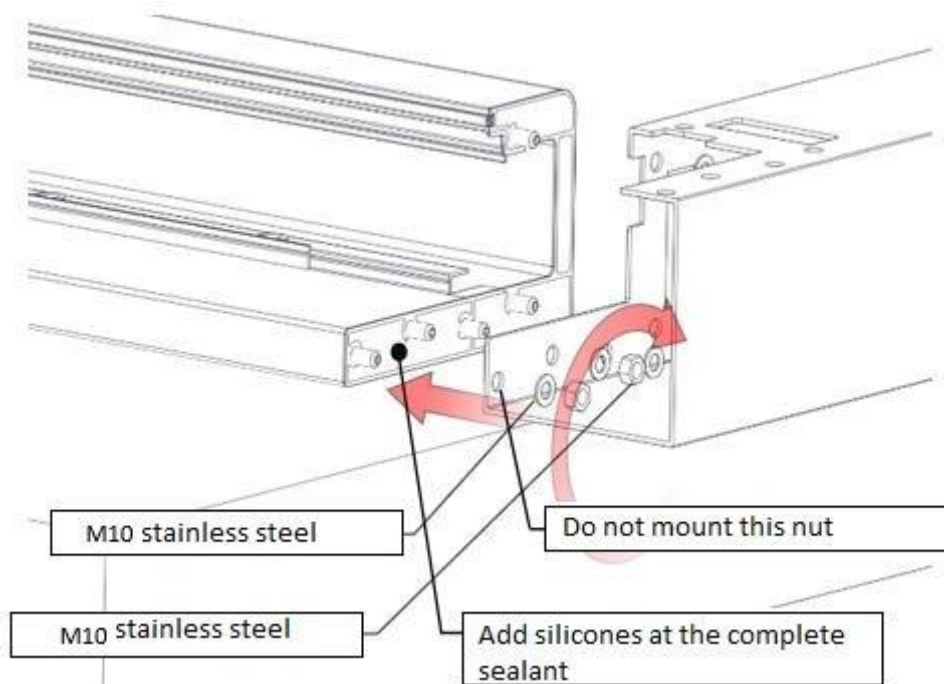
5. Fix the self-drilling screws to the integrated gutter and wall mounting bracket.



6.2 Pillar and integrated gutter connection

1. Determine which post will be used as the rainwater discharge post. An rainwater discharge hole has to be drilled in this post. Place this upright on a flat, solid surface and determine the location for the hole. Now drill a hole in the post. Although the diameter of the hole is flexible, we recommend a diameter of 60mm.

2. Fix the aluminium pillar and rear integrated gutter on both sides on the ground with M10 Sealed Nuts as shown at below figure.

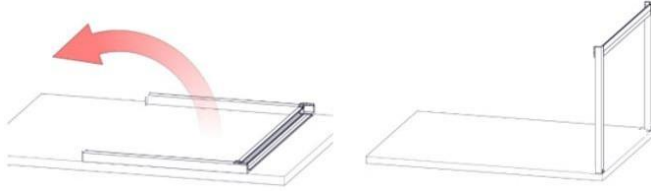


NOTE:

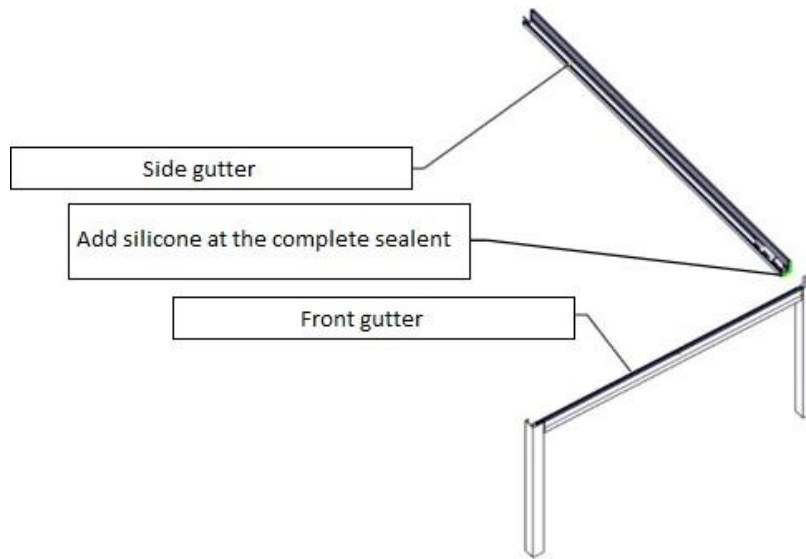
- Lift up the rear frame.



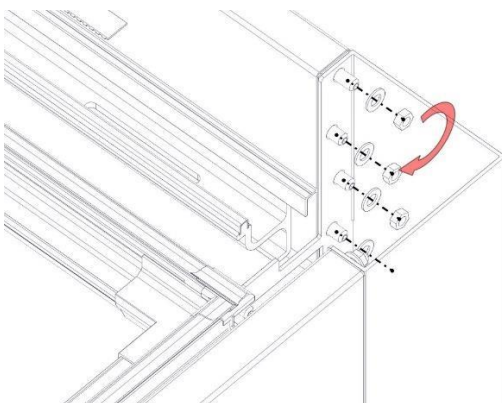
- Don't work alone. You may need an extra hand.
- Rear frame should be lifted up and fixed to the ground.



