

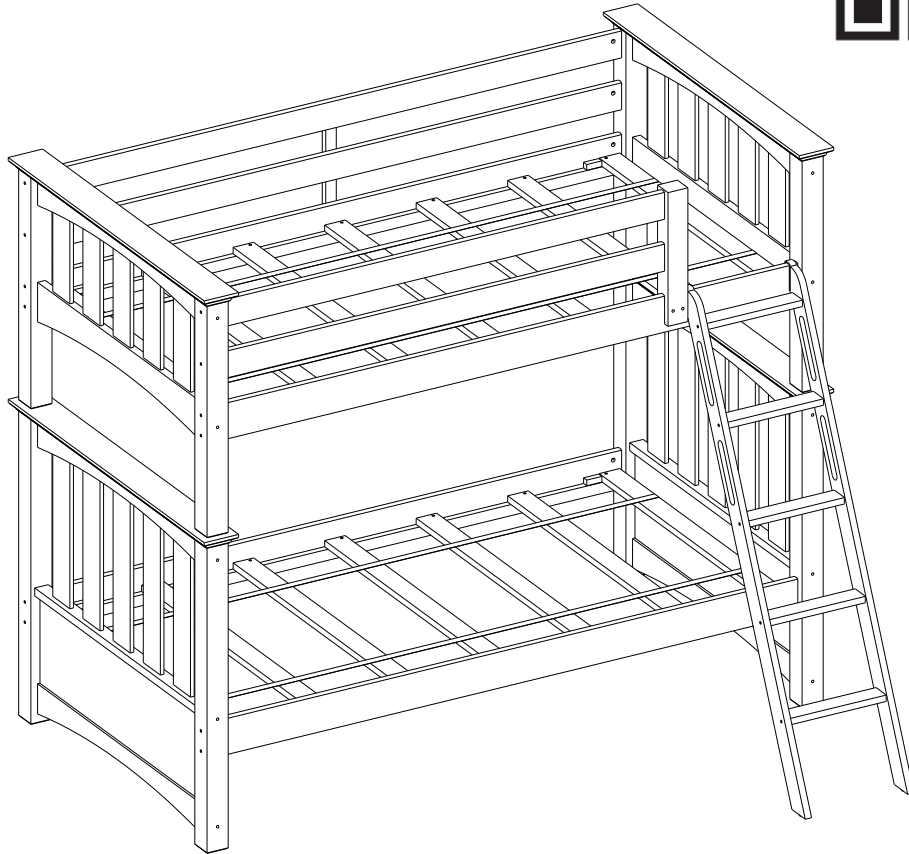


LOT NUMBER: _____

DATE PURCHASED: ___/___/___

Harper Bunk Bed

Model # HPBB



ADULT ASSEMBLY REQUIRED

If you have any questions regarding assembly or if parts are missing, **DO NOT** return this item to the store where it was purchased. Please call our toll-free customer service number and have your instructions and parts list ready to provide the model name, part name or factory number:

1-866-942-5362

Pacific Standard Time: 8:30 a.m. - 4:30 p.m., Monday to Friday

Or visit our website 24 hours a day, 7 days a week for product assistance at

www.whalenstyle.com

Or e-mail your request to **parts@whalenfurniture.com**

**THIS INSTRUCTION BOOKLET CONTAINS IMPORTANT SAFETY INFORMATION.
PLEASE READ AND KEEP FOR FUTURE REFERENCE.**

QUALITY GUARANTEE

We are confident that you will be delighted with your Whalen Furniture purchase.

Should this product be defective in workmanship or materials or fail under normal use, we will repair or replace it for up to one (1) year from date of purchase. Every Whalen Furniture product is designed to meet your highest expectations. We guarantee that you will immediately see the value of our fine furniture.

This warranty gives you specific legal rights and you may also have other rights which vary from State to State.

Customer Service: 1-866-942-5362

8:30 a.m. - 4:30 p.m. PST, Monday to Friday

www.whalenstyle.com



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.

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.

Prohibit more than one person on upper bunk.

Maximum mattress thickness must not exceed 9". Surface of mattress must be at least 5" below the upper edge of guardrails.

Use only mattress which is 74" - 75" long and 37 ½" - 38 ½" wide on the bunk bed.

Replacement parts, including additional guardrails, may be obtained from any of Whalen Furniture dealers.

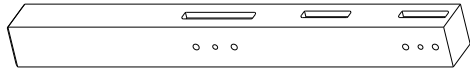
**TO HELP PREVENT SERIOUS OR FATAL INJURIES FROM ENTRAPMENT
OR FALLS**

- 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.
- Surface of mattress must be at least 5” (127 mm) below the upper edge of guardrails.
- 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.
- Always use the ladder for entering and leaving the upper bunk.
- Do not use substitute parts. Contact the manufacturer or dealer for replacement parts.
- 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 mattress is prohibited.
- **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.
- Prohibit more than one person on upper bunk.
- Keep these instructions for future reference.

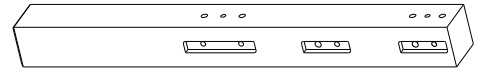
This product was manufactured May 2012.

Parts and Hardware List

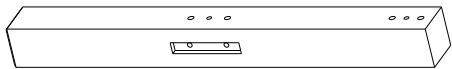
Please read completely through the instructions and verify that all parts listed are present before beginning assembly.



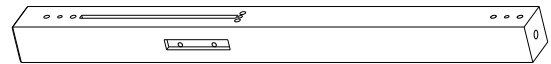
A- UPPER POST (2)



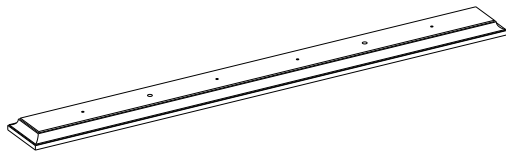
B- UPPER POST (1)



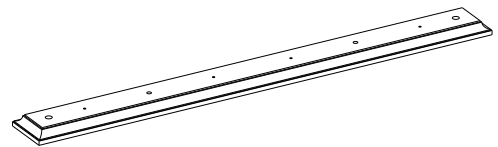
C- UPPER POST (1)



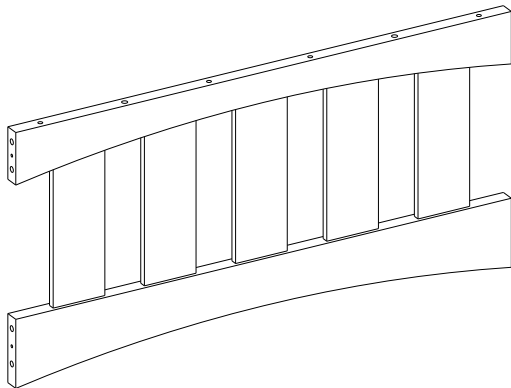
D- LOWER POST (2)



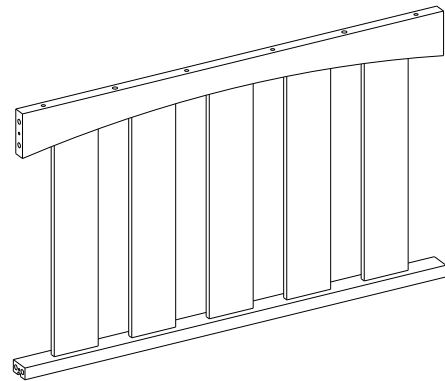
E- UPPER CAP RAIL (2)



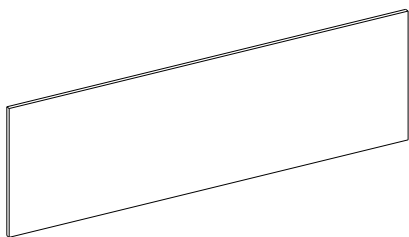
F- LOWER CAP RAIL (2)



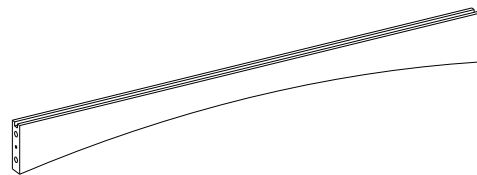
G- UPPER CROSS ASSEMBLY (2)



H- LOWER CROSS ASSEMBLY (2)



I- LOWER HEADBOARD PANEL (2)



J- LOWER HEADBOARD BOTTOM CROSS (2)

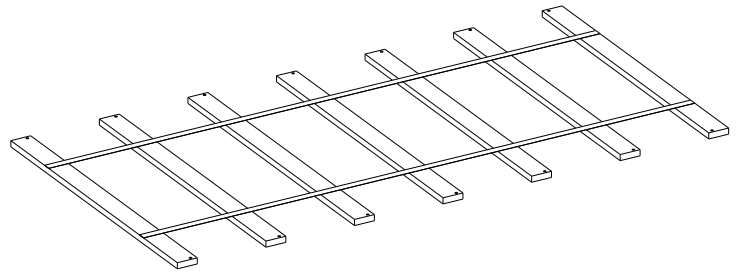
Please call for replacement parts or assistance: 1-866-942-5362

Parts and Hardware List

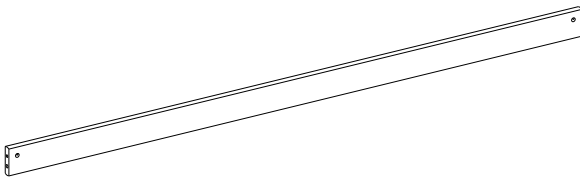
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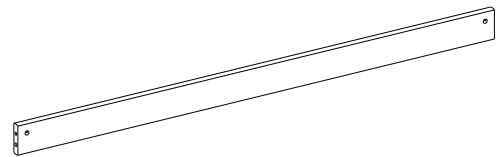
K- FRONT GUARDRAIL POST (1)



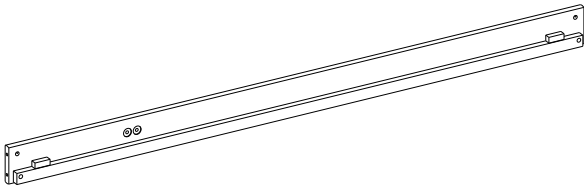
L- MATTRESS SUPPORT SLATS (2)



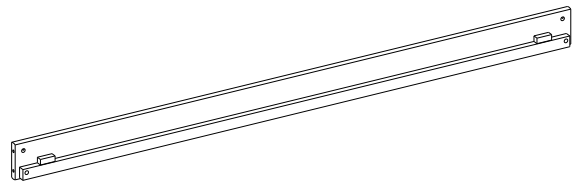
M- LONG GUARDRAIL (2)



