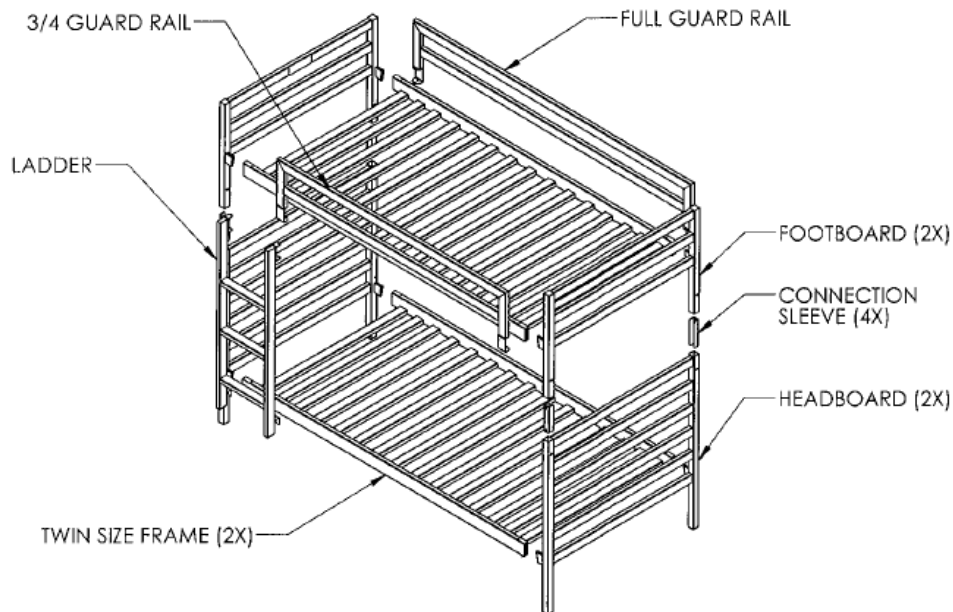


# Fort Twin Bunk Bed Assembly Instructions



## List of Parts:

- 2 – Headboards
- 2 - Footboards
- 2 – Twin Size Frames
- 1- Full guard rail with 2 screw/nut assemblies attached
- 1- 3/4 guard rail with 2 screw/nut assemblies attached
- 1- Ladder with 2 screw/nut assemblies attached
- 4- Connection Sleeves

## Hardware:

6 screw/nut assemblies attached to appropriate component

Each screw/nut assembly includes:

- 1 Nut – 3/8” Sq, 3” long
- 2 screws 10-24 screws x 1/2”

#10 x 3/4” Self-drilling screws

## Tools required:

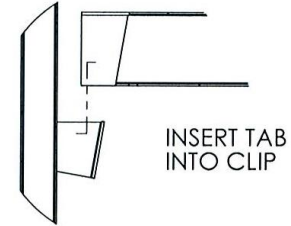
Phillips screwdriver

## People required:

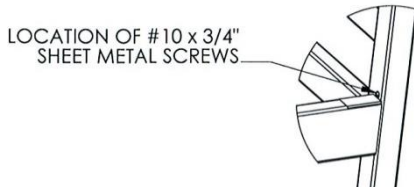
2 People are required for assembly. You need a person on each side of the bed during assembly. The 2 people will be required to lift 100 lbs to a height of 55” and hold long enough to slide the rails of the twin frame piece over the clips on the bed ends.

## Assembly Instructions:

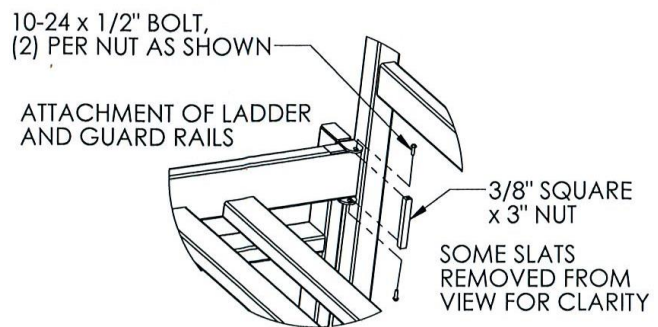
1. Place one Twin size Frame piece on the floor approximately where bed will go with the slots in the rails facing toward the floor. If bed is going next to a wall allow enough room for a person to stand in between the wall and the bed.
2. Move the one headboard to each end of the twin frame with the rail clips toward the twin frame. With one person on each side of the twin frame, lift the twin frame so the end of the rails fit over the clip on the bottom of the headboard. The headboard will be sitting at an angle.
3. Move the other headboard into place with the rail clips facing the twin frame. Again with a person on each side of the twin frame, lift the twin frame and set the rails over the clips of the headboard. Both headboards should be upright at this point. If the rails are not all the way down, stand on the rail to push it into place.



4. Screw the #10 screws into the holes above the twin frame that was just put into place.



5. Insert the connection sleeves in the openings on top of the headboards.
6. Put footboard in place with rail clips facing the inside of the bed. The connection sleeve should go inside of the footboard leg.
7. With a person on each side of the twin frame, lift it over the top of the clips on the footboard. Slip the rails at one end over the clips at that end, then proceed and put the rails over the clips at the other end.
8. Remove the screws from the screw/nut assembly on the full length guard rail. Attach the full length guard rail to the side of the bed that will be against the wall. With a person at each end of the rail, slide the C bracket over the 3" top rail with the holes to the inside of the bed. Place the full length rail so the space at each end is equal. Insert a long square nut between the holes in both C brackets. Insert screws through C bracket holes (top & bottom) and screw them into the long square nut. Tighten with screwdriver.



9. Remove the screws from the screw/nut assembly of the ladder. Position the ladder on the right or left side depending on your preference. Attach the ladder by first placing the lower clips over the bottom rail, then put the C brackets over the 3" top rail. Making sure ladder is against the end, put the long square nut in between the holes of both C

brackets, insert the screws through the C bracket holes (top and bottom) and screw them into the long square nut. Tighten with screwdriver.

10. On the same side as the ladder, the 3/4 length guard rail should be attached to the end of the bunk without the ladder. Remove the screws from the screw/nut assembly of the 3/4 length rail. Slide C brackets over 3" top rail with holes facing toward the inside of the bed. Insert the screws through the C bracket holes (top and bottom) and screw them into the long square nut. Tighten with screwdriver.
11. Slide bed into final position.
12. Put twin mattress in place both bottom and top.  
**Use only mattress which is 74"-75" long and 38-1/2"-39-1/2" wide on upper bunk. For upper and lower bunks, ensure the thickness of the mattress and foundation combined does not exceed 7" and surface of mattress is at least 5" below upper edge of guardrails.**

#### **Important Safety Warnings:**

1. Follow the information on the warnings appearing on the upper bunk end structure. Do not remove warning label from bed.
2. Always use the recommended size mattress or mattress support, or both, to help prevent the likelihood of entrapment or falls.
3. Ensure that the mattress and foundation does not exceed 7". Surface of mattress must be at least 5" below the upper edge of the guard rails.
4. Do not allow multiple people or children under 6 years of age to use the upper bunk.
5. Periodically check and ensure that the guard rails and ladder are in their proper position, free from damage and that connectors are tight.
6. Do not allow horseplay on or under the bed and prohibit jumping on the bed.
7. Always use the ladder for entering and leaving the upper bunk
8. Do not use substitute parts. Contact Room and Board for replacement parts.
9. Use of a night-light may provide added safety precaution for a child using the upper bunk.
10. Always use guard rails 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.
11. The use of water or sleep floatation mattresses is prohibited.
12. **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.
13. Keep these instructions for future reference.