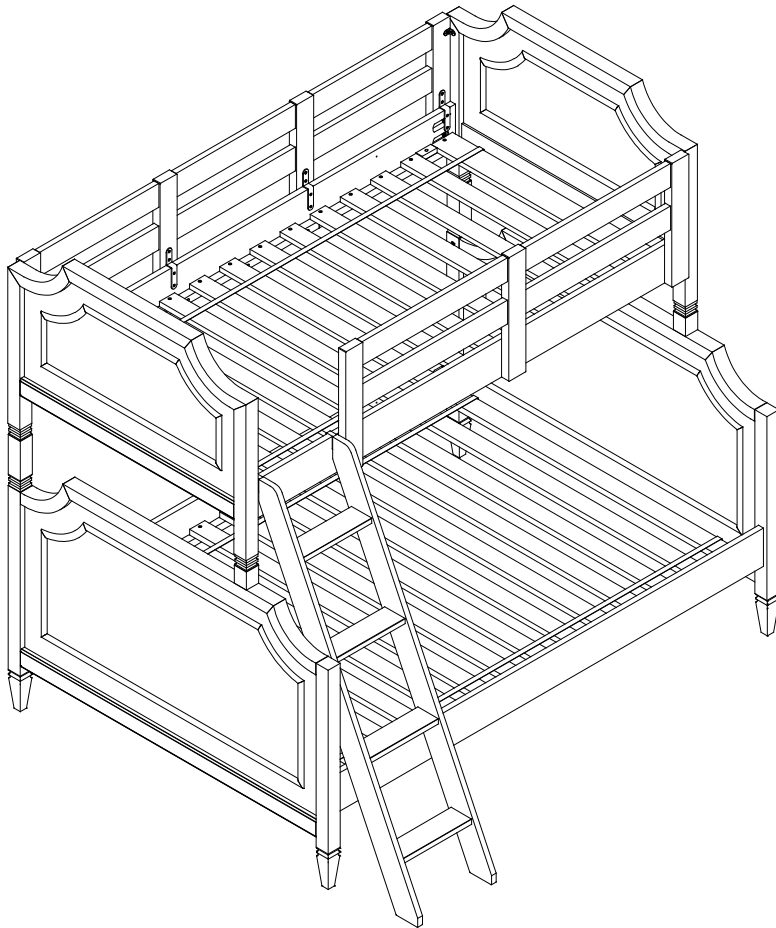


pottery barn kids



AVA REGENCY BUNK BED TWIN OVER FULL

www.potterybarnkids.com



WARNING: Failure to follow these warnings and assembly instructions could result in serious injury or death. To help prevent serious or fatal injuries from entrapment or falls:

- Read all instructions before assembling bunk bed.
- Before each usage or assembly, inspect bunk bed for damaged hardware, loose joints, missing parts or sharp edges. DO NOT use bunk bed if any parts are missing or broken.
- DO NOT use substitute parts. Contact pottery barn kids for replacement parts and instructional literature if needed.
- Follow the information on the warnings appearing on the upper bunk end structure and on the carton. DO NOT REMOVE WARNING LABEL FROM BED.
- Always use the recommended size mattress or mattress support, or both, to help prevent the likelihood of entrapment or falls.
- Ensure thickness of mattress on upper bunk does not exceed 9 inches and the surface of mattress must be at least 5 inches (127 mm) below the upper edge of guardrails.
- Only use the 9" thickness mattress on the lower bunk.
- Ensure both upper and lower bunk are assembled to the highest position when using the product as a bunk bed.
- Use only mattress which is 74"-75" long and 37.5"-38.5" wide on upper bunk, and mattress which is 74"-75" long and 52.5"-53.5" wide on lower bunk.
- Do not allow children under 6 years of age to use the upper bunk.
- Periodically check and ensure that the guardrail, ladder, and other components are in their proper position, free from damage, and that all connectors are tight.
- Do not allow horseplay on or under the bed and prohibit jumping on the bed.
- Prohibit more than one person on the upper bunk.
- Always use the ladder for entering and leaving the upper bunk.
- Use of a night light may provide added safety precaution for a child using the upper bunk.
- Always use guardrails on both long sides of the upper bunk. If the bunk bed will be placed next to the wall, the guardrail that runs the full length of the bed should be placed against the wall to prevent entrapment between the bed and wall.
- The use of water or sleep flotation mattresses is prohibited.
- If refinishing, use a non-toxic finish specified for children's products.
- **STRANGULATION HAZARD** - Never attach or hang items to any part of the bunk bed that are not designed for use with the bed; for example, but not limited to, hooks, belts and jump ropes.
- This bunk bed meets the requirements of ASTM F1427-13
KEEP THESE INSTRUCTIONS FOR FUTURE REFERENCE.

04-000184-1

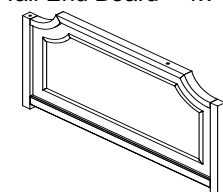
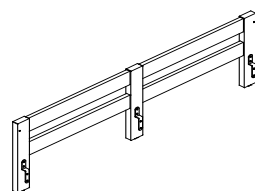
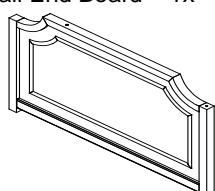
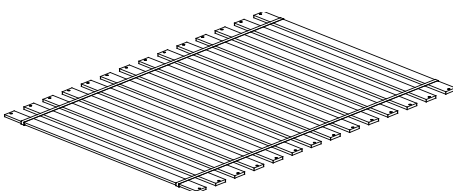
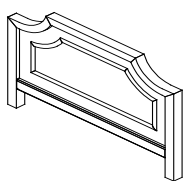
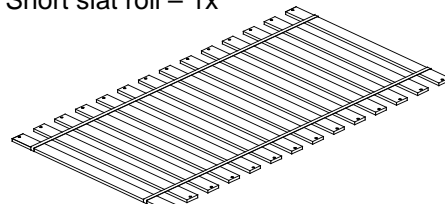
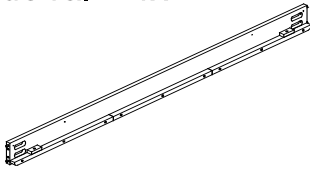

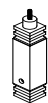
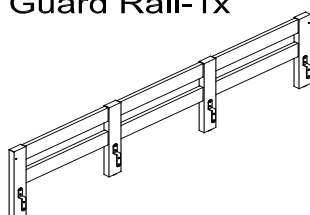

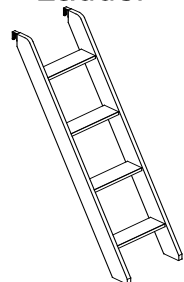
IMPORTANT SAFETY INSTRUCTIONS:

- ✓ Please read all instructions carefully before assembling.
- ✓ For your safety, assembly by two or more adults is strongly recommended.
- ✓ Keep instructions for future use.
- ✓ Use only vendor supplied hardware to assemble. Using unauthorized hardware could jeopardize the structural integrity of the item.

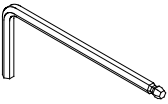
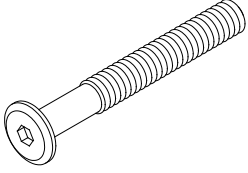
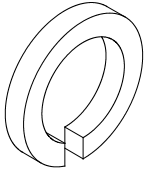
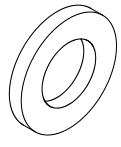

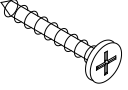
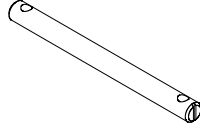
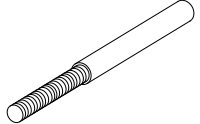
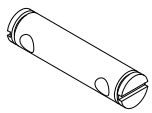
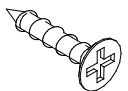
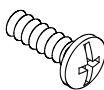
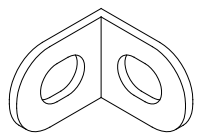
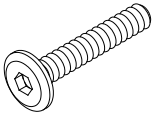
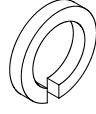
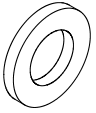
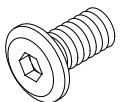
PRE-ASSEMBLY:

- ✓ Remove all parts and hardware from the box and lay out on a clear carpeted or scratch-free work surface, as this will avoid damaging parts during assembly. The shipping box provides an ideal work surface.
- ✓ Do not dispose of any packaging or contents of the shipping carton until assembly is completed to avoid accidentally discarding small parts or hardware.
- ✓ Use the parts and hardware lists below to identify and separate each of the pieces included.
- ✓ The illustrations provided allow for easier assembly when used in conjunction with the assembly instructions.
- ✓ The use of power tools to aid in assembly is not recommended. Power tools can damage hardware and split wood.
- ✓ DO NOT fully tighten all bolts until all parts are in place. Failure to follow these instruction may cause the bolts misalign during assembly.

