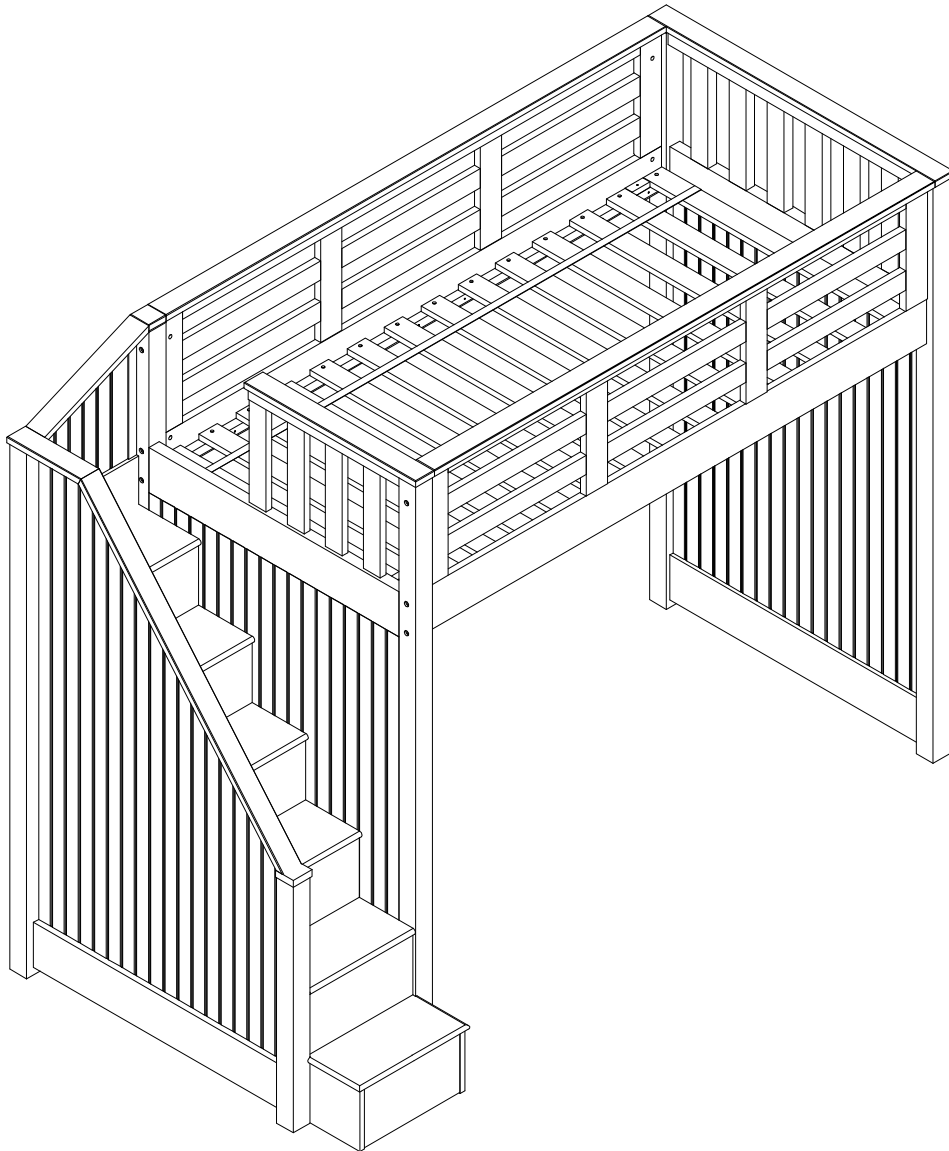


pottery barn kids

CATALINA STEP 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.

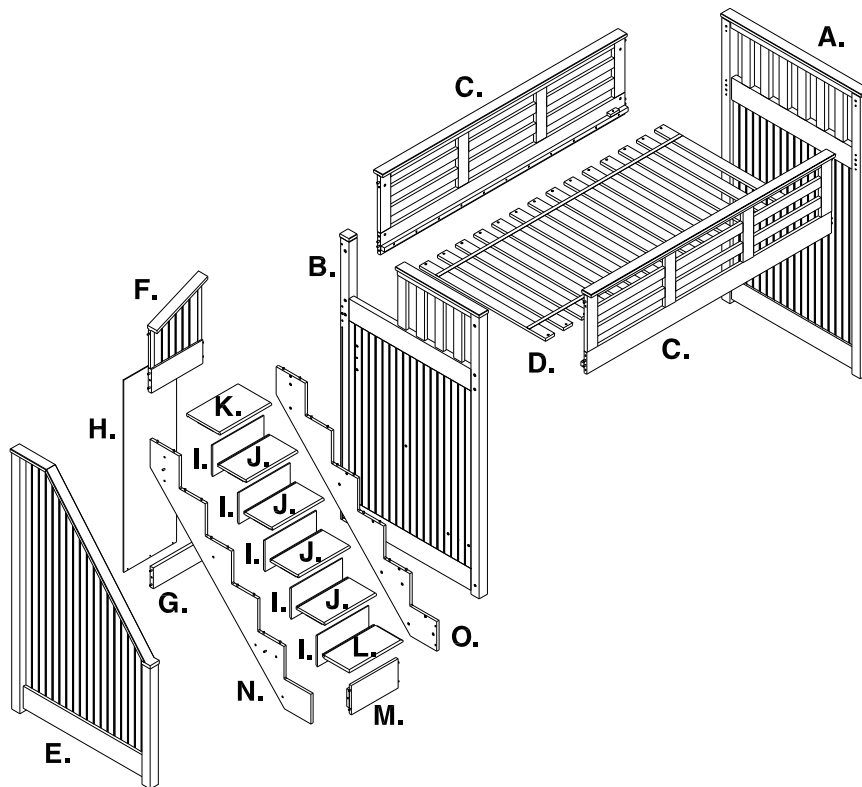
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Important Safety Instructions:

- 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.




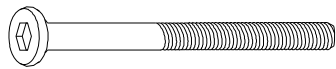
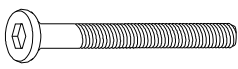
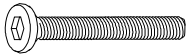
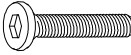






PARTS INCLUDED:	
(A). End Panel	1x
(B). Ladder Right Side	1x
(C). Guardrail	2x
(D). Slat Roll	1x
(E). Ladder Left Side	1x
(F). Ladder Back	1x
(G). Ladder Bottom Rail	1x
(H). Back Panel	1x
(I). Riser	5x
(J). Tread	4x
(K). Stair Landing	1x
(L). First Tread	1x
(M). First Riser	1x
(N). Left Wall String	1x
(O). Right Wall String	1x

Tools Required:

Philips Head Screw Driver (not included)

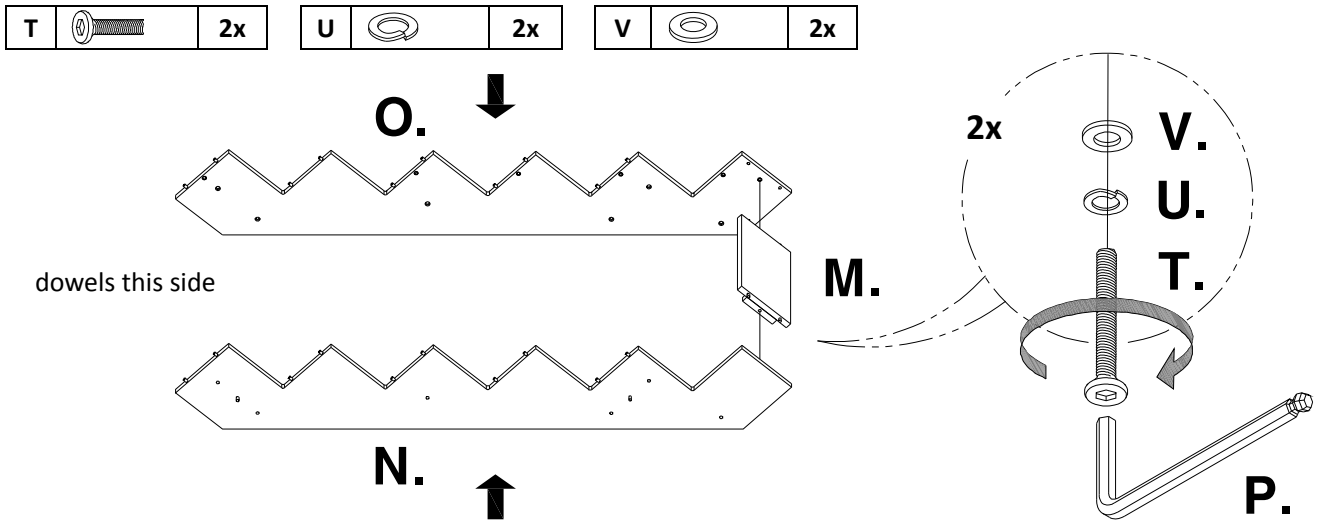


HARDWARE INCLUDED:

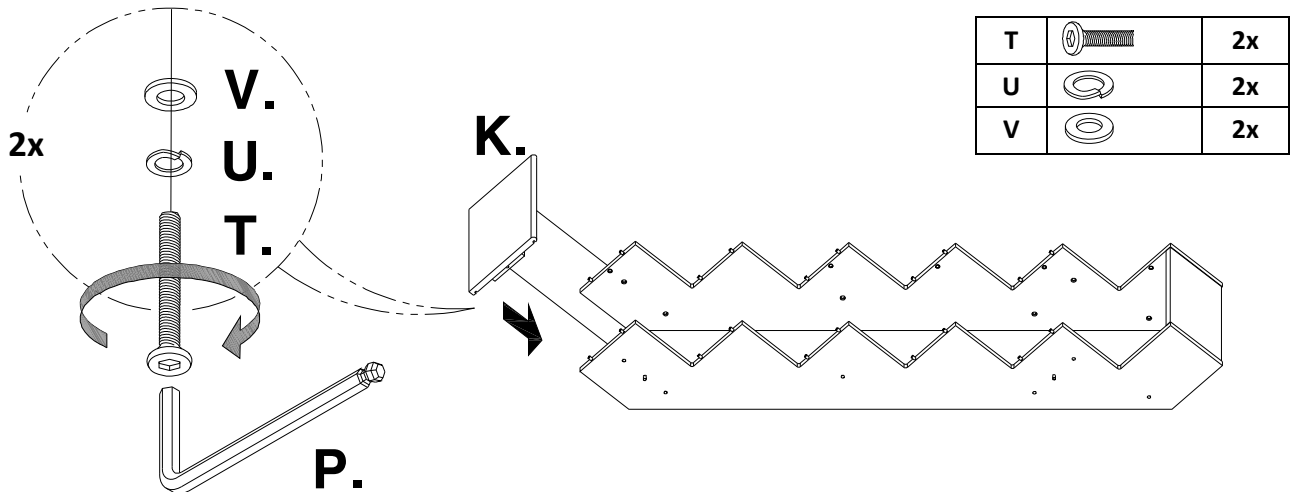
 (P). Allen Key – 1pc	 (Q) Large Bolt 5/16" x 110mm – 12x	 (R) Long Bolt 1/4" x 73mm – 1x
 (S) Medium Bolt 1/4" x 55mm – 4x	 (T) Short Bolt 1/4" x 27mm – 26x	 (U) Spring Washer – 31x
 (V) Flat Washer – 31x	 (W) Barrel Nut – 12x	 (X) Half-Moon Metal Block – 4x
 (Y) Long Screw 4x30mm – 28x	 (Z) Short Screw 3x15mm – 3x	

Assembly Instruction Steps:

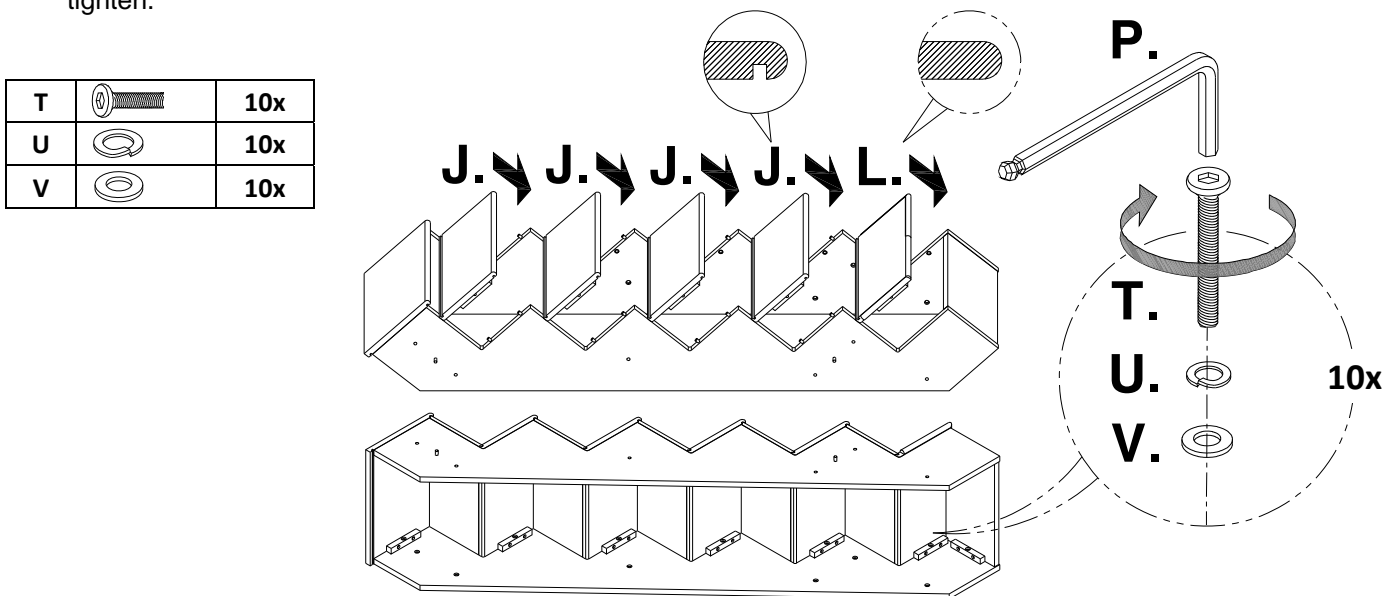
1. Attach the First Riser (M) to the Left/Right Wall String (N&O) as shown below. Slide a Spring Washer (U) and a Flat Washer (V) onto each Short Bolt (T). Insert (2) Short Bolts with washers from the First Riser (M) into pre-drilled holes located on the Left/Right Wall String using Allen Key (P). Do not fully tighten.



