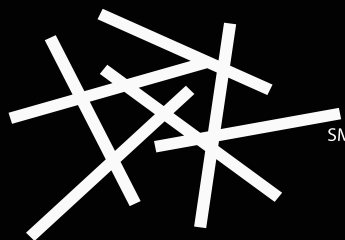
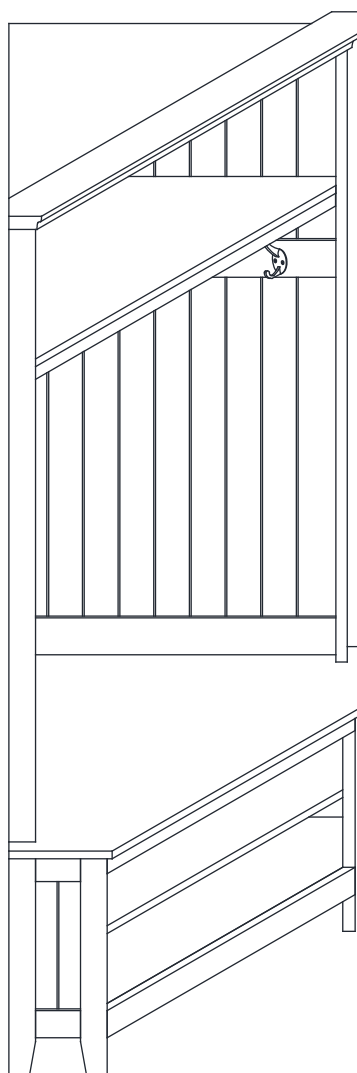


# hayneedle



Item Name: Belham Living Richland Corner Hall Tree

SKU: DIME 029-1  
DIME 030-1



For assistance with assembly, please contact  
Hayneedle Customer Care Center  
1-888-880-4884

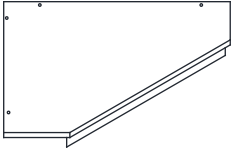
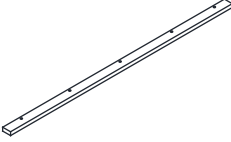
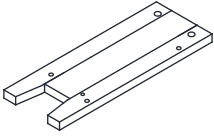
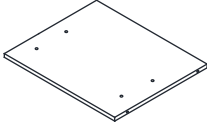
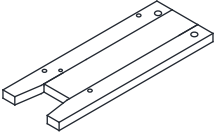
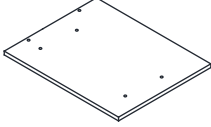
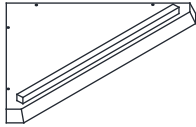
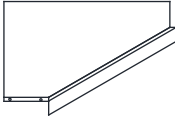
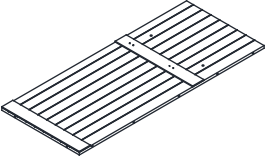
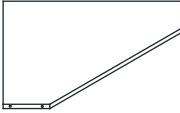
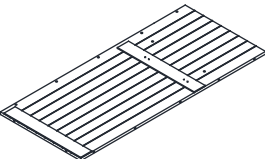
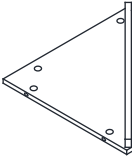
## PRE-ASSEMBLY PREPARATION:



**WARNING:** Failure to follow these directions and warnings can result in serious injury and/or product damage.

- Please check that all parts and hardware are included before beginning assembly.
- Save all packing material until assembly is complete to avoid accidentally discarding smaller parts or hardware.
- Read through the preparation and assembly instructions in full before beginning assembly.
- Please use CAUTION AND CARE WHEN LIFTING the product. Assistance is required for assembly.
- The following additional tools are required for assembly: Phillips head screw driver;  
Optional Tools - Drill/Driver, 3/32" Drill Bit, 1/4" Drill Bit, Pencil
- Never stand on the item or use it as a ladder.
- Periodically re-tighten all exposed hardware.
- If any parts become missing, damaged or worn, discontinue use until they are replaced with identical parts.

### PARTS LIST

Part	Drawing	Part Name	Qty.	Part	Drawing	Part Name	Qty.
A		Base Seat	1	G		Side Upright	2
B		Left Leg	1	H		Base Left Back Panel	1
C		Right Leg	1	I		Base Right Back Panel	1
D		Top Panel	1	J		Base Bottom Panel	1
E		Top Left Back Panel	1	K		Base Shelf	1
F		Top Right Back Panel	1	L		Top Shelf	1








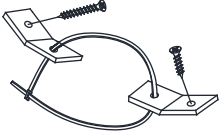

## PRE-ASSEMBLY PREPARATION:



**WARNING:** Failure to follow these directions and warnings can result in serious injury and/or product damage.

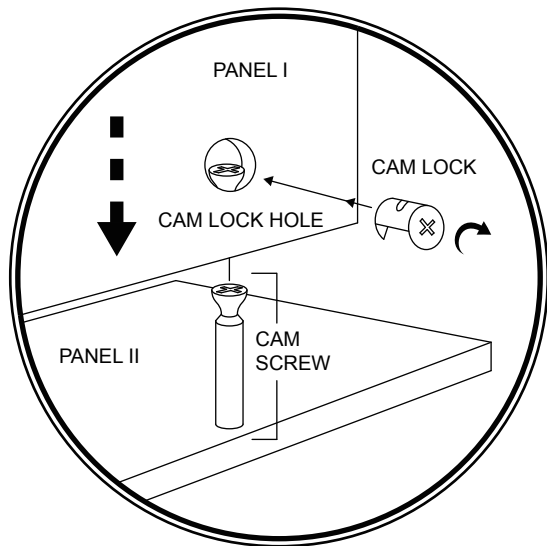
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### PARTS LIST

Part	Drawing	Part Name	Qty.	Part	Drawing	Part Name	Qty.
M		Cam Screw	43	R		Allen Wrench	1
N		Cam Lock	43	S		Hook	4
O		Wood Dowel	10	T		Screw	8
P		Bolt	4	U		No-Tip Kit	1
Q		Plug Nut	4				

## CAM LOCK INSTRUCTION

This product is assembled with a cam lock set



STEP 1: Insert Cam Lock into the cam lock hole of Panel I. Cam lock “+/-” sign should be pointing towards the cam screw insertion hole.