PARTS INCLUDED:

<p>(A) - Right Tall End Board – 1x</p> 	<p>(F) - Short Guard Rail-1x</p> 	
<p>(B) - Left Tall End Board – 1x</p> 	<p>(G) Long slat roll – 1x</p> 	
<p>(C) - Short end Board -2x</p> 	<p>(H) - Short slat roll – 1x</p> 	
<p>(D) - Side rail - 4x</p> 	<p>(I) - Leg - 8x</p> 	<p>(J) - Tall Connector - 2x</p> 
<p>(E) - Long Guard Rail-1x</p> 	<p>(K) -Short Connector - 2x</p> 	<p>(L) - Ladder - 1x</p> 

HARDWARE INCLUDED:

<p>(M) Allen Key with Ball Tip - 1x</p> 	<p>(N) Bolt 5/16" x 63mm - 16x</p> 	<p>(O) Spring Washer 5/16" - 16x</p> 	<p>(P) Flat Washer 5/16" - 16x</p> 
<p>(Q) Half Moon Washer - 16x</p> 	<p>(R) Flat Head Wood Screw 8 x 30mm - 56x</p> 	<p>(S1) Long Connector Bolt 1/4" x Φ 10x112mm - 2x</p> 	<p>(S2) Threaded Iron Dowel 5/16" x Φ 10x79mm - 2x</p> 
<p>(S3) Short Connector Bolt 1/4" x Φ 10x 41mm - 2x</p> 	<p>(T) Flat Head Wood Screw - 23x</p> 	<p>(U) Machine Screw 5/32" x 16mm - 6x</p> 	<p>(V) Corner Bracket - 3x</p> 
<p>(W) Bolt 1/4" x 32mm - 4x</p> 	<p>(X) Spring Washer 1/4" - 4x</p> 	<p>(Y) Flat Washer 1/4" - 4x</p> 	<p>(Z) Bolt 5/16"x12mm - 2x</p> 

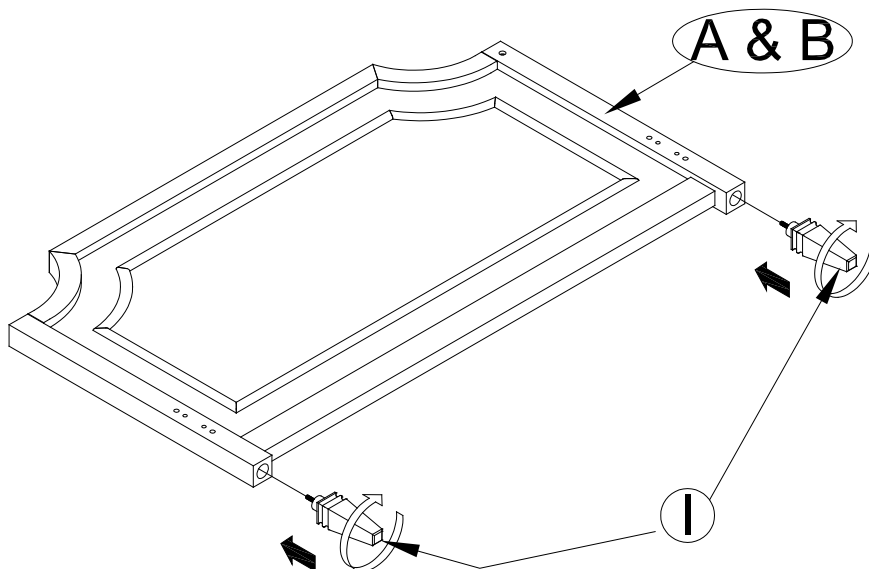
TOOLS REQUIRED (Not included):

Philips Head Screwdriver

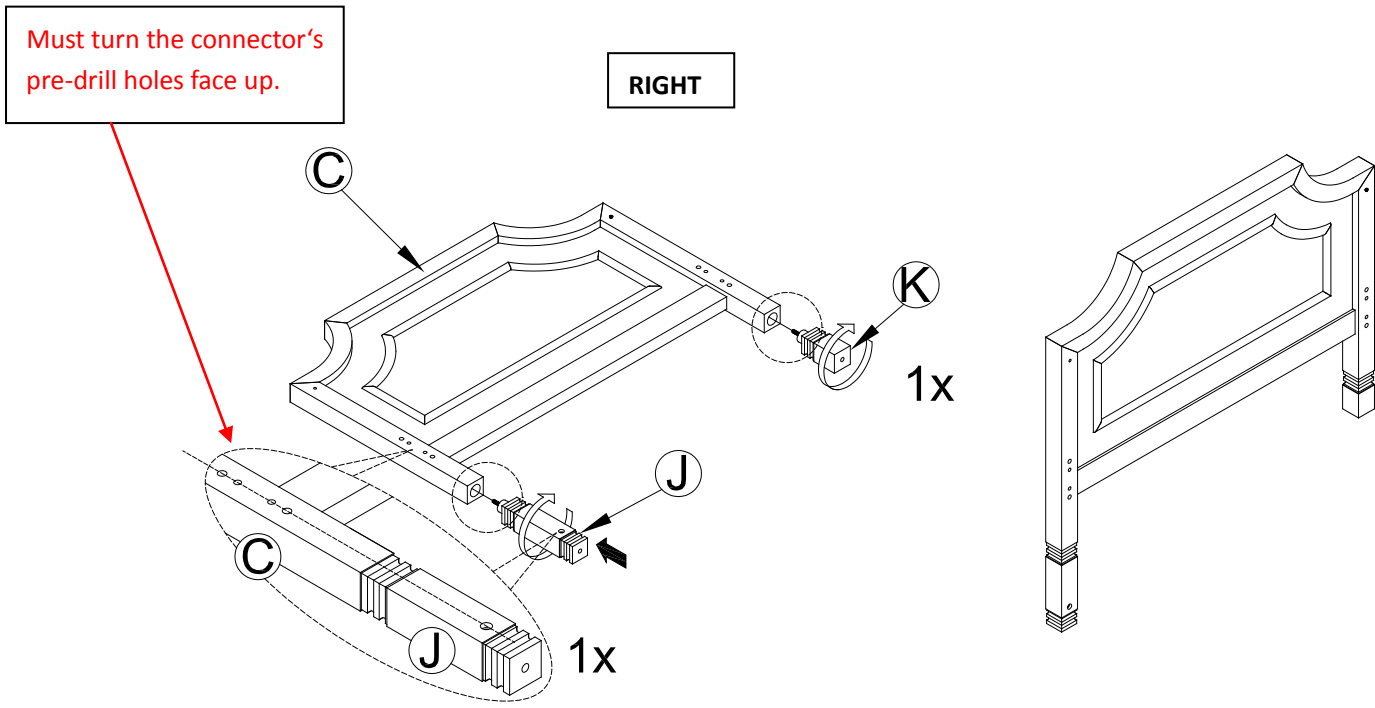
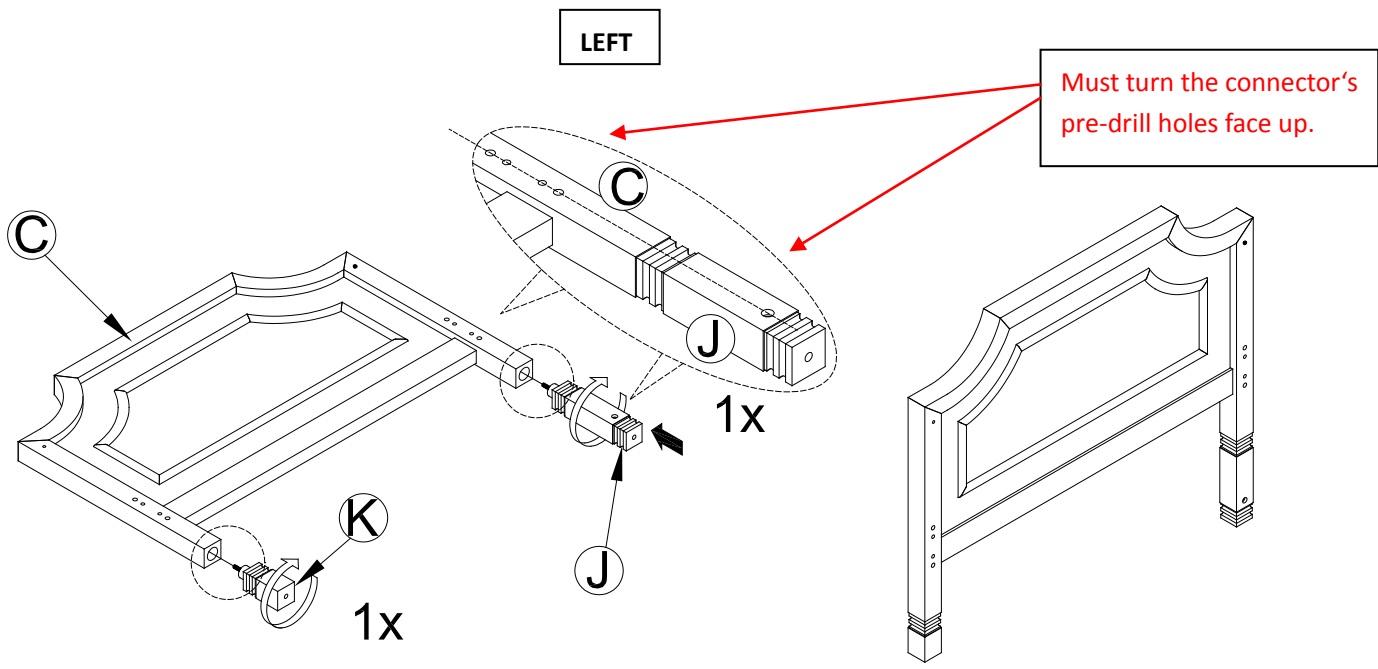