3. Connect the integrated gutter and lateral integrated gutter in a position as shown at below figure.

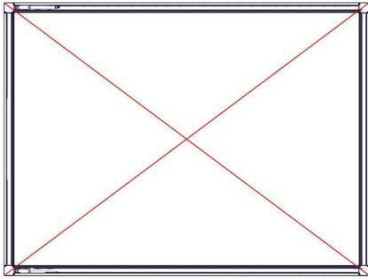


4. Fix the lateral side integrated gutter to the rear integrated gutter with M10 Sealed Nuts.

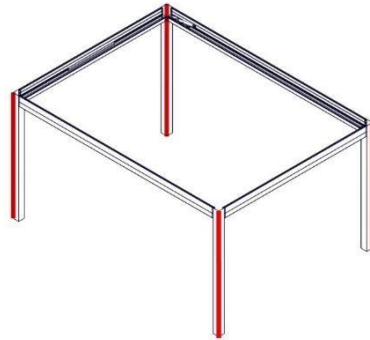


5. Check if the structure is level on all sides.

Check the cross



Check the pillars level

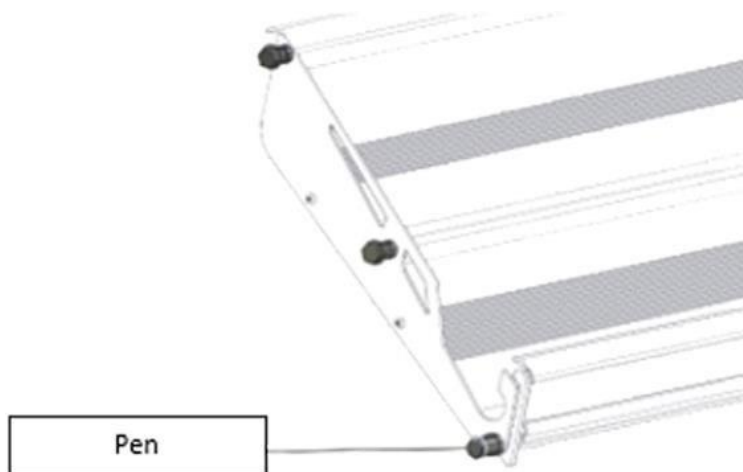


Check the lateral gutters level



6.3 Panel installation

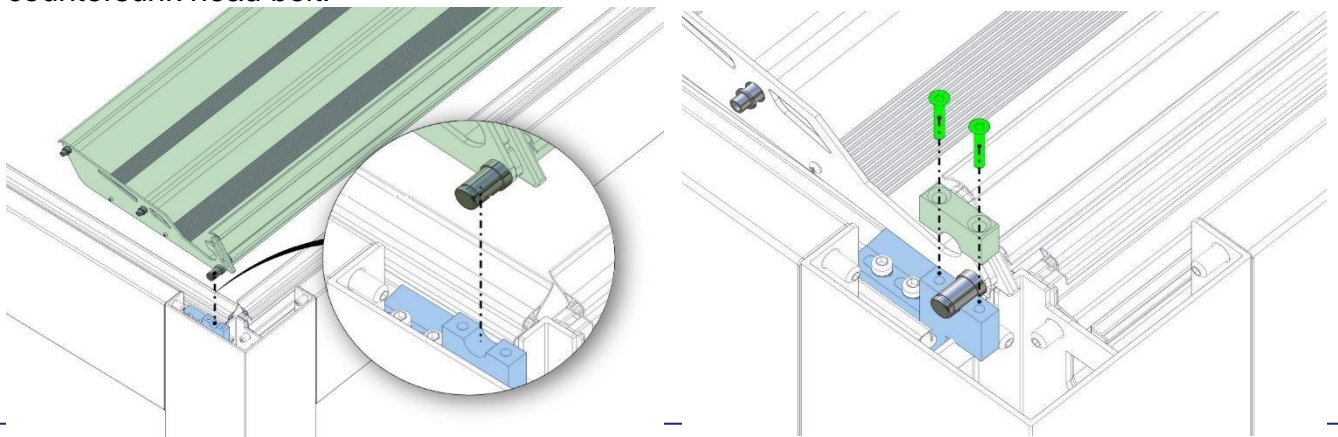
1. When placing the panels, start at rear(motor side). The rear panel has a short pin.



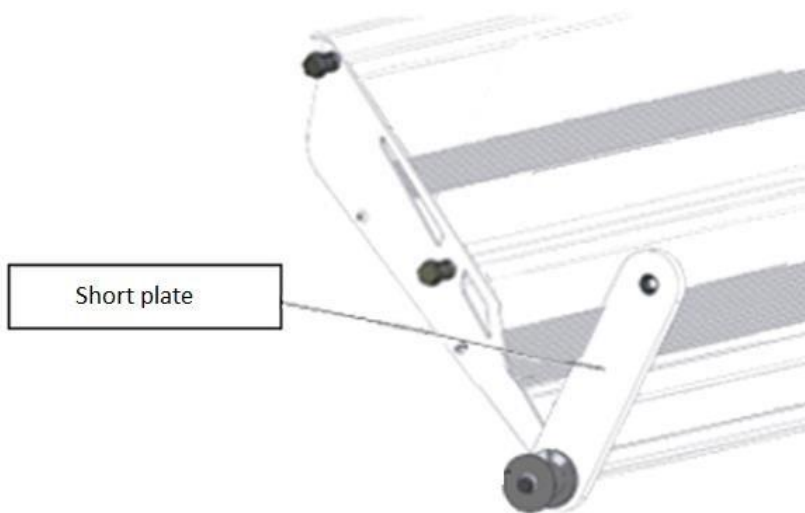
Pen

Lamel Type 1 Mounted on motor side

2. Place the short pin into the housing and fix it with the clamp and the a M5 countersunk head bolt.

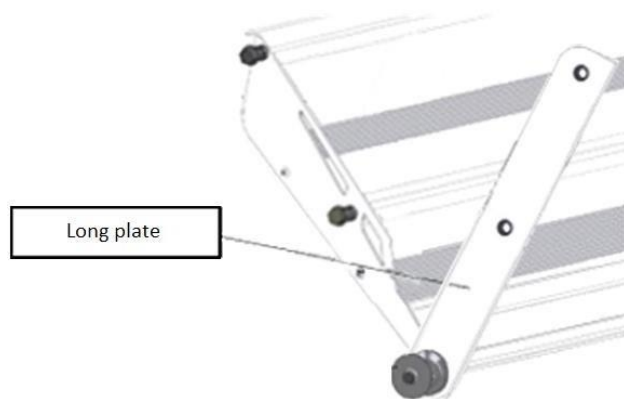


3. When you fixed the short panel, the next panel in line is a type-2 panel. There is a short plate, a long plate and its carrier. Place the panel in front of the first panel and fasten with the M6 special bolts.



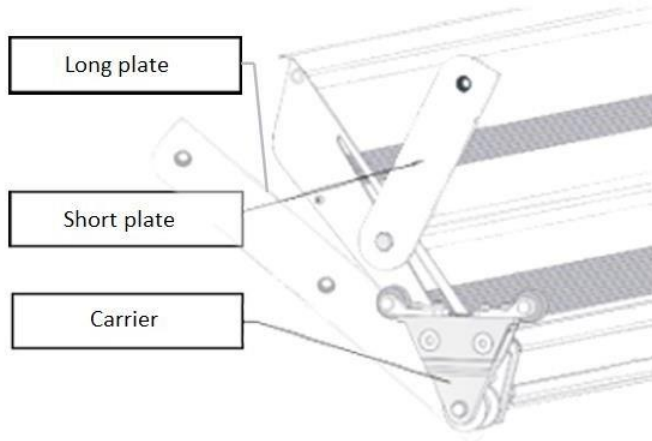
Lamel Type 2 This is directly behind type 1

4. In front of the panel type-3 there should be standard panels (the number of panels depends on your projection). The standard panels are all the same.



