



## Model: 9018 ARTESIAN STAIR BUNK

### SAFETY WARNINGS

1. Follow the information on the warnings appearing on the upper bunk end structure and on the carton. Do not remove warning label from bed
2. Always use the recommended size mattress or mattress support, or both, to help prevent the likelihood of entrapment or falls.
3. Surface of mattress must be at least 5 inches (127mm) below the upper edge of guardrails.
4. Do not allow children under 6 years of age to use the upper bunk
5. Prohibit more than one person on the upper bunk
6. Periodicall, check and ensure that the guardrail, ladder, and other components are in their proper position, free from damage, and that all connectors are tight
7. Do not allow horseplay on or under the bed and prohibit jumping on the bed
8. Always use the ladder for entering and leaving the upper bunk.
9. Do not use substitute parts. Contact the manufacturer or dealer for replacement parts.
10. Use of a nightlight may provide added safety precaution for a child using the upper bunk.
11. Always use guardrail on both long sides of the upper bunk. If bunk bed will be placed next to the wall, the guardrail that runs the full length of the bed should be place against the wall to prevent entrapment between the bed and wall.
12. The use of water or sleep flotation mattresses is prohibited.
13. Keep these instruction for future reference.

### 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.

### SIZE OF MATTRESS AND FOUNDATION

Use only mattress which is 74" - 75" long and 37 1/2" - 38 1/2" wide on twin upper bunk

Use only mattress which is 74" - 75" long and 37 1/2" - 38 1/2" wide on twin lower bunk

Ensure thickness of mattress and foundation combined does not exceed 8" and mattress and is at least 5" below upper edge of guardrails.

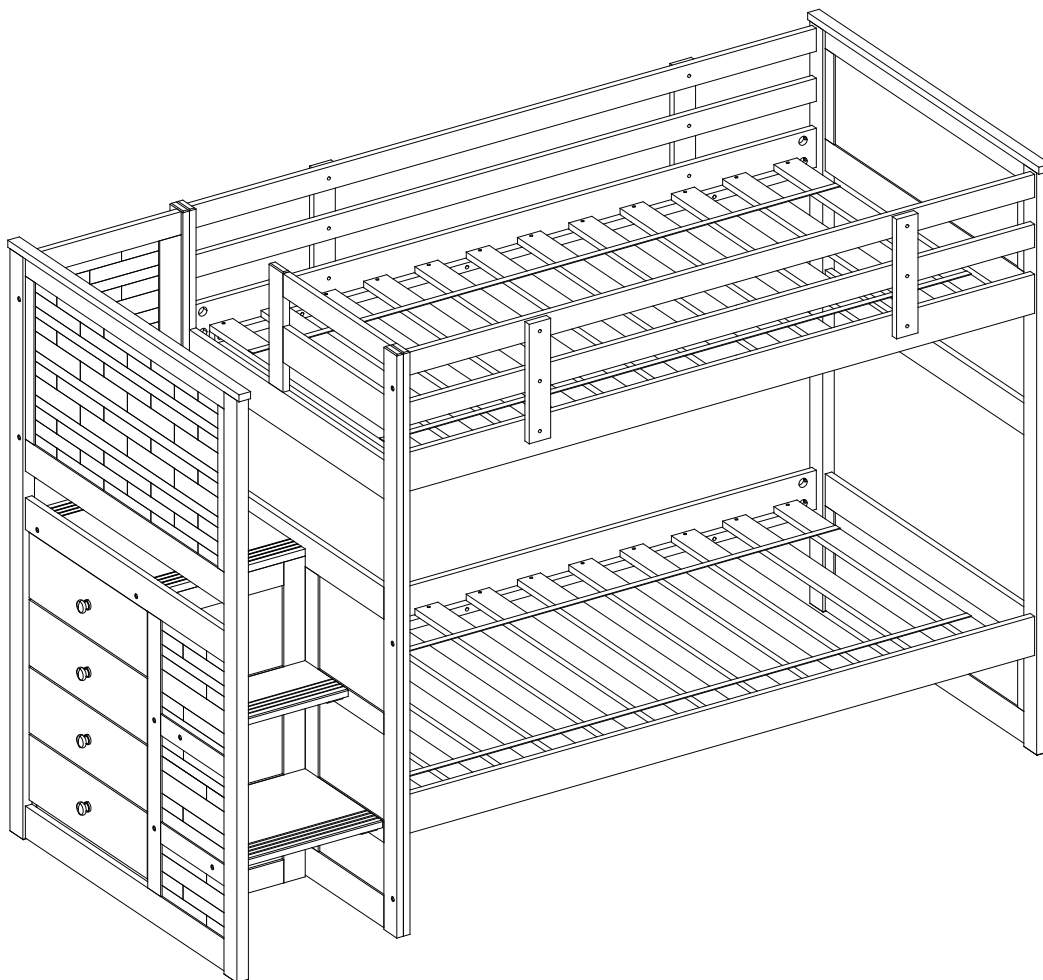
Replacement parts, maybe obtained from any Donco dealer or directly from us at the below address.

