



VINGLI FILE CABINET

ASSEMBLY INSTRUCTION



Thank you for purchasing from VINGLI!

Please contact us via email if parts are missing or damaged, we will gladly ship your replacement parts free of charge

⚠ IMPORTANT

THIS INSTRUCTION BOOKLET CONTAINS IMPORTANT SAFETY INFORMATION.
PLEASE READ AND KEEP FOR FUTURE REFERENCE.

RETURN & WARRANTY

Thank you for choosing our product!

We would like to take this opportunity to thank you for choosing VINGLI.

We hope that you are completely satisfied with your purchase, and enjoy it for years to come.

Your satisfaction is our highest pursuit.

Return policy

VINGLI believes you will absolutely love your furniture, but if for some reason you want to return the product, please contact us directly before you decide to return your product to the retailer. Our Customer Service organization can answer most concerns and can assist you with any questions you may have about your new product.

The item must be returned in good condition, in original box, with all original proof of purchase, parts and accessories, within the time frame specified by the retailer it was purchased from.

Warranty

VINGLI warrants this product to be free from defects in material and workmanship agrees to remedy any such defect. This warranty covers one year from the date of original purchase. This is solely limited to be repair or replacement of defective parts and no assembly labor is included.

This warranty does not apply to any product which has been improperly assembled, subjected to misuse or abuse or which has been altered or repaired in any way.

Components repaired or replaced warranted through the remainder of the original warranty period only. The defective components will be repaired or replaced without charge, subject to the terms and conditions described above.

For help with assembly, identifying parts, product information or to order parts, please contact us freely.

BEFORE STARTING

Before Using Product



- ☐ Read each step carefully before starting. It is very important that each step is performed in the correct order. If these steps are not followed in sequence, assembly difficulties will occur.



- ☐ Make sure all parts are included. Most board parts are labeled or stamped on the raw edge.

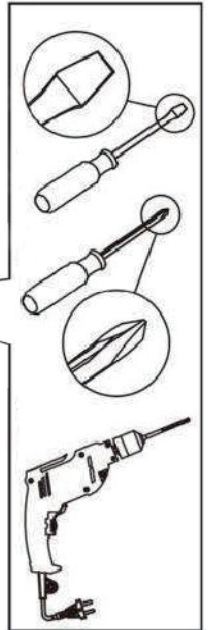
- ☐ Prepare a flat and Philips screwdriver (not included)
A Power Screwdriver is recommended.



- ☐ Work in a spacious area and near where the unit will be used, preferably on a carpet, or use a piece of the cardboard packaging to protect your floor and product.



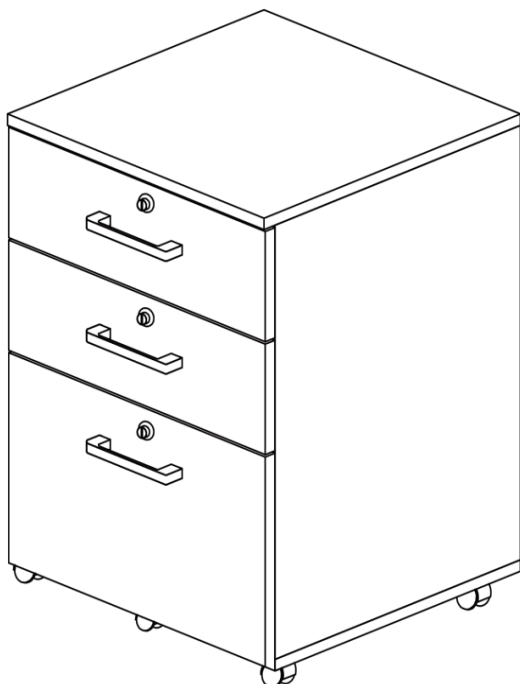
- ☐ For a smooth assembly process, we suggest you keep a lite tightness for all the screws during assembly. After the whole product is assembled, firmly tighten all the screws.



WARNING:

- Do not allow children to climb on unit
- Serious or fatal crushing injuries can occur from furniture tip-over. To prevent this furniture from tipping over, it must be permanently fixed to the wall. Fixing devices for the wall are not included since different wall materials require different types of fixing devices. Use fixing devices suitable for the walls in your home. For advice on suitable fixing systems, contact your local specialized dealer
- Avoid sharp objects or corrosive chemicals to prevent damage to the product
- During assembly, keep parts and packaging materials away from children and pets as there could be potential injury and choking hazards

ASSEMBLY TIPS



OVERALL SIZE:

39 x 38 x 66.5 cm (L x W x H)

15.4x 15 x 26.2 inch (L x W x H)

FEATURES:

Three Drawers

Moveable With Wheels

One Drawer Can Hold Folders

Drawer With Lock



Estimated Time for Assembly

60-90 mins



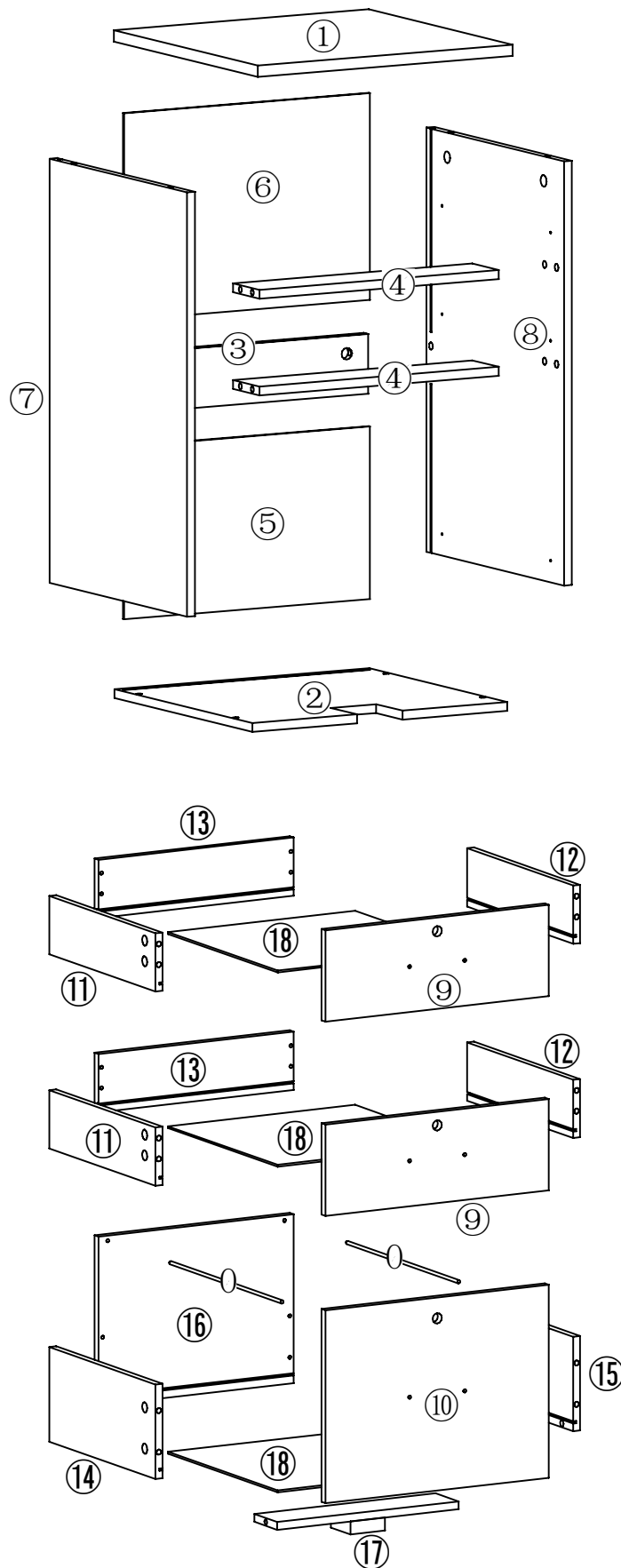
Estimated People For Assembly

1

Caution:

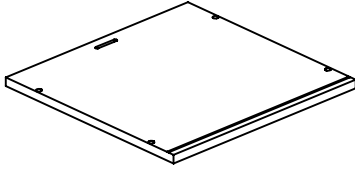
1. This product is designed for home use and not intended for commercial use.
2. This product contains small components. Please ensure that they are kept away from small children.
3. Be careful when using power tools to assemble your furniture. Power tools may strip or damage the parts.

