TREE ASSEMBLY INSTRUCTIONS

Puleo International Inc.

The Oldest Family Name for Christmas Trees in America®

SAVE THESE INSTRUCTIONS!

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It Took Over 60 Years

To Grow This Puleo Christmas Tree,

As the "Oldest Family Name for Christmas Tree In America ®",

our mark of quality is on every Puleo Christmas Tree.

With proper handling and storage,

you will be able to make your tree a lasting part of your holiday tradition.

CAUTION: IMPORTANT SAFETY INSTRUCTIONS

1. READ AND FOLLOW ALL SAFETY INSTRUCTIONS

- Do not connect extra light sets, tree tops or any other electrical items to the existing light sets on your pre-lit tree.
- This seasonal product is not intended for permanent installation or use.
- Do not mount or place near gas or electric heaters, fireplaces, candles or other similar sources.
- Do not secure the wiring of the product with staples or nails, or place on sharp hooks or nails.
- Unplug the product when leaving the house, when retiring for the night or if left unattended.
- Do not hang ornaments or other objects from the cord, wire, or light string.
- Do not use seasonal products outdoor unless marked suitable for indoor and outdoor use.
- Do not let lamps rest on the supply cord or any wire.
- Do not use this product for other than its intended use.
- Do not close doors or windows on this product or extension cords as this may damage the wire insulation.
- Never operate this product if the power cord or plug is damaged.
- Use only manufacturer specified replacement bulbs.
- Read and follow all instructions that are on the product or provided with the product.

- This product employs an overload protection (fuse) in the plug of each light set. A blown fuse indicates an overload or short circuit situation. If the fuse blows, unplug the product from the power supply. Replace the fuse as per the replacement instructions indicated in this manual (follow product marking for proper fuse rating) and check the product. If the replacement fuse blows, a short circuit may be present and the product should be discarded.
- Do not attempt to connect this light set directly to the main supply—only use the adaptor provided. – **Applies only to trees with low voltage lights that require an adaptor.**
- This product has a polarized plug (one blade is wider than the other) as a feature to reduce the risk of electric shock. This plug will fit in a polarized outlet only one way. If the plug does not fit fully in the outlet, reverse the plug. If it still does not fit, contact a qualified electrician. Do not use an extension cord unless plug can be fully inserted. Do not alter or replace the plug. - **For trees with extension cords only.**

2. Attention

Should you choose to not read the instructions, please read this:

It is essential to replace burned out bulbs as promptly as possible. The construction of all standard mini Christmas lights is series wiring. This means that 50 bulbs each 2.5V are connected together in one string. When bulbs burn out, the remaining bulbs get an increased voltage which shortens their life. 10 burned out bulbs in one set means the remaining bulbs are receiving a 20% increase in power.

One of the main causes of the light set failure in standard Christmas lights is “cascading”. This is when enough bulbs in one set have burned out to provide the remaining bulbs with enough additional voltage that they quickly burn out also.

This is especially important as the bulbs near their life expectancy of 1700 hours (usually in about 3 years of normal use). Sets that have cascaded are usually indicated by blackened bulbs. The set can be repaired by simply replacing all the bulbs in that set. Do this with the tree un-plugged or the replacement bulbs will burn out instantly.

Burned out light bulbs are not covered by the warranty.

3. Getting Started

What's inside the Box:

- Metal tree stand, or plastic or resin pot

- 3 Eyebolt screws (**trees with plastic stands or pot bases do not have eyebolt screws**)
- Packet of replacement bulbs and fuses.
- 2 or more tree sections depending on the size of the tree

Now that you have opened the box, you will notice that each section of the tree is wrapped in bubble wrap for protection during shipping. Depending on the size of your tree, you may have as few as 2 sections or as many as 9 sections. Either way, Section A is always the top section of the tree.

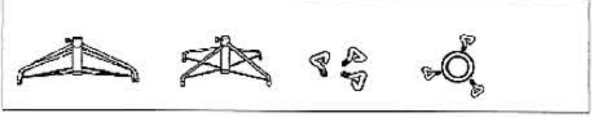
Lay each section in alphabetical order according to the tags. Remove the bubble wrap as well as the plastic protective cap at the end of each pole to save and reuse.

Setting up the Tree Stand

Open the metal stand to form an "X" shape. Line up the holes on the tube of the stand. Three eyebolts are included to secure the tree into the stand.

Insert the eyebolts and thread them through the stand only until you see or feel the ends of the eyebolts flush with the inside of the tube.