6801 Snowden Road Fort  
Worth, Texas 76140


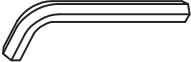



# ASSEMBLY INSTRUCTIONS

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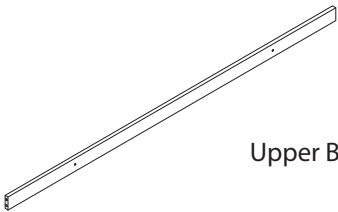
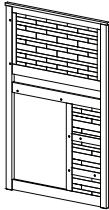
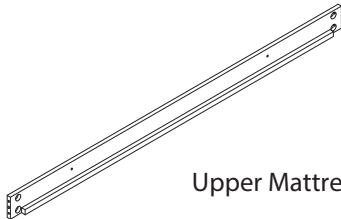
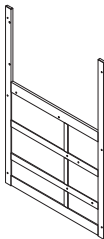
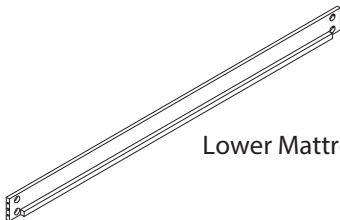
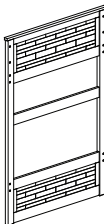
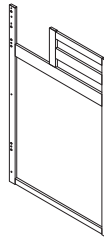
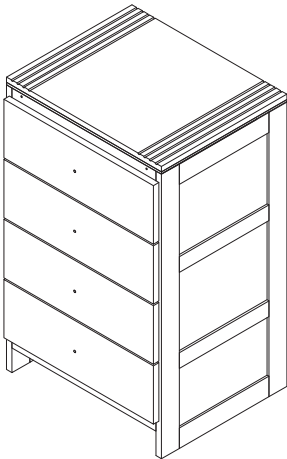
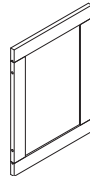
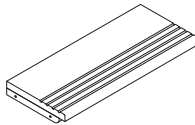
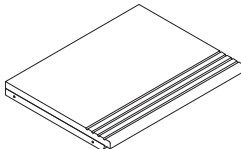
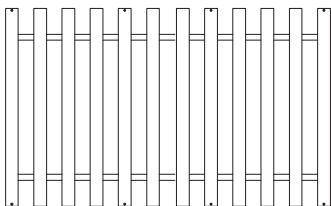
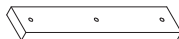
### Princeton Section Assembly Hardware

NO.	DESCRIPTION	Q'ty	NO.	DESCRIPTION	Q'ty
3	 Furniture Screw (Ø1/4x70mm)	2pcs	4	 Allen Key	1pc
5	 Furniture Screw (Ø1/4x50mm)	14pcs	11	 Knob	4pcs
			12	 Bolt (Ø4x40mm)	4pcs

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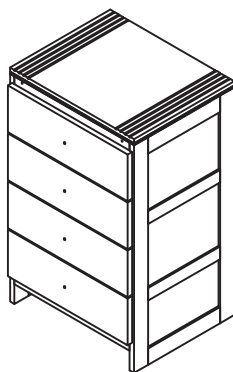
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Box A	 <p><u># N</u></p> <p>Upper Bunk Safety Rail</p> <p>4 PCS</p>	 <p><u># B</u></p> <p>Outside Princeton Section Panel</p> <p>1 PC</p>	Box B
	 <p><u># J</u></p> <p>Upper Mattress Support Rail</p> <p>2 PCS</p>	 <p><u># C</u></p> <p>Inside Princeton Section Panel</p> <p>1 PC</p>	
	 <p><u># I</u></p> <p>Lower Mattress Support Rail</p> <p>2 PCS</p>	 <p><u># G</u></p> <p>Outside Bunk Bed Section Panel</p> <p>1 PC</p>	
		 <p><u># H</u></p> <p>Inside Bunk Bed Section Panel</p> <p>1 PC</p>	
Box C	 <p><u># A</u></p> <p>Chest</p> <p>1 PC</p>	 <p><u># M</u></p> <p>Princeton Section Back Panel</p> <p>1 PC</p>	
		 <p><u># D</u></p> <p>Small Step</p> <p>1 PC</p>	
		 <p><u># E</u></p> <p>Large Step</p> <p>1 PC</p>	
Box D	 <p><u># L</u></p> <p>Slat Roll</p> <p>2 SETS</p>	 <p><u># F</u></p> <p>Vertical Support Bar</p> <p>4 PCS</p>	

