

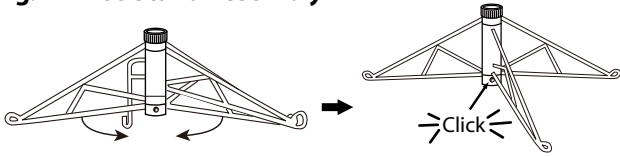
# TREE ASSEMBLY INSTRUCTIONS

Congratulations on purchasing your new tree from **Polygroup®!**

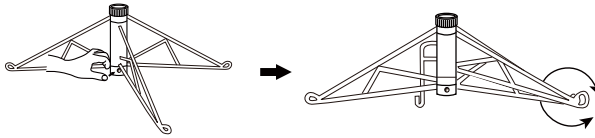
Carefully follow the instructions below on how to quickly and easily set up your new tree.

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**



Pull apart the legs of the stand so that they are snapped into an x-shape, place the tree stand on a level surface.



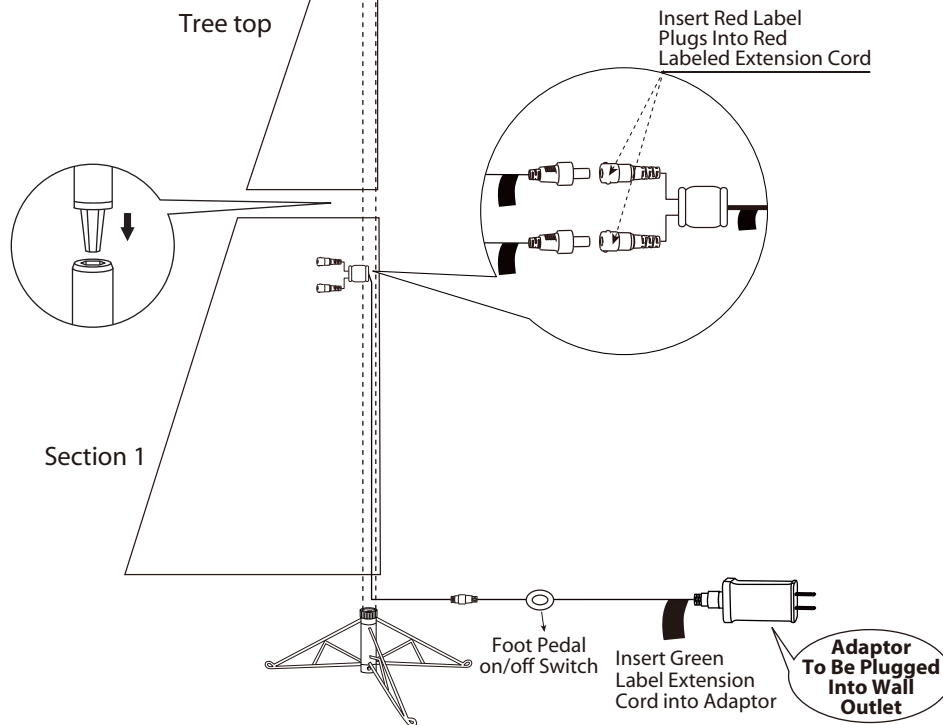
To close the stand, press the metal button and fold the legs together.

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

**\*Electrical Rating For The Tree  
(For Indoor Use Only)**

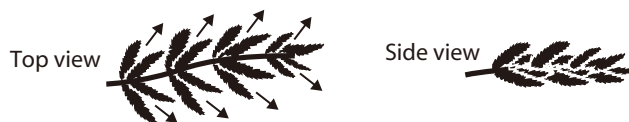
Input: 120V, 60Hz, 0.08A Max.

Output: 28V DC 0.107A



3. Please identify all sections before assembling.
4. Assemble the tree from the bottom to the top. Start with the bottom section and remove protective cap before inserting 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 into the wall outlet(see Fig. B). Your entire tree should now be lit. If some bulbs do not light or flickers, 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 upswEEP 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. Remove all ornaments and decorations. For pre-lit trees, first unplug adaptor from the wall outlet and then disconnect light extension cord between each section of the tree.
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. In case of difficulty separating the tree pole (trunk), apply a small amount of lubricant at the joint and rotate the upper pole in both directions. Lift up the upper pole again.
4. 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.
5. Carefully place all tree sections into shipping box and tape it shut.
6. 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.

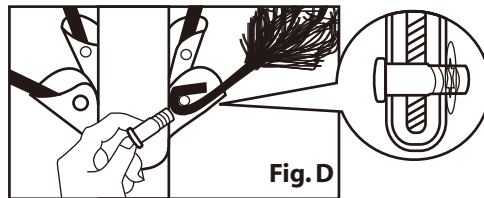
## TROUBLESHOOTING TIPS

### 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. Check for loose connection between light string plugs and extension cords.
3. 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. D)**



## 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 the 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:

- READ AND FOLLOW ALL SAFETY INSTRUCTIONS.**
- 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.
- This seasonal use product is not intended for permanent installation or use.
- Do not mount or place near gas or electric heaters, fireplaces, candles or other similar sources of heat.
- Do not secure the wiring of the product with staples or nails, or place on sharp hooks or nails.
- Do not let lamps rest on the supply cord or on any wire.
- Unplug the product when leaving the house, when retiring for the night, or if left unattended.
- 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.
- Do not use this product for other than its intended use.
- Do not hang ornaments or other objects from cord, wire, or light string.
- Do not close doors or windows on the product or extension cords as this may damage wire insulation.
- Do not cover the product with cloth, paper or any material not part of the product when in use.
- This product is equipped with push-in type lamps. Do not twist lamps.
- 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.** Unplug from power source, by pulling out the adaptor itself - do not pull on the power cord.

**Step 2.** Lift up the lamp lock tab, and pull the bulb and its plastic base straight out from the lampholder.



**Step 3.** Replace with a new spare LED lamp (included).



(For reference only)

## CAUTION:

1. Risk of fire. Use only the power adaptor 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 mount or support light strings in a manner that can cut or damage wire insulation, and
  - b. Use only the power supply cord 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.polygroupstore.com](http://www.polygroupstore.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.**