IDENTIFY PARTS



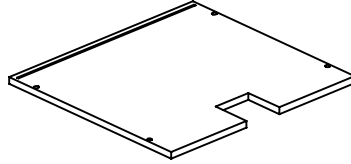
COMPONENTS

1



392*382*15mm
Top Panel ×1

2



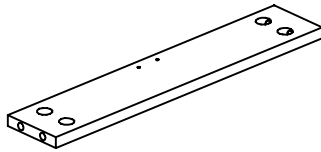
391*366*12mm
Bottom Panel ×1

3



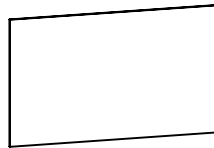
365*71*12mm
Back Panel ×1

4



365*70*12mm
Cabinet Pull Plate ×2

5



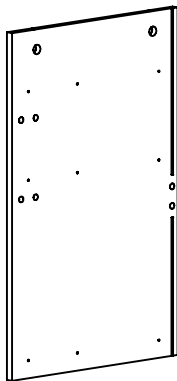
375*243*3mm
Back Panel ×1

6



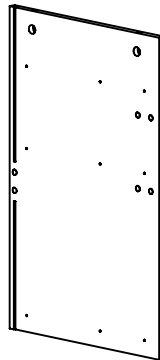
375*280*3mm
Back Panel ×1

7



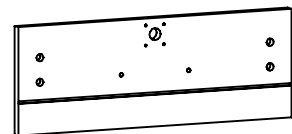
365*575*12mm
Left Vertical Plate ×1

8



365*575*12mm
Right Vertical Plate ×1

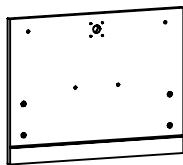
9



389*141*12mm
Drawer Panel ×2

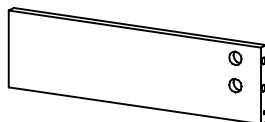
COMPONENTS

10



389*298*12mm
Drawer Panel ×1

11



325*90*12mm
Drawer Left Coaming ×2

12



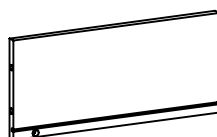
325*90*12mm
Drawer Right Coaming ×2

13



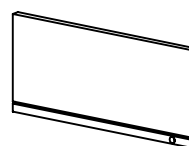
340*90*12mm
Drawer Back Plate ×2

14



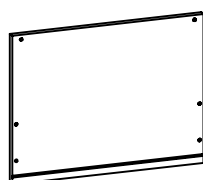
325*146*12mm
Drawer Left Coaming ×1

15



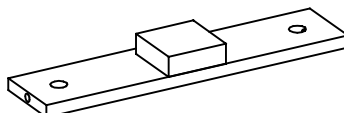
325*146*12mm
Drawer Right Coaming ×1

16



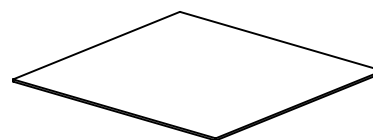
340*261*12mm
Drawer Back Plate ×1

17



315*71*12mm
Drawer Pull Plate ×1

18



325*333*3mm
Drawer Base Plate ×3

COMPONENTS

A



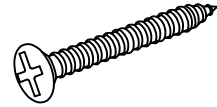
M7*40mm
Cam Bolt x30

B



φ15mm
Cam Lock x30

C



M4*35mm
Screw x12

D



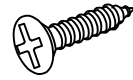
96mm
Handle x3

E



M4*16mm
Screw x6

F



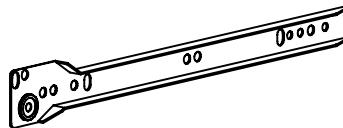
M3.5*12mm
Screw x54

G



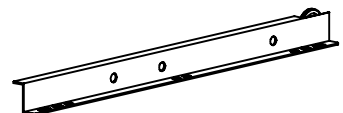
M3.5*14mm
Screw x8

H



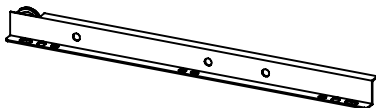
14"
Drawer Slide x3

I



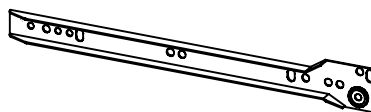
14"
Drawer Slide x3

J



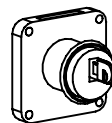
14"
Drawer Slide x3

K



14"
Drawer Slide x3

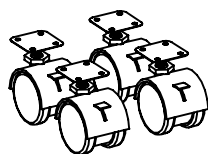
L



Lock & Keys x3

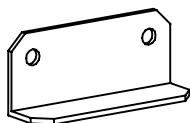
COMPONENTS

M



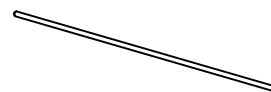
2"
Caster ×4

N



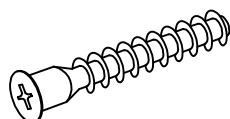
Lock Latch ×2

O



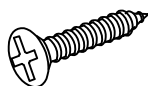
φ5*335mm
Hanging Rod ×2

P



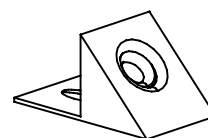
M5*40mm
Screw ×4

Q



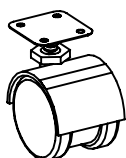
M3.5*16mm
Screw ×12

R



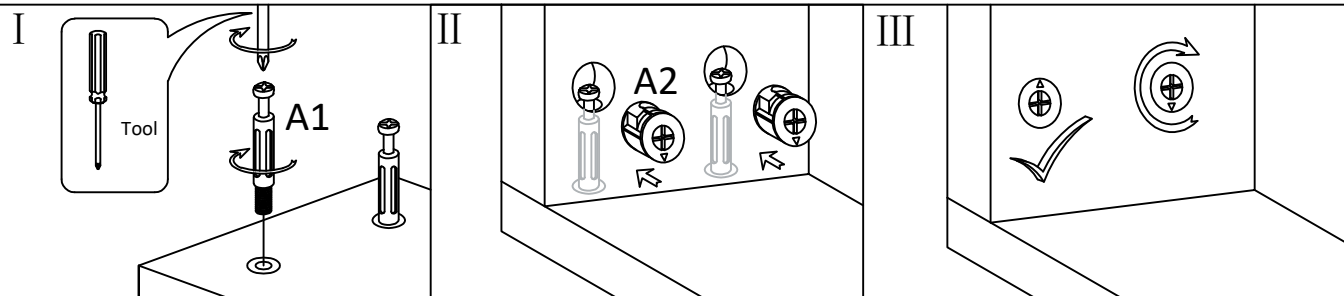
Back board Buckle ×8

S



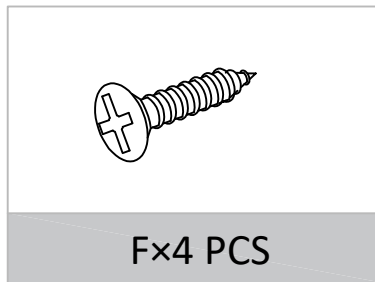
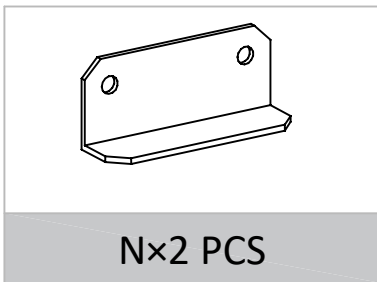
2"
Caster ×1