Place the stand on a level surface where you plan to assemble your tree. (See Figure 1)



(Figure 1)

Setting up the Tree

Find and follow the tree assembly diagram that matches your tree for your easy reference and quick set up of your tree. Please refer to pages 7 - 11.

Since you have the tree sections laid out in alphabetical order, we will start assembling from the bottom up. Locate the bottom section of the tree. It will have a pointed, tapered pole.

Place the bottom section into the stand and secure by tightening the eyebolts so that the section stands straight. The pointed end of the bottom section should fit firmly in the bottom of the stand.

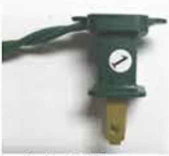
After securing the bottom section of the tree in the stand, it is ready to be shaped (see shaping instructions on Pg. 12). After the bottom section is shaped, you can plug it into the wall outlet to illuminate the lights. At this point you are now ready to assemble the middle and top sections of the tree.

4. Tree Lighting Instructions

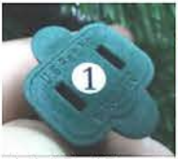
Getting your tree lit is as easy as 1-2-3. You may also follow the tags attached to each section of the tree.

Connecting the Wiring Harnesses

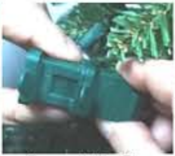
Now that the bottom section of the tree is shaped, plugged in and lit, you will now need to plug in and shape the next section above it. For your easy handling, the plugs and cord connectors are marked with round labels marked as ①②③④ (See Figures 2 & 3). Make sure that the labels on the plugs and cord connectors match each other. Figure 4 shows you how to connect the plugs and cord connectors. There is only 1 connection between any 2 tree sections. For your safety and to avoid an electrical overload, trees with over 550 lights include an extension cord (See Figure 5).



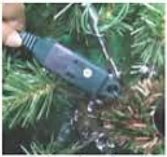
Labeled Plug
(Figure 2)



Labeled Cord Connector
(Figure 3)



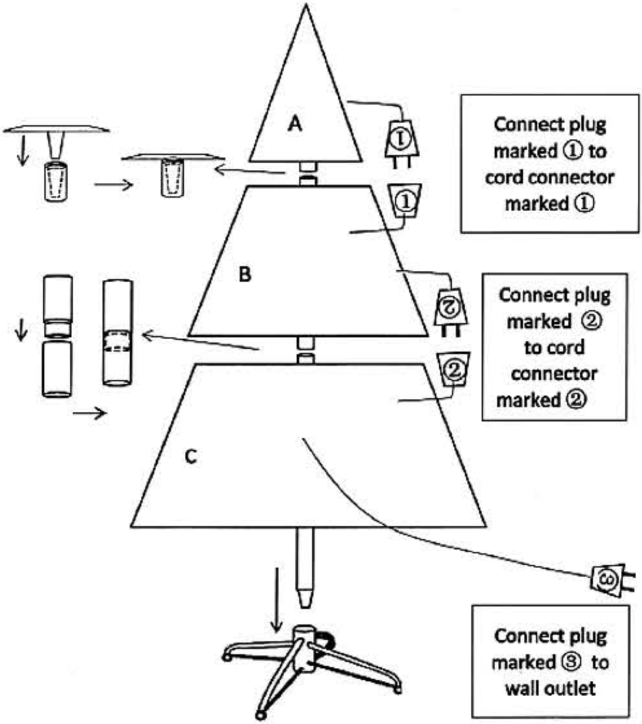
Connect the Plug
& Cord Connector
(Figure 4)



Extension Cord
(Figure 5)

The plugs, cord connectors and extension cord receptacles are fixed at the bottom or top layer of branches on each tree section so that they can be easily seen and connected.

Please refer to pages 7 - 11 for light set connection diagrams for trees with different light counts and number of sections.



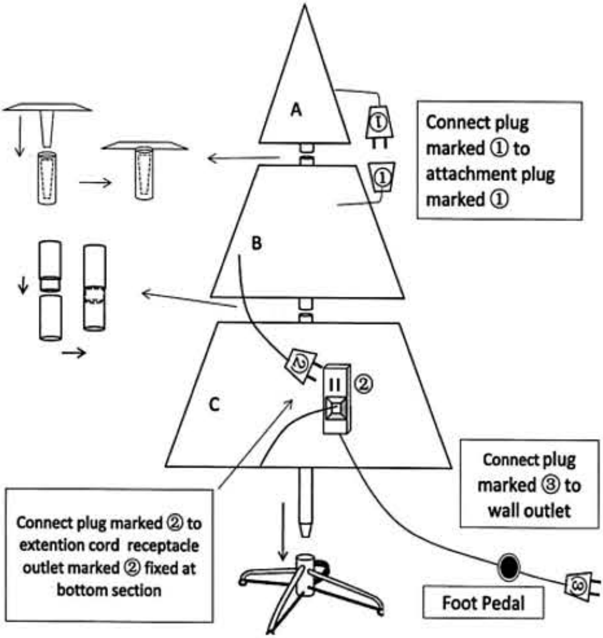
Connect plug marked ① to cord connector marked ①

