



**CRIB'N'DOUBLE BED CONVERTS
TO TODDLER BED OR FULL SIZE
HEADBOARD & FOOTBOARD
31001**

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Division of Foundations® Worldwide, Inc.

• 7001 Wooster Pike, Medina, OH 44256 USA • PH: 877.716.2757 (U.S. Only) or 330.722.5033 • FAX: 330.722.5037

• www.childcraft-furniture.com / wwwFOUNDATIONS.com

THIS IS THE ASSEMBLY INSTRUCTIONS FOR CRIBS SOLD IN THE UNITED STATES

ASSEMBLY DIRECTIONS AND PARTS LIST

Directions for Maintenance, Cleaning, Storage and Use of your Crib/Toddler Bed are also included.

● **BEFORE STARTING THE ASSEMBLY PROCEDURE, READ ALL DIRECTIONS WITH CARE.**

● **YOU WILL NEED THE FOLLOWING FOR THE ASSEMBLY OF YOUR CRIB/TODDLER BED:**

✓ Flat Tipped Screwdriver ✓ enclosed Allen Wrenches (A & B)

PARTS ENCLOSED IN HARDWARE BAG

A (1) Allen Wrench



B (1) Allen Wrench



C (12) Allenhead Bolts



D (6) Allenhead Bolts



E (4) Allenhead Bolts



F (17) Allenhead Bolts



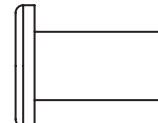
G (2) Joint Connector Nuts



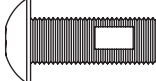
H (16) Joint Connector Nuts



I (20) Connector Nuts



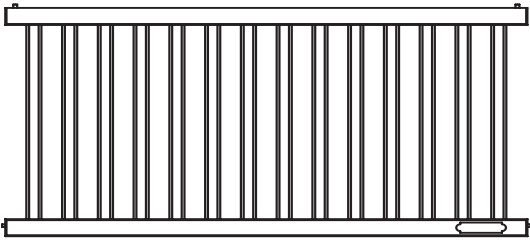
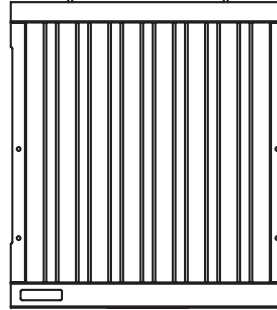
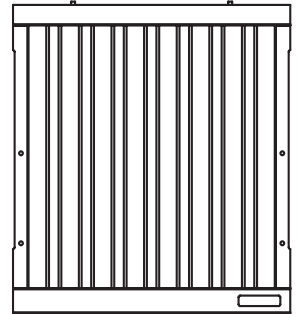
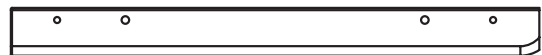
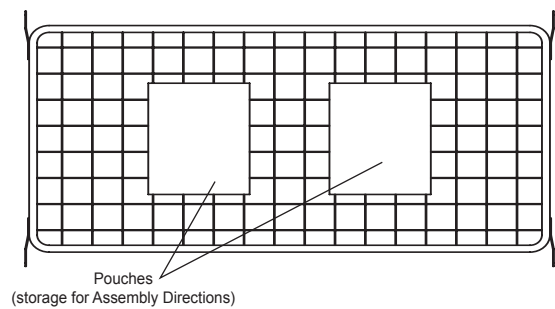
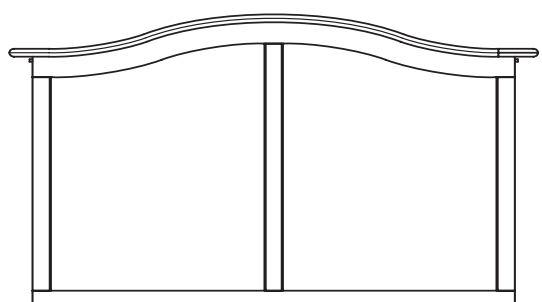
J (16) Allenhead Bolts



K (2) Allenhead Bolts



PARTS ENCLOSED IN CARTON

L (1) Long Foot Assembly**M** (1) Short Foot Assembly**N** (1) Short Head Assembly**O** (1) Short Foot Cap Rail**P** (1) Short Head Cap Rail**Q** (1) Foot Post - Left**R** (1) Foot Post - Right**S** (1) Stationary Post - Left**T** (1) Stationary Post - Right**U** (1) Long Foot Cap**V** (1) Spring**W** (1) Stretcher
(For use on Toddler Bed Only)**X** (2) Post Caps
(For use on Toddler Bed Only)**Y** (1) Guard Rail Extender
(For use on Toddler Bed Only)**Z** (1) Stationary Side Assembly

PREPARATION

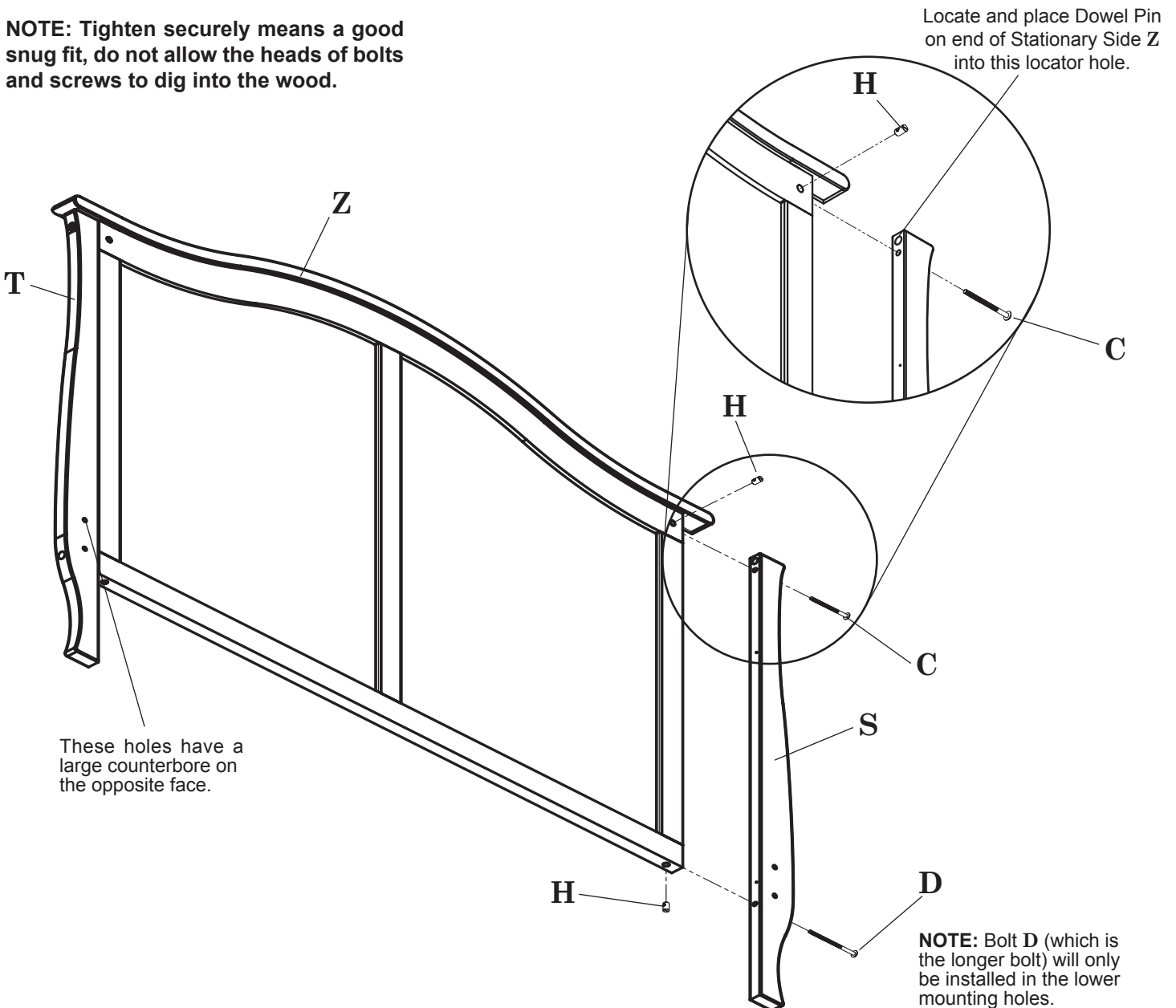
Carefully remove and lay out all hardware and parts. Check quantities and match the Hardware List and the Parts List. **NOTE: During the assembly process whenever using screws or bolts, check each with the Hardware List by letter and size identification. Place each screw or bolt on the diagram of the item which is sketched actual size. Be sure to use the proper size specified in the assembly directions.** If any parts are missing or broken or you need assistance with assembly, DO NOT return the product to your dealer. Call Foundations® for assistance at 877.716.2757 (U.S. Only) or 330.722.5033 (Monday through Friday, 9:00 a.m.– 4:00 p.m. Eastern Time).