"A" Hardware installation example



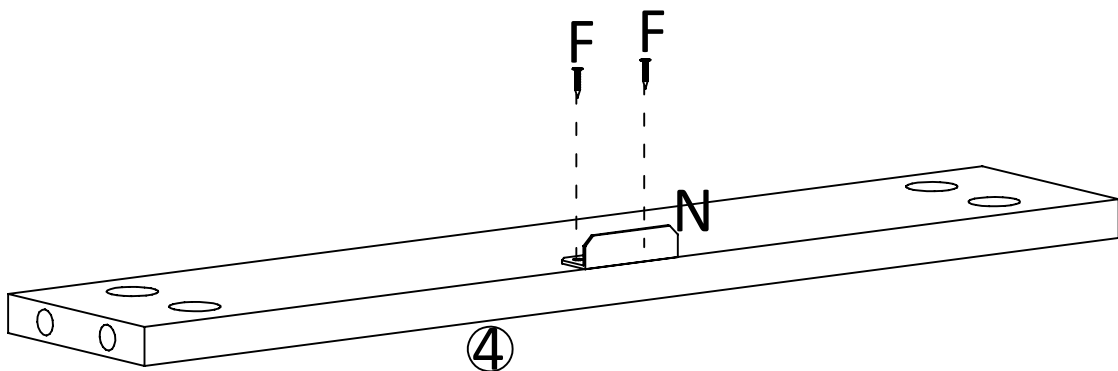
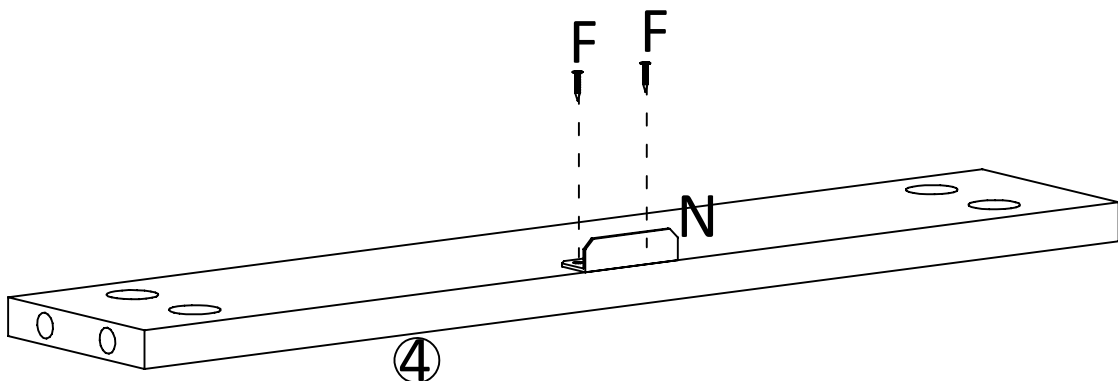
ASSEMBLY STEPS

Installation requirements and accessories



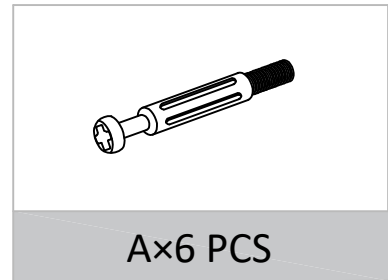
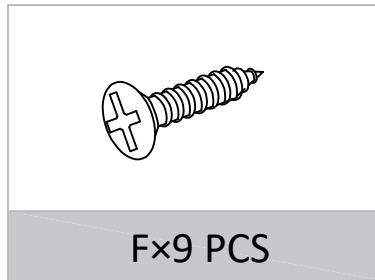
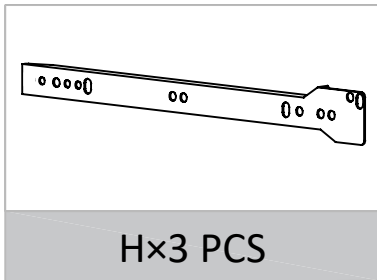
STEP 1

Align (N) with the positioning hole of (4) and fix it with (F).



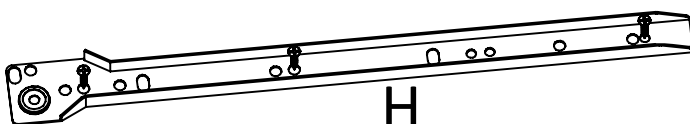
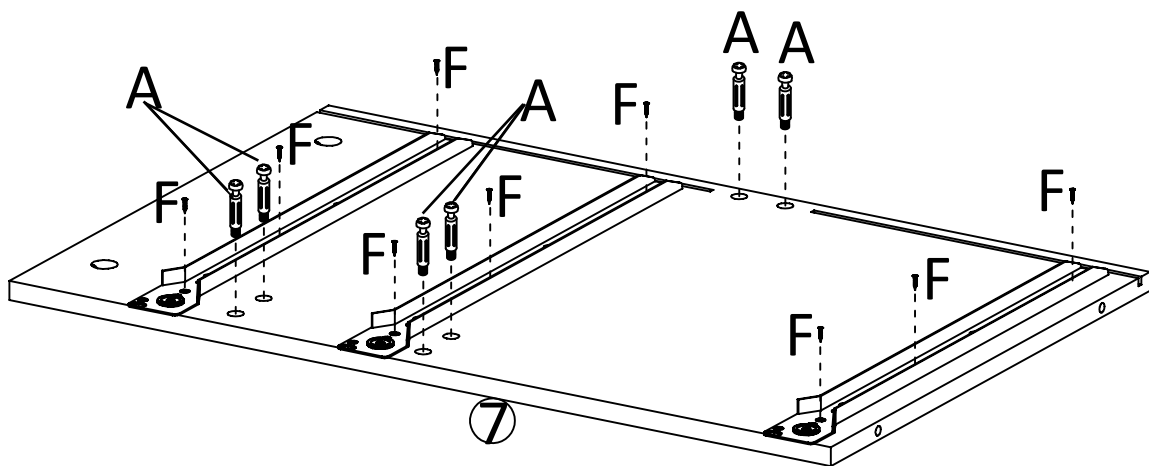
ASSEMBLY STEPS

Installation requirements and accessories



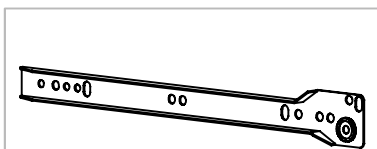
STEP 2

Fix (H) on (7) with (F) according to the hole position marked in the schematic diagram, with the front end of H flush with (7), Screw (A) into the white hole.

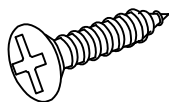


ASSEMBLY STEPS

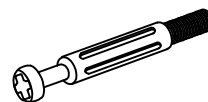
Installation requirements and accessories



K×3 PCS



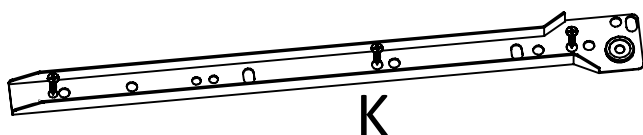
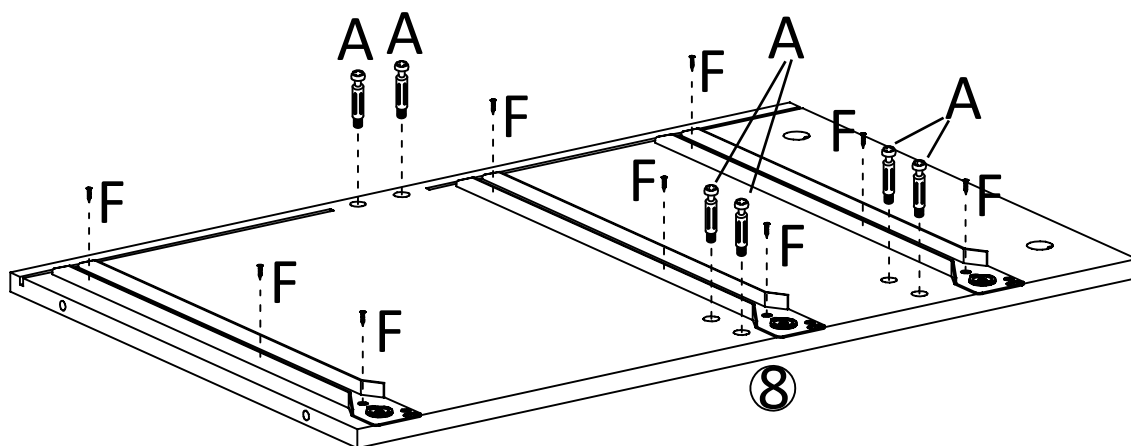
F×9 PCS



A×6 PCS

STEP 3

According to the marked hole position in the diagram, fix (K) with (F) on (8), with the front end of K flush with (8), Screw (A) into the white hole.