STEP 2: Insert the cam screw into Panel II.

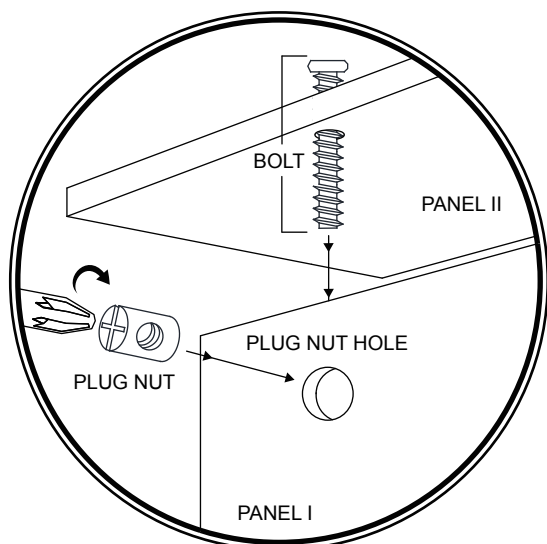
STEP 3: Connect Panel I and Panel II by inserting the cam screw through the hole to which the cam lock arrow is pointing.

STEP 4: Press Panel I and Panel II together.

STEP 5: Lock Panels together by turning cam lock clockwise using a screwdriver. The cam lock and cam screw should make a click sound, indicating they are locked together.

## PLUG NUT INSTRUCTION

This product is assembled with plug nuts



STEP 1: Insert Plug Nut into the plug nut hole of Panel I with the Phillips head facing outward.

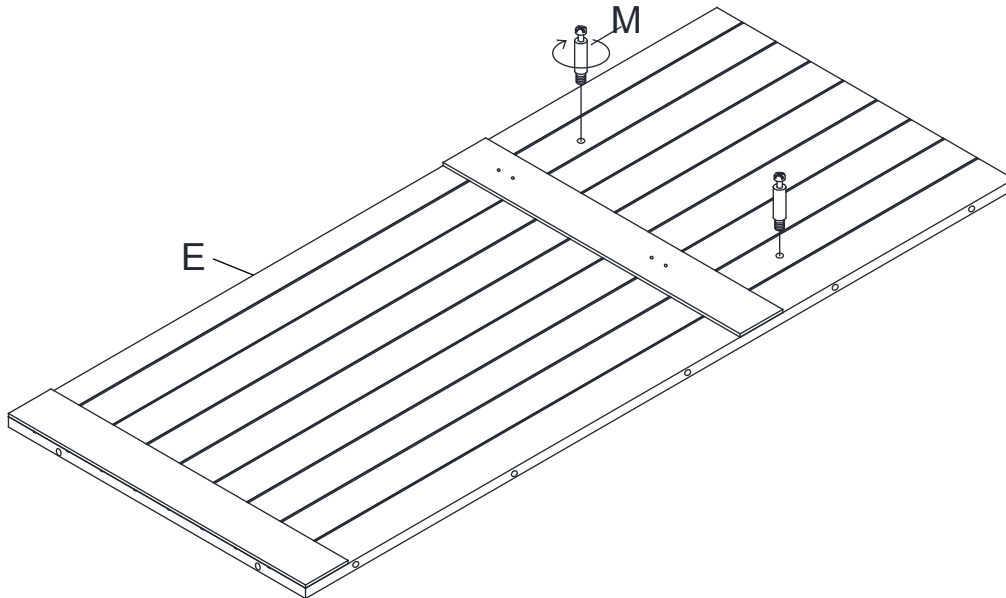
STEP 2: Align the threaded hole in the Plug Nut with the Bolt using a Phillips head screw driver.

STEP 3: Connect Panel I and Panel II by inserting the Bolt through the hole and into the threaded hole in the Plug Nut.

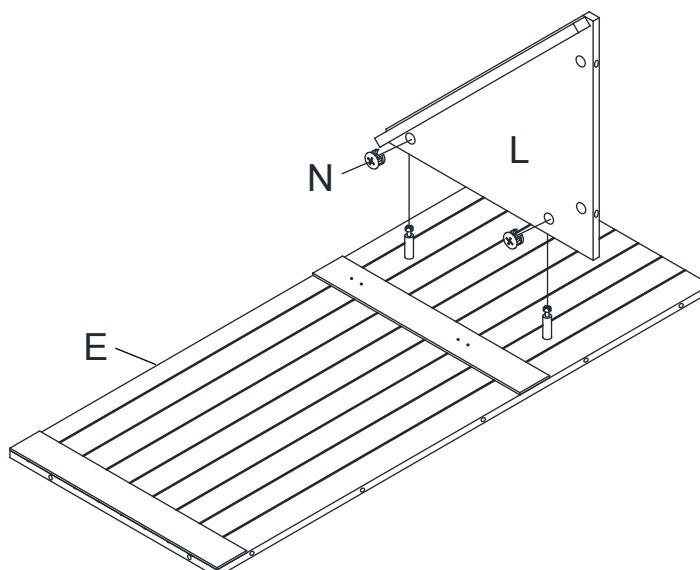
STEP 4: Secure Panels together by turning the Bolts clockwise using an Allen Wrench until the Bolt is fully tightened and the Panels are fully seated together.

## STEP-BY-STEP ASSEMBLY:

- Step 1 - To start, lay the Top Left Back Panel (Part E) on a flat, clean surface with the bolt holes facing upwards. Using a phillips head screwdriver, insert two Cam Screws (Part M) clockwise into the two outer holes in the Top Left Back Panel until they are fully seated as shown in the picture below. Do not over tighten the Cam Screws.

