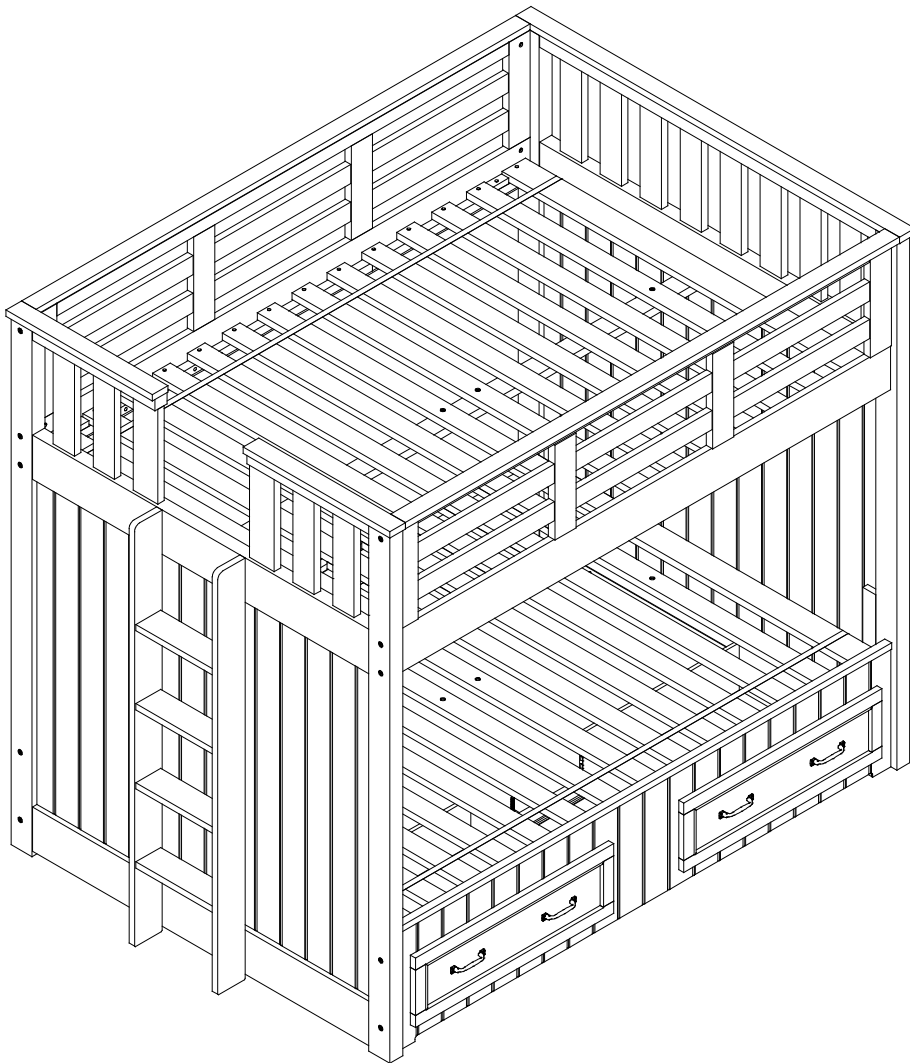


# pottery barn kids

## BELDEN BUNK BED FULL OVER FULL

### ASSEMBLY INSTRUCTIONS



[www.potterybarnkids.com](http://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 52.5"-53.5" wide on upper and bottom 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.

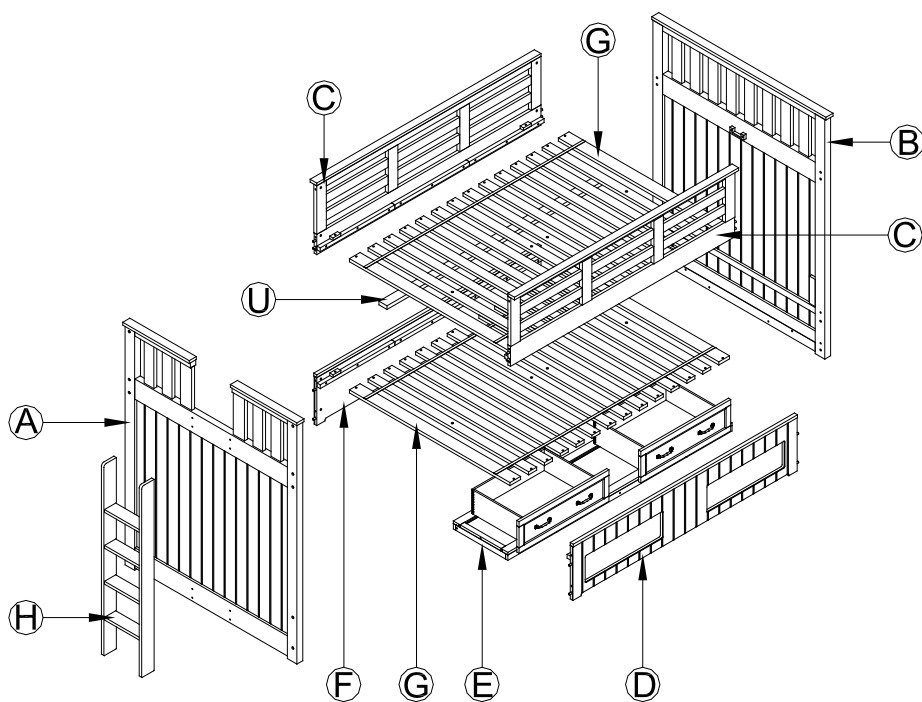
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**Important Safety Instructions:**