ASSEMBLY STEPS

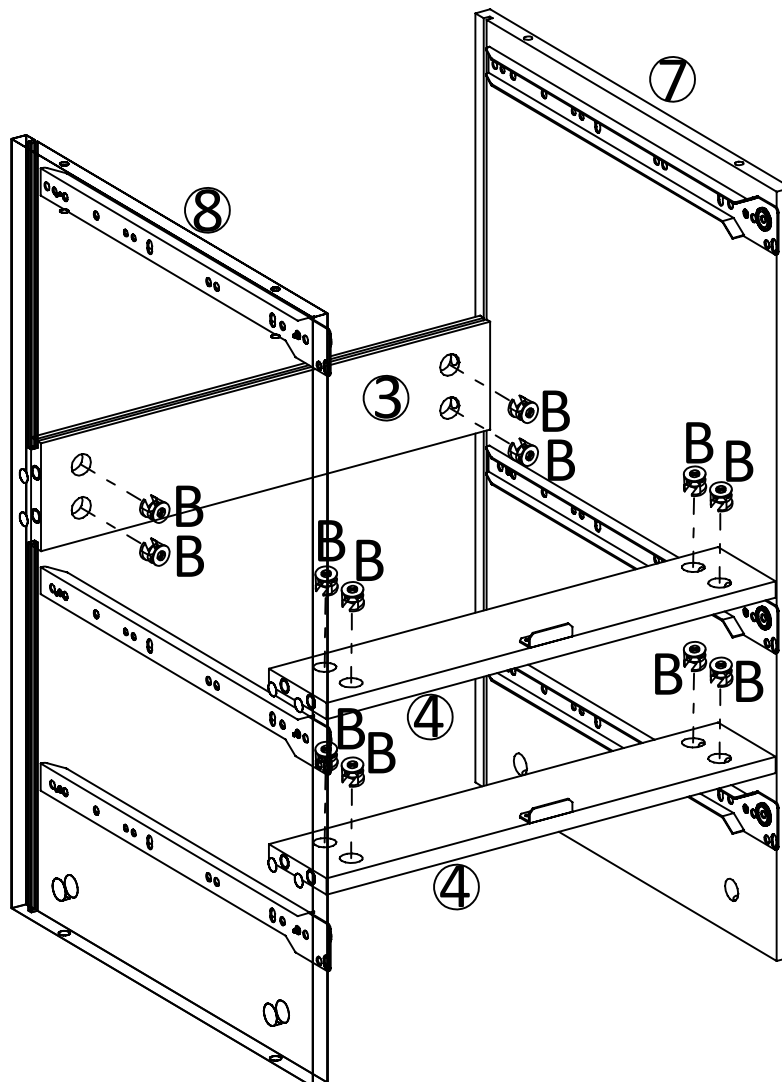
Installation requirements and accessories



B×12 PCS

STEP 4

(B) is inserted into the air of (3)(4) and tightened for fixation.

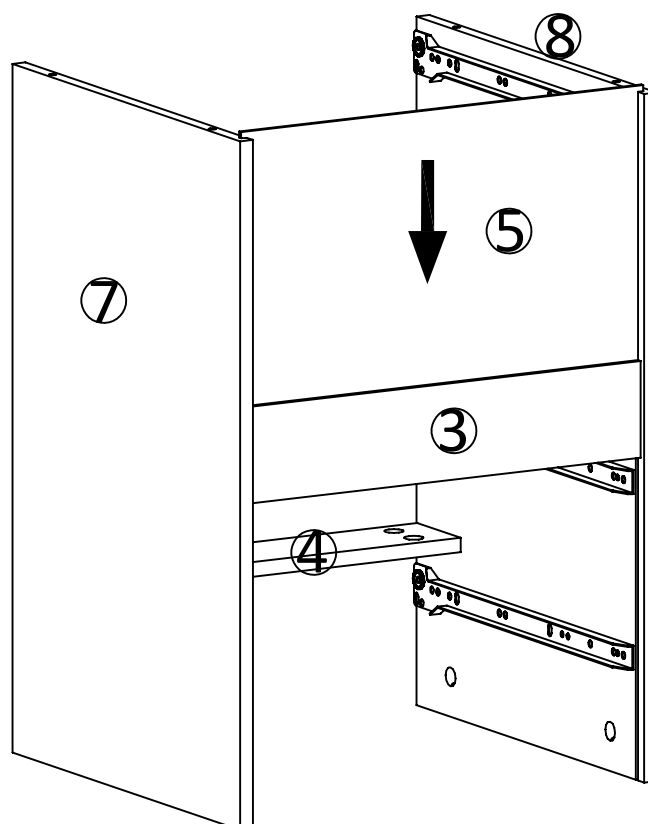


ASSEMBLY STEPS

Installation requirements and accessories

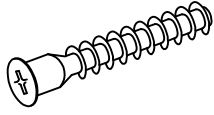
STEP 5

Insert (3)&(7)&(8) along the slot.



ASSEMBLY STEPS

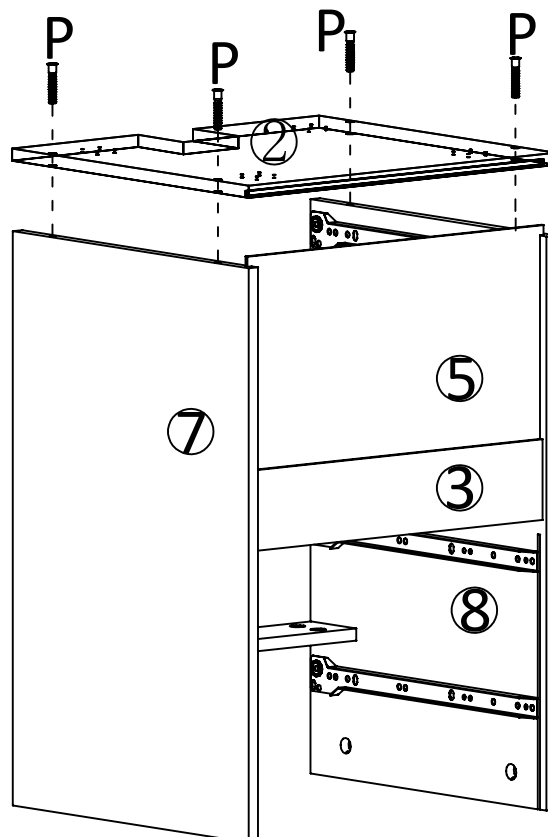
Installation requirements and accessories



P×4 PCS

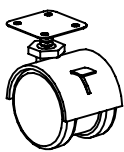
STEP 6

Position notch (2) facing forward with the locating hole facing upwards, place it at the top, and insert slot (5) into slot (2), securing it with (P).

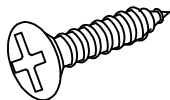


ASSEMBLY STEPS

Installation requirements and accessories



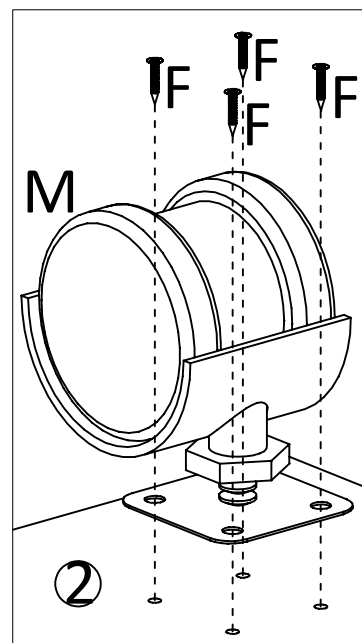
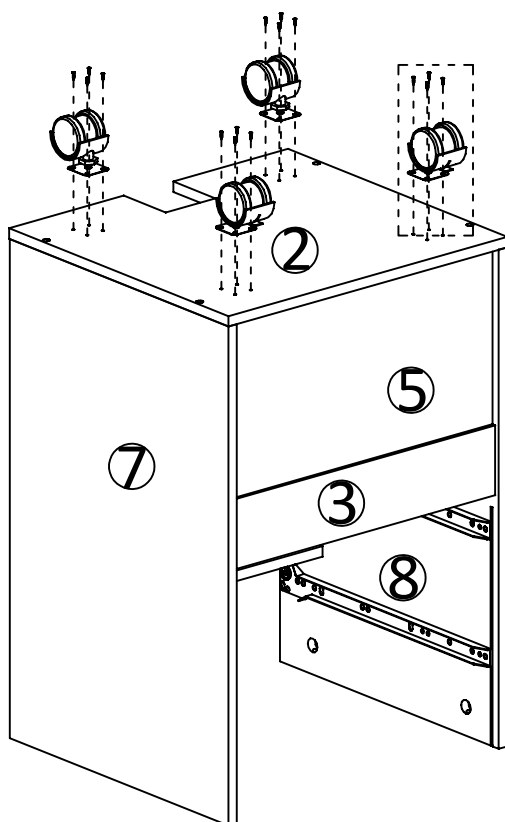
M×4 PCS



F×16 PCS

STEP 7

Invert (M), align with the positioning hole and fix with (F), and flip the cabinet after installation is complete.

