Assembing Information

• There are no tools required for assembly.
• If you are lofting near a window, the safety rail must be next to the window.

Important Safety Requirements

• Two or more people are required to lift and stack furniture components. Do not try to loft furniture by yourself.
• Remove the mattress before lofting a bed.
• If you have questions about your loft, please ask your House Fellow.

Proper Lifting Techniques

• Keep your back straight and bend your knees.
• Lift with your legs and arms, not with your back.

Additional Guidelines

Avoid Adhesives
Avoid using adhesive tape on your furniture since many tapes will cause a chemical reaction with the finish and leave a permanent mark.

No Storage
All furniture must remain in the room. There is no loft storage in the building and furniture cannot be removed from the building.

Disassemble Lofts
At the end of the year, the furniture must be returned to the original down position or you will incur a $50 charge per bed. Please see your Building Supervisor or House Fellow if you have any questions.

This brochure is also available on the University Housing website:
www.housing.wisc.edu

Unlofted Position

At the end of the year, the furniture must be returned to the original down position or you will incur a $50 charge per bed. The original down position requires the bed frame to be inserted into the lowest pin positions on the bed.
**Option 1**

### Double Room Lofted

This option lofts the beds. Be sure to attach the stabilizer bar to the bottom set of footboards when lofting the beds. The other furniture may be placed anywhere in the room.

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**Option 2**

### Double Room Bunk

This option bunks the beds. The other furniture may be placed anywhere in the room.

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**Option 3**

### Single Room Unlofted

One option is to leave the bed in the original unlofted down position. The bed frame can be adjusted to different heights.

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**Option 4**

### Single Room Lofted

This option lofts the bed. Be sure to attach the stabilizer bar to the bottom set of footboards when lofting the bed. The other furniture may be placed anywhere in the room.