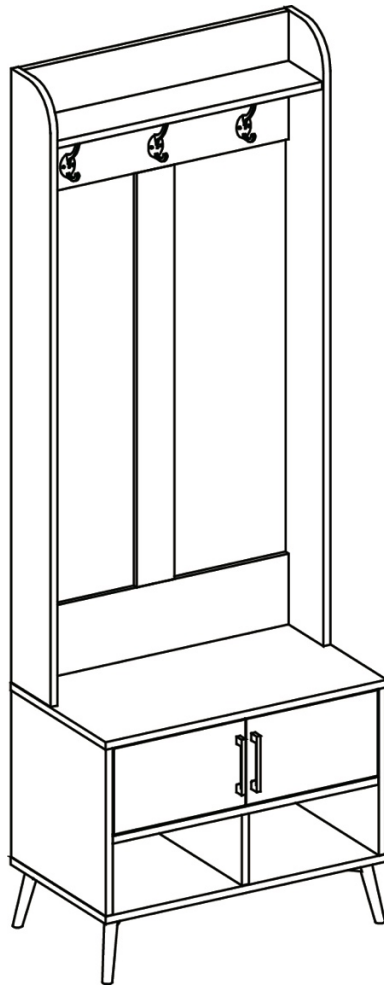




## ASSEMBLY INSTRUCTIONS



### RiverRidge® Woodbury Hall Tree with Bench

ITEM #: 16-029

#### **ADULT ASSEMBLY REQUIRED**

This product requires assembly by an adult because of small parts. Care should be taken in unpacking and assembling this item to keep small parts away from children. During assembly children should be kept away from the product due to possible risk of injury.

#### **WARNING SEE FULL WARNING ON PAGE 2**

Young children can be seriously injured or killed if furniture tips over. Don't use this item for a TV stand or place heavy objects on top of item. Always use angle-braces or anchors to secure furniture to the wall.

**THIS SHELF UNIT WILL HOLD UP TO 20 POUNDS PER SHELF AND CUBBY FOR TOTAL OF 80 POUNDS. BENCH SEATING WEIGHT CAPACITY IS 200 POUNDS. DO NOT LOAD SHELVES OR CUBBIES WITH MORE THAN 20 POUNDS OR SEATING WITH MORE THAN 200 POUNDS. OVERLOADING WITH MORE THAN 20 POUNDS PER SHELF OR 200 POUNDS SEATING MAY CAUSE DAMAGED TO THE SHELF OR SERIOUS INJURY OR DEATH.**

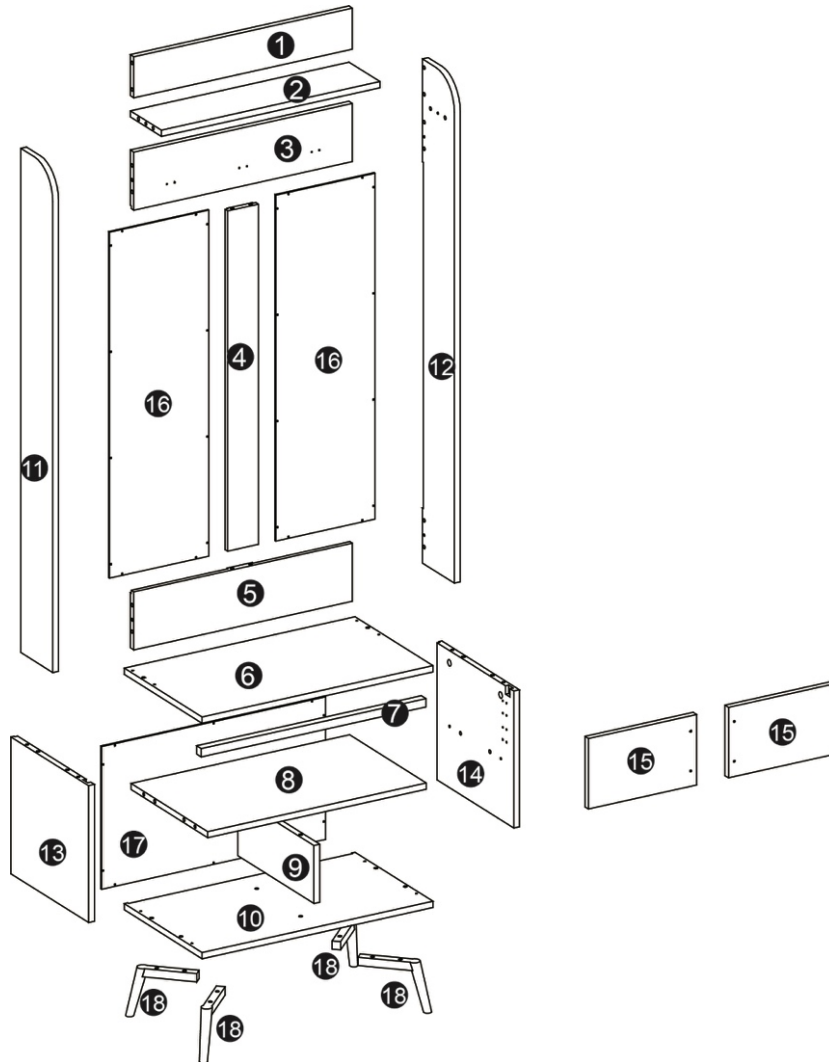


# **WARNING**

**SERIOUS OR FATAL INJURIES CAN OCCUR FROM FURNITURE TIP-OVER. TO HELP PREVENT TIP-OVER:**

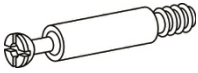





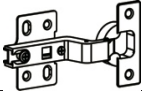


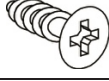

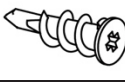




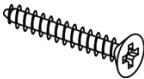
- **Always use tip over restraints and/or wall anchors to secure furniture to the wall**
- **Place heaviest items in the lowest drawers/bins or shelves**
- **Do not set TV's or other heavy objects on the top of this product**
- **Never allow children to climb or hang on to the drawers/bins, doors or shelves of furniture**
- **Never open more than one drawer at a time or defeat or remove any drawer interlock system**

# PARTS LIST



NO	QTY	DESCRIPTION
1	1PC	Upper Rear Board
2	1PC	Upper Shelf
3	1PC	Middle Rear Board
4	1PC	Vertical Support Board
5	1PC	Lower Rear Board
6	1PC	Top Board
7	1PC	Cross Bar
8	1PC	Shelf
9	1PC	Divider Board
10	1PC	Bottom Board
11	1PC	Upper Left Side Panel
12	1PC	Upper Right Side Panel
13	1PC	Lower Left Side Panel
14	1PC	Lower Right Side Panel
15	2PCS	Door
16	2PCS	Upper Back Board
17	1PC	Lower Back Board
18	4PCS	Metal Leg