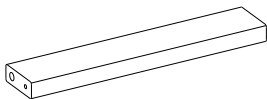
N- SHORT GUARDRAIL (2)



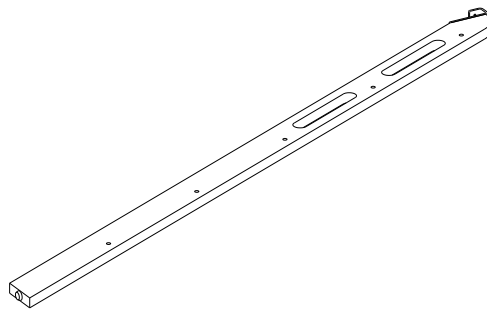
O- LADDER SIDE RAIL (1)



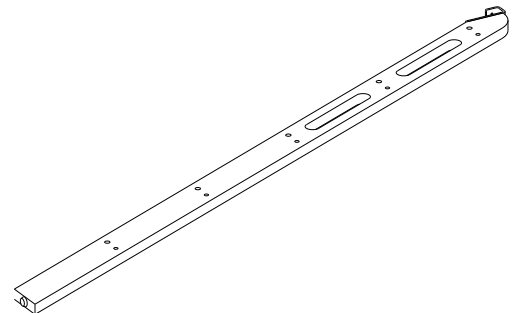
P- MATTRESS SIDE RAIL (3)



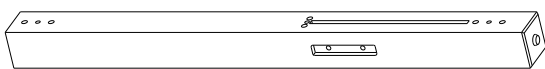
Q- LADDER STEP (5)



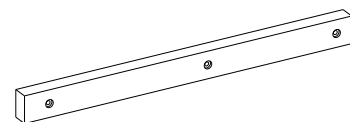
R- LEFT LADDER SUPPORT (1)



S- RIGHT LADDER SUPPORT (1)



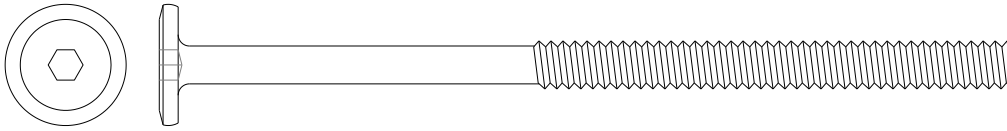
T- LOWER POST (2)



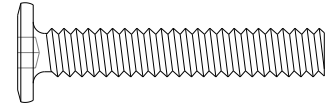
U- GUARDRAIL SUPPORT (1)

Parts and Hardware List

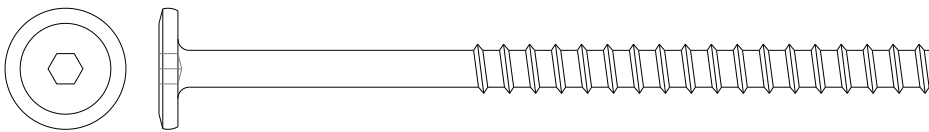
Please read completely through the instructions and verify that all parts listed are present before beginning assembly.



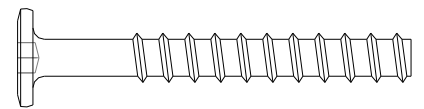
(1) Ø1/4" x 110 mm BOLT
(24+1 extra)



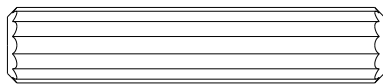
(2) Ø1/4" x 38 mm BOLT
(2+1 extra)



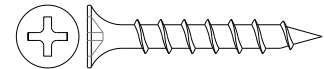
(3) Ø6.5 mm x 100 mm BOLT
(20+1 extra)



(4) Ø6.5 mm x 50 mm BOLT
(26+1 extra)



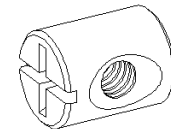
(5) WOOD DOWEL
(66+2 extra)



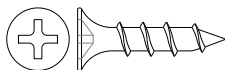
(6) Ø4 mm x 30 mm SCREW
(31+1 extra)



(7) BED CONNECTOR PIN (4)



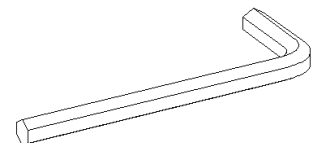
(8) BARREL NUT (24+1 extra)



(9) Ø3.5 mm x 19 mm SCREW
(2+1 extra)



(10) FLOOR PROTECTOR
(4+1 extra)

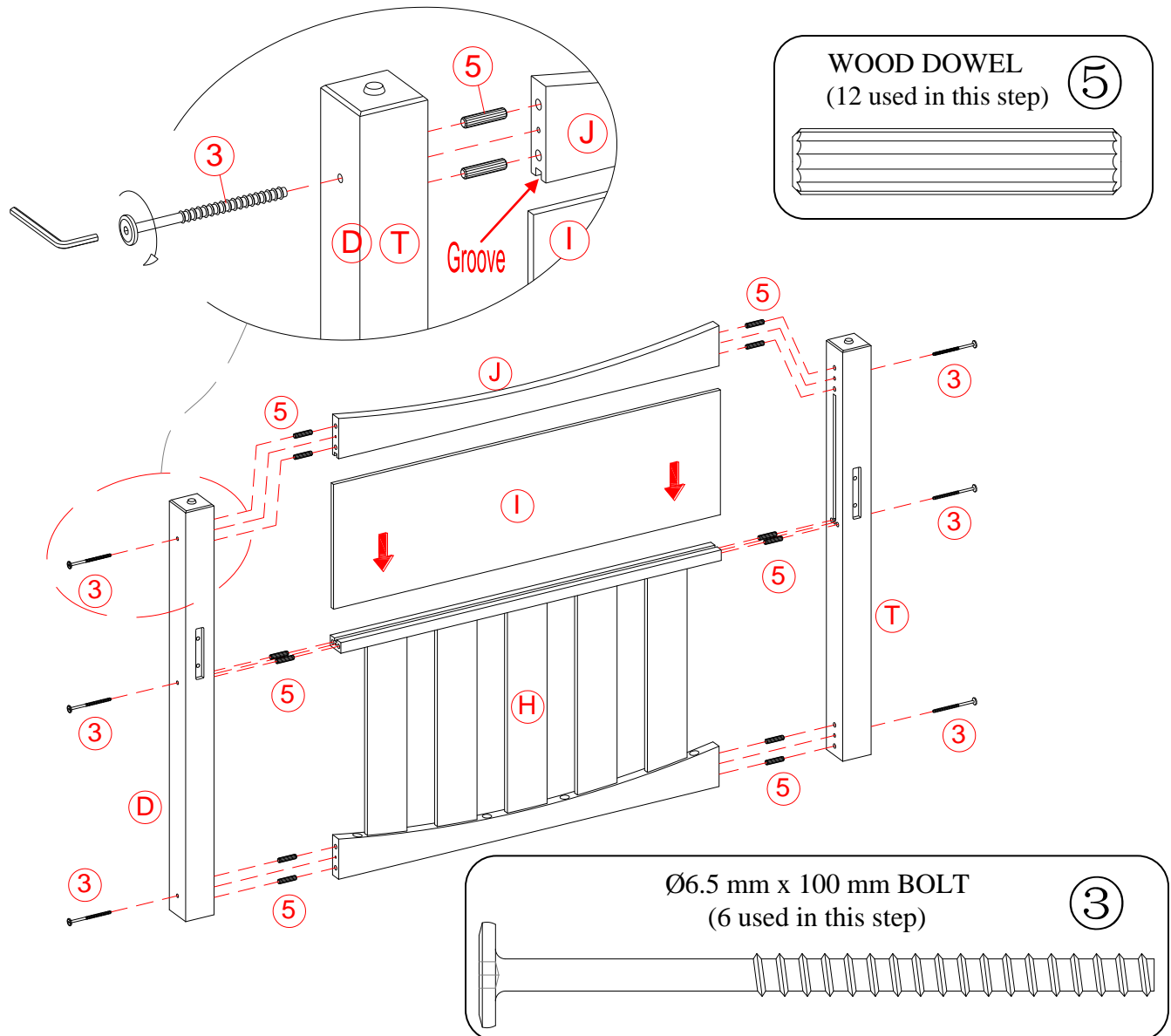


ALLEN WRENCH
(2)

Tools required: Allen Wrench (provided) and Phillips Screwdriver (not provided).

