

## CHRISTMAS TREE

### ASSEMBLY, USE AND CARE



Images are only for reference purposes.

### WHAT'S IN THE BOX?

Bottom section	Middle section	Top section	Stand	Thumb Screw x 3

In the case of two-section trees, where there is no middle section, please disregard step "8" from the instructions manual.

### THANK YOU...

We thank you for purchasing our product; we understand that this purchase represents your trust in us. We are grateful for this and assure you that we aspire to deliver the best value to you in return.

We are proud of our creation and take every precaution to avoid problems. Despite this, sometimes a product might reach you with a defective foliage. If this happens, our responsive customer services team will be able to assist you towards a quick resolution. So, do not hesitate to contact us regarding any aspect of your purchase on [contact@spacegeneral.co.nz](mailto:contact@spacegeneral.co.nz)



### TEST RIGHT AWAY

We request you to test the product as soon as you receive it. If there are any issues with the product quality, we can fix them in time for your planned celebrations.

### BEFORE YOU BEGIN...

1. This tree can be used by children aged from 12 years and above.
2. Ensure that the children do not play with the tree. Cleaning and user maintenance shall not be done by children without supervision.
3. The tree is not a toy and we strongly recommend supervising children near the tree to avoid any accidents.

The tree is designed to be simple to setup. Still, we recommend you do some pre-checks before starting to set the tree up. This will make the process easier and save trouble during the installation.

- Check the branches in each section to make sure that there are no bent or distended branches. If so, it is easier to straighten them before setting the tree up.
- Clear space for setting the tree up that is flat and has no obstructions.

If you face issues, it is advisable to run through the Troubleshooting Guide section of this document or you can contact us by:

**Customer Service:** [contact@spacegeneral.co.nz](mailto:contact@spacegeneral.co.nz)

# Space General

## CHRISTMAS TREE

### SETUP GUIDE

#### Setup Stand: ① ②

Set the stand on a flat surface free of any obstructions. Fix the Thumb screws to secure the stand making sure that the screws are just enough to hold the stand in place.

#### Fix the Bottom Section: ③

Insert the pointed end of the pole of the bottom section into the hole in the stand. If there is any difficulty in putting the bottom section in place, try loosening the screws on the stand before re-attempting. Once setup, please make sure that the section the screws are fully tightened. The base should not be loose or wobble.

#### Spread the branches: ④ ⑤ ⑥ ⑦

Starting from the lowest branches, work to spread the tips to provide even cover. In each branch, start from the innermost leaves and spread them to fan out evenly from the centre.

#### Fix the middle section: ⑧

Once the bottom section is in place and spread evenly, proceed to fix the middle section on it as shown. Work to spread the branches evenly as indicated above.

#### Fix the top section: ⑨

After setting up the middle section, proceed to fix the top section over the tree. Work to spread the branches evenly as indicated above.

#### Check and adjust: ⑩

Do one final inspection of the tree to identify gaps and uneven foliage. Adjust the branches and tips to cover gaps and to spread the branches evenly.

#### Add personal decorations:

At this stage, you can add your personal decorations to the tree as desired.

### DISASSEMBLY

#### Remove Decoration:

Remove all decorations put up on the tree.

#### Collapse the branches:

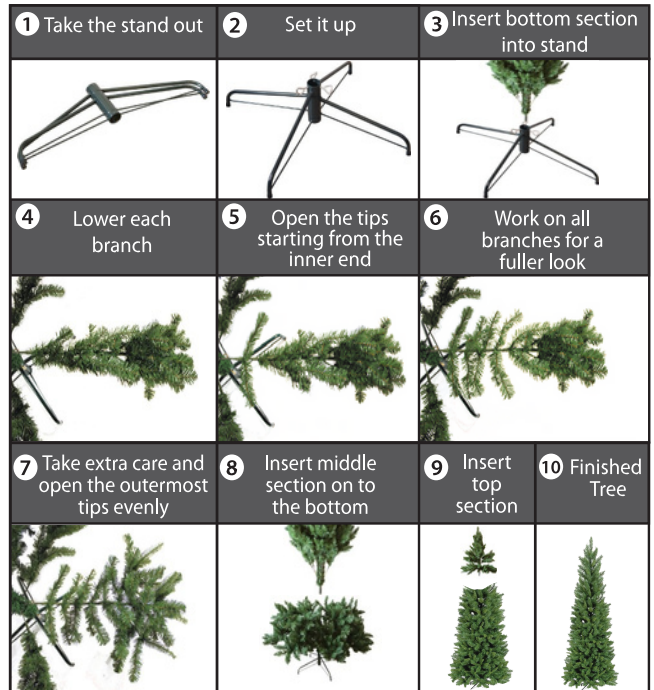
Collapse all the branches to ensure that the section takes the minimal space as possible.

#### Remove the sections:

Detach the sections starting with the top, middle and bottom sections.

#### Store away:

The tree needs to be put away in a Dry and Dark place for longevity.



### TROUBLESHOOTING

ISSUE	POSSIBLE CAUSE	RESOLUTION
Tree looks bare	The branches are not evenly spread out	Fan the branches and leaves to cover the bare patches as needed
Tree seems to be slanted to one side	The centre pole is not fitted correctly	Loosen the base screws and adjust the tree until it is vertical. Now screw back the stand tightly.

Space General team is here to help you. contact us at [contact@spacegeneral.co.nz](mailto:contact@spacegeneral.co.nz)

### DISPOSING OF YOUR TREE

#### Reuse:

If the tree is still in good condition when you decide to replace it, why not ask friends and family, or donate it to charity so someone else can use it.

#### Disposal:

Remove all decorations as they interfere with the recycling process. Disassemble your artificial tree, ensuring that the plastic and metal components are separated to facilitate the recycling.

# Space General

[contact@spacegeneral.co.nz](mailto:contact@spacegeneral.co.nz) [www.spacegeneral.co.nz](http://www.spacegeneral.co.nz)

Keep this instruction manual safely, do not throw it away