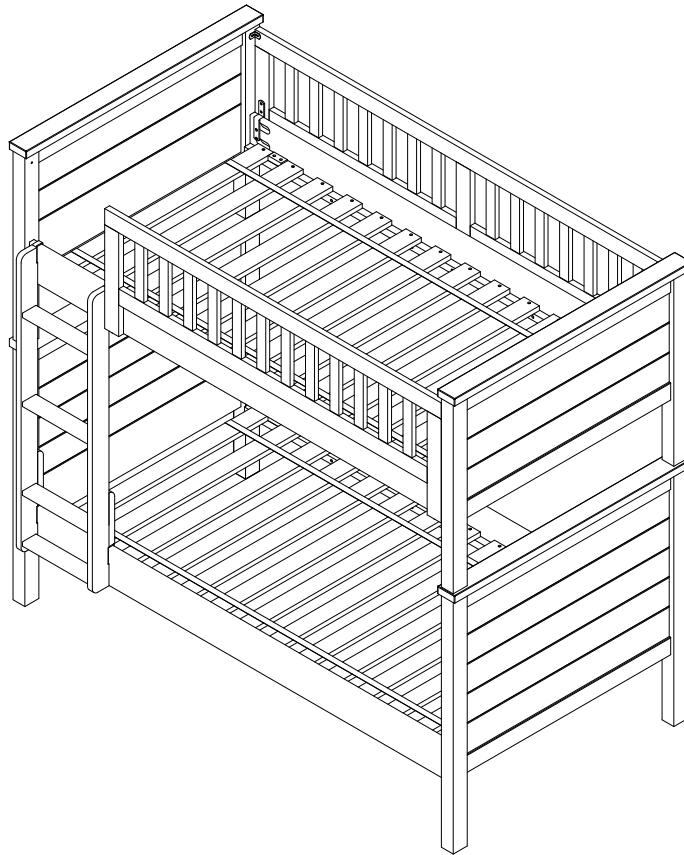



pottery barn kids



CHARLIE TWIN OVER TWIN BUNK BED

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 7 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 and 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

04-000044-8

Important Safety Instructions:

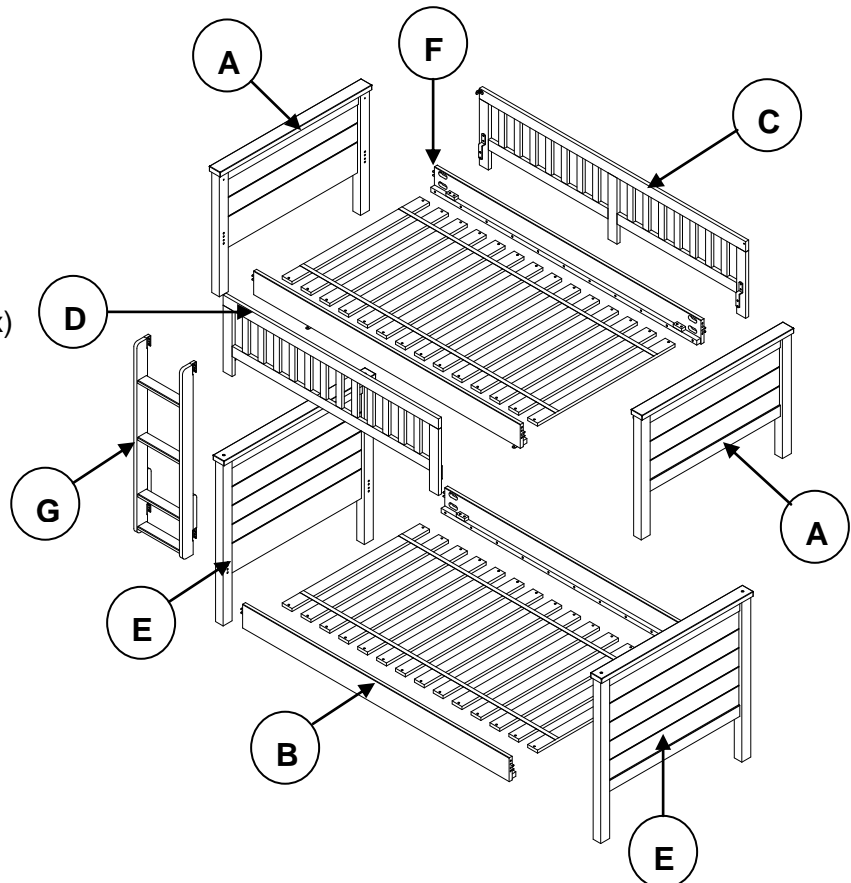
- Please read all instructions carefully before assembling.
- For your safety, assembly by two or more adults is strongly recommended.
- Keep instructions for future use.
- Use only vendor supplied hardware to assemble. Using unauthorized hardware could jeopardize the structural integrity of the item.
- Do not remove warning labels from the bunk bed. Labels are permanent and not designed to be removed.

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.
- **Note:** Do not fully tighten all bolts until all parts are in place. Failure to follow these instructions may cause the bolts to misalign during assembly.

Parts Included:

- (A) Upper Headboard/Footboard (2x)
- (B) Side Rail (4x)
- (C) Long guard rail (1x)
- (D) Short guard rail (1x)
- (E) Lower Headboard and Footboard (2x)
- (F) Slat roll (2x)
- (G) Ladder (1x)

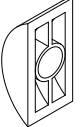


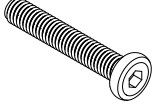

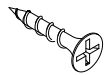
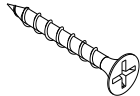
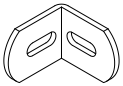

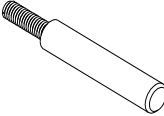



Tools Required (not included):

Philips Head Screwdriver







Hardware Included:

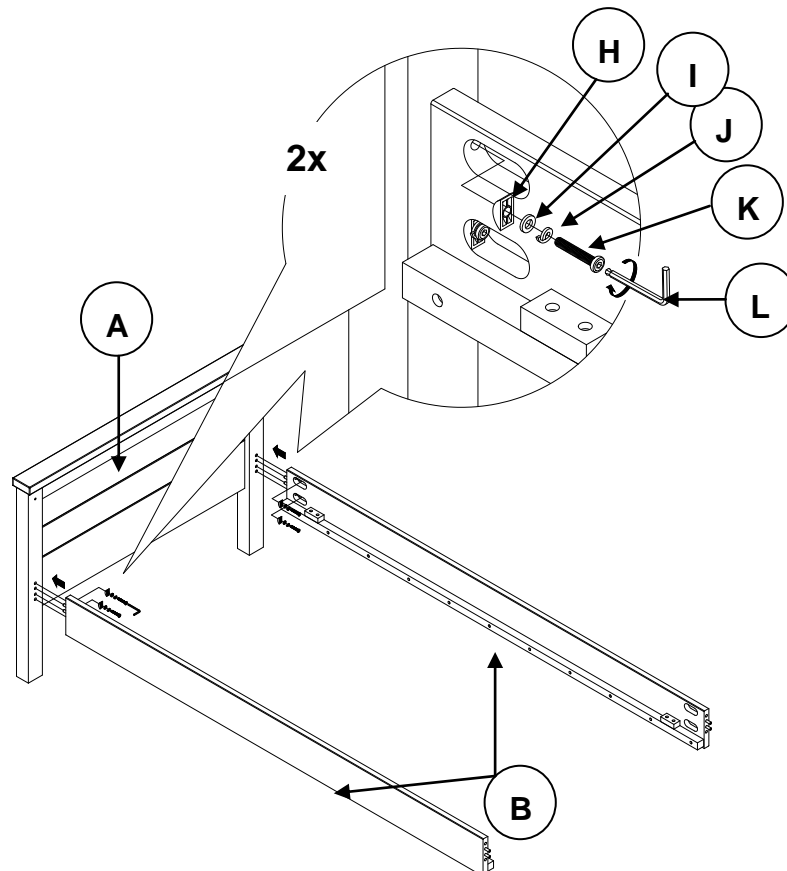
<p>(H) Half-moon washer M6 - 16x</p> 	<p>(I) Flat Washer M6 16x</p> 	<p>(J) Spring Washer M6 16x</p> 	<p>(K) Allen Bolt M6x60 mm – 16x</p> 
<p>(L) Allen key with ball tip 1x</p> 	<p>(M) Short flat head wood screw 4x15 mm – 19x</p> 	<p>(N) Long flat head wood screw 4x30 mm – 56x</p> 	<p>(O) Bracket 3x</p> 
<p>(P) Machine screw 5/23"x15 mm – 6x</p> 	<p>(Q) Threaded Iron Dowel 4x</p> 	<p>(R) Short allen bolt 5/16x20 mm – 4x</p> 	

Assembly Instruction Steps:

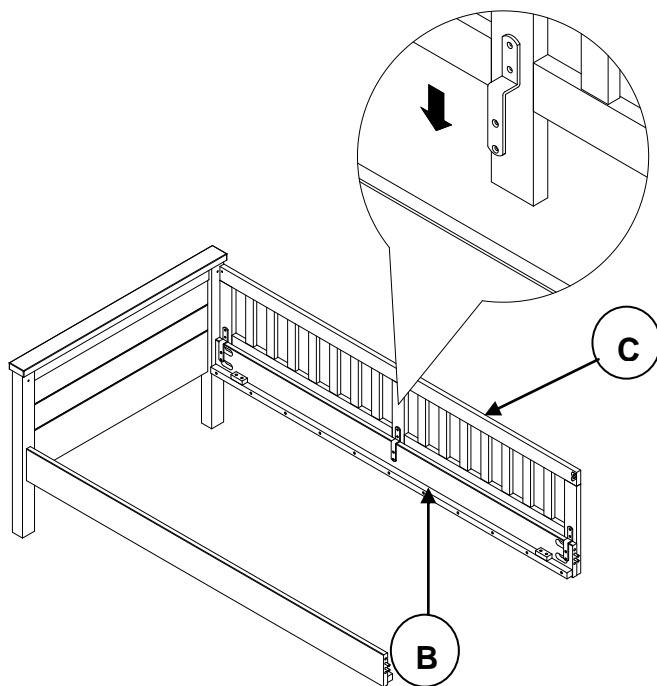
ASSEMBLE THE UPPER BED

1. Attach (B) to (A) by aligning pre-drilled holes with wooden dowels as shown below. **Do not over tighten.**

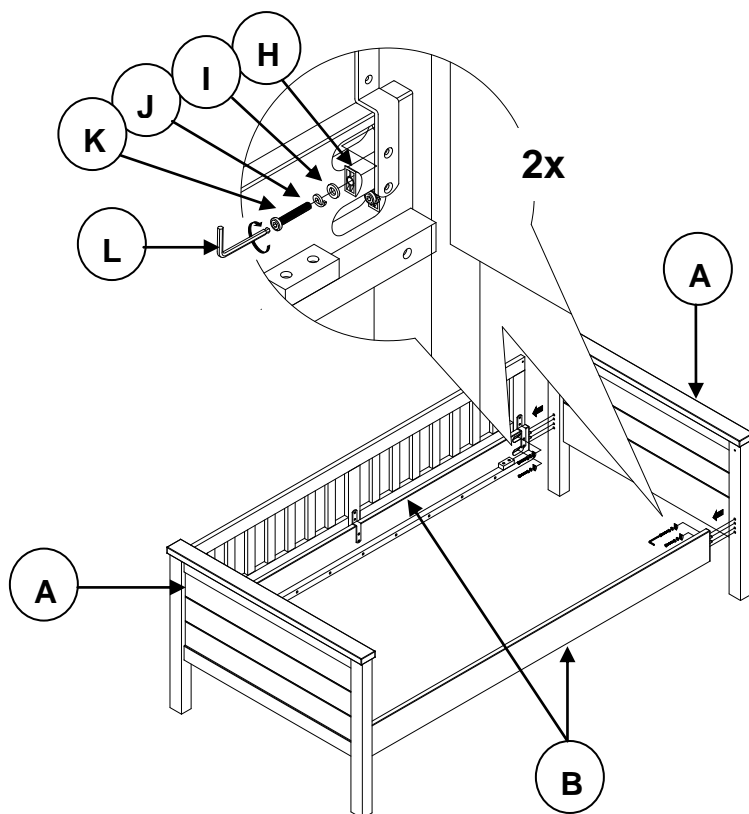
H		4x
I		4x
J		4x
K		4x







2. Carefully attach (C) onto (B) as shown below.

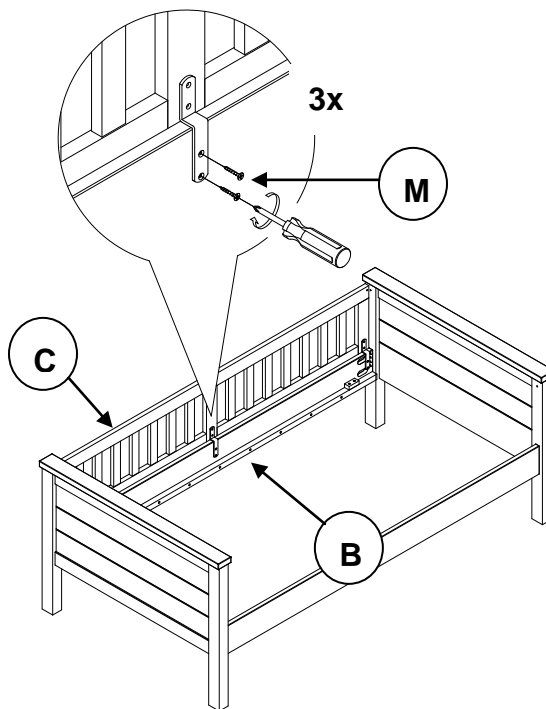
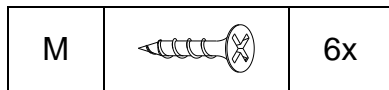


3. Attach the remaining (A) to (B) by aligning pre-drilled holes with wooden dowels as shown below. **Do not over tighten.**



