



# **VERTICAL FILE CABINET**

# SAFETY & WARNINGS

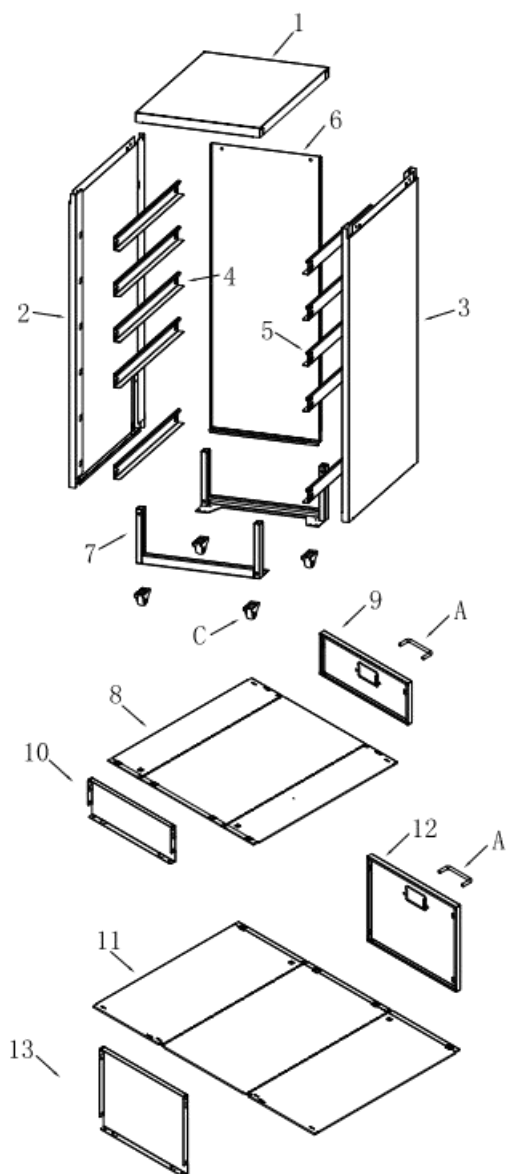
## Warning

- Check you have all the components and tools listed on pages 3-5.
- Remove all fittings from the plastic bags and separate them into their groups.
- During assembly children should be kept away from the product due to possible risk of injury.
- Make sure you have enough space to layout the parts before starting.
- Do not stand or put weight on the product, this could cause damage. Assemble the item as close to its final position (in the same room) as possible.
- Assemble on a soft level surface to avoid damaging the unit or your floor.
- We do not recommend the use of power drill/drivers for inserting screws, as this could damage the unit. Only use hand screwdrivers.
- Parts of the assembly will be easier with 2 people.
- Do not use this item if any components are missing or damaged.
- Dispose of all packaging carefully and responsibly.
- Assembly to be carried out by a competent adult only.

## Assembly Tips

- Please read the instruction manual carefully to understand the matters needing attention in the process of installation and maintenance.
- Strictly follow the assembly instructions.
- Carefully check whether the parts in the box are intact.
- Assemble on the box so as not to damage the product and room floor.
- The use of mismatched parts may cause damage to the product. Please confirm the model of various parts before assembly.

# PART LIST



# COMPONENTS



1: (x1)



2: (x1)



3: (x1)



4: (x5)



5: (x5)



6: (x1)



7: (x2)



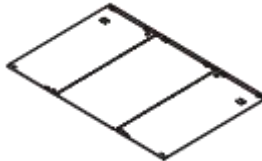
8: (x4)



9: (x4)



10: (x4)



11: (x1)



12: (x1)



13: (x1)



A: (x5)



B: (x10)  
M4 x 6



C: (x4)



D: (x12)  
4 x 12



E: (x2)

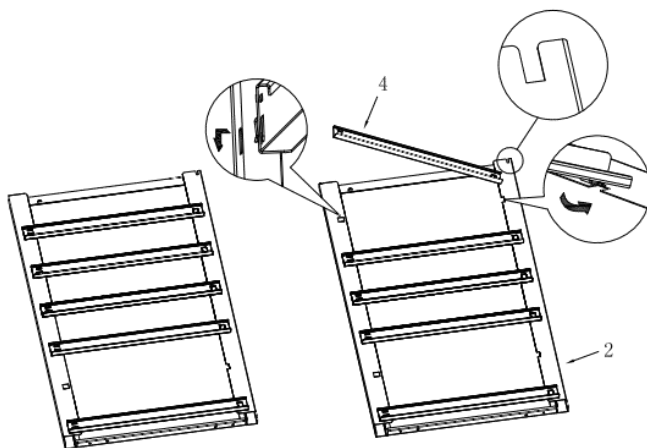


F: (x5)