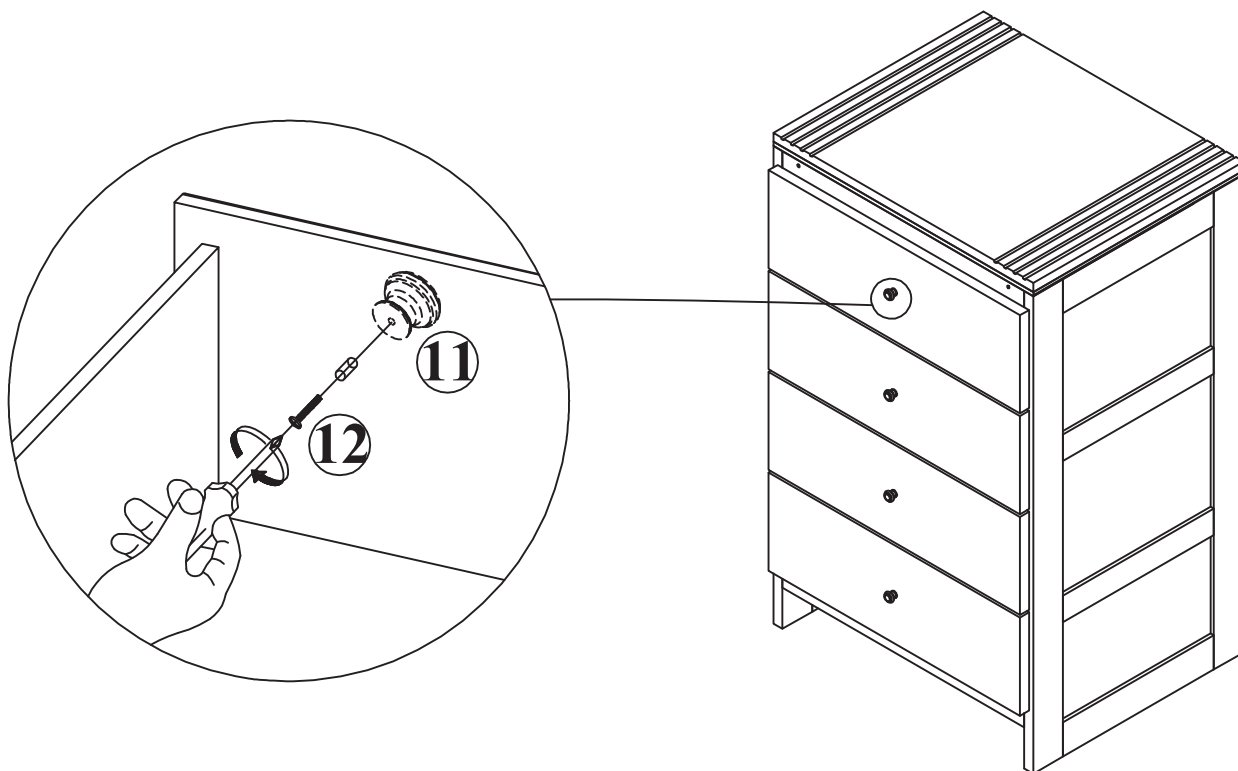
# ASSEMBLY INSTRUCTIONS

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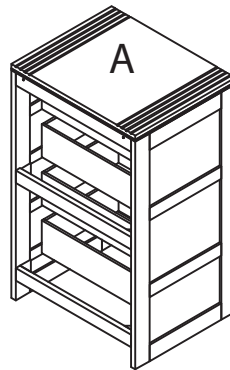
Place the handle in front of the drawer panel and insert the screw into the pre-drilled holes. Tighten it with screwdriver (not provided).



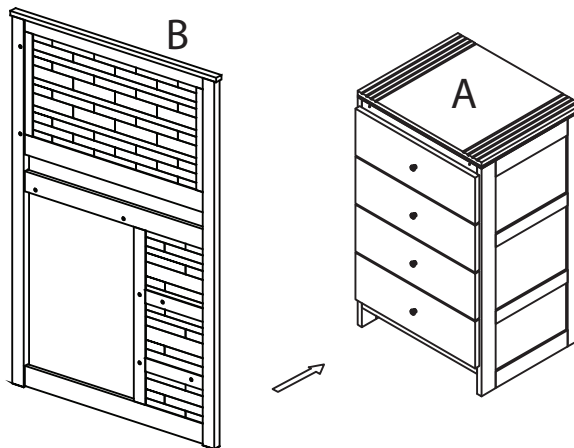
# ASSEMBLY INSTRUCTIONS

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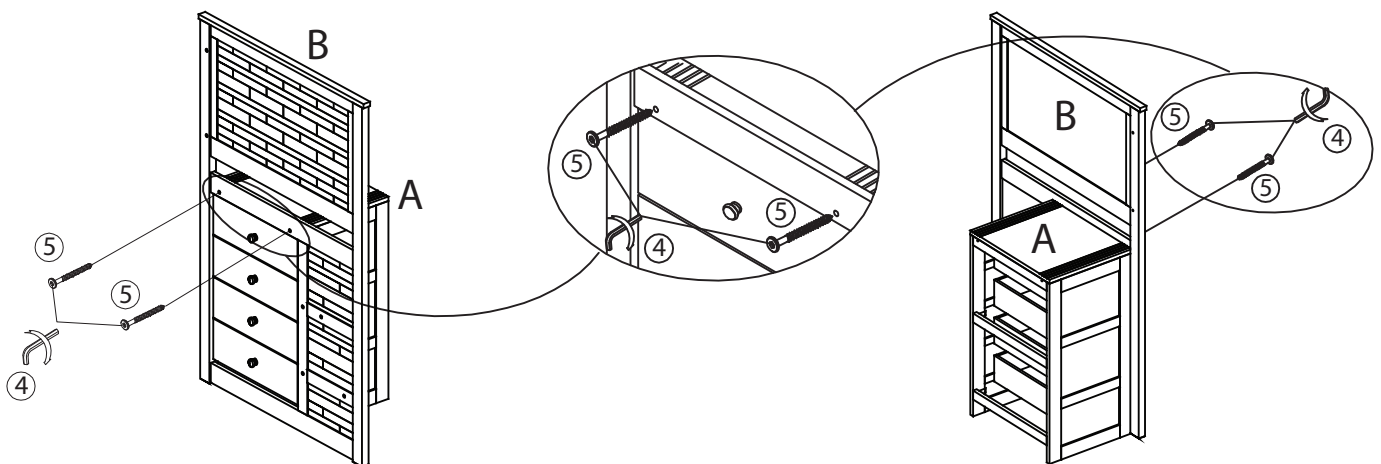
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1. Open the Chest Box and position the Chest (A) with the Drawer Fronts opening either to the LEFT (Steps on the Left End of Bunk Bed).



2. Position the Outside Princeton Section Panel (B) so that the opening in the Panel is in Front of the Chest Drawer Fronts.



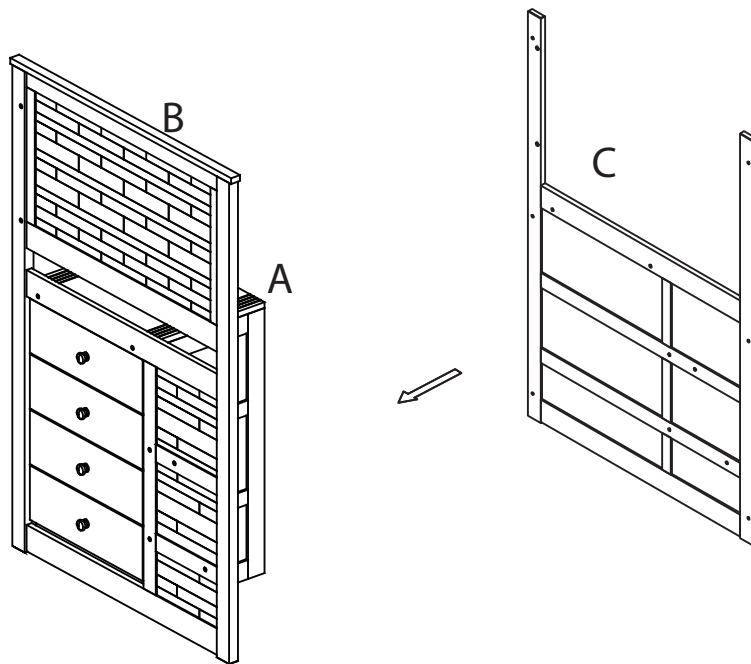
3. Slide the Outside Princeton Section Panel (B) up to and flush with the Front of the Chest (A). Align the holes through the Outside Princeton Section Panel (B) with the holes in the edge of the Chest Top ( Top Step).