ASSEMBLY INSTRUCTION STEPS:

1. Thread (I) onto the cut-outs located on the bottom post of (A & B) until tight, as shown below.







2. Thread (J & K) onto the cut-outs located on the bottom post of (C) until tight, as shown below. Now (C) is separated with left and right.



3. Attach (D) to (A&B) by aligning pre-drill holes with wooden dowels as shown below. **Do not over tighten.**

Tip: See Image A for ease of assembly.

N		8 x
O		8 x
P		8 x
Q		8x

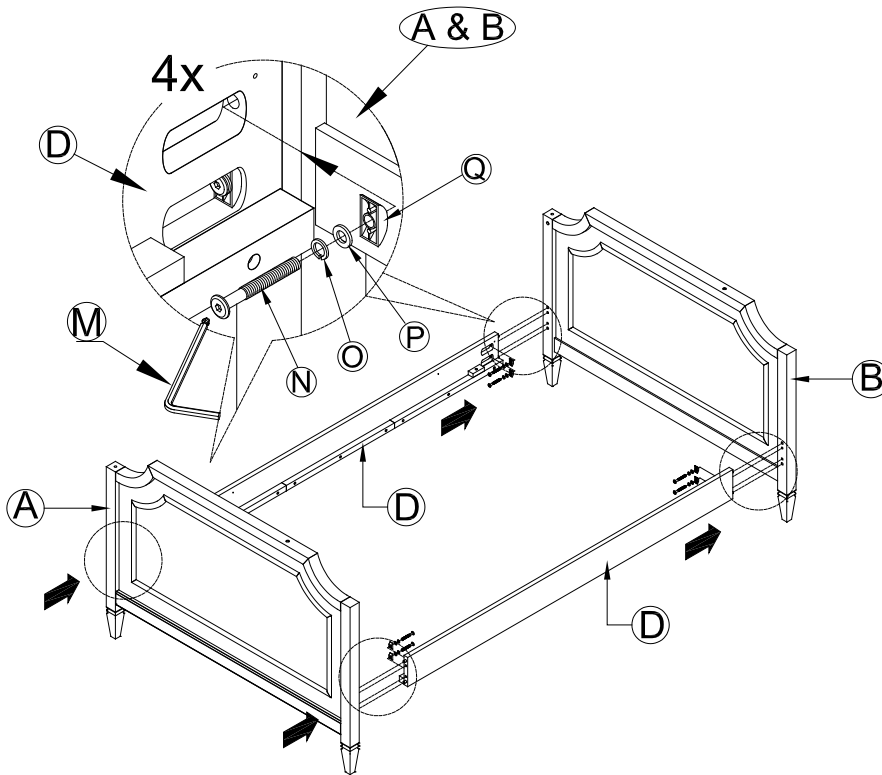
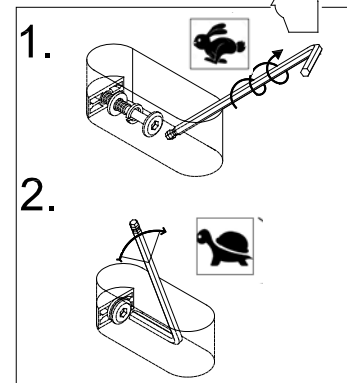
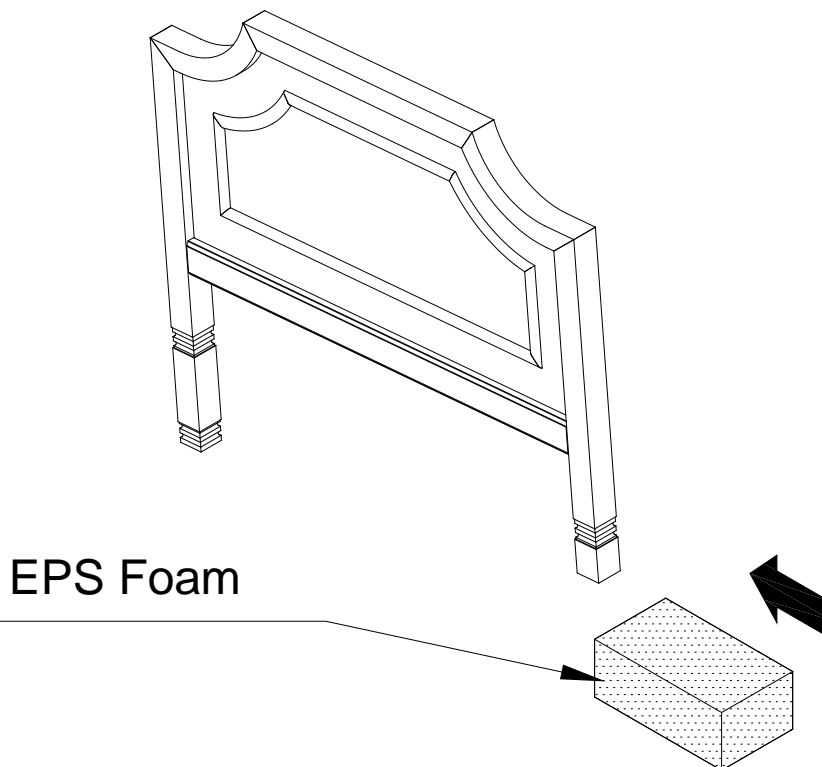