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




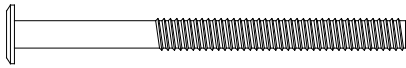
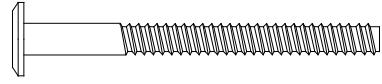
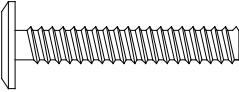
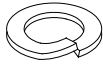
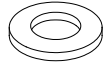
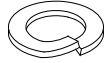

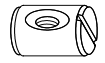
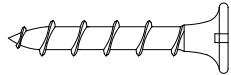
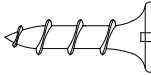
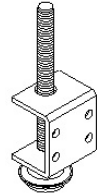
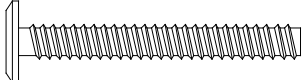
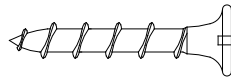
<b>PARTS INCLUDED:</b>	
(A). Footboard	1x
(B). Headboard	1x
(C). Guardrail	2x
(D). Right side panel	1x
(E). Bottom frame with drawers	1x
(F). Left side panel	1x
(G). Slat rolls	2x
(H). Ladder	1x
(U) Center Support	1x

**Tools Required:**  
 Philips Head Screw Driver



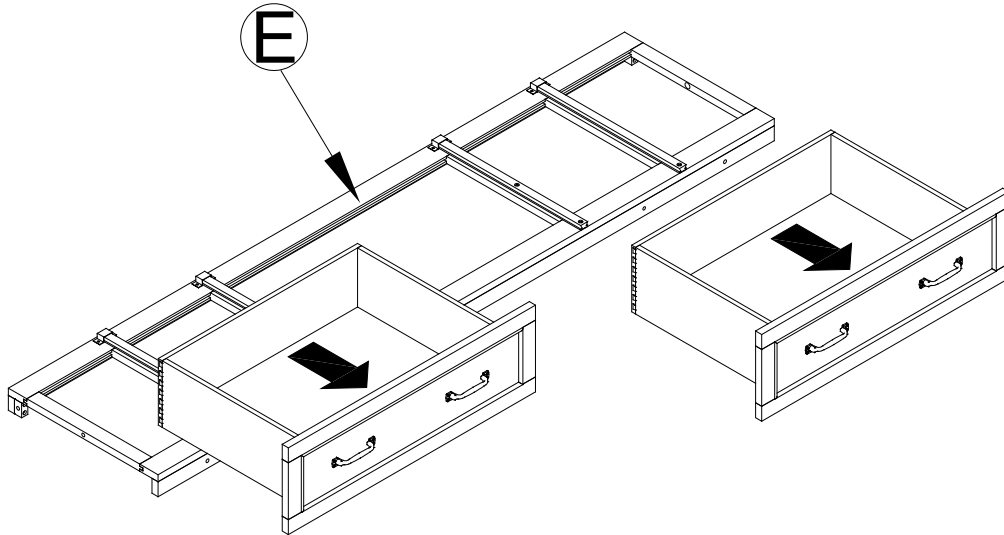
(not included)

**HARDWARE INCLUDED:**

 (T) Allen Key– 1pc	 (I) Long Hex Bolt 5/16"x100 x $\phi$ 15mm – 20x	 (J) Short Hex Bolt 1/4" x 63 x $\phi$ 13mm – 8x
 (K) Short Hex Bolt 1/4" x 32 x $\phi$ 13mm – 7x	 (L) Spring Washer 5/16"x13x1.5 mm – 20x	 (M) Flat Washer 5/16"x15x1.5mm – 20x
 (N) Spring Washer 1/4" x 10 x1.5mm – 15x	 (O) Flat Washer 1/4" x 12 x 1.5mm – 15x	 (P) Barrel Nut 5/16" x 15 x12mm – 20x
 (Q) Large Phillips Head Screw 8 x 30mm – 56x	 (R) Small Phillips Head Screw 8 x 17mm – 4x	 (S) Leveler 3/8" x 109 x 30mm – 1x
 (V) Short Hex Bolt 1/4" x 45 x $\phi$ 13mm – 4x	 (W) Large Phillips Head Screw 8 x 38mm – 2x	

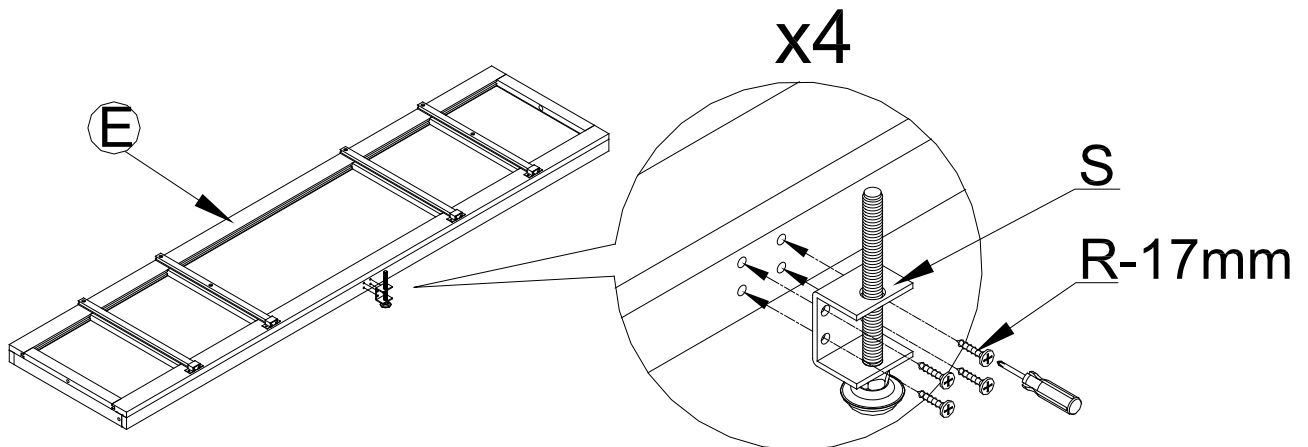
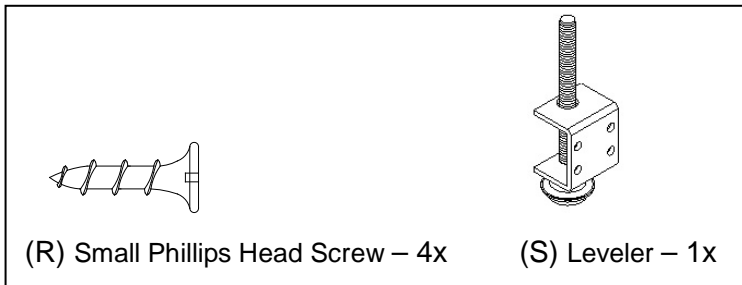
**Assembly Instruction Steps:**