4. Insert 2- Furniture Screws (5) from the outside of the Panel (B) and into the Chest Top (A) and tighten by using the Allen Key (4) provided.

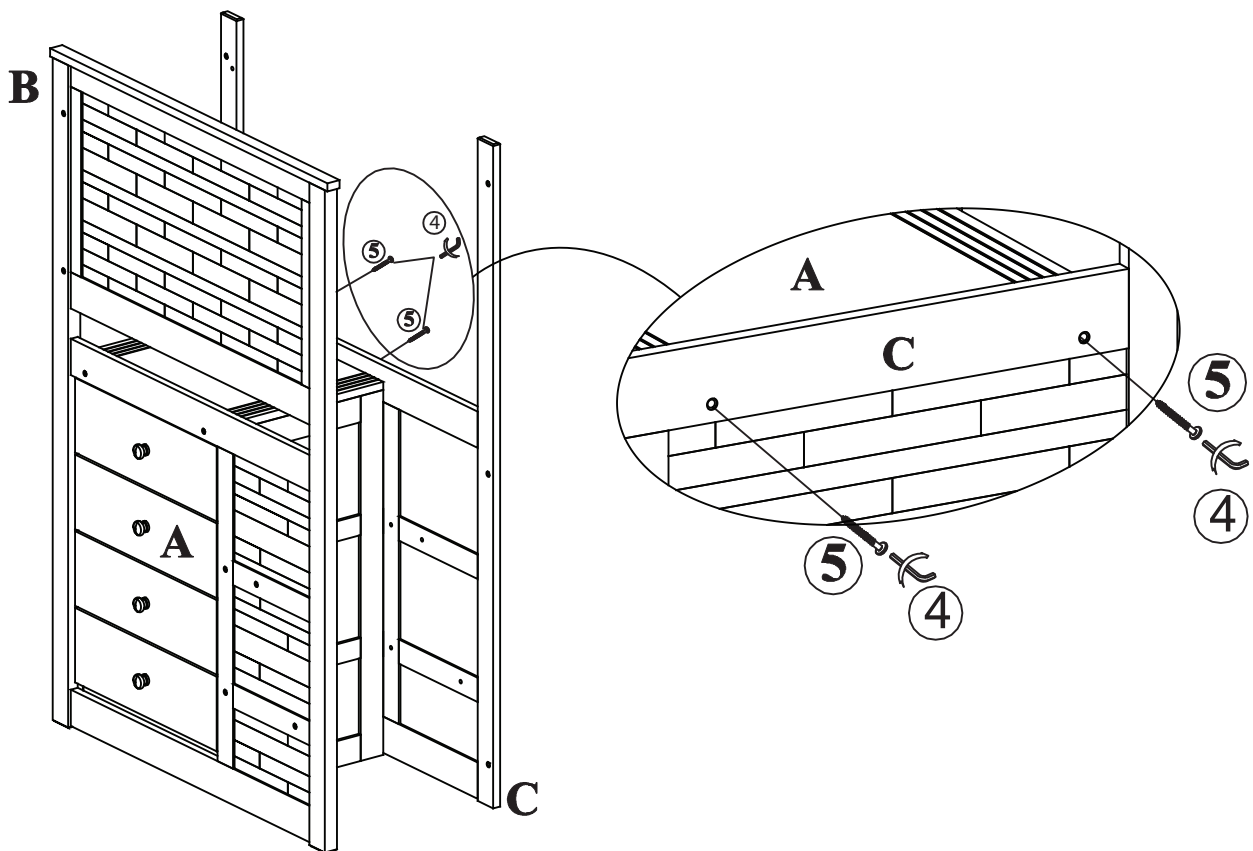
# ASSEMBLY INSTRUCTIONS

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5. Position the Inside Princeton Section Panel (C) with the back side of the Chest (A).



6. Slide the Inside Princeton Section Panel (C) up to and flush with the Back of the Chest (A). Align the holes through the Inside Princeton Section Panel (C) with the holes in the edge of the Chest Top ( Top Step).

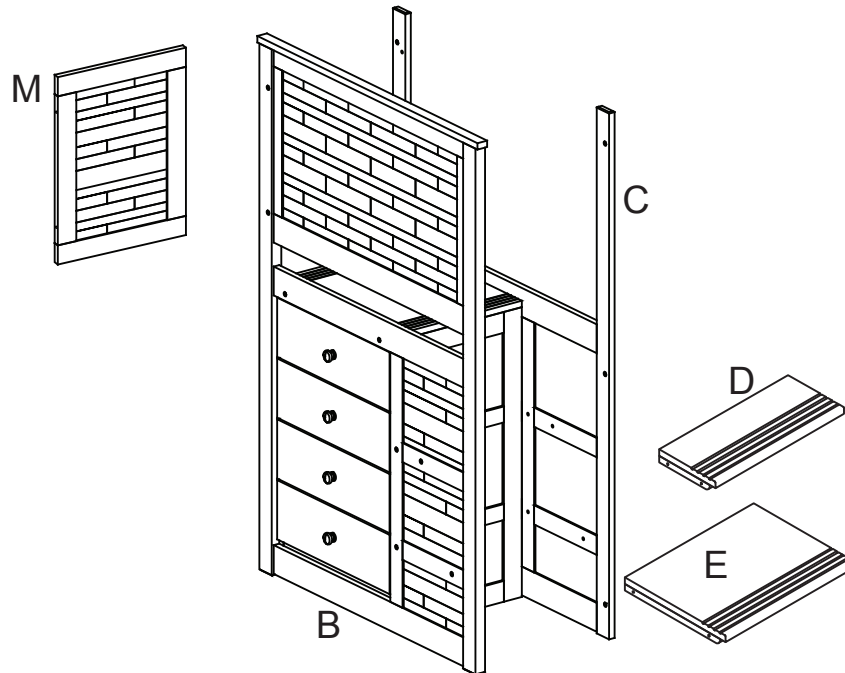
7. Insert 2- Furniture Screws (5) from the outside of the Panel (B) and into the Chest Top (A) and tighten by using the Allen Key (4) provided.

