



# CM ALMY

## ALMY WOOD ADVENT STAND

### ASSEMBLY INSTRUCTIONS

#### Contents:

- 1 Stand Base (Flat square, with corner pieces)
- 1 Shaft
- 1 Stand Top (Flat cross, with one hole at the center and four holes at ends)
- 4 bolts
- 4 washers
- 4 Threaded Stud Adapters

#### Step 1: Attach Stand Base to Shaft.

- Identify Stand Base. This is the 12" square part with the corner feet.
- Identify the Shaft. The bottom end of the shaft has a shaped molding. At its center it has a steel hex nut and washer on a threaded bolt, and, slightly off-center, it has a brass alignment pin.
- Unscrew nut and remove washer from bottom of the shaft.
- Fit base and washer onto the bolt, rotate until its alignment hole fits the alignment pin in the shaft. Gently press base onto the alignment pin until it is flush against the shaft, then fasten with nut. Tighten using a ½" wrench or socket drive.

#### Step 2: Fasten Threaded Stud Adapters to Stand Top

- Identify the top side and bottom side of the Stand Top. The top side has the rounded decorative edge.
- Set a washer onto a bolt so that head of the bolt nests into the washer.
- Push bolt into one of the four holes at the ends of stand top, so that the bolt appears on the top side.
- Screw one of the Threaded Stud Adapters onto the bolt. Secure the bolt with a Philips screw driver use a ⅝" wrench or socket drive to tighten the adapter.
- Repeat with the remaining three adapters.

#### Step 3: Attach Stand Top to Shaft

- Unscrew the brass Threaded Stud Adapter from the bolt at the center of top of the shaft. Note, also, the off-center alignment pin in the shaft top.
- Making sure that the rounded edges are up, set Stand Top onto the bolt on the shaft. Rotate until the top's alignment hole fits the pin in the shaft top. Press top down onto the alignment pin until it is flush with the shaft.
- Fasten the stand top with the brass Threaded Stud Adapter, and tighten securely using a ⅝" wrench or socket drive.

*(Note: If you have requested a special candle spike you should use it in place of the Threaded Stud Adapter to fasten the top to the shaft.)*

#### Step 4 — Optional, if you ordered candle sockets for your Advent Candelabrum:

- Locate the brass sockets in the package.
- Screw sockets onto threaded studs. You can easily screw them in place using your fingers. Use soft gloves or wipe off finger prints with a soft cloth after fastening the sockets.

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