

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.
2. Assemble the tree stand and place on a level surface. (See Fig. A)



Please scan code to learn how to shape and set up your tree

ASSEMBLY INSTRUCTIONS

Fig. A - Tree Stand Assembly

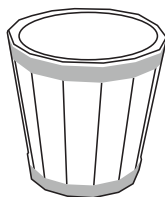
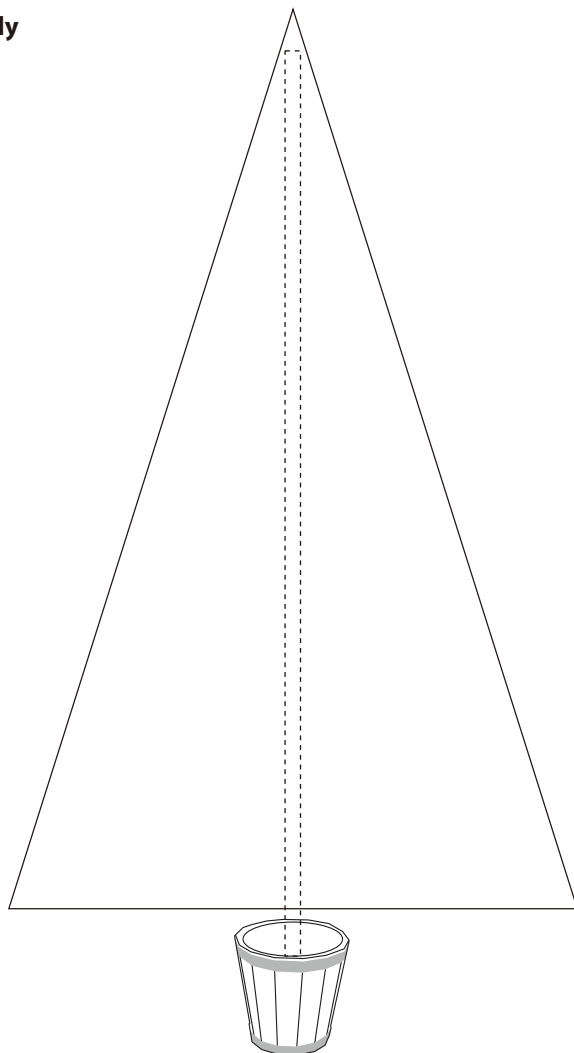
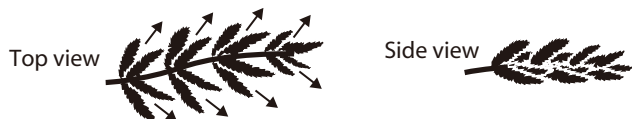


Fig. B - Tree Assembly



3. Place the tree in a level surface.
4. Allow branches to fall into place or gently pull up and out.
5. 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. (Fig. C)

Fig. C



6. 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.
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 (not included) 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.

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. 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.