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### LEFT ASSEMBLY

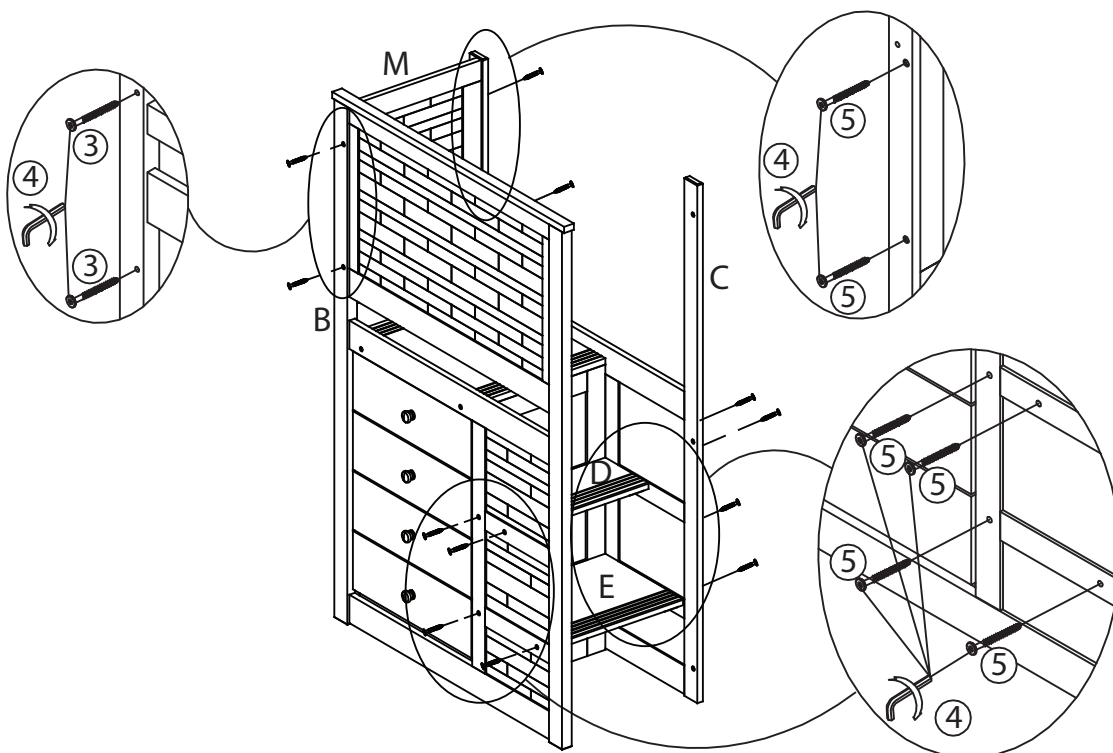


8. Position the Princeton Section Back Panel (M) in-between the Inside and Outside Princeton Section End Panels (B&C). Insert 2- Furniture Screws (3) from the outside panel (B) and 2- furniture screw (5) to the Inside Panels (C) into the Back Panel (M) and tighten by using the Allen Key (4) provided.

9. Position the Small and Large Steps (D&E) in-between the Inside and Outside Princeton Section End Panels (B&C) and into the Small and Large Steps (D&E) and tighten by using the Allen Key (4) provided.

- NOTE: The Large Step (E) is reversible and is notched on one front corner so that it can fit around the Post in both Left and Right Princeton configurations.

10. Princeton Section is now Fully Assembled.

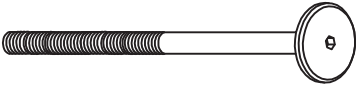
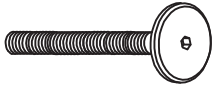









# ASSEMBLY INSTRUCTIONS

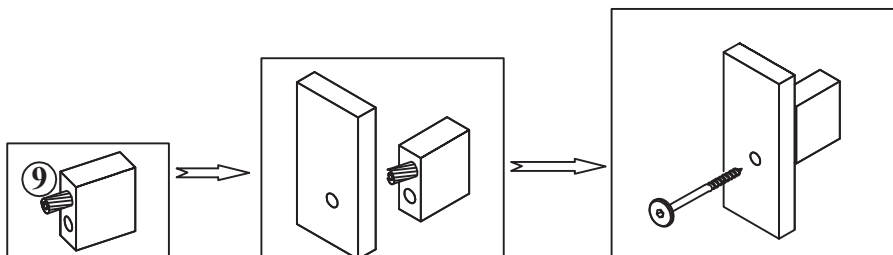
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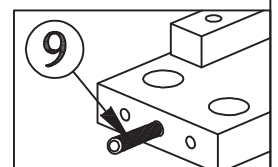
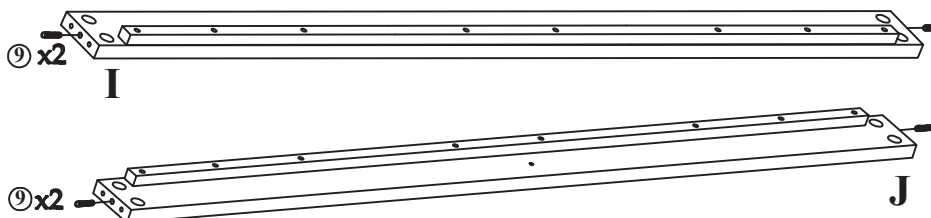
### HARDWARE LIST