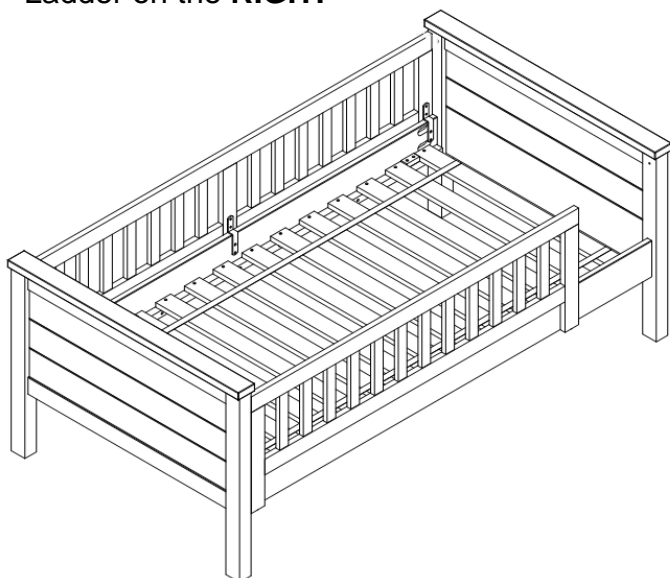
H		4x
I		4x
J		4x
K		4x

4. Secure (C) to (B) by short wood screw (M) as shown below.

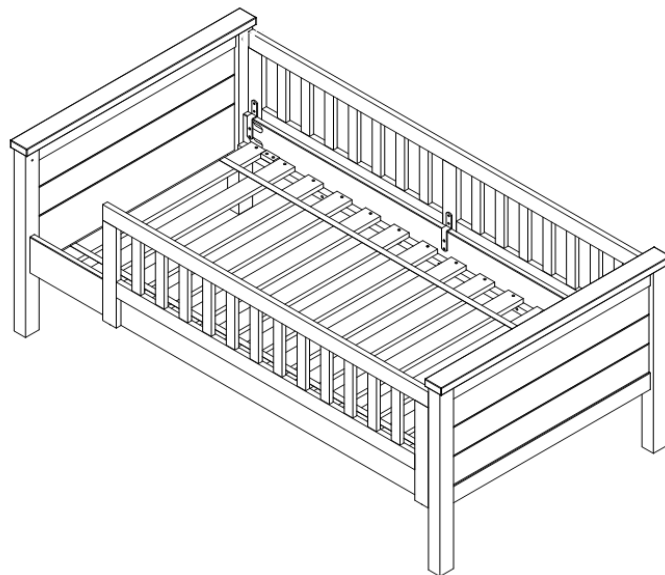


5. Determine the desired location of the ladder opening (use options below).

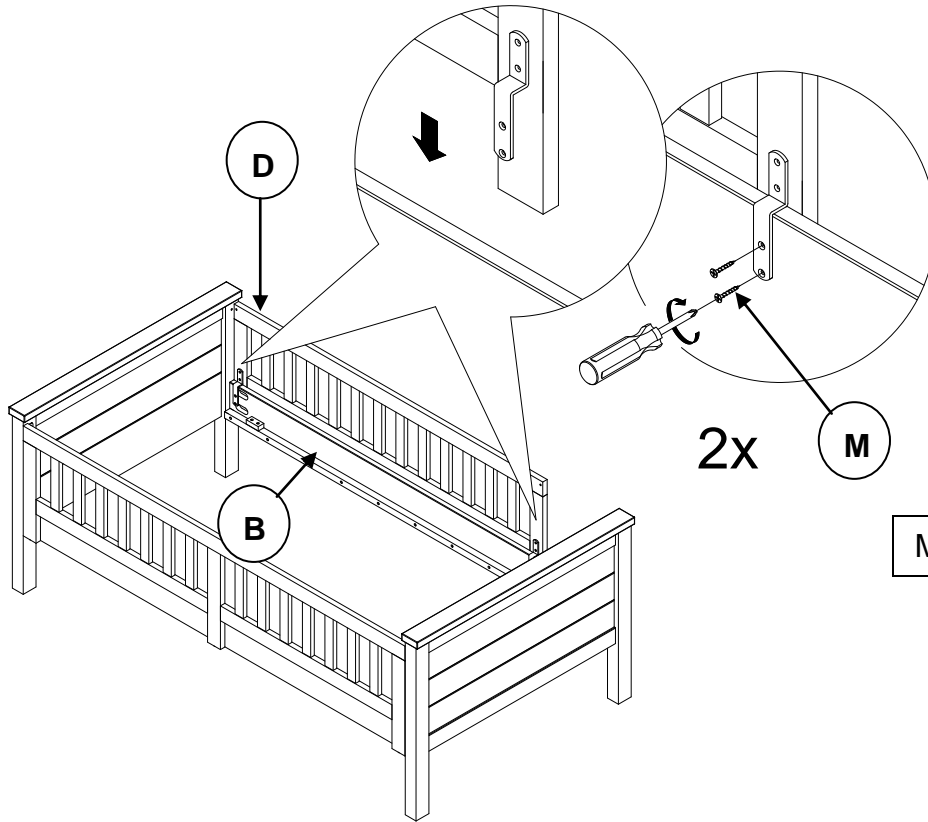
Ladder on the **RIGHT**





Ladder on the **LEFT**

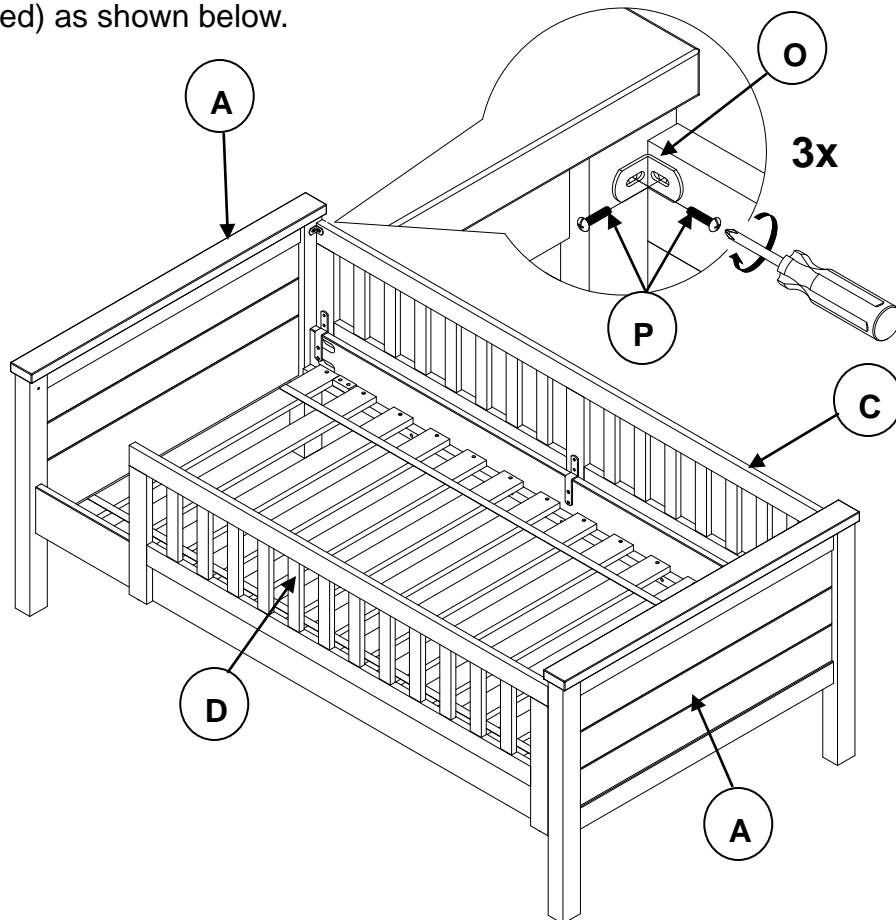


6. Attach (D) to (B) as shown below. Secure (D) by short wood screw (M).




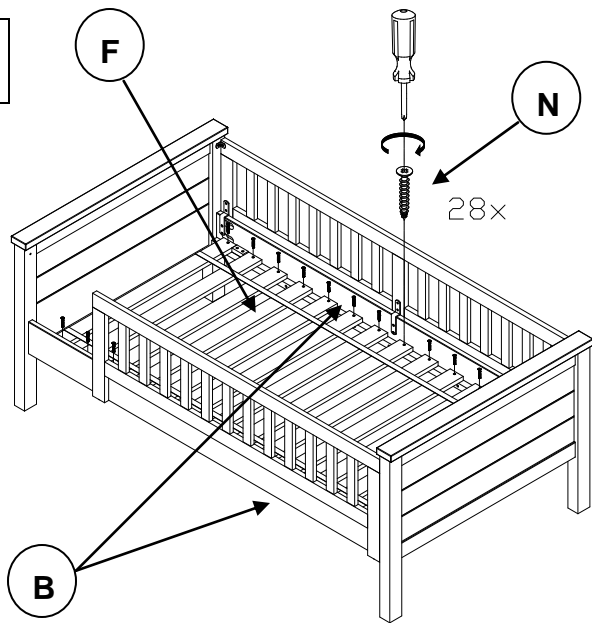
7. Secure (C&D) to (A) with metal bracket (O) and machine screw (P) using a Phillips head screwdriver (Not included) as shown below.

O		3x
P		6x







8. Extend and place (F) onto inner ledge of Side Rails (B). Secure each slat with wood screw (N) using a Phillips head screwdriver (not included).

