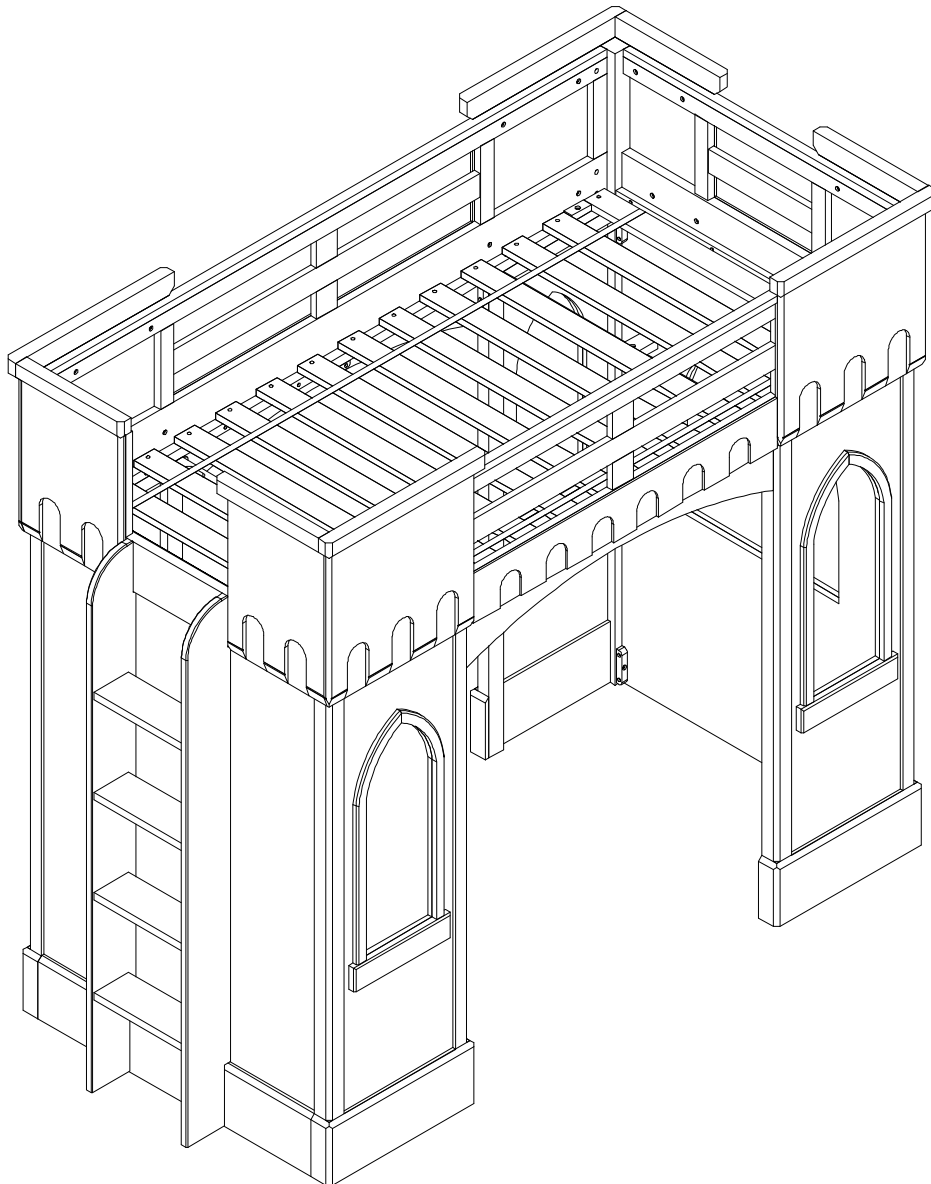


pottery barn kids

CASTLE LOFT BED ASSEMBLY INSTRUCTIONS



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 does not exceed 9 inches and the surface of mattress must be at least 5 inches (127 mm) below the upper edge of guardrails.
- Use only mattress which is 74"-75" long and 37.5"-38.5" wide on upper 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.

KEEP THESE INSTRUCTIONS FOR FUTURE REFERENCE.