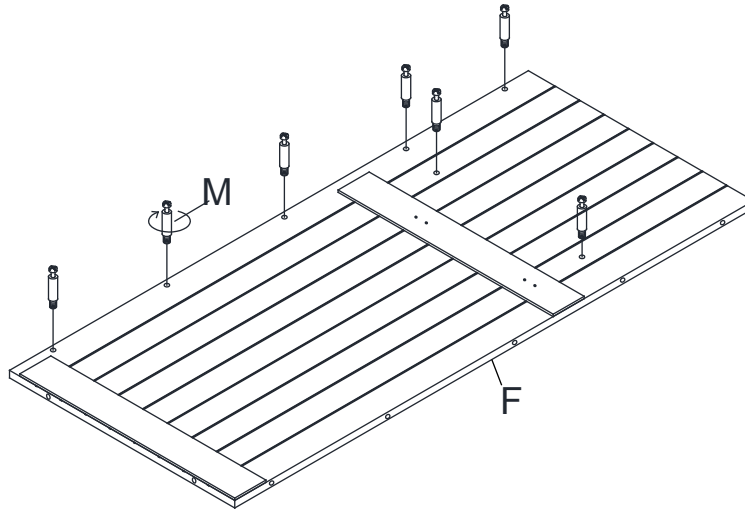


- Step 2 - Next, place the Top Shelf (Part L) onto the previously installed Cam Screws on the Top Left Back Panel with the shelf apron facing downwards as seen in the picture below. Insert two Cam Locks (Part N) into the corresponding holes on the bottom of the Top Shelf. Using a phillips head screwdriver, rotate the Cam Locks clockwise until they are fully seated.

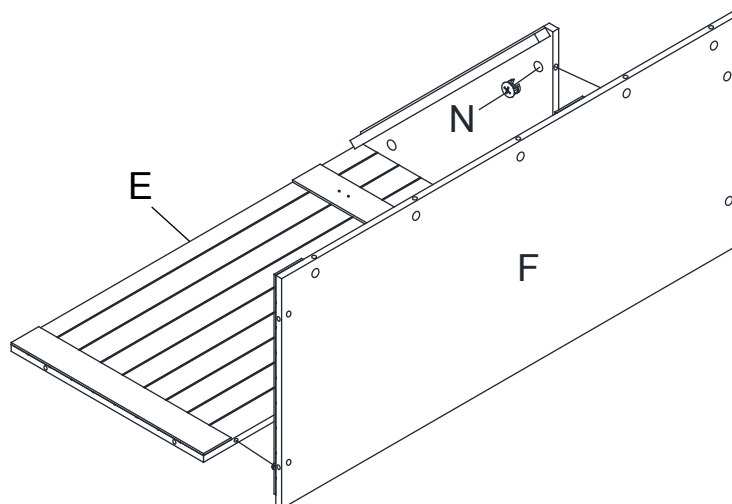


## STEP-BY-STEP ASSEMBLY:

- Step 3- Using a phillips head screwdriver, insert seven Cam Screws (Part M) clockwise in the corresponding holes in the Top Right Back Panel (Part F) until the Cam Screws are fully seated. Do not over tighten the Cam Screws.

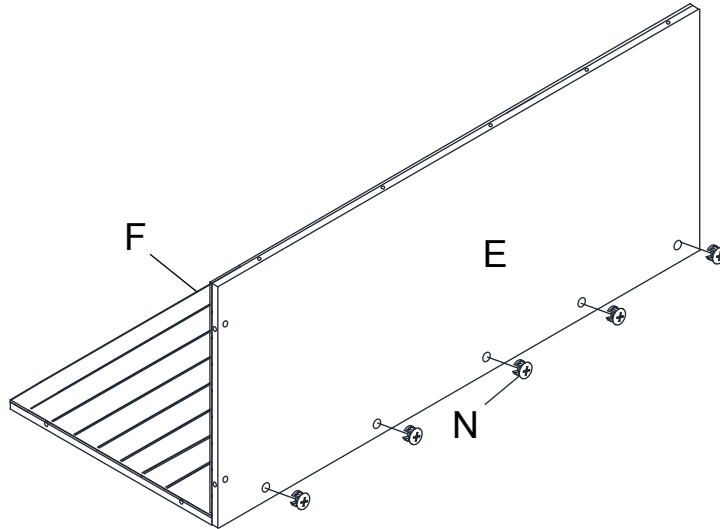


- Step 4 - Lay the Top Left Back Panel (Part E) on the floor with the Top Shelf (Part L) facing upwards. Align the Cam Screws on the Top Right Back Panel with the corresponding bolt holes on the Top Shelf and Top Left Back Panel (Part E). Insert the Cam Screws into the holes until the Top Right Back Panel is seated securely against the other assembled pieces. Insert two Cam Locks (Part N) into the corresponding holes on the underside of the Top Shelf. Using a phillips head screwdriver, rotate the Cam Locks clockwise until they are fully seated.

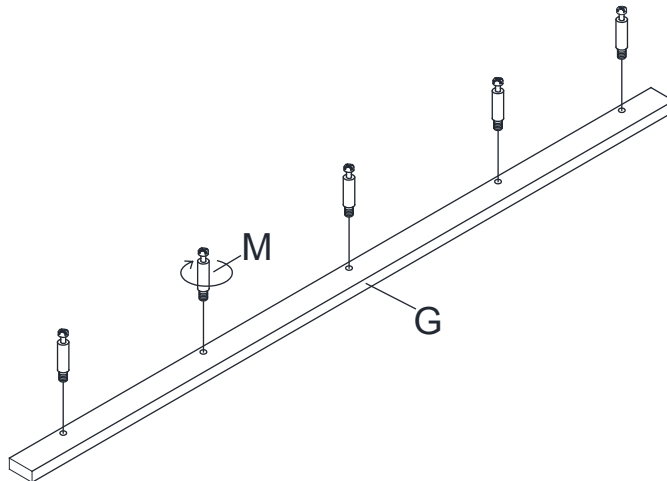


## STEP-BY-STEP ASSEMBLY:

- Step 5 - With help, carefully rotate the partially assembled Back Panels so that the Top Left Back Panel is facing up and the Top Right Back Panel is laying down. Insert five Cam Locks into the corresponding holes on the edge of the Top Left Back Panel. Using a phillips head screwdriver, rotate the Cam Locks clockwise until they are fully seated.