Image A

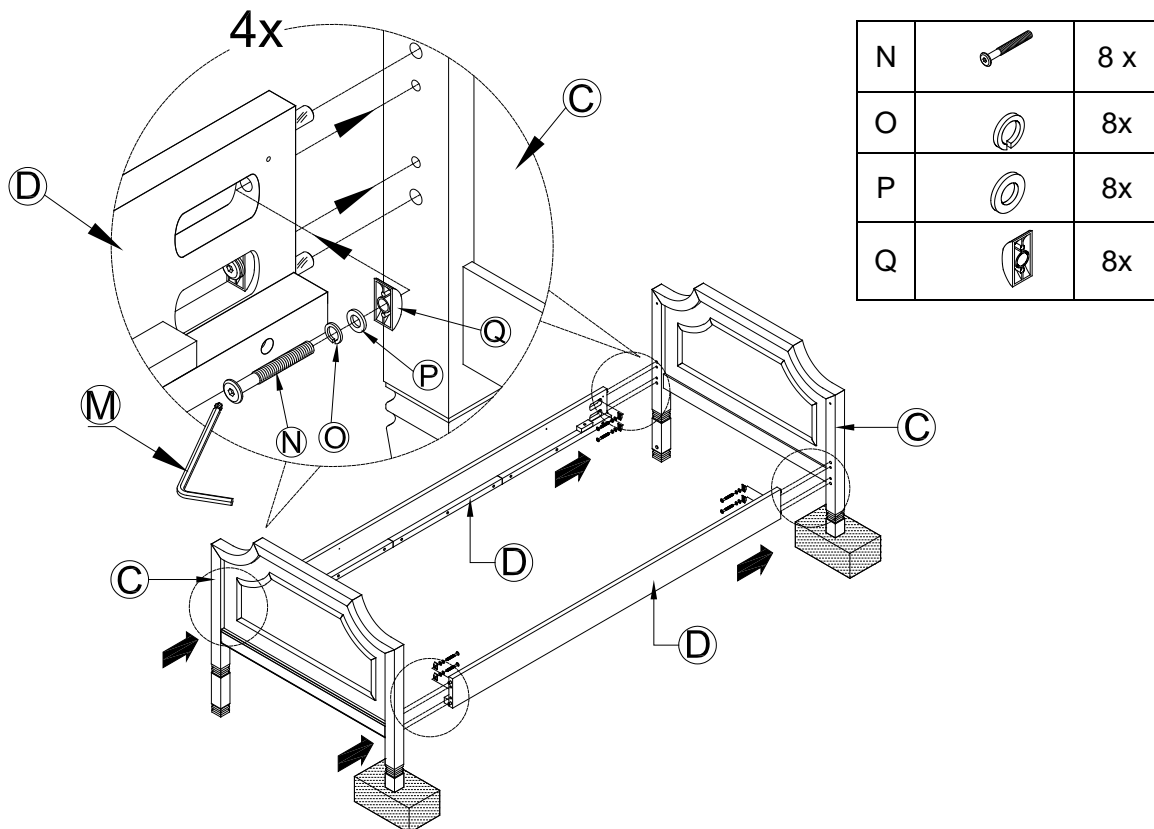


4. Place EPS foam (included in packaging) at the bottom of (C) short post to keep (C) level.




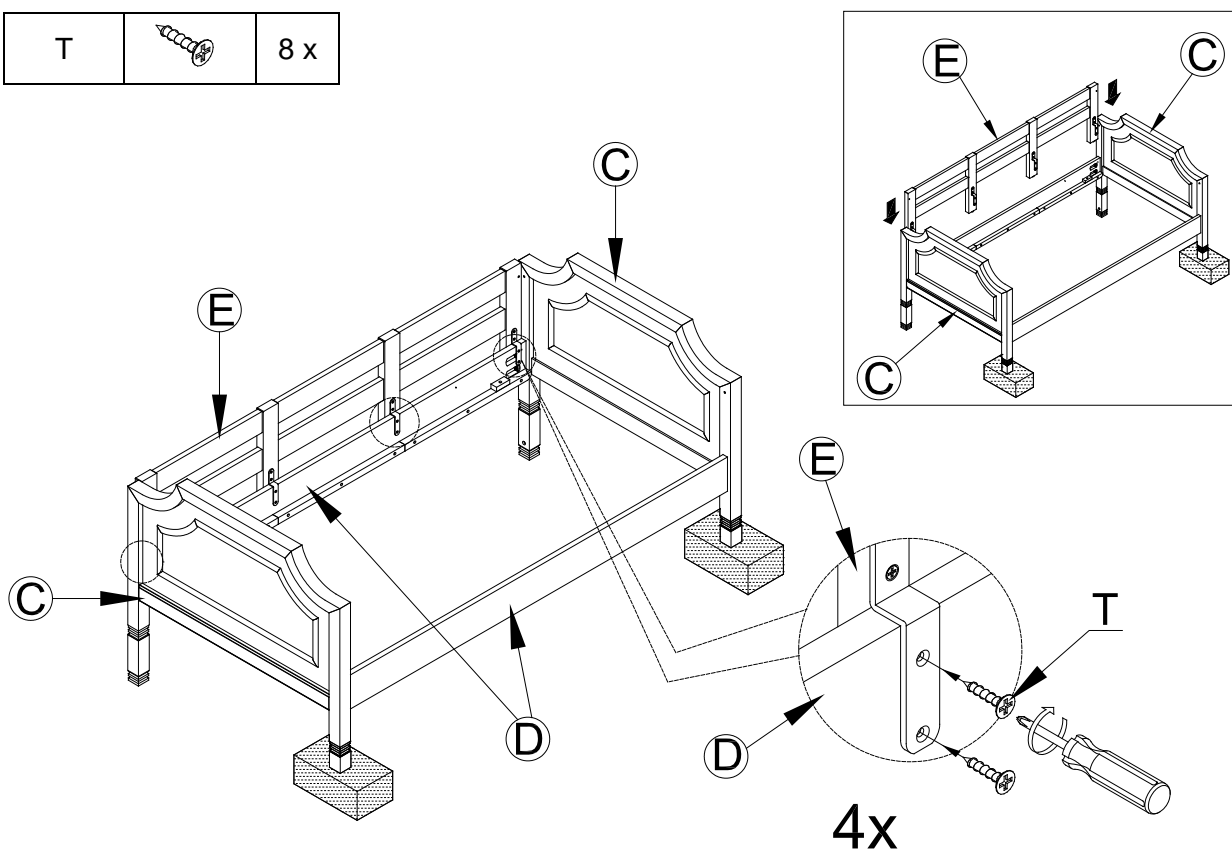
5. Attach (D) to (C) by aligning pre-drill holes with wooden dowels as shown below.

Note: Do not fully tighten the bolts at this time to make the next steps easier.

