

## NEED HELP?

DO NOT RETURN TO STORE. PLEASE VISIT US AT:  
[www.polygroupstore.com](http://www.polygroupstore.com) OR 1-888-919-0070

## 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

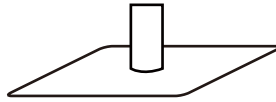
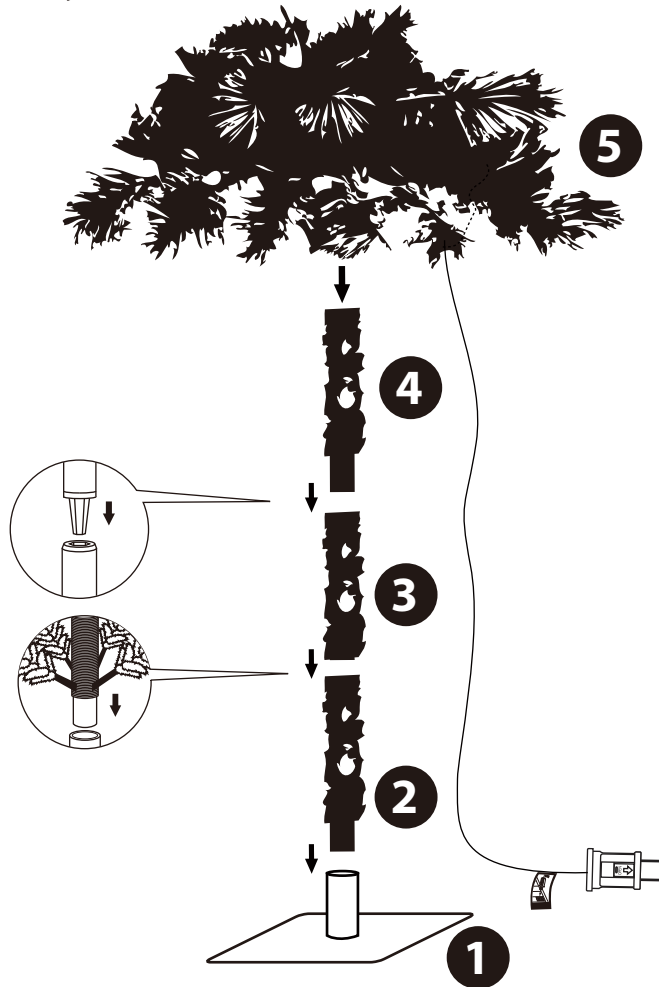


Fig. B - Tree and Light Assembly



**\*Electrical Rating For The Tree  
(For Indoor and Outdoor Use)**  
0.34A 120V 60Hz

1. Before you start to assemble your tree, choose an appropriate location near a wall outlet.
2. Insert tree body ② into the top hole of the stand. And then insert the tree body ③ into tree body ② and continue insert body ④ into section ③. Finally, insert the tree top ⑤ into the top of tree body ④. See Fig.A.
3. Connect the plug into the wall outlet. Your entire tree should now be lit. If some bulbs do not light or flickers, search for any bulbs loose, missing or broken bulbs. Replace bulbs promptly in order to maintain the performance of your pre-lit tree.
4. Shape and shift tree branches to fill in any gaps.

## STORAGE INSTRUCTIONS:

1. Remove all ornaments and decorations. For pre-lit trees, first unplug cord 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.
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 tips 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.
7. Keep out of reach of pets and children.

## TROUBLESHOOTING TIPS

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

1. Please check to make sure that all plugs are properly connected according to the color labels indicated in **Fig.B** and the power cord is plugged into the wall outlet. Refer to assembly guide for instructions.
2. Please check for blown fuses at the light string plugs and power cord plug. Replace as needed.  
Note: Please make sure to use appropriate replacement fuses as indicated on the light string plug and power cord plug.
3. Please check for loose, broken or missing light bulbs and replace as needed.

## SPARE PARTS

For pre-lit trees spare bulbs and fuses are also included. If extra parts are needed, please contact our customer service center.

## 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.**