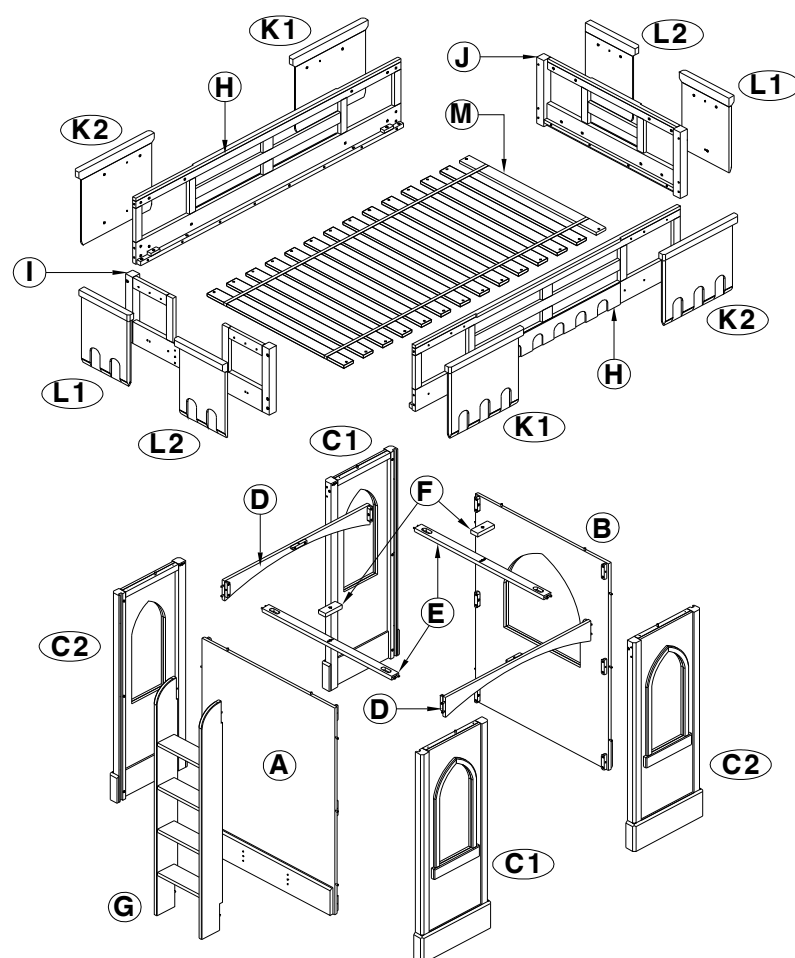
04-000044-5 (PBK)

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.

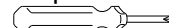


PARTS INCLUDED:


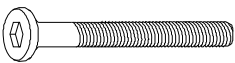
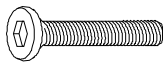
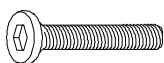
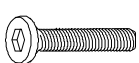
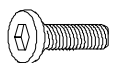





(A). Ladder End Panel	1x
(B). Window End Panel	1x
(C-1). Left Window Side Panel	2x
(C-2). Right Window Side Panel	2x
(D). Valance	2x
(E). Stretcher	2x
(F). Wooden Block	2x
(G). Ladder	1x
(H). Side Rail	2x
(I). Upper Ladder End Panel	1x
(J). Upper Window End Panel	1x
(K-1). Left Front Décor	2x
(K-2). Right Front Décor	2x
(L-1). Left End Décor	2x
(L-2). Right End Décor	2x
(M). Slat Roll	1x

Tools Required:

Philips Head Screw Driver (not included)

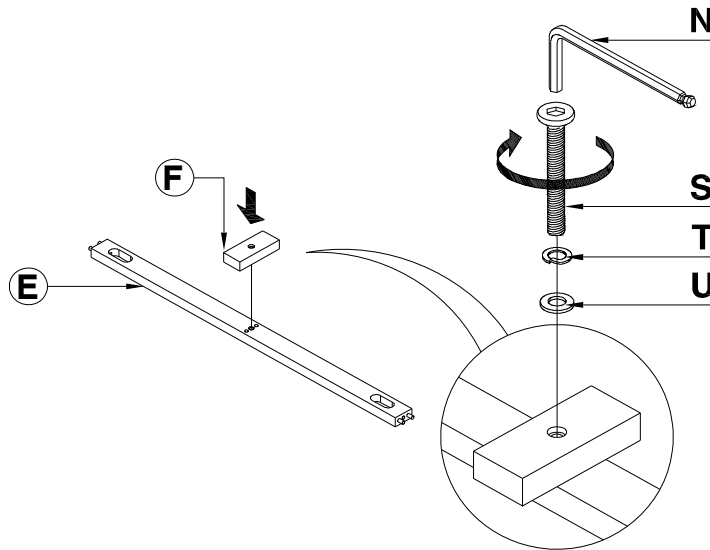





HARDWARE INCLUDED:

 (N) Allen Key – 1pc	 (O) Large Bolt 5/16"x90mm – 12x	 (P) Bolt 1/4"x57mm – 4x
 (Q) Bolt 1/4"x51mm – 4x	 (R) Bolt 1/4"x38mm – 4x	 (S) Bolt 1/4"x30mm – 52x
 (T) Spring Washer – 64x	 (U) Flat Washer – 64x	 (V) Barrel Nut – 12x
 (W) Half-Moon Metal Block – 4x	 (X) Wood Screw 4x30mm – 36x	