Connect plug marked ② to cord connector marked ②

Connect plug marked ③ to wall outlet

Diagram of Tree with 3 sections and 550 lights or less

(Figure 6)

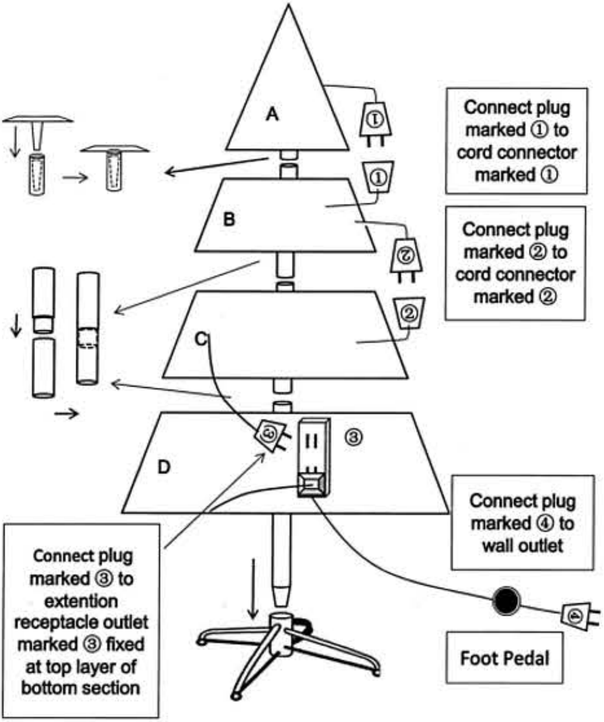


Connect plug marked ① to attachment plug marked ①

Connect plug marked ③ to wall outlet

Connect plug marked ② to extention cord receptacle outlet marked ② fixed at bottom section

Diagram of Tree with 3 sections and more than 550 lights
(Figure 7)



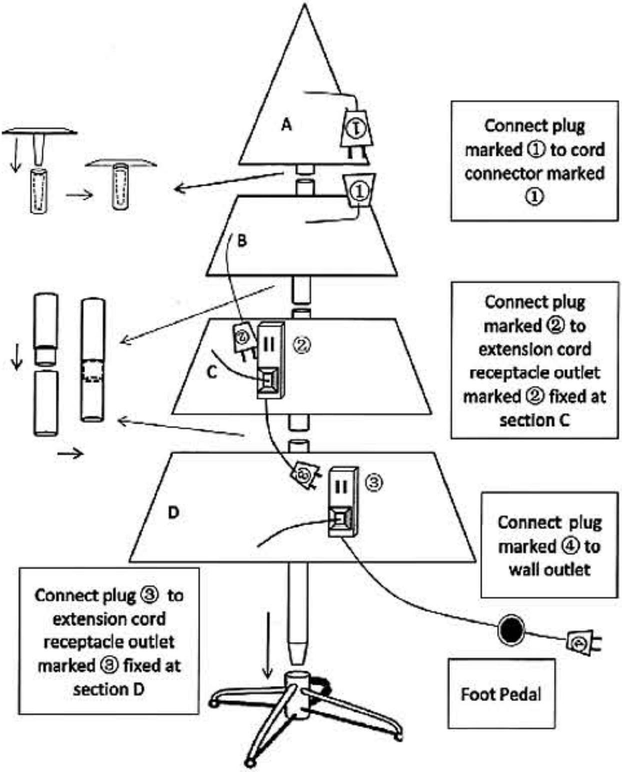
Connect plug marked ① to cord connector marked ①

Connect plug marked ② to cord connector marked ②

Connect plug marked ③ to extention receptacle outlet marked ③ fixed at top layer of bottom section

Connect plug marked ④ to wall outlet

Diagram of Tree with 4 sections and 800 or less lights
(Figure 8)



Connect plug marked ① to cord connector marked ①

Connect plug marked ② to extension cord receptacle outlet marked ② fixed at section C

Connect plug marked ④ to wall outlet

Connect plug ③ to extension cord receptacle outlet marked ③ fixed at section D

Diagram of Tree with 4 sections and more than 800 lights (Figure 9)