1. Pull the 2 Drawers out from the Bottom frame (E), as shown in the illustration below.

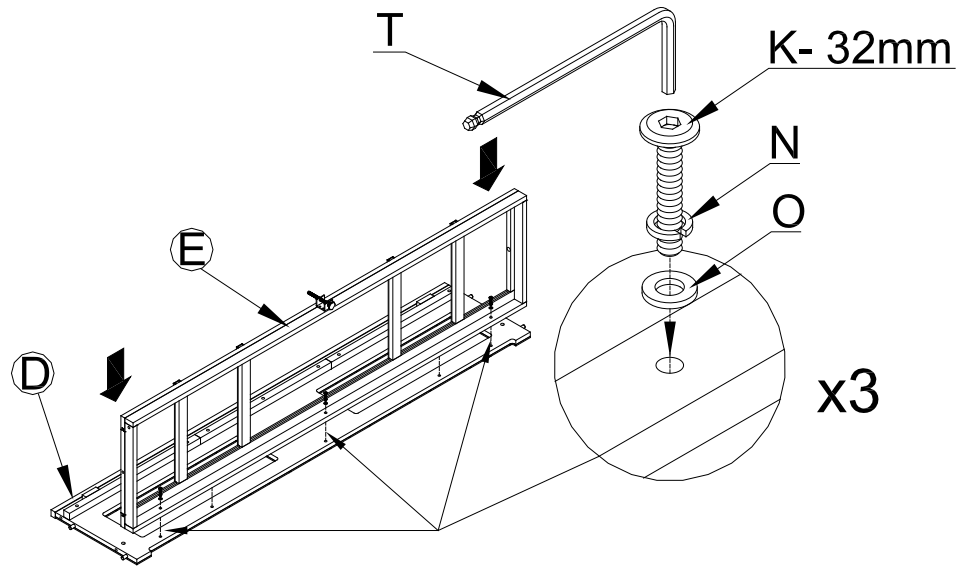
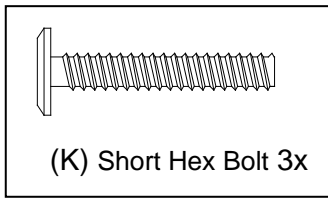


2. Attach 1pc of Leveler (S) to the Bottom Frame (E) using 4pcs of Small Phillips head screw 8x17mm (R), as seen in the illustration below.

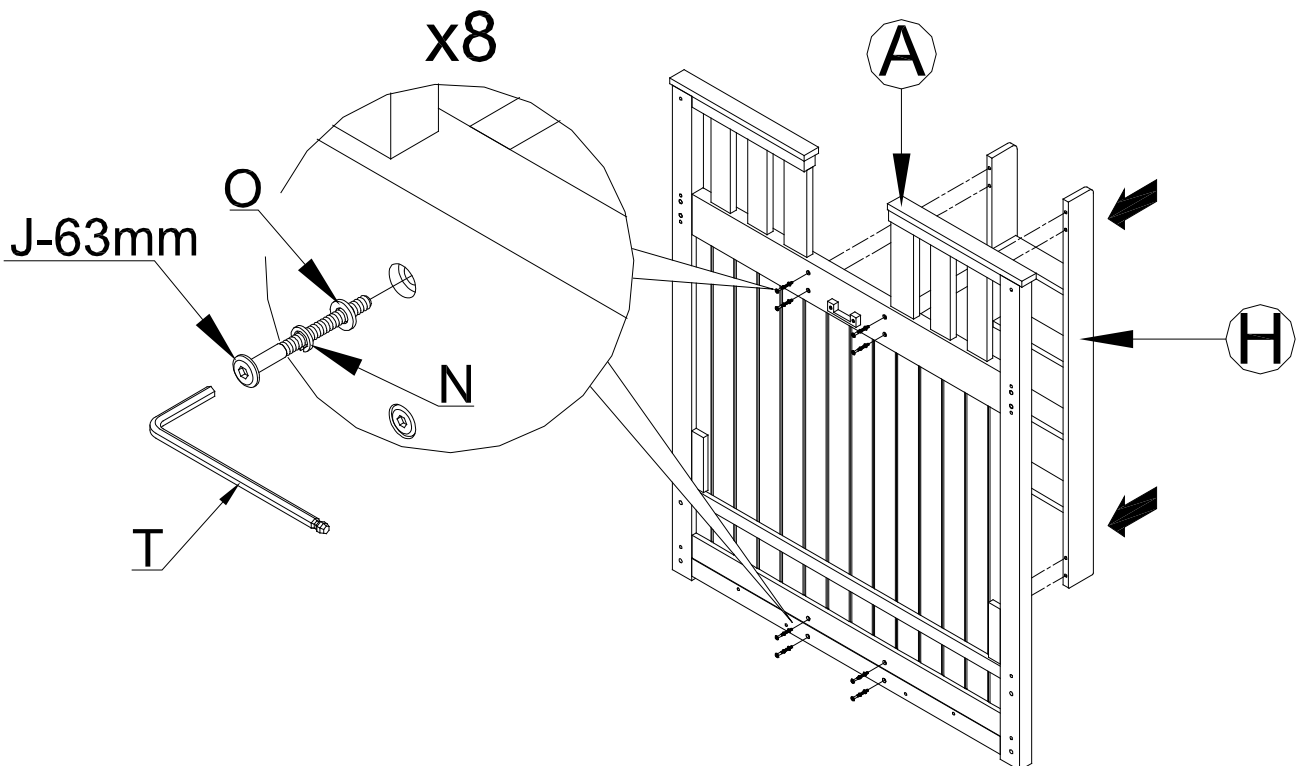
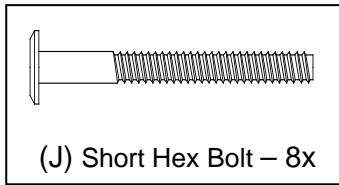
3. Tighten with a Phillips head screwdriver (not included).