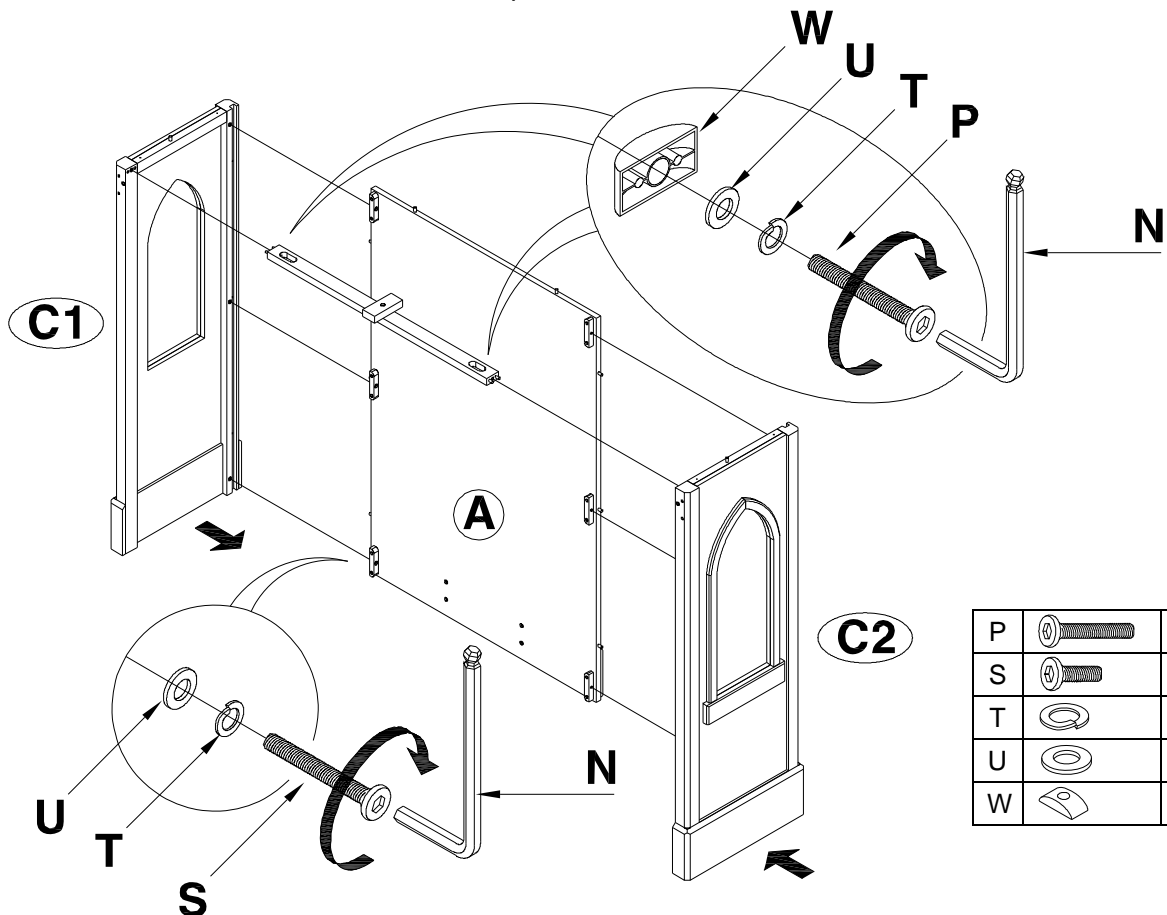
Assembly Instruction Steps:






1. Attach Wooden Block (F) onto Stretcher (E) with wooden dowels and pre-drilled holes aligned. Slide a Spring Washer (T) and a Flat Washer (U) onto a Bolt (S). Insert the bolt with washers (T&U) from pre-drilled holes on the wooden block into metal insert pre-installed in Stretcher (E) and tighten with Allen Key (N). Repeat with the other Wooden Block and Stretcher.