Please identify the Crib'n'Double Bed by the model identification number stamped on the inside face of short head or short foot assemblies, available when you call or write us at: Foundations®, 7001 Wooster Pike, Medina, OH 44256 USA. Make note of all identification numbers and include this information with your request. **DO NOT SUBSTITUTE PARTS!** Record your model identification number here for future identification: **Model #** _____

STEP 1 - DIAGRAM 1: ATTACHING STATIONARY POSTS TO STATIONARY SIDE

Attach Stationary Posts **S** & **T** by inserting Joint Connector Nuts **H** into the locator holes in the back face near top end of Stationary Side Assembly **Z** and into bottom of the bottom rail of Stationary Side Assembly **Z**. Unslotted end of Joint Connector Nut **H** will be inserted into hole. At the same time, insert Allenhead Bolts **C** and **D** as shown in the diagram through posts. Thread Allenhead Bolts into Joint Connector Nuts **H**. It may be necessary to use a flat tip screwdriver in the slot at bottom of Joint Connector Nut **H** to rotate it. This will allow proper alignment of its threads with the thread on the Allenhead Bolts. Leave slightly loose until all bolts have been installed. Then tighten all bolts securely using Allen Wrench **A**.

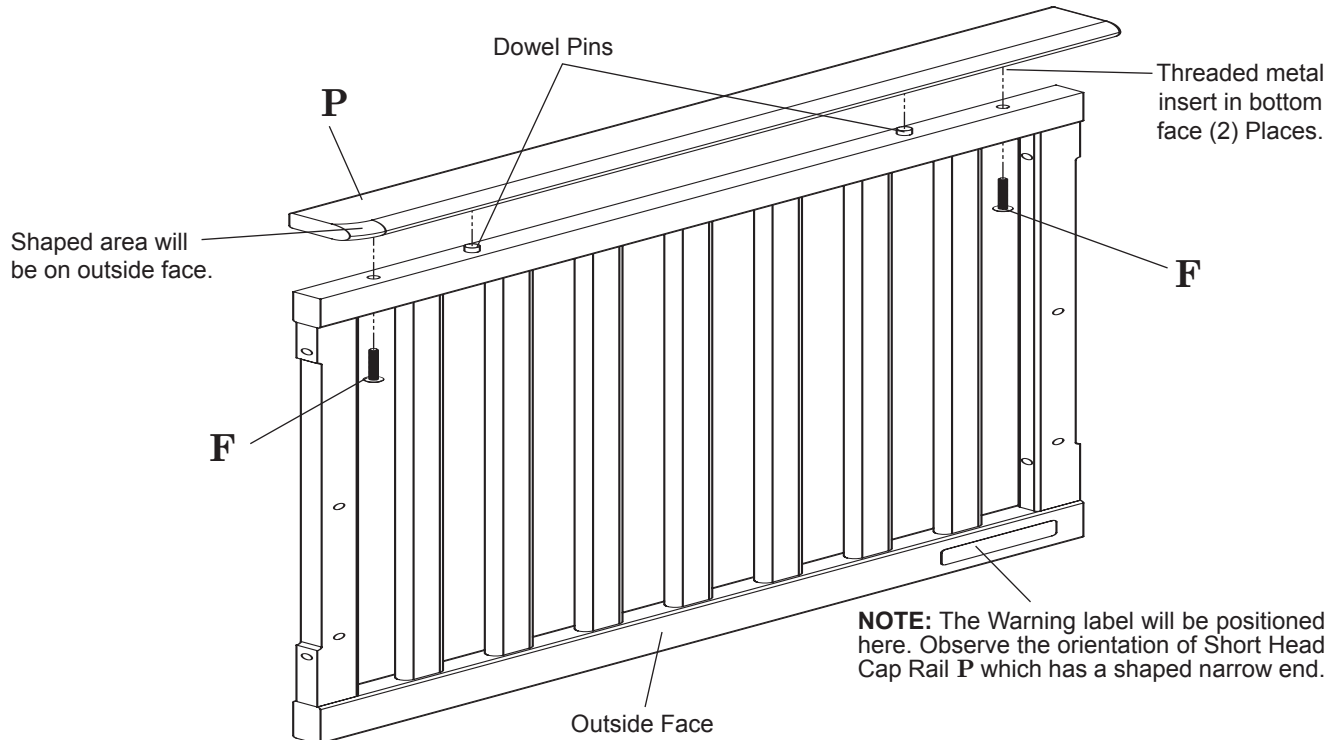
NOTE: Tighten securely means a good snug fit, do not allow the heads of bolts and screws to dig into the wood.



STEP 2 - DIAGRAM 2: ASSEMBLE CAP RAILS TO SHORT HEAD AND FOOT ASSEMBLIES

Position Short Head Cap Rail **P** above Short Head Assembly **N** as shown. Insert dowel pins in top rail of Short Head Assembly **N** into receiving holes located in the bottom face of Short Head Cap Rail **P**. Then install two (2) Allenhead Bolts **F** into receiving holes in bottom edge of top rail on Short Head Assembly **N** and thread into metal inserts. Once threads are engaged, tighten securely.