ASSEMBLING LOWER HEADBOARD

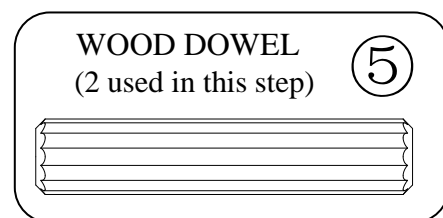
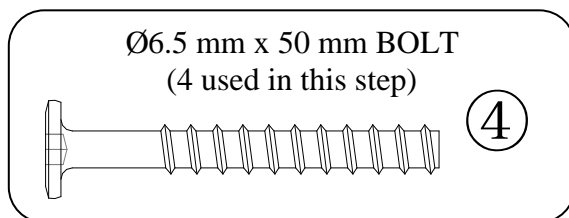
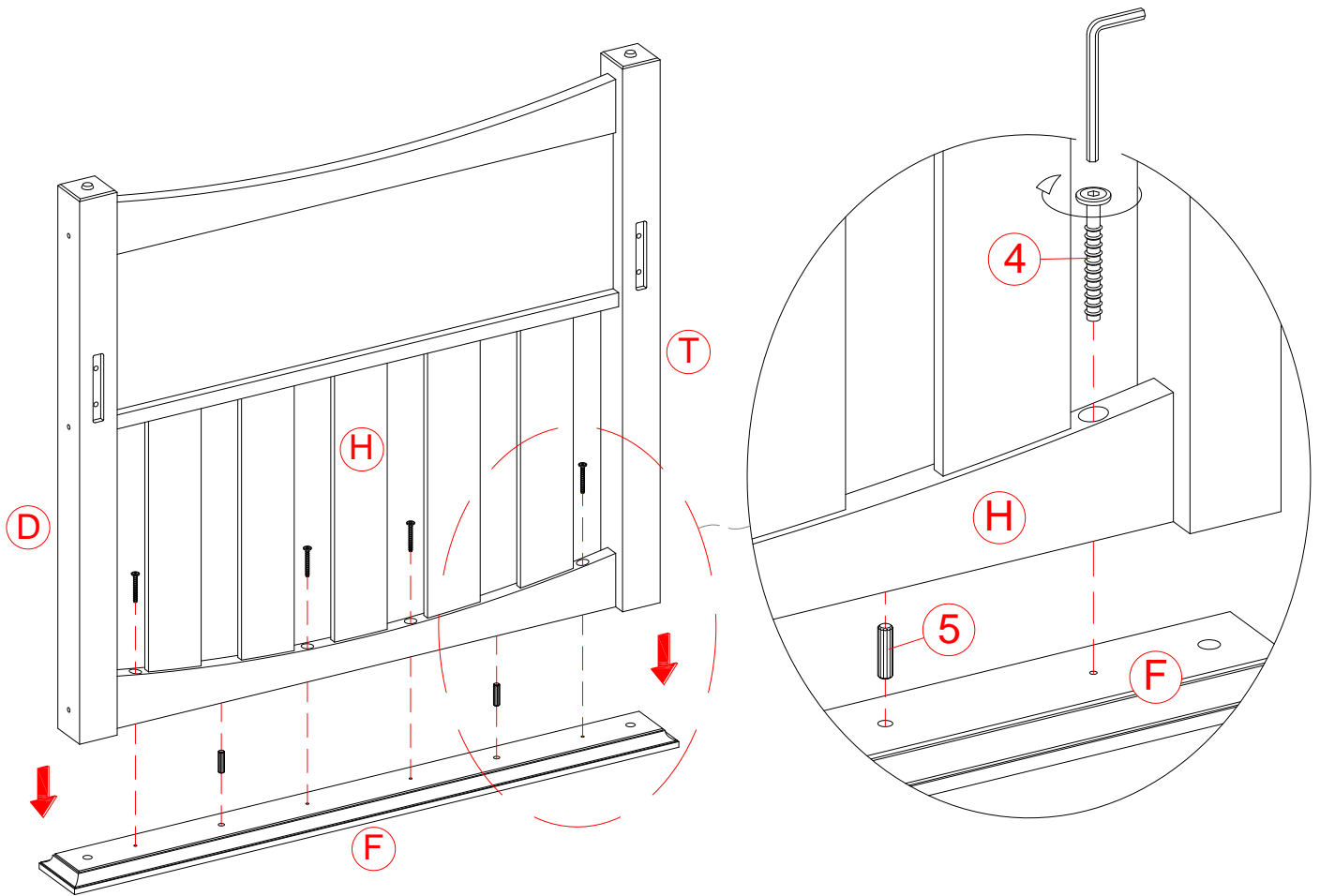
NOTE: Please follow the instructions carefully to insure a safe and sturdy bed. Do not fully tighten the bolts until all rails and guardrails are attached.



1. Unpack the units and confirm that you have all hardware and parts required.
2. Insert WOOD DOWELS (5) into the end large holes of the LOWER CROSS ASSEMBLY (H). Align and attach one LOWER POST (D) to the LOWER CROSS ASSEMBLY (H) with two 100 mm TAPPING BOLTS (3) as shown. Proceed to slide LOWER HEADBOARD PANEL (I) into the grooves on LOWER CROSS ASSEMBLY (H) and the LOWER POST (D).
3. Fit the groove of LOWER HEADBOARD BOTTOM CROSS (J) onto the LOWER HEADBOARD PANEL (I) and attach to the LOWER POST (D) using two WOOD DOWELS (5) and one 100 mm TAPPING BOLT (3).
4. Align and attach the other LOWER POST (T) to last assembly using six WOOD DOWELS (5) and three 100 mm TAPPING BOLTS (3). Tighten the BOLTS with enclosed ALLEN WRENCH.

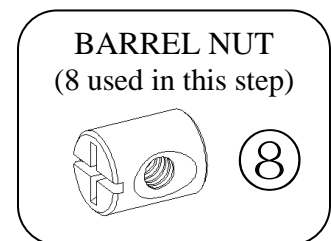
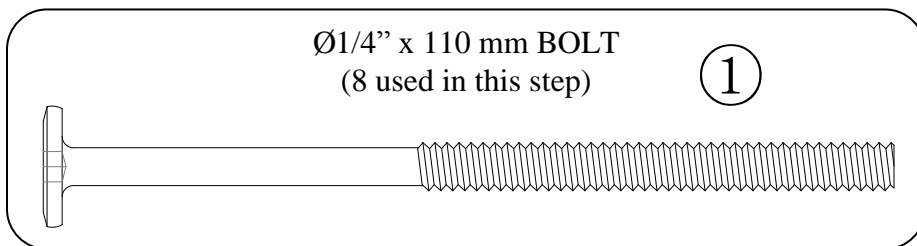
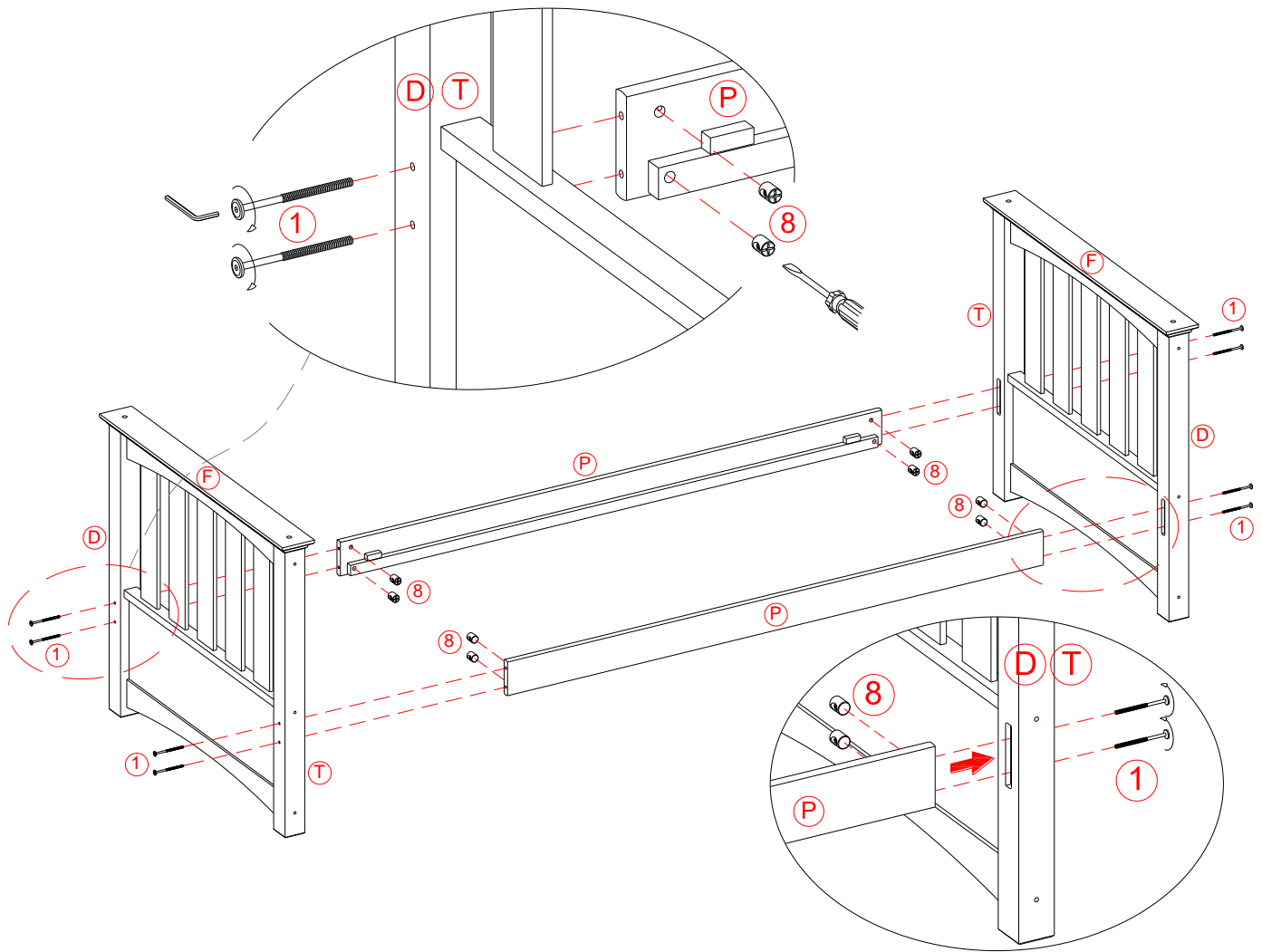
Please call for replacement parts or assistance: 1-866-942-5362

ASSEMBLING LOWER HEADBOARD



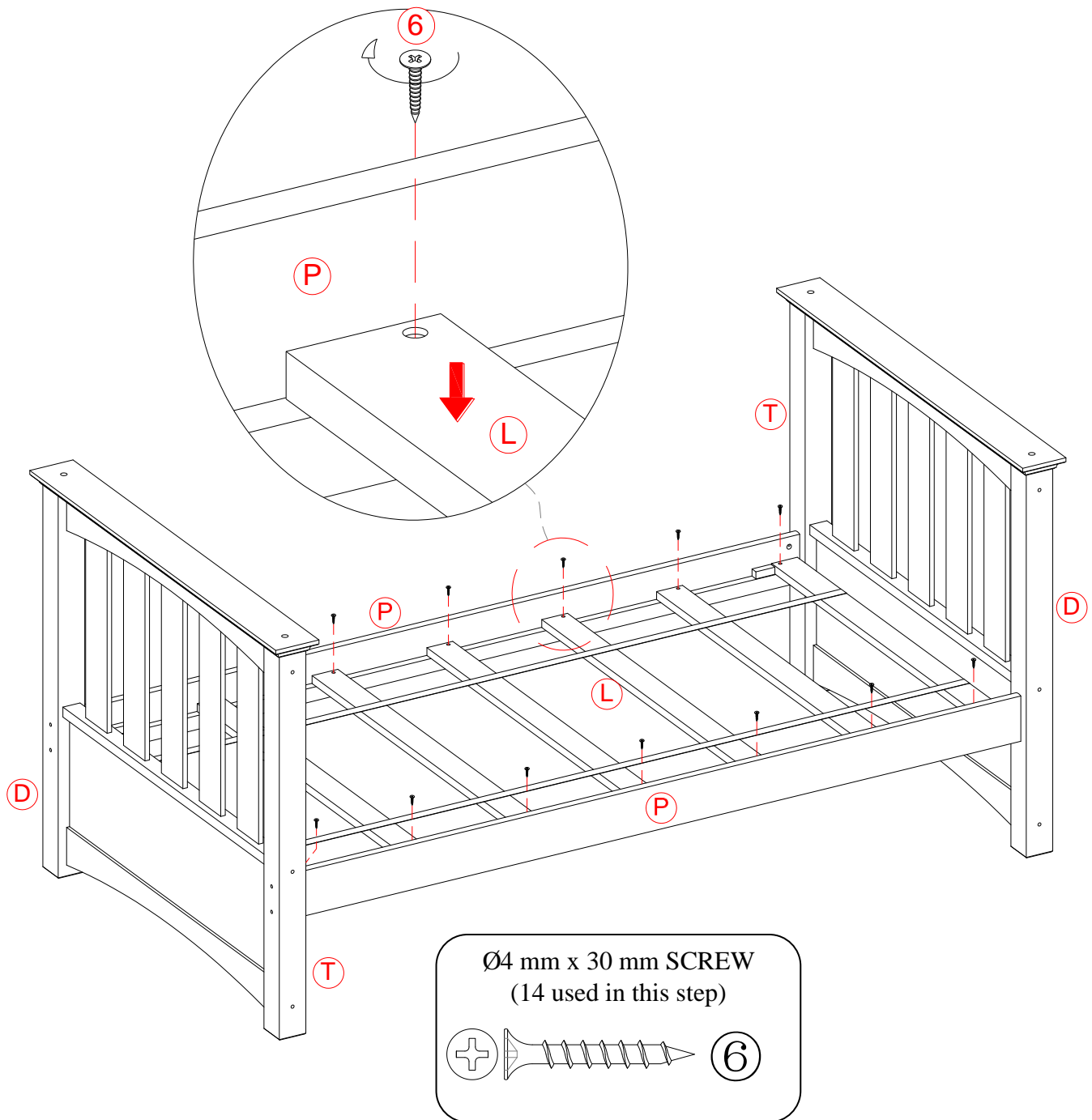
5. Locate one LOWER CAP RAIL (F) on a level and protected surface with the holes facing up. Insert two WOOD DOWELS (5) into the large holes of the LOWER CAP RAIL (F) as a guide. Position assembled unit onto the inserted WOOD DOWELS and fasten in place using four 50 mm BOLTS (4).
6. Repeat the process to assemble the other LOWER HEADBOARD.