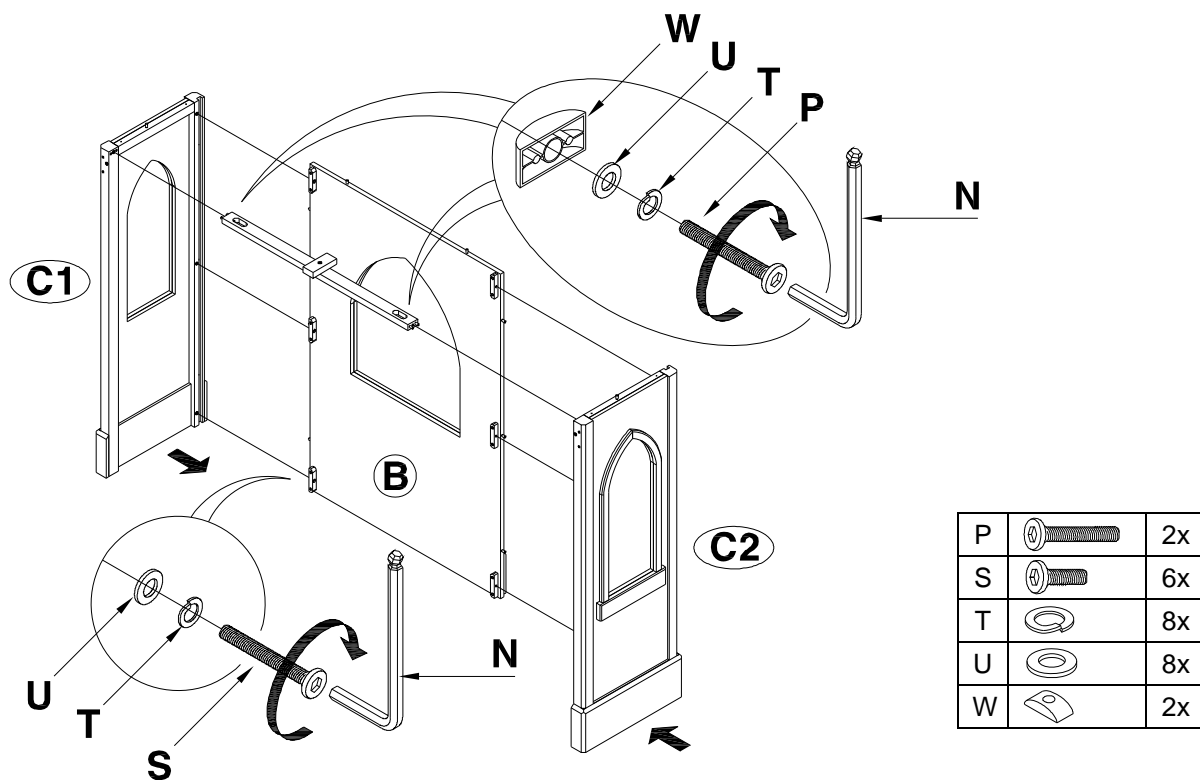
S		2x
T		2x
U		2x

2. Attach Left/Right Window Side Panel (C1&C2) to Ladder End Panel (A) and make sure Ladder End Panel sits well in the grooves located on posts of the side panels. Slide a Spring Washer (T) and a Flat Washer (U) onto a Bolt (S). Insert (6) bolts with washers (T&U) from wood cleat on Ladder End Panel (A) into metal inserts located on the side panels. Loosely tighten with Allen Key. Do not tighten the bolts to make next step easier.
3. Attach Stretcher (E) to Left/Right Window Side Panel (C1&C2) by inserting wooden dowels to pre-drilled holes on the side panels with cut-outs facing upwards. Slide a Spring Washer (T), a Flat Washer (U) and a Half-Moon Metal Block (W) onto Bolt (P). Insert (2) bolts with washers (T&U&W) from cut-outs on the stretcher into metal inserts located on side panels.