# INSTALLATION

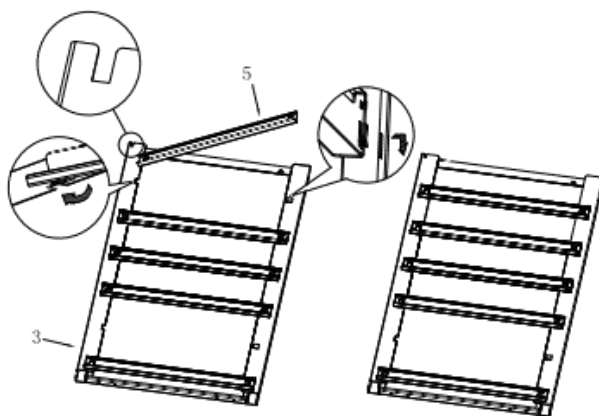
## Step 1

Attach 4 to 2 as shown in the picture.



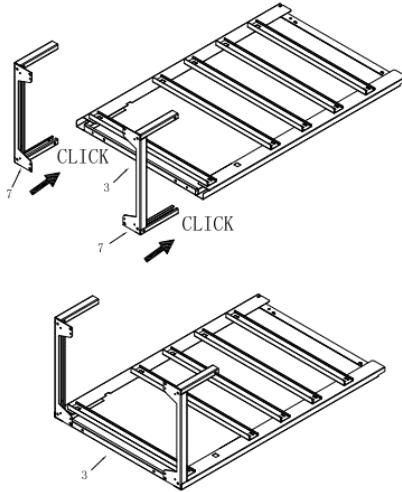
## Step 2

Attach 5 to 3 as shown.



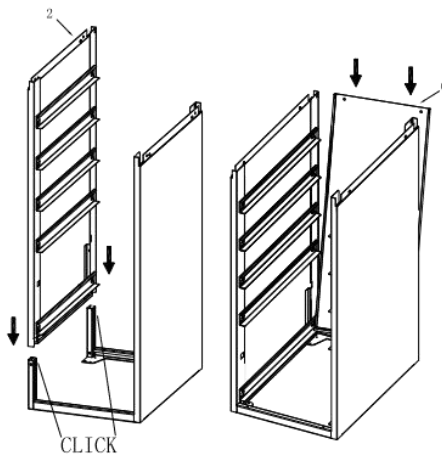
### Step 3

Attach 7 to 3.



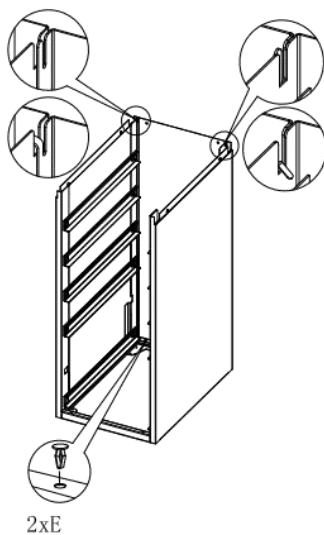
### Step 4

Upright the assembled part of step 3. Then attach 2 and 6 to the assembled part of step 3 as shown.



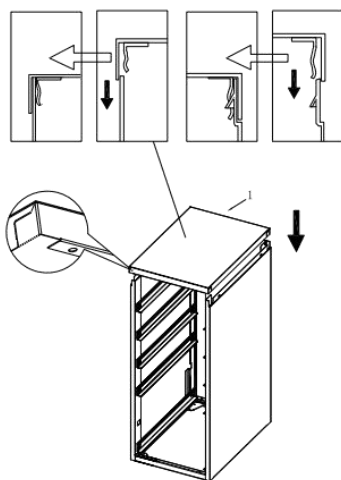
### Step 5

Insert two E into the corresponding position as shown.



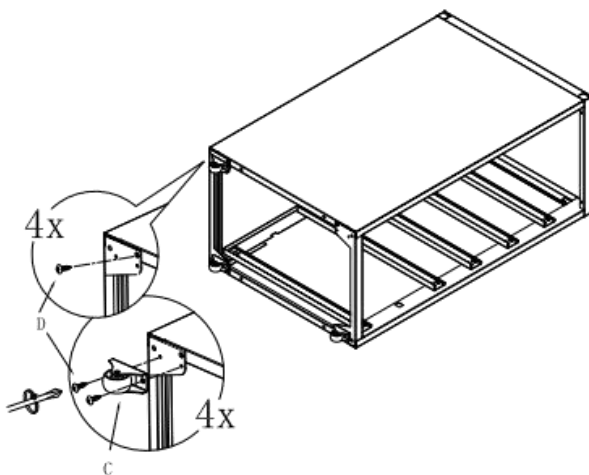
### Step 6

Attach 1 to the top of the vertical file cabinet.