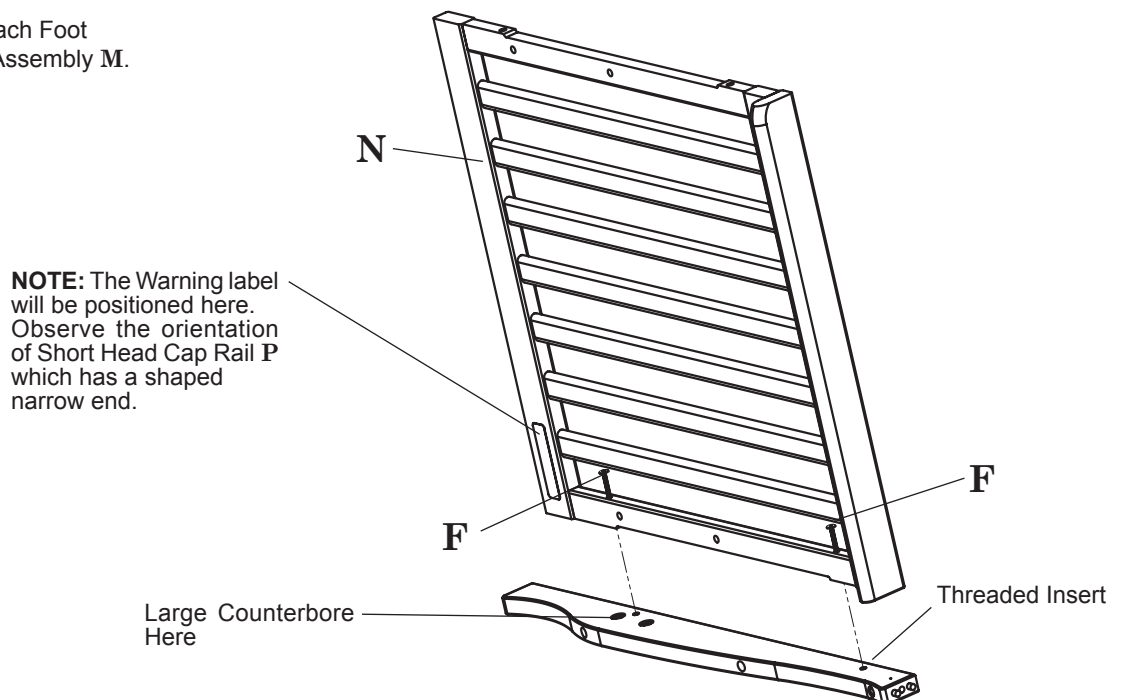
Follow this same procedure to attach Short Foot Cap Rail **O** to Short Foot Assembly **M** using two (2) more of Allenhead Bolts **F**.



STEP 3 - DIAGRAM 3: ATTACHING FOOT POSTS TO SHORT HEAD AND FOOT ASSEMBLIES

Attach Foot Post - Left **Q** to Short Head Assembly **N** by inserting Allenhead Bolts **F** through their locator holes in Short Head Assembly **N** and threading into threaded inserts in Foot Post - Left **Q**. Tighten all Allenhead Bolts **F** securely using Allen Wrench **A**.

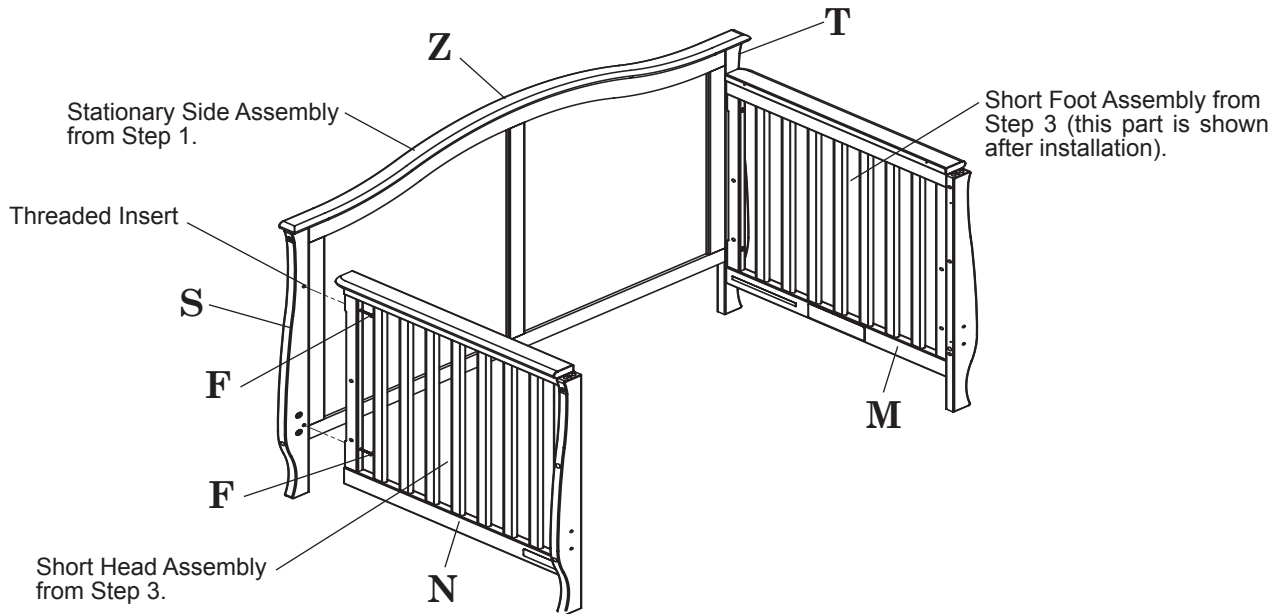
Repeat this step to attach Attach Foot Post - Right **R** to Short Foot Assembly **M**.



STEP 4 - DIAGRAM 4: ATTACHING SHORT HEAD ASSEMBLY TO STATIONARY SIDE ASSEMBLY

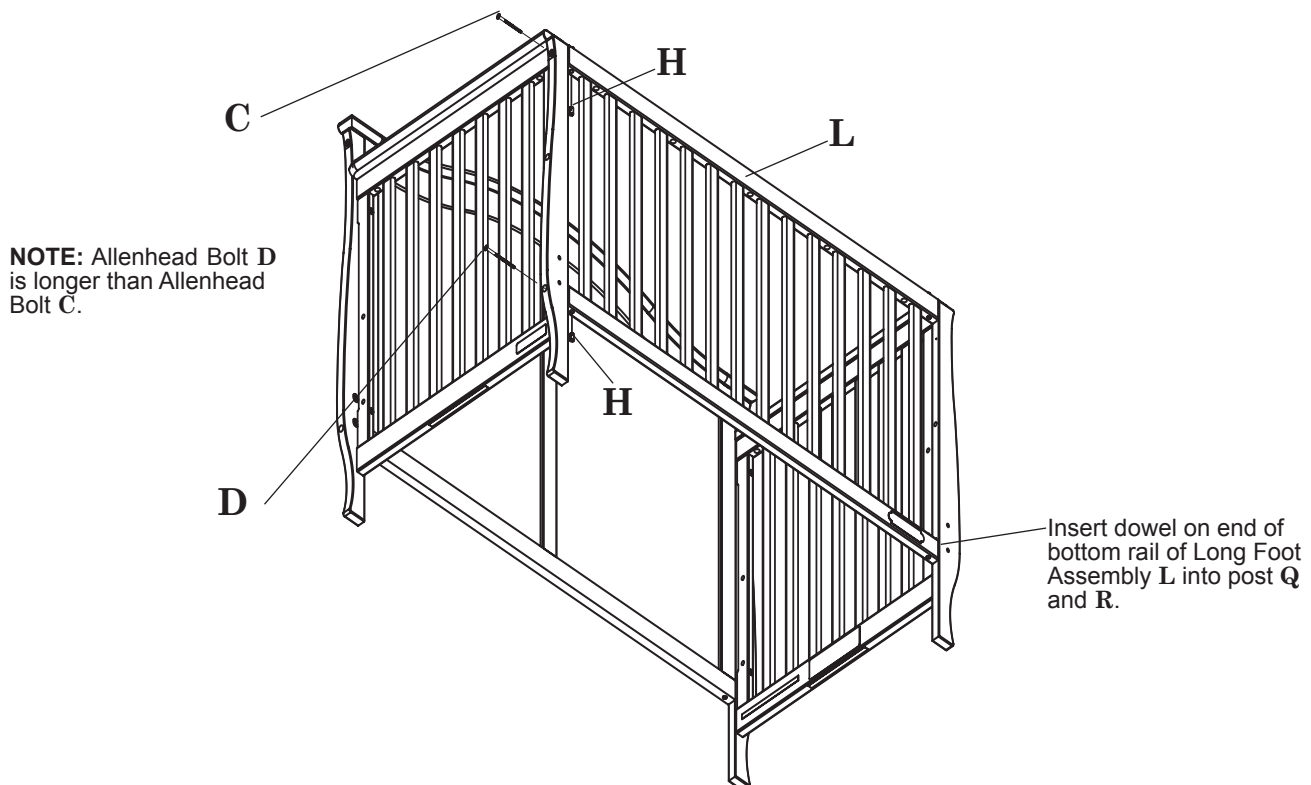
Attach Short Head Assembly **N** to Stationary Side Assembly from Step 1. Allenhead Bolts **F** will be installed through receiving holes in the end rail of Short Head Assembly **N** and threaded into the metal inserts installed in Stationary Post - Left **S**. A total of two (2) Allenhead Bolts **F** are required.