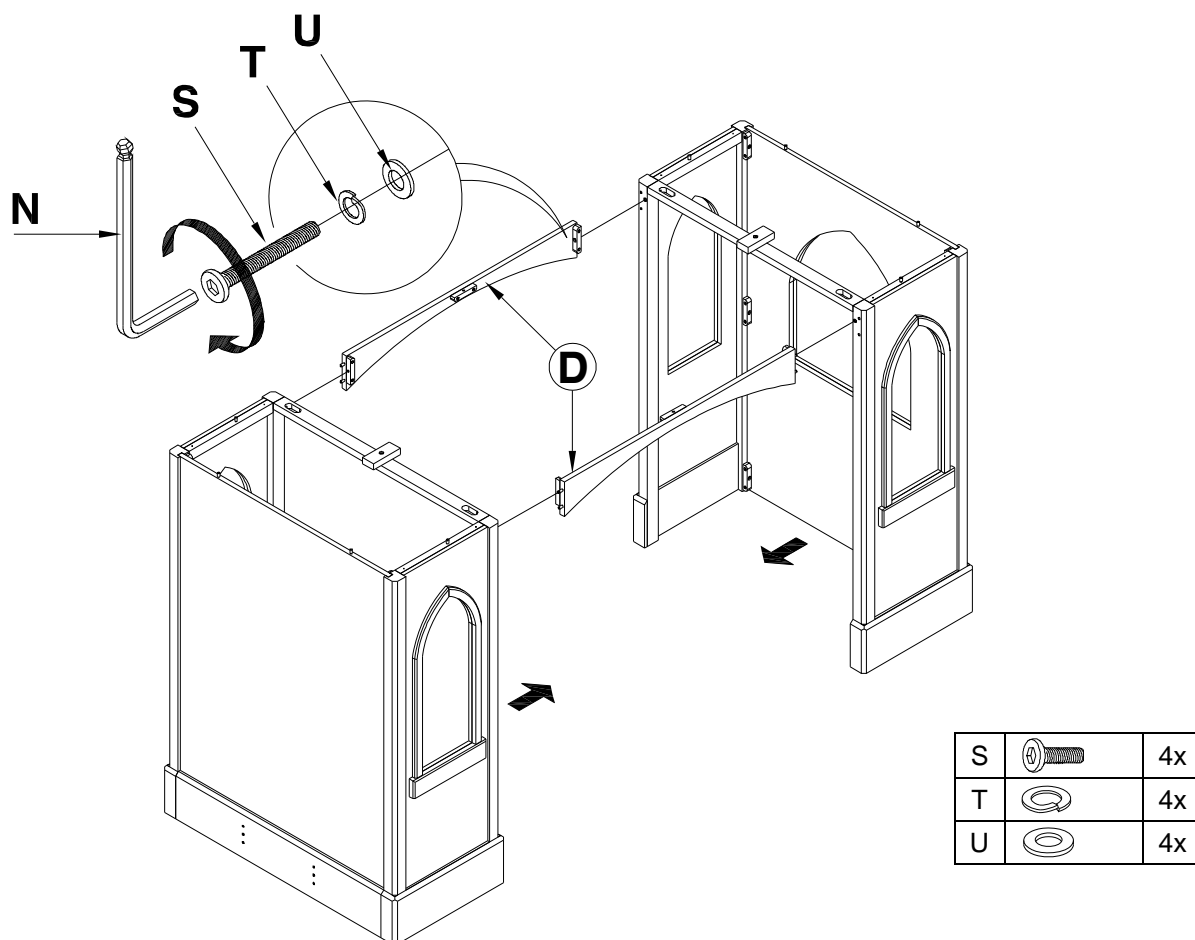


P		2x
S		6x
T		8x
U		8x
W		2x

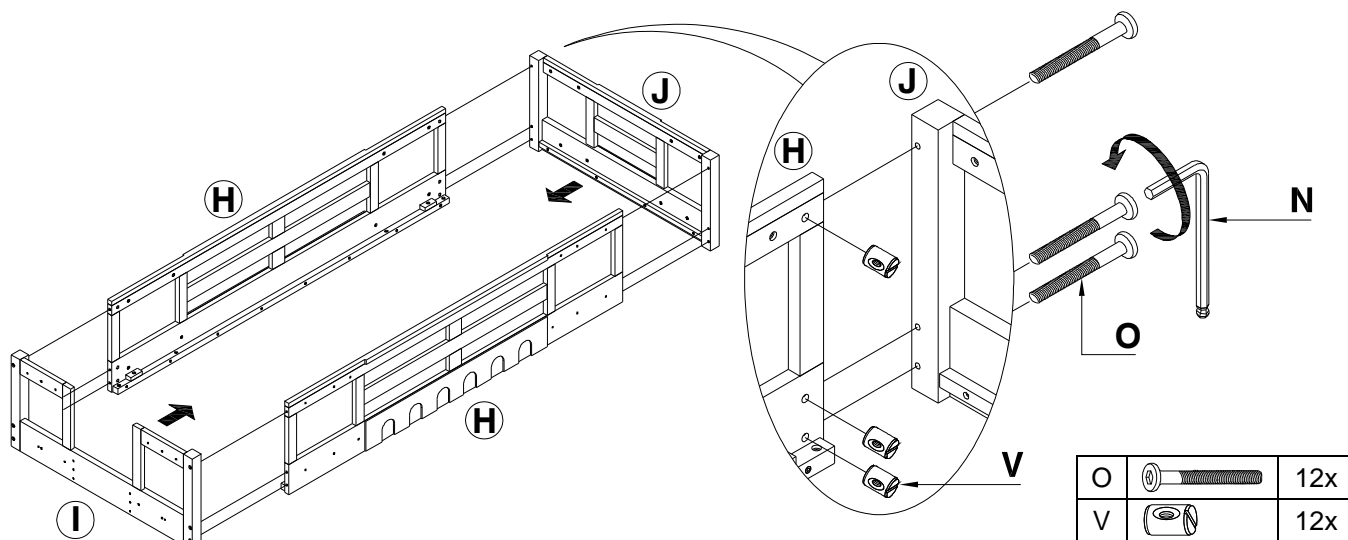
4. Repeat Step 2 and 3 to assemble the remaining Left/Right Window Side Panel (C1&C2) and Stretcher (E) to Window End Panel (B) as shown.



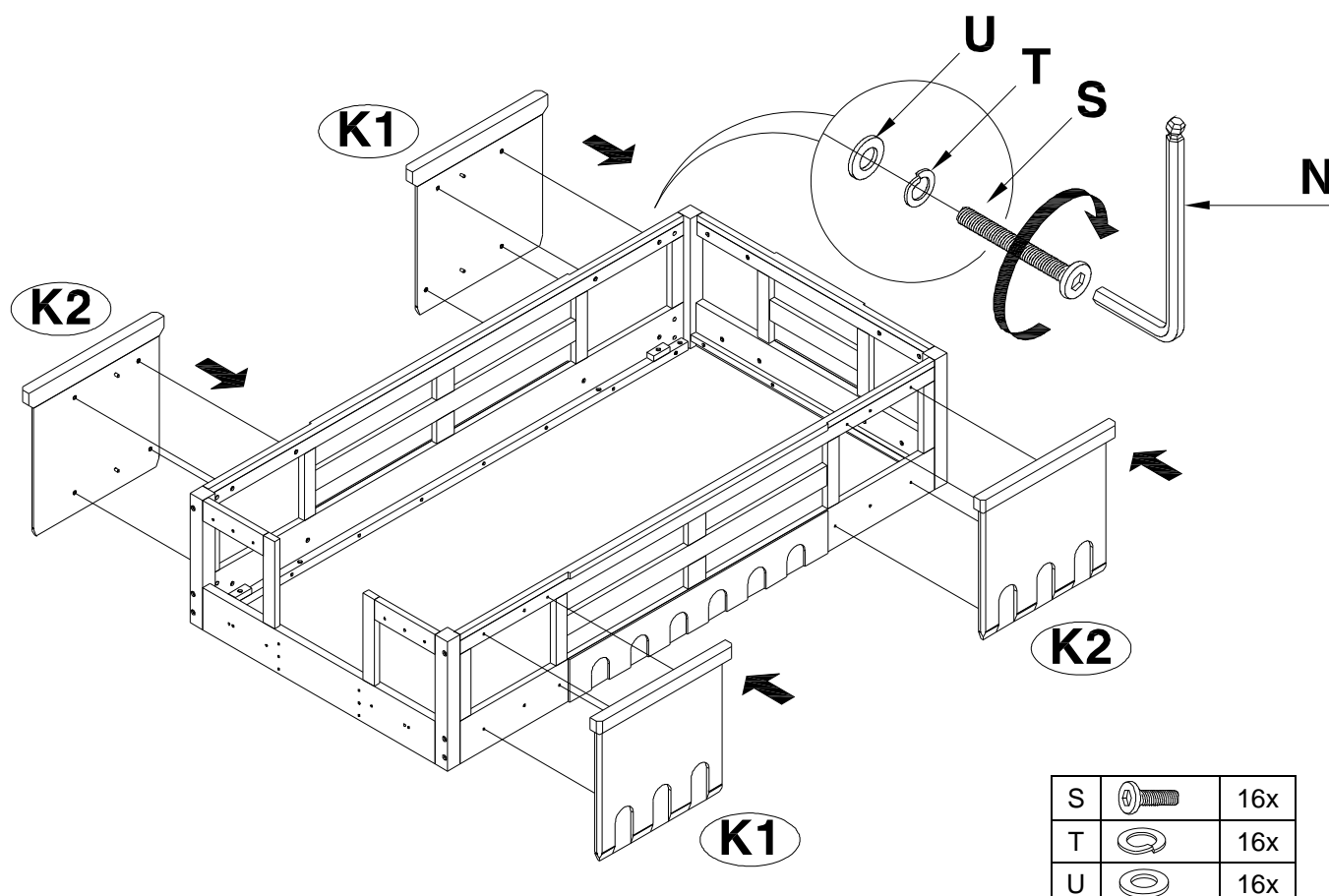
5. Connect Valance (D) to the two assembled bases as shown below. Slide A Spring Washer (T) and a Flat Washer (U) onto Bolt (S). Insert (4) bolts with washers (T&U) from wooden cleats on Valance (D) into metal inserts pre-installed in the Left/Right Window Side Panel (C-1&C-2), using an Allen Key. Do not fully tighten.