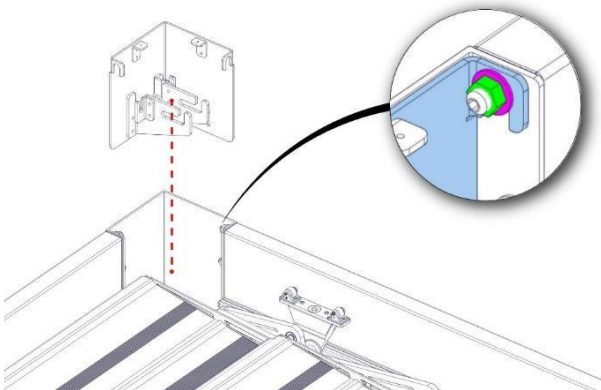
Lamel Type 3 this type is directly after type 2, comes in plural

5. The last panel is the panel with a locomotive carrier.

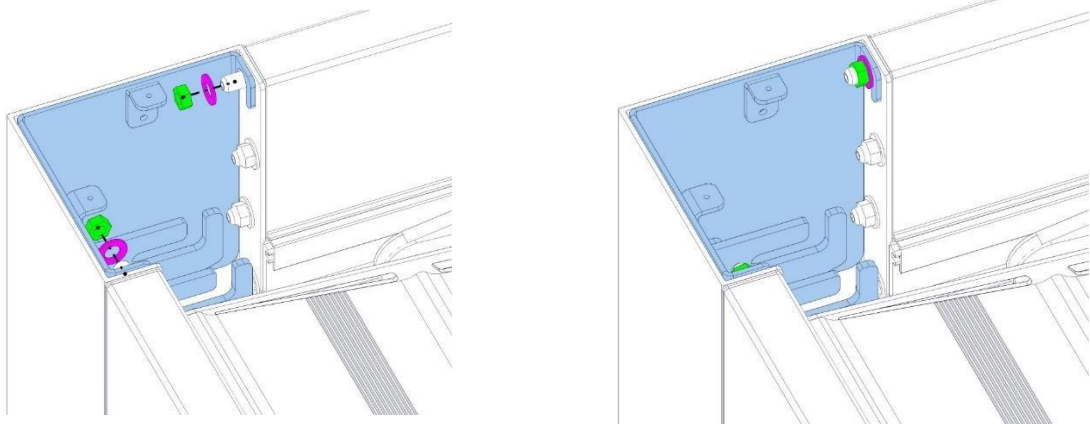


Lamel Type 4 This is the last one

6. This is the front house mechanism placing; The gear housing should be on each side. The housing has to be aligned with your projection direction. Also mount the top nut, coloured green in the picture.

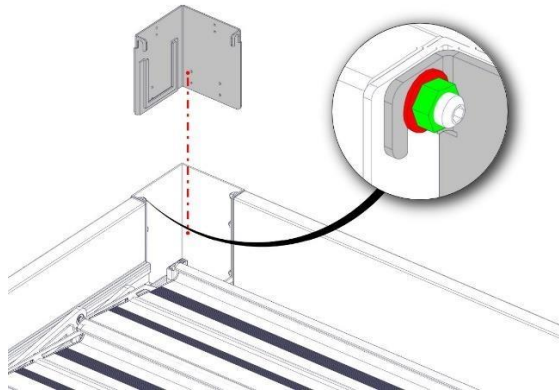


7. The bracket's housing will fit exactly on the pins. After that place the washer and fasten the nuts.

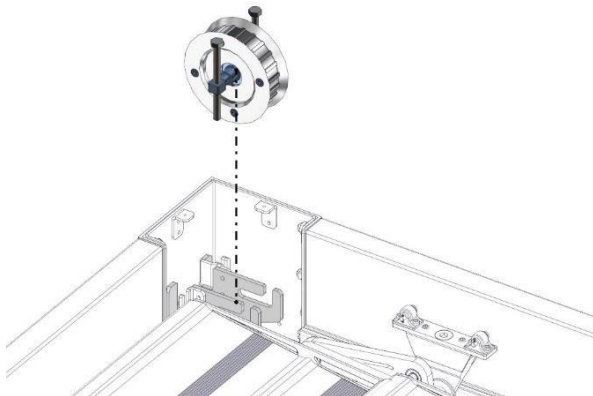


6.4 Rear mechanism house placing

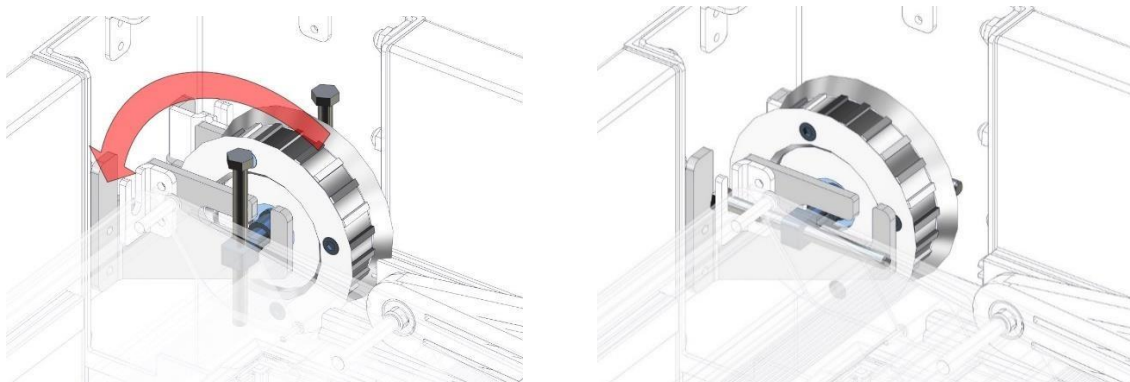
1. There is a suitable bracket for each side.