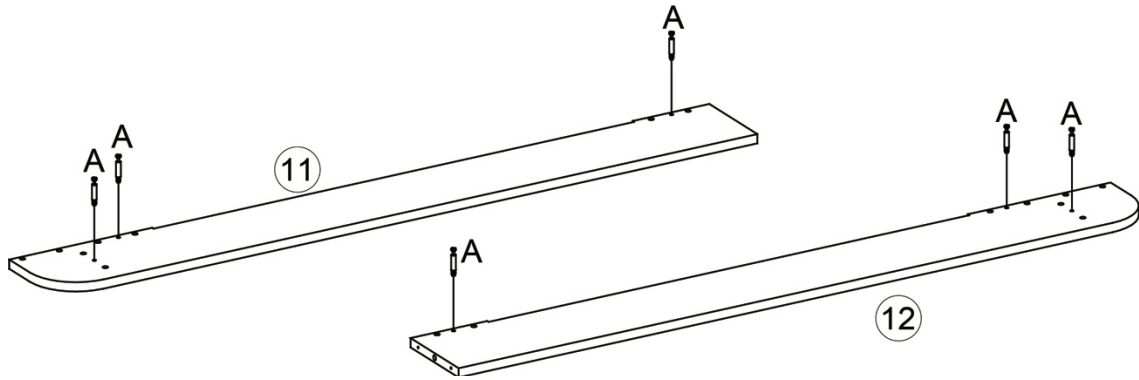
# PARTS LIST

NO	PART	QTY	DESCRIPTION
A		14PCS	Cam Bolt
B		14PCS	Cam Lock
C		38PCS	Wood Dowel
D		8PCS	Screw (4x35mm)
E		8PCS	Machine Screw (6x30mm)
F		8PCS	Washer
G		4PCS	Hinge
H		24PCS	Screw (4x14mm)
I		3PCS	Coat Hook
J		7PCS	Screw (3x12mm)
K		34PCS	Screw (2.5x10mm)
L		1PC	Plastic Anchor
M		2PCS	Handle
N		4PCS	Machine Screw (4x18mm)
O		2PCS	Bracket
P		1PC	Plastic Lock Strap
Q		1PC	Screw (4x30mm)

**TOOLS NEEDED FOR ASSEMBLY: FLAT & PHILLIPS SCREWDRIVER (NOT INCLUDED)  
THE USE OF A POWER SCREWDRIVER IS NOT RECOMMENDED FOR ASSEMBLY  
DO NOT USE ITEM IF ANY PARTS ARE MISSING OR DAMAGED**

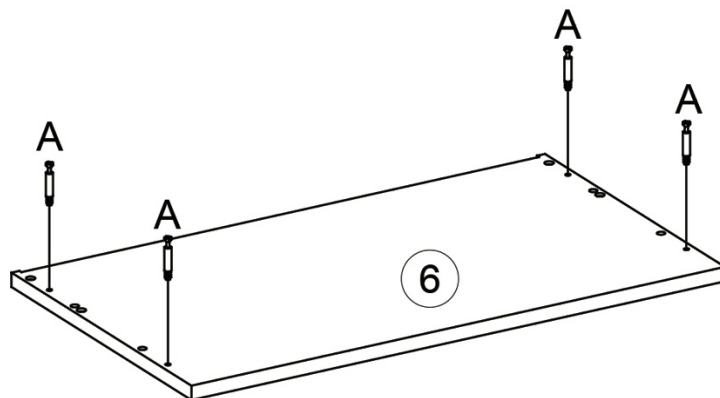
To order replacement parts at no cost to you, email [customer.service@ssi-rr.com](mailto:customer.service@ssi-rr.com), call 1-(844)-223-5201 or order parts online at [www.riverridgehome.com](http://www.riverridgehome.com). Only valid in the United States. If purchased outside of the United States, please contact retailer where purchased.

## STEP 1



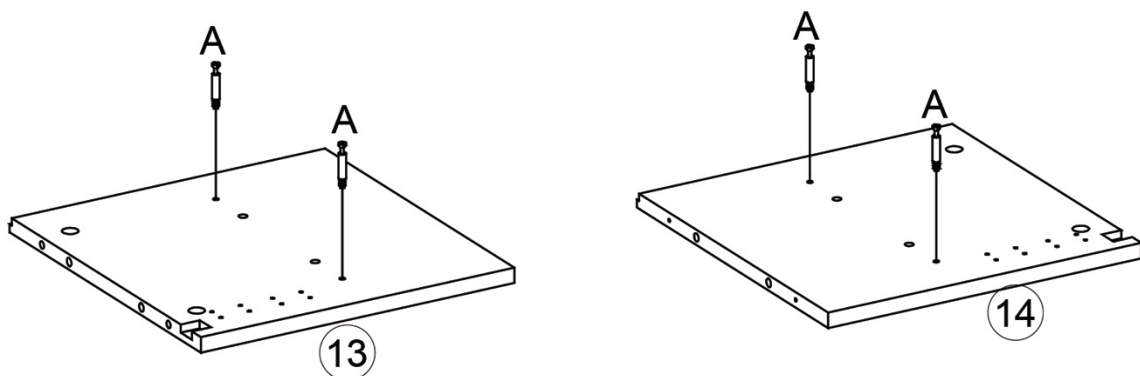
1. Screw 3 cam bolts (A) into cam bolt holes on upper left side panel (11).
2. Screw 3 cam bolts (A) into cam bolt holes on upper right side panel (12).

## STEP 2



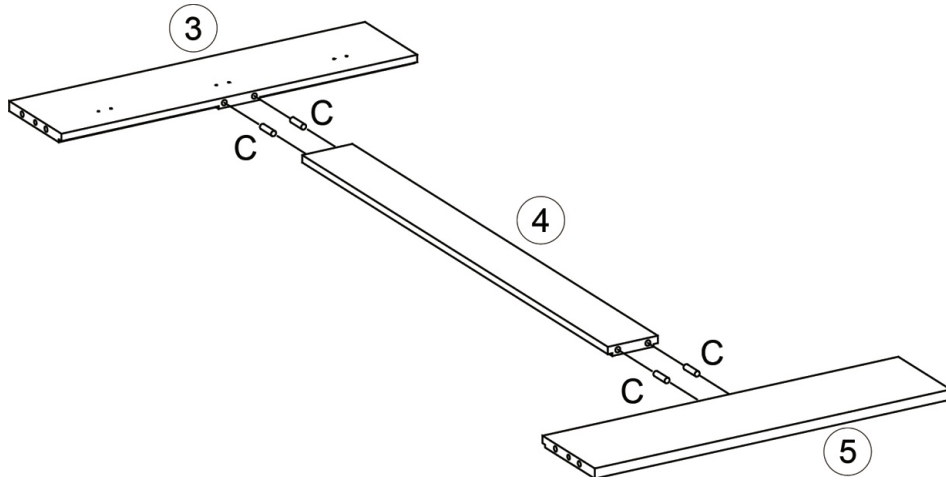
1. Screw 4 cam bolts (A) into cam bolt holes on top board (6).