Repeat this step to attach Short Foot Assembly **M** to Stationary Post - Right **T**.



STEP 5 - DIAGRAM 5: INSTALLING LONG FOOT ASSEMBLY

Allow dowel pins on both ends of Long Foot Assembly **L** bottom rail to enter hole in posts **Q** and **R**. Joint Connector Nuts **H** will be installed in the bottom edge of both the top and bottom rail of Long Foot Assembly **L** as each of the following bolts are installed (**NOTE**: Install unslotted end of Joint Connector Nuts **H** into hole first). Insert Allenhead Bolt **D** through bottom hole in Foot Post **Q** and **R** and into bottom rail of Long Foot Assembly **L** and thread into Joint Connector Nut **H** as described in Step 1. Insert Allenhead Bolt **C** into the top hole and also thread it into a Joint Connector Nut **H**. Tighten all bolts securely. A total of two (2) of Bolts **C** and two of Bolts **D** will be used with four (4) Joint Connector Nuts **H** during this process.

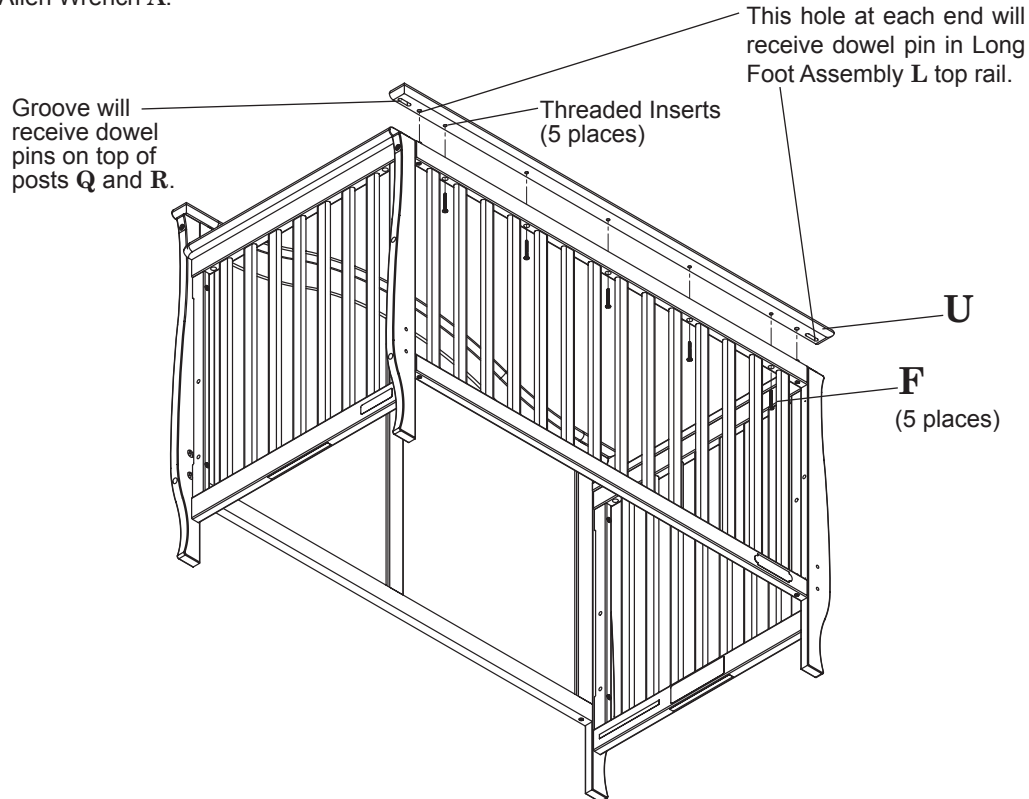


NOTE: Allenhead Bolt **D** is longer than Allenhead Bolt **C**.

Insert dowel on end of bottom rail of Long Foot Assembly **L** into post **Q** and **R**.

STEP 6 - DIAGRAM 6: ATTACHING LONG FOOT TOP CAP

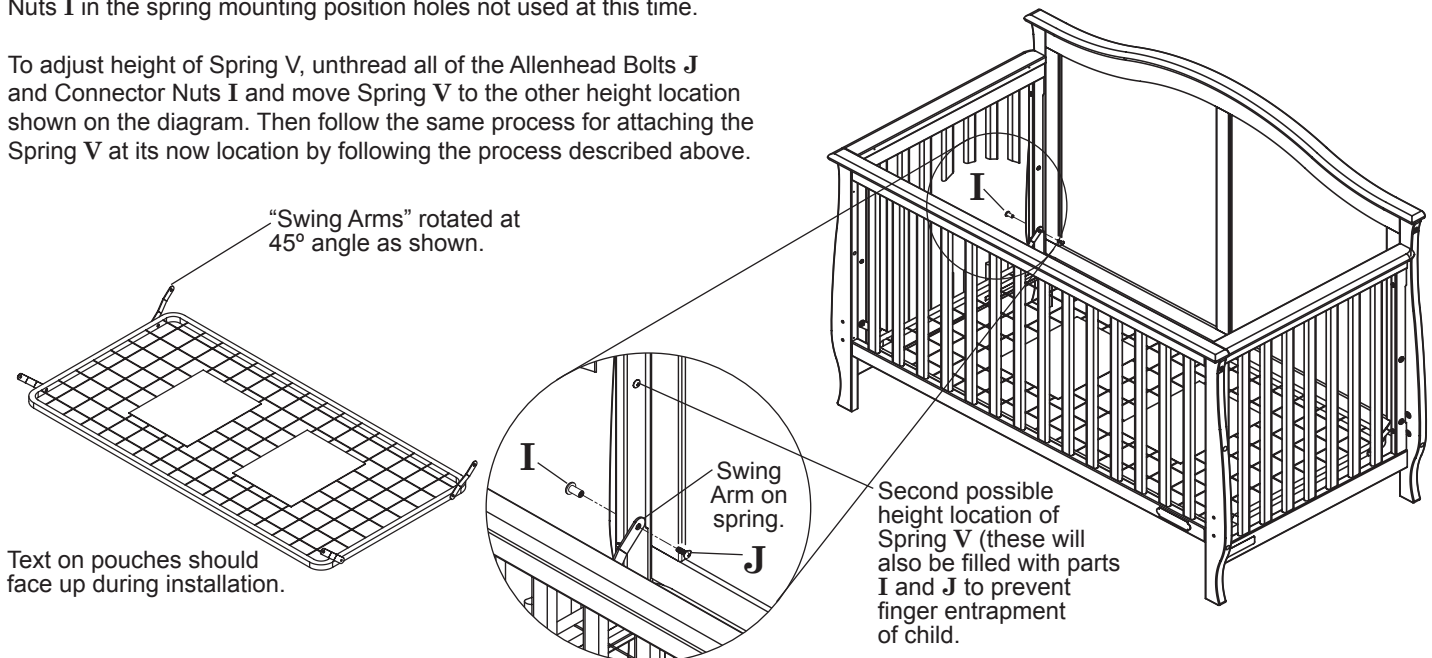
Attach Long Foot Top Cap **U** to the crib assembly by lowering it down on top edge of Long Foot Assembly **L**. Allow the dowel pins in the top of posts **Q** and **R** to fit into the two receiving grooves. Also carefully align dowel pins in the top edge of Long Foot Assembly **L** to enter receiving holes in bottom face of Long Foot Top Cap **U**. Install five (5) Allenhead Bolts **F** through bottom edge of top rail in the Long Foot Assembly **L** and carefully thread into the metal inserts in Long Foot Top Cap **U** bottom face. Once aligned, thread bolts into inserts and tighten securely using Allen Wrench **A**.