2. Place the front gear into the 'front mechanism house'.

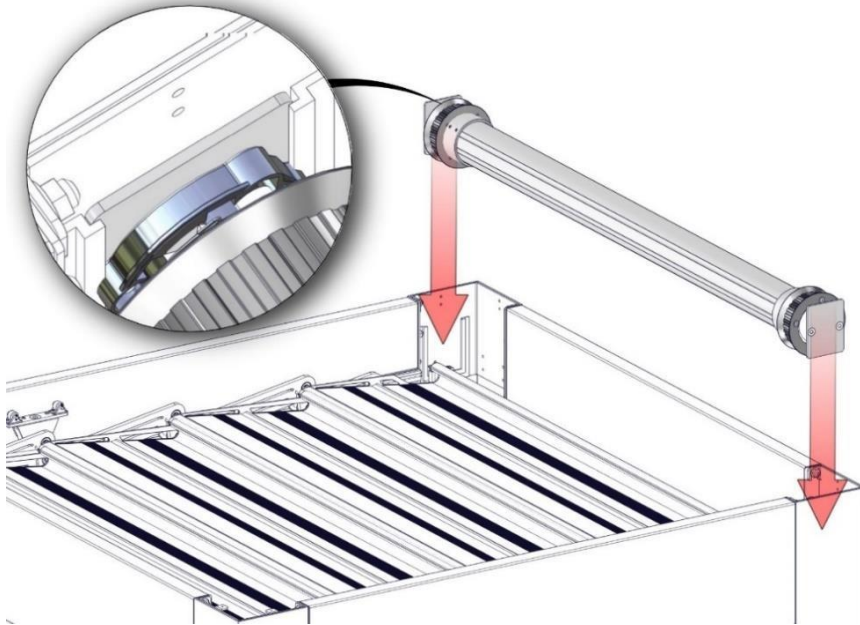


3. Turn and place the stretching bolts. The stretching bolts must be placed in the related housing.



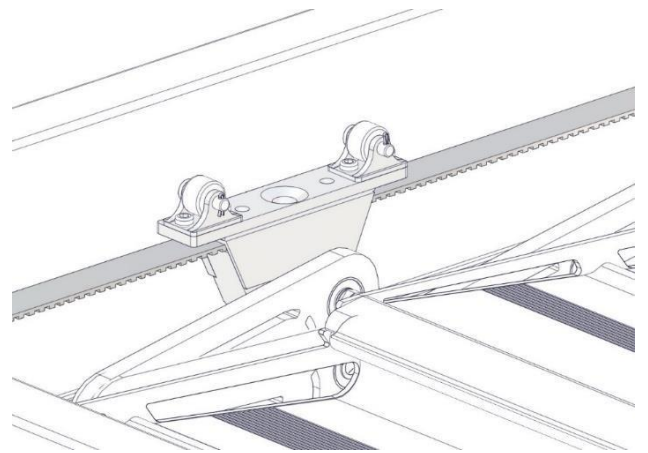
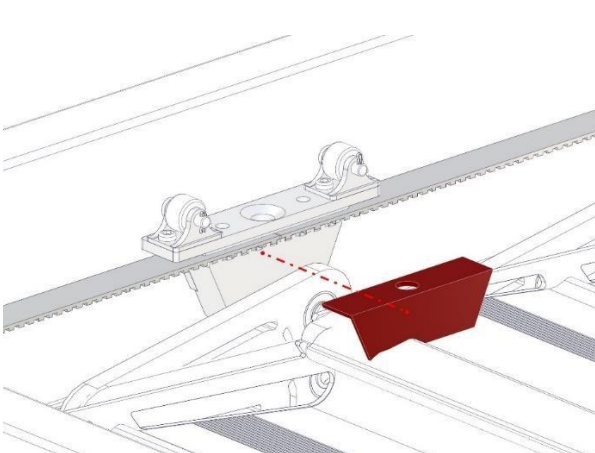
6.5 Place the tube-motor set

1. The tubular motor set has to be on the rear side of the pergola. It has a square plate that fits exactly in the rear housing bracket as shown below.

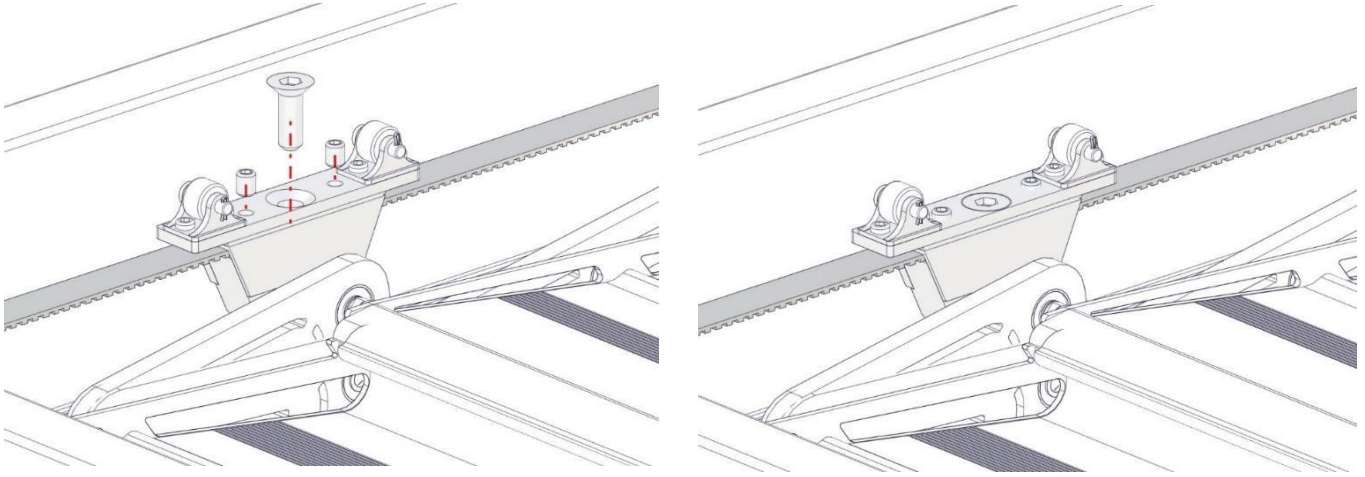


6.6 Rail belt installation

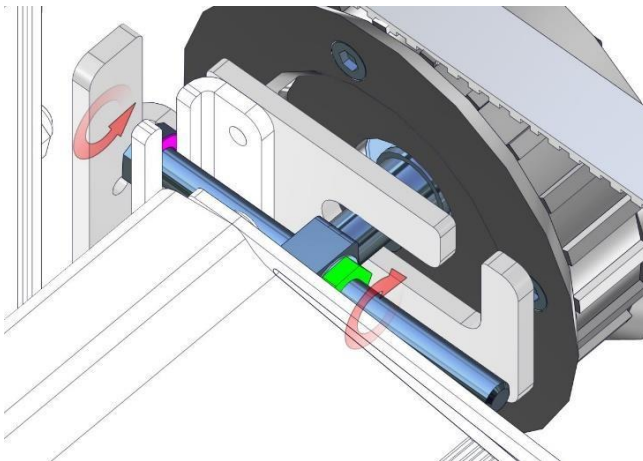
1. The rail belt goes over the front and back gear. The belt connection point should be in the centre of the locomotive carrier.



