Assembly 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

Welcome to your new home in University Housing.
We hope you have a great year!

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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 3rd and 4th pins from the bottom of the headboard. The bottom of the bed frame will be 15 1/2" from the floor.
One option is to leave the beds in the original unlofted down position as shown below.

The trundle option raises the bed up to its maximum height without lofting. The dresser can be placed underneath a trundle bed.

The bed can be lofted at a variety of heights using the stabilizer bar. Other furniture can be arranged in a variety of ways. Place the stabilizer bar at the top of the bottom set of bed legs and push the lever on the stabilizer bar to lock in place. Don’t forget this important step!