4. Lay down Right Side Panel (D) and attach Bottom Frame (E), making sure the pre-drilled holes align.
5. Secure using 3pcs of Short Hex Bolt 1/4"x32mm (K), 3pcs of Spring Washer (N), 3pcs of Flat Washer (O), and tighten with Allen Key (T), as seen in the illustration below.



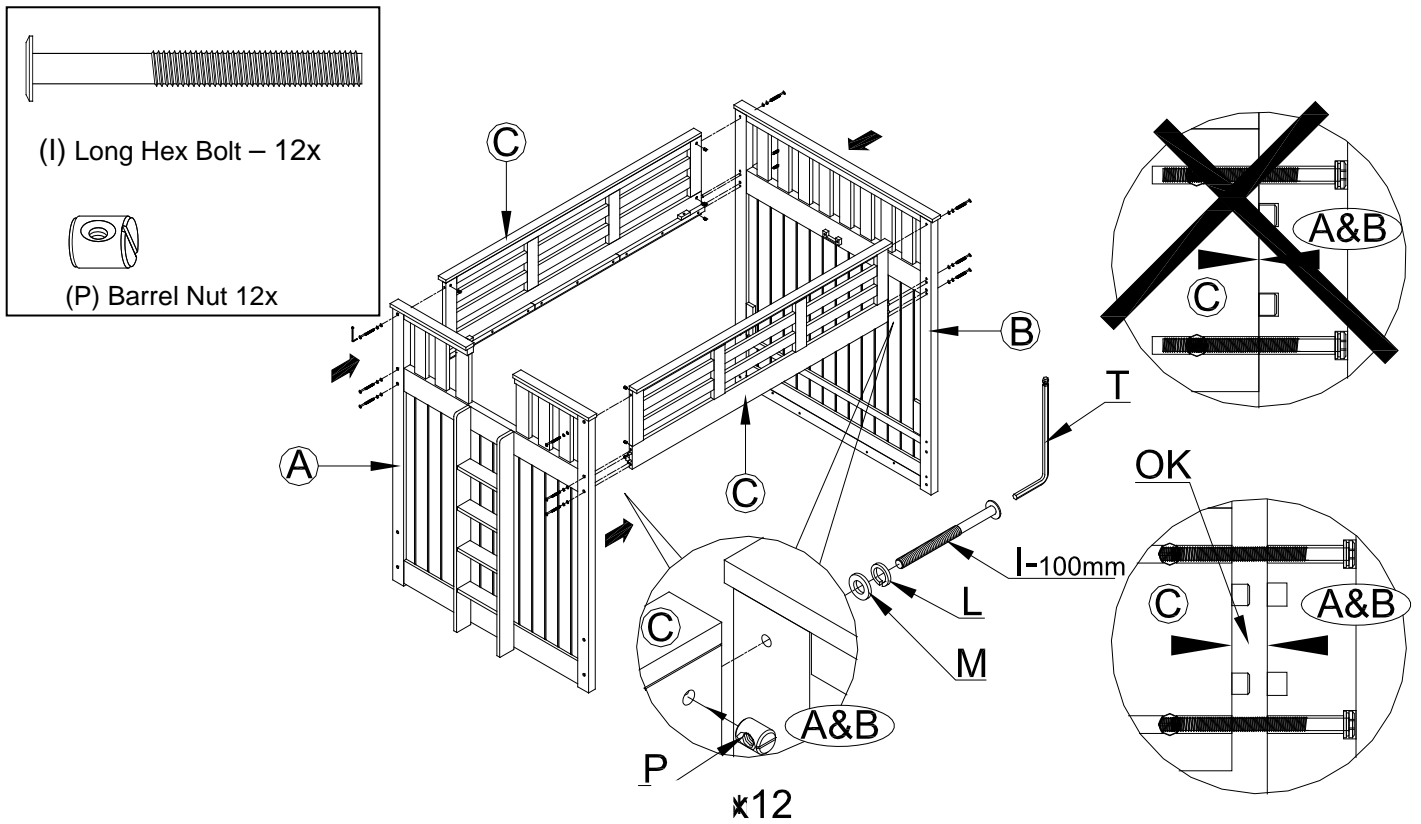
6. Attach Ladder (H) to Footboard (A).
7. Secure using 8pcs of Short Hex Bolt 1/4"x63mm (J), 8pcs of Spring Washer (N), 8pcs of Flat Washer (O), and tighten using Allen Key (T), as seen in the illustration below.