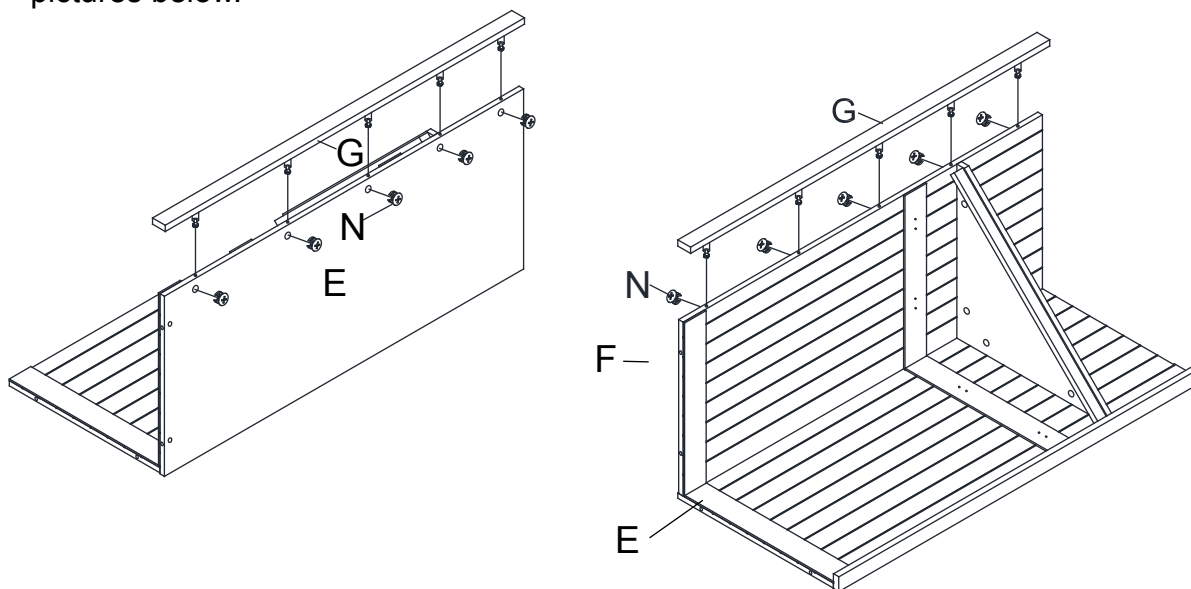


- Step 6 - Using a phillips head screwdriver, insert five Cam Screws (Part M) clockwise into the corresponding holes on the back of the Side Upright (Part G) until the Cam Screws are fully seated. Repeat this process for both of the Side Upright pieces. Do not over tighten the Cam Screws.

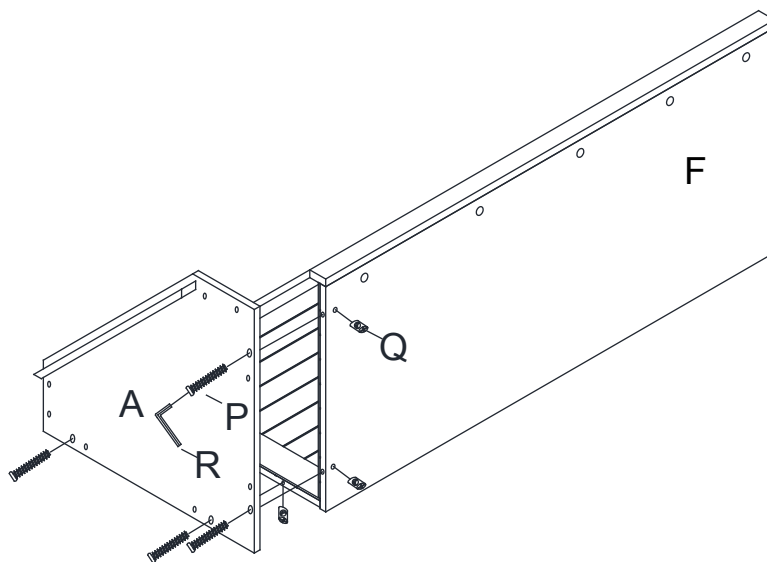


## STEP-BY-STEP ASSEMBLY:

- Step 7 - Insert the Cam Screws on the Side Uprights (Part G) into the corresponding holes in the Top Left Back Panel (Part E) until the panels are fully seated against one another. **(Note: Ensure that the Side Uprights are flush against the back side and overhang on the front side of the Top Left and Top Right Back Panels.)** Insert five Cam Locks (Part N) into the holes on the backside of the Top Left Back Panel. Tighten the Cam Locks with a phillips head screwdriver by turning them clockwise until they are fully seated. Repeat this process to secure the remaining Side Upright to the Top Right Back Panel as shown in the pictures below.



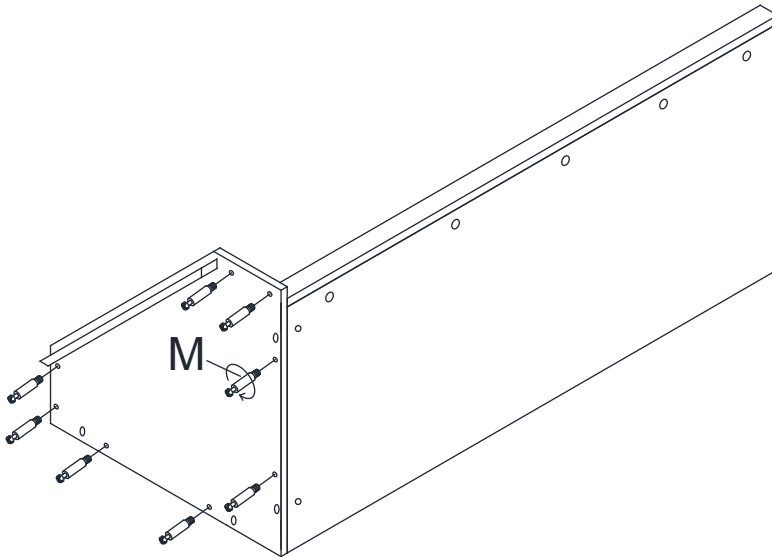
- Step 8 - Insert two Plug Nuts (Part Q) into the holes in the back of the Top Right Back Panel (Part F). Align the bolt holes in the Base Seat (Part A) with the corresponding holes on the Top Right Back Panel. Insert two Bolts (Part P) through the holes on the bottom of the Base Seat and into the Plug Nuts in the Top Right Back Panel. **(Please Note that it may be necessary to adjust the orientation of the Plug Nuts, by using a phillips head screwdriver, so that the threads are in line with the Bolts).** Using the Allen Wrench (Part R), tighten the Bolts until they are firmly seated into the Plug Nuts. Do not over tighten the Bolts. With help, rotate the assembled parts to access the Top Left Panel. Repeat Step 8 to secure the Base Seat to the Top Left Back Panel.