STEP 7 - DIAGRAM 7: ATTACHING SPRING TO CRIB

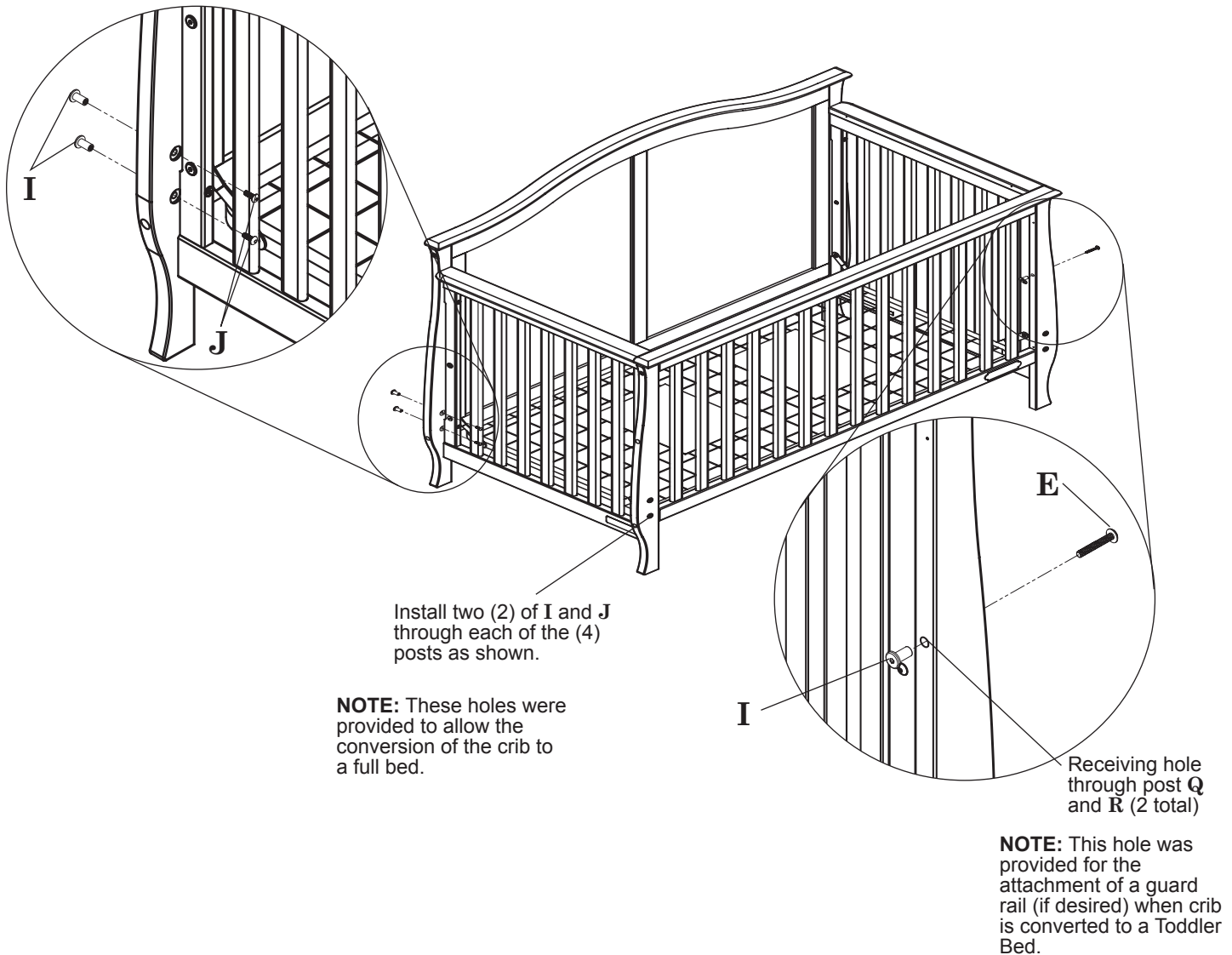
Before installing Spring **V**, determine the height for installation. Pull out "Swing Arms" to the appropriate angle as shown. With the help of a friend, carefully lower Spring **V** into the assembled crib to the selected height. Insert Allenhead Bolts **J** into the mounting holes in the "Swing Arms" and through the locator holes in Short Head and Foot Assemblies **M** and **N**. From the outside of the assembled crib, insert connector Nuts **I** into the locator holes and thread onto Allenhead Bolts **J**. Tighten securely using Allen Wrench **A** with bolts **J** and Allen Wrench **B** with Connector Nuts **I**. A total of four (4) of **I** and **J** are used to attach Spring **V**. Also install Allenhead Bolts **J** and Connector Nuts **I** in the spring mounting position holes not used at this time.

To adjust height of Spring **V**, unthread all of the Allenhead Bolts **J** and Connector Nuts **I** and move Spring **V** to the other height location shown on the diagram. Then follow the same process for attaching the Spring **V** at its now location by following the process described above.



STEP 8 - DIAGRAM 8: FILLING EMPTY HOLES

Insert Allenhead Bolts **J** and Connector Nut **I** into empty holes in posts. Also install Allenhead Bolts **E** with Connector Nuts **I** through edge of posts **Q** and **R**. Each allenhead bolt will be securely threaded into a Connector Nut **I** and tightened securely. Use Allen Wrenches **A** and **B** to securely threaded these items together. Filling these holes will add security to the crib by prevent finger entrapment for the child. Before using crib, refer to page 12 and 13 for Warnings and maintenance of the crib.