8. Attach 2pcs of Guardrail (C) to Footboard (A) and Headboard (B).

9. Secure using 12pcs of Long Hex Bolt 5/16"x100x  $\phi$ 15mm (I), 12pcs of Spring Washer (L), 12pcs of Flat Washer (M), 12pcs of Barrel Nut (P) and tighten loosely with Allen Key (T), as shown in the illustration below.

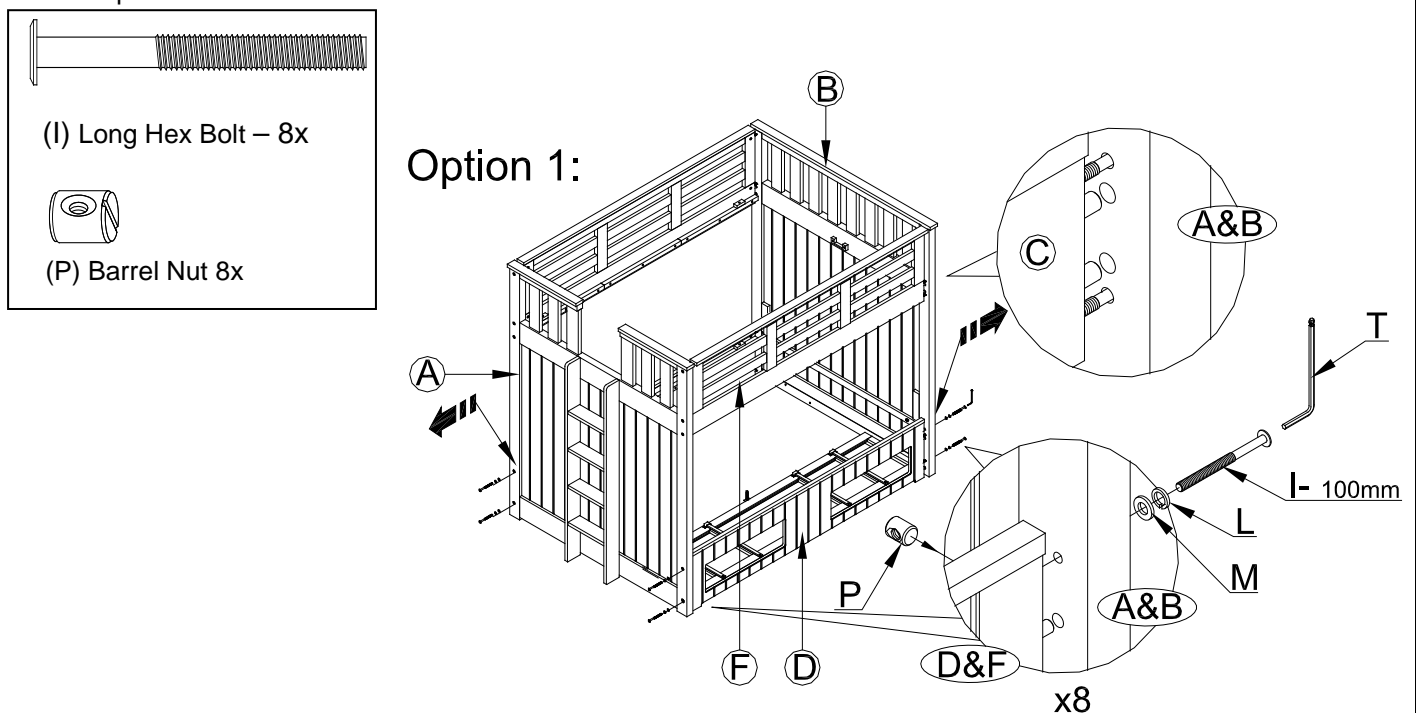
10. Keep the space between Guardrail (C), Headboard (B), and Footboard (A), as the close-up shows in the illustration to the bottom right for next assembly step.