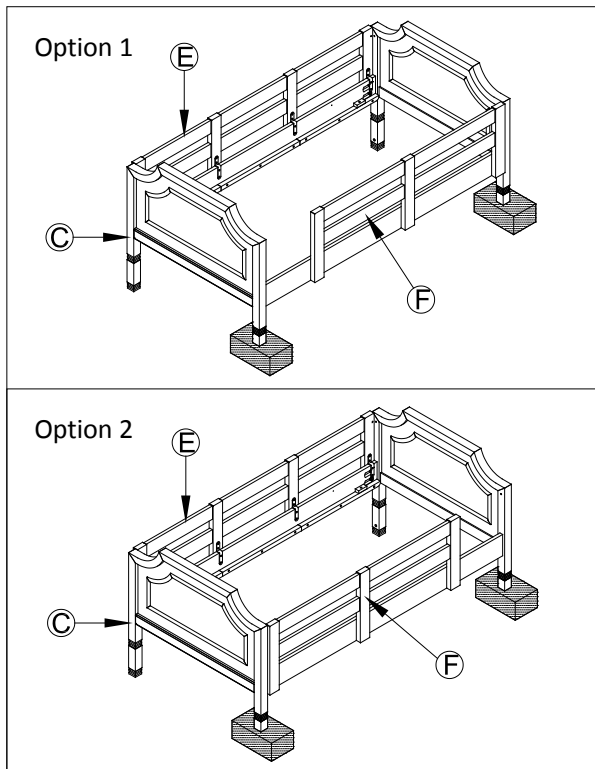


6. Attach (E) to (C). Make sure the brackets are facing inwards and sit well on top of the side rail, as shown below.


T		8 x
---	---	-----

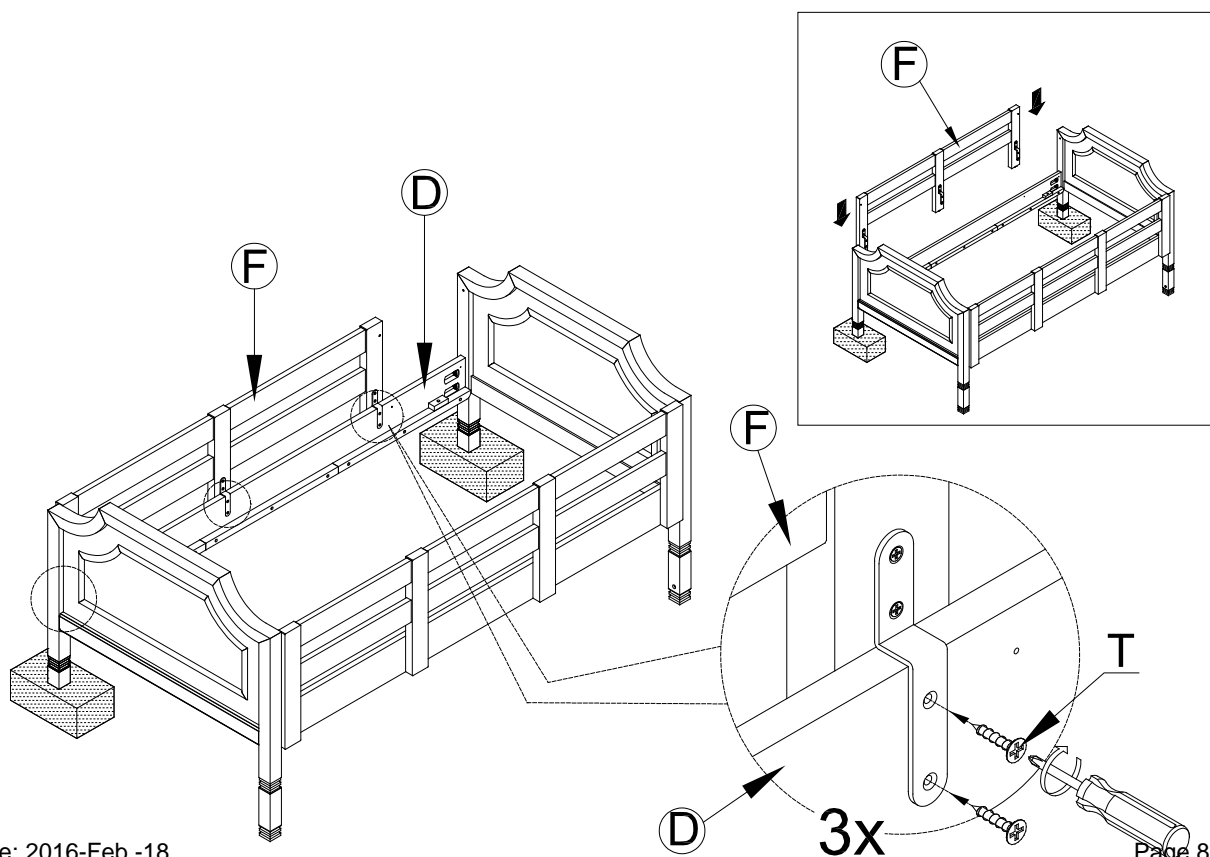


7. Check the alignment and fully tighten bolt (N) at this time. **Do not over tighten.**
8. Determine the desired location of the ladder opening (use options below).





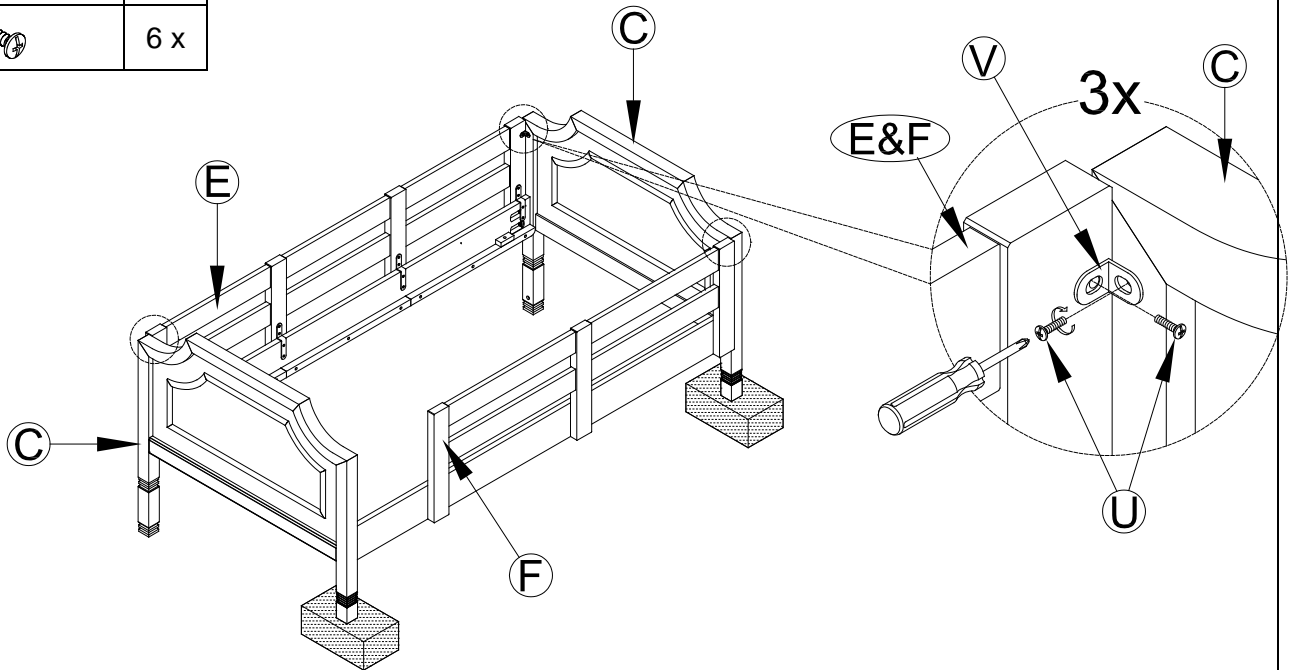
9. Attach (F) to (D). Make sure the brackets are facing inwards and sit well on top of the side rail and there is no gap in between the guardrail (F) end and the Short End Board (C) as shown below.

T		6x
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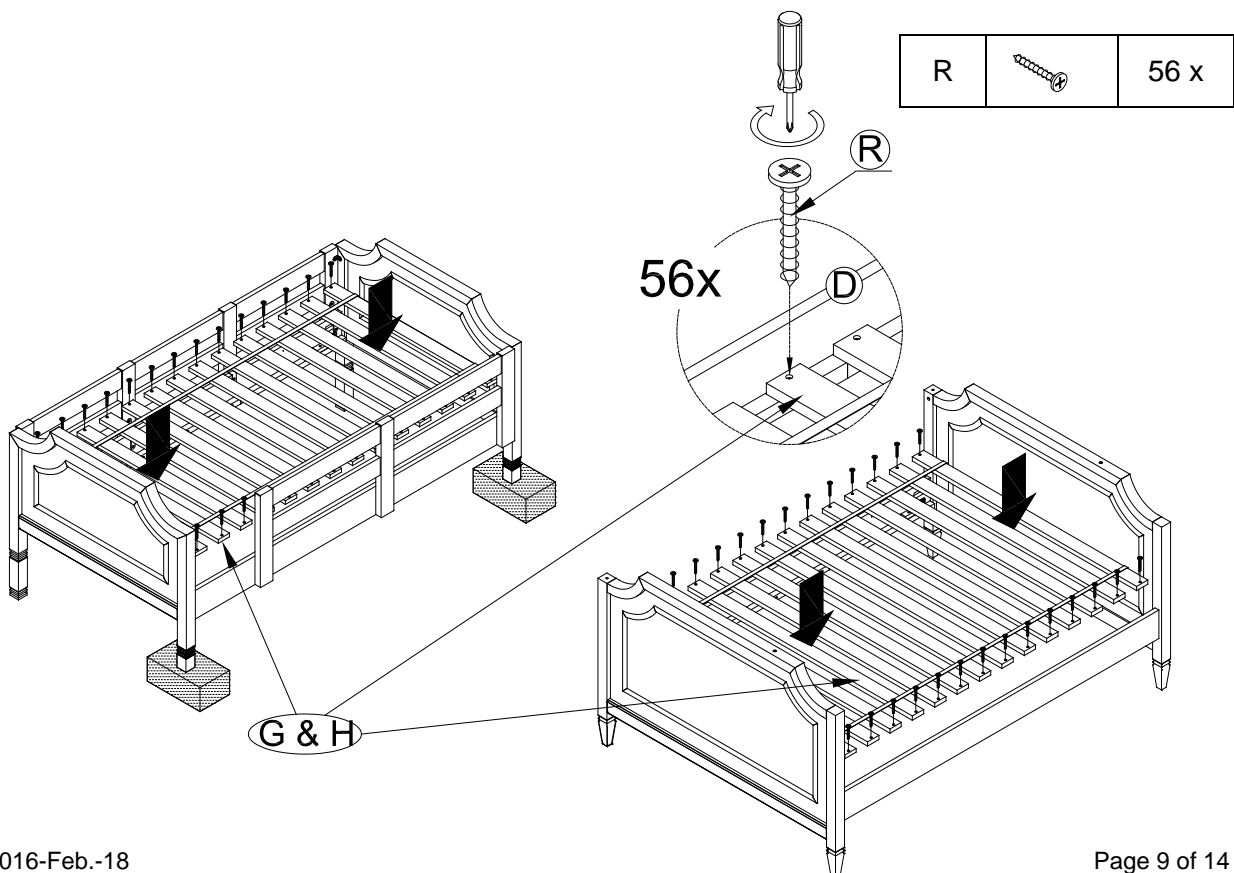