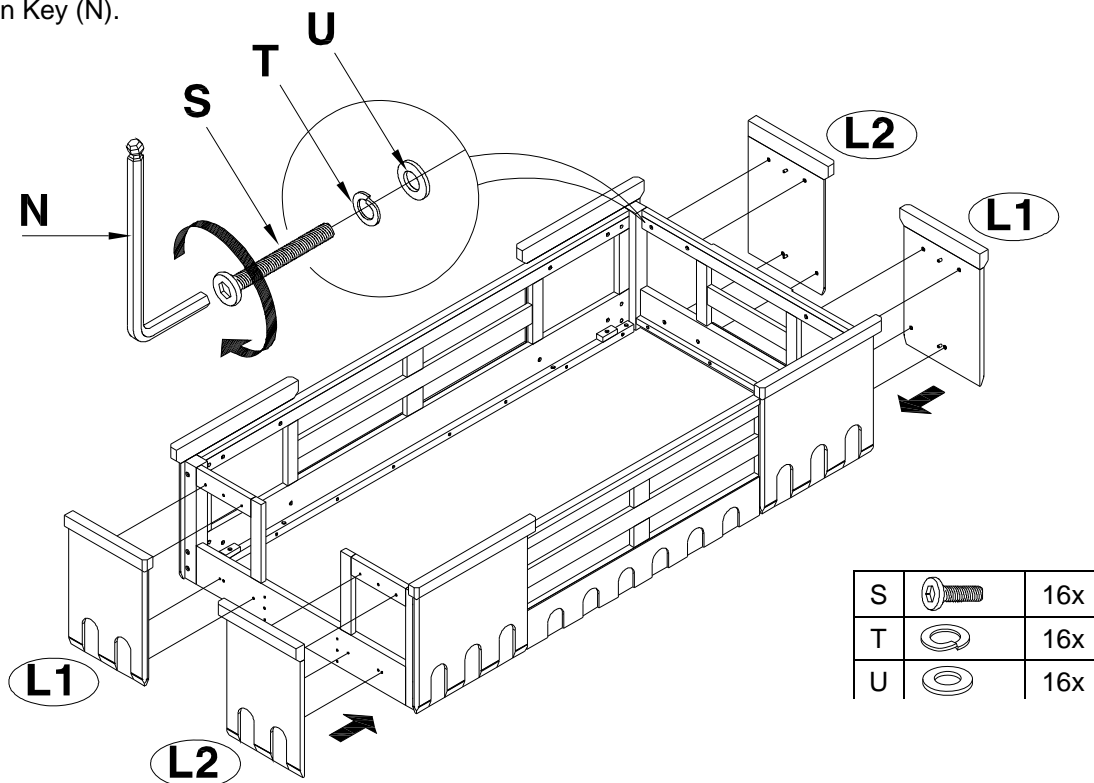
6. Attach one Side Rail (H) to Upper Ladder End Panel (I) and Upper Window End Panel (J). Insert Large Bolts (O) into pre-drilled holes on the end panels from outside, as shown below. Place (6) Barrel Nut (V) onto corresponding openings on one Side Rail (H). Connect each end of the Side Rail (H) to Upper Ladder End Panel (I) and Upper Window End Panel (J) and secure Large Bolts (O) to Barrel Nuts (V) using Allen Key (N). Repeat with the other Side Rail (H). Do not over tighten.