ASSEMBLING LOWER BUNK



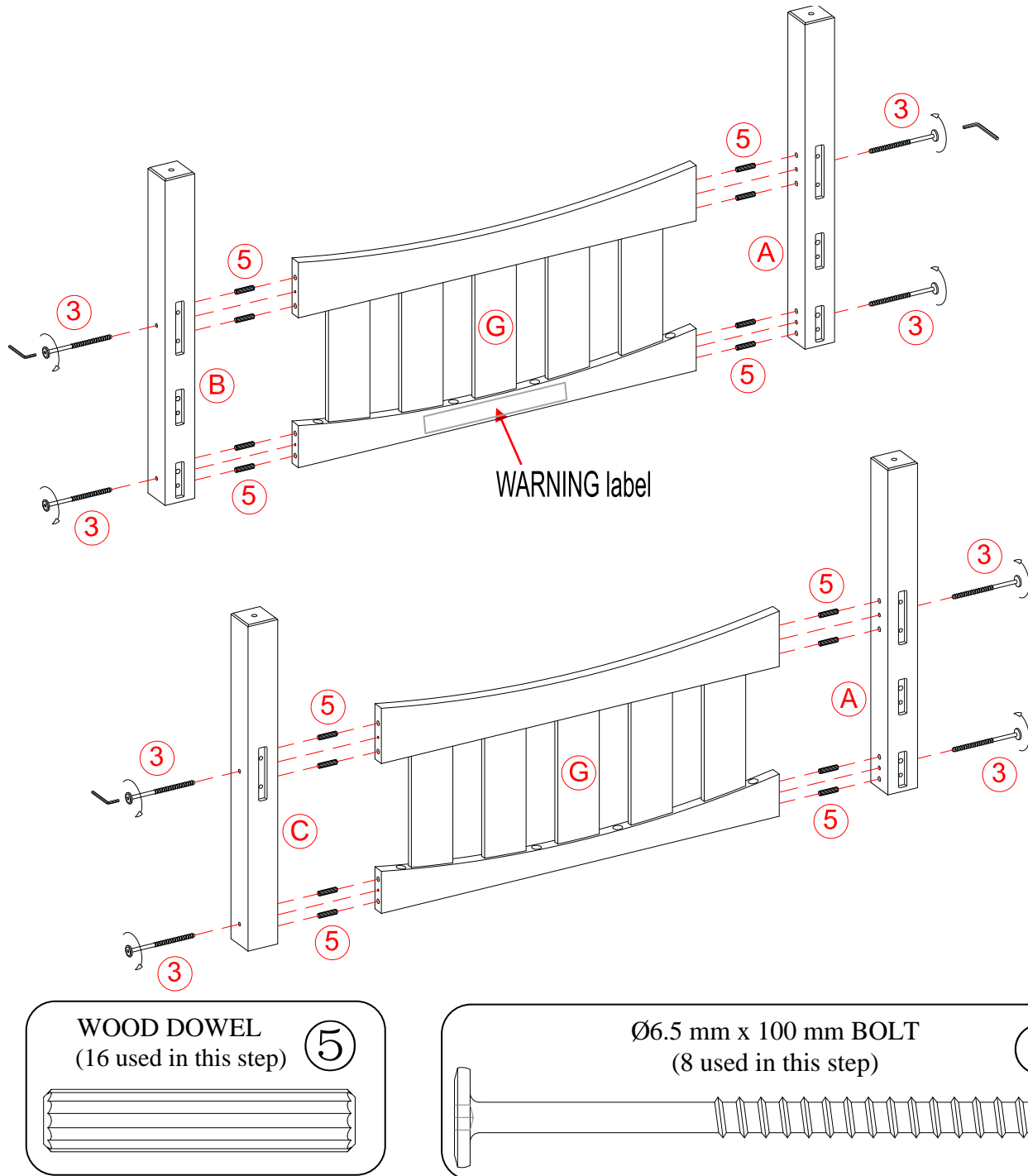
7. Insert 2 BARREL NUTS (8) into each end of the MATTRESS SIDE RAIL (P). Be sure that the cross slot on the BARREL NUT is facing out and that the long groove points toward the entry of the BOLT.
8. Bolt 2 MATTRESS SIDE RAILS (P) between the LOWER POSTS (D and T) by using the 110 mm BOLTS (1) through the holes on the POSTS and into the BARREL NUTS (8) in the MATTRESS SIDE RAILS (P). Make sure the wood stoppers attached to the MATTRESS SIDE RAIL for slats are up and face inward. Tighten the BOLTS with enclosed ALLEN WRENCH.

ASSEMBLING LOWER BUNK



9. Lay out one MATTRESS SUPPORT SLATS (L) onto the strips on the MATTRESS SIDE RAILS (P). Make sure the end slats located close to the LOWER POSTS (D). Insert and screw the 30 mm SCREWS (6) into the countersunk holes in each end of the slats. Tighten the screws using a Phillips Screwdriver.

ASSEMBLING UPPER HEADBOARD/FOOTBOARD

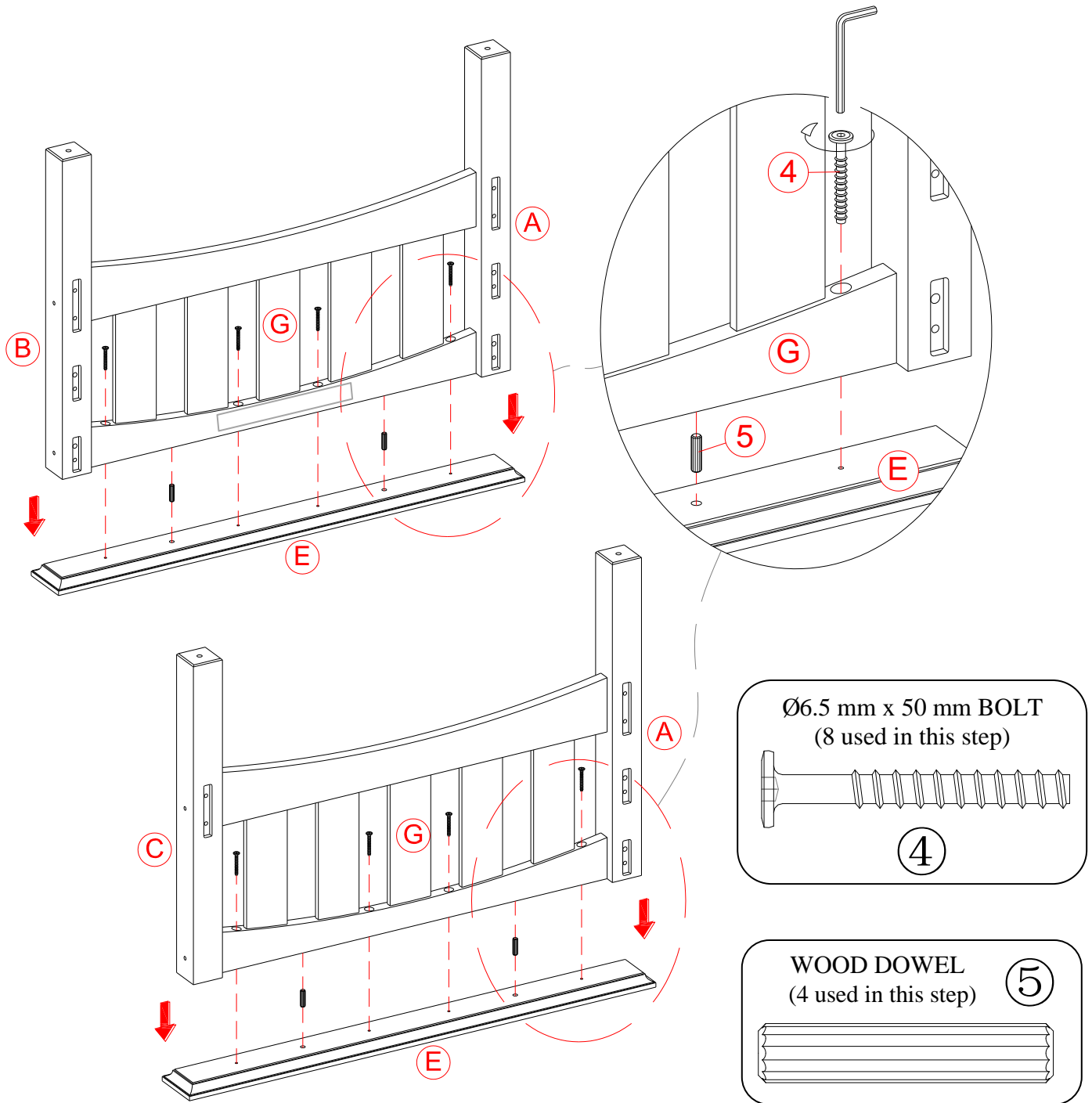


10. Insert 8 WOOD DOWELS (5) into the end holes of the UPPER CROSS ASSEMBLY with warning label (G). Attach UPPER POSTS (A) and (B) to the UPPER CROSS ASSEMBLY by using four 100 mm BOLTS (3). Tighten the BOLTS with the ALLEN WRENCH provided.