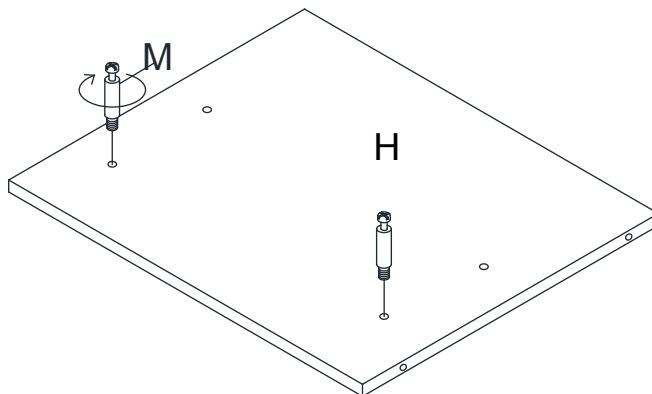


## STEP-BY-STEP ASSEMBLY:

Step 9 - Using a phillips head screwdriver, insert eight Cam Screws (Part M) clockwise into the corresponding holes on the under side of the Base Seat (Part A) until the Cam Screws are fully seated as shown in the picture below. Do not over tighten the Cam Screws.

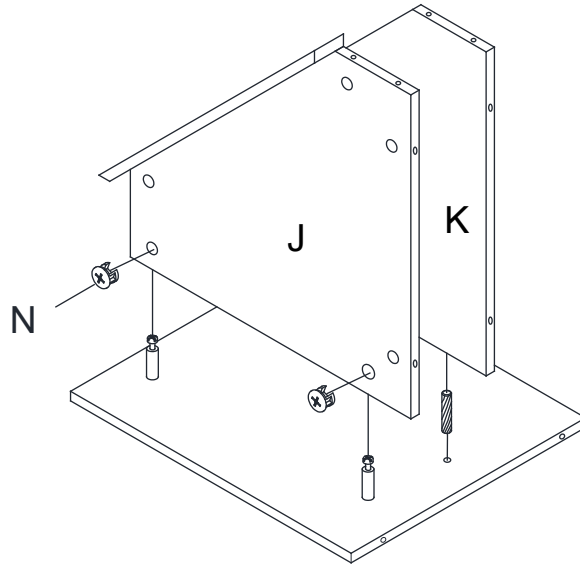


Step 10 - Using a phillips head screwdriver, insert two Cam Screws (Part M) clockwise into the corresponding holes on the Base Left Back Panel (Part H) until the Cam Screws are fully seated.

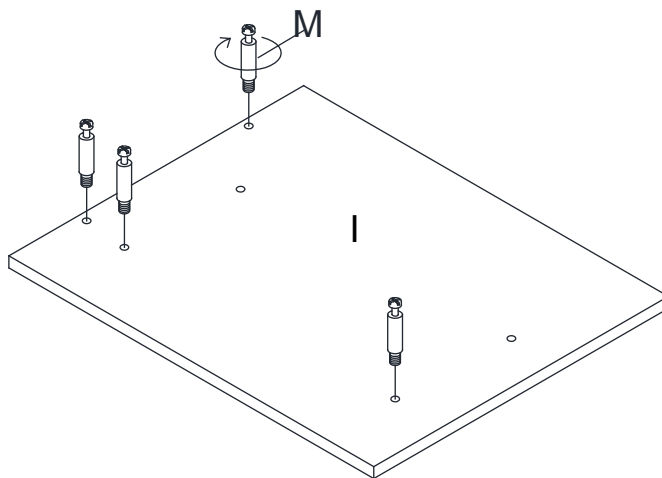


## STEP-BY-STEP ASSEMBLY:

Step 11 - Align and insert the Cam Screws in the Base Left Back Panel (Part H) with the corresponding holes in the side of the Base Bottom Panel (Part J) until the panels are fully seated against one another. Insert two Cam Locks (Part N) into the corresponding holes on the bottom of the Base Bottom Panel and tighten using a phillips head screwdriver until the Cam Locks are fully seated. Insert two Wood Dowels (Part O) into the corresponding holes on the side of the Base Shelf (Part K). Insert the Wood Dowels on the Base Shelf into the corresponding holes in the Base Left Back Panel until the panels are firmly seated against one another.

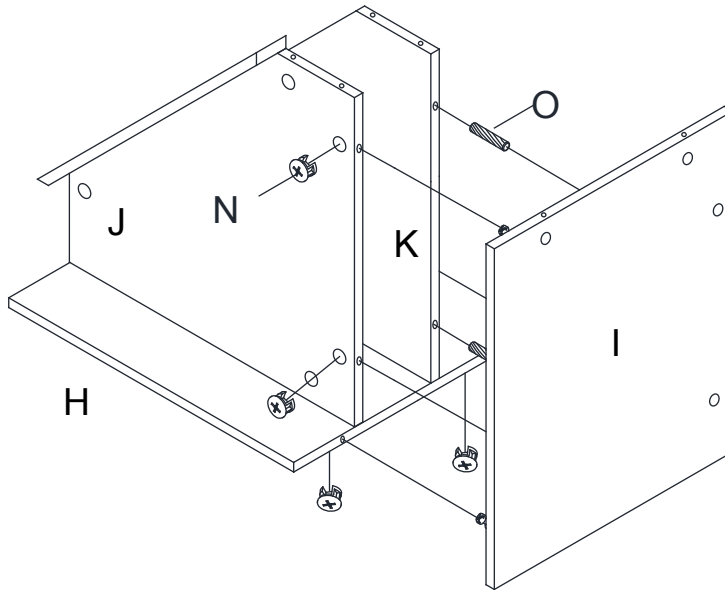


Step 12 - Using a phillips head screwdriver, insert and tighten four Cam Screws (Part M) clockwise into the corresponding holes in the Base Right Back Panel (Part I) until the Cam Screws are fully seated.