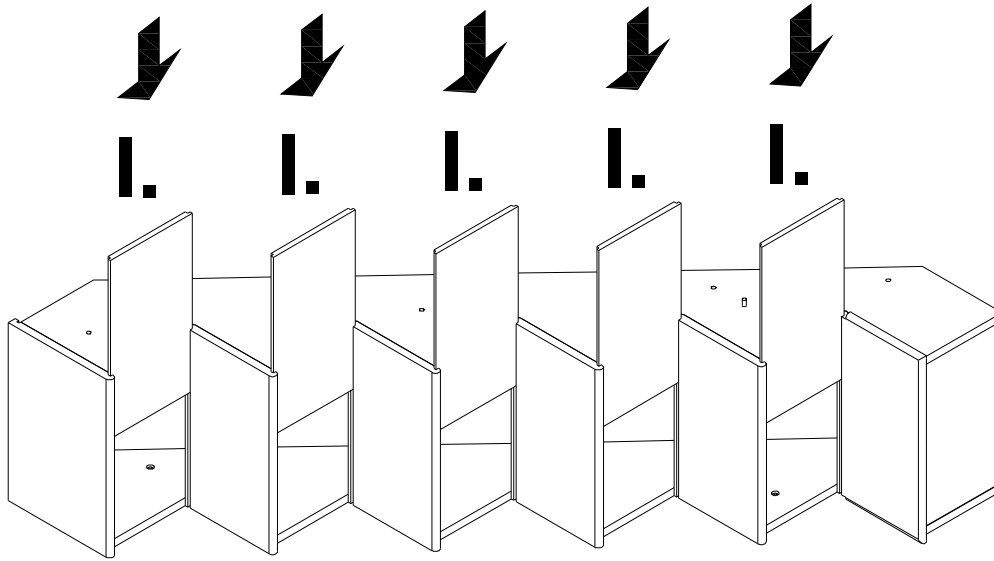
2. Attach the Stair Landing (K) onto wooden dowels located on the other ends of the Left/Right Wall String (N&O). Insert (2) Short Bolts (T) with washers to secure. Do not fully tighten.






3. Attach the First Tread (L) and remaining(4) Tread (J) onto wooden dowels located on the Left/Right Wall String (N&O) as shown. Insert (2) Short Bolts (T) with washers to secure each tread to the wall strings. Do not fully tighten.