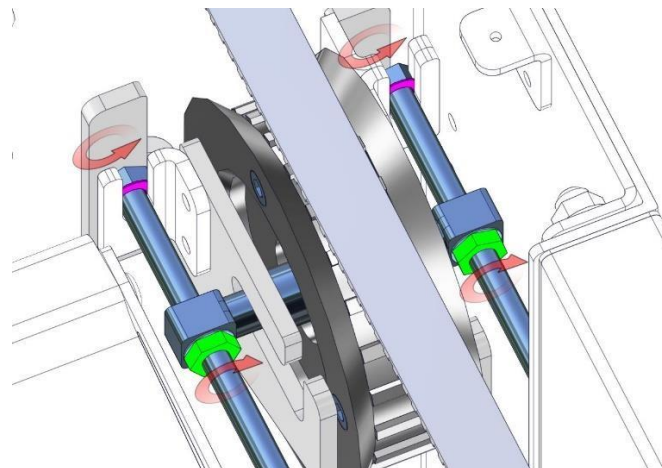
2. Fasten the brackets with a stay bolt and countersunk head bolt.



3. Rail belt stretching; This bolt ensures the tension on the belt is adjustable

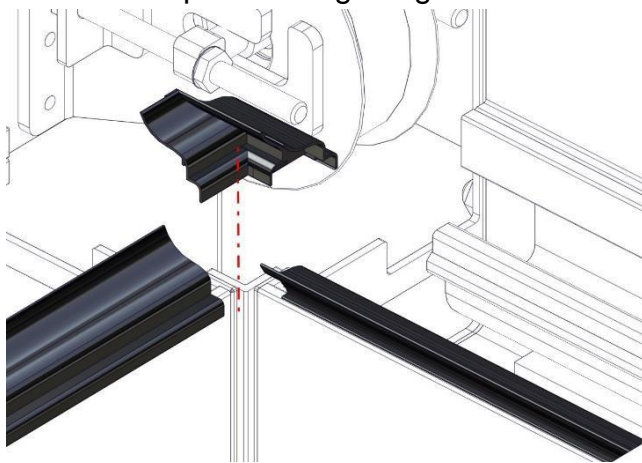


4. Make sure there is the same stretch level of the belt on both sides. It should be just so tight that it just doesn't sag. Do not tighten.

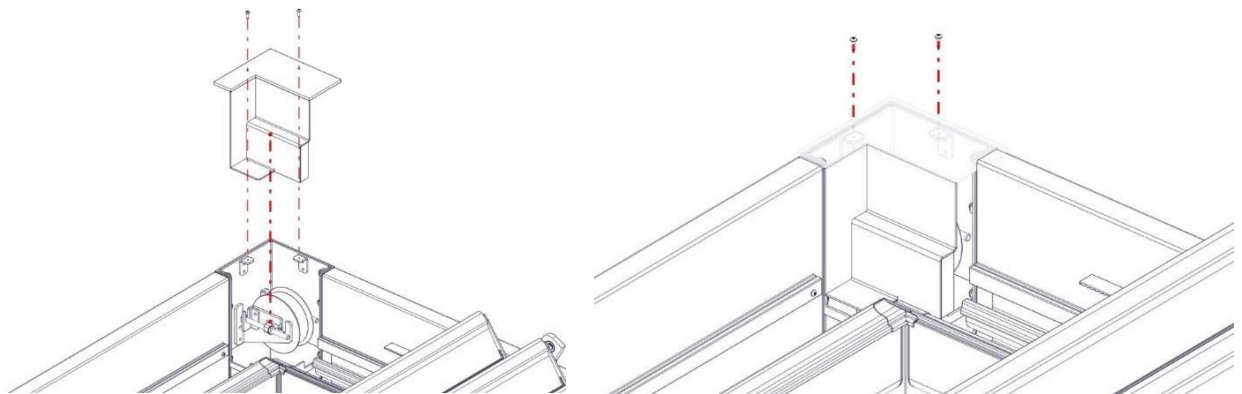


6.7 Finishing

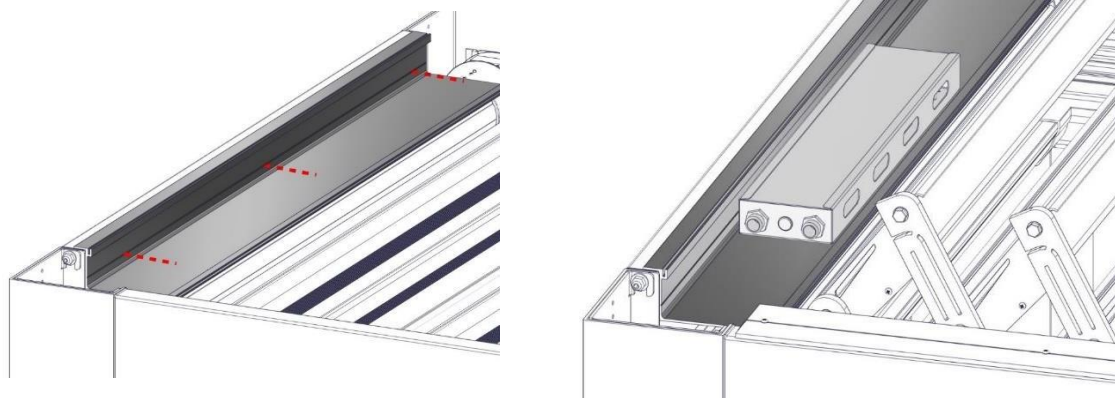
1. Place the special designed gasket into corners.



2. The corner cap should be on the frontside. Fix it to the housing with the M2,9x13mm rounded head screws.

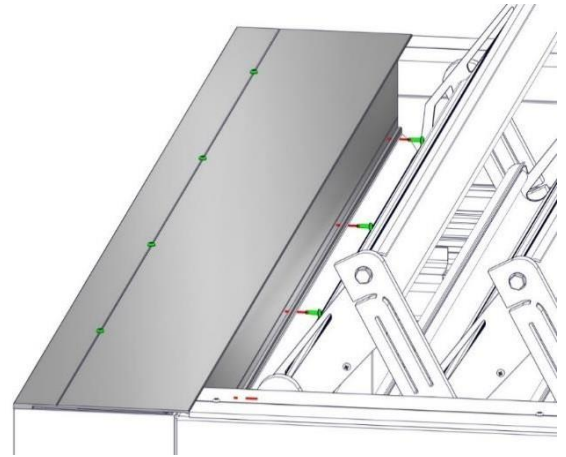
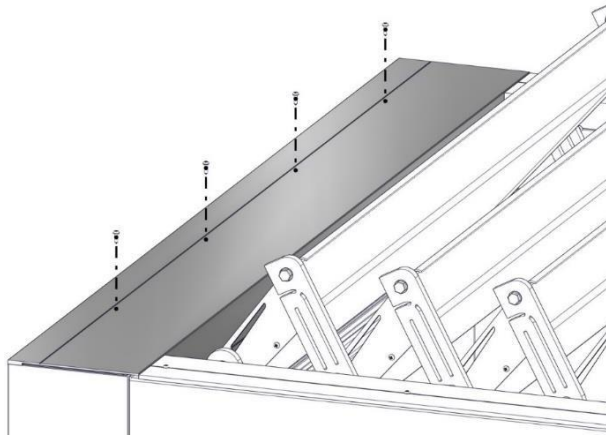