## STEP 3



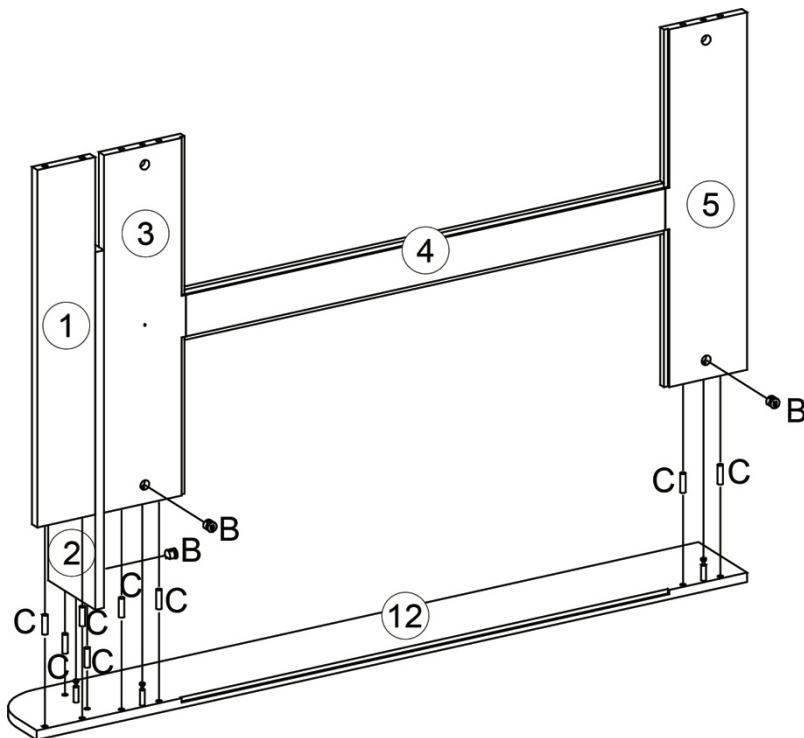
1. Screw 4 cam bolts (A) into cam bolt holes on lower left side panel (13) and lower right side panel (14).

## STEP 4



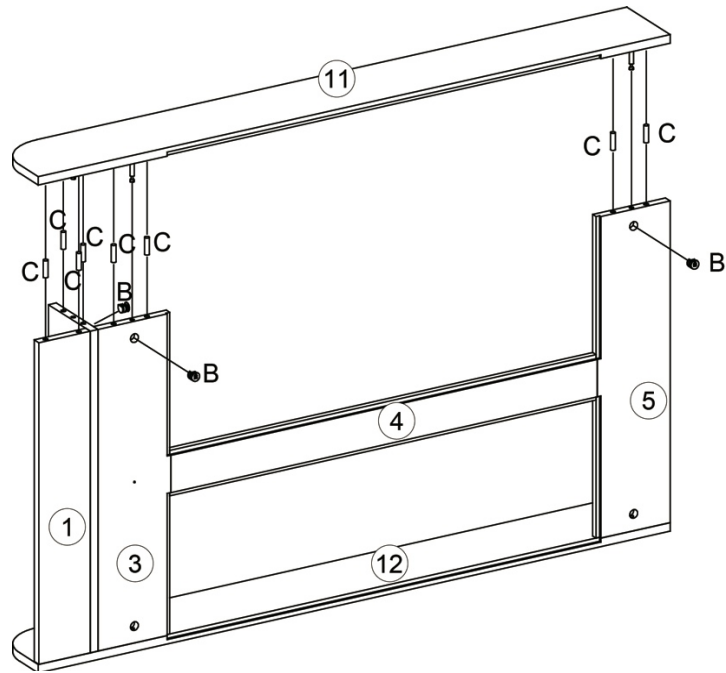
1. Insert 4 wood dowels (C) into wood dowel holes on vertical support board (4).
2. Attach middle rear board (3) and lower rear board (5) to vertical support board (4) by inserting wood dowels (C) into wood dowel holes on middle rear board (3) and lower rear board (5).

## STEP 5



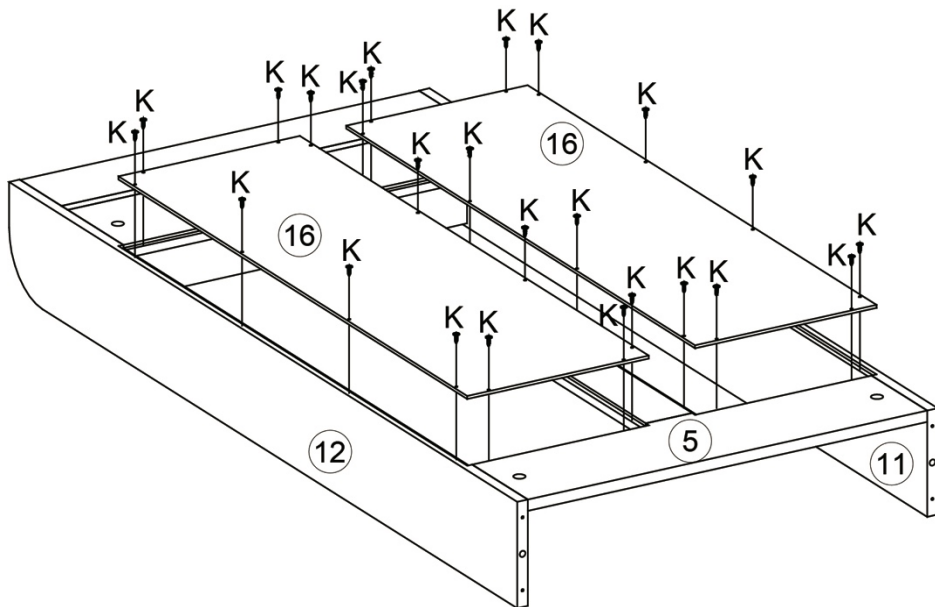
1. Insert 8 wood dowels (C) into wood dowel holes on upper right side panel (12).
2. Attach middle rear board (3) and lower rear board (5) to upper right side panel (12) by inserting wood dowels (C) into wood dowel holes and inserting cam bolts (A) into cam lock holes on middle rear board (3) and lower rear board (5).
3. Insert 2 cam locks (B) into cam lock holes on middle rear board (3) and lower rear board (5), then rotate clockwise to secure cam bolts (A) in place.
4. Attach upper shelf (2) to upper right side panel (12) by inserting wood dowels (C) into wood dowel holes and inserting cam bolt (A) into cam lock hole on upper shelf (2).
5. Insert 1 cam lock (B) into cam lock hole on upper shelf (2), then rotate clockwise to secure cam bolt (A) in place.
6. Attach upper rear board (1) to upper right side panel (12) by inserting wood dowels (C) into wood dowel holes on upper rear board (1).