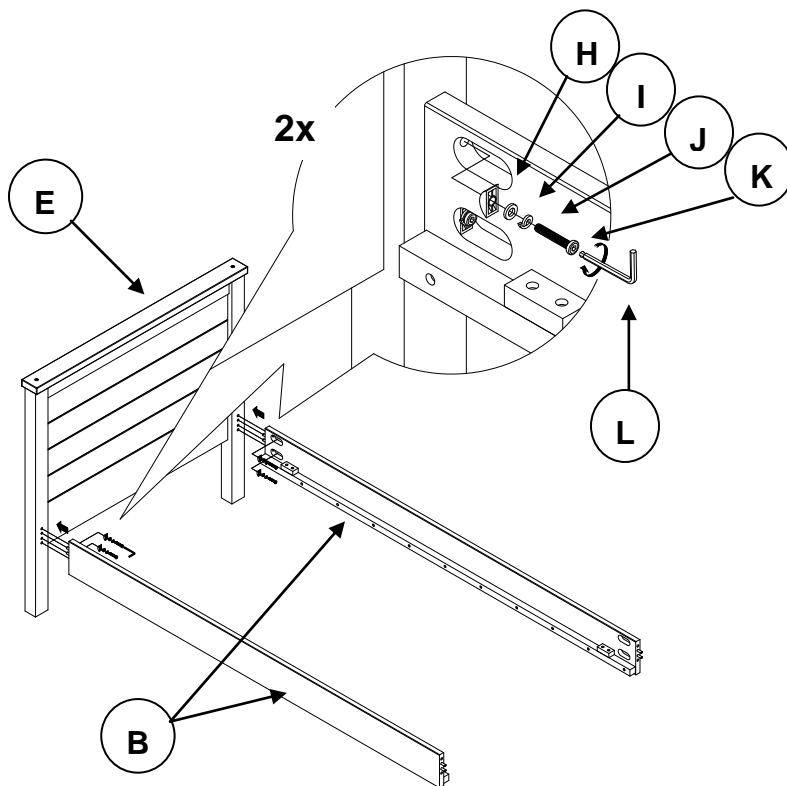
N		28x
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ASSEMBLE THE LOWER BED

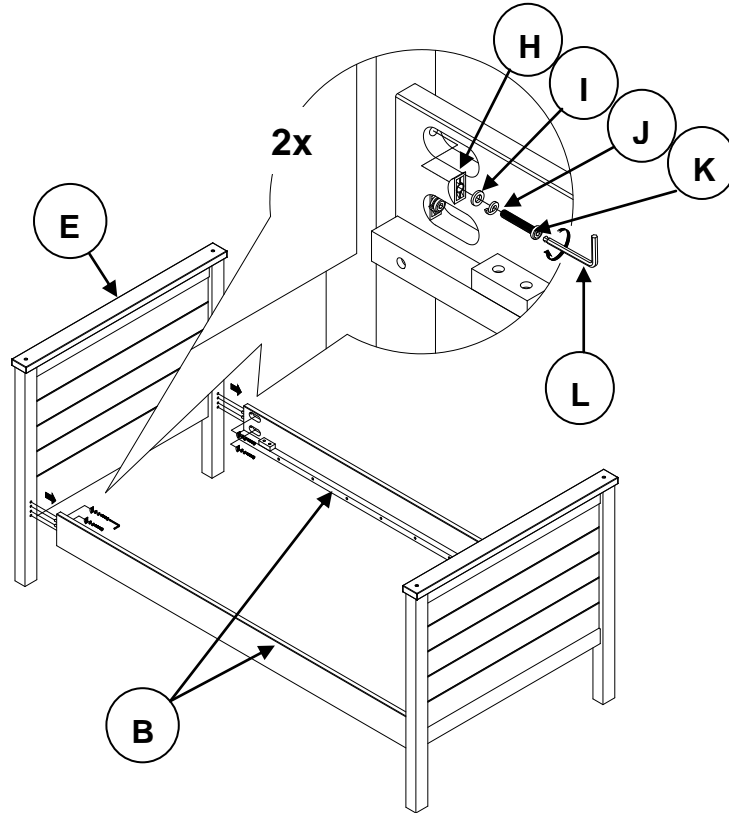
9. Repeat step #1 to assemble (B) to (E) as shown below. **Do not over tighten.**

H		4x
I		4x
J		4x
K		4x

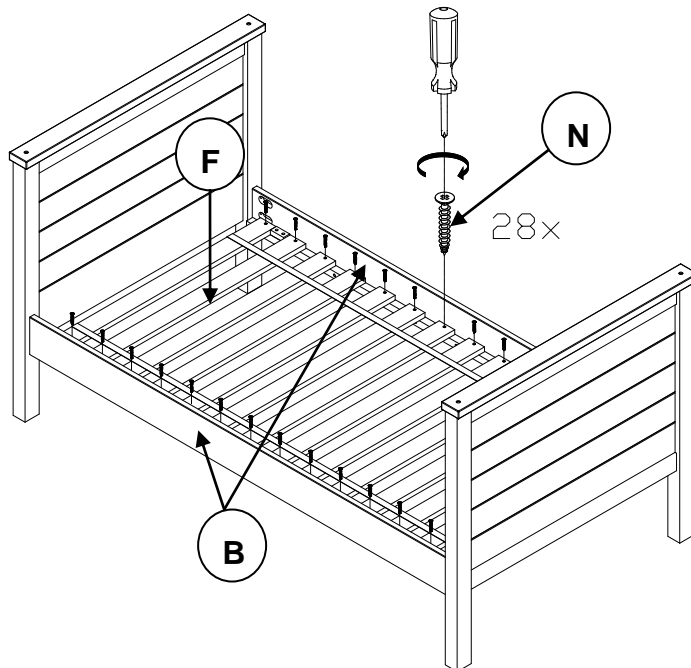


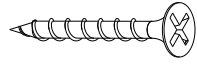
10. Repeat step #3 to assemble the remaining (B) to (E) as shown below. **Do not over tighten.**