3. Place the tubular Motor covering profile; This profile should be on the rear and fixed with M2,9x13mm screws. If there is perimeter lighting, the lighting control box should be placed on the profile as you see at below. The cables should go from the corner

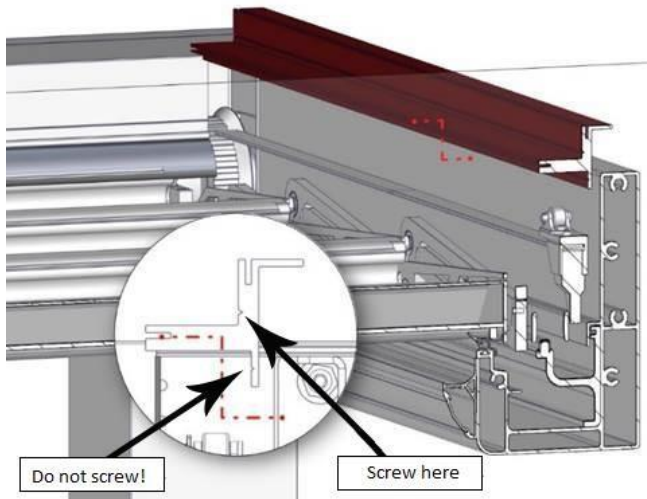


to the box.

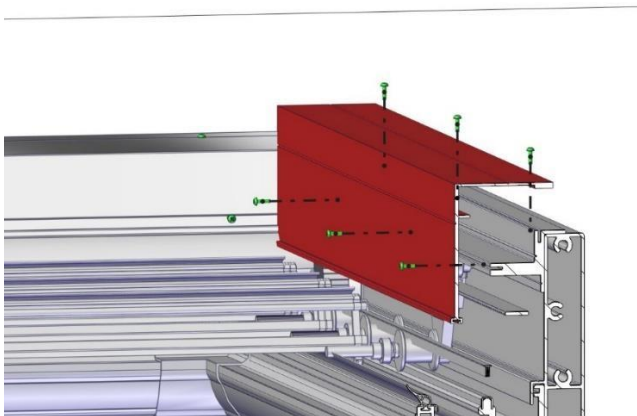
4. Install rear covering profile on the motor cover profile. Screw at least every 60cm.



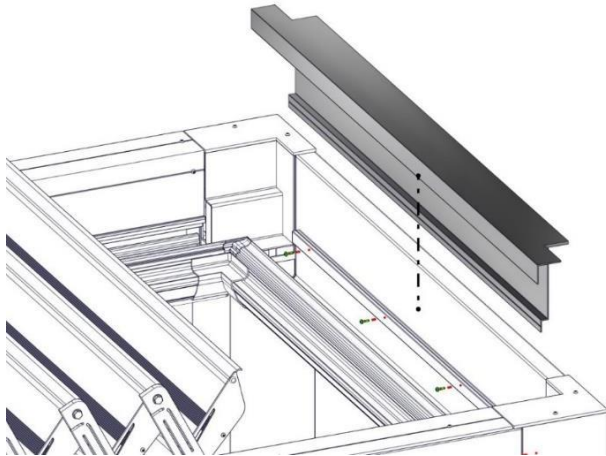
5. Install the side covering profile. Screw at least every 60cm



6. Install the side covering top profile. Screw at least every 60cm

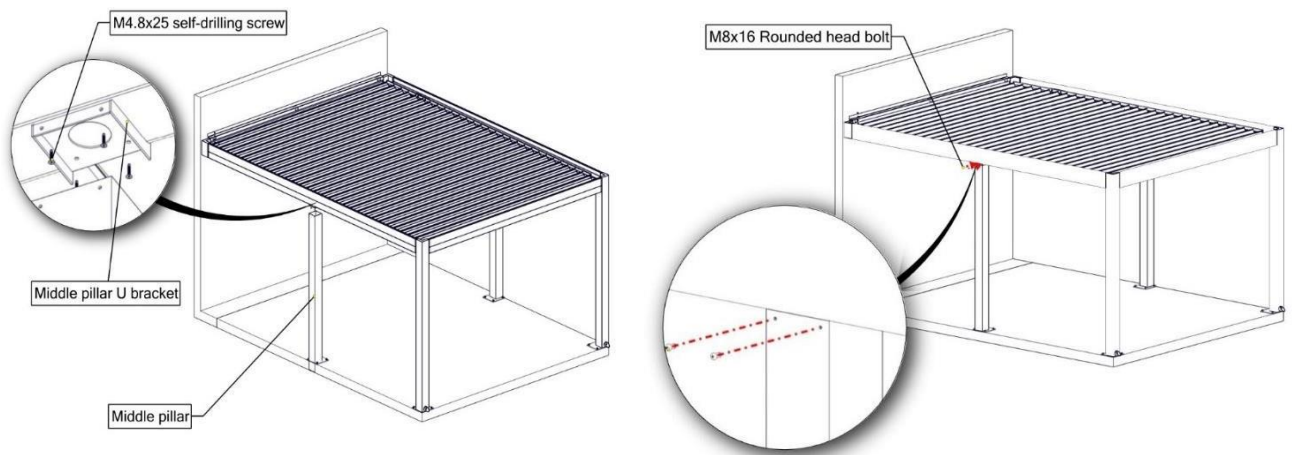


7. Install the front cover profile. Now mount the corners. Seal the opening seams with silicon sealant.



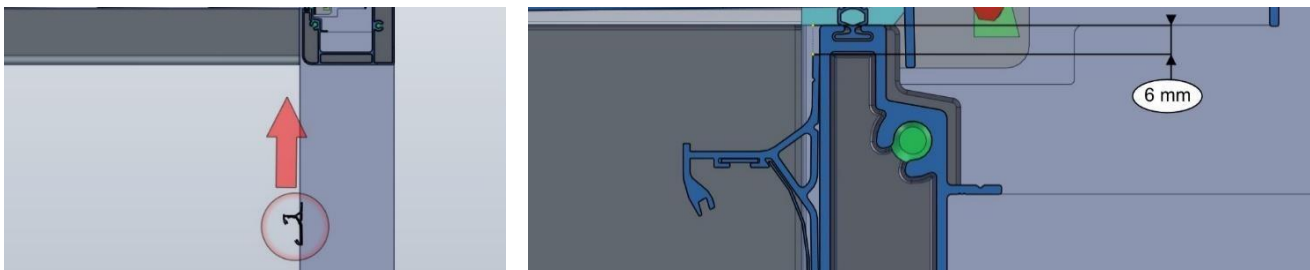
6.8 Middle Pillar connection (optional)

If your Parma Canopy has a projection of 607,8cm you need to add a middle pillar to the pergola structure. You can see on the below picture.