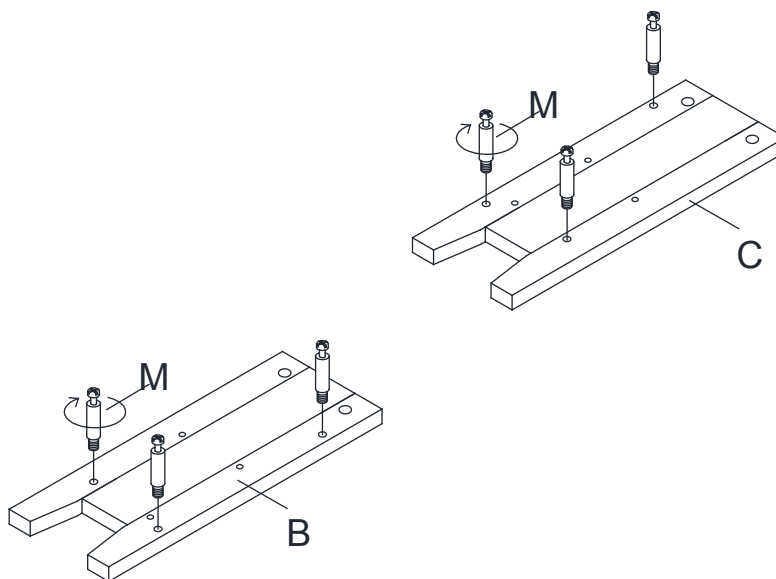


## STEP-BY-STEP ASSEMBLY:

Step 13- Insert two Wood Dowels (Part O) into the two remaining holes on the Base Right Back Panel. Align and insert the Wood Dowels and the Cam Bolts with the corresponding bolt holes in the Base Bottom Panel (Part J), Base Shelf (Part K) and the Base Right Back Panel until all panels are fully seated. Insert four Cam Locks (Part N) into the corresponding holes on the bottom of the Base Bottom Panel and the outside of the Bottom Left Side Panel (Part H) as shown in the picture below. Tighten the Cam Locks clockwise using a phillips head screwdriver until the Cam Locks are fully seated.

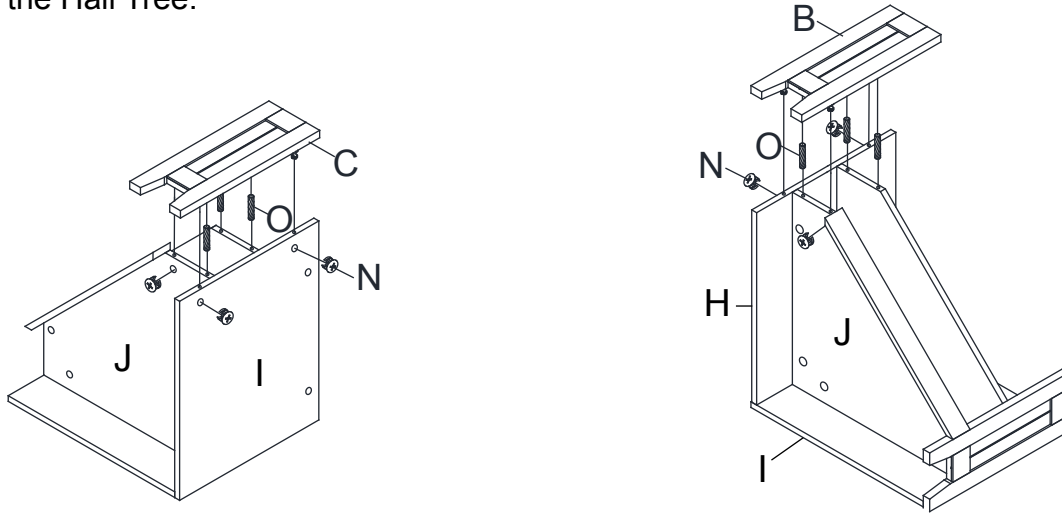


Step 14 - Using a phillips head screwdriver, insert three Cam Screws (Part M) into the corresponding holes on the Left Leg (Part B) and tighten until fully seated. Repeat this process for installing Cam Screws on the Right Leg (Part C). Do not over tighten the Cam Screws.

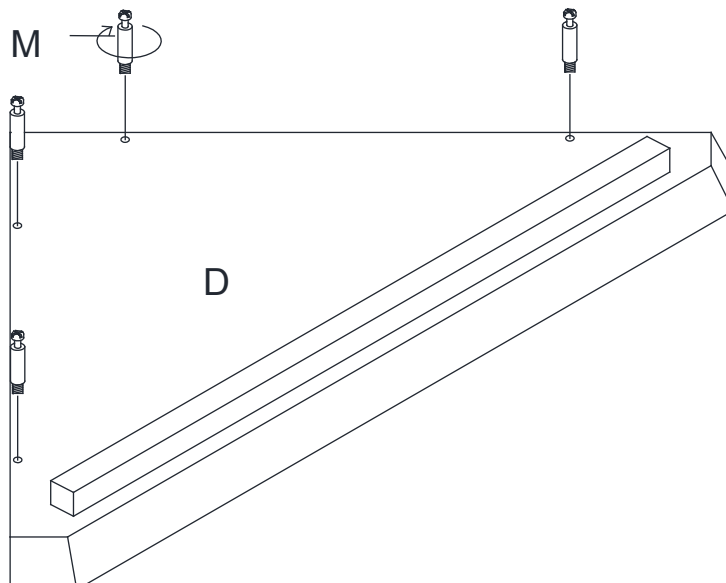


## STEP-BY-STEP ASSEMBLY:

- Step 15 - Insert six Wood Dowels (Part O) into the three remaining holes on the Right and Left Legs. Align and insert the Cam Screws and Wood Dowels in the Right Leg with the corresponding holes in the partially assembled base of the Hall Tree until the panels are fully seated against one another. Using a phillips head screwdriver, insert and tighten one Cam Lock (Part N) clockwise into the bottom side of the Base Bottom Panel (Part J). Insert and tighten two Cam Locks into the corresponding holes on the outside of the Base Right Side Panel (Part I). Repeat this process for attaching the Left Leg to the partially assembled base of the Hall Tree.

