



NEED HELP?

DO NOT RETURN TO STORE. Call: 1-877-527-0313
Form 8am to 5pm EST, Monday through Friday.

Pre-Assembly

Package Contents

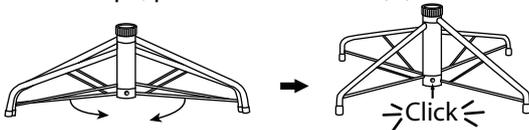
Part	Description	Quantity
A	Tree top	1
B	Tree bottom	1
C	Tree stand	1

Assembly

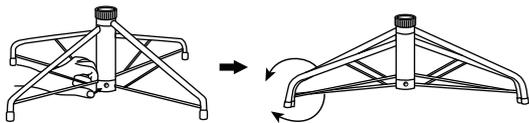
Assembling the tree stand

Step 1. Choose a location near a wall outlet.

Step 2. Pull apart the legs of the stand so that they are snapped into an x-shape, place the tree stand (D) on a level surface.



Step 3. To close the stand, press the metal button and fold the legs together.



Assembling the tree

Please identify all sections before assembling.

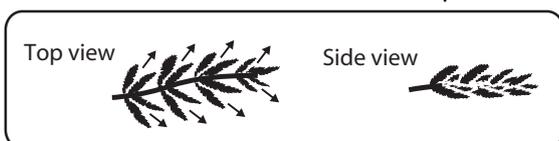
Step 1. Assemble the tree from the bottom (B) to the top (A). Start with the bottom section (B) and remove protective cap before inserting into the assembled stand (C). Make sure the pole is firmly inserted and secured into the stand (C).

Step 2. Insert the tree top (A) into the tree center (B).

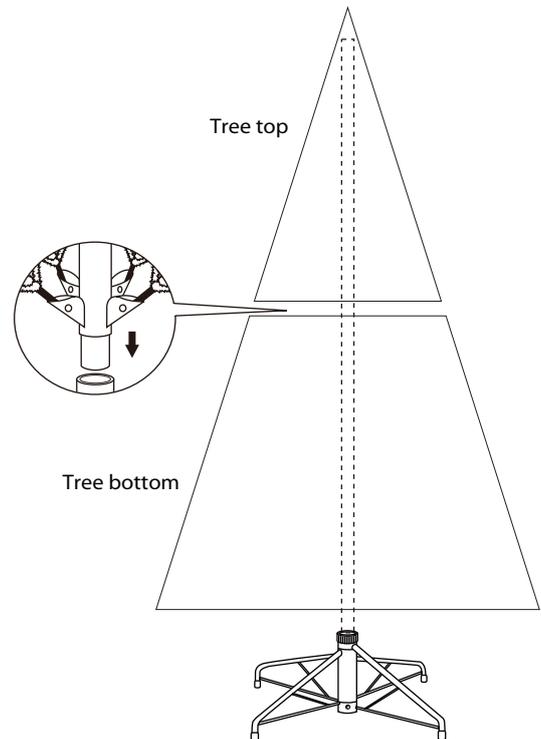
Step 3. Allow branches to fall into place or gently pull up and out.

Step 4. 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.

Step 5. Shape the tree from the bottom to the top. Start with the branches farthest from the pole – fan out in a star shape, and continue until the entire tree is shaped.



Step 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.



Maintenance

Spare parts

This tree package includes hinge pins and washers for any replacement or repair that you need to perform on your tree. If extra parts are needed, contact the Customer Service Team at 1-877-527-0313 between the hours of 8 am and 5 pm EST, Monday through Friday.

Repairing Loose Hinges

Step 1. Extra hinge pins are included for repairing the hinges. Place the branch into the slot of the bracket

Step 2. Insert a new hinge pin through the holes of the bracket and secure with a washer.

Care and Cleaning

Step 1. Remove all ornaments and decorations.

Step 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.

Step 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.

Step 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.

Step 5. Carefully place all tree sections into shipping box and tape it shut.

Step 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.