10. Attach (E) & (F) to (C) as shown below.






V		3 x
U		6 x

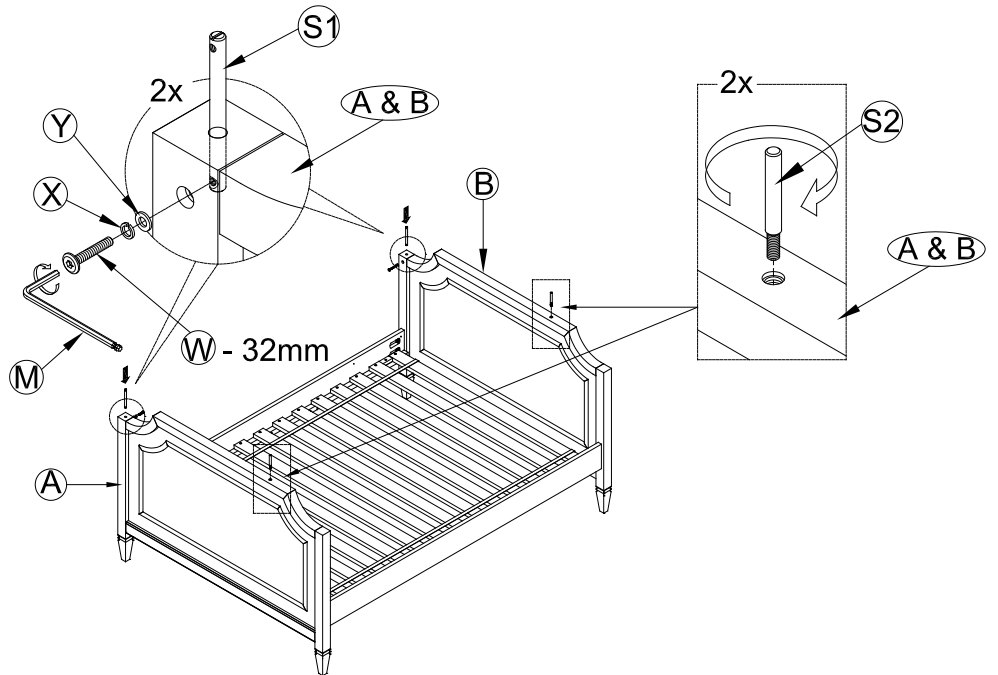


11. Extend and place the Slat Roll (G) & (H) to bed frames. Secure the slats as shown below. **Do not over tighten.**






12. Insert (S1&S2) into pre-drilled holes on the top post of (A)&(B). Make sure the groove at the end of connecting Bolts (S1&S2) is facing upwards as seen in the illustration below.

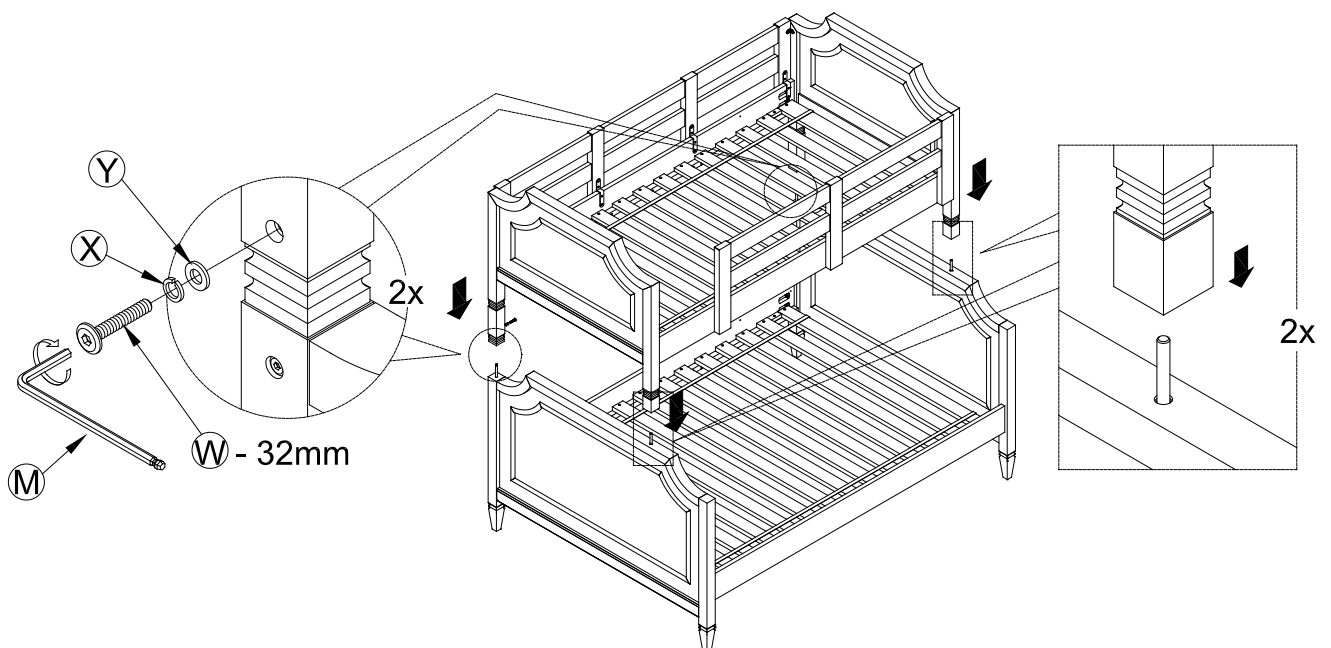
W		2 x
X		2 x
Y		2 x
S1		2 x
S2		2x



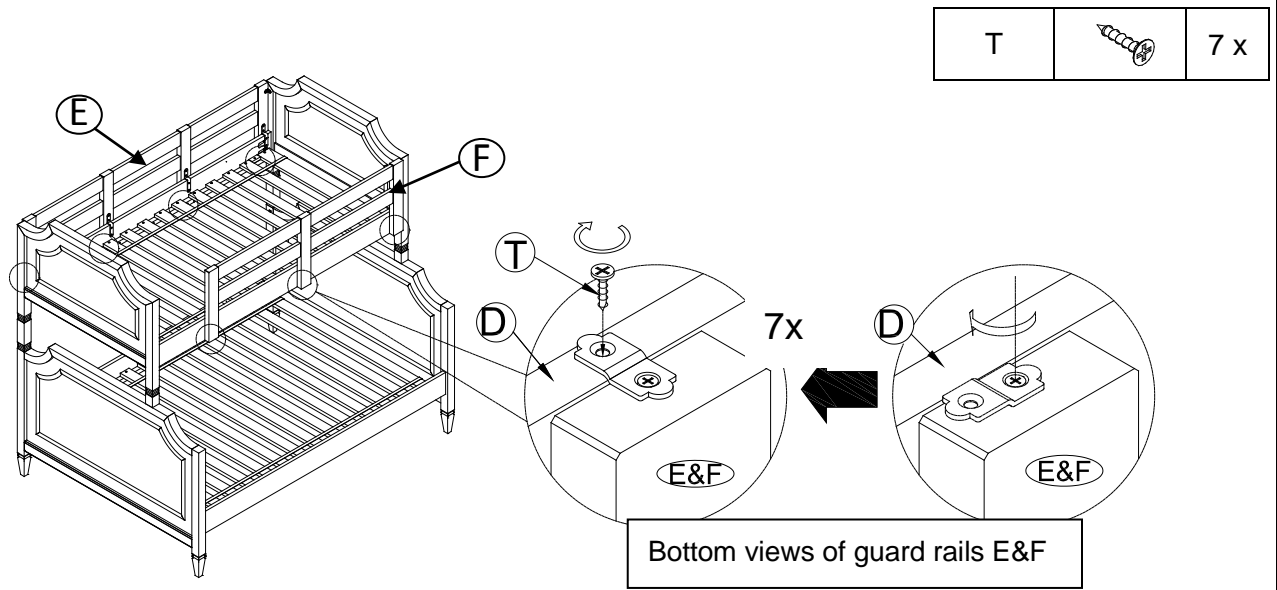
13. With the help of another person, lift the upper bed (with Short End Boards) and place over the bottom bed. Make sure the Connecting bolts (S1&S2) are well inserted into the holes on bottom of upper bed posts.