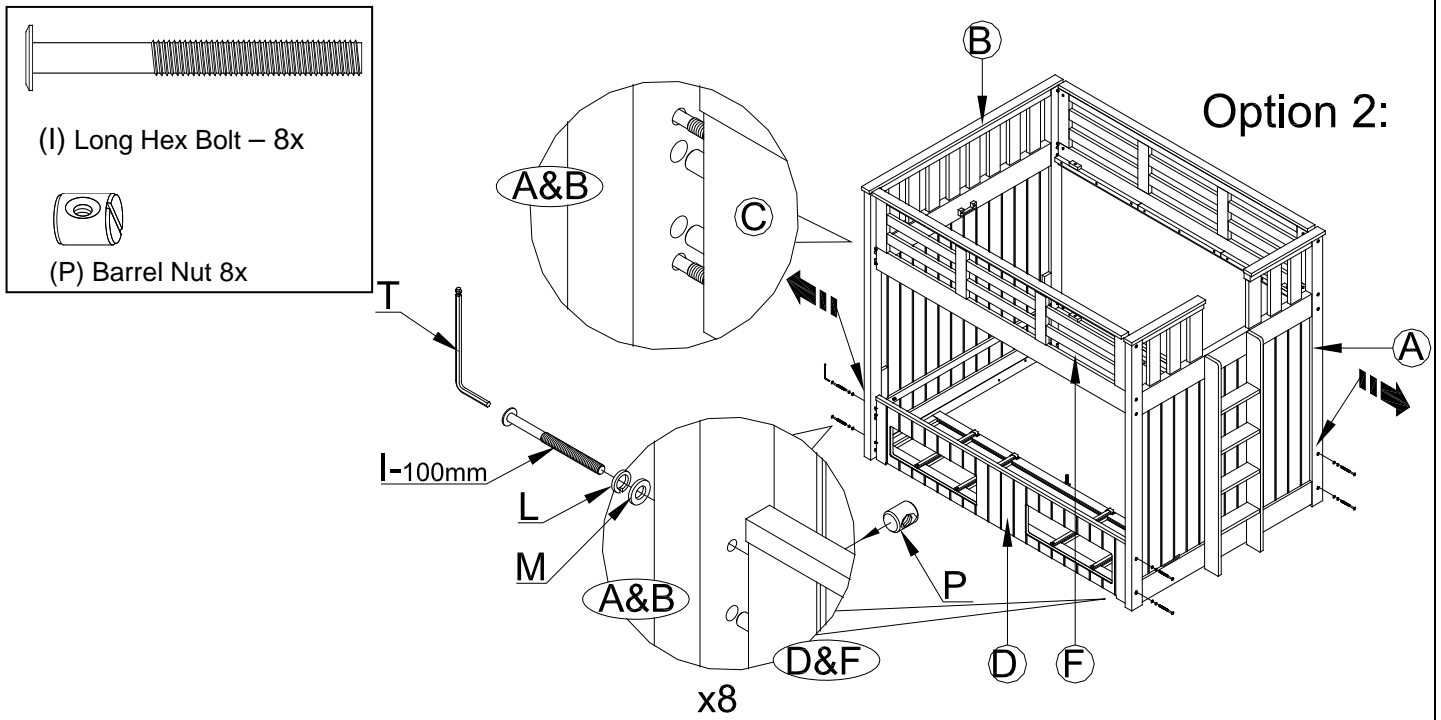


11. Attach Right Side Panel (D) and Left Side Panel (F) to Headboard (B) and Footboard (A).

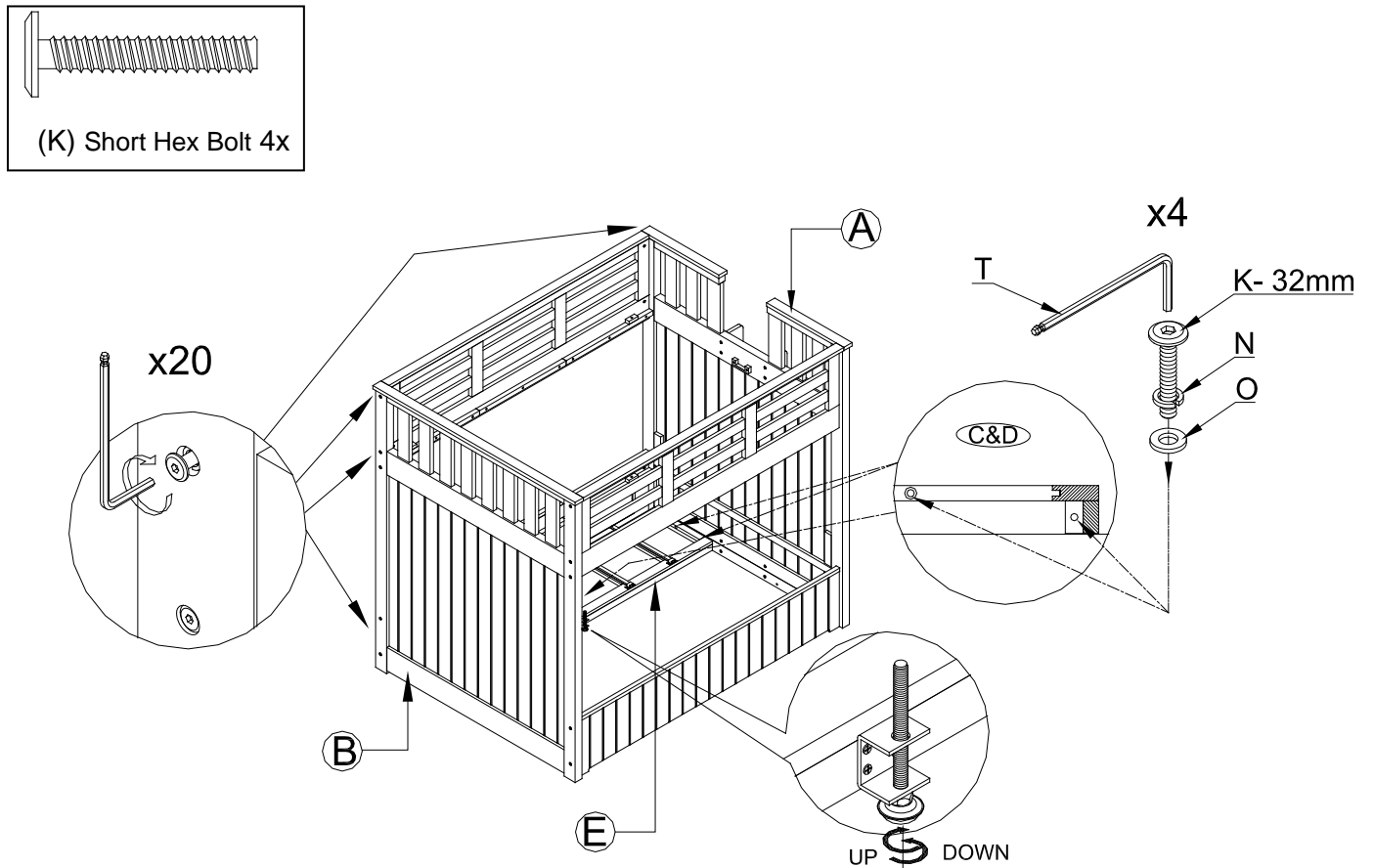
12. Secure using 8pcs of Long Hex Bolt 5/16"x100x  $\phi$ 15mm (I), 8pcs of Spring Washer (L), 8pcs of Flat Washer (M), 8pcs of Barrel Nut (P), and tighten with Allen Key (T), as shown in the illustration below.