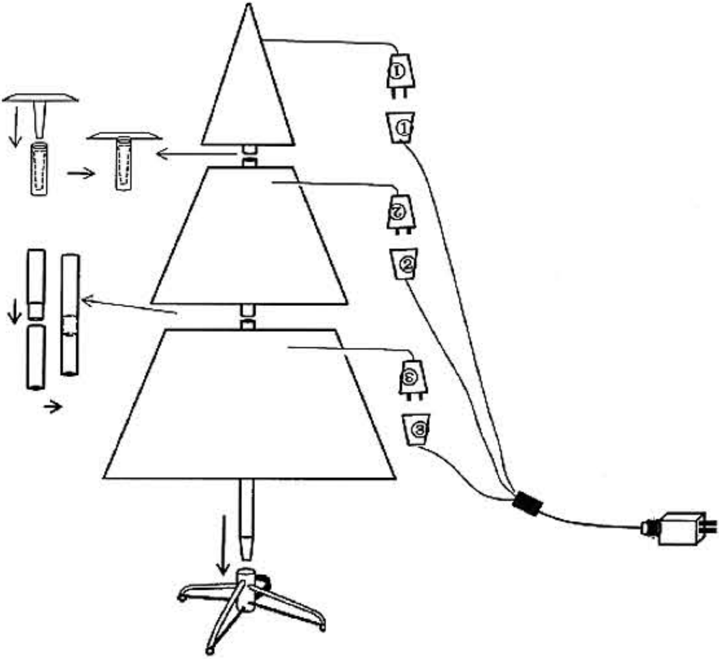
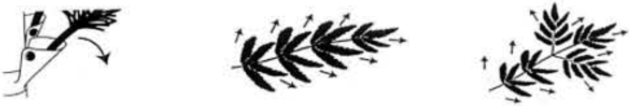


Diagram of Tree with Low Voltage Lights and UL listed adaptor

(Figure 10)

5. Shaping the Tree Branches

You can shape the tree branches working with each row individually, and working your way from the inner tips outward on each branch. Shape the tips to fill gaps between branches to make the tree full and natural looking.



(Figure 11)

6. Helpful Hints

The following helpful instructions should assist you with common questions that many people have.

Where to find the model number of your tree?

It is important to keep record of your model number in order for customer service to assist you with any type of warranty question or claim.

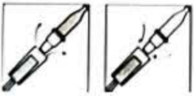
The model number can be found on the short side of the box. It may also be found on a sticker located on the pole of the very bottom section going into the stand.

How to replace burnt bulbs?

Any burnt bulbs will have a black or silvery ring around them. We recommend checking for burnt out bulbs each year during set-up and take down of your tree. If one bulb burns out, the rest will remain lit, however, as soon as a bulb burns out, it should be replaced immediately. This will extend the life of the remaining working bulbs.

Leaving burnt out bulbs in the light set after a long period of time, will cause a domino effect on the working bulbs. You might even notice the light set burning much brighter. Eventually, all 50 bulbs in the same ring will burn out in and will need to be replaced.

Please note that burnt out bulbs are not covered under the warranty. They are considered normal wear and tear and not a warranty defect.



(Figure 12)

Replacing burnt bulbs

How to repair an incandescent light set?

Most individual light set failures are caused by a bulb not seated properly in its socket or by a shunt failure.

- Shunt Failure

A shunt failure is a fail-safe feature below the filament of each bulb. The shunt is activated when the filament burns out. This is what keeps the rest of the light set illuminated. Occasionally, the shunt will fail causing the circuit to be broken and the entire set to go out.

- Loose Bulb

If a bulb is loose, broken or not seated properly in its socket, the "flow" of electricity from one bulb to the next is stopped causing the entire light set to not light.

To check each bulb, take the following steps below:

1. Do not push in or twist the bulbs. Remove the first bulb in the strand.
2. Make sure the two copper wires are centered and not twisted before positioning in socket.
3. If the set fails to light, continue this process for each bulb through the entire set, removing the bulb and checking the copper wires.

How to repair an entire tree section?

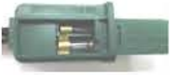
If an entire section of your tree is not lighting (i.e. ALL of section A, or all of section B, etc.), locate the plug of the light string for the section.

Plug that section directly into the wall outlet. If the section lights-up, continue to use this section. Check the wiring harness from the section immediately below it on the tree as it may be the cause of the problem.

If the section still fails to light, unplug and change the fuses in the light string (See Figure 14). Slide the cover to the open position on the plug end of the light string. There are 2 fuses inside the plug; if they are black it means that they are burnt out. Replace them with the spare fuses provided with the product.