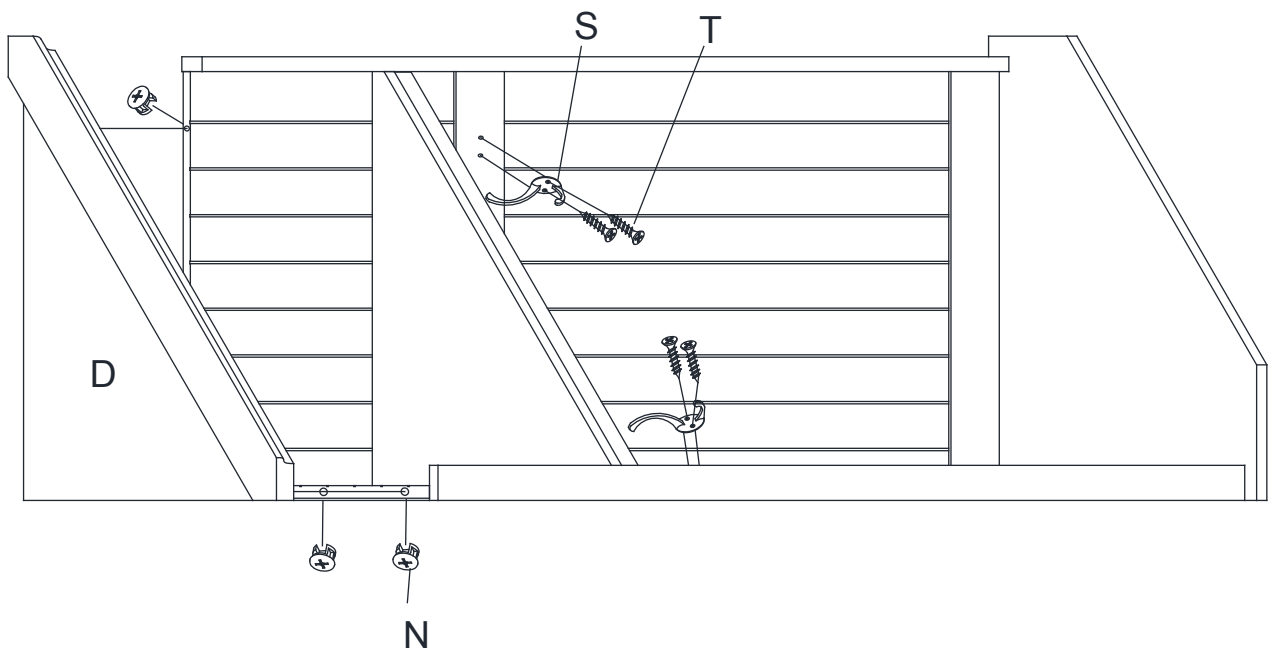


- Step 16- Using a phillips head screwdriver, insert four Cam Screws clockwise into the corresponding holes on the underside of the Top Panel (Part D) until the Cam Screws are fully seated. Do not overtighten the Cam Screws.



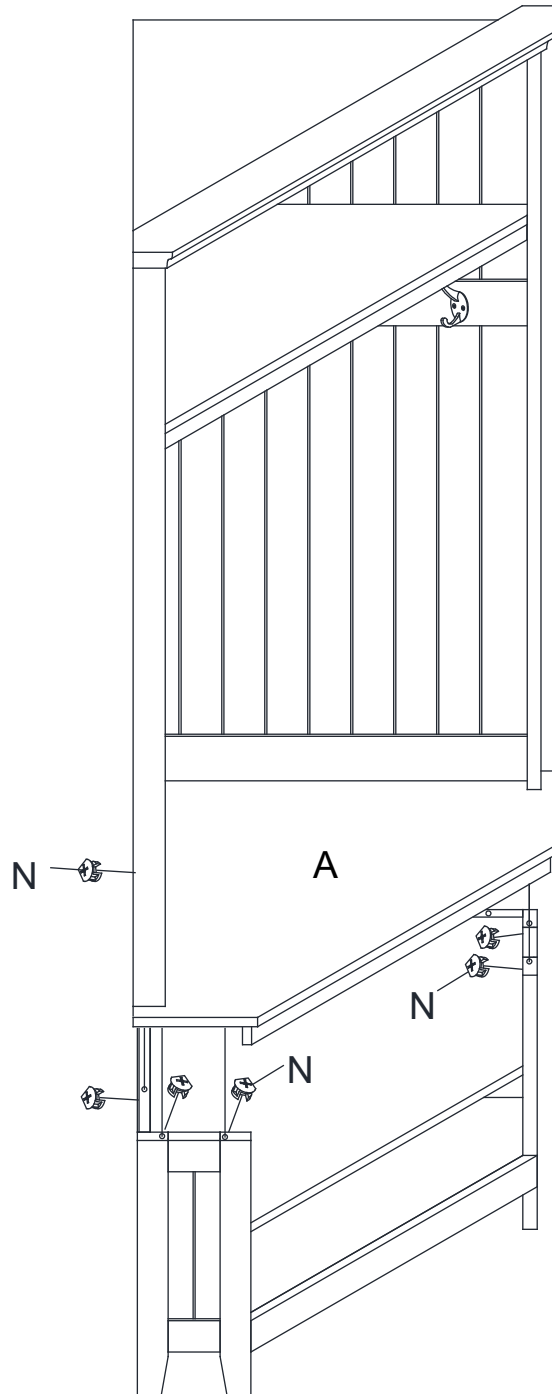
## STEP-BY-STEP ASSEMBLY:

- Step 17 - Insert the Cam Screws (Part M) on the Top Panel (Part D) into the corresponding holes in the top of the Top Left and Right Back Panels until the panels are firmly seated against one another. Insert four Cam Locks (Part N) into the corresponding holes on the back of the Top Left and Right Back Panels. Using a phillips head screwdriver, rotate the Cam Locks clockwise until they are fully seated.
- Step 18 - Align the screw holes in the four Hooks (Part S) with the corresponding holes on the inside of the Hall Tree as shown below. Insert two Screws (Part T) through each Hook and into the Hall Tree. Tighten the screws using a phillips head screwdriver. Do not over tighten the screws.



