

Loft & Bunk Assembly Guidelines

Start by getting a rubber mallet and an adjustable wrench from the hall office. To bunk or loft your bed, you will need the items to the right. These are usually located in one of the drawers in your room. There are extra in the office.

4 metal pins



4 U-Bolts and 8 acorn nuts



Two people should work together to assemble the loft or bunk. Remove the mattress – the bed is a lot lighter that way.

Lofting (Raising an individual bed with loft supplies)

To assemble the bottom half:

1. Line up the bed-ends with the holes facing up
2. Connect the bed-ends on the side facing the wall using the two support bars as displayed in the diagram: “Bottom Half”
3. Use the rubber mallet to hammer the support bars onto the rungs at the locations as displayed in the “Bottom Half” illustration
4. Put the 4 metal pins in holes on the top of the endposts

To assemble the top half:

1. Position the top half bed ends with the holes for the pins facing downward.
2. Insert the metal bed frame on the desired bed end rung
3. Use the rubber mallet to hammer the metal frame with springs onto the desired rung
4. Lift the top bed onto the previously assembled bottom half, matching up the pins on the bottom half
5. Attach Safety Rails. See “Attaching Safety Rails”

Bunking (Stacking two beds on top of each other)

1. Place the bottom bed where you would like the bunk bed to be, holes and pins facing up
2. Position the top half bed ends with the holes for the pins facing downward.
3. Position the metal bed frame with springs at the height you would like on both beds. Set the top metal bunk frame on one of the top two rungs.
4. Use the rubber mallet to hammer the metal frame with springs onto the desired rung
5. Attach a metal support bar at the bottom rung of the top bunk.
6. Place the assembled top half on the assembled bottom half using four metal pins
7. Attach Safety Rails. See “Attaching Safety Rails”

Mattress Options Your mattress has two comfort options.

One side is firm and the other side is softer.

See the mattress tags and simply flip your mattress for comfort.

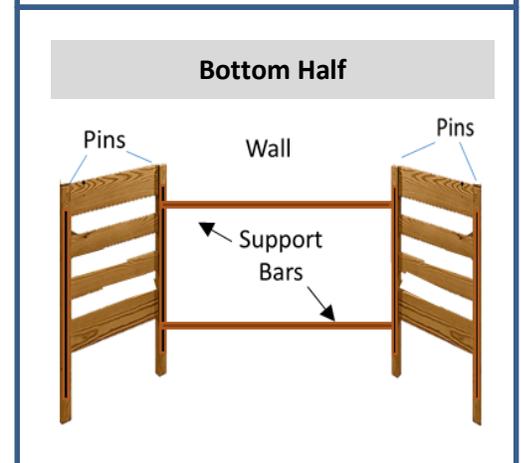
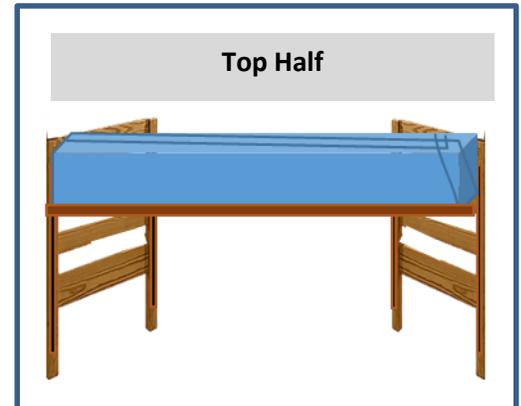
Stacking Dresser Cabinets The three drawer dresser is designed to sit on top of the two drawer dresser.

Storage While there is plenty of flexibility on how you arrange your room, **all furniture and loft parts must stay in your room.** There is no storage available for extra pieces. The full replacement cost will be charged for missing parts.

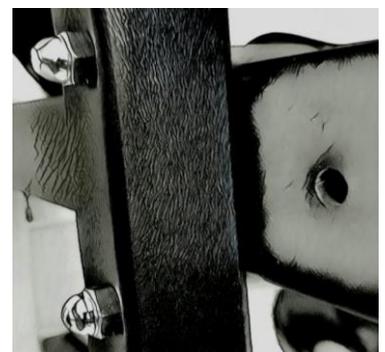
Moving Out Rooms must be placed back into original configurations when moving out. See our Website or ask an RA for details

A few more Pointers:

- Do not block heating/air vents or window exits
- Do not place lofts where you might bump a pipe/sprinkler
- For more information, contact an RA or the Residence Life office.



Attaching Safety Rails



If you loft or bunk your bed, the safety rails must be attached securely. To attach the safety rails properly, wrap the U-Bolt posts around the bedrail and insert the threaded part into the holes in the safety rail.

Using an adjustable wrench, secure the acorn nuts firmly (but not so tight that the nut splits).