## STEP 6



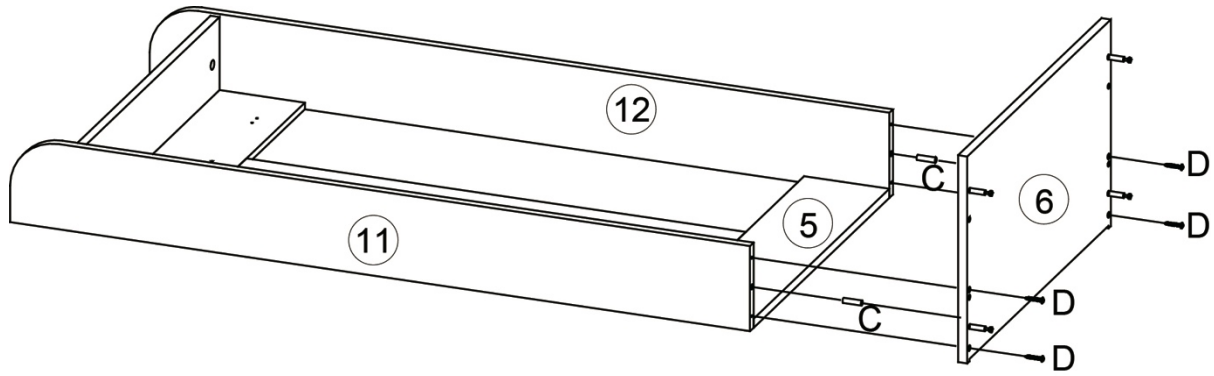
1. Insert 8 wood dowels (C) into wood dowel holes on upper left side panel (11).
2. Attach upper left side panel (11) to upper rear board (1), upper shelf (2), middle rear board (3) and lower rear board (5) by inserting wood dowels (C) into wood dowel holes and insert cam bolts (A) into cam lock holes on upper rear board (1), upper shelf (2), middle rear board (3) and lower rear board (5).
3. Insert 3 cam locks (B) into cam lock holes on upper shelf (2), middle rear board (3) and lower rear board (5), then rotate clockwise to secure cam bolts (A) in place.

## STEP 7



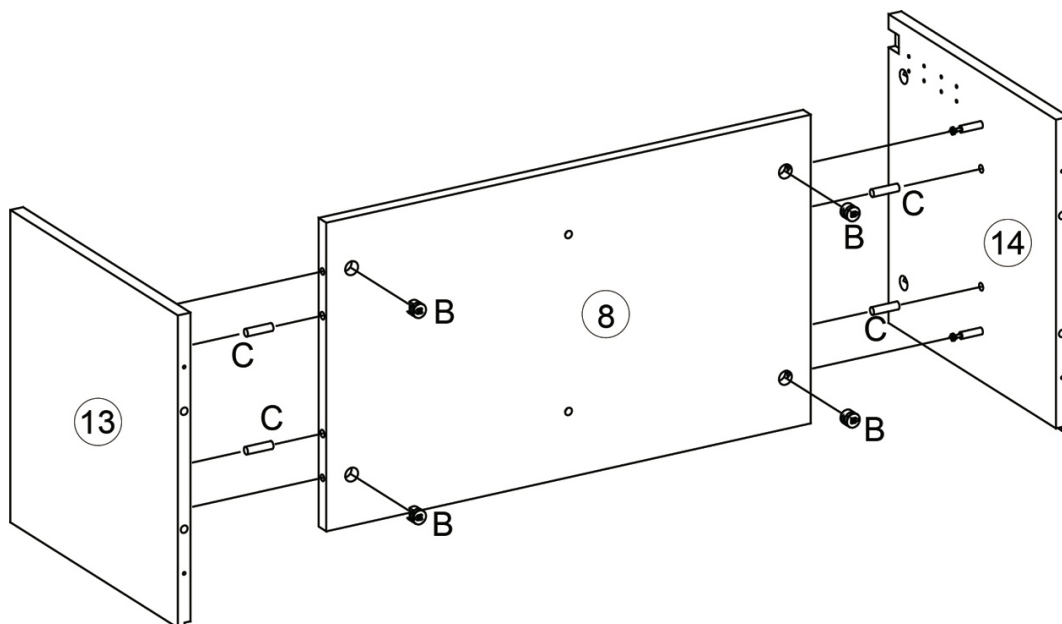
1. Attach 2 upper back boards (16) to pre-assembled unit by inserting 24 screws (K) through holes on 2 upper back boards (16), then tighten to back of unit.

## STEP 8



1. Insert 2 wood dowels (C) into wood dowel holes on top board (6).
2. Attach top board (6) to upper left side panel (11) and upper right side panel (12) by inserting wood dowels (C) into wood dowel holes on upper left side panel (11) and upper right side panel (12).
3. Insert 4 screws (D) through holes on top board (6), then tighten to upper left side panel (11) and upper right side panel (12).