11. Repeat last step to attach UPPER POSTS (A) and (C) to the other UPPER CROSS ASSEMBLY (G).

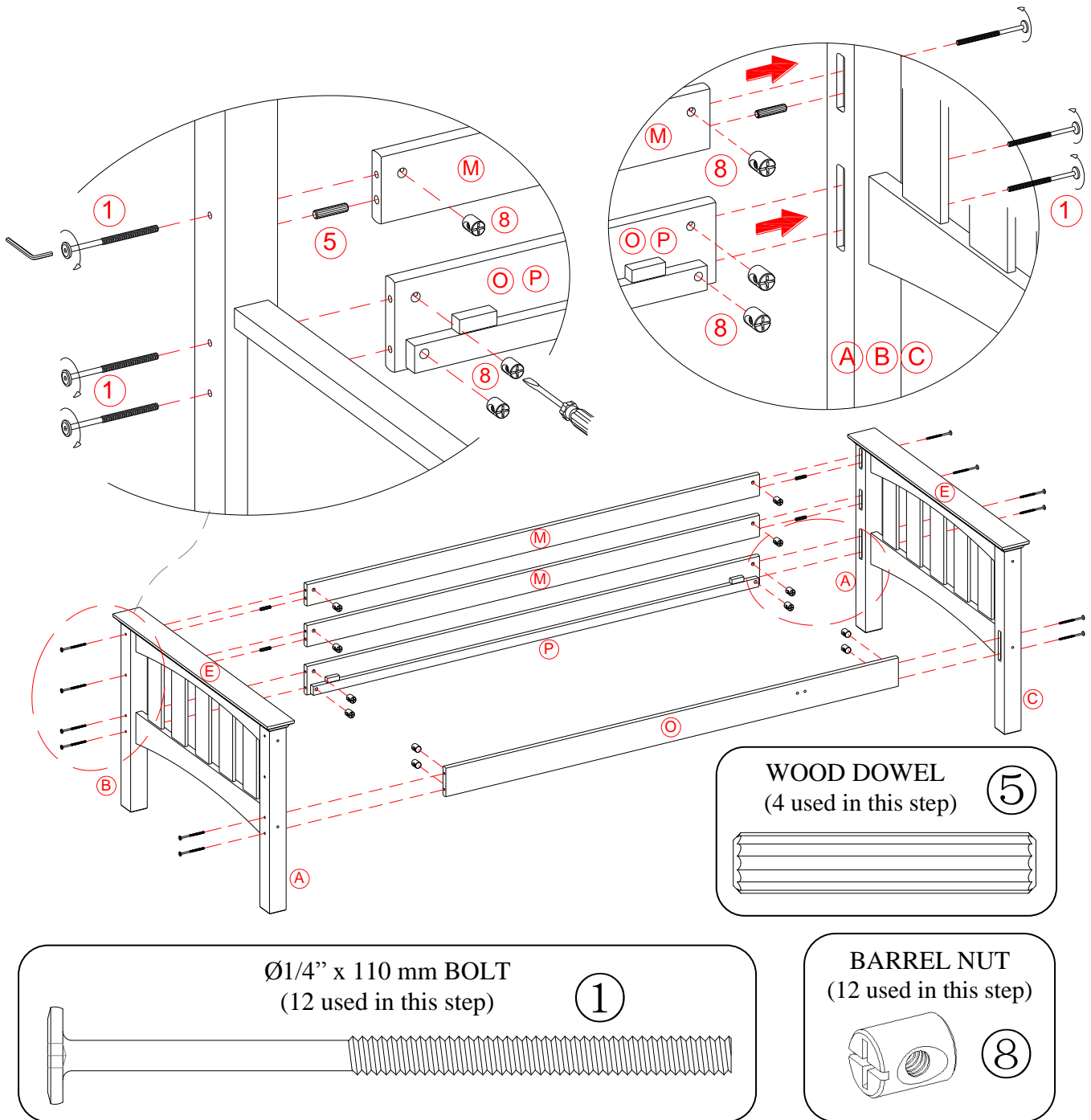
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ASSEMBLING UPPER HEADBOARD/FOOTBOARD



12. Align and attach UPPER CAP RAIL (E) to last assemblies using two WOOD DOWELS (5) and four 50 mm BOLTS (4) in each. Securely tighten the BOLTS with enclosed ALLEN WRENCH.

ASSEMBLING UPPER BUNK

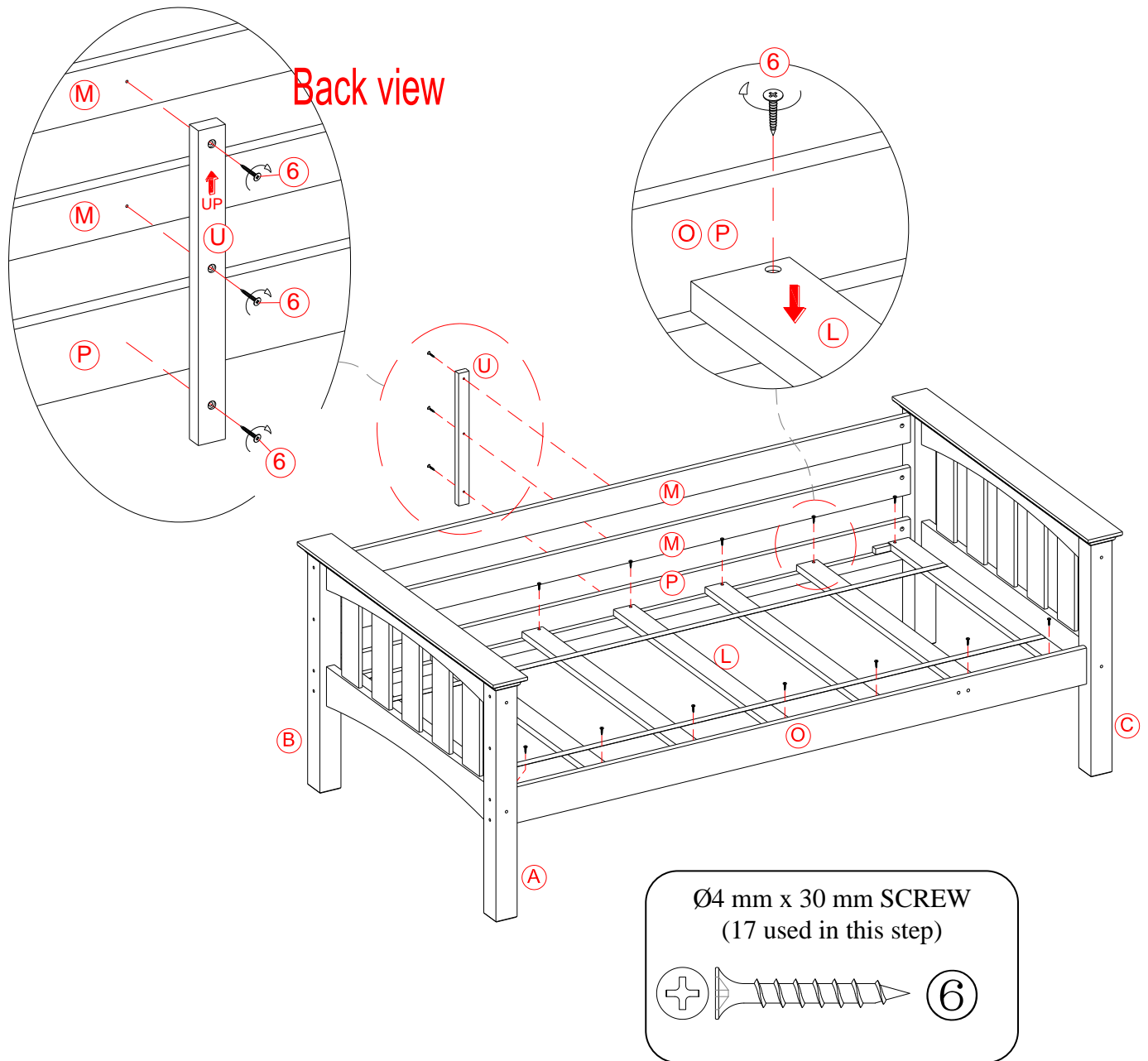


13. Insert the WOOD DOWELS (5) into the end large holes of LONG GUARDRAIL (M). Attach 2 LONG GUARDRAILS (M) and the remaining MATTRESS SIDE RAIL (P) between UPPER POSTS (A) and (B) using eight 110 mm BOLTS (1) and eight BARREL NUTS (8) as shown above. Make sure the wood stoppers for slat attached on side rail are up and face inward.

14. Attach LADDER SIDE RAIL (O) between the UPPER POSTS (A) and (C) using four 110 mm BOLTS (1) and four BARREL NUTS (8). Make sure the wood stoppers for slat attached on side rail are up and face inward.