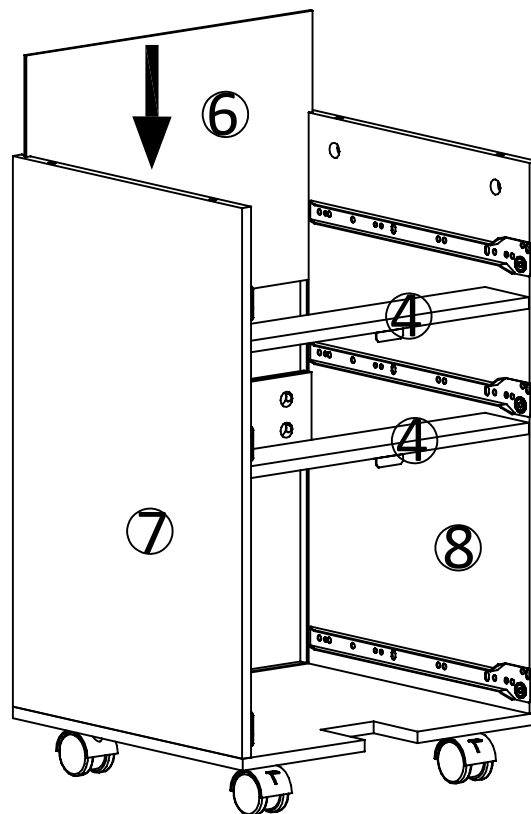


ASSEMBLY STEPS

Installation requirements and accessories

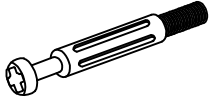
STEP 8

Insert (6) into the slot of (3)&(7)&(8).



ASSEMBLY STEPS

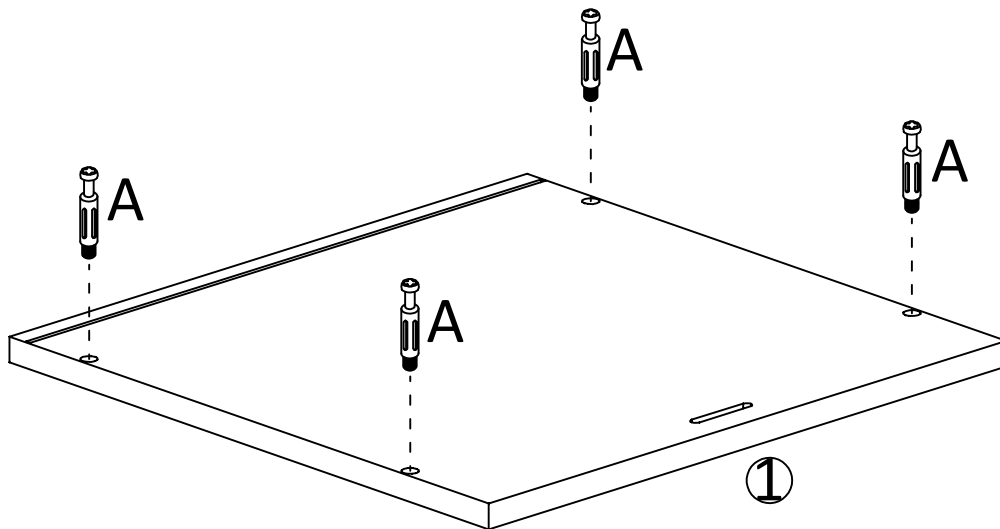
Installation requirements and accessories



A×4 PCS

STEP 9

Insert (A) into the white hole of (1).



ASSEMBLY STEPS

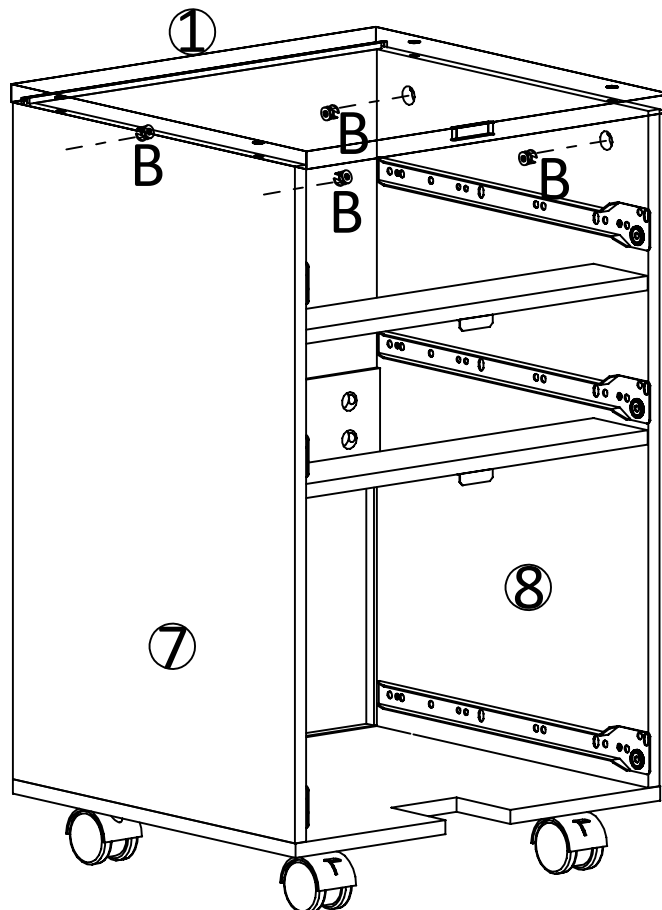
Installation requirements and accessories



B×4 PCS

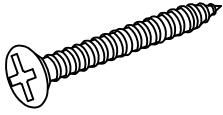
STEP 10

Insert (B) into the air of (7)(8) and tighten it securely.



ASSEMBLY STEPS

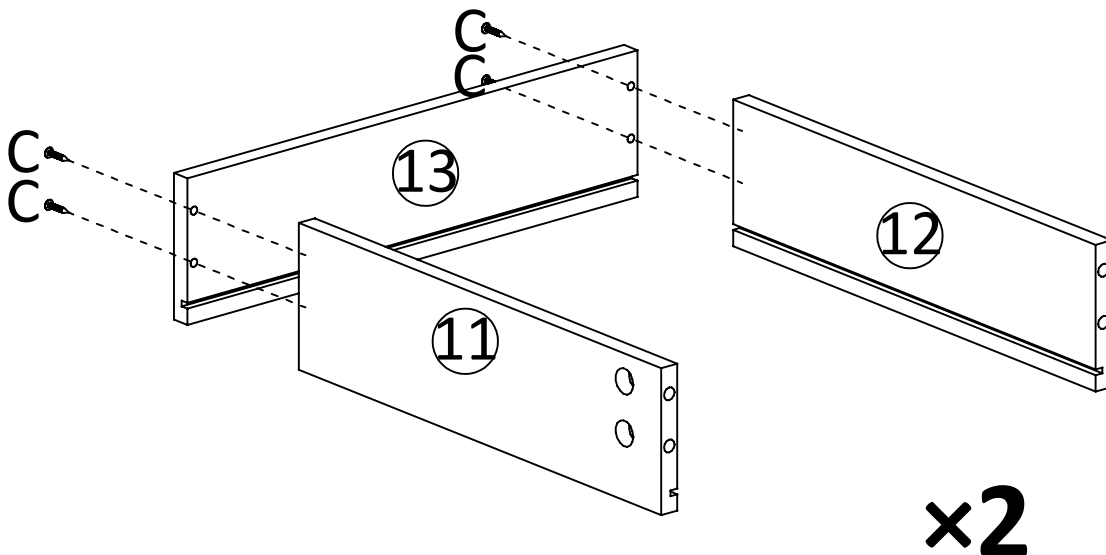
Installation requirements and accessories



Cx8 PCS

STEP 11

(C) passes through (13) and fixes (11) and (12).

