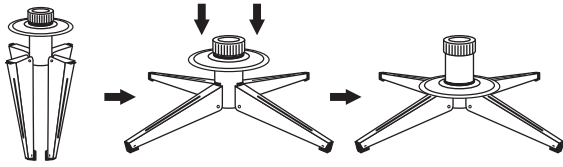


## TREE ASSEMBLY INSTRUCTIONS

Congratulations on purchasing your new tree from **Polygroup®**! Carefully follow the instructions below on how to quickly and easily set up your new tree.

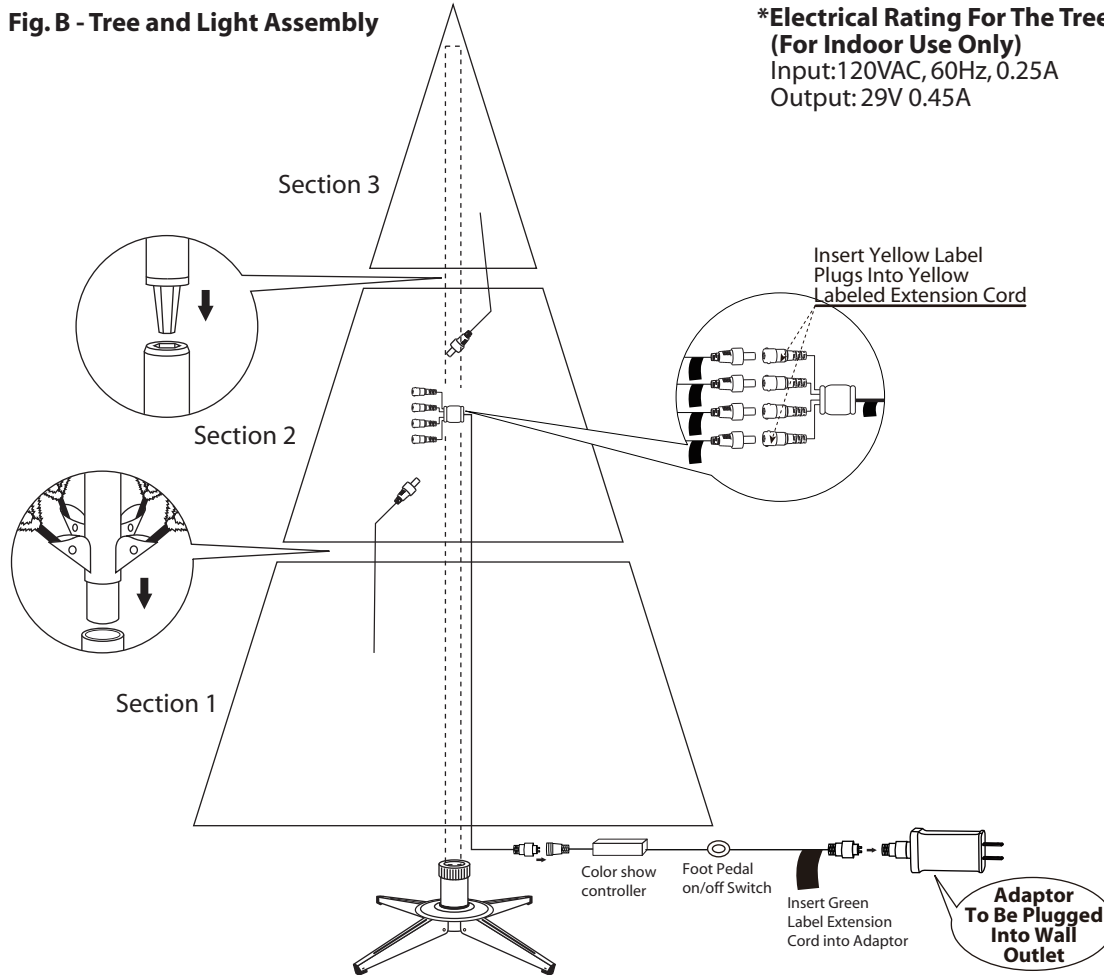
1. Before you start to assemble your tree, choose an appropriate location near a wall outlet.
2. Assemble the tree stand and place on a level surface. **(See Fig. A)**

**Fig. A - Tree Stand Assembly**



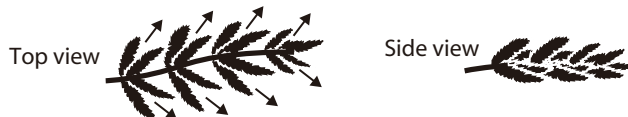
Unfold the legs and lay the stand in a flat area. Then slide the locking disc downward and snap into place.

**Fig. B - Tree and Light Assembly**



3. Each tree section is numbered with a tag. Please identify all sections before assembling.
4. Assemble the tree from the bottom to the top. Start with the bottom section and insert it into the assembled stand. Make sure the pole is firmly inserted and secured into the stand.
5. Continue by inserting the upper tree section(s) to the lower section(s) until inserting the tree top.
6. Allow branches to fall into place or gently pull up and out. When adjusting branches, be sure that all wires are free of branch hinges.
7. Just plug the adaptor (connecting with the tree power cord) into the wall outlet **(See Fig. B)**, your entire tree should now be lit. If some bulbs do not light or flicker, search for any loose plugs and/or broken, loose or missing bulbs. Replace bulbs promptly in order to maintain the performance and life expectancy of your pre-lit tree.
8. Begin to shape the branches and tips working from the bottom to the top. Start with tips farthest from the pole and fan out one to the right, one to the left and one at the center of the main stem. **(See Fig. C)**

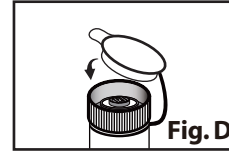
**Fig. C**



9. After shaping the entire tree following the previous step, slightly up-sweep all branch tips for a uniform look. Shift branches to fill any gaps. Your Christmas tree is now complete and ready to be decorated.