If the section is has an extension cord connection, check the connection between the plug and receptacle to ensure the connection to the receptacle is tight.

If all above steps can't solve the problem, check the fuse in the plug of the extension cord. There are 2 fuses in the fuse case, one is in use, and the other is a spare. If the fuse in-use is black, replace it with the spare one (See Figure 13).



(Figure 13)

How to replace a light set?

Locate the plug of the non-working set connected to the wiring harness. Un-wrap the old set starting at the plug.

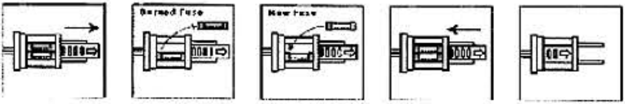
Plug the new light set into the wiring harness. Make sure to plug the new set in the same location as the set that has been removed. Wrap the replacement set on the branch as before.

Helpful Hint: Green electrical tape is used to cover the plugs for safety purposes. Replacing a light set or fuses is the only time that the electrical tape should be removed.

How to change fuses in a light set?

Typically fuses in light sets do not need to be changed. If a fuse is bad, it will normally be in the wiring harness. This will then cause multiple light sets to be out. It is highly unlike that one light set failure is due to a fuse.

Should you need to change the fuse, locate the taped plug which can be found on the wiring harness. Unplug the light set, slide the cover on the plug to the open position and replace the 2 fuses inside the plug. Replacement fuses are provided with the spare bulb packet found inside the tree box.



Fuse replacement diagram – **(Figure 14)**

Safety Information

Prop 65 Warning

This warning is required only by the state of California under the California Safe Puleo International, Inc is very focused on the safety of our products. There is a safety warning sticker on the outside of the box known as the Prop 65 warning. Drinking Water and Toxic Enforcement Act of 1986, commonly called "Proposition 65".

The wiring for your lights is insulated by a plastic PVC coating. Safety standards require that the PVC coating on electrical wiring resist heat and remain flexible to reduce the risk of electric shock and fire. To give the PVC coating that resistance and flexibility, manufacturers add a PVC stabilizer. These stabilizers commonly contain metals like lead. Any electrical cord on any household items or any light set cord will contain these stabilizers.

Puleo International, Inc light sets are well below the RoHS limit for lead, as well as all limits for PBB and PBDE's. Regardless, it is important to wash hands thoroughly after assembling and decorating.

Warranty

Puleo International, Inc warrants this product against defects in material or workmanship outlined as follows:

5 Year Limited Warranty on Artificial Christmas Tree

1.) For a period of 5 years from date of purchase, Puleo International, Inc will replace defective parts on the product at no charge. Please note that the customer is responsible for shipping and handling.

2.) This limited warranty does not cover damage resulting from accident, misuse, abuse, negligence or normal wear and tear.

3.) This limited warranty does not apply to Floor Display Trees purchased from a store.

2 Year Limited Warranty on Light Sets on Tree

1.) For a period of 2 years from date of purchase, Puleo Asia Limited will replace defective lights on the product at no charge. Please note that the customer is responsible for shipping and handling.

2.) This limited warranty does not cover damage resulting from accident, misuse, abuse, negligence or normal wear and tear.

3.) This limited warranty does not apply to Floor or Display Trees.

Remark: For trees equipped with **LED** lights, the light set warranty is extended to 3 years from the date of purchase.

White and Flocked Trees:

White and Flocked trees are not warranted against yellowing.

Shipping

The customer is responsible for shipping products to **Puleo International, Inc., located at: 3614 Kennedy Road, South Plainfield, NJ 07080**. Puleo International, Inc. will pay for shipping product back to the customer. No returns will be accepted without prior authorization from Puleo International, Inc.

Please allow at least 4-6 weeks for repair or replacement. Puleo International, Inc. reserves the right to handle any repairs during the off-season.

The warranty is voided if any product determined to be misused or damaged by anything other than normal wear and tear.

PROOF OF THE PURCHASE IS REQUIRED FOR ANY TYPE OF WARRANTY CLAIM.

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7. Accessories available for your Puleo Christmas Tree

Several accessories can be purchased for your tree.

a) **Tree Storage Bags:**
For storing your tree in a secure and convenient way during the off-season.

b) **On/Off Foot Switch:**
A convenient way to turn your tree On & Off.

c) **Rotating Tree Stand:**
Can securely hold a tree that weighs up to 100 lbs.

8. Contact Us

We back up our trees with a highly professional customer service team.

Email: info@puleointl.com

Phone: 1-800-311-3324

Customer Service Hours: Monday-Friday, 9:30 - 3:30pm EST