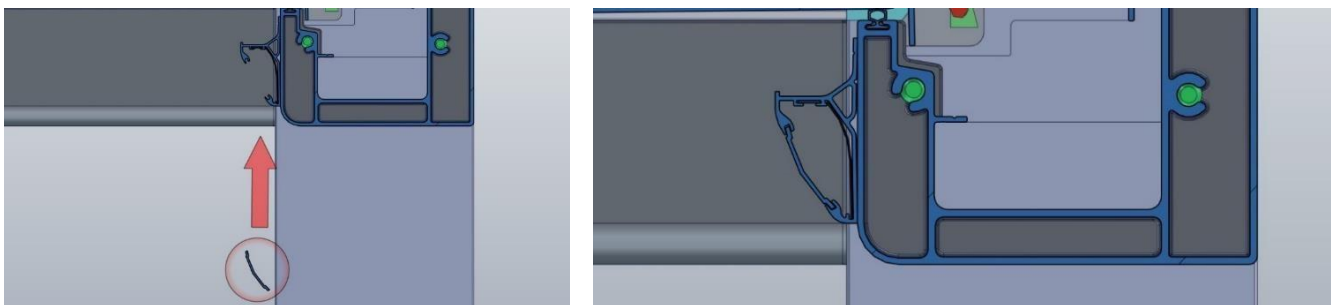


6.9 Perimeter lighting installation (optional)

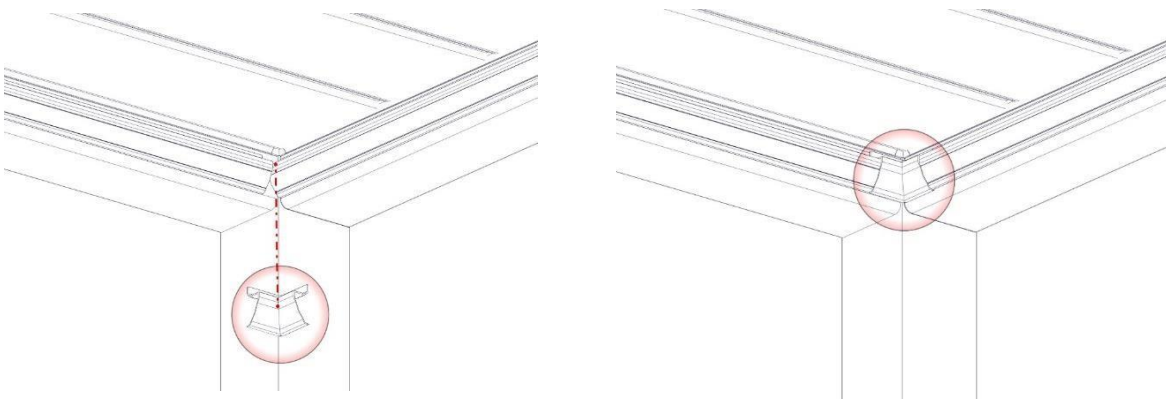
1. Place the perimeter lighting profile to the integrated gutter. The perimeter lighting profile should be installed on 6mm down from the top of the integrated gutter.



2. Place the perimeter lighting profile cap to the housing on the perimeter lighting profile.

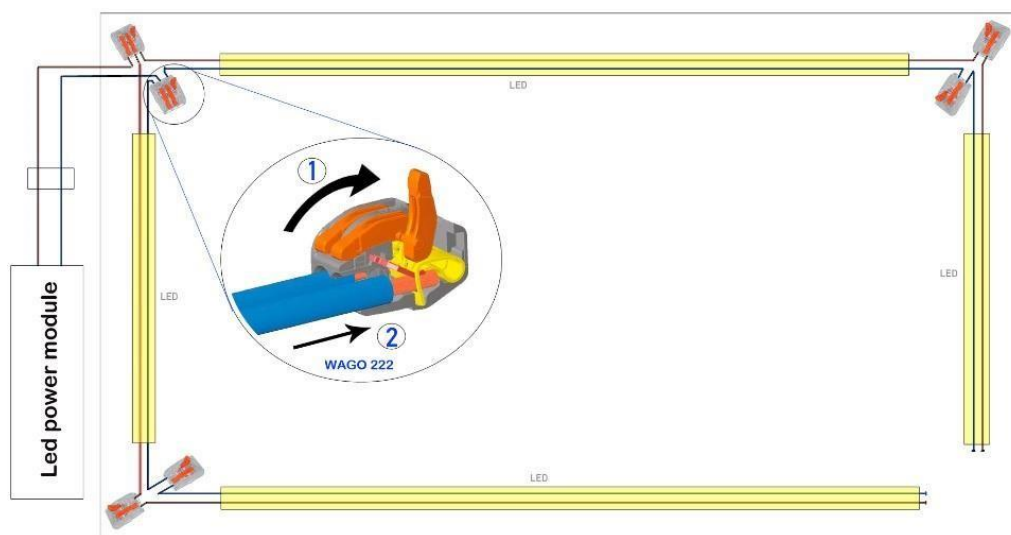



3. Place the corner plastic between the perimeter lighting profile in the corners.



LED installation scheme

For the Pinela and Pinela Deluxe with the LED strips option.



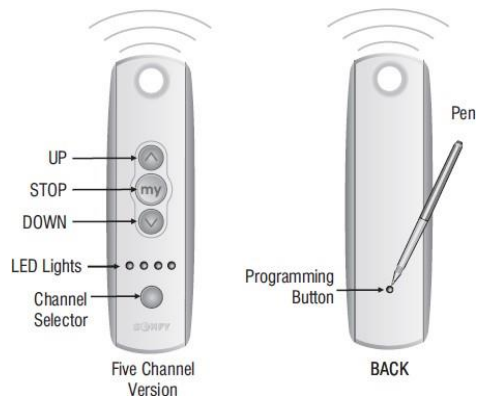
 Tip: The wires to the LED lighting are soldered and therefore more fragile on the solder point, do not pull or bend intensively at the installation.

Tip: The most common wire strip length is 11mm, this may vary slightly depending on the welding cap used.