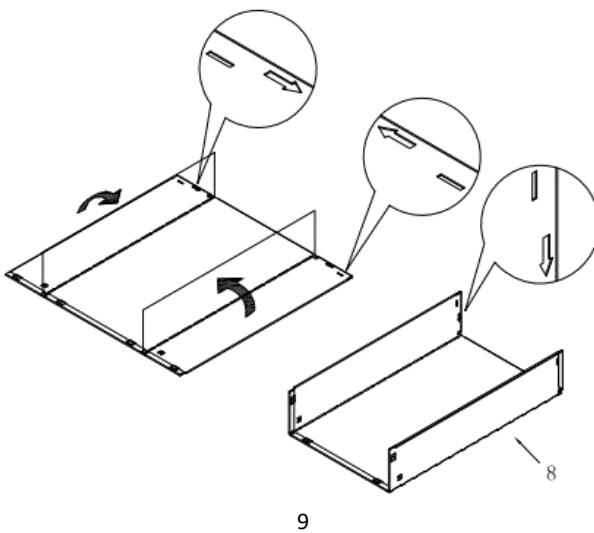
## Step 7

Attach four C to the bottom of the cabinet with D.



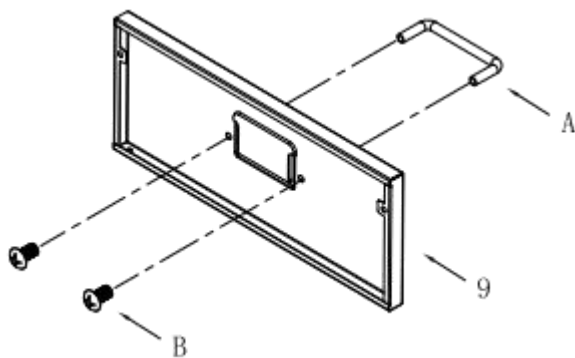
## Step 8

Fold the two sides of the 8 as shown in the picture.



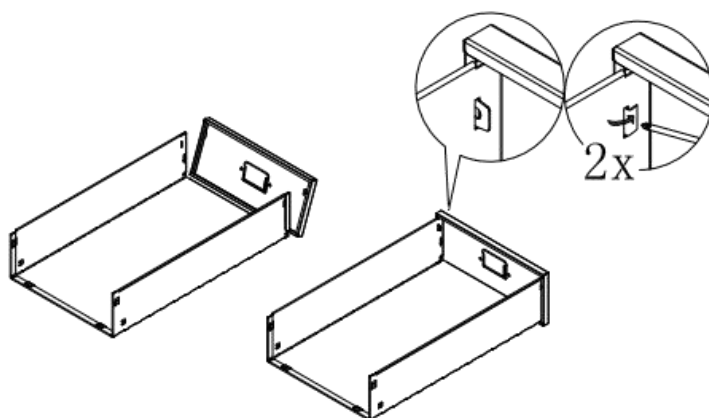
### Step 9

Attach A to 9 with B.



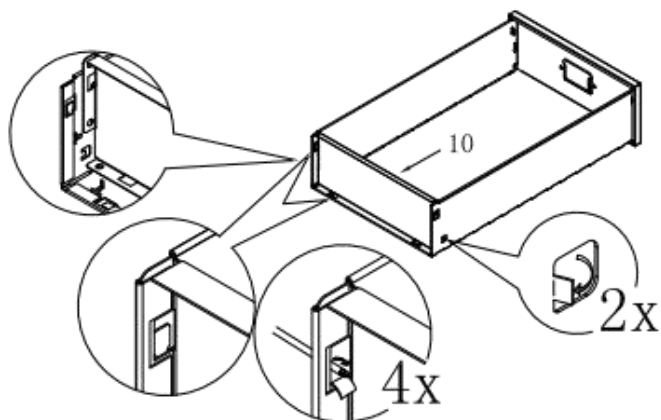
### Step 10

Attach 9 to the assembled part of 8. Flex the corresponding position as shown.



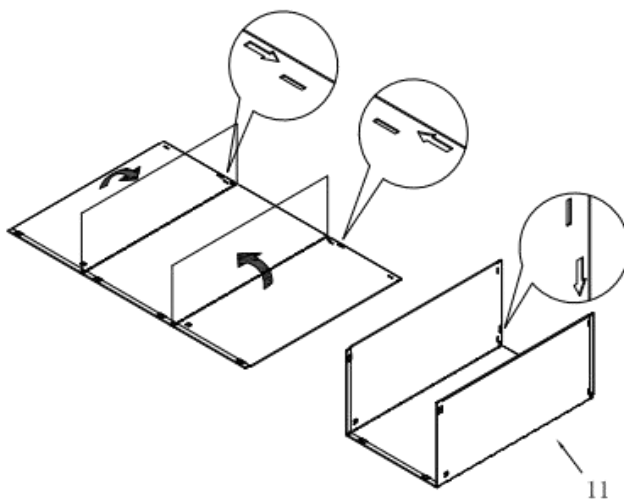
### Step 11

Attach 10 to the assembled part of step 10 as shown.