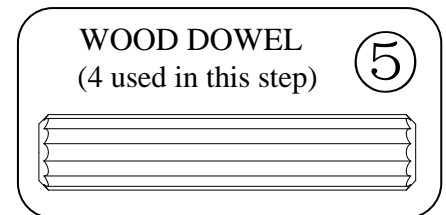
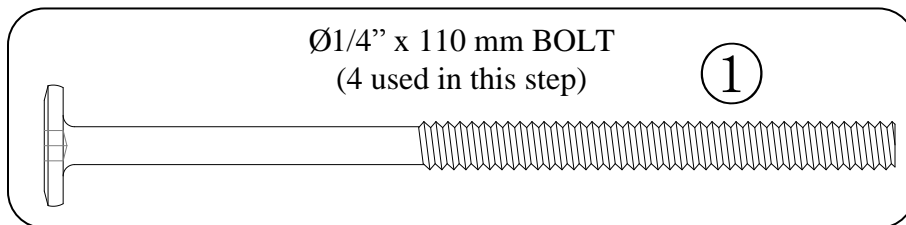
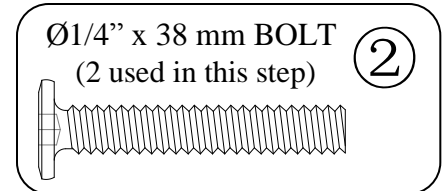
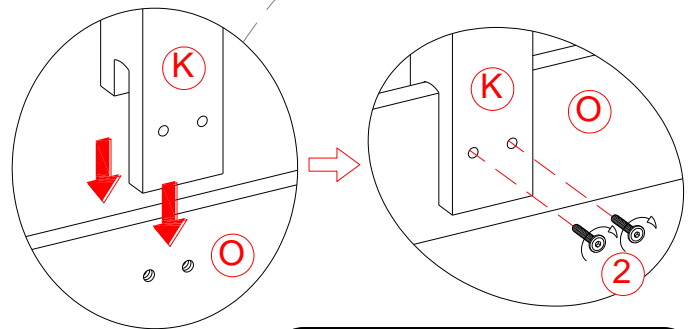
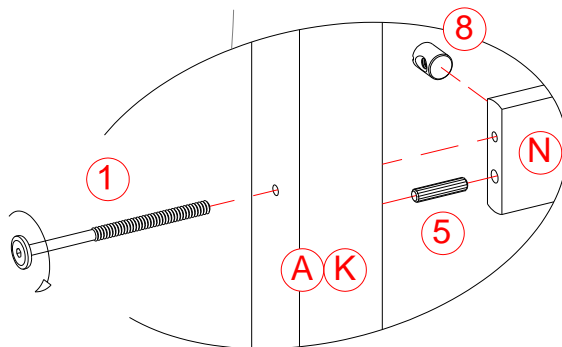
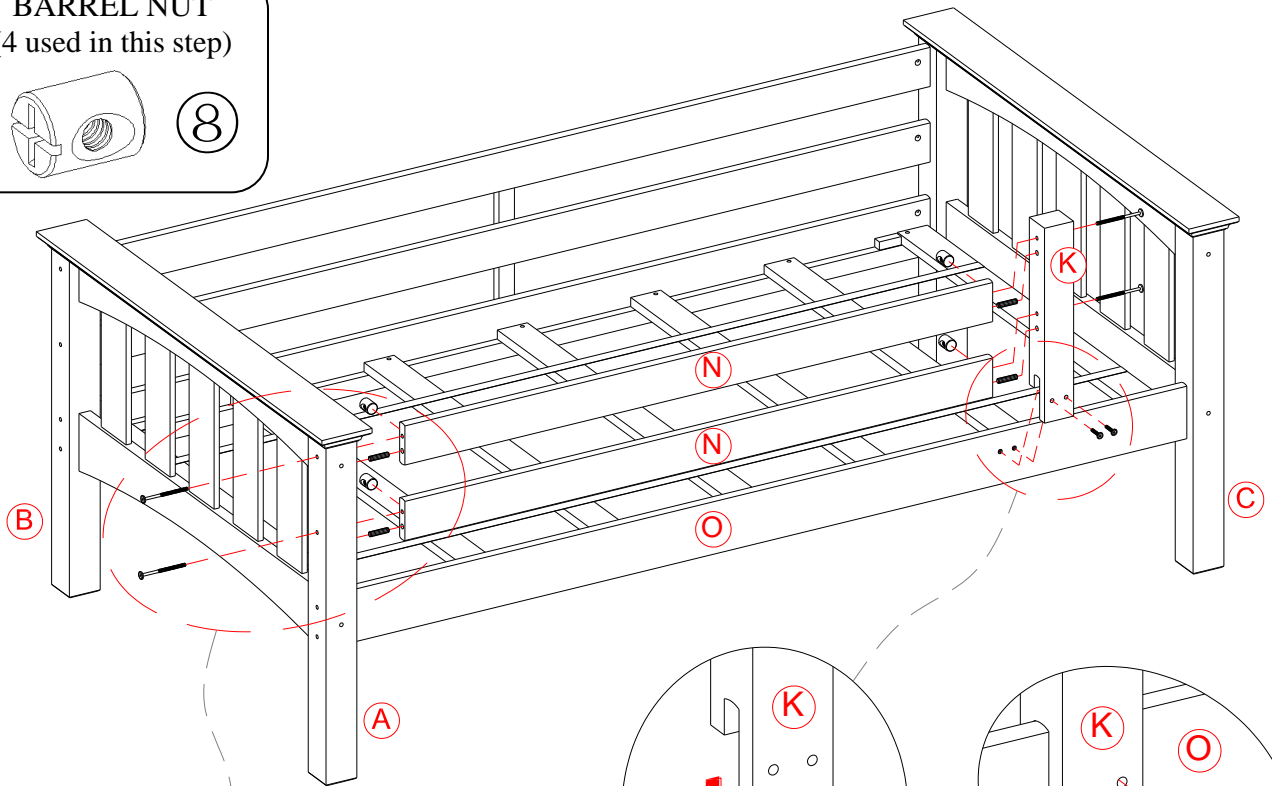
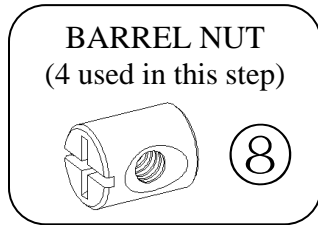
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ASSEMBLING UPPER BUNK



15. With the pilot holes as a guide, align and attach the GUARDRAIL SUPPORT (U) to the center of LONG GUARDRAILS (M) and MATTRESS SIDE RAIL (P) using three 30 mm SCREWS (6) into the countersunk holes.
16. Lay out the other MATTRESS SUPPORT SLATS (L) between the wood stoppers on the LADDER SIDE RAIL (O) and MATTRESS SIDE RAIL (P). Insert and screw 30 mm SCREWS (6) into the countersunk holes in each end of the slats. Tighten the screws using a Phillips screwdriver.

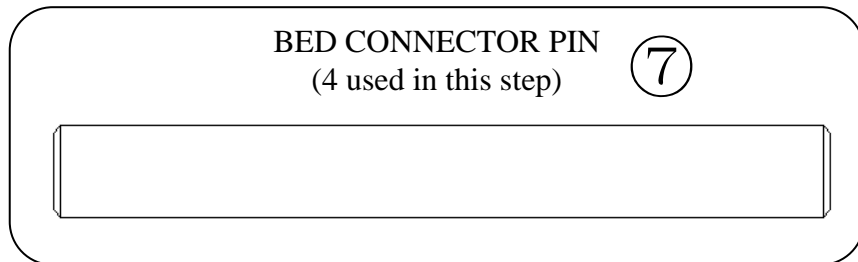
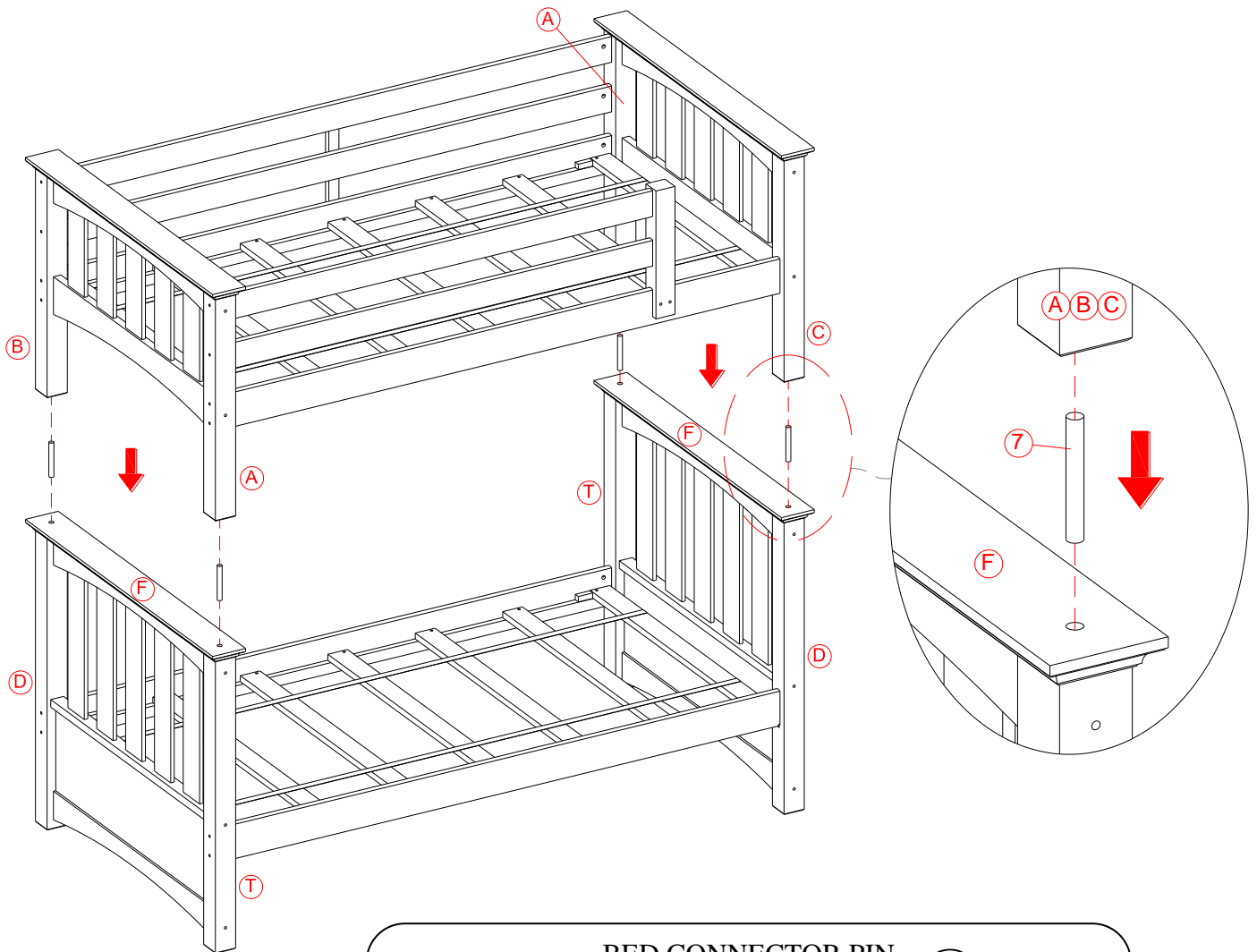
ASSEMBLING UPPER BUNK



17. Insert the **WOOD DOWELS (5)** into the end large holes of **SHORT GUARDRAIL (N)** as a guide. Attach 2 **SHORT GUARDRAILS (N)** between **FRONT UPPER POST (A)** and **FRONT GUARDRAIL POST (K)** using four 110 mm **BOLTS (1)** and four **BARREL NUTS (8)**.

