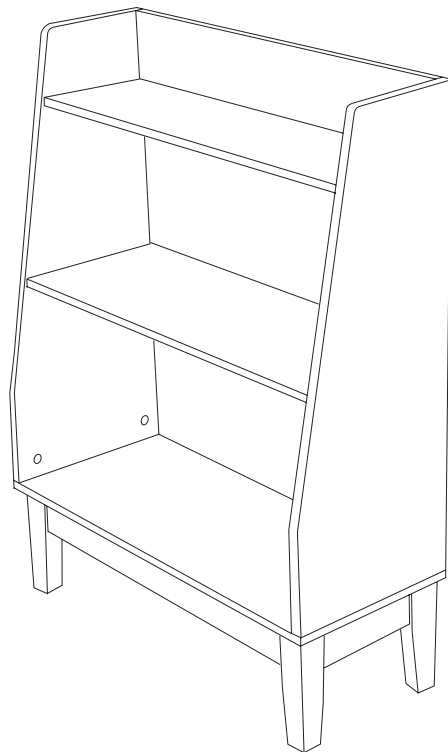




www.gltc.co.uk

Potter Bookcase

L3760



Assembly Difficulty



easy - medium - hard



one-person job

V4

17/08/2017

Thank you for shopping with GLTC, we hope you enjoy having this product in your home.

We know assembling furniture, toys or accessories is not everyone's favourite way to spend their time, so we've tried to make assembling this item as quick and painless as possible.

Hopefully our efforts will have been worthwhile and you'll sail through the whole process. But if it all feels a bit too much like hard work, then we do have an assembly company we can recommend: the Flatpack Construction Company offers a nationwide service and can be contacted on **0843 289 4951** or **www.flatpackconstruction.co.uk**.

A few important pointers before you start:

- Please read the instructions right through before you start, and check that all the components have been included in the pack; we find separating all the hardware into piles makes it easier to be sure that everything is present and correct.
- Make sure you have the right tools. Allen keys are provided if required, but screw drivers and other tools are not. You'll find details of the tools you need at the beginning of the instructions.
- It's a good idea to build the unit in the room where you are going to be using it, to avoid the need to move it after it's been assembled.
- Do not throw away any packing materials until assembly is complete, just in case you accidentally discard smaller parts and hardware.

Safety Warnings:

- Adult assembly required.
- Assemble and use on a flat and level surface.
- Unassembled product contains small parts which may present a choking hazard.
- Children should be kept away from the product during assembly to avoid any possible risk of injury.
- DO NOT use power tools in the assembly of this product.
- Serious or fatal crushing injuries can occur from furniture tipping over. Ensure you secure this furniture product to the wall before you use it using the kit provided. If you have not received an anti-tip kit with your product please contact Customer Services.
- Check all fixtures and fittings regularly and tighten as necessary.
- Do not allow children to climb on these shelves.
- Please retain these instructions for future reference.

Customer Service:

- If you find that any components are missing or damaged, please do not begin assembly and do not use the item. Please contact GLTC Customer Services on **0344 848 6000** immediately.
- We do stock spare hardware packs at our warehouse, so we should be able to send you a replacement pack immediately if required.

Product Care:

- Wipe clean using a soft damp cloth followed by a dry cloth.
- Do NOT use cleaning products which contain ammonia, solvents or abrasive material.
- Do NOT expose the item to extremes of heat and humidity.

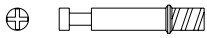






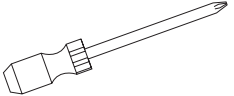
Could we do better?

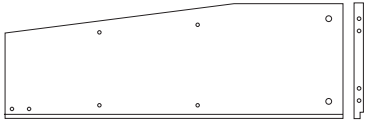
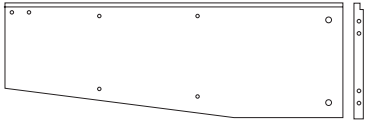



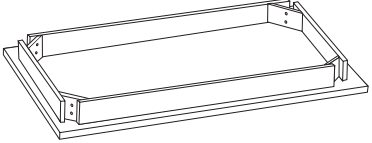


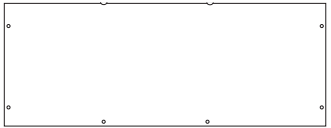
If there is anything you think could be improved in these instructions or in the assembly of this product we'd be grateful if you could let us know; we'll pass any helpful hints and tips on to other customers via our website and update the instructions.