H		4x
I		4x
J		4x
K		4x

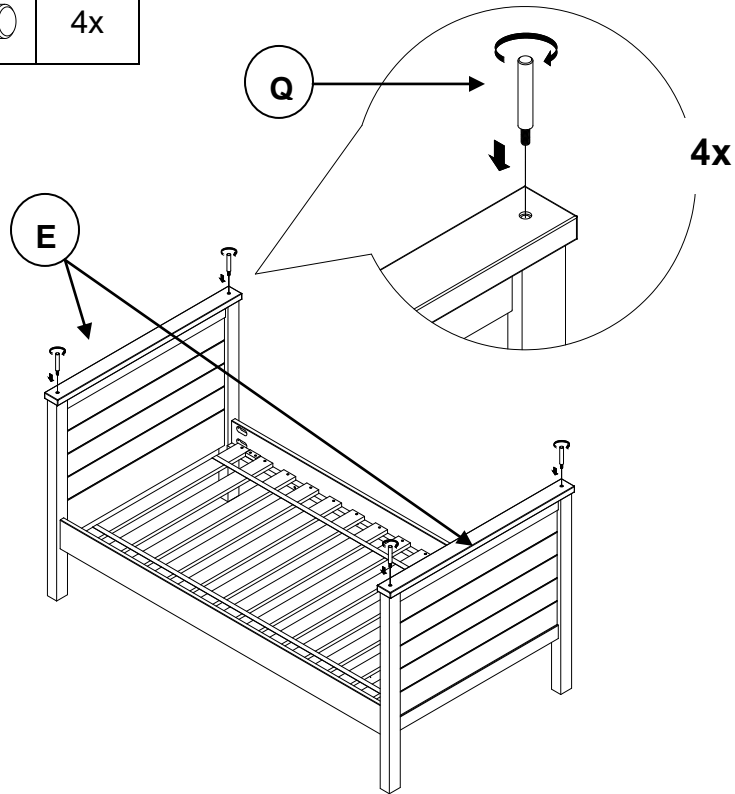
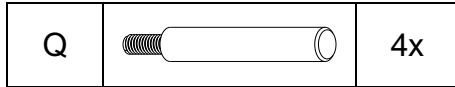


11. Repeat step # 8 to assemble (F) to the assembled bed. **Do not over tighten.**

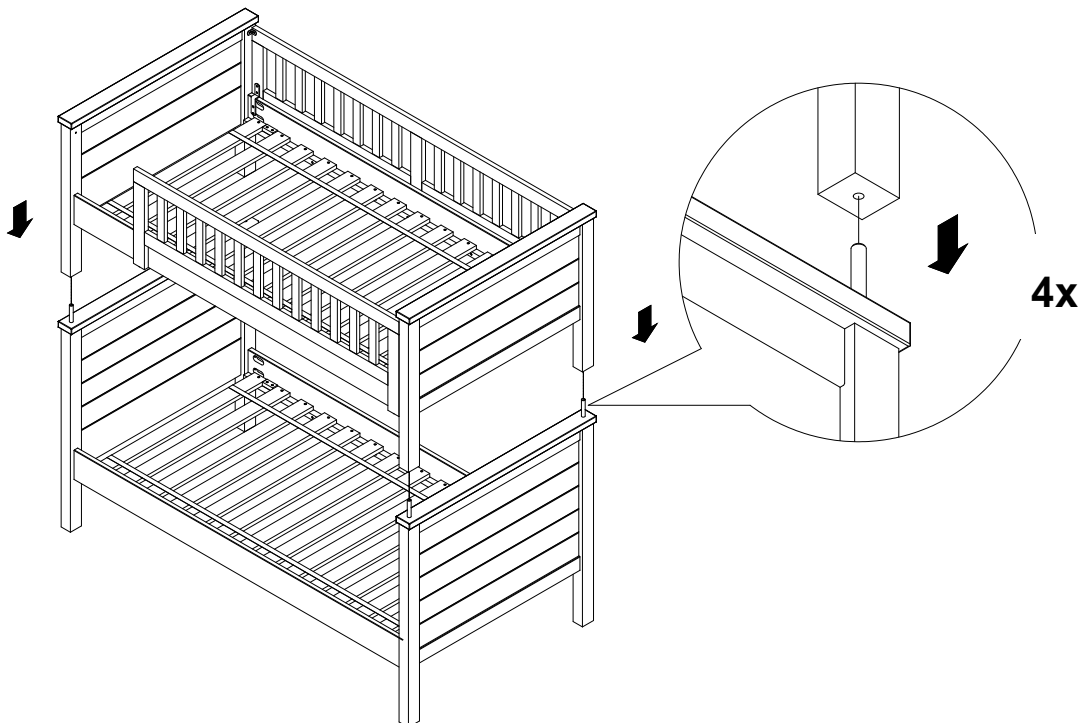


N		28x
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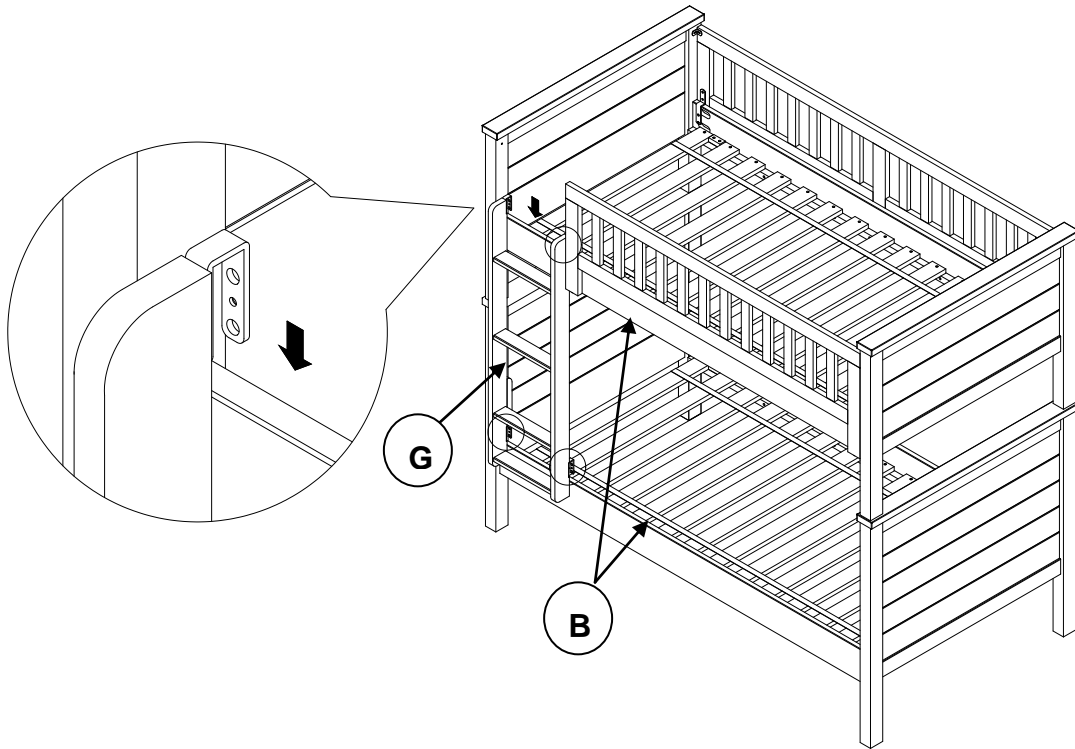
12. Thread (Q) onto top of (E) as shown below.



