1. Remove the tree stand from the plastic bag and pull the legs open. Insert the screws and place the stand in the location where you want your tree to be displayed. (We recommend near a wall outlet)

2. Remove the green pole protectors from the end of each pole section

3. Place the bottom section (A) into the stand and hand tighten the bolts provided.

4. Release the bottom row of branches by untying the string and proceed to shape one branch of that row at a time utilizing the shaping tips on the back of these instructions. When you are done with all of the branches in the row, pull another string and continue.

TIP - You may want to use a little WD-40 on the pole of each section before you slide it into the section below it. This lubrication will make it easier to disassemble the tree at the end of the season.

5. Place section (B) into (A). Find the extension cords from each of the sections and plug them together per the Assembly Diagram included. Please note that it is not necessary to unplug any of the light sets on each individual branch.

6. Release the bottom row of branches on section (B) by untying the string and proceed to shape one branch of that row at a time utilizing the shaping tips on the back of these instructions. When you are done with all of the branches in the row, pull another string and continue.

If your tree came in 3 sections we recommend shaping the tree top in your hand prior to placing it into the top section of branches. When your tree top is ready place it into section (B), find the extension cords from each of the sections and plug them together per the Assembly Diagram included.

Versa Tree instructions - If your tree is 9' tall we have included a second stand in the carton. After you have completed sections (A) and (B), place section (C) into the smaller stand. Follow the instructions (4) above and then find the extension cords from each of the sections, plug them together per the Assembly Diagram included and follow the shaping tips. Finally, when you have shaped, lit and perhaps even decorated section C simply pop it up onto the tree.

Merry Christmas!
Once your section A is securely in the tree stand where you plan to set up the tree, only untie or release the bottom red string to release the bottom row of branches. (This will keep the upper rows of branches out of the way while you progressively shape one row at a time.)

Starting at the back of your first branch, fan each needle into a different direction similar to the 9:00 to 3:00 positions on a clock.

Vary needle positions often and as you move from the back to the front keep each needle straight and the angle decreasing as illustrated.

This will give a look of fullness to the tree, create space for decorations and help blend the tree top into the top row of branches.

When you arrive at the end of a branch either pull your PE needles out to the sides and slightly higher and lower than one another or if PVC, arrange the needles in the shape of an open hand. If there is a pine cone on that branch, you can center it in the palm.

Shape each branch on the bottom row by repeating the steps illustrated above. Untie or carefully cut the next red string and follow the same procedure for the rest of the branches on your tree.

We recommend shaping the tree top in your hand prior to placing it into the top section of branches.

Gently pull each tip down starting with the bottom row. Pull each needle out straight and then give it a slight curl on the end as if bending towards the sun. It is important to try to keep needles an equal distance from one another. Also the angle from the pole should decrease as you work your way up the top.

Your tree has been furnished with a dimmer switch. This dial allows you to adjust the brightness of our high quality, long lasting LED lights to your desired amount of light.

Store your tree in a cool, dry place.

In the unlikely event of a light set failure we have included a spare set in the tree carton. Replacement is a snap since each branch has its own light set. Simply untie the light string from the needles of the branch, unplug the set and replace it with the spare.

Please note that your 9’ can be set up 3 ways, you can leave your section (A) in the carton and using the smaller stand assemble a 6.5’ to 7.5’ tree or leave both the (A) and (B) in the carton and set up a 4’ to 6’ tree (smaller size variations are based on your tree style.)
Your tree has been furnished with a dimmer switch to adjust the brightness of your lights. Simply plug the cord coming from the bottom of your tree into the female end of the cord on the dimmer and the wall plug into the other.