All you need to do is drop us a line at [**instructions@gltc.co.uk**](mailto:instructions@gltc.co.uk)

Thank you

Component Check List

 <p>#1 14x Cam Dowels 35mm</p>	 <p>#2 14x Cam Locks 9mm diameter</p>
 <p>#3 6x Wooden Dowels 20mm</p>	 <p>#4 8x Screws 53mm</p>
 <p>#5 8x Washers 16mm diameter</p>	 <p>#6 14x Screws 16mm</p>
 <p>1x Allen Key</p>	<p>You will need (not supplied)</p>  <p>Philips Head Screwdriver</p>

 <p>A 1x Right Side Panel</p>	 <p>B 1x Left Side Panel</p>
 <p>C 1x Shelf Back</p>	 <p>D 1x Top Shelf</p>
 <p>E 1x Middle Shelf</p>	 <p>F 1x Base Shelf</p>
 <p>G 4x Legs</p>	 <p>H 1x Upper Back Panel</p>
 <p>I 1x Lower Back Panel</p>	

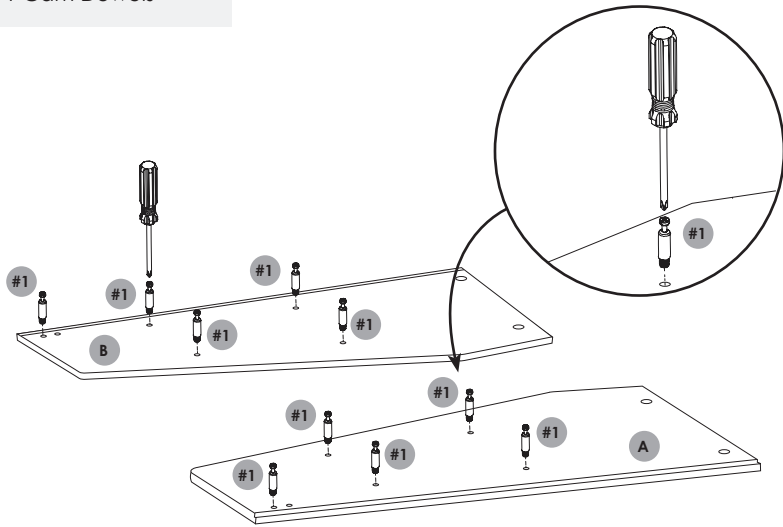
Hardware for Step 1:



10x #1 Cam Dowels

STEP 1:

Attach the cam dowels to side panels A and B.



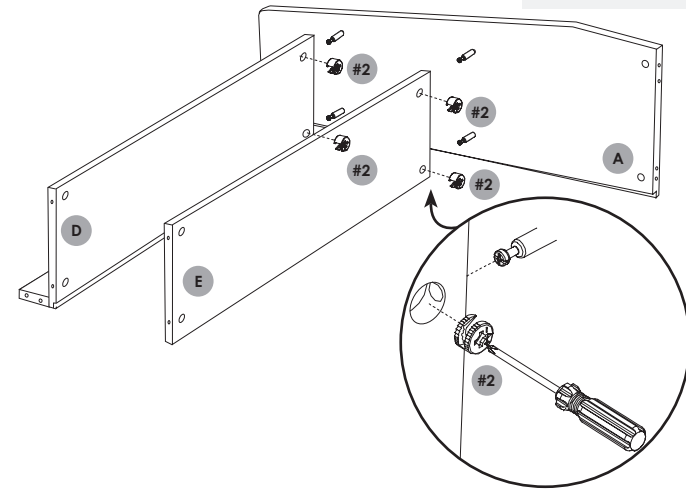
STEP 3:

Repeat the process for the top shelf (D) and middle shelf (E).