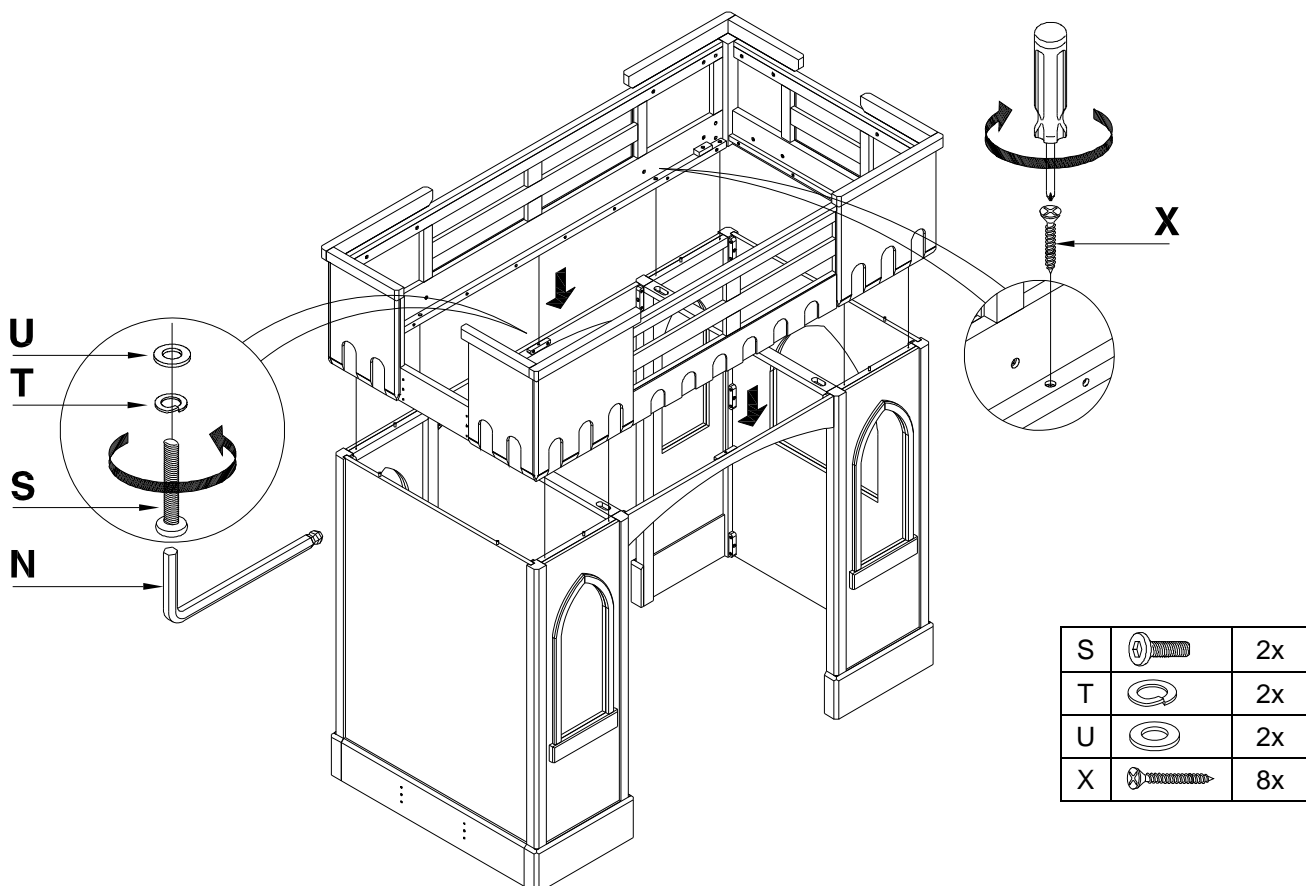
7. Attach Left/Right Front Décor (K-1&K-2) onto Side Rail (H) by aligning wooden dowels on the front décor to pre-drilled holes on the Side Rails. Slide a Spring Washer (T) and Flat Washer (U) onto Bolt (S). Insert (16) bolts with washers (T&U) from pre-drilled holes on side rails into metal inserts located on the front décor as shown below. Tighten with Allen Key (N).