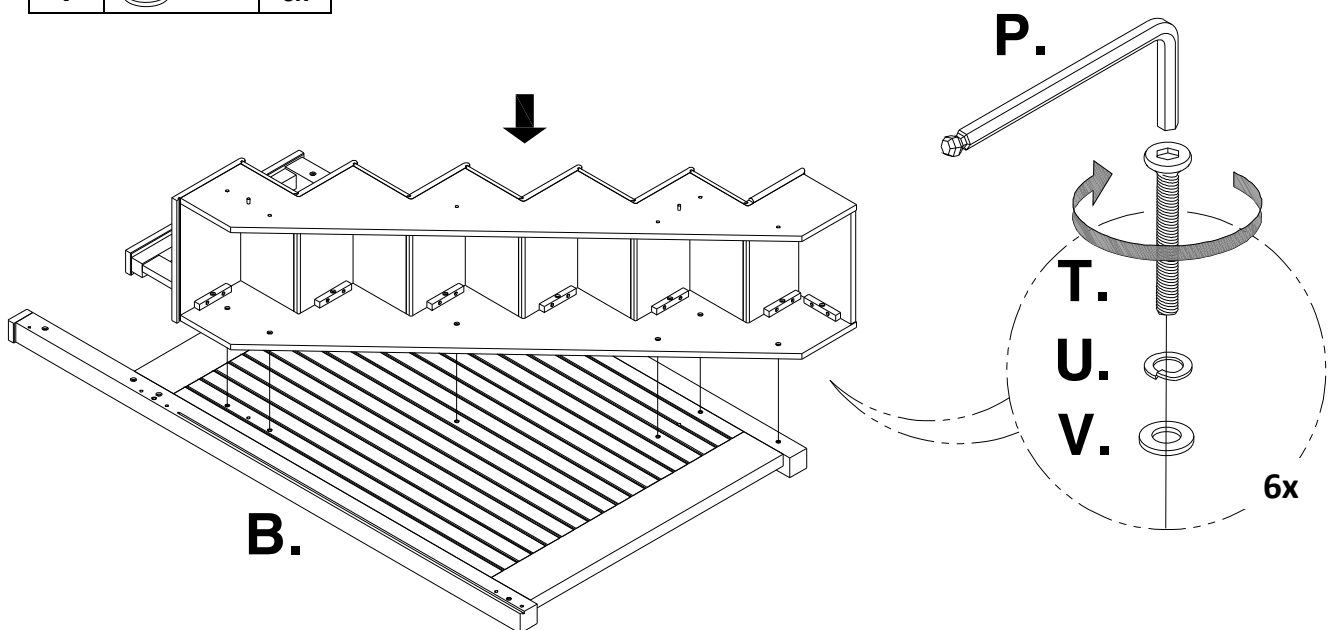


4. Slide (5) Riser (I) into grooves between treads. Push firmly to ensure all risers are in place. Check alignments and tighten all connecting bolts but do not over tighten.



5. Align pre-drilled holes to attach the assembled stair unit to the Ladder Right Side (B). Insert (6) Short Bolts (T) with washers from pre-drilled holes on the assembled stair unit into pre-drilled holes located on the Ladder Right Side (B) to secure but do not over tighten.





T		6x
U		6x
V		6x

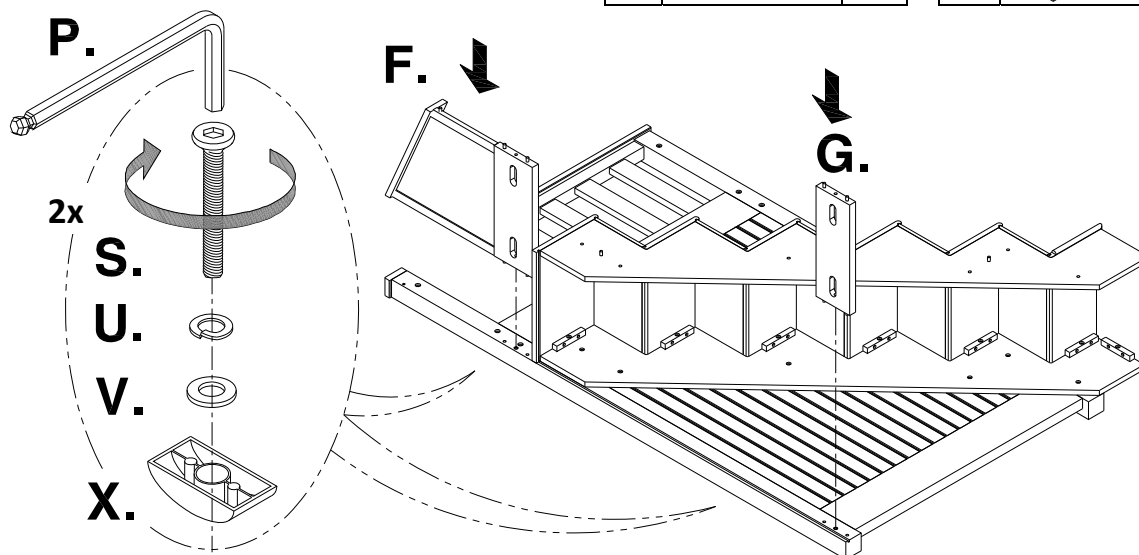


6. Attach Ladder Back (F) to the assembled piece as shown. Slide a Spring Washer (U), a Flat Washer (V) and a Half-Moon Metal Block (X) onto Medium Bolt (S). Insert Medium bolt with washers from Cut-out on the Ladder Back (F) into post by Allen Key (P).

Attach Ladder Bottom Rail (G) to pre-drilled holes located on post bottom of the Ladder Right Side and make sure cut-outs face outwards. Insert Medium Bolt (S) with washers (U&V) and Half -Moon Metal Block (X) from Cut-out on the Ladder Bottom Rail (G) into post using Allen Key (P).






Do not fully tighten connecting bolts at this post.

