COSTA LOFT BED
WARNING: Failure to follow these warnings and assembly instructions could result in serious injury or death. To help prevent serious or fatal injuries from entrapment or falls:

- Read all instructions before assembling bunk bed.
- Before each usage or assembly, inspect bunk bed for damaged hardware, loose joints, missing parts or sharp edges. DO NOT use bunk bed if any parts are missing or broken.
- DO NOT use substitute parts. Contact pottery barn teen for replacement parts and instructional literature if needed.
- 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.
- Ensure thickness of mattress on upper bunk does not exceed 7 inches and the surface of mattress must be at least 5 inches (127 mm) below the upper edge of guardrails.
- Ensure both upper and lower bunk are assembled to the highest position when using the product as a bunk bed.
- Use only mattress which is 74”-75” long and 52.5”-53.5” wide on upper bunk.
- 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.
- Prohibit more than one person on the upper bunk.
- Always use the ladder for entering and leaving the upper bunk.
- 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 mattresses is prohibited.
- If refinishing, use a non-toxic finish specified for children’s products.
- 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.
- This loft bed meets the requirements of ASTM F1427-13

KEEP THESE INSTRUCTIONS FOR FUTURE REFERENCE.
**Important Safety Instructions:**
- Please read all instructions carefully before assembling.
- For your safety, assembly by two or more adults is strongly recommended.
- Keep instructions for future use.
- Use only vendor supplied hardware to assemble. Using unauthorized hardware could jeopardize the structural integrity of the item.

**Pre-assembly:**
- Remove all parts and hardware from the box and lay out on a clear carpeted or scratch-free work surface, as this will avoid damaging parts during assembly. The shipping box provides an ideal work surface.
- Do not dispose of any packaging or contents of the shipping carton until assembly is completed to avoid accidentally discarding small parts or hardware.
- Use the parts and hardware lists below to identify and separate each of the pieces included.
- The illustrations provided allow for easier assembly when used in conjunction with the assembly instructions.
- The use of power tools to aid in assembly is not recommended. Power tools can damage hardware and split wood.

**Parts Included:**

<table>
<thead>
<tr>
<th>Part</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>(A) Left post</td>
<td>2x</td>
</tr>
<tr>
<td>(B) Right post</td>
<td>2x</td>
</tr>
<tr>
<td>(C) Vertical panel 1</td>
<td>1x</td>
</tr>
<tr>
<td>(D) Vertical panel 2</td>
<td>1x</td>
</tr>
<tr>
<td>(E) Vertical panel 3</td>
<td>1x</td>
</tr>
<tr>
<td>(F) Vertical panel 4</td>
<td>1x</td>
</tr>
<tr>
<td>(G) Headboard upper panel</td>
<td>1x</td>
</tr>
<tr>
<td>(H) Headboard lower panel</td>
<td>1x</td>
</tr>
<tr>
<td>(I) Headboard shelf</td>
<td>3x</td>
</tr>
<tr>
<td>(J) Vertical panel 5</td>
<td>1x</td>
</tr>
<tr>
<td>(K) Vertical panel 6</td>
<td>1x</td>
</tr>
<tr>
<td>(L) Vertical panel 7</td>
<td>1x</td>
</tr>
<tr>
<td>(M) Vertical panel 8</td>
<td>1x</td>
</tr>
<tr>
<td>(N) Footboard panel</td>
<td>1x</td>
</tr>
<tr>
<td>(O) Footboard shelf</td>
<td>3x</td>
</tr>
<tr>
<td>(P) Ladder</td>
<td>1x</td>
</tr>
<tr>
<td>(Q) Upper side rail</td>
<td>2x</td>
</tr>
<tr>
<td>(R) Lower side rail</td>
<td>2x</td>
</tr>
<tr>
<td>(S) Center support rail</td>
<td>1x</td>
</tr>
<tr>
<td>(T) Slat roll</td>
<td>1x</td>
</tr>
</tbody>
</table>
Hardware Included:

<table>
<thead>
<tr>
<th>Fitting</th>
<th>Flat washer</th>
<th>Spring washer</th>
<th>Short Allen bolt</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>M6x30 mm</td>
</tr>
<tr>
<td>24x</td>
<td>98</td>
<td>98</td>
<td>62</td>
</tr>
<tr>
<td>Medium Allen bolt</td>
<td>Long Allen Bolt</td>
<td>Allen key</td>
<td>Wood Screw</td>
</tr>
<tr>
<td>M6x50 mm</td>
<td>M6x65 mm</td>
<td>4 x30 mm - 14x</td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>12</td>
<td>1</td>
<td>32x</td>
</tr>
</tbody>
</table>