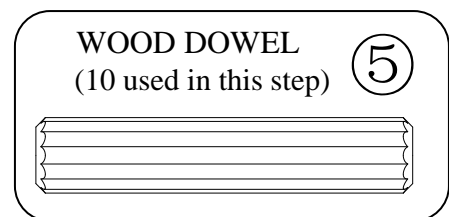
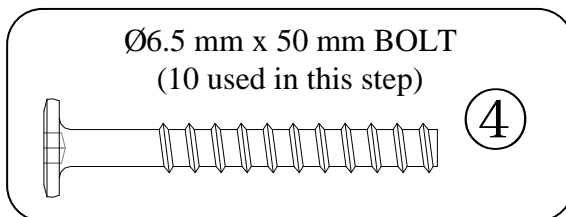
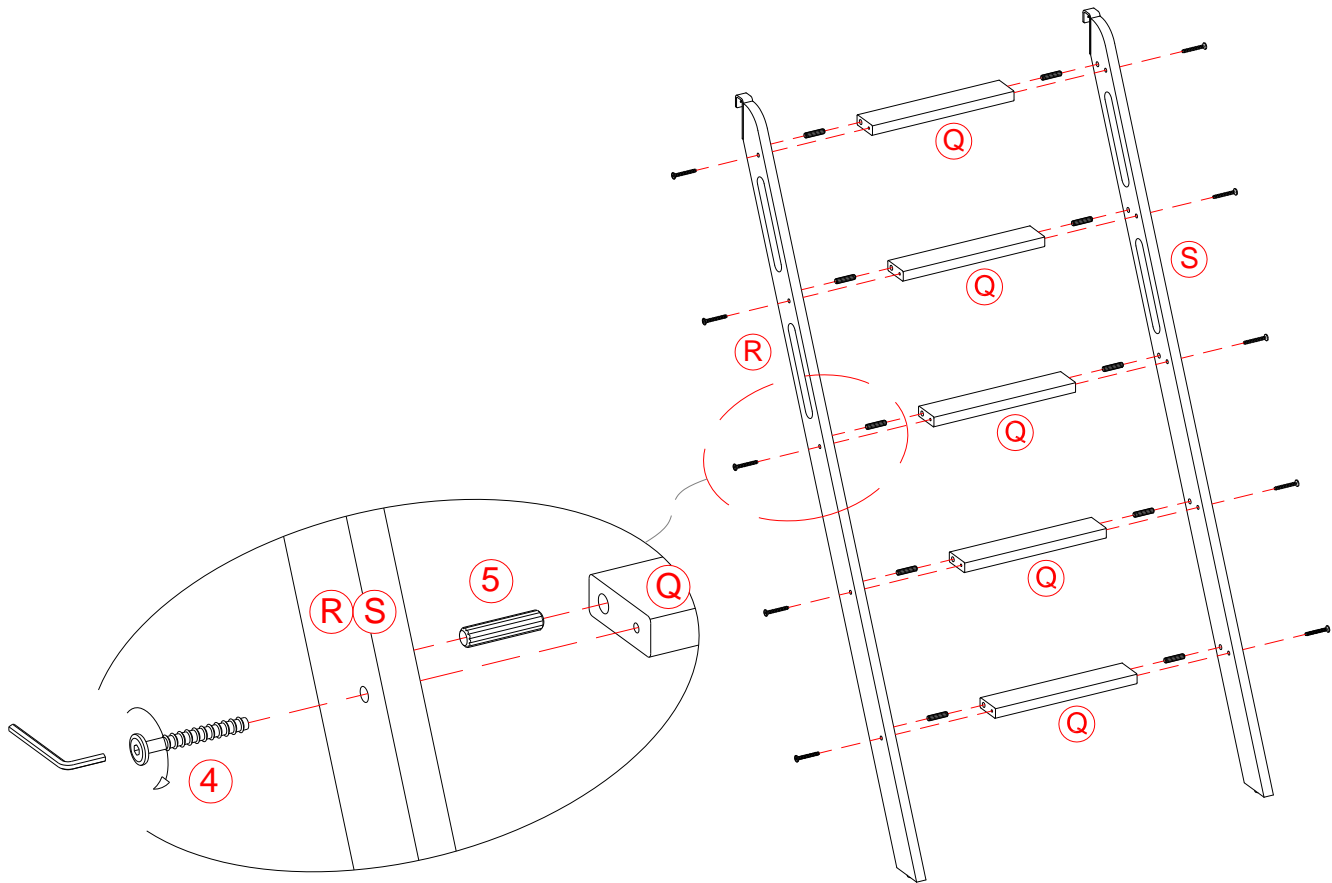
18. Fasten the **FRONT GUARDRAIL POST (K)** to **LADDER SIDE RAIL (O)** using two 38 mm **BOLTS (2)** and tighten with enclosed **ALLEN WRENCH**.

ASSEMBLY OF THE BUNK BED



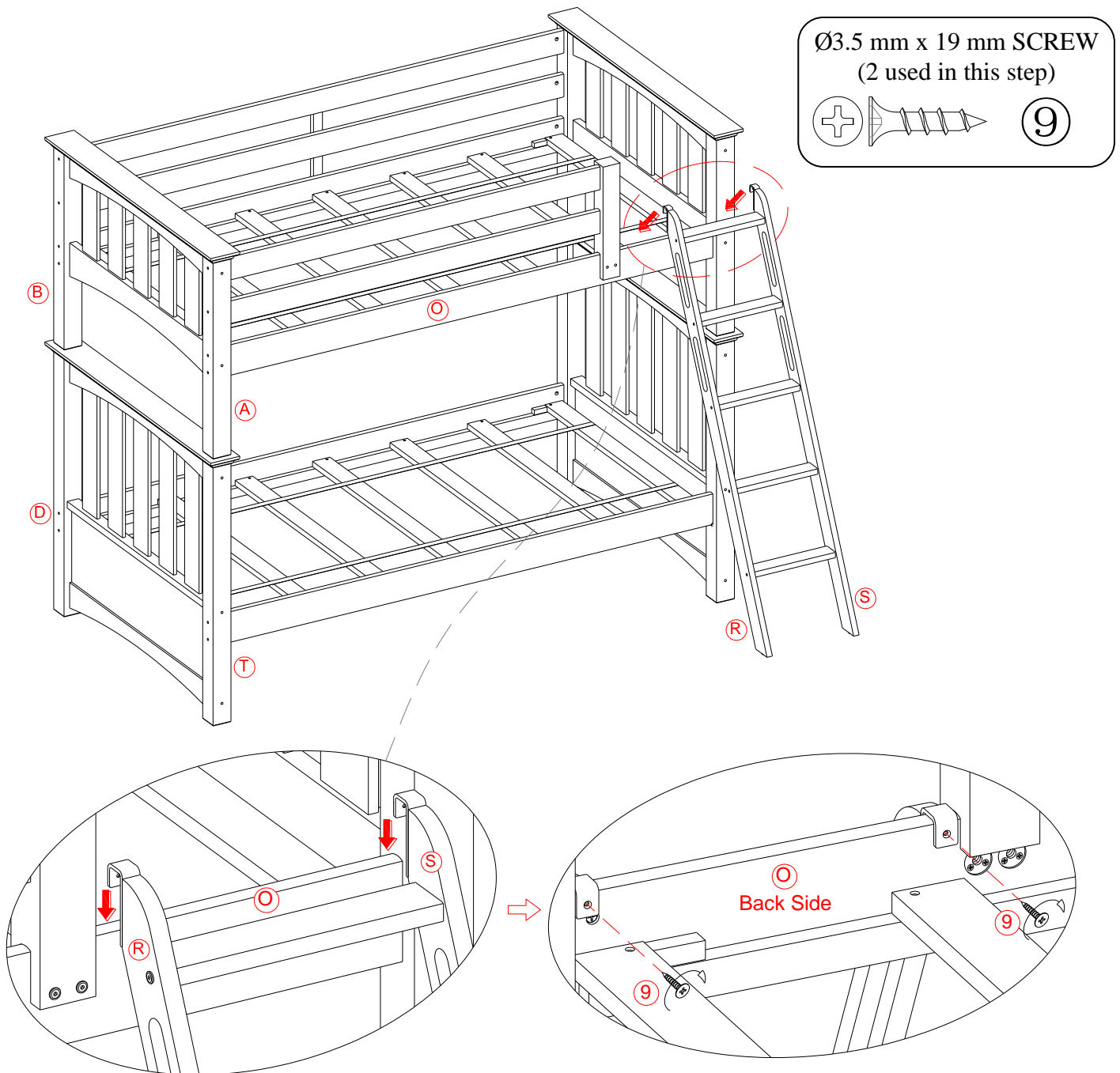
19. Now place the two assembled bunks where you want to place your Bunk Bed.
20. Insert 4 BED CONNECTOR PINS (7) into top holes of the Lower Bunk as shown.
21. Now ask for assistance to stack the Upper Bunk onto the BED CONNECTOR PINS (7) on the Lower Bunk.
NOTE: Make sure that the Upper Bunk sits completely on top of the Lower Bunk and the pins go all the way, not leaving any gaps.

ASSEMBLY OF THE LADDER



22. Insert the WOOD DOWELS (5) into the end large holes of LADDER STEPS (Q). Attach LEFT and RIGHT LADDER SUPPORT (R and S) to the LADDER STEPS (Q) using the 50 mm TAPPING BOLTS (4). Securely tighten all BOLTS with enclosed ALLEN WRENCH.

