



# Product guide

H820, H824 Multi-purpose easel

## IMPORTANT

Save these instructions for reference

## Recommended use

This product is recommended for ages 2 and up.

## ⚠ WARNING

- ▲ This product is intended for use by children of immature judgment, therefore supervision is required at all times.
- ▲ Do not allow children to play under easel frame.

## ⚠ CAUTION

- ▲ For indoor use only.

## Assembly

**H820 Multi-purpose easel** comes in a single carton containing 2 trays, 2 shelf assemblies, 1 set of 6 magnets, 2 chalkboard/whiteboards and 1 frame.

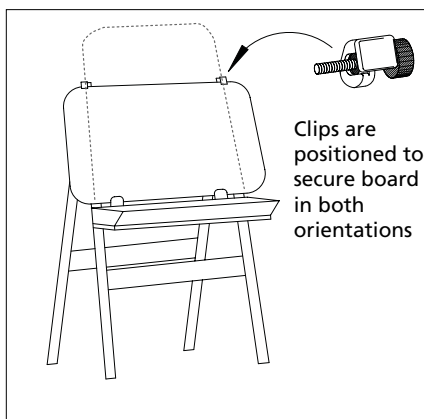
**If your shipment is incomplete, please call customer service.**

1. Spread the legs of the easel frame until the folding braces are in the full open (horizontal) position.
2. Snap a shelf/bracket assembly onto each side. These may be placed on either of the two lower cross-members depending on preferred board height.
3. To install the tray, place it flat on the wooden shelf and centered between the green brackets. Press back firmly, one end at a time, until the tray snaps into place.
4. Place the chalkboard/whiteboard panel on the green hooks.
5. Secure the panel by screwing in the light brown clips to catch the top edge or the sides according to the orientation of the board.

## Adjustments

Re-orient the chalkboard/whiteboard by loosening the knobs, rotating the panel 90°, re-positioning the clips, and tightening their knobs.

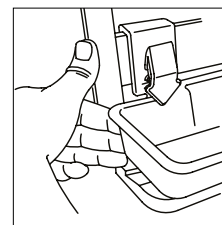
To re-position the panel at a different height, remove the panel. Lift the shelf assembly off and hang it on the other cross-piece. Replace the panel and secure clips. In the higher position one of the boards must be horizontal.



## Operation

To install the tray, place it flat on the shelf and centered between the green brackets. Press back firmly, one end at a time, until the tray snaps into place.

To remove the tray use fingers and thumb to lever the tray away from the easel leg.



## Accessories

Magnets for holding paper are available from customer service.

## Maintenance

Periodically inspect for cracks, breaks, loose parts, missing parts, and/or malfunctions. Remove the product from service if any condition develops that might make operation unsafe.

## Construction

The easel frame is constructed of solid hardwood protected with a child-safe finish. The chalkboard/whiteboards are enameled steel with a foam core.

## Cleaning

The chalkboard/whiteboard can be cleaned using a soft dry cloth.

If the ink has been left on for a long time, rub clean with a dry cloth and then use a cleaner recommended by the supplier of your whiteboard markers or a non-abrasive general purpose cleaner. Wipe off residual paint with warm water. Abrasive cleaning agents will damage the chalkboard/whiteboard surface. Steel magnets may scratch the chalkboard/whiteboard.

Wipe wooden parts with a damp cloth and mild detergent. Dry immediately. Leaving water or cleaning agent on the surface may damage the finish.

## User modifications

We cannot be responsible for modifications made by customers to our products in the field without our supervision, testing, or evaluation.

## Ordering parts

To order replacement parts, contact customer service with a description of the part(s) needed and the ID code from the product.

**H824 Replacement chalkboard/whiteboard for H820**

**Use only replacement parts supplied by Community Playthings.**

**All of our packaging is recyclable (cardboard and LDPE). Please recycle in accordance with local guidelines.**