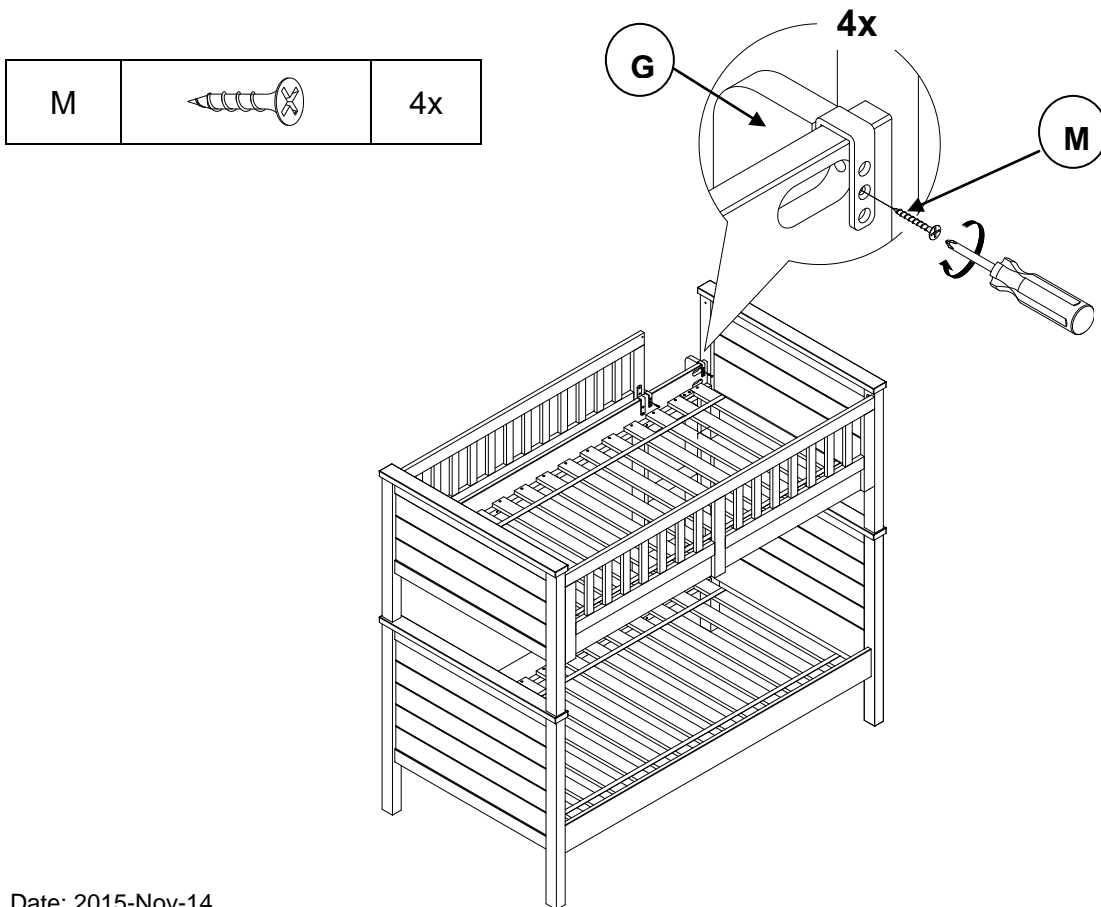
13. With the help of another person, lift the upper bed (with guardrails) and place over the lower bed as shown below. Make sure the threaded iron dowels (Q) are well inserted into the holes on bottom of upper bed posts.



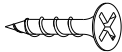
14. Hook the ladder (G) onto the upper and lower bed side rails (B) as shown below.