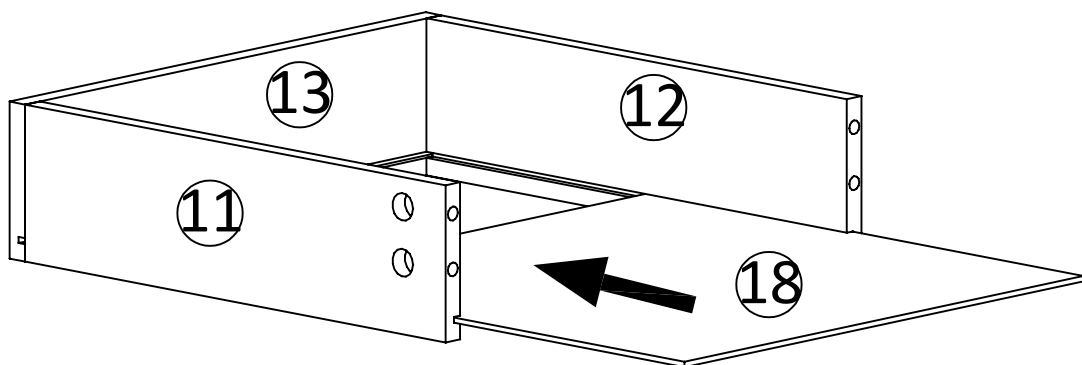


ASSEMBLY STEPS

Installation requirements and accessories

STEP 12

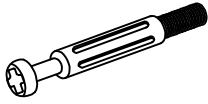
Insert (18) into slot (11) & (12) & (13).



x2

ASSEMBLY STEPS

Installation requirements and accessories



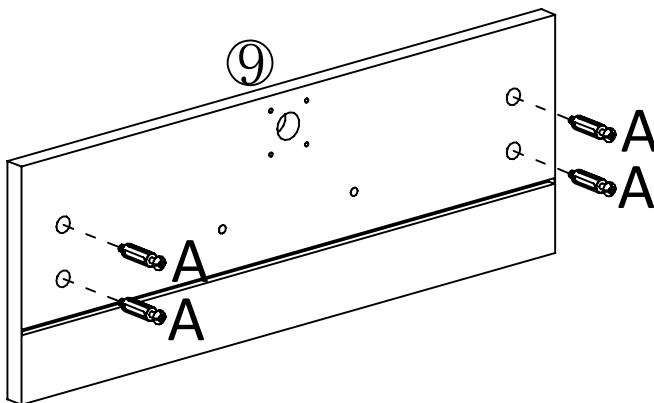
A×8 PCS



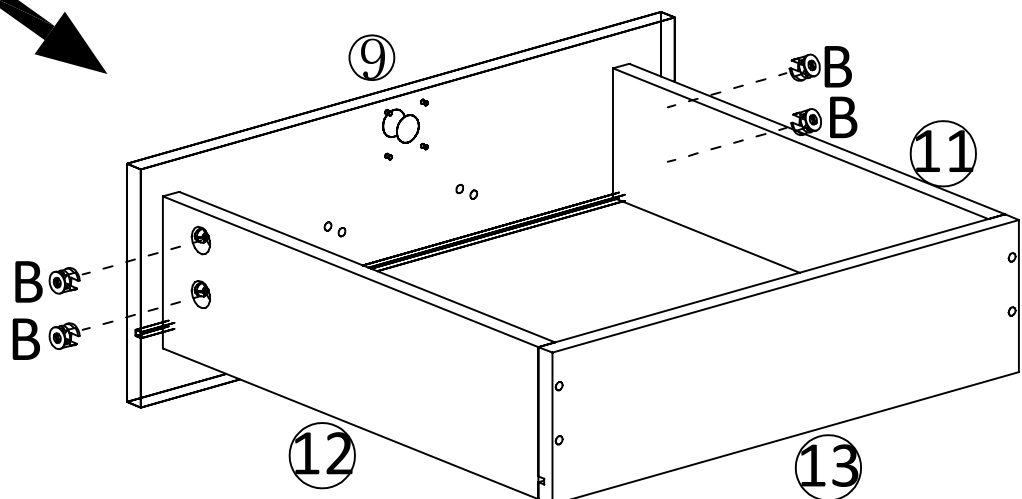
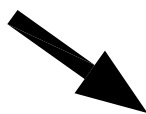
B×8 PCS

STEP 13

Screw (A) into the white hole of (9), then connect (11)(12) and lock it with (B).

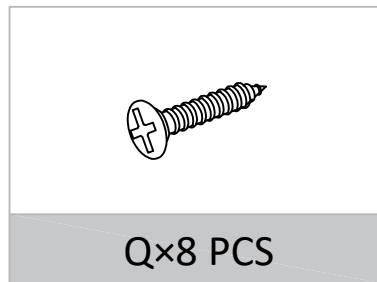
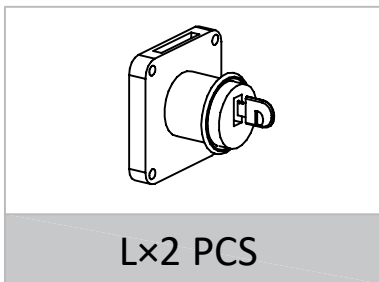


×2



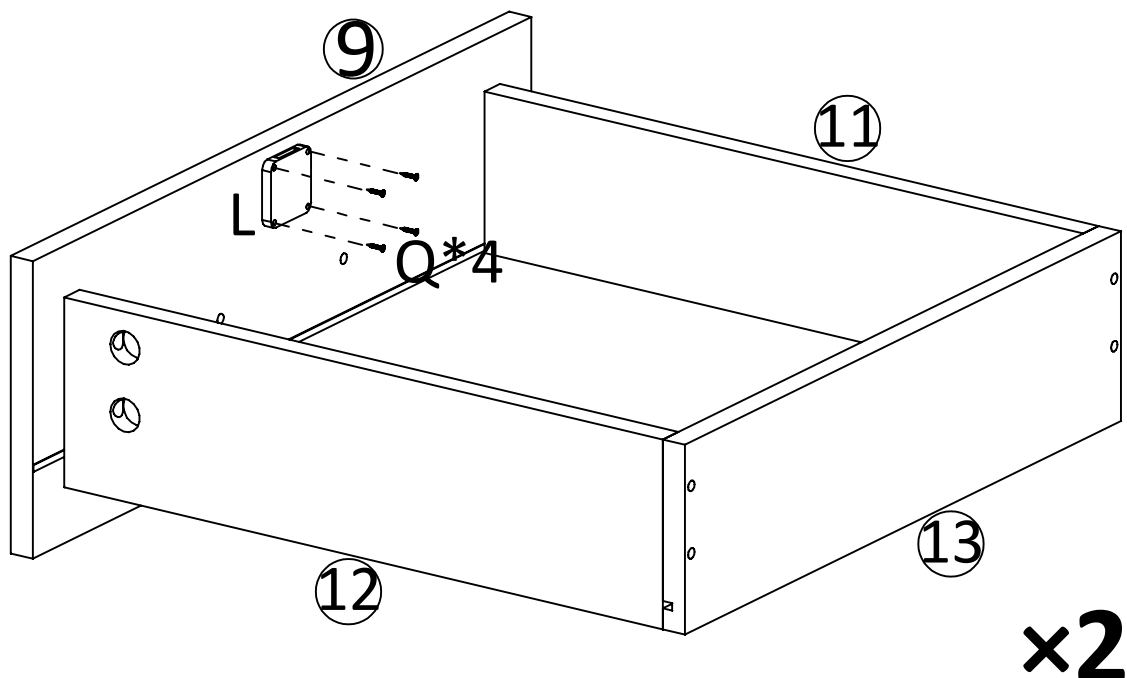
ASSEMBLY STEPS

Installation requirements and accessories



STEP 14

Remove the (L) circle, insert the lock into (9), fix the front with a circle, and fix the back with (Q).

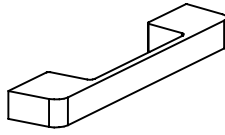


ASSEMBLY STEPS

Installation requirements and accessories



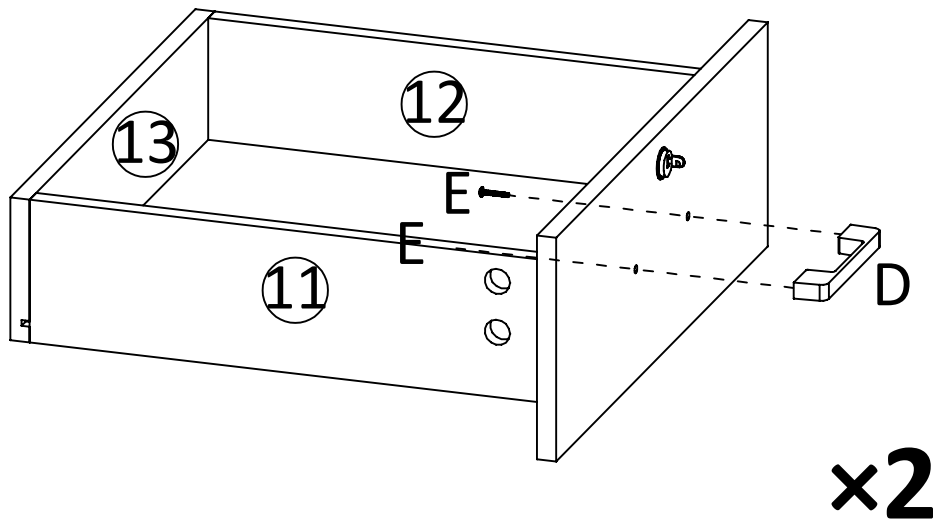
E×4 PCS



D×2 PCS

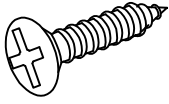
STEP 15

(E) passes through (9) from the back, and (D) is fixed on the front.