14. Attach upper and lower bunk as shown below.

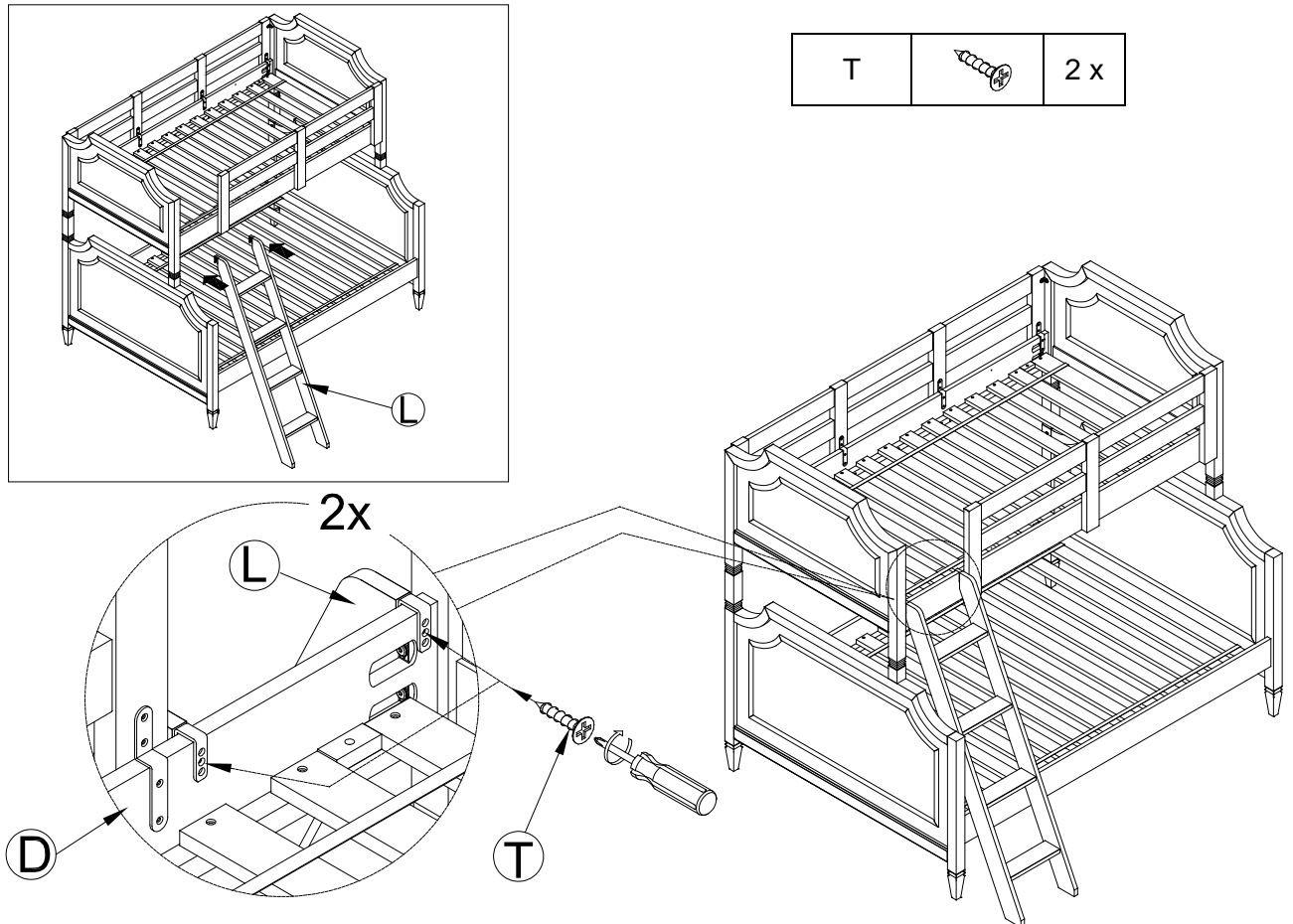
W		2 x
X		2 x
Y		2 x



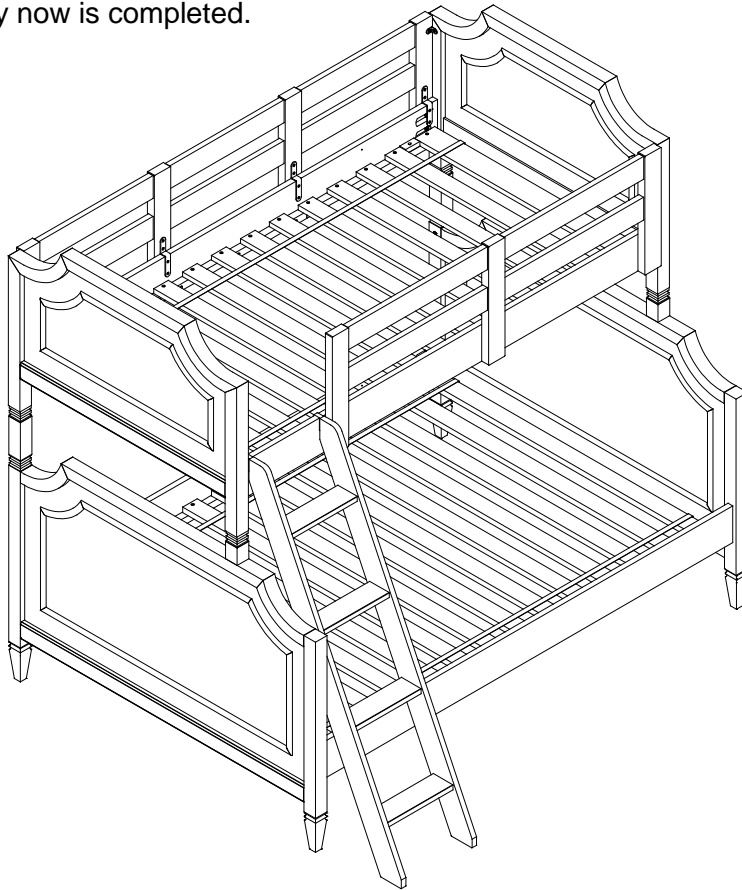
15. Turn (T) on the bottom of the guardrails in correct locations. Secure guardrails (E &F) and (D) together, as shown below.



16. Secure (L) as shown below, using the pre-drilled holes on side rail as a guidance. Tighten the screws by a Phillip Head Screwdriver (not included).








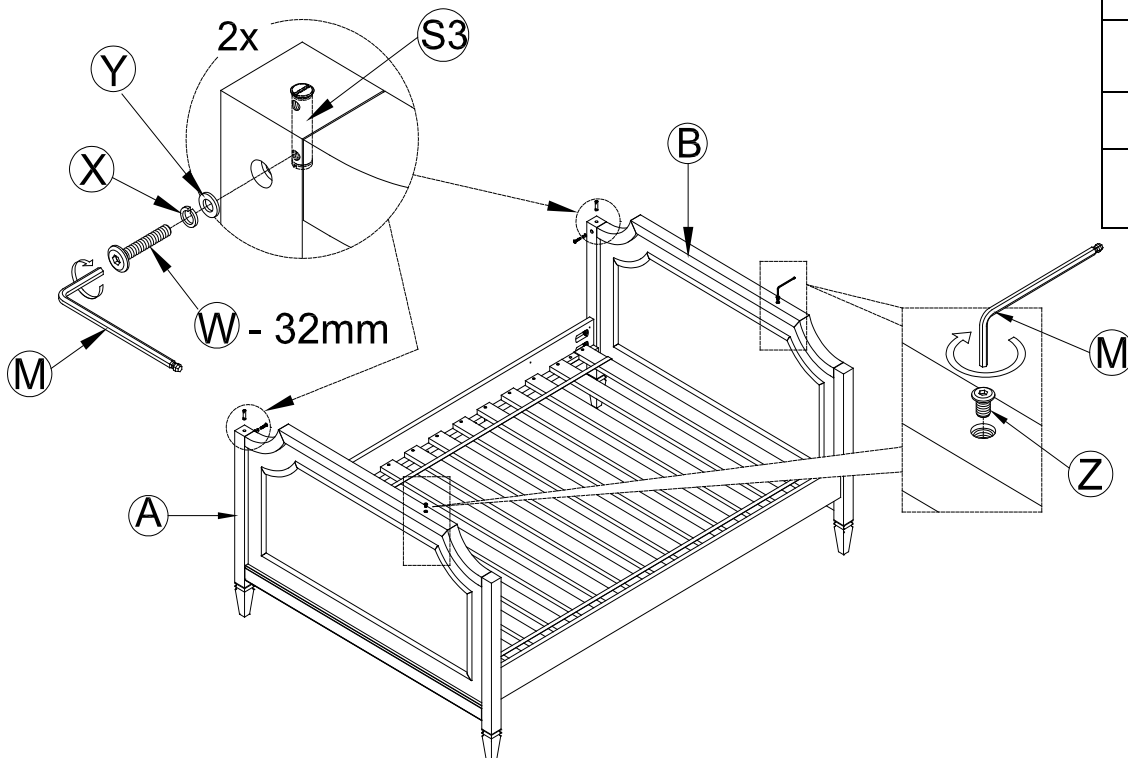
17. Assembly now is completed.