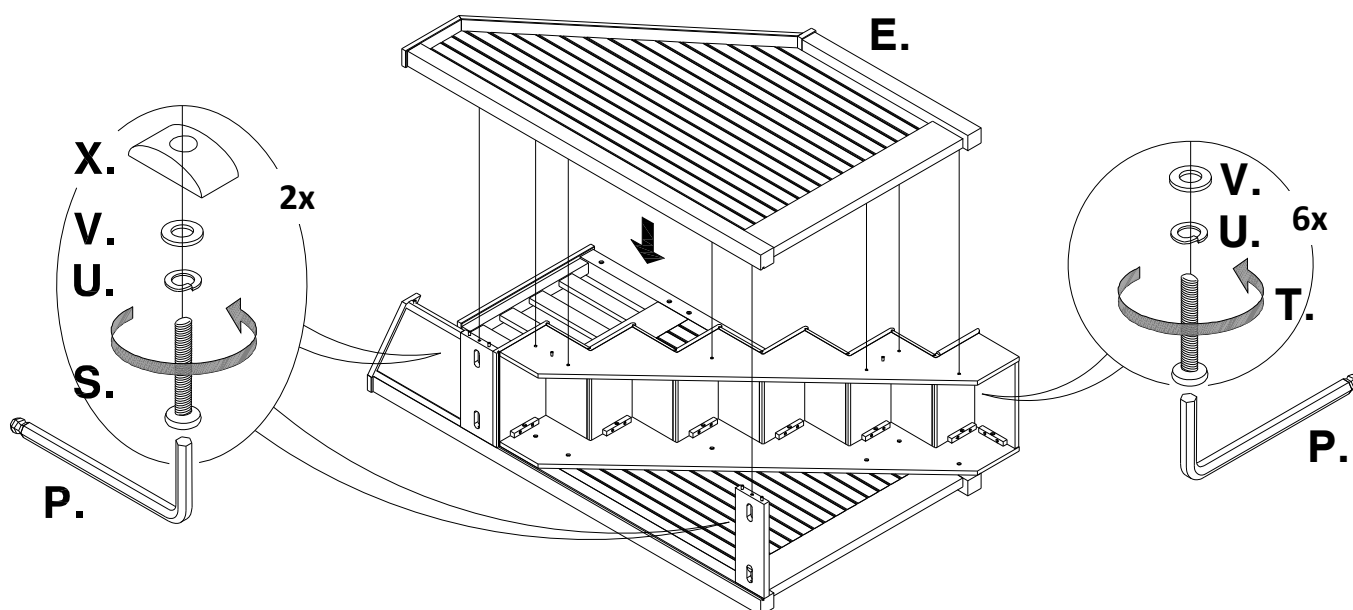
S		2x	V		2x
U		2x	X		2x



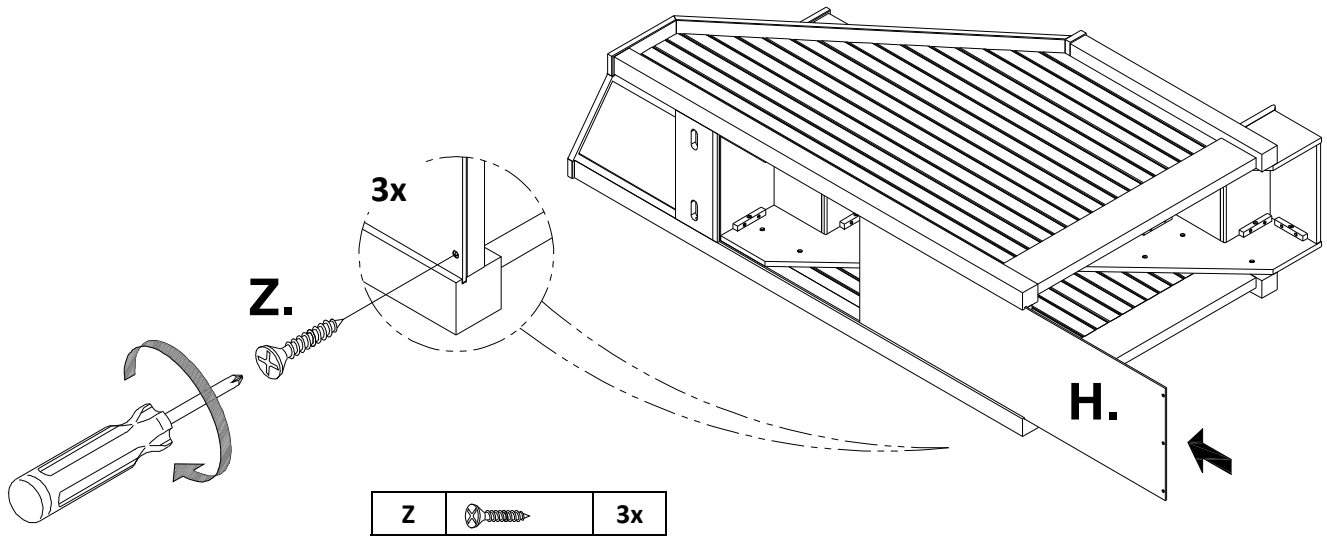
7. Attach Ladder Left Side (E) onto the assembled piece. Insert Medium Bolt (S) with washer (U)&V and Half-Moon Metal Block (X) from cut-out on the Ladder Back into pre-drilled holes on the Ladder Left Side (E).

Insert (6) Short Bolt (T) with washer (U&V) from interior of the assembled stair unit into pre-drilled holes on the Ladder Left Side (E). Check alignments before tighten all connecting bolts but do not over tighten.