Hardware for Step 3:



4x #2 Cam Locks



Hardware for Step 2:



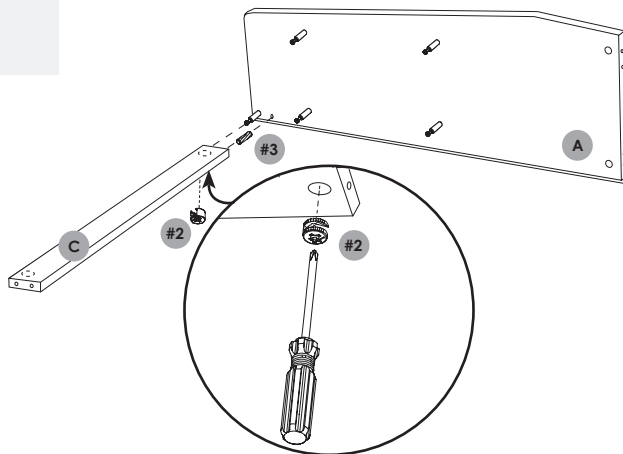
1x #3 Wooden Dowel



1x #2 Cam Lock

STEP 2:

Insert the Cam lock into the shelf back (C) and attach to side panel (A).



Hardware for Step 4:



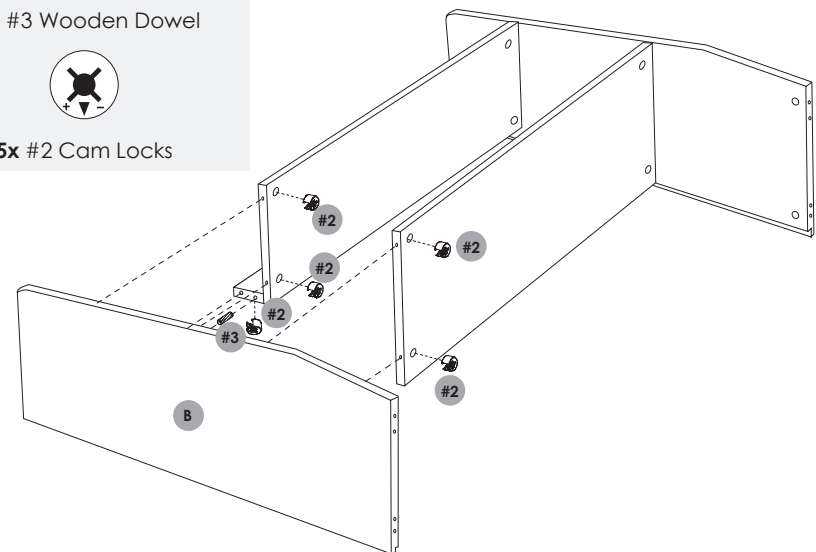
1x #3 Wooden Dowel



5x #2 Cam Locks

STEP 4:

Attach side panel B.



Hardware for Step 5



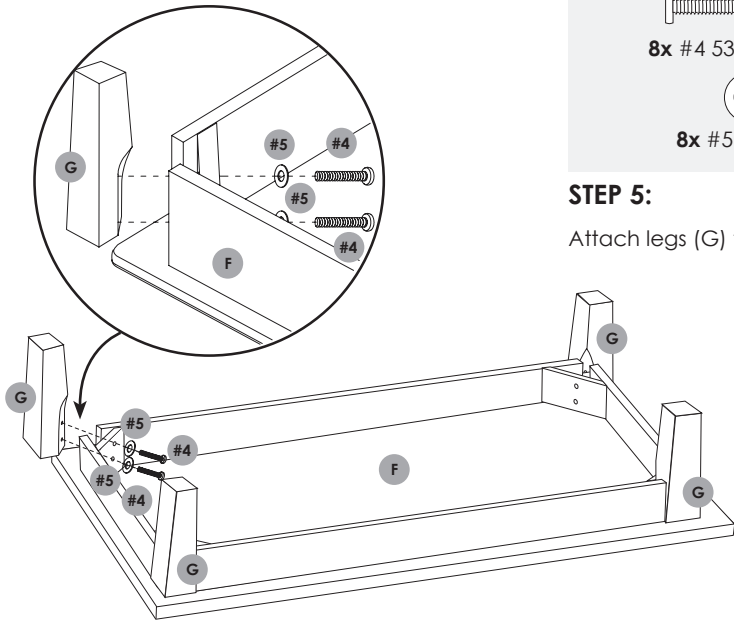
8x #4 53mm screws



8x #5 washers

STEP 5:

Attach legs (G) to base shelf (F).



STEP 7:

Attach base shelf (F) to the rest of the bookshelf.

