

NEED HELP?

DO NOT RETURN TO STORE. PLEASE VISIT US AT:
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SKU # 5064563

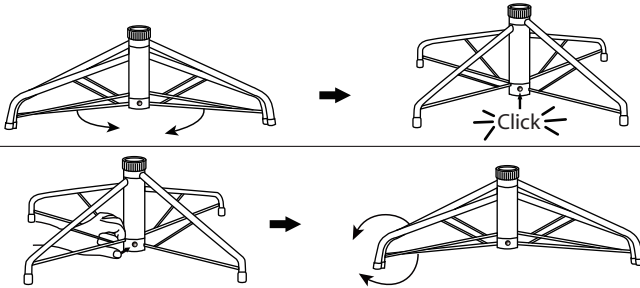
TREE ASSEMBLY INSTRUCTIONS

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

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

1. Choose your desired spot for assembling the tree.
2. Assemble the tree stand (**Fig. A**) and place on a level surface.

Fig. A - Tree Stand Assembly

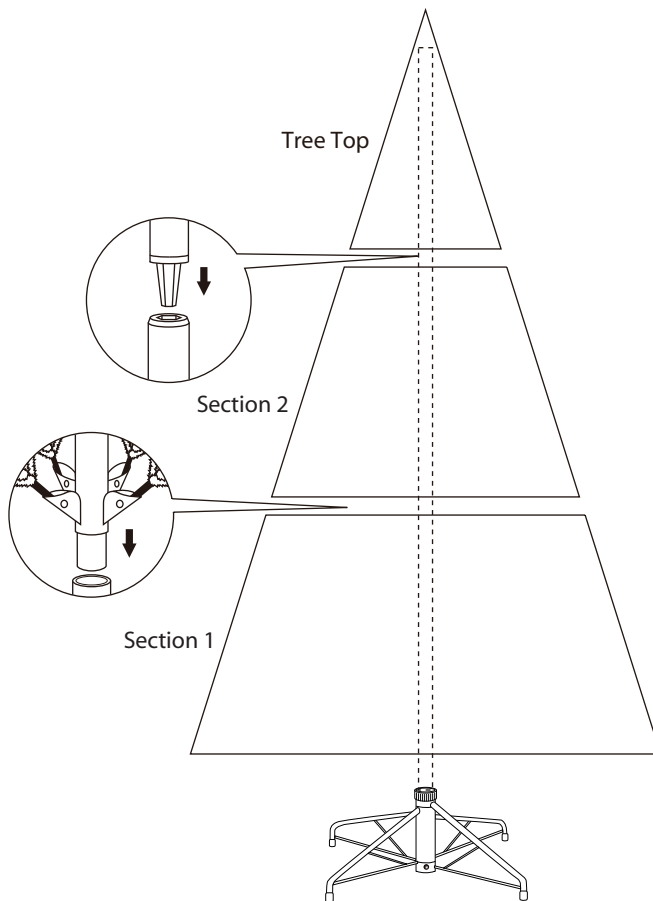


Pull apart tree stand legs until they snap and form an 'X' shape.

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

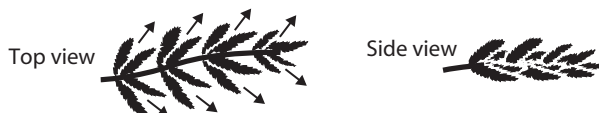
Fig. B - Tree Assembly

*** For Indoor Use Only**



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. 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.
5. 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



6. 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.

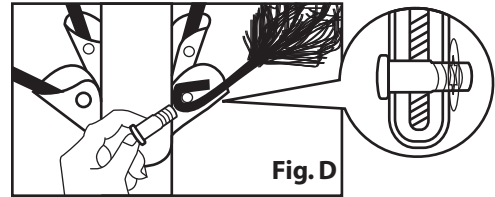
STORAGE INSTRUCTIONS

1. 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 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

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

This tree includes hinge pins/washers.
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. 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.