\*\*Note: Right side panel (D) can be attached to either side, make sure you have the right one you expected at this step.





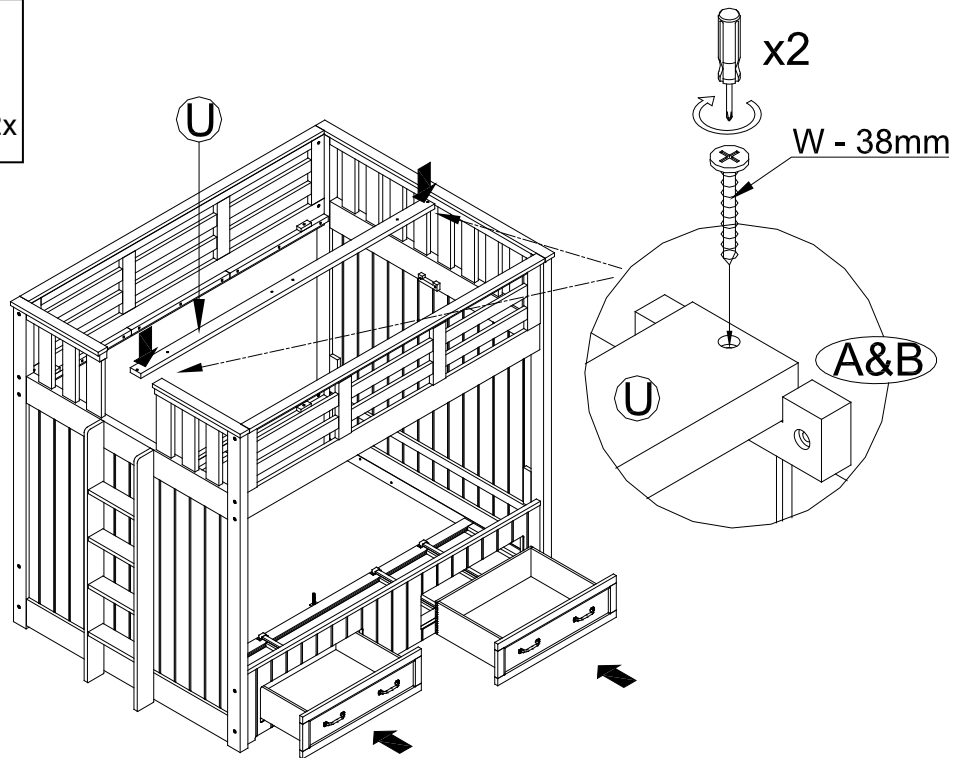
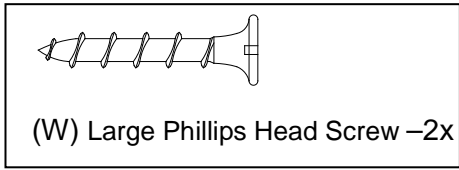
13. Attach Bottom Frame (E) to Headboard (B) and Footboard (A).
14. Secure using 4pcs of Short Hex Bolt 1/4" x 32mm (K), 4pcs of Spring Washer (N), 4pcs of Flat Washer (O), and tighten with Allen Key (T).
15. Adjust Leveler (S) to be flush with the floor.
16. Fully tighten all bolts at this step to secure the construction.





17. Put the drawer boxes back to the Bottom Frame (E) by aligning the wooden runners. Make sure the drawer fits properly

18. Attached Center support (U) on the holders of HB and FB, (A & B) by using 2pcs of Large Phillips Head Screw 8x38mm (W), loosely tighten with a Phillips Head Screwdriver.