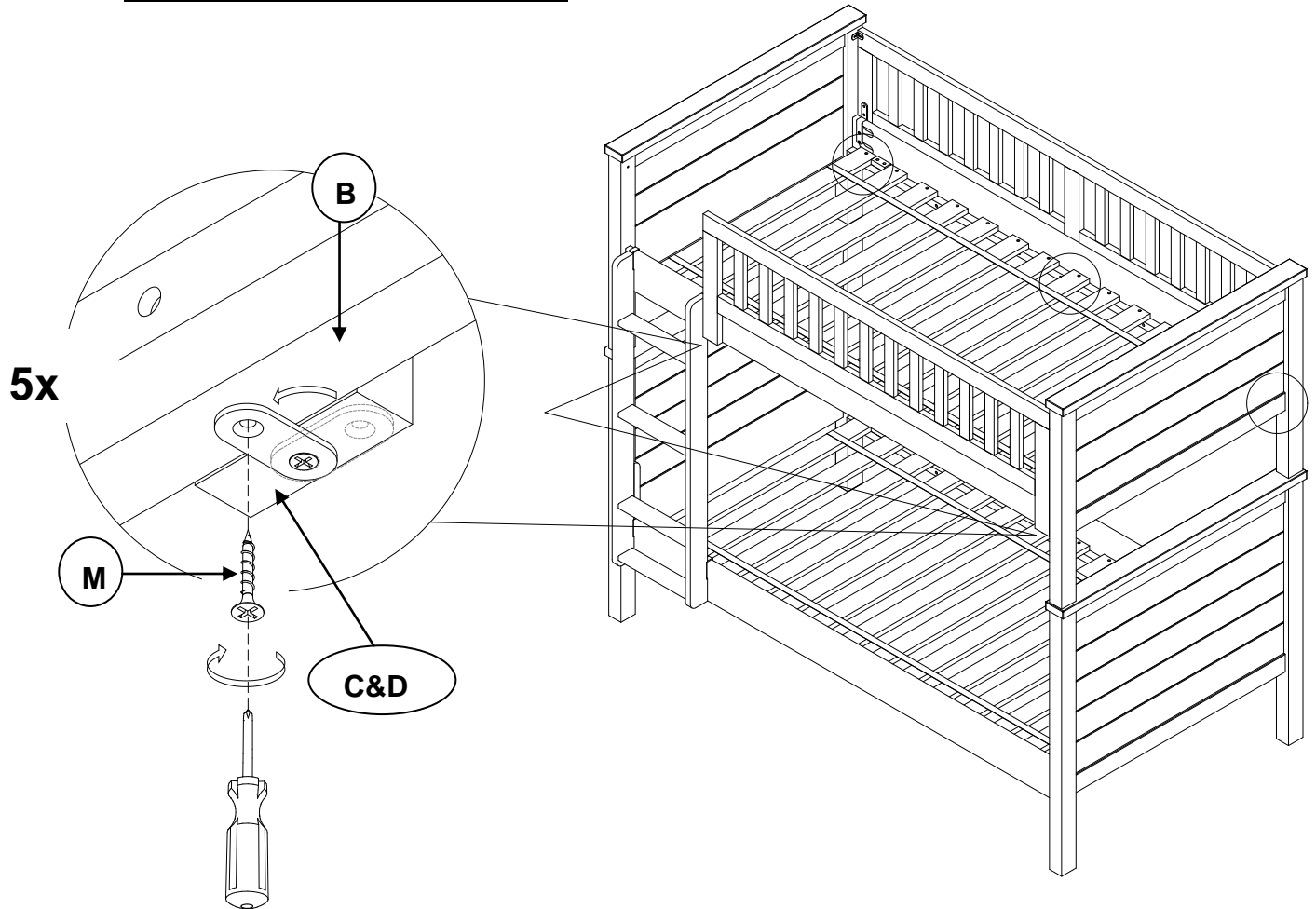


15. Secure (G) as shown below, using a Phillip Head Screwdriver (not included).



16. Turn the pre-installed brackets on the bottom of guard rails (C&D) to correct direction as shown below.
17. Secure the brackets to (B) with screw (M), using a Phillip Head Screwdriver (not included).

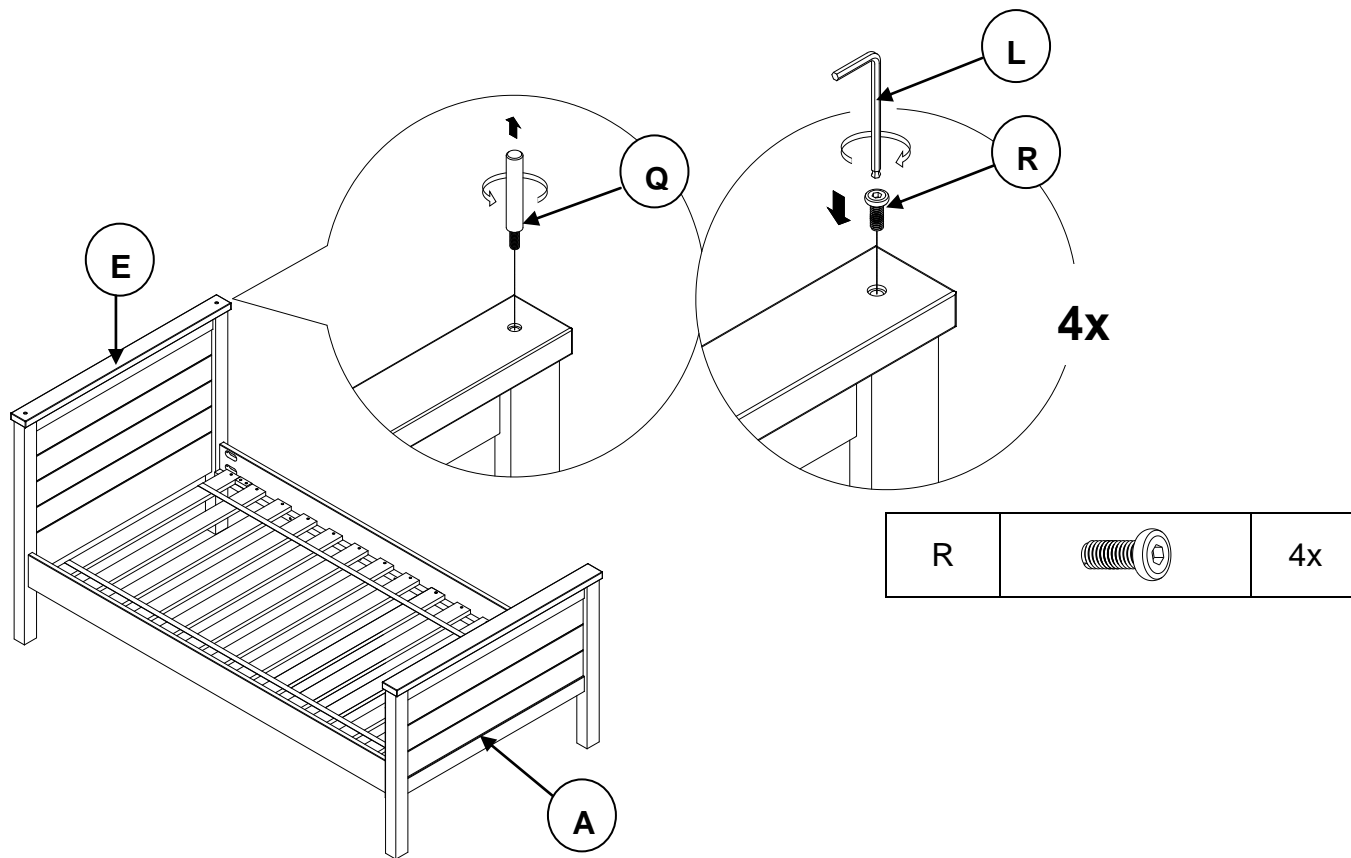
M		5x
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18. Assembly now is completed.

19. To convert the bunk bed into two twin beds, use tall end boards (E) as head boards and short end boards (A) as foot boards.

- a. Assemble beds following instructions in steps #1 & #3.
- b. Assemble slats following instructions in step # 8.
- c. Remove the threaded iron dowel (Q) and cover the hole by short bolt (R) as seen in the illustration below.



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. Retighten if necessary.

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