18. When setting up the bunk bed as two single beds (1 full and 1 twin), follow these below steps:

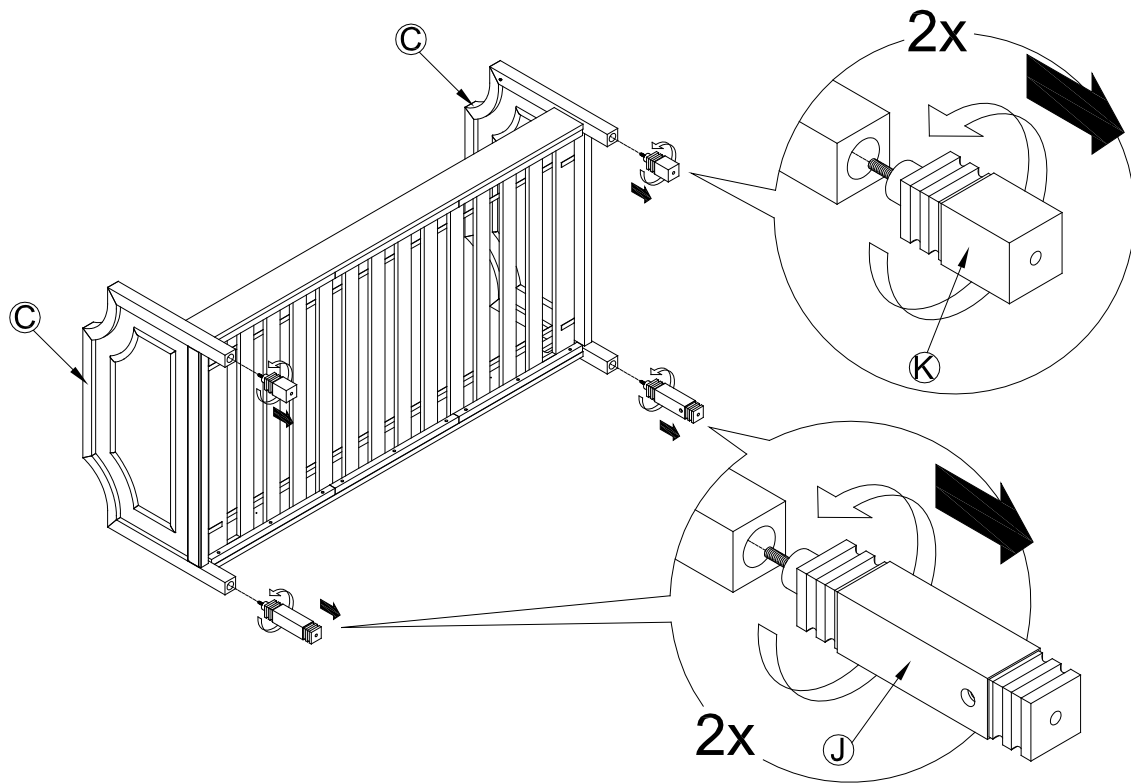
- a. **FULL BED:** insert (S3) into pre-drilled holes on top of full bed ends and thread (Z) into the pre-fixed insert nut on top of full bed, as shown below.

S3		2x
W		2 x
X		2 x
Y		2 x
Z		2 x

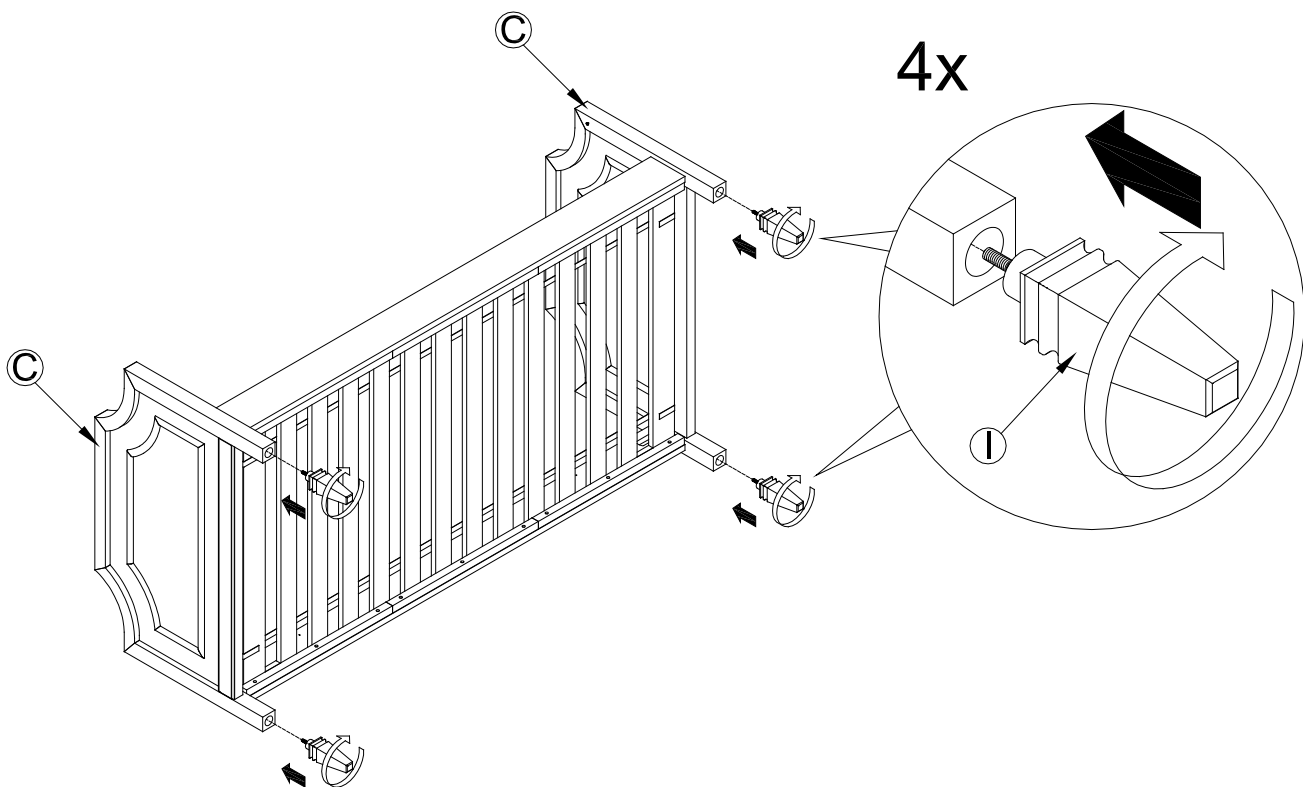


b. TWIN BED:

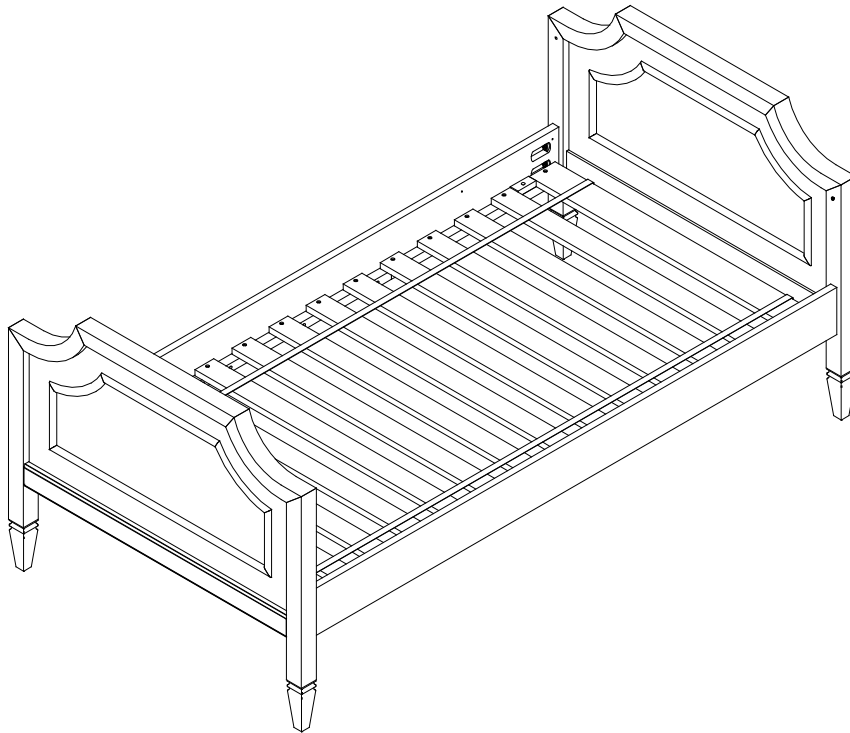
- Remove (J&K) from (C), as shown below.



- Thread (I) onto the cut-outs located on the bottom post of (C) until tight, as shown below.



- The assembling of Twin bed is completed.



CARE INSTRUCTIONS:

- Dust often using a clean, soft, dry and lint-free cloth.
- Blot spills immediately and wipe with a clean, damp, cloth.
- We do not recommend the use of chemical cleansers, abrasives or furniture polish on our lacquered finish.
- Hardware may loosen over time. Periodically check to make sure all connections are tight. Re-tighten if necessary.

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