19. Lay Slat Roll (G) in between the Headboard (B) and Footboard (A) on upper and bottom bed.

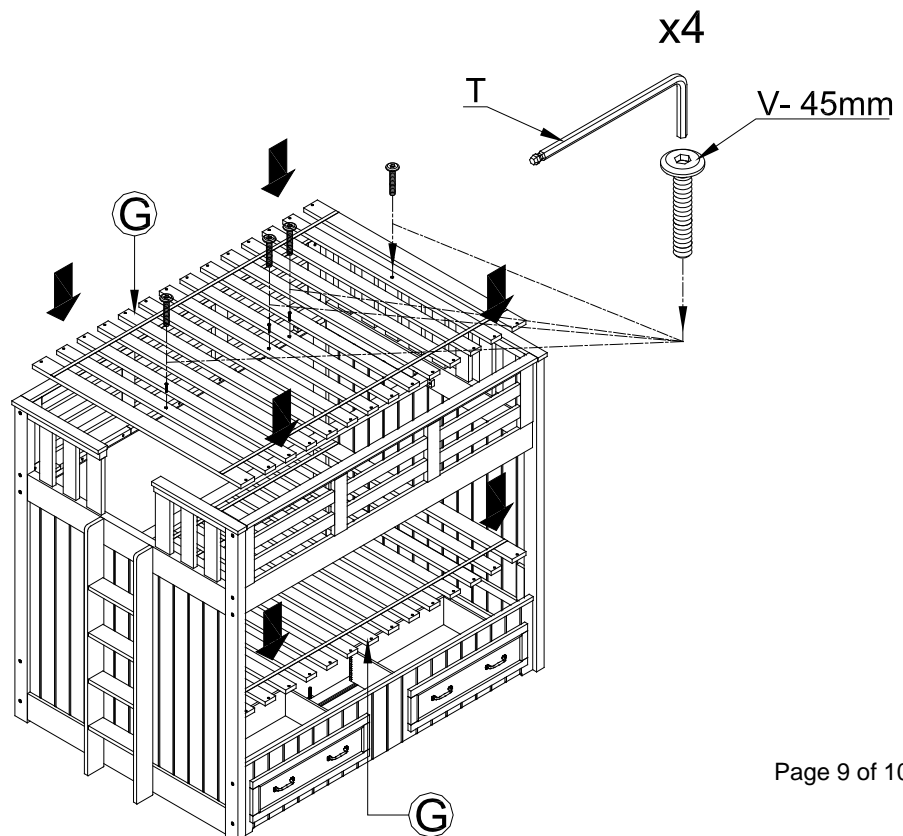
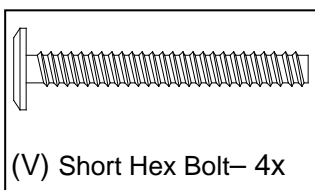
20. Secure 4pcs of short hex bolt 1/4" x45mm (V) by using Allen key (T).

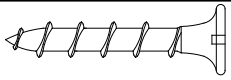
21. Attach Slat Roll (G) to the bed frame by using 56pcs of Pan Head Screw 8x30mm (Q).

22. Loosely tighten with a Phillips Head Screwdriver.

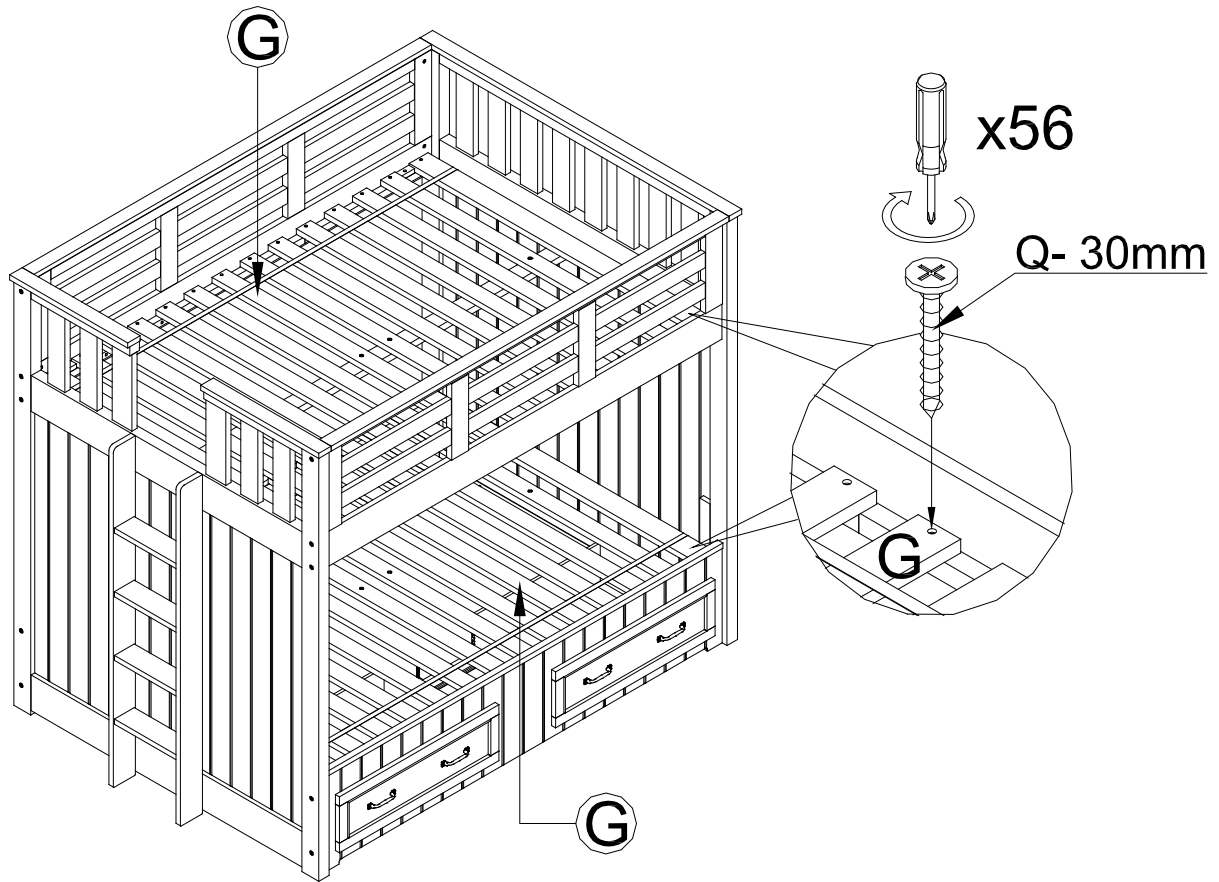
23. Tighten all bolts and screws to make sure all are tight and bed structure is rigid.

24. It is recommended that all screws be checked from time to time for safety, as the hardware may loosen over time.





(Q) Large Phillips Head Screw –56x



#### 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.

Thank you for your purchase  
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