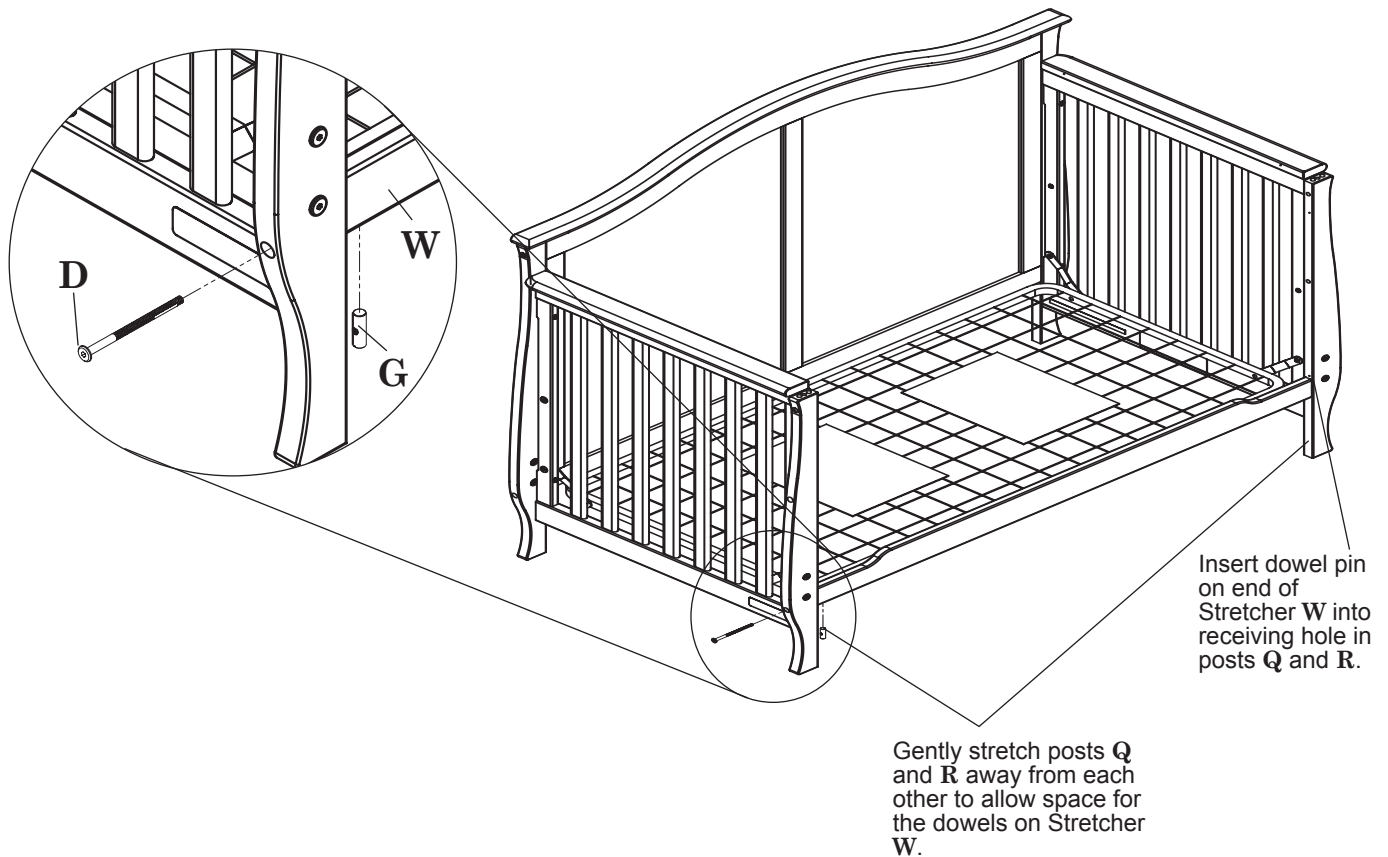


STEP 9 - DIAGRAM 9: CONVERT "CRIB" TO A "TODDLER BED"

When use as a crib has been completed, you have the option to convert to a Toddler Bed for years of additional use in your child's room. Remove mattress. **Spring V must be installed in lowest position.** Remove and store (see Storage on page 12) Long Foot Top Cap U and Long Foot Assembly L. Refer to Steps 6 and 5 and perform these steps in reverse to remove these parts.

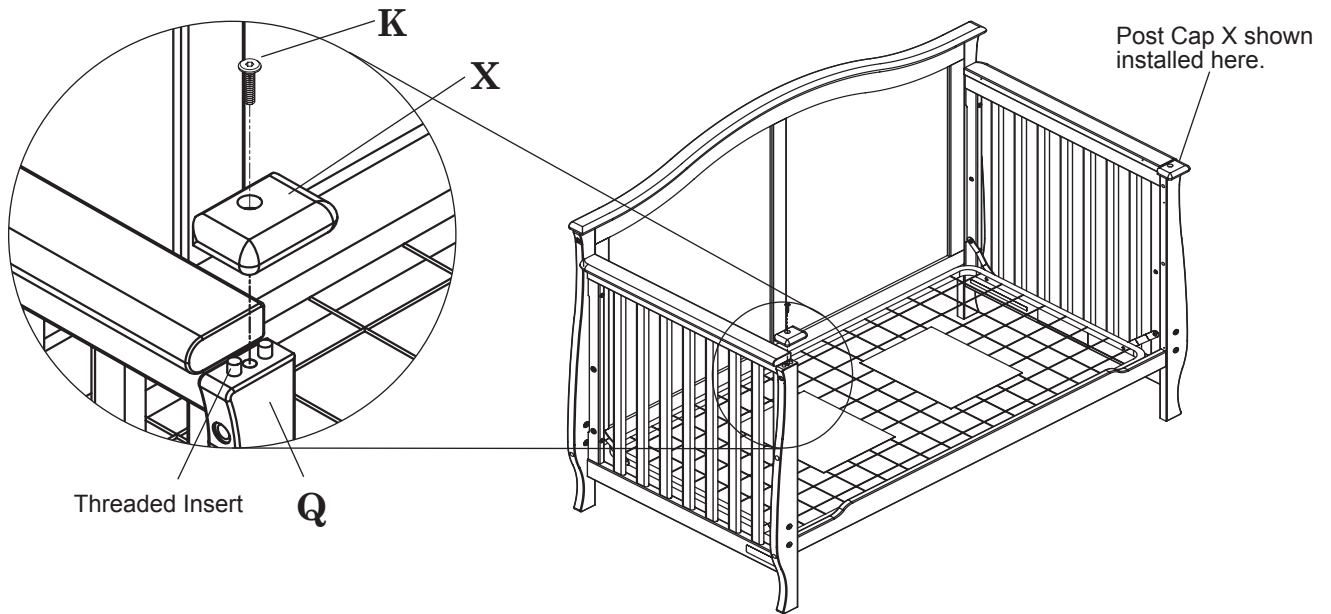
Install Stretcher W by gently stretching foot posts Q and R away from each other just enough to allow wood dowels in the ends of Stretcher W to fit into the receiving holes in the posts Q and R. If this does not allow adequate room, then it may be necessary to temporarily unbolt one of the bolts securing the Spring V to the crib and reconnecting it once Stretcher W is installed. Install Allenhead Bolts D (just removed during the removal of Long Foot Assembly L) through receiving hole near bottom of posts Q and R and thread into a Joint Connector Nut G which is to be installed in the bottom edge of Stretcher W (part G is a part not previously used and should have been stored away once the crib was assembled). Tighten bolts D securely using Allen Wrench A.

Store away all parts and hardware removed in the event you wish to convert your Toddler Bed to a Crib. DO NOT store extra hardware in pouch attached to spring.