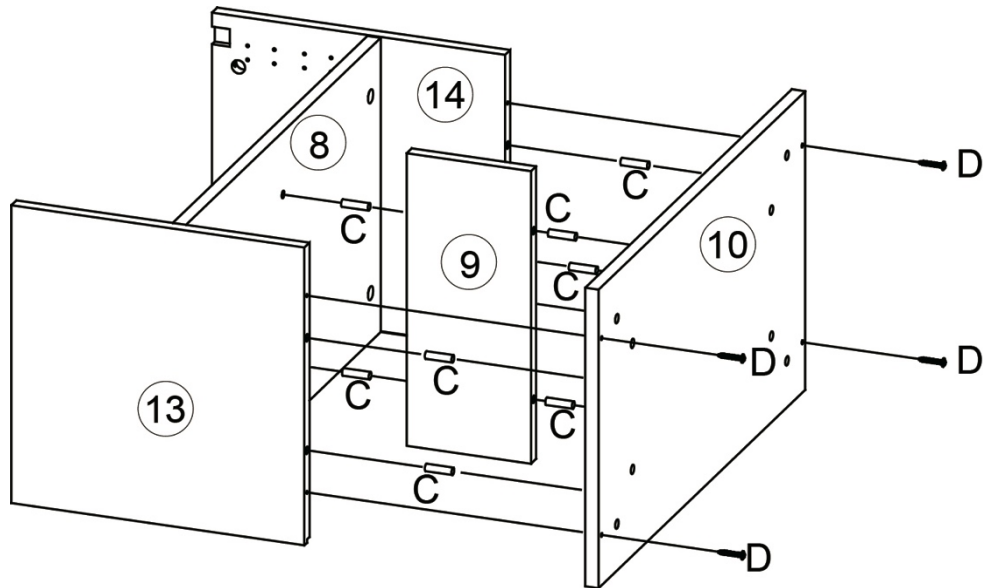
## STEP 9



1. Insert 4 wood dowels (C) into wood dowel holes on lower left side panel (13) and lower right side panel (14).
2. Attach lower left side panel (13) and lower right side panel (14) to shelf (8) by inserting wood dowels (C) into wood dowel holes and inserting cam bolts (A) into cam lock holes on shelf (8).
3. Insert 4 cam locks (B) into cam lock holes on shelf (8), then rotate clockwise to secure cam bolts (A) in place.

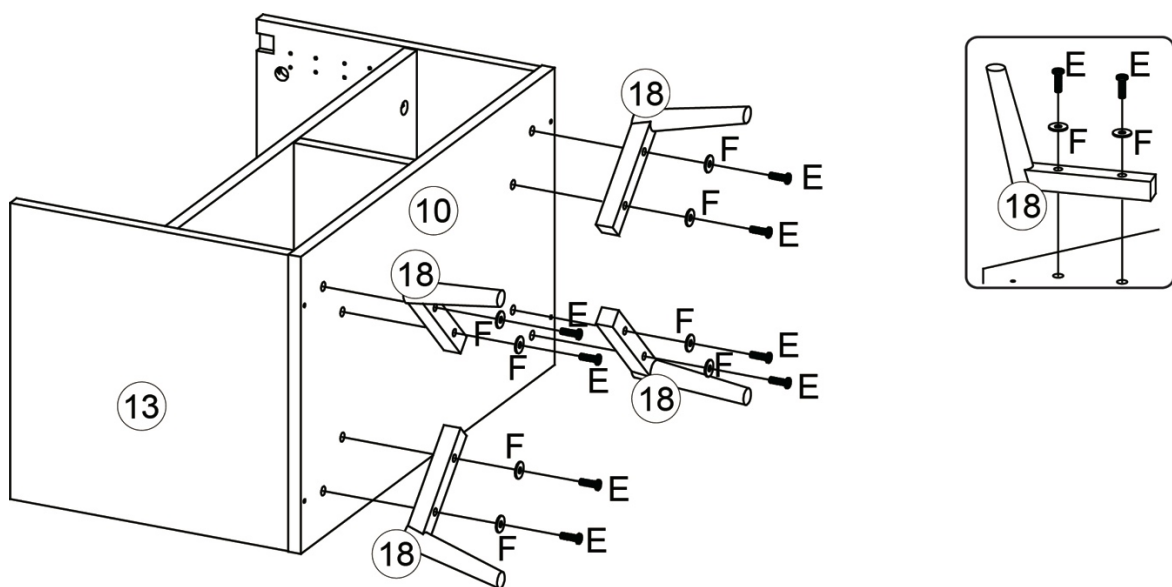


## STEP 10



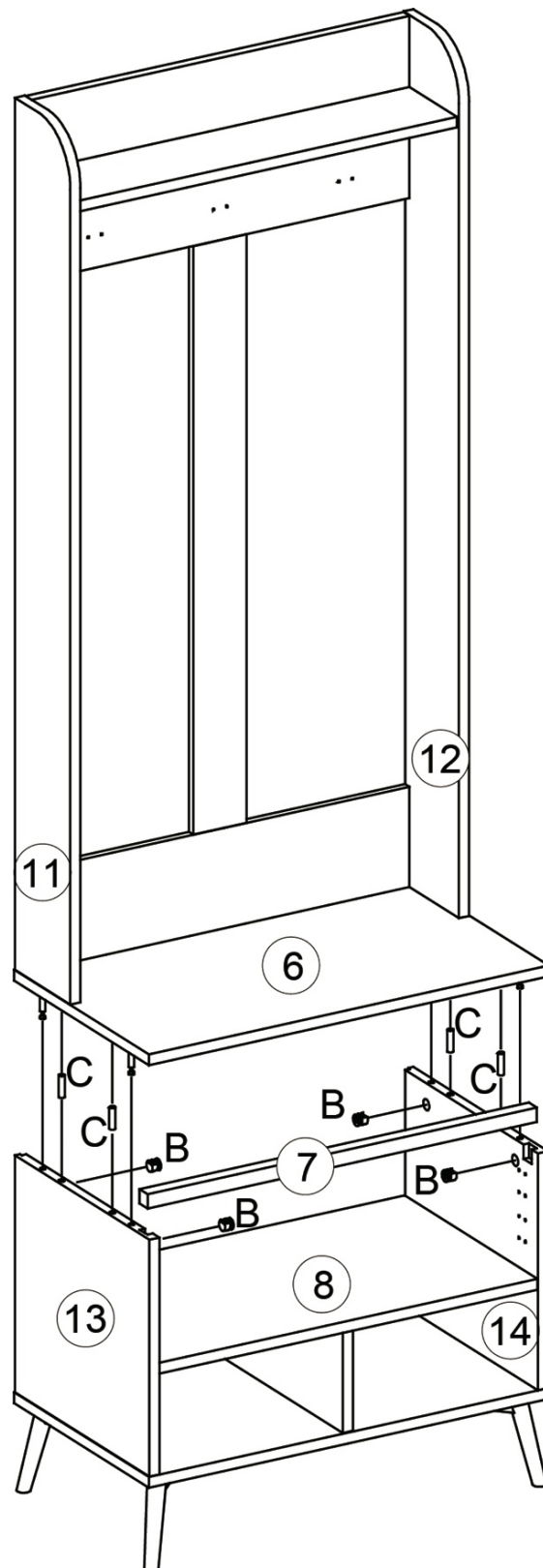
1. Insert 2 wood dowels (C) into wood dowel holes on divider board (9).
2. Attach divider board (9) to shelf (8) by inserting wood dowels (C) into wood dowel holes on shelf (8).
3. Insert 6 wood dowels (C) into wood dowel holes on bottom board (10).
4. Attach bottom board (10) to lower left side panel (13), lower right side panel (14) and divider board (9) by inserting wood dowels (C) into wood dowel holes on lower left side panel (13), lower right side panel (14) and divider board (9).
5. Insert 4 screws (D) through the holes on bottom board (10), then tighten to lower left side panel (13) and lower right side panel (14).

