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> [DORTALA 3-Tier Folding Step Stool Instruction Manual](#)

**DORTALA DOUS63936PA**

# DORTALA 3-Tier Folding Step Stool Instruction Manual

## 1. INTRODUCTION

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This manual provides detailed instructions for the assembly, operation, and maintenance of your DORTALA 3-Tier Folding Step Stool, model DOUS63936PA. Designed for versatility, this product functions as a step stool, a convenient seat, or a decorative display shelf. Please read these instructions carefully before assembly and use to ensure safe and proper operation.



Figure 1: DORTALA 3-Tier Folding Step Stool in its extended ladder configuration.

## 2. SAFETY INFORMATION

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- **Maximum Load Capacity:** The step stool is designed to support a maximum weight of 200 lbs (90 kg). Do not exceed this weight limit.
- **Stable Surface:** Always place the step stool on a flat, stable, and non-slip surface before use.
- **Proper Footing:** Ensure all steps are fully extended and locked into place before stepping on them. Maintain three points of contact (two hands and one foot, or two feet and one hand) when climbing or descending.
- **Avoid Overreaching:** Do not overreach or lean too far to the side while on the stool, as this may cause instability.
- **Children:** Supervise children when they are near or using the step stool.
- **Inspection:** Before each use, inspect the stool for any loose screws, cracks, or damage. Do not use if damaged.
- **Folding Mechanism:** Exercise caution when folding and unfolding the stool to prevent pinching fingers

or hands.

### 3. PACKAGE CONTENTS

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Verify that all components are present before beginning assembly:

- 1 x Top Seat/Step (Part C)
- 2 x Side Frames (Part A)
- 2 x Support Bars (Part B)
- 2 x Folding Step Assemblies (Part F)
- 2 x Bottom Support Pieces (Part D)
- 1 x Connecting Rod (Part E)
- Hardware Pack (screws, Allen wrench, wooden dowels)
- 1 x Instruction Manual

### 4. SETUP AND ASSEMBLY

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Assembly is required for this product. Please follow the steps below. An Allen wrench is included. A power drill may expedite the process but is not strictly necessary.

1. **Assemble the Folding Step Mechanism:** Attach the two bottom support pieces (Part D) to the connecting rod (Part E). Secure with screws as indicated in the assembly diagram.
2. **Attach Folding Steps:** Connect the two folding step assemblies (Part F) to the previously assembled folding step mechanism. Ensure screws are inserted but not fully tightened until all parts are aligned.
3. **Connect Side Frames:** Attach the two side frames (Part A) to the top seat/step (Part C). Again, insert screws loosely at first.
4. **Integrate Folding Mechanism:** Carefully align and attach the assembled folding step mechanism (from step 2) to the main frame (from step 3).
5. **Install Support Bars:** Insert the two support bars (Part B) between the side frames, ensuring they fit securely into the pre-drilled holes.
6. **Final Tightening:** Once all components are correctly aligned and all screws are in place, proceed to fully tighten all screws using the provided Allen wrench. Do not overtighten.

Video 1: Assembly demonstration for a similar folding step ladder. Refer to this video for visual guidance during assembly.

## Weight Capacity of Each Step: 200 lbs



Figure 2: Detailed dimensions of the DORTALA 3-Tier Folding Step Stool in both extended and folded states, including a weight capacity of 200 lbs.

## 5. OPERATING INSTRUCTIONS

### 5.1. Extending for Use as a Step Stool/Ladder

1. Hold the top seat/step firmly.
2. Gently pull the lower steps outwards and downwards until they fully extend and lock into their ladder position. Ensure the support bar is securely in place.
3. Verify that all steps are stable before applying weight.

### 5.2. Folding for Storage or Use as a Bench/Shelf

1. Ensure no items are on the steps.
2. Push the lowest step upwards and inwards towards the main frame.
3. Continue pushing the steps until they are fully retracted and nested within the main frame, converting the unit into a compact bench or shelf.

Video 2: Demonstration of folding and unfolding the 3-tier step stool for various uses.

# 3-in-1 Design

Change Its Usage Based on Your Needs



Figure 3: The versatile 3-in-1 design allows the stool to be used as a plant rack, a 3-step ladder, or a bar stool.



## Designed for Portability

Carry It without Hassle

Built-in Handle

Figure 4: The built-in handle on the top step allows for easy portability when the stool is folded.

## 6. MAINTENANCE

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- **Cleaning:** Wipe the stool with a soft, damp cloth. Avoid harsh chemicals or abrasive cleaners that may damage the wood finish.
- **Tighten Screws:** Periodically check all screws and fasteners to ensure they are tight. Retighten as necessary to maintain stability and safety.
- **Storage:** Store the stool in a dry environment away from extreme temperatures and humidity to prevent warping or damage to the wood.

## 7. TROUBLESHOOTING

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- **Stool feels wobbly:** Ensure all screws are fully tightened. Check that the folding steps are correctly engaged in their extended position. Verify the stool is on a flat, even surface.
- **Steps do not fold/unfold smoothly:** Check for any obstructions in the folding mechanism. Ensure all assembly screws are not overtightened, which could impede movement.
- **Scratches on the surface:** Minor scratches can sometimes be touched up with wood repair markers or furniture polish matching the finish.

## 8. SPECIFICATIONS

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Feature	Detail
Model Number	DOUS63936PA
Material	Rubber Wood
Color	Brown
Overall Dimensions (Extended)	15"D x 23"W x 30"H
Folding Dimensions	16" x 14" x 30" (L x W x H)
Net Weight	18 lbs
Load Capacity	200 lbs
Number of Steps	3
Special Feature	Foldable, Portable

## 9. WARRANTY AND SUPPORT

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For warranty information, product support, or to purchase replacement parts, please refer to the documentation included with your product or visit the official DORTALA website. Keep your purchase receipt for warranty claims.