## STORAGE INSTRUCTIONS

1. Unplug adaptor from the wall outlet first and then remove all ornaments and decorations.
2. Disassemble the tree from the top to the bottom. Start with the tree top and gently lift straight up to remove from section below and fold all branches toward the pole.
3. Continue by gently lifting straight up each section(s) from the section below and fold all branches toward the pole until the bottom section is removed from the tree stand. Cover the cap on the poles to avoid damaging the internal parts. **(See Fig. D)**
4. Carefully place all tree sections into shipping box and tape it shut.
5. When not in use, please store your tree in a cool, dry place away from sunlight. Exposing your tree to excessive heat or humidity may damage your tree.



## TROUBLE SHOOTING TIPS

### For Pre-lit Trees, If The Tree Does Not Illuminate

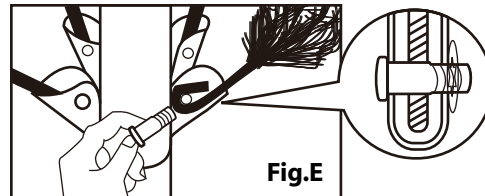
1. Please check to make sure that all plugs are properly connected and adaptor is plugged into the wall outlet. (If the tree comes with a foot pedal, try stepping on the on/off button).
2. Turning the poles gently to make sure pole to pole are connected into place.
3. Check for loose connection between light string plugs and extension cords.
4. Please check for loose, broken or missing light bulbs and replace as needed.

### Loose Hinge Pin

1. Extra hinge pins are included for repairing the hinges. Place the branch into the slot of the bracket.
2. Insert a new hinge pin through the hole and secure using the retainer washer. **(See Fig. E)**

## SPARE PARTS

Each tree includes hinge pins/washers, and for pre-lit trees spare bulbs are also included. If extra parts are needed, please contact our customer service center.



## ⚠️ WARNING

1. Use only power adaptor supplied with this product, using a different adaptor will damage the lights. and cause fire, electrical shock hazards.
2. FOR INDOOR USE ONLY.
3. The external flexible cable or cord of this luminaire cannot be replaced; If the cord is damaged, the luminaire shall be destroyed.

## IMPORTANT SAFETY INSTRUCTIONS

When using electrical products, basic precautions should always be followed including the following:

- a. **READ AND FOLLOW ALL SAFETY INSTRUCTIONS.**
- b. Do not use seasonal products outdoors unless marked suitable for indoor and outdoor use. When products are used in outdoor applications, connect the product to a Ground Fault Circuit Interrupting (GFCI) outlet. If one is not provided, contact a qualified electrician for proper installation.
- c. This seasonal use product is not intended for permanent installation or use.
- d. Do not mount or place near gas or electric heaters, fireplaces, candles or other similar sources of heat.
- e. Do not secure the wiring of the product with staples or nails, or place on sharp hooks or nails.
- f. Do not let lamps rest on the supply cord or on any wire.
- g. Unplug the product when leaving the house, when retiring for the night, or if left unattended.
- h. This is not a toy. For decorative use only! To avoid risk of fire, burns, personal injury and electric shock it should not be played with or placed where small children can reach it.
- i. Do not use this product for other than its intended use.
- j. Do not hang ornaments or other objects from cord, wire, or light string.
- k. Do not close doors or windows on the product or extension cords as this may damage wire insulation.
- l. Do not cover the product with cloth, paper or any material not part of the product when in use.
- m. This product is equipped with push-in type lamps. Do not twist lamps.
- n. Read and follow all instructions that are on the product or provided with the product.

## o. **SAVE THESE INSTRUCTIONS**

# USER SERVICING INSTRUCTIONS

## LAMP REPLACEMENT

**Step 1** Grasp the power adapter or power cord plug, and then unplug from the power outlet. Do not pull the power cord.

**Step 2** Lift up lamp lock tab, then pull the lamp and plastic lamp base straight out of the lamp-holder.



**Step 3** Replace with a new spare lamp provided with this product.



( Reference figure only)

## CAUTION:

1. Risk of fire. Use only the power adapter provided with this product. Do not replace lamps with other than the spare lamps provided with this product.
2. To reduce the risk of fire and electric shock:a) Do not install on trees having needles, leaves or branch covering of metal or materials which look like metal, and b)Do not mount or support strings in a manner that can cut or damage wire insulation.
3. To reduce the risk of fire and electric shock, use only the power supply that was provided with this product.

## CUSTOMER SERVICE FOR CHRISTMAS TREES

For any questions, assistance, or missing parts, **Do Not Return To Place Of Purchase**. Please contact us at 1-888-919-0070 or visit our website at [www.polygroup.com](http://www.polygroup.com). One of our customer service representatives will be happy to assist you.

Tree ID#: _____	Customer Name: _____
Tree UPC#: _____	Address:(No P.O. Boxes) _____
Store Purchased: _____	City & State: _____
Specify Problem: _____	Zip Code: _____
_____	Day Phone: _____
_____	Date Purchased: _____

**TREE ID# IS LOCATED ON END PANEL OF BOX. TREE ID# IS REQUIRED WHEN REQUESTING REPLACEMENT PARTS.**