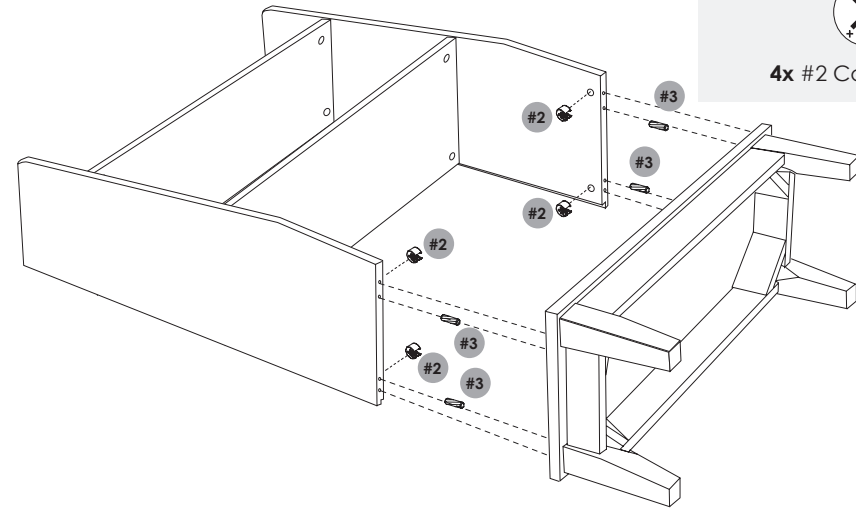
Hardware for Step 7:



4x #3 Wooden Dowels



4x #2 Cam Dowels



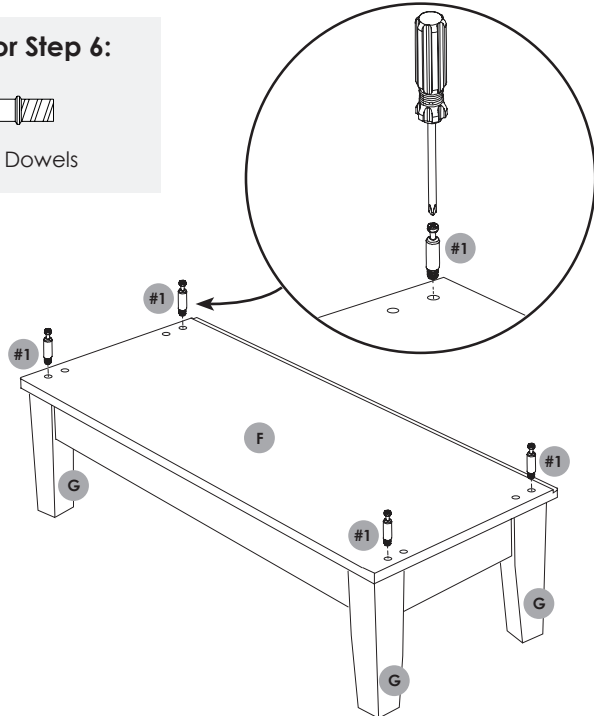
Hardware for Step 6:



4x #1 Cam Dowels

STEP 6

Insert cam dowels into the top of base shelf (F).



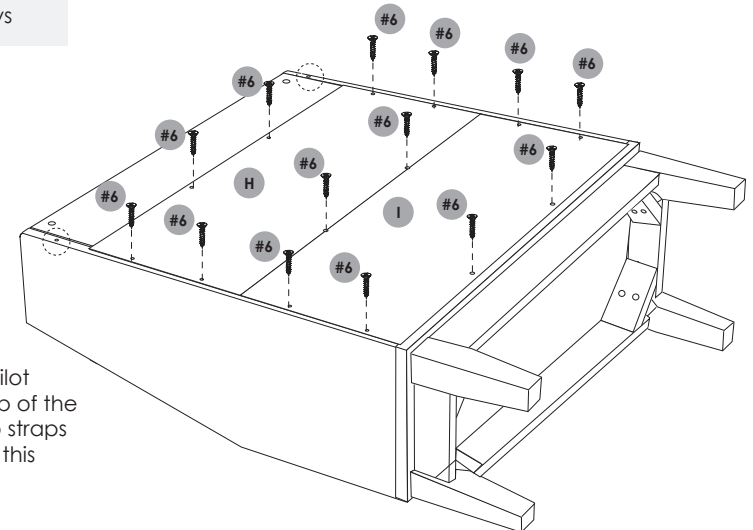
Hardware for Step 8



14x #6 16mm screws

STEP 8

Attach upper back panel (H) and lower back panel (I).



Please note that the 2x pilot holes indicated at the top of the unit are to attach anti-tip straps included separately with this item.

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