## STEP 11



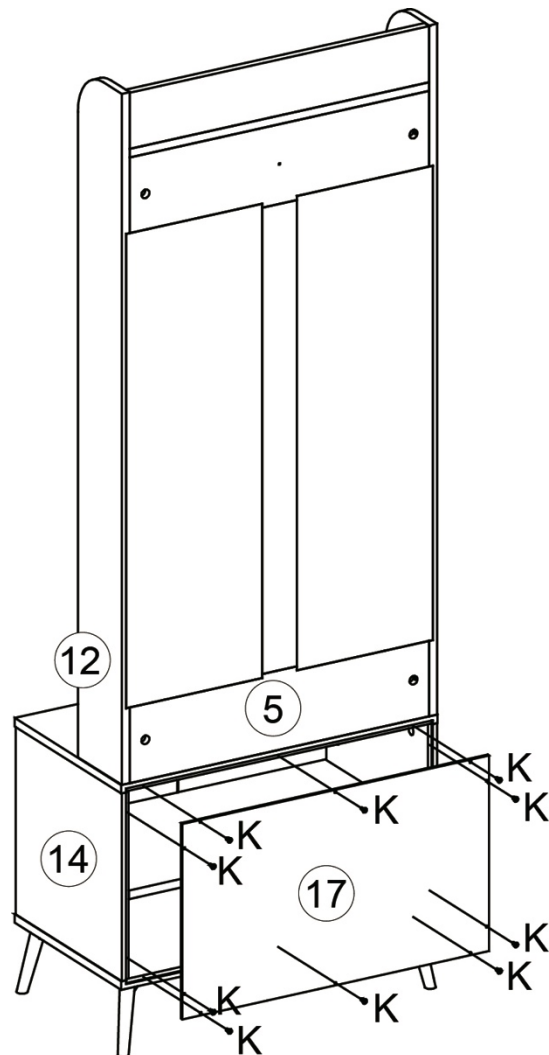
1. Attach 4 metal legs (18) to bottom board (10) by inserting 8 machine screws (E) through holes on 8 washers (F) and holes on metal legs (18), then tighten to bottom board (10).

## STEP 12



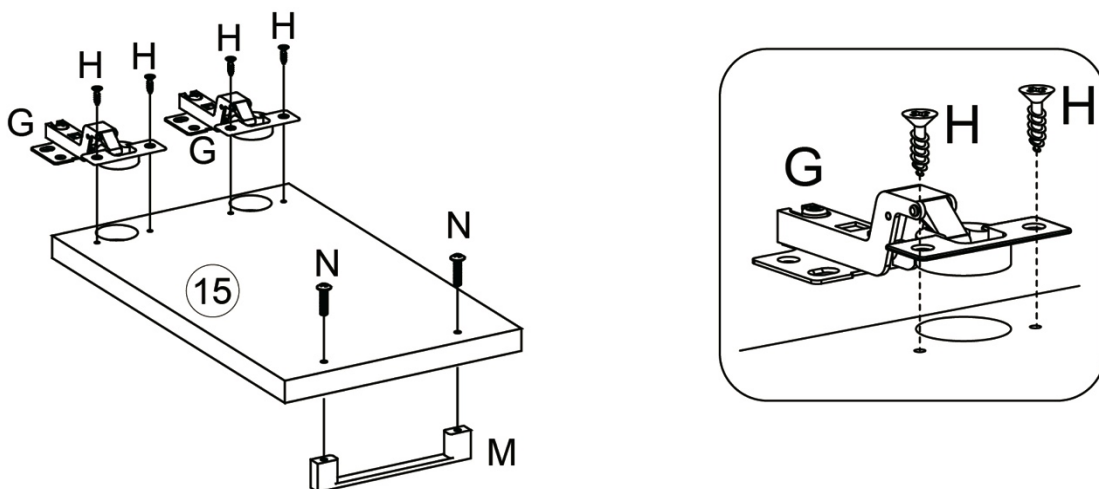
1. Insert 4 wood dowels (C) into wood dowel holes on top board (6).
2. Place cross bar (7) onto grooves on lower left side panel (13) and lower right side panel (14).
3. Attach pre-assembled upper section to pre-assembled lower section by inserting wood dowels (C) into wood dowel holes and inserting cam bolts (A) into cam lock holes on lower left side panel (13) and lower right side panel (14).
4. Insert 4 cam locks (B) into cam lock holes on lower left side panel (13) and lower right side panel (14), then rotate clockwise to secure cam bolts (A) in place.