STEP 10 - DIAGRAM 10: ATTACH POST CAPS TO POSTS

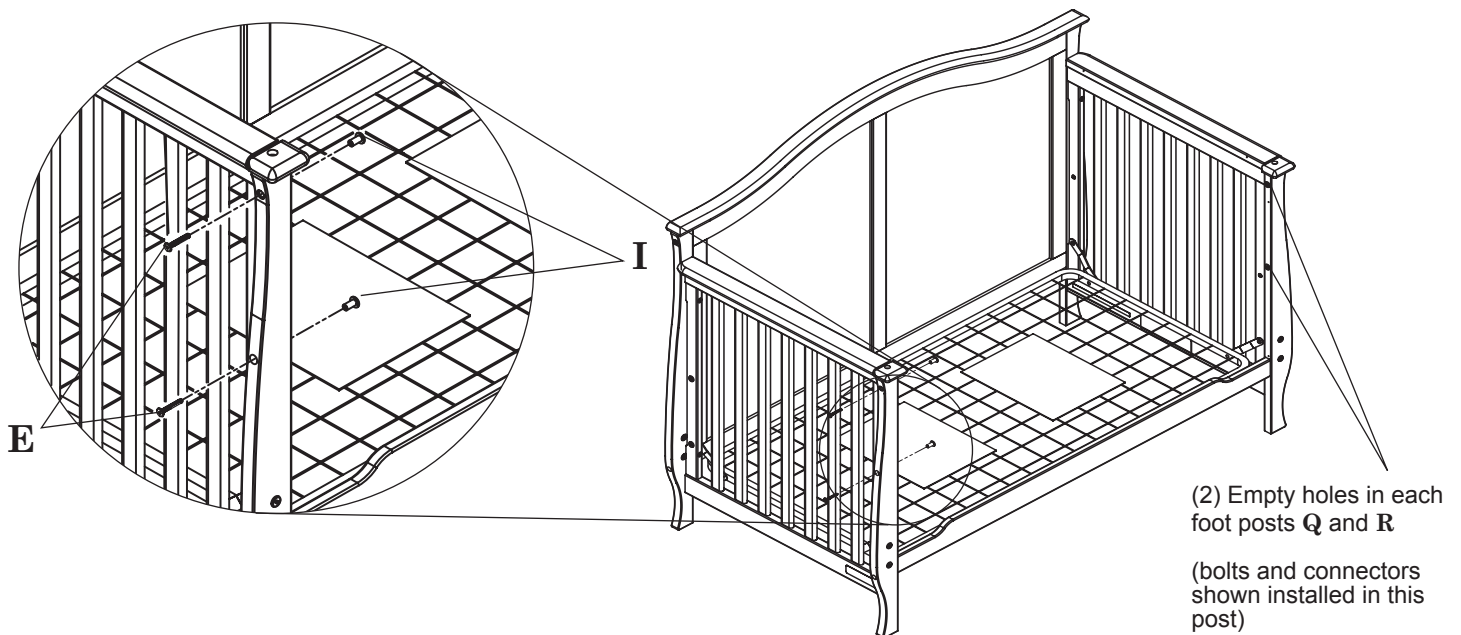
Align dowel pins in top of posts **Q** and **R** with holes in Post Caps **X** and press Post Caps **X** down over dowel pins. Insert Allenhead Bolts **K** through hole in Post Caps **X** and tighten securely into threaded insert in top of posts **Q** and **R** using Allen Wrench **A**.



STEP 11 - DIAGRAM 11: FILLING EMPTY HOLES IN POSTS

Insert Allenhead Bolts **E** and Connector Nuts **I** into the empty holes in posts **Q** and **R**. Tighten securely using Allen Wrench **A** and **B**.

IMPORTANT! refer to warnings on page 10 before using as Toddler Bed.



A Guard Rail can be purchased for added security. Follow the directions on the instruction sheet included with the Guard Rail.



You will need (2) Guard Rail Extenders **Y** and (4) of Allenhead Bolts **D** from this crib.

Fill all empty holes in Foot Posts **Q** and **R** as directed in Step 11.

WARNING (For Toddler Bed)

▲ WARNING: INFANTS HAVE DIED IN TODDLER BEDS FROM ENTRAPMENT. Openings in and between bed parts can entrap head and neck of a small child. NEVER use bed with children younger than 15 months. ALWAYS follow assembly instructions.

▲ WARNING: STRANGULATION HAZARD: NEVER place bed near windows where cords from blinds or drapes may strangle a child. NEVER suspend strings over bed. NEVER place items with a string, cord or ribbon, such as hood strings or pacifier cords, around a child's neck. These items may catch on bed parts.

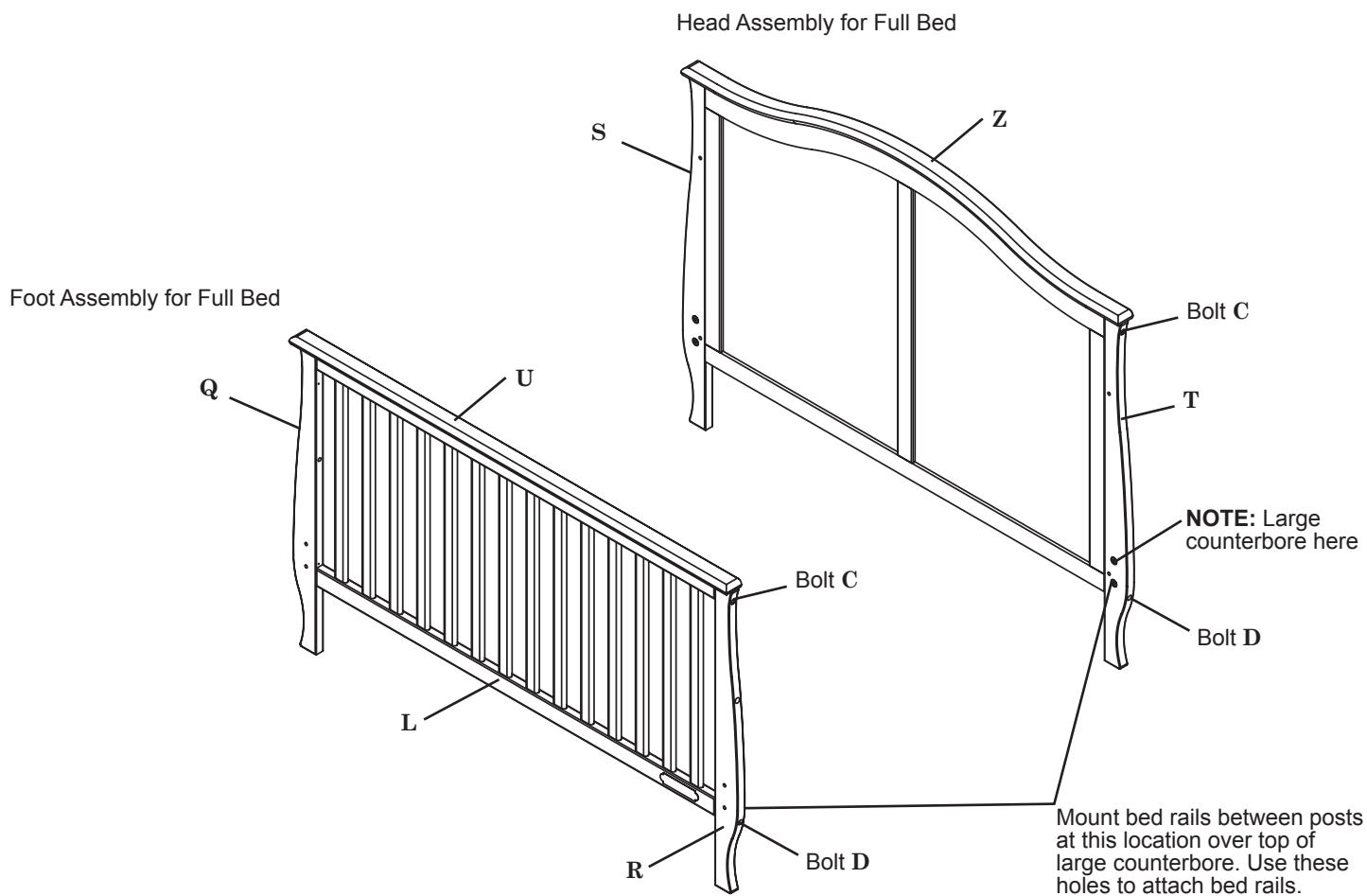
▲ CAUTION: ENTRAPMENT HAZARD: To avoid dangerous gaps, any mattress used in this bed shall be a full-size crib mattress at least 51 5/8 in. (1310 mm) in length, 27 1/4 in. (690 mm) in width, and 4 in. (100 mm) in thickness.

- The users maximum weight shall not be greater than 50 lbs. (22.7 kg).
- Mattress **MUST** be moved into lowest position for proper positioning behind stretcher.
- This crib contains all components necessary to convert to a toddler bed. However, a guardrail may be available for purchase to provide additional security. Contact Foundations® for assistance. Refer to maintenance section for contact information.

STEP 12 - DIAGRAM 12: USING AS A FULL SIZE BED

Assemble the components shown in diagram using the bolts and connectors indicated in the crib assembly section.