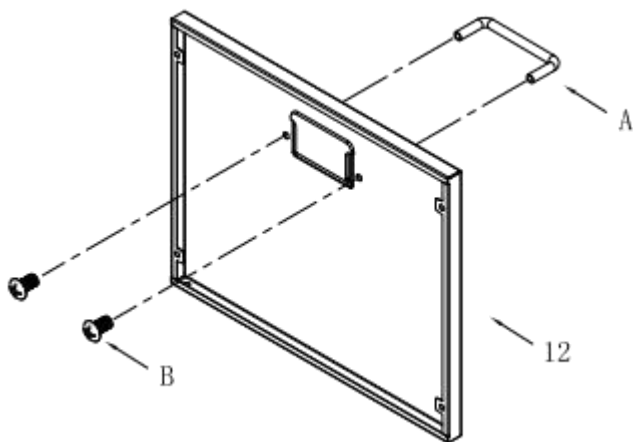
### Step 12

Fold the two sides of the 11 as shown in the picture.



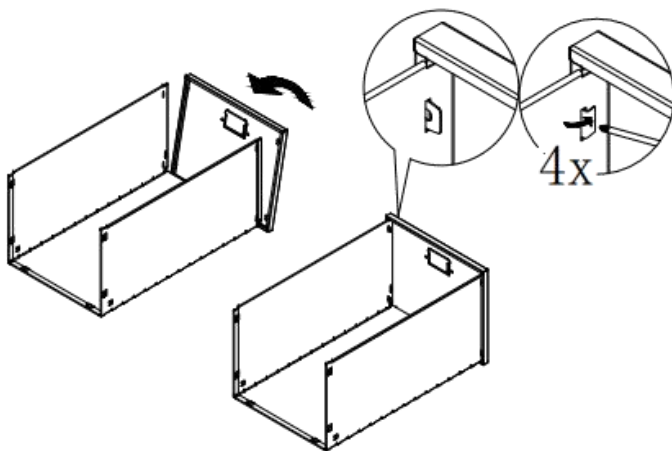
### Step 13

Attach A to 12 with B.



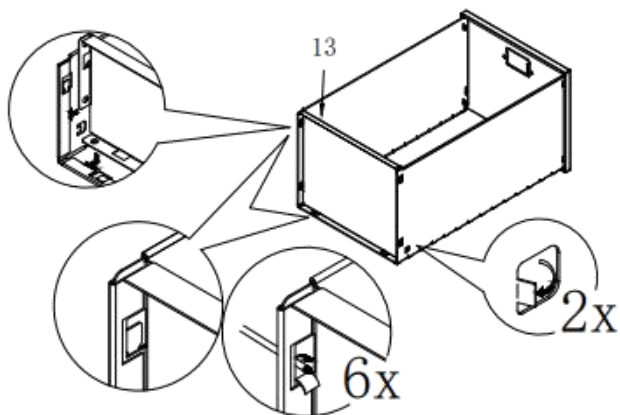
### Step 14

Attach 12 to 11. Flex the corresponding position as shown.



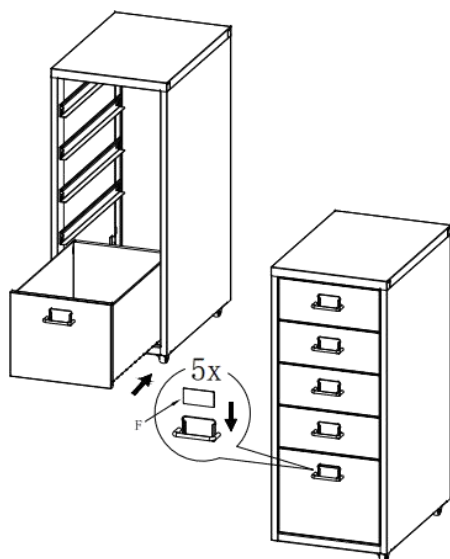
### Step 15

Attach 13 to the assembled part of step 14.



### Step 16

Put the five drawers inside the cabinet frame and put the F in the corresponding position as shown.



# CLEANING & CARE

- Only clean using a damp cloth and mild detergent, do not use bleach or abrasive cleaners.
- Regularly check all fastenings to ensure that they properly tightened.
- This product should not be discarded with household waste. Take to your local authority waste disposal centre.