Tools Required (not included): Philips Head Screwdriver

Assembly Instruction Steps:
Look for the letter sticker A,B,C,D … on the parts to separate for assembly

I. ASSEMBLY THE HEADBOARD

(A) Left post 1x
(B) Right post 1x
(C) Vertical panel 1 1x
(D) Vertical panel 2 1x
(E) Vertical panel 3 1x
(F) Vertical panel 4 1x
(G) Headboard upper panel 1x
(H) Headboard lower panel 1x
(I) Headboard shelf 3x
1. Attach the headboard upper and lower panels (G&H) to the left and right post (A&B) by aligning the exposed wood dowels on the panel with pre-drilled holes on the post.
2. Secure with fitting, flat washer, spring washer and medium Allen bolt (55 mm) using Allen key as shown.

3. Attach the assembled parts onto the vertical panels 2 and 3 (D&E) by aligning the pre-drilled holes and inserted nuts. Secure with flat washer, spring washer and short Allen bolt (30 mm) using Allen key.
4. Attach the vertical panels 1 and 4 (C&F) to the left and right post (A&B) by aligning the pre-drilled holes with inserted nuts. Secure with flat washer, spring washer and long Allen bolt (65 mm) using Allen key.

5. Attach the headboard shelves (I) to the vertical panels by aligning the pre-drilled holes with inserted nuts. Secure the shelves to vertical panels (D&E) by flat washer, spring washer and short Allen bolt (30 mm) using Allen key.
6. Secure the shelves (I) to vertical panels 1 and 4 (C&F) by flat washer, spring washer and short Allen bolt (30 mm) using Allen key.

II. ASSEMBLY THE FOOTBOARD

(A) Left post 1x
(B) Right post 1x
(J) Vertical panel 5 1x
(K) Vertical panel 6 1x
(L) Vertical panel 7 1x
(M) Vertical panel 8 1x
(N) Footboard panel 1x
(O) Footboard shelf 3x
(P) Ladder 1x
7. Attach the footboard panel (N) to the left and right post (A&B) by aligning the exposed wood dowels on the panel with pre-drilled holes on the post.
8. Secure with fitting, flat washer, spring washer and medium Allen bolt (55 mm) using Allen key as shown.

9. Attach the assembled parts onto the vertical panels 6 and 7 (K&L) by aligning the pre-drilled holes and inserted nuts. Secure with flat washer, spring washer and short Allen bolt (30 mm) using Allen key.
10. Attach the vertical panels 5 and 8 (J&M) to the left and right post (A&B) by aligning the pre-drilled holes with inserted nuts. Secure with flat washer, spring washer and long Allen bolt (65 mm) using Allen key.

11. Attach the footboard shelves (O) to the vertical panels by aligning the pre-drilled holes with inserted nuts. Secure the shelves to vertical panels (K&L) by flat washer, spring washer and short Allen bolt (30 mm) using Allen key.
12. Secure the shelves (O) to vertical panels (J&M) by flat washer, spring washer and short Allen bolt (30 mm) using Allen key.

13. Attach the ladder (P) to footboard panel (N) and shelves (O) by aligning the pre-drilled holes on the panel and shelves with inserted nut. Secure the ladder with flat washer, spring washer and short Allen bolt (30 mm) using Allen key.
III. Assembly the side rail, center support rail and slat roll to build up the bed

14. Attach the upper side rails (Q) to the headboard by aligning the exposed wood dowel with pre-drilled holes. Secure the upper side rail by fitting, flat washer, spring washer and medium Allen bolt (55 mm) using Allen key as shown.

15. Attach the lower side rails (R) to headboard aligning the exposed wood dowel with pre-drilled holes. Secure the lower side rail by fitting, flat washer, spring washer and medium Allen bolt (55 mm) using Allen key as shown.
16. Attach the footboard to side rails by aligning the pre-drilled holes on the footboard post with exposed wood dowels on the side rails
17. Secure the assembly by fitting, flat washer, spring washer and medium Allen bolt (55 mm) using Allen key as shown

18. Place the center support rail (S) onto the pre-attached metal U bracket on the headboard and footboard panels
19. Roll out the slat roll (T) onto the inner side of side rails.
20. Secure the slat roll with wood screw using a Phillip Head Screwdriver.

Assembly is completed

**Care Instructions:**

- Dust often using a clean, soft, dry and lint-free cloth.
- Blot spills immediately and wipe with a clean, damp, cloth.
- We do not recommend the use of chemical cleansers, abrasives or furniture polish on our lacquered finish.
- Hardware may loosen over time. Periodically check to make sure all connections are tight. Re-tighten if necessary.

Thank you for your purchase

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