NO.	DESCRIPTION	Q'ty	NO.	DESCRIPTION	Q'ty
1	 Machine Screw (Ø1/4x75mm)	8pcs	7	 Machine Screw (Ø1/4x28mm)	18pcs
2	 Half Moon (Ø1/4)	16pcs	8	 Female Half Moon (Ø1/4x15mm)	18pcs
3	 Furniture Screw (Ø1/4x70mm)	4pcs	9	 Wood Dowel (Ø10x40mm)	16pcs
5	 Furniture Screw (Ø1/4x50mm)	4pcs	10	 Screw (Ø4x30mm)	48pcs
6	 Machine Screw (Ø1/4x60mm)	8pcs			

**N x 4**



1. Insert Wooden Dowels (9) into the ends of all of the Upper Bed safety Rails.
2. Insert Wooden Dowels (9) into the ends of all of the Upper & Lower Support Rails.



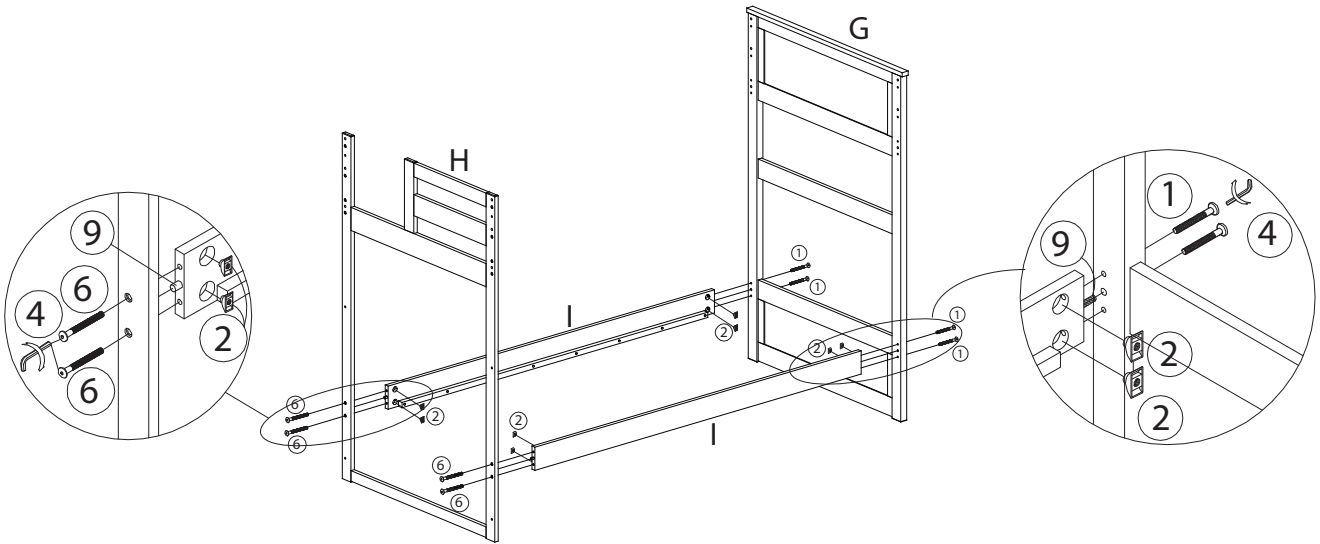


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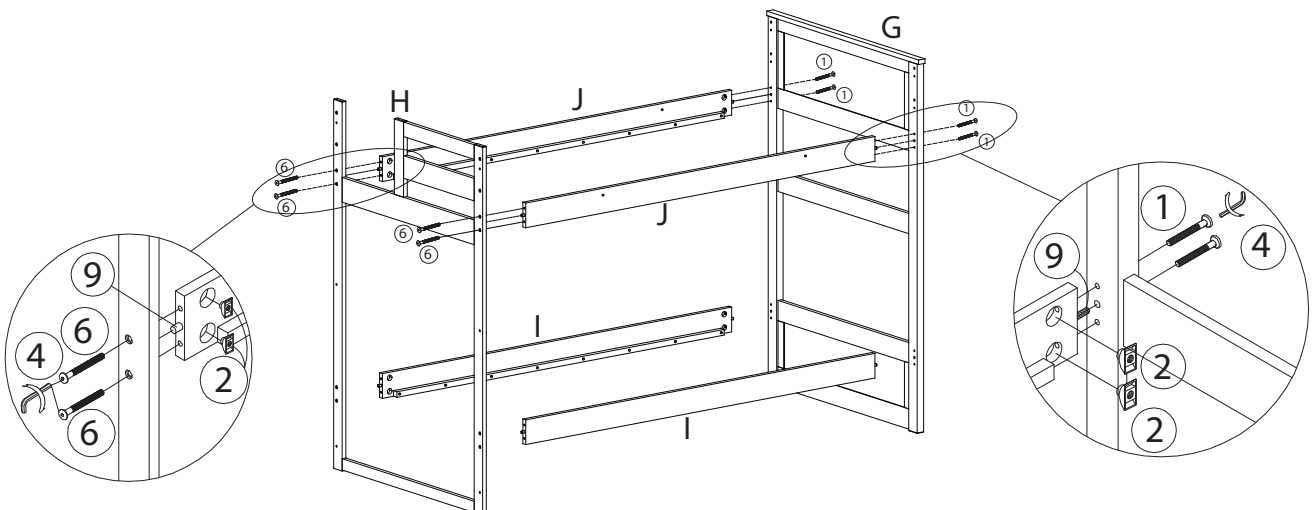
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3. **IMPORTANT:** Make sure that the access opening for the upper Bunk Bed on the Inside Bunk Bed Panel is toward the Back Side/ Wall Side of the Bed, as you would face it when fully assembled.



