

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®!

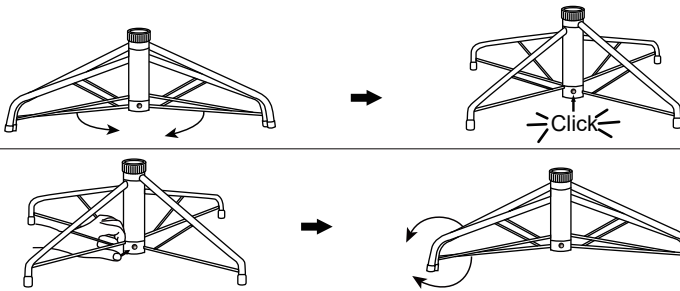
This tree comes with Quick Set® technology - allowing you to set up your tree and light it up in minutes!

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)

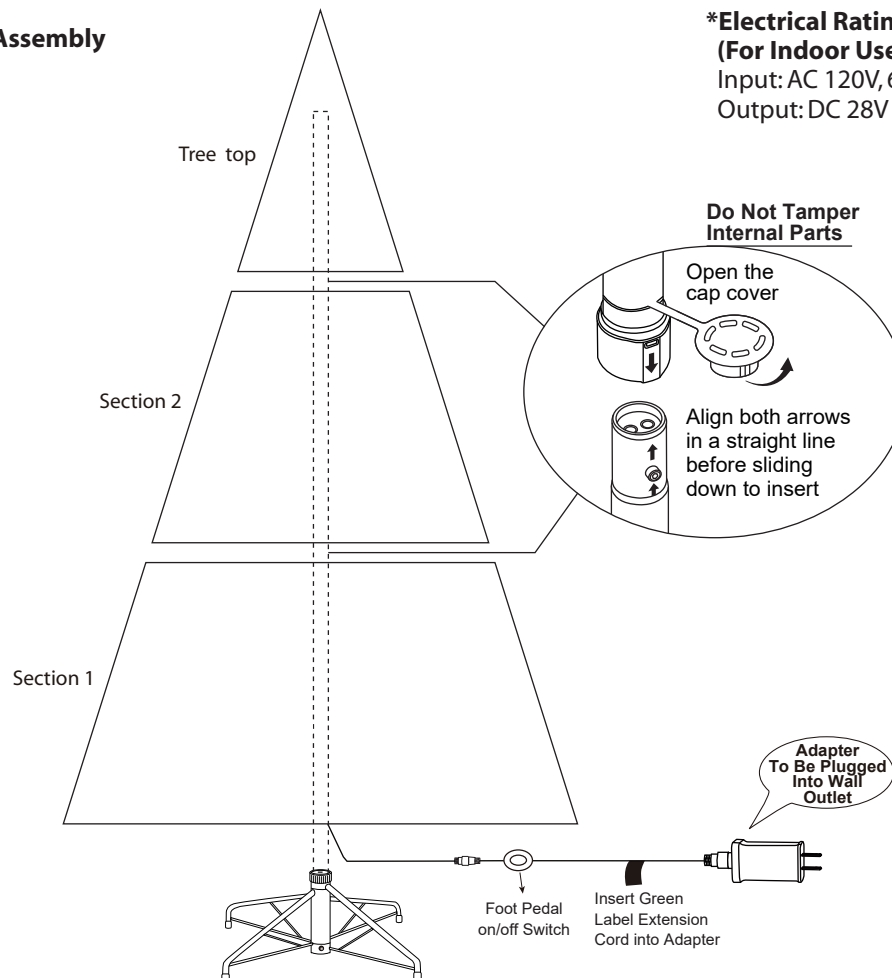
Fig. A - Tree Stand Assembly



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

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

Fig. B - Tree and Light Assembly



3. Please identify all sections before assembling.

4. Assemble the tree from the bottom to the top. Start with the bottom section and remove protective cap before inserting into the assembled stand. Make sure the pole is firmly inserted and secured into the stand.

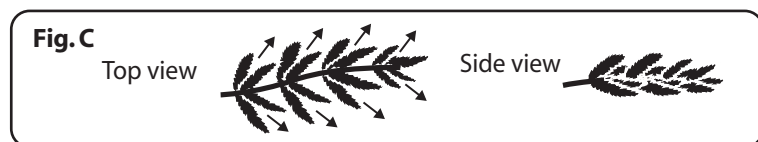
5. Continue by inserting the upper tree section(s) to the lower section(s) until inserting the tree top.

6. Allow branches to fall into place or gently pull up and out. When adjusting branches, be sure that all wires are free of branch hinges.

7. Connect the light strings as per the color labels indicated in Fig. B and insert green label adapter into the wall outlet.

Your entire tree should now be lit.

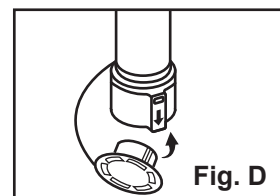
8. Begin to shape the branches and tips working from the bottom to the top. Start with tips farthest from the pole and fan out one to the right, one to the left and one at the center of the main stem. **(See Fig. C)**



9. 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.

STORAGE INSTRUCTIONS

1. Unplug adapter 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 remove from section below and 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.



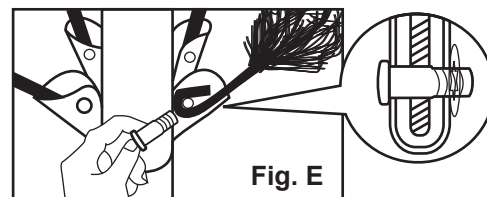
TROUBLESHOOTING TIPS

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 adapter is plugged into the wall outlet. Refer to assembly guide for instructions. (If the tree comes with a foot pedal, try stepping on the on/off button).
2. Check for loose connection between light string plugs and extension cords.

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)**



CAUTION:

To reduce the risk of fire and electric shock:

- a) Use only the power supply that was provided with this product. Using a different adapter will damage the lights and may cause fire, or electrical shock hazards.
- b) Do not install on trees having needles, leaves or branch covering of metal or materials which look like metal.
- c) Do not mount or support strings in a manner that can cut or damage wire insulation.

SPARE PARTS

Each tree includes hinge pins/washers.

If extra parts are needed, please contact our customer service center.

IMPORTANT SAFETY INSTRUCTIONS

When using electrical products, basic precautions should always be followed including the following:

- 1. READ AND FOLLOW ALL SAFETY INSTRUCTIONS.**
2. Do not use seasonal products outdoors unless marked suitable for indoor and outdoor use.
When products are used in outdoor applications, connect the product to a Ground Fault Circuit Interrupting (GFCI) outlet. If one is not provided, contact a qualified electrician for proper installation.
3. This seasonal use product is not intended for permanent installation or use.
4. Do not mount or place near gas or electric heaters, fireplaces, candles or other similar sources of heat.
5. Do not secure the wiring of the product with staples or nails, or place on sharp hooks or nails.
6. Do not let lamps rest on the supply cord or on any wire.
7. Unplug the product when leaving the house, or when retiring for the night, (or if left unattended).
8. This is an electric product, not a toy! To avoid risk of fire, burns, personal injury and electric shock it should not be played with or placed where small children can reach it.
9. Do not use this product for other than its intended use.
10. Do not hang ornaments or other objects from cord, wire, or light string.
11. Do not close doors or windows on the product or extension cords as this may damage the wire insulation.
12. Do not cover the product with cloth, paper or any material not part of the product when in use.
13. Read and follow all instructions that are on the product or provided with the product.
- 14. SAVE THESE INSTRUCTIONS.**

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.