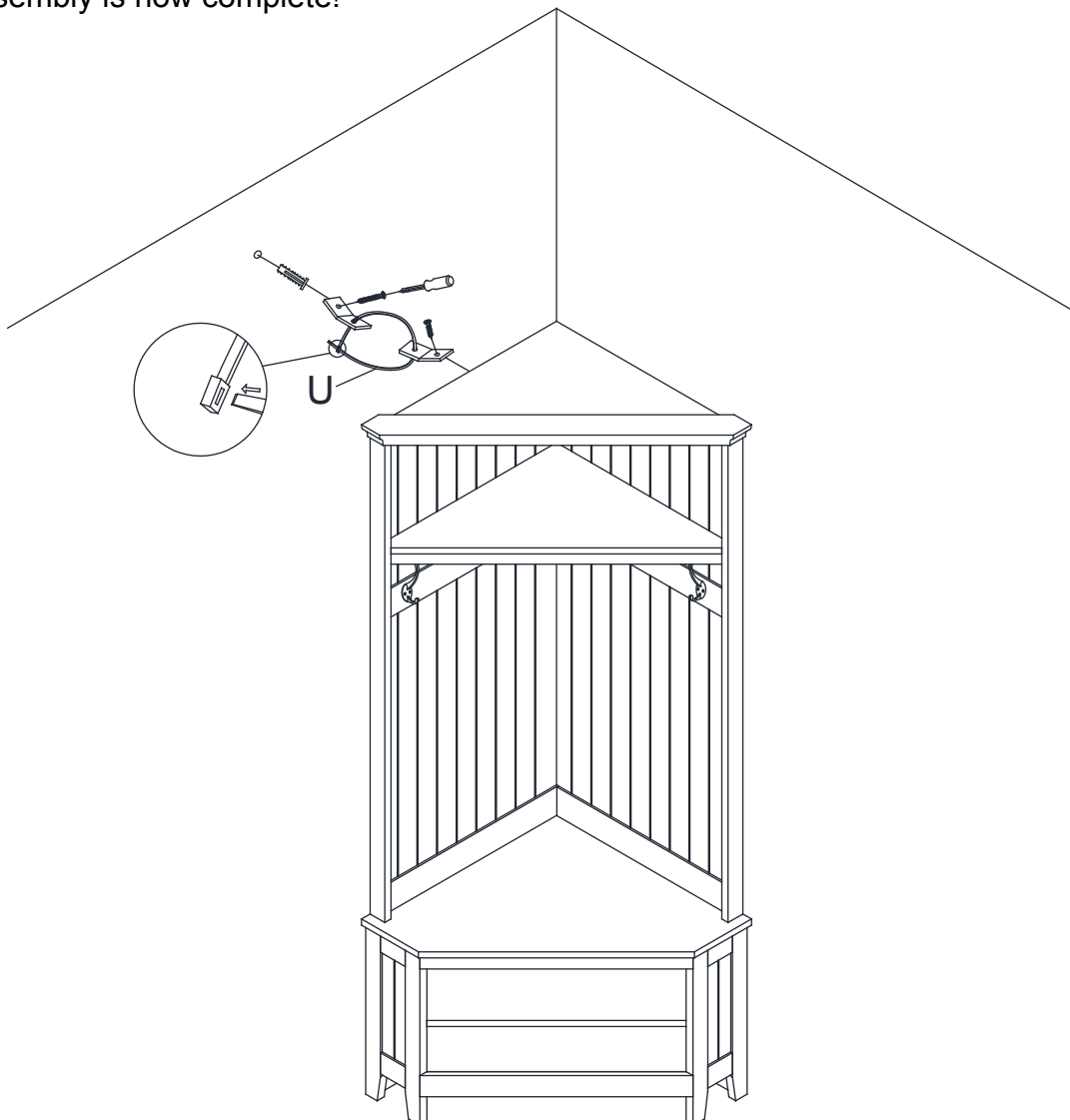
## STEP-BY-STEP ASSEMBLY:

Step 19 - With help, place the lower section of the Hall Tree upright and on its legs. With assistance, lift the top section of the Hall Tree up and align the Cam Screws (Part M) on the bottom of the Base Seat (Part A) with the corresponding holes on the top of the lower assembled section of the Hall Tree until the panels are firmly seated against one another. Using a phillips head screwdriver, insert and tighten four Cam Locks (Part N) into the corresponding holes on the inside of the Right Leg (Part C) and Left Leg (Part B). Insert and tighten four Cam Locks on the outside of the Base Right and Left Back Panels until the Cam Locks are fully seated.



## STEP-BY-STEP ASSEMBLY:

- Step 20 - With help, move the assembled Hall Tree into its desired location. Secure the Hall Tree to the wall by using the included No-Tip Kit (Part U). Locate a wall stud behind the Hall Tree. Position one of the brackets on a stud approximately 1" below the top of the Hall Tree. Mark and drill a pilot hole into the center of the stud with a 3/32" drill bit. Attach one of the brackets to the stud with the provided long screw. **(Please note that if a stud is not in the desired location to attach the bracket on the wall, you can use the provided plastic wall anchor. To do this, mark and drill a 1/4" pilot hole into the dry wall. Insert a plastic wall anchor into the pre-drilled hole until the anchor is flush with the wall surface. Attach the bracket to the plastic wall anchor with the provided long screw.)** Next, mark the back of the Top Left Back Panel (Part E) or the Top Right Back Panel (Part F) with the same alignment as the bracket attached to the wall. Temporarily, move the Hall Tree away from the wall to access the back of the Top Panel. Place another bracket on the mark and pre-drill a 3/32" hole in the Top Panel. Attach the bracket to the Hall Tree with the provided short screw. With help, move the Hall Tree back into its final position, taking care to line up the wall bracket and the Top Panel bracket. Thread a nylon strap through the holes in the brackets and tighten the strap until snug. Do not over tighten. **(If necessary, a second No-Tip Kit can be installed for added security.)**  
Assembly is now complete!





For assistance with assembly, please contact customer service  
1-888-880-4884