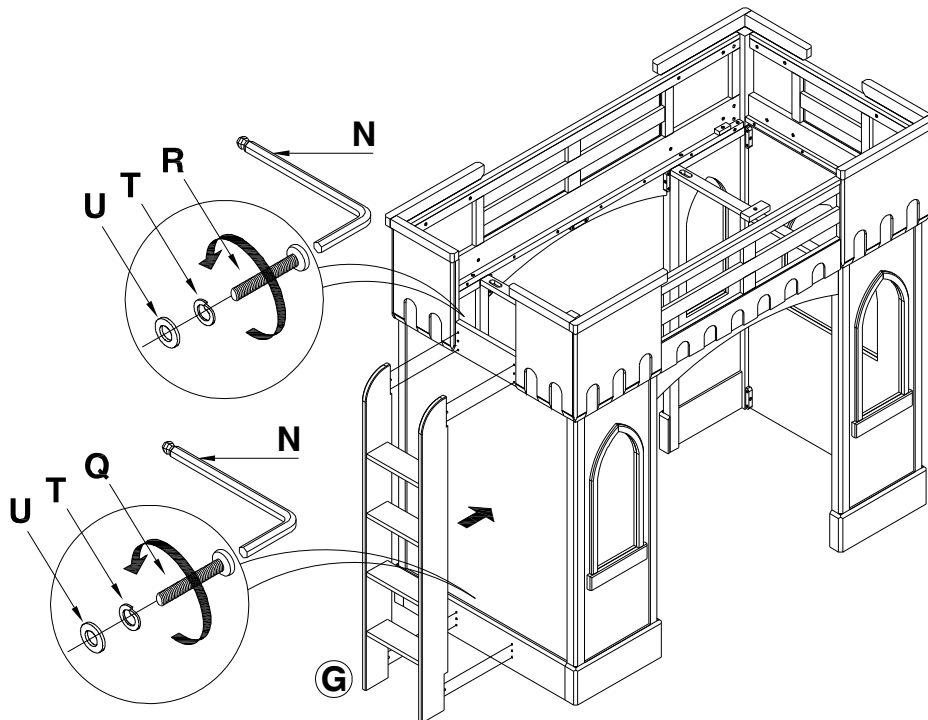
8. Attach Left/Right End Décor (L-1&L-2) onto Upper Ladder End Panel (I) and Upper Window End Panel (J) by aligning wooden dowels on the end décor to pre-drilled holes on Upper Ladder End Panel (I) and Upper Window End Panel (J). Slide a Spring Washer (T) and Flat Washer (U) onto Bolt (S). Insert (16) bolts with washers (T&U) from pre-drilled holes on upper end panels into metal inserts located on the end décor as shown below. Tighten with Allen Key (N).







9. With help, place the assembled upper bunk onto the assembled base with wooden dowels and pre-drilled holes aligned. Slide a Spring Washer (T) and a Flat Washer (U) onto Bolt (S). Insert (2) bolts with washers (T&U) from pre-drilled holes in center of the side rail ledge into metal inserts on the valance, using Allen Key (N). Insert (8) Wood Screw (X) from pre-drilled holes on the wooden ledge into bases using a Philips Head Screwdriver.

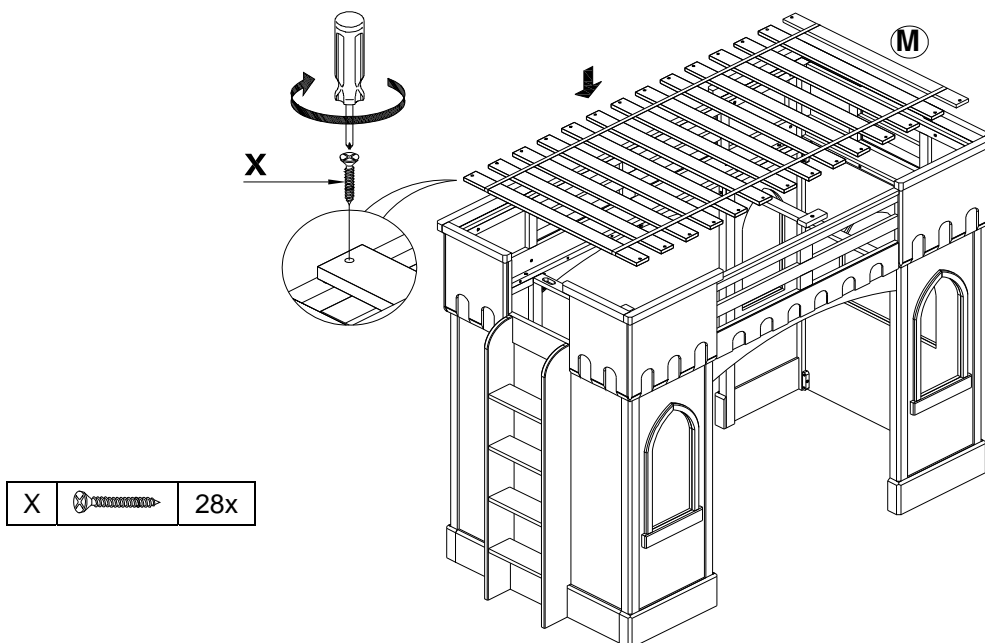



10. Attach Ladder (G) to the Ladder End Panel (A) and Upper Ladder End Panel (I) with wooden dowels and pre-drilled holes aligned. Insert (4) Bolt (R) with Washers (T&U) from pre-drilled holes on the Upper Ladder End Panel (I) into metal inserts located on top of the ladder. Insert (4) Bolt (R) with Washers (T&U) from pre-drilled holes on the Ladder End Panel (A) into metal inserts located on bottom of the ladder. Once all bolts are in place, tight all bolts with Allen Key (N).



Q		4x
R		4x
T		8x
U		8x

11. Place Slat Roll (M) onto the upper bunk platform and insert (28) Wood Screw (X) to secure using a Philips Head Screwdriver.



X		28x
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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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