Attach bed rails purchased separately using Allenhead Bolts **C** and Joint Connector Nuts **H**.



MAINTENANCE OF YOUR CRIB/TODDLER BED/FULL SIZE HEADBOARD & FOOTBOARD: Upon completion of the assembly, check to ensure that all screws, bolts and fastening devices have been tightened securely. There should be a frequent check of this product for damaged hardware, loose joints, missing parts or sharp edges before and after assembly and frequently during use. **DO NOT** use crib if any parts are missing or broken. If any parts are missing or broken or you need assistance with assembly, **DO NOT** return the product to your dealer. Call Foundations® for assistance at 877.716.2757 (U.S. Only) or 330.722.5033 (Monday through Friday, 9:00 a.m.– 4:00 p.m. Eastern Time) for replacement parts and instructional literature if needed. Include model identification numbers which you recorded on page 2. **DO NOT** substitute parts.

CLEANING INSTRUCTIONS FOR YOUR CRIB/TODDLER BED/FULL SIZE HEADBOARD & FOOTBOARD: Mix together a mild solution of gentle dishwashing liquid and water, apply to surface using a soft clean cloth lightly dampened in the solution. Rinse with clear water again using a soft clean cloth, then dry all surfaces thoroughly with a soft dry cloth. **NO ABRASIVE CLEANERS, SCOURING PADS, STEEL WOOL, OR COARSE RAGS SHOULD BE USED TO CLEAN THIS FINE FURNITURE.**

STORAGE AND USE OF YOUR CRIB/TODDLER BED/FULL SIZE HEADBOARD & FOOTBOARD: A printed pouch is attached to the crib spring for the permanent storage of the assembly directions. After completing the assembly process you are advised to read and be aware of all **WARNINGS, CAUTIONS, CLEANING, STORAGE, USE AND MAINTENANCE** notices contained in this set of directions and printed on the pouch located on the crib spring. You will then place the complete set of assembly directions into the pouch for future referral. We caution you not to place excess hardware in the pouch as it could present danger to a child if retrieved. When storing crib use **CAUTION** as extreme temperature or humidity changes could be harmful. Use **CAUTION** when a vaporizer is in use, always aim vapor stream away from crib as well as away from any wood furniture item.

CAUTION

- **ANY MATTRESS USED IN THIS CRIB SHALL BE AT LEAST 27 1/4 BY 51 5/8 IN. WITH A THICKNESS NOT EXCEEDING 6 IN. IF YOUR CRIB IS DESIGNED TO CONVERT TO A TODDLER BED, THE MATTRESS MUST BE AT LEAST 4 IN. (100 MM) THICK.**
- **UPON COMPLETION OF ASSEMBLY BE SURE ALL SCREWS, BOLTS AND FASTENING DEVICES HAVE BEEN TIGHTENED SECURELY. A FREQUENT CHECK SHOULD BE MADE OF ALL SCREWS, BOLTS AND FASTENING DEVICES AND TIGHTEN IF NEEDED.**

⚠️ WARNING

• **FAILURE TO FOLLOW THESE WARNINGS AND THE ASSEMBLY INSTRUCTIONS COULD RESULT IN SERIOUS INJURY OR DEATH.**

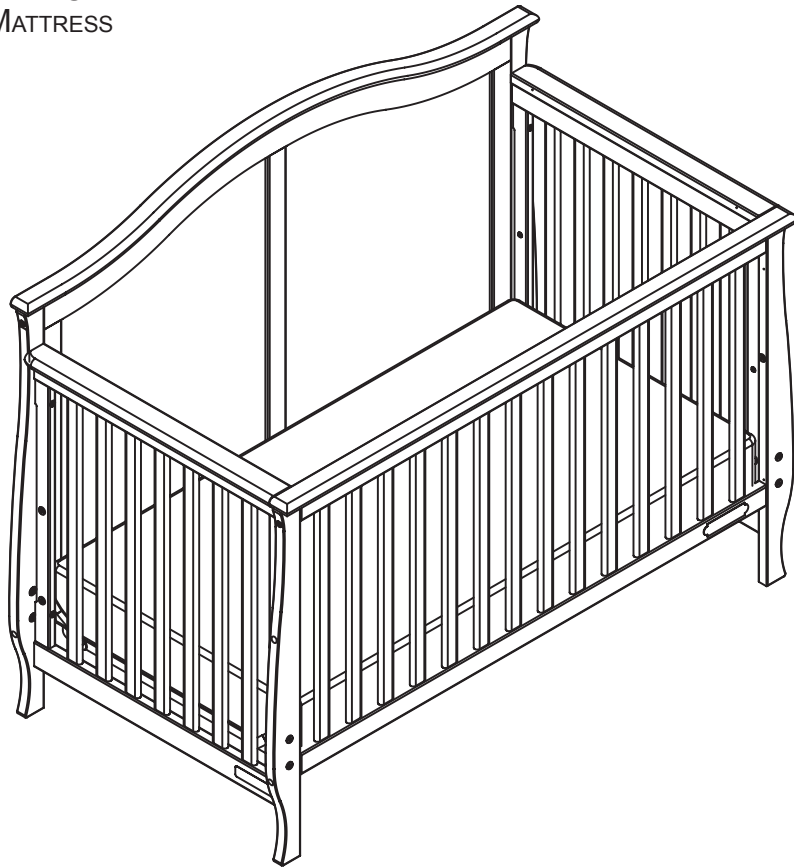
⚠️ WARNING: Infants can suffocate on soft bedding. **NEVER** add a pillow or comforter. **NEVER** place additional padding under an infant.

- Read all instructions before assembling crib. Keep instructions for future use. A pouch is attached to crib for permanent storage of the instructional literature.
- To reduce the risk of SIDS pediatricians recommend healthy infants be placed on their backs to sleep, unless otherwise advised by your physician.
- Strings can cause strangulation! **DO NOT** place items with a string around a child's neck, such as hood strings or pacifier cords. **DO NOT** suspend strings over a crib or attach strings to toys.
- To help prevent strangulation, tighten all fasteners. A child can trap parts of the body or clothing on loose fasteners.
- **DO NOT** place crib near window where cords from blinds or drapes may strangle a child.
- When child is able to pull to standing position, set mattress to lowest position and remove bumper pads, large toys and other objects that could serve as steps for climbing out.
- Stop using crib when child begins to climb out or reaches the height of 35 in. (89 cm).
- After raising side, make sure latches are secure (if your unit has a moveable side).
- **DO NOT** leave child in crib with side lowered. Be sure side is in raised and locked position whenever child is in crib (if your crib has a moveable side).
- Check this product for damaged hardware, loose joints, loose bolts or other fasteners, missing parts or sharp edges before and after assembly and frequently during use. Securely tighten bolts and other fasteners. **DO NOT** use crib if any parts are missing, damaged or broken. If any parts are missing or broken or you need assistance with assembly, **DO NOT** return the product to your dealer. Call Foundations® for assistance at 1 877.716.2757 (U.S. Only) or +1 330.722.5033 (Monday through Friday, 9:00 a.m.– 4:00 p.m. Eastern Time) for replacement parts and instructional literature if needed. Include model identification numbers with your request which you recorded on page 2. **DO NOT** substitute parts.
- Replace teething rail(s) if damaged, cracked, or loose (if equipped with teething rails).
- If refinishing, use a non-toxic finish specified for children's products.
- Follow warnings on all products in a crib.
- **NEVER** use plastic shipping bags or other plastic film as mattress covers because they can cause suffocation.
- Infants can suffocate in gaps between crib sides and a mattress that is too small.
- **DO NOT** use a water mattress with this crib.
- When disassembling this crib, **DO NOT** remove any item attached with wood screws.



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WITH MATTRESS



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