



Event Fence™ Portable Round Pen Assembly Instructions

Thank you for your purchase of the Event Fence™ Portable Round Pen. If you need further assistance please email or call.

1. Pick as flat an open area as possible.
2. Measure and mark off a 50' diameter – it does not have to be exact as the fence rails will help create the shape to 'exact' size.
3. Lay out the feet and rails in approximate size – NOTE: all rails have an angled slot cut along the 1 ½" edge approximately 1" away from each end of the rail. Each rail should be inspected so that the rail is positioned so the slots are at the bottom of the rail and angling inwards towards the center of the pen. You may have to flip or rotate the rail to get the correct orientation.
4. You now should have 19 feet laid out with the 38 rails along the perimeter of the 50' diameter circle.
5. You are provided with 10 Stakes, anchor by driving the Stakes through the center hole of the first foot, then insert the first post. If your layout is fairly accurate, lay a stake by every other foot to be prepared for assembly.
6. The easiest way to assemble is:
 - a. Insert the lower rail into target post, beyond the locking groove, and have a second person help rotate and tilt the lower rail into the target post, lower opening, and fit it properly into the target post. At this time do not insert post into foot.
 - b. Insert the upper fence rail first into the target post, beyond the locking groove, then carefully rotate and tilt the anchor post so that the locking grooves line up and you can secure the grooves. This second post can be put into the Foot as this foot does not utilize a stake.
 - c. This means that the posts may have to both rotate, and tilt, slightly, so that the grooves in the fence rails line up with the uprights
7. Continue on around – The next post you will repeat the procedure bottom rail top rail but do not put the post in the foot. Continue to the next post and rails. once you get them locked into place return to the previous post and mark the position of the post and move it out of the way slightly to place the foot in that location and drive the stake through the foot. Then install the post into the foot.
8. As you go along, follow the same procedure and enter the stake in every other foot as you continue. Insert the stakes for up to 2/3rds of the Portable Round Pen, provided that the locking grooves are fitted securely into the upright Posts, so that the shape is consistent. As the Round Pen is laid out, assembled, and closed off, the final 2-3 sections on either sides of the final opening may need to be manually moved, fully assembled, into place, to line up the final section. You may then go back and complete the anchoring with the Stakes.

It is suggested to add water to every foot for additional stability to each foot.

9. The final two rails can be secured fully, as tightly as all the other rails and posts, however since you may want to keep an easy in/out access, you can slide the final fence rails without securing them