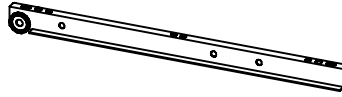


ASSEMBLY STEPS

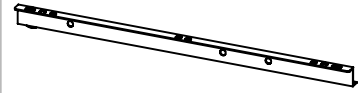
Installation requirements and accessories



F×8 PCS



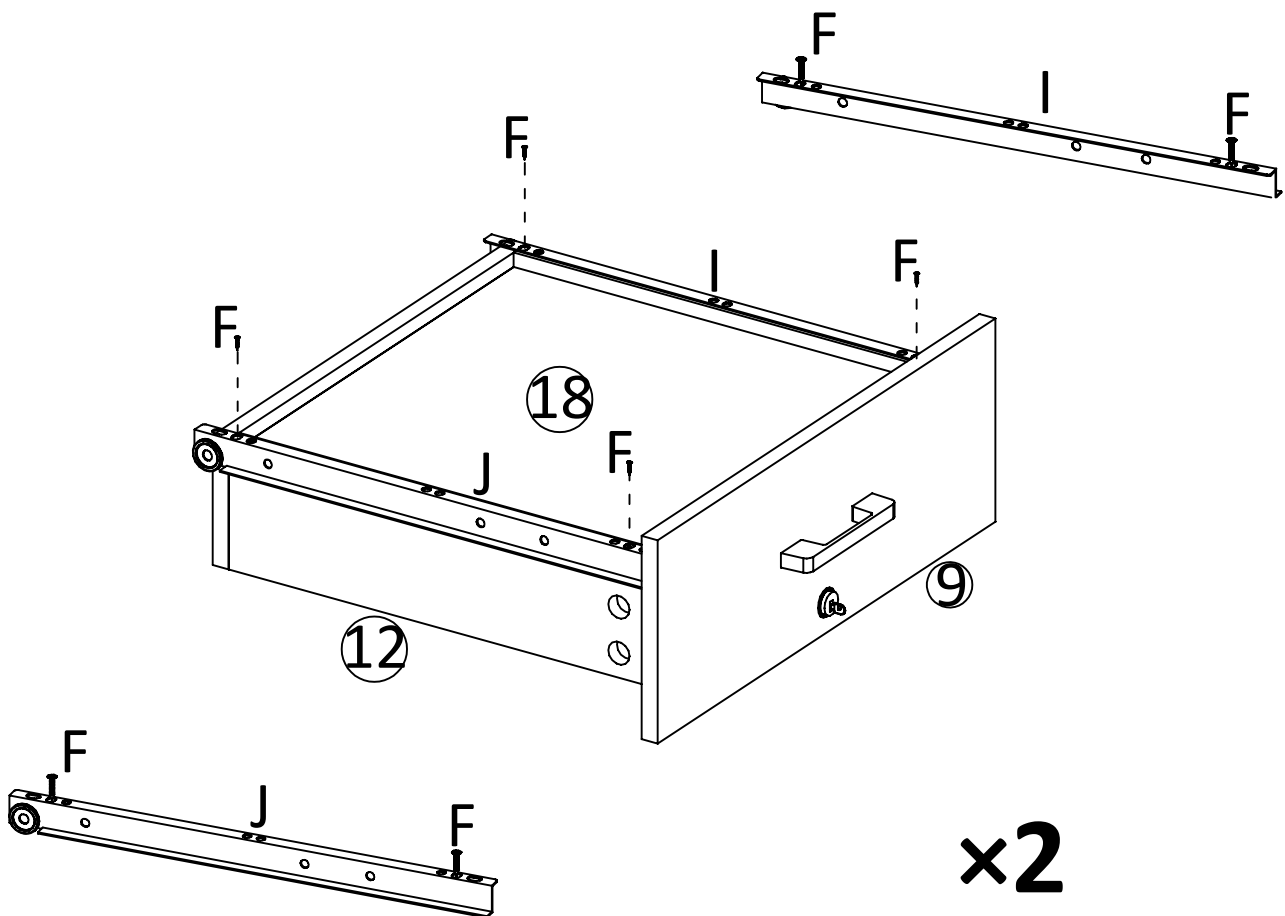
J×2 PCS



I×2 PCS

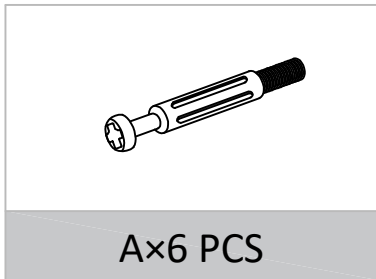
STEP 16

Flip the drawer over, (J) is at (12), (I) is at (11), and fix the holes with (F) according to the schematic diagram.



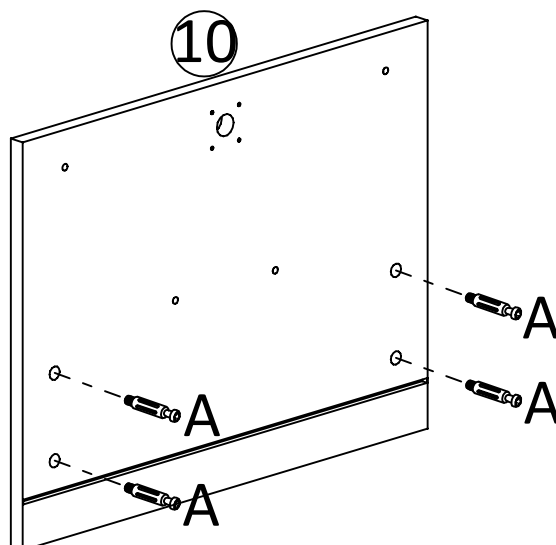
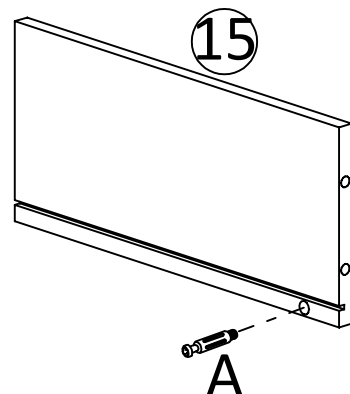
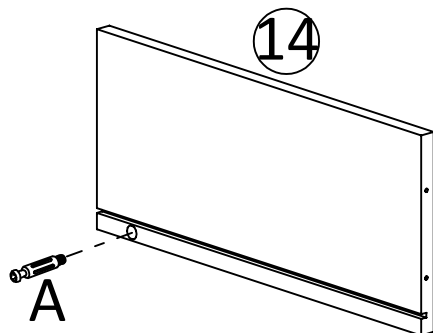
ASSEMBLY STEPS

Installation requirements and accessories



STEP 17

Insert (A) into the white hole of (10)(14)(15).



ASSEMBLY STEPS

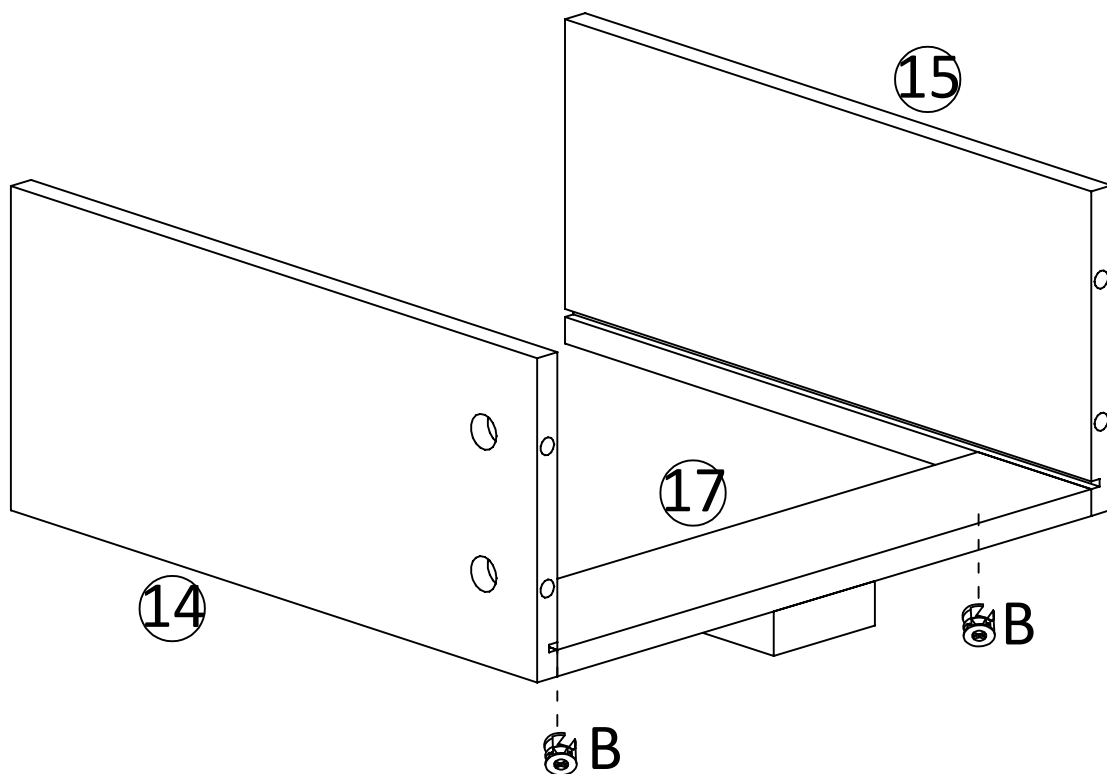
Installation requirements and accessories