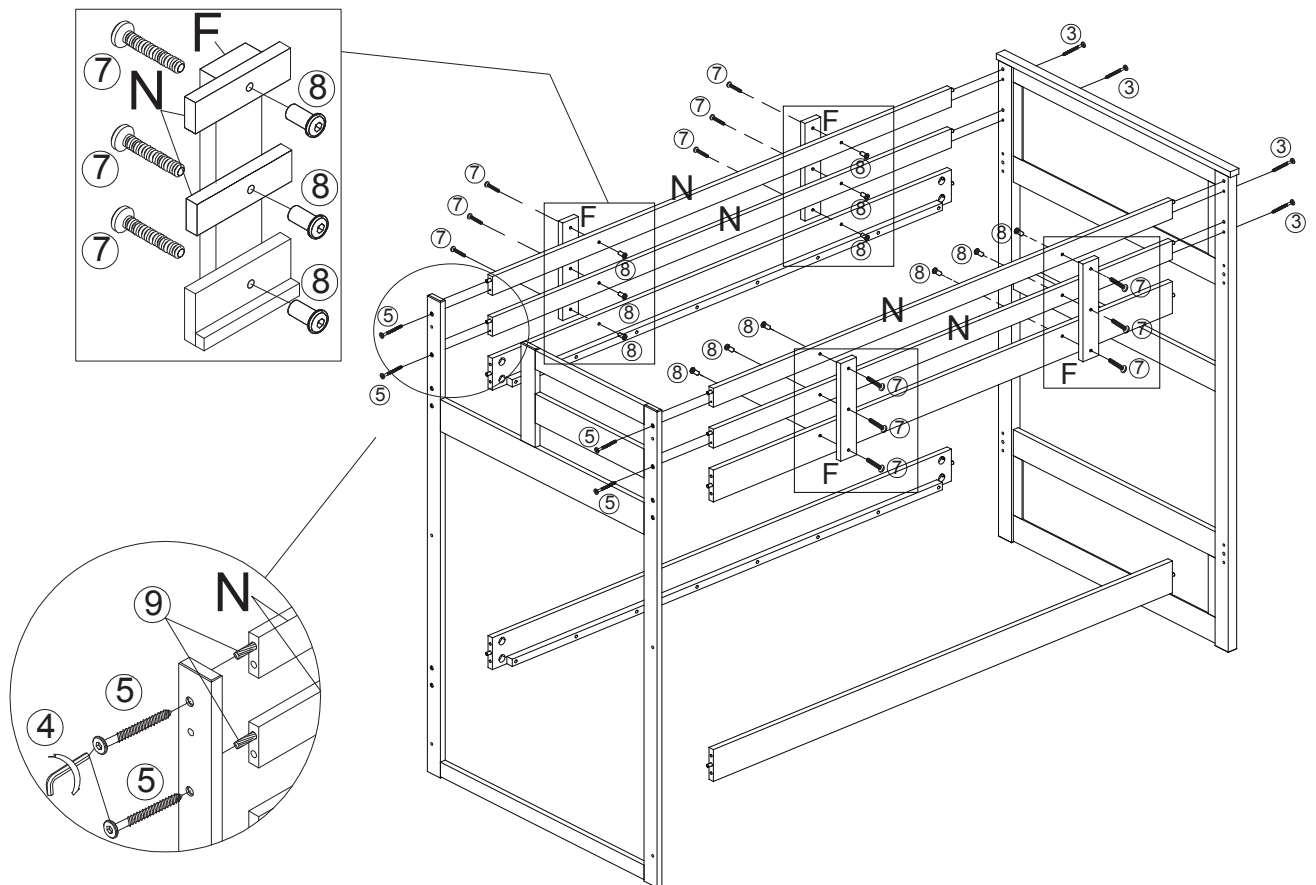
4. Align the Wooden Dowels (9) in the end of the Lower Mattress Support Rails (I) with the holes in the Outside Bunk Bed End Panel (G) and the Inside Bunk Bed End Panel (H).
5. Insert The Dowel (9) in the Lower Mattress Support Rails (I) into the hole in the inside End Panel (G & H.)
6. Insert 2-" Half Moon" Nuts into the large holes on the inside of the Lower Mattress Support Rails (I).
7. Insert 2- Machine Screws (1) into the holes on the outside of the End Panel (G) and into the Half Moon Nuts (2) in the Lower Mattress Support Rails (I).
8. Tighten by using the Allen Key (4) provided.
9. Insert 2-Machine Screws (6) into the holes on the inside of the End Panel (H) and into the Half Moon Nuts (2) in the Mattress Support Rails (I).
10. Repeat these steps for the other Lower Mattress Support Rail (I) with both End Panels (G&H).
11. Repeat all these steps for the Upper Bunk Mattress Support Rails (J).



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12. Align the Wooden Dowels (9) in the end of the Upper Bunk Safety Rails (N) with the holes in the Outside Bunk Bed End Panel (G) and the Inside Bunk Bed End Panel (H).

13. Insert the Wooden Dowel (9) in the Upper Bunk Safety Rails (N) into the hole in the inside End Panel (G & H).

14. Insert 1-Furniture Screws (3) into the hole on the outside of the End Panel (G) and into the end of the Safety Rail (N).

15. Insert 1 - Furniture Screws (5) into the hole on the outside of the End Panel (H) and into the end of the Safety Rail (N).

16. Tighten using the Allen Wrench provided.

17. Repeat all these steps for the three other Bunk Safety Rails (N) with both End Panels (G&H).

18. Align the 3 - holes in the Vertical Support Bar (F) with the holes in the Upper Bunk Bed Mattress and Safety Rails (J&N).