7. Programming instructions

7.1 Remote Control

The Parma Canopy is equipped with an integrated tubular motor operated by remote control. For opening, closing or stopping the panels you can use the respective buttons of the remote control.



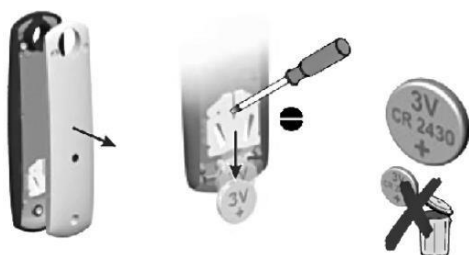
(see image below).

Remote control

Details

| | |
|-------------------|-------------------------|
| Channels: | 5 |
| Battery type: | 2430 Lithium |
| Battery voltage: | 3V |
| Thickness: | 22mm |
| Width: | 49mm |
| Height: | 145mm |
| Colour: | Wit |
| Radio frequency: | 433,42 MHz |
| Radio Range: | 20m through walls |
| Protection index: | IP30 |
| Details: | Shockproof / For indoor |

use [Replacing the battery](#)



Using a small screwdriver loosen the screws on the reverse side of the remote control and remove the back cover. Replace the battery with one 2430 Lithium 3V Battery.

7.2 Programming of the panels

NOTE: The installation and initial setup procedures are the responsibility of a specialized technician. Power Supply (230 V AC / 50~60 Hz)

- All wiring must conform to local electrical code.
- The control unit boxes can be wired in PARALLEL.
- There should be a way to disconnect the power at each motor independently.
- Only the control unit box needs to be powered. The receiver is completely housed inside of the control unit box.
- The Canopy Shop reserves the right to void the motor warranty if wiring recommendations are not followed.
- The control box only works with 230 V AC /

50~60 Hz. Installation Requirements

- If the installation is with more than one RTS system, make sure only one RTS system is powered on during programming. All other RTS systems must be disconnected. This will avoid interferences during the initial programming of each motor.
- Use only SOMFY RTS radio controls. The receiver (433,42 MHz) must be programmed with the transmitters.


Steps to program the panels

Step 1: The control box has to be connected directly to electric power unit (230VAC/50~60 Hz). The motor will not respond to any transmitter until a transmitter is assigned to communicate with the motor.

Step 2: Choose the channel on your transmitter that you want to set for the motor. **Step 3:** Press the UP and DOWN button together until the motor will jog briefly once. **Step 4:** Check the direction. The UP button should open the system.

Step 5: Open the panels to the back limit position where panel side caps is shouldn't touch each other and push MY button. Motor will stop automatically.

Step 6: In order to set the back limit, press **DOWN** and **MY** button constantly. The panels will close. When the panels reach the middle of the projection press **MY** button.

 Back limit position is defined.

Step 7: Reach the front limit position where panels close completely and push MY button. Motor will stop.

Step 8: In order to set front limit, press **UP** and **MY** button constantly. The panels will open. When the panels reach the middle of the projection press **MY** button.

 Front limit position defined.

Step 9: Press again the **MY** button.

Step 10: Press PROG button on your transmitter.

7.3 Programming of the lights (optional)

Programming

Step 1: While there is no power in the control box, power ON and power OFF 5 times max. within 5 seconds.

Step 2: Leave while power ON. The LED lights will blink within 10 seconds.

Step 3: Select a channel from your remote control you desired.

Step 4: Press the 'PROG' button for 2 seconds. The button located on the rear of your remote control.

Done

Resetting the LED control panel

Step 1: While there is no power in the control box, power ON and power OFF 10 times max. within 10 seconds.

Step 2: Leave while power ON. The LED lights will blink within 10 seconds. The lighting controlbox will be reset.

Done

Using the remote control

'UP'-Button: It ensures activate on your lighting system. When you press the UP-button constantly, the LED light will up through DIMMING feature.

'DOWN'-button: It ensures Passive on your lighting system. When you press the DOWN-button constantly, the LED lights will down through DIMMING feature.

Transfer the channel on the current remote control to a different remote control:

1. On the current remote, select which channel you want to transfer.
2. On the current remote, keep the PROG button pressed. (LEDs will be turned on and off)
3. In the new remote, select which channel you want to choose.
4. On the new remote, press and release the PROG button. (LEDs will be turned on and off)

8. FAQ

| FAQ | REASON | HOW TO RESOLVE? |
|-------------------------------------|------------------------------------|--|
| The product motor would not start | The motor is not powered | Check if there is power to the unit control box. |
| | The motor is in thermal protection | Wait for 30 minutes, the motor is now too hot. |
| | The motor has no regular current | Disconnect the power and wait for 15 minutes then try to start again. Please call our technical service if the motor is not started again. |
| Lights are not on | Not all lights are on | Check if the product is powered. The power must be disconnected and connected again. Please call our technical service if nothing changes at lights. |
| The remote controller does not work | It does not control the product | The battery should be replaced. |
| | Lights are not on | |
| The product leaks water | The product isolation leaks water | Make sure that areas of the system water tightness gaskets are clean (leaves, branches, etc.). |

9. Maintenance

We recommend that you maintain and clean your pergola at least once

a year. Check whether the screw connections are tight. If not, tighten

them firmly.

The aluminium profiles that are dirty can be cleaned with lukewarm water and a cleaning product.

- Use a soft brush or sponge.
- Never use abrasives, aggressive solvents or a pressure washer.
- Wet first and rinse off with lots of water, and then wipe with a soft cloth.

10. Disposal of waste

Dispose of the product according to local laws and regulations.

11. Warranty conditions

Warranty in accordance with the warranty conditions and The Canopy Shop's general terms and conditions.

These can be found on the website www.thecanopyshop.co.uk

Please review the respective articles indicated under the main titles include in the manual for the details of aforementioned special cases. All manufacturing defects are under scope of warranty within the following periods.

| | |
|--|-----------|
| Paint (Aluminium Standard Parts) | 5 Years * |
| Motor | 5 Years |
| Motor Parts | 2 Years |
| Electronic Remote Controller and Receivers | 2 Years |
| Electronic Cards, Circuits, Boards | 2 Years |
| LED Lights | 2 Years |
| Plastic Parts | 2 Years |
| Paint (Steel Components Special Parts) | 1 Year |

** The paint warranty is 2 years under ambient conditions at places that have moisture spray with salty and chemical steam (port, coastline, swimming pool, etc.).*

12. Contact

IMPORTANT: Please contact The Canopy Shop on 01536 446393 for questions and comments.

The Canopy Shop is owned by Bappco Ltd, Company no. 12570472, Registered address: Unit 13 Earlstrees Court, Earlstrees Road, Corby, Northants. NN17 4AX