## STEP 13



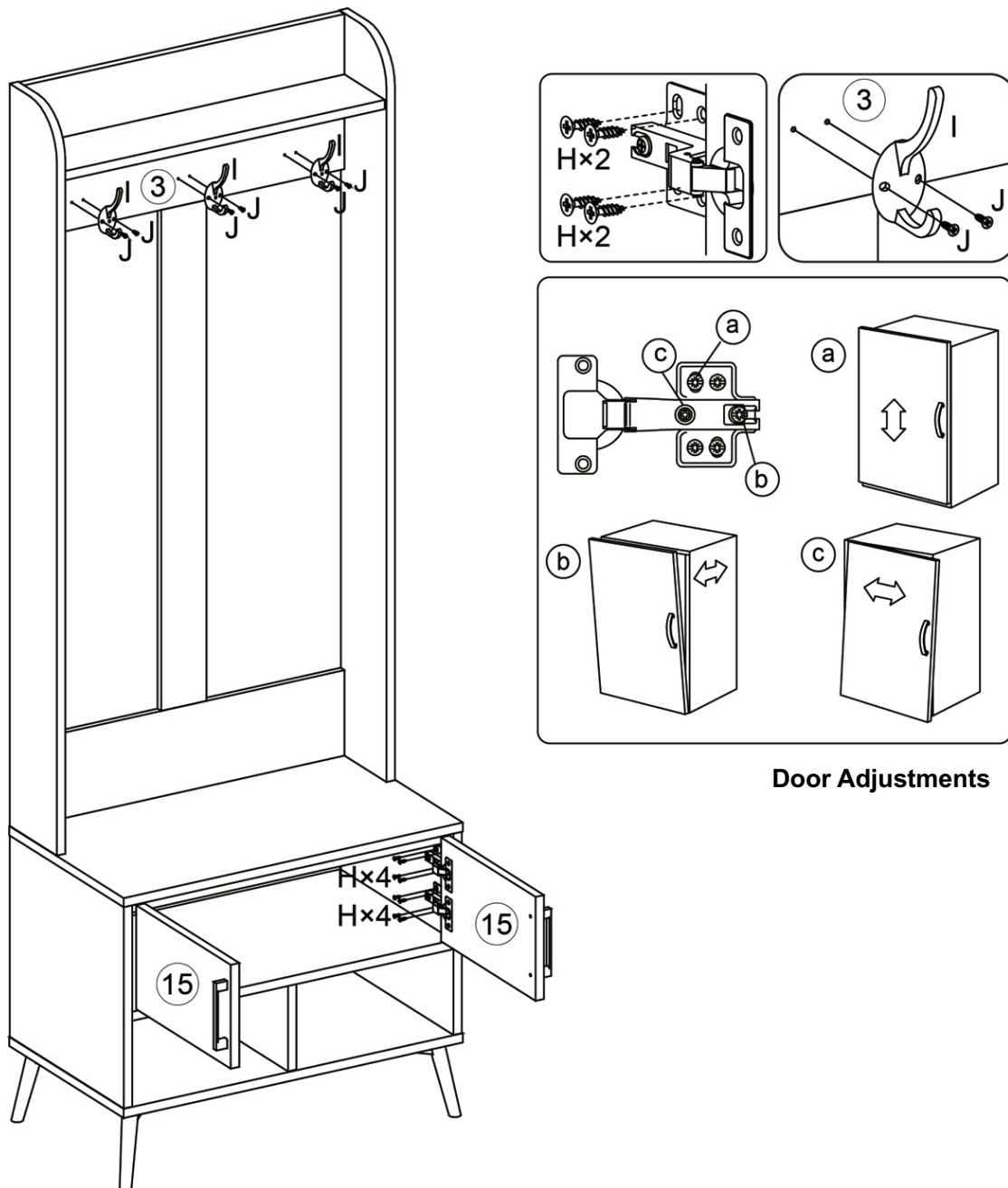
1. Attach lower back board (17) to back of cabinet by inserting 10 screws (K) through holes on lower back board (17), then tighten to back of cabinet.

## STEP 14



1. Attach 2 hinges (G) to door (15) by inserting 4 screws (H) through holes on hinges (G), then tighten to door (15).
2. Attach handle (M) to door (15) by inserting 2 machine screws (N) through holes on door (15), then tighten to handle (M).
3. Repeat above steps for another door (15).

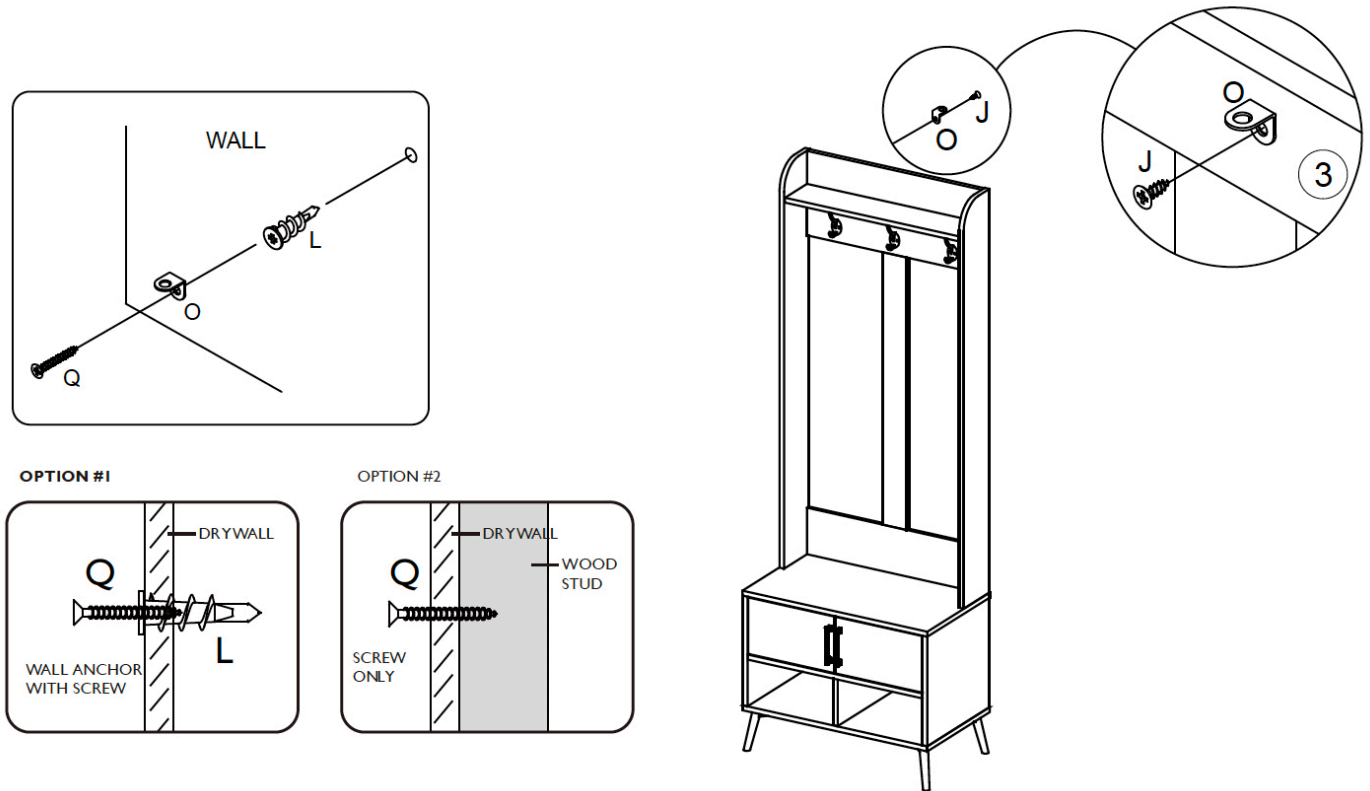
# STEP 15



## Door Adjustments

1. Attach 1 door (15) to cabinet by inserting 8 screws (H) through holes on hinges (G), then tighten to lower left side panel (13).
2. Attach 1 door (15) to cabinet by inserting 8 screws (H) through holes on hinges (G), then tighten to lower right side panel (14).
3. Attach 3 coat hooks (I) to middle rear board (3) by inserting 6 screws (J) through holes on coat hooks (I), then tighten to middle rear board (3).
4. Note: Tightening screw in position "a" will adjust door up or down; tightening screw in position "b" will adjust door to or from cabinet and tightening screw in position "c" will adjust door side to side.

