

# TREE ASSEMBLY INSTRUCTIONS

Congratulations on purchasing your new tree from **Polygroup®!** This tree comes with Quick Set® technology which takes less than 10 minutes to set up and light up!

Carefully follow the instructions below on how to assemble your new tree quickly and at ease:

1. Choose an appropriate location near a wall outlet.
2. Assemble the tree stand (**Fig. A**) and place on a level surface.

**Fig. A - Tree Stand Assembly**

Pull apart tree stand legs until they snap and form an 'X' shape.

Insert the tree bottom into the assembled stand. Insert and tighten the eye bolt into the stand until firmly secured.

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)**  
4.76A 120V 60Hz

Do Not Tamper Internal Parts

Open the protective cap

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Open the protective cap

Insert Green Label Plug Into Wall Outlet

3. Each tree section is numbered with a sticker. Please identify all sections before assembling.
4. Assemble the tree from the bottom to the top. Remove protective cap, and insert the pole of Section 2 into Section 1. Insert the pole of the Section 3 into Section 2. Insert the pole of Section 4 into Section 3. Insert the pole of the tree top into Section 4. Ensure that all poles are firmly secured. Be sure that all wires are free of branch hinges.
5. Insert green label plug into the wall outlet (Fig. B). Your entire tree should now be lit.
6. Shape the tree from the bottom to the top. Start with the branches farthest from the pole – fan out in a star shape (**Fig. C**), and continue until the entire tree is shaped.

**Fig. C**

Top view

Side view

7. Slightly upsweep all tips for a fuller, uniform look. Shift branches to fill in any gaps. Your Christmas tree is now ready to be decorated.

## STORAGE INSTRUCTIONS

1. Disconnect green label plug from the wall outlet. Then remove all ornaments and decorations.
2. Disassemble the tree from the top to the bottom. Gently lift the pole straight up to remove from the section below, and fold all branches toward the pole.
3. Close the protective cap on the poles to avoid damaging the internal parts (**Fig. C**).
4. Carefully place all tree sections into the shipping box and tape it shut.
5. Store your tree in a cool, dry place away from sunlight. Exposure to excessive heat or humidity may damage your tree.



## TROUBLESHOOTING TIPS

### If The Tree Does Not Illuminate / Some Bulbs Do Not Light or Flicker

1. Check to make sure that the green label plug is properly and firmly connected to the wall outlet.
2. Turn the poles gently to make sure pole to pole are firmly connected.
3. Disconnect from power source, then check for loose, broken or missing light bulbs and replace as needed.
4. Disconnect from power source, then check for blown fuses and replace as needed.

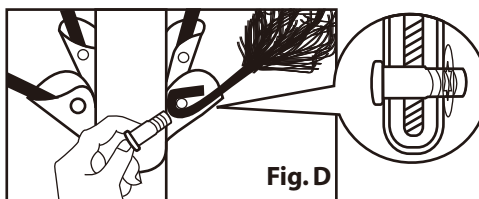
NOTE: Please make sure to use appropriate spare fuses as indicated on the label plug.

### Loose Hinge Pin

1. Place the branch into the slot of bracket.
2. Insert a new hinge pin (included) through the hole, and secure using the retainer washer (**Fig. D**).

## SPARE PARTS

This tree includes hinge pins and washers, and spare bulbs and fuses. 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.**