ASSEMBLY OF THE LADDER

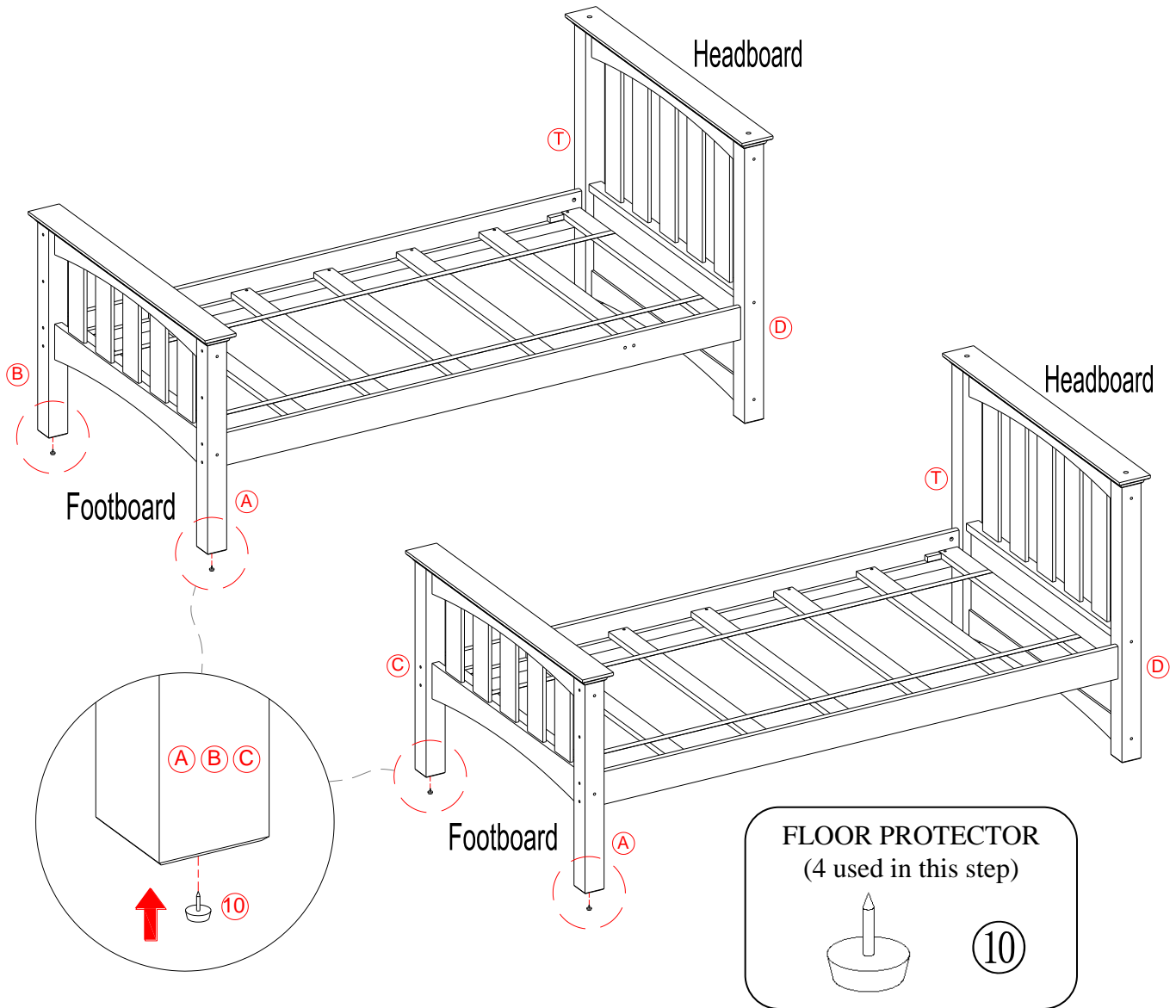


23. Hook the LADDER securely over the top of the LADDER SIDE RAIL (O), between the UPPER POST (C) and FRONT GUARDRAIL POST (K) in the opening provided. Secure the LADDER HOOKS by using two 19 mm SCREWS (9).

ONLY USE LADDER IN THIS LOCATION AND SECURE WITH 2 SCREWS. PLEASE MAKE SURE YOU INSTALL THE LADDER AGAINST THE FRONT GUARDRAIL POST.

Instructions for converting the bunk bed into two single beds

NOTE: The Bunk Bed can be divided into two Twin Beds. Be sure that you attach four **FLOOR PROTECTORS (10)** onto the bottom of **UPPER HEADBOARD & FOOTBOARD POSTS** when forming the single bed. **GUARDRAILS** are not necessary.



24. Remove the LADDER and all the GUARDRAILS.
 25. With the help of another person, remove the Upper Bunk from the Lower Bunk.
 26. Disassemble the side rails from all headboards (Upper and Lower Bunks).
 27. Re-assemble the headboards (Lower) and footboards (Upper) to SIDE RAILS as shown. Attach the FLOOR PROTECTORS (10) onto the bottom of the UPPER POSTS (A, B and C).
 28. Lay out the MATTRESS SUPPORT SLATS (L) in place and secure with the 30 mm SCREWS (6) to finish the assembly.
- Note: Switching the headboards will allow the two single beds to be identical (the headboards will have taller posts and the footboards will have the shorter posts).

Please call for replacement parts or assistance: 1-866-942-5362

Care and Maintenance

- Use a soft, clean cloth that will not scratch the surface when dusting.
- Use of furniture polish is not necessary. Should you choose to use polish, test first in an inconspicuous area.
- Using solvents of any kind on your furniture may damage the finish.
- Never use water to clean your furniture as it may cause damage to the finish.
- Always use coasters under beverage glasses and flowerpots.
- Liquid spills should be removed immediately. Using a soft clean cloth, blot the spill gently. Avoid rubbing.
- Always use protective pads under hot dishes and plates. Heat can cause chemical changes that may create spotting within the furniture finish.
- Stains or marks from crayons or ink markers will be difficult to remove.
- In the event that your furniture is stained or otherwise damaged during use, we recommend that you call a professional to repair your furniture.
- Check bolts/screws periodically and tighten them if necessary.

Further advice about wood furniture care

It is best to keep your furniture in a climate controlled environment. Extreme temperature and humidity changes can cause warping, shrinking and splitting of wood. It is advised to keep furniture away from direct sunlight as may damage the finish.

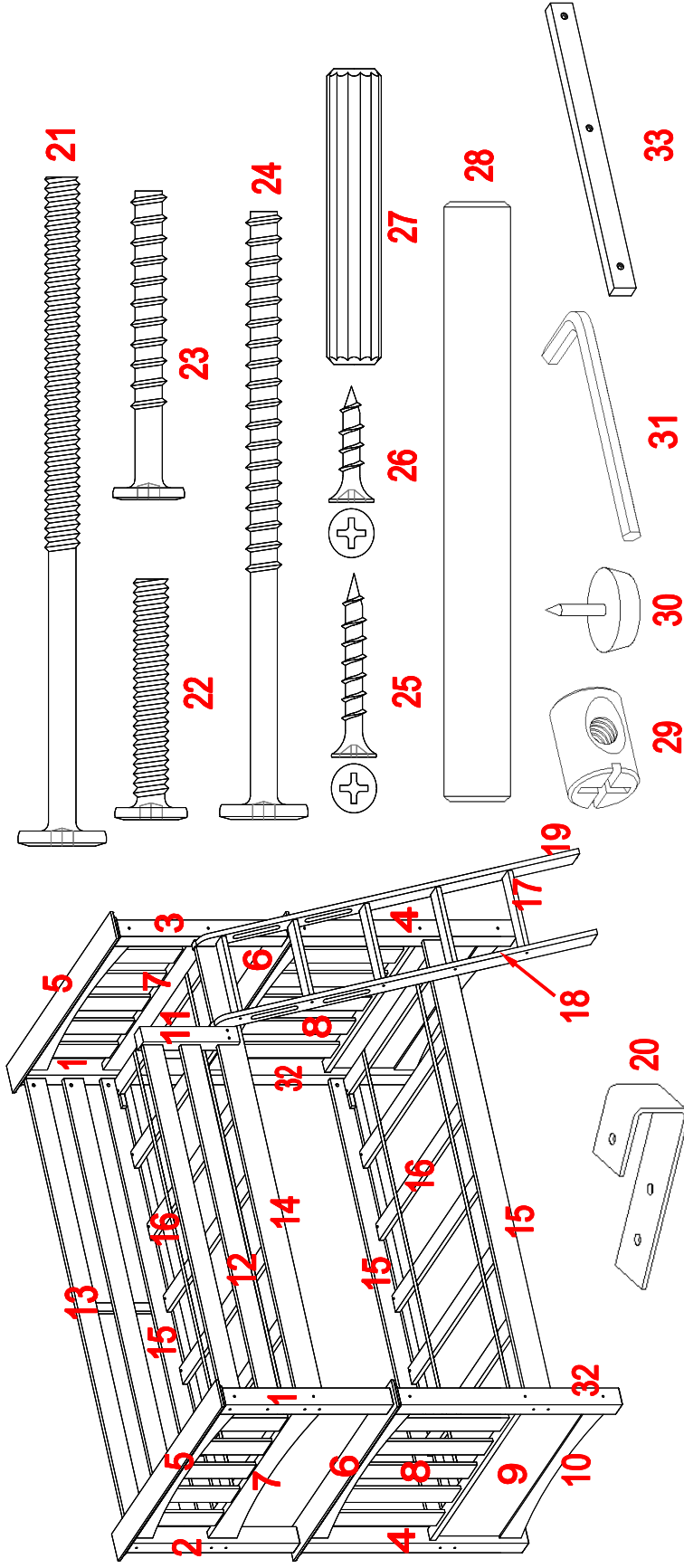
Proper care and cleaning at home will extend the life of your purchase. Following these important and helpful tips will enhance your furniture as it ages.

We hope you enjoy your purchase for many years.
Thank you for your purchase.



IF YOU NEED TO ORDER PARTS PLEASE USE THE LIST BELOW

Harper Bunk Bed (HPBB)



- | | | | |
|---------------|------------------------------|---------------|-----------------------|
| *HPBB-1-JPA | Upper Post A | *HPBB-18-LLS | Left Ladder Support |
| *HPBB-2-UPB | Upper Post B | *HPBB-19-RLS | Right Ladder Support |
| *HPBB-3-UPC | Upper Post C | *HPBB-20-LH | Ladder Hook |
| *HPBB-4-LPD | Lower Post D | *HPBB-21-110B | Ø1/4" x 110 mm Bolt |
| *HPBB-5-UTP | Upper Cap Rail | *HPBB-22-38B | Ø1/4" x 38 mm Bolt |
| *HPBB-6-LTP | Lower Cap Rail | *HPBB-23-50B | Ø6.5 mm x 50 mm Bolt |
| *HPBB-7-UCA | Upper Cross Assembly | *HPBB-24-100B | Ø6.5 mm x 100 mm Bolt |
| *HPBB-8-LCA | Lower Cross Assembly | *HPBB-25-30S | Ø4 mm x 30 mm Screw |
| *HPBB-9-LBP | Lower Headboard Panel | *HPBB-26-19S | Ø3.5 mm x 19 mm Screw |
| *HPBB-10-LHBC | Lower Headboard Bottom Cross | *HPBB-27-WD | Wood Dowel |
| *HPBB-11-FGP | Front Guardrail Post | *HPBB-28-BCP | Bed Connector Pin |
| *HPBB-12-SG | Short Guardrail | *HPBB-29-BN | Barrel Nut |
| *HPBB-13-LG | Long Guardrail | *HPBB-30-FP | Floor Protector |
| *HPBB-14-LSR | Ladder Side Rail | *HPBB-31-AW | Allen Wrench |
| *HPBB-15-MSR | Mattress Side Rail | *HPBB-32-LPT | Lower Post T |
| *HPBB-16-MSS | Mattress Support Slats | *HPBB-33-GS | Guardrail Support |
| *HPBB-17-LS | Ladder Step | *HPBB-CH | Complete Hardware |