## STEP 16



1. Attach 1 bracket (O) to back of middle rear board (3) by inserting 1 screw (J) through hole on bracket (O), then tighten to back of middle rear board (3).

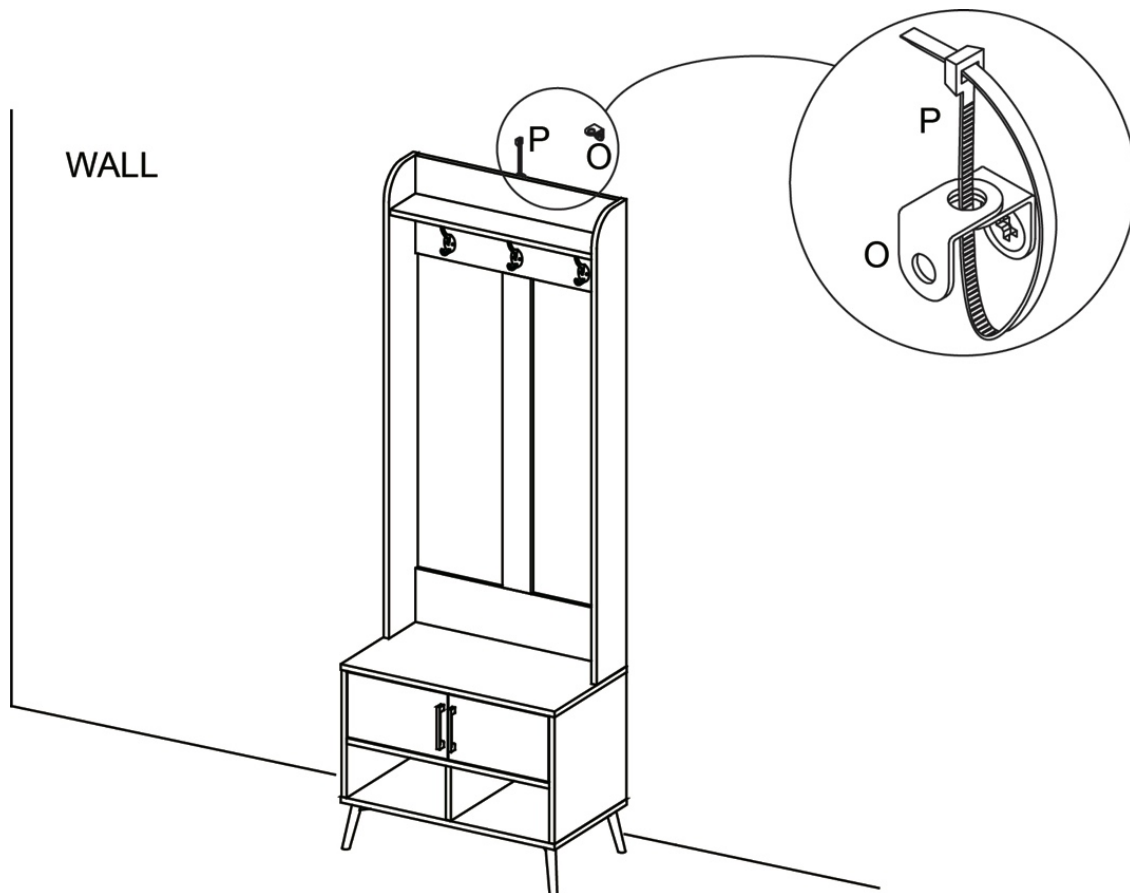
### Option #1: Securing to Drywall

1. According to height of bracket (O) on back of middle rear board (3), screw 1 plastic anchor (L) into wall.
2. Place hall tree against wall, insert 1 screw (Q) through hole on bracket (O), then tighten to plastic anchors (L).

### Option #2: Securing to Drywall and Wood Stud

1. According to height of bracket (O) on back of middle rear board (3), Insert 1 screw (Q) through hole on bracket (O), then tighten to drywall and wood stud.

## STEP 17



1. Place hall tree against wall and close to bracket (O).
2. Insert plastic lock strap (P) through hole on bracket (O) on hall tree, then through hole on bracket (O) on wall and fasten plastic lock strap (P) to fix 2 brackets (O) firmly together.

ATTENTION ADULTS: Cabinet should be checked periodically for damage or loose screws/parts. Take appropriate action necessary to correct hazards such as tightening of screws and taking any damaged parts away from children.

**WARNING**  Please make sure your item is secured to the wall, per assembly instructions.

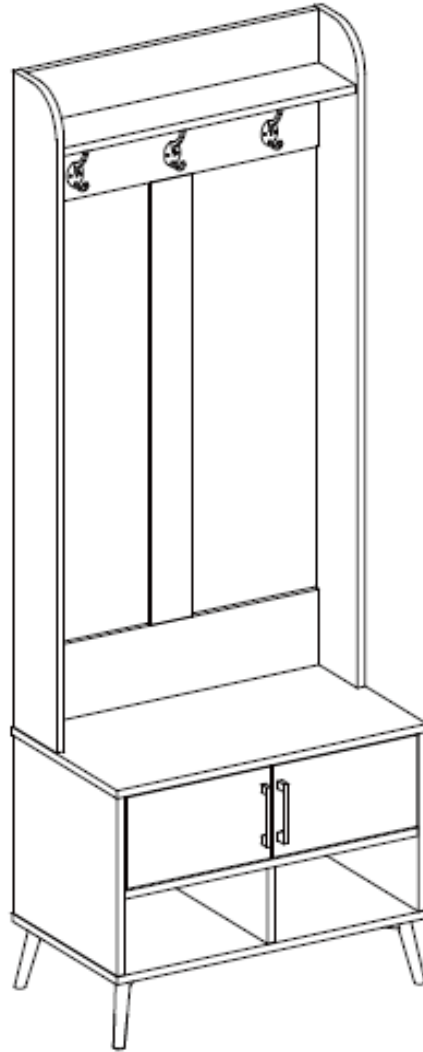
**CARE INSTRUCTIONS:**

Wipe clean with a water dampened cloth. Wipe dry with clean cloth.

**IMPORTANT:**

**Keep assembly instructions for future reference.**

## Enjoy your new RiverRidge® Hall Tree!



Thank you for purchasing this RiverRidge® Home item. We hope you enjoy it and consider purchasing other RiverRidge® items.

To order replacement parts at no cost to you, email [customer.service@ssi-rr.com](mailto:customer.service@ssi-rr.com), call 1-(844)-223-5201 or order parts online at [www.riverridgehome.com](http://www.riverridgehome.com). Only valid in the United States. If purchased outside of the United States, please contact retailer where purchased.



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