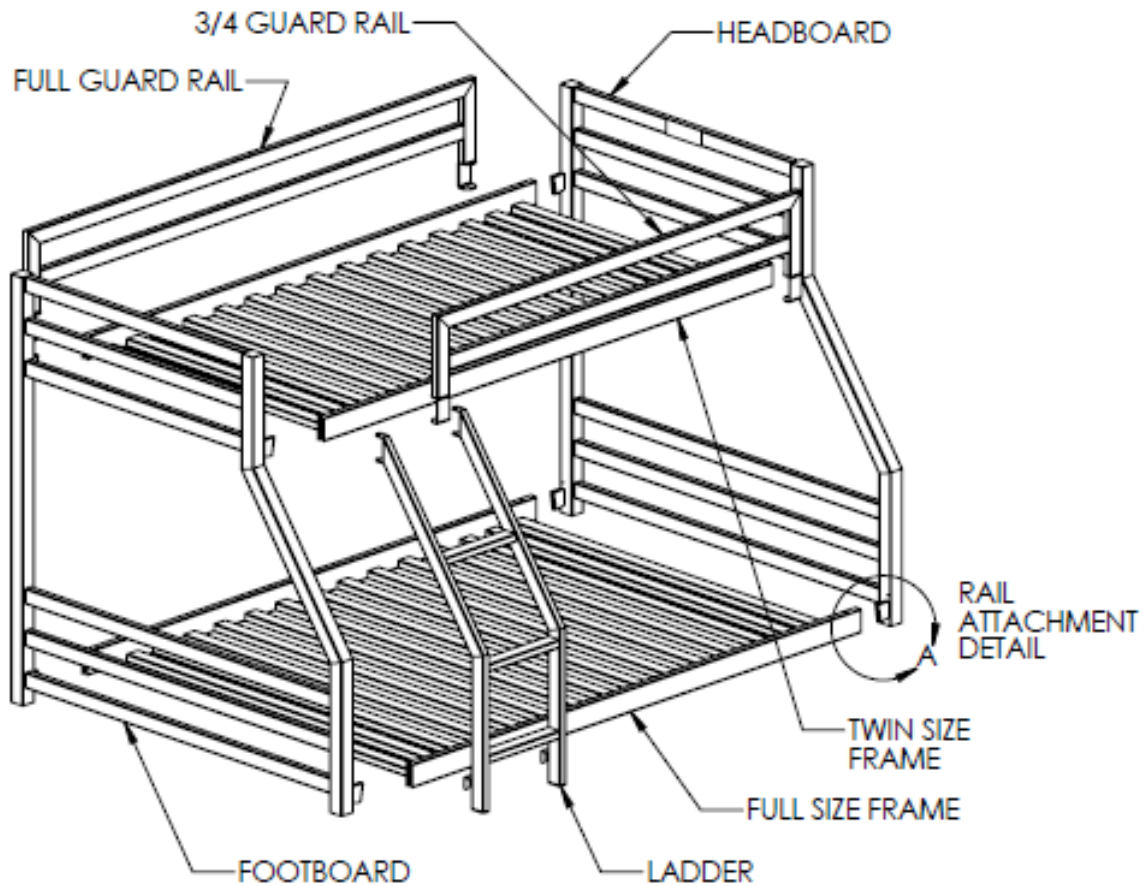


# The Fort Duo Mini Bunk Bed Assembly Instructions



## List of Parts:

- 1 – Headboard
- 1 - Footboard
- 1 - Full Size Frame
- 1 – Twin Size Frame
- 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

## 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 x 1/2”

#10 x 3/4” Self-drilling screws

## Tools required:

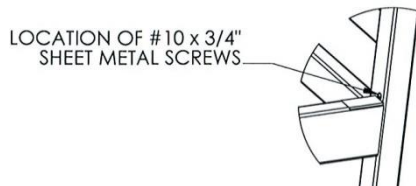
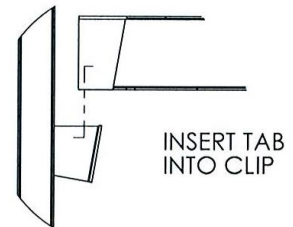
Phillips screwdriver

### People required:

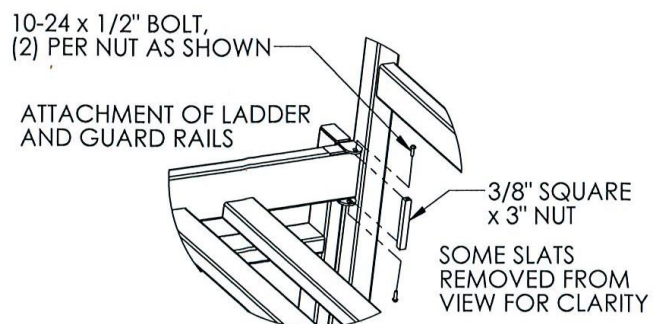
2 People are required for assembly. You need a person on each side of the bed during assembly. The 2 people will be required to lift 100 lbs to a height of 55" and hold long enough to slide the rails of the twin rail/slat combination piece over the pockets on the bed ends.

### Assembly Instructions:

1. Place Full Size Frame 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 either the headboard or footboard to the end of the full frame with rail clips toward the full frame. With one person on each side of the full frame, lift the full frame so the end of the rails fit over the clip on the bottom of the end. The end will be sitting at an angle.
3. Move the other end into place with the rail clips facing the full frame. Again with a person on each side of the full frame, lift the full frame and set the rails over the clips of the end. Both ends 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. With a person on each side of the twin rail/slat combination piece, lift it over the top of the pockets on the top of the ends. Slip the rails at one end over the pockets at that end, then proceed and put the rails over the pockets at the other end.
5. Screw the #10 screws into the holes above the full frame.



6. Remove the screws from the screw/nut assembly on the full rail. Attach the full rail to the side of the bed that is straight up and down. 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 screws with screwdriver.
7. 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 screws with screwdriver.

8. On the same side as the ladder, the 3/4 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 guard 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 slotted screwdriver.
9. Slide bed into final position.
10. Put twin mattress on top. Ensure that the twin mattress and foundation does not exceed 7". Use only a mattress which is 74-75" long and 38-1/2-39-1/2 wide on upper bunk.
11. Put full mattress on bottom.. Ensure that the full mattress and foundation does not exceed 7". Use a mattress which is 74-75" long and 52-1/2-53-1/2 wide on upper bunk.

**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.