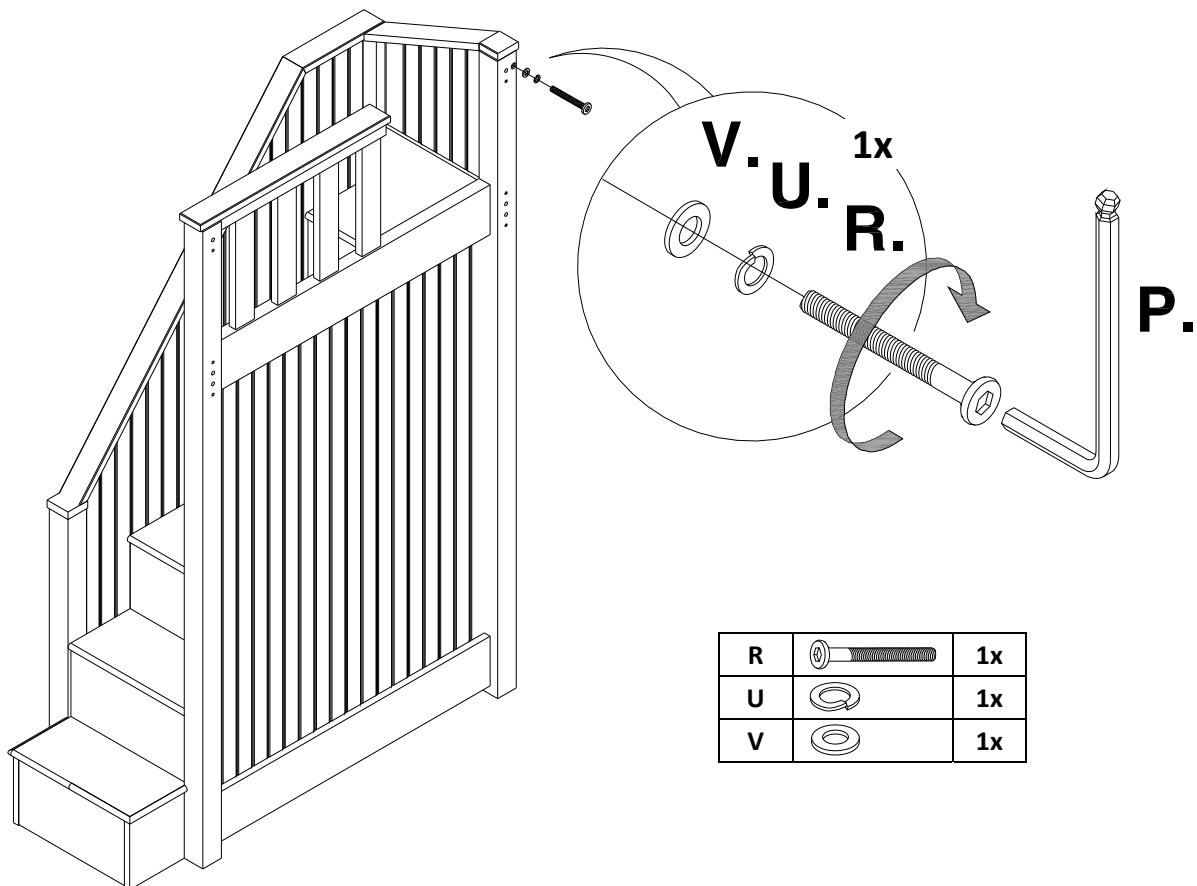
S		2x	U		8x	X		2x
T		6x	V		8x			



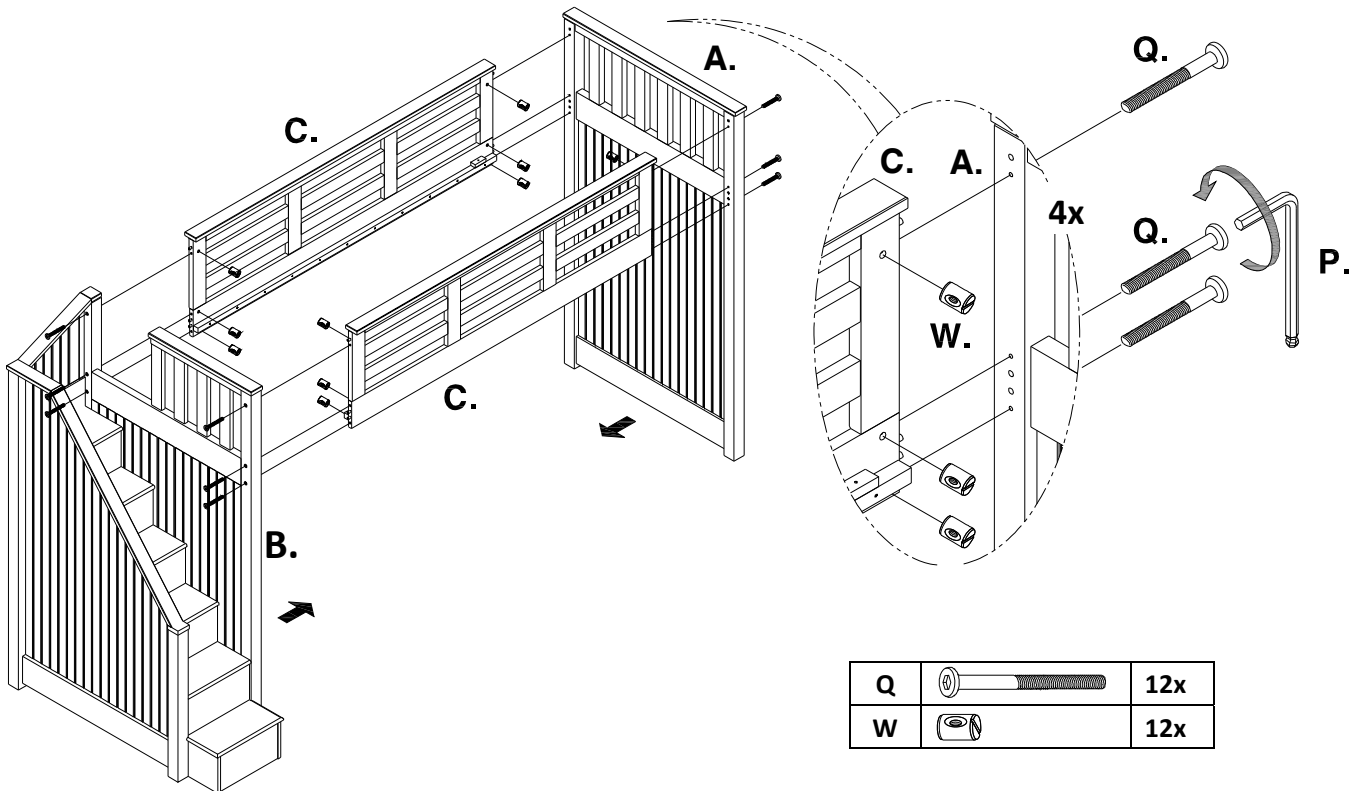
8. Slide Back Panel (H) into slots of the assembled unit and secure with (3) Short Screw (Z) using Philips Head Screwdriver.



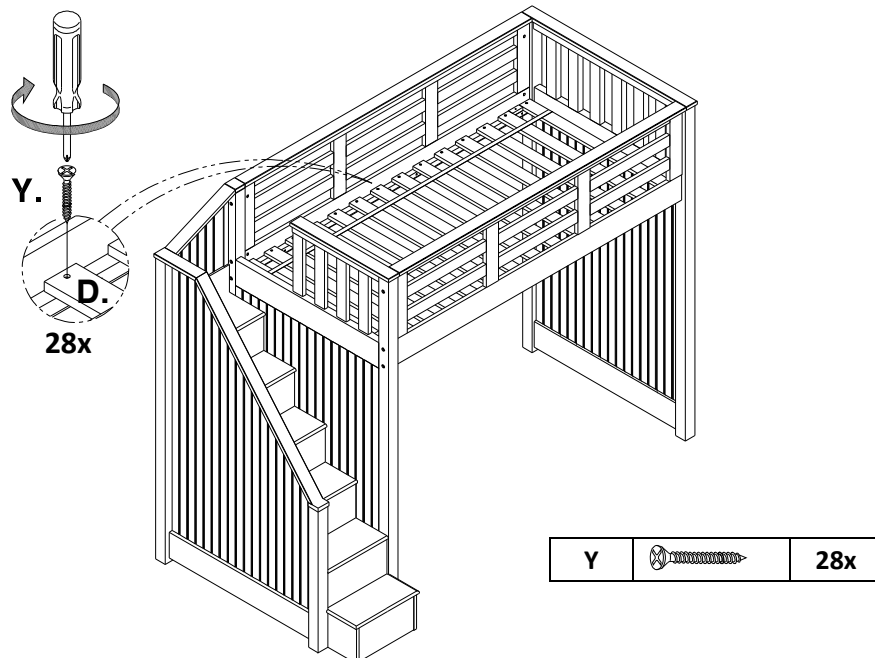
9. Upright the assembled piece. Insert (1) Long Bolt (R) with washers (U&V) and from post to secure Ladder Back (F) to the post using Allen Key (P) as shown below.



10. Place the assembled stair unit in the desired location of the bed. Insert Large Bolts (Q) into pre-drilled holes on the Ladder Right Side (B) and End Panel (A) from outside, as shown below. Place (6) Barrel Nut (W) onto corresponding openings on one Guardrail (C). Connect each end of the Guardrail (C) to End Panel (A) and the Ladder Right Side (B) and secure Large Bolts (Q) to Barrel Nuts (W) using Allen Key (P). Repeat with the other Guardrail (C). Do not over tighten.



11. Place Slat Roll (D) on the loft bed and insert (28) Long Screw (Y) to secure using Phillips Head Screwdriver as shown 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. Re-tighten if necessary.

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