

**NEED HELP?**

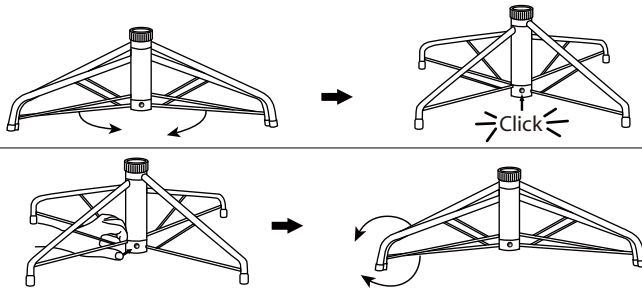
DO NOT RETURN TO STORE. PLEASE VISIT US AT:  
www.polygroupstore.com OR 1-888-919-0070

**TREE ASSEMBLY INSTRUCTIONS**

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

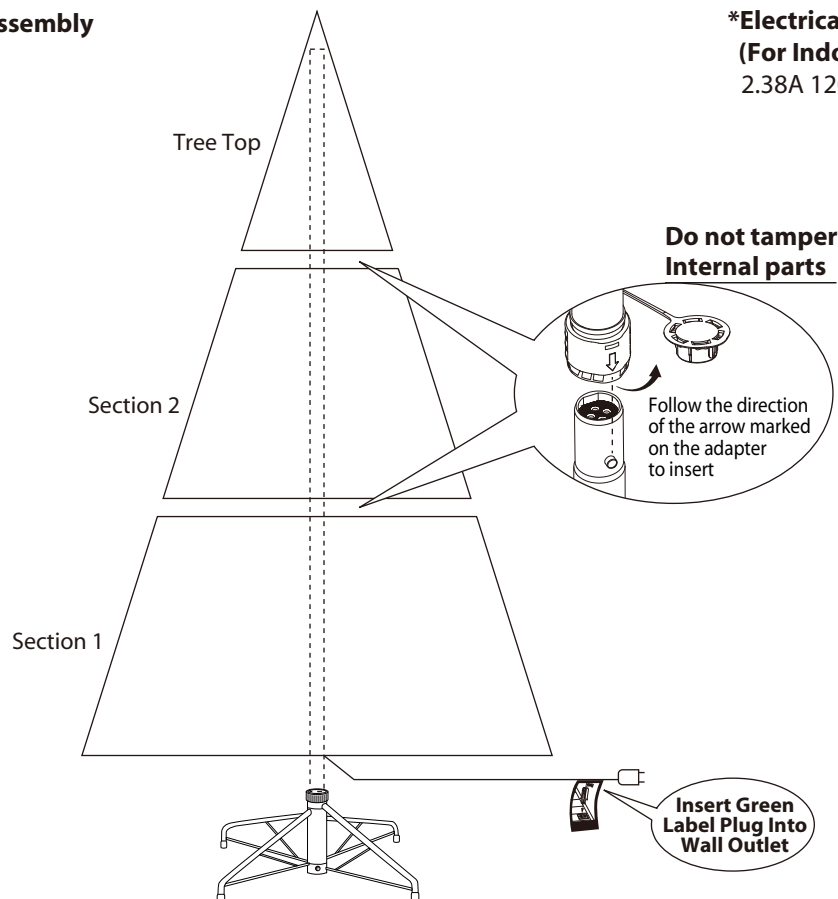
This tree comes with Quick Set® technology which takes less than 10 minutes to set up and light up! Carefully follow the instructions below on how to assemble your new tree quickly and at ease:

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**

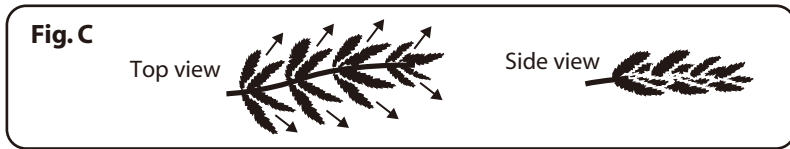
Pull apart tree stand legs until they snap and form an 'X' shape.

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

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

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 1 into the assembled stand. Insert the pole of Section 2 into Section 1. Insert the pole of the tree top into Section 2. Ensure that all poles are firmly secure. Be sure that all wires are free of branch hinges.
5. Remove the protective cap of upper sections before inserting lower sections. Follow the direction of the arrow marked on the adapter to insert.
6. Insert green label plug into the wall outlet (**Fig. B**). Your entire tree should now be lit.

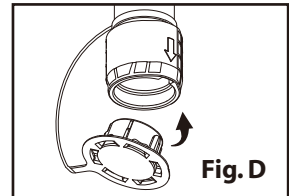
7. Shape the tree from the bottom to the top. Start with the branches farthest from the pole – fan out in a star shape (**Fig. C**), and continue until the entire tree is shaped.



8. 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. Unplug extension cord 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 detach from section below. 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 protective 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.
6. Keep out of reach of pets and children.



## TROUBLESHOOTING TIPS

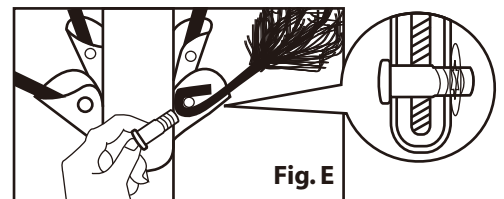
### If The Tree Does Not Illuminate / Some Bulbs Do Not Light or Flicker

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. 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

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.