19. Insert Machine Screw (7) through the Support Bar and the Bed / Safety Rail and into the Female Hex Nut (8).

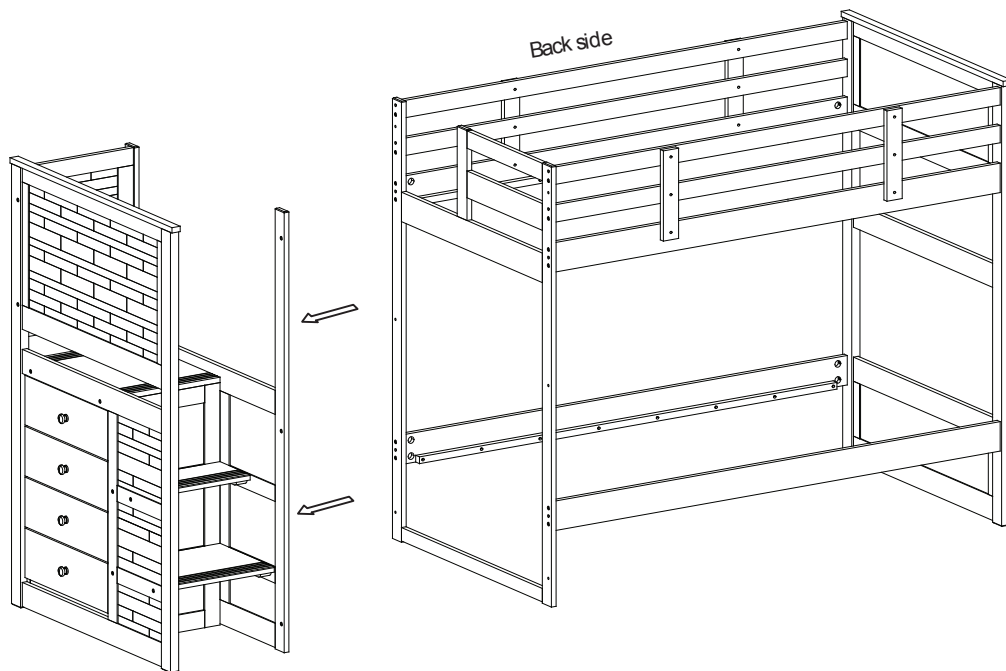
20. Tighten with the Allen Key (4) provided.

21. Repeat all steps with the other Support Bar (F) on the opposite side of the Upper Bunk Bed.

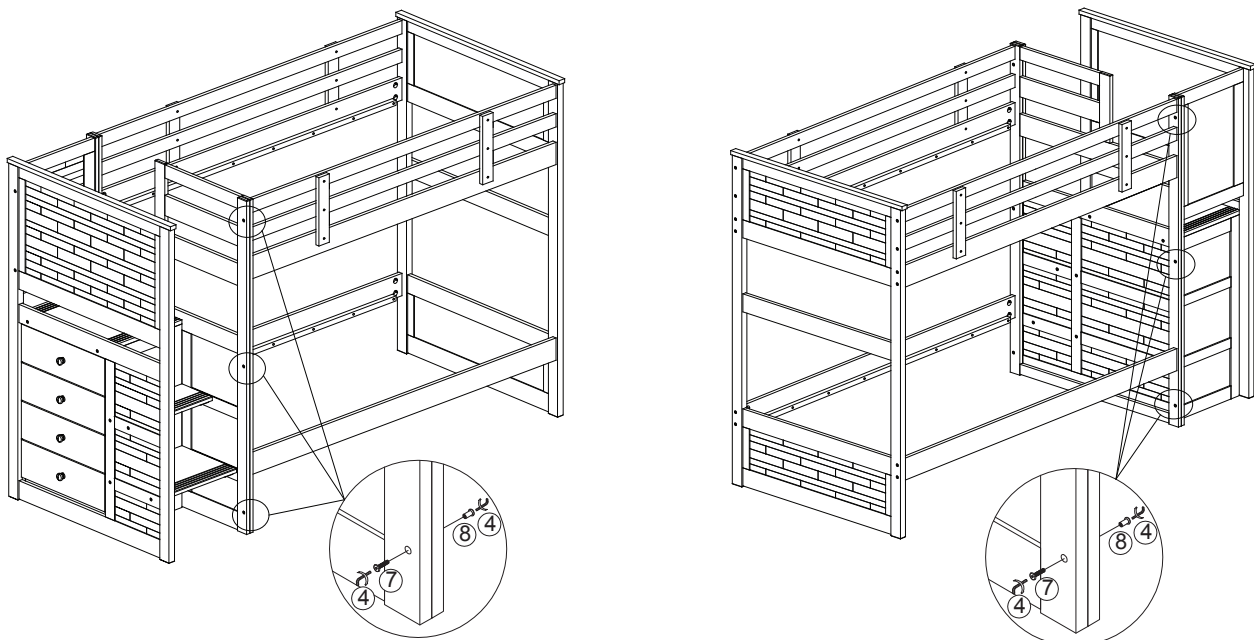
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22. Place the Princeton Section in its preferred final location in the room.
23. Align the Bunk Bed section with the Princeton Section.
24. Slide the Bunk Bed Inner End Panel up to and flush with the Princeton Section.
25. Align the 3-holes vertically along the Rear Inside Panel Corner Posts (flushed together).
26. Insert Machine Screw (7) through the two posts and into the Female Hex Nut (8).
27. Tighten with the Allen Key (4) provided.
28. Repeat all steps with the holes vertically along the Front Inside Panel Corner Post (flushed together).



29. Install the Slat Roll (L) in the Upper Bunk Bed by rolling it out into position on the Support Cleat.
30. Align the outside edge of the first slat with the end of the Support Cleat on the Inside of the Mattress Support Rail (I). This aligns the first slat at the proper distance from the Bunk End Panel.
31. The outside edge of the last slat should be flush with the end of the Mattress Rail Support Cleat at the other end of the Mattress Rail as well.
32. Insert the Wood Screw (10) into the holes in the slats and tighten.
33. Repeat all steps for the Slat Roll (L) in the Lower Bunk Bed.

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