B×2 PCS

STEP 18

(17) Link (14)(15), lock with (B).



ASSEMBLY STEPS

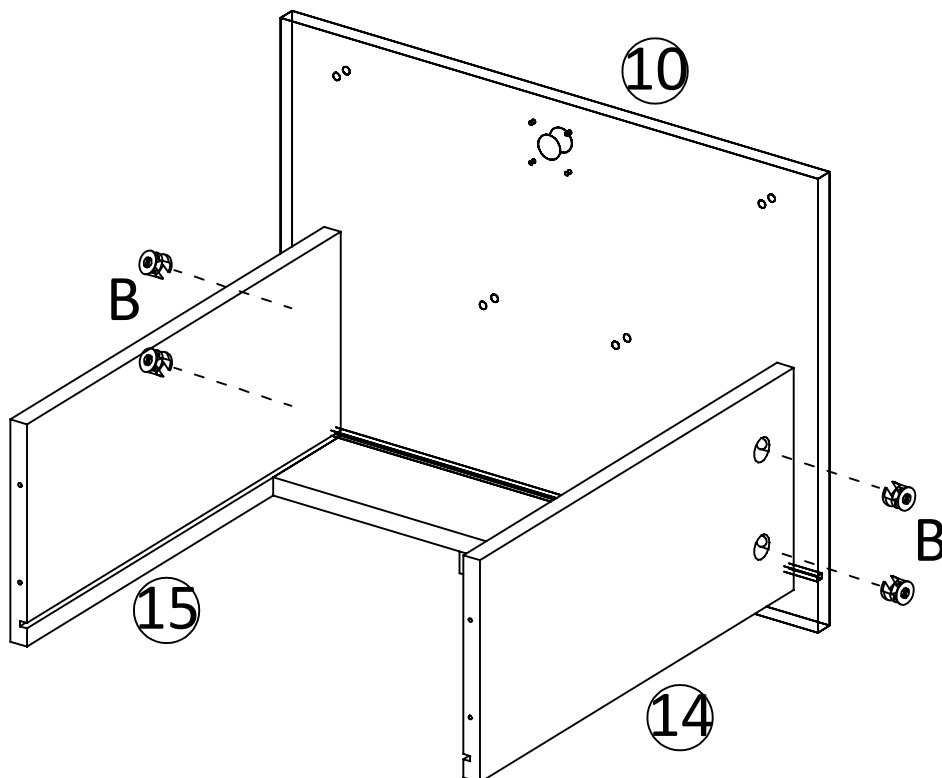
Installation requirements and accessories



B×4 PCS

STEP 19

Insert (A) into (10) white particles, link (14)& (15), and secure with (B).

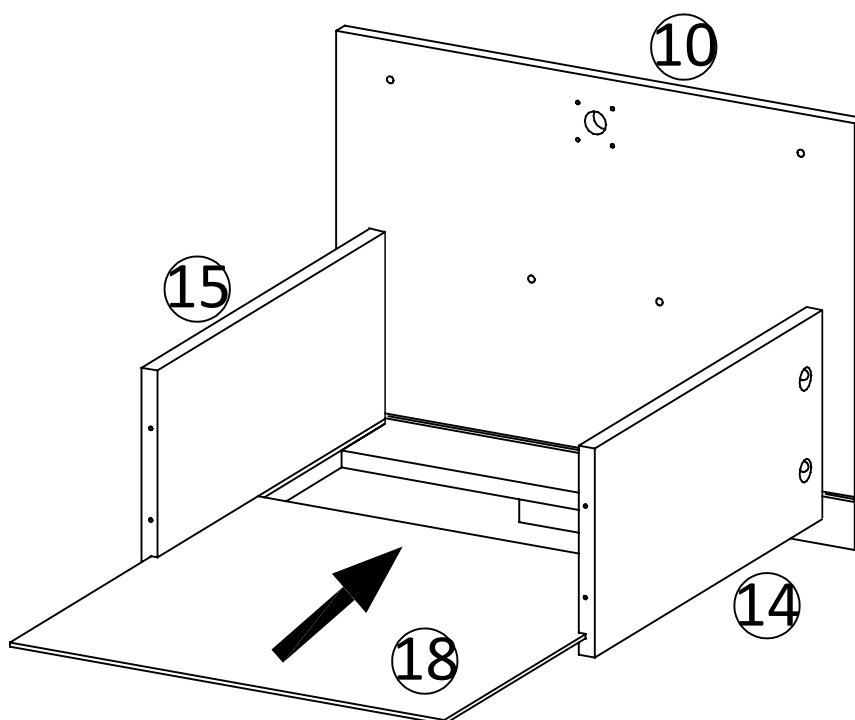


ASSEMBLY STEPS

Installation requirements and accessories

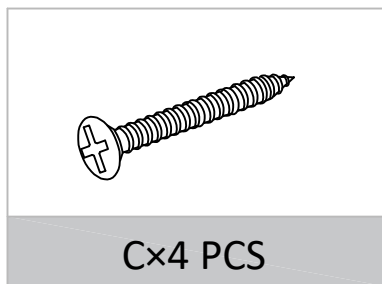
STEP 20

Insert (18) into slots (10)& (14)& (15).



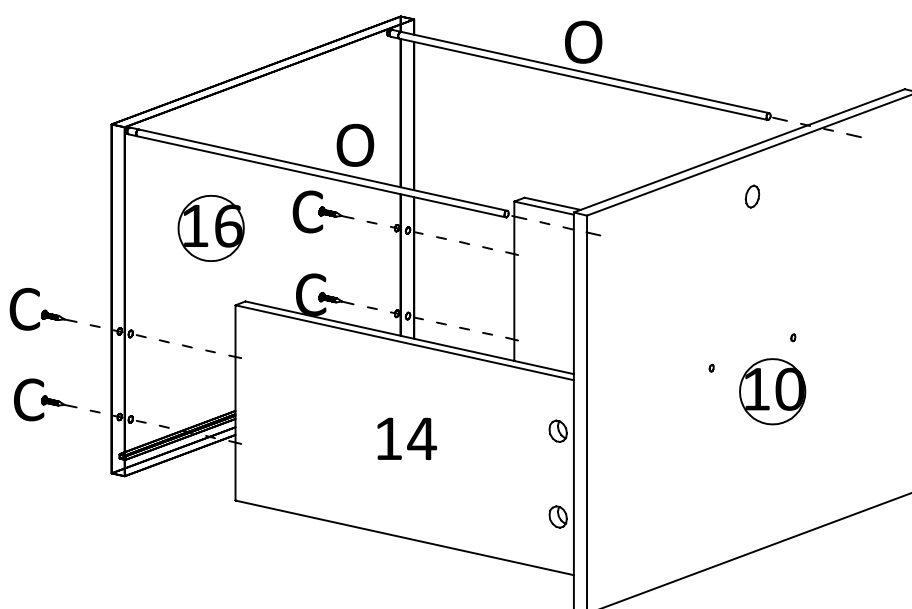
ASSEMBLY STEPS

Installation requirements and accessories



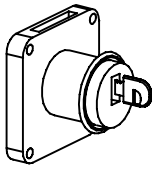
STEP 21

(C) passes through (16) links (14) and (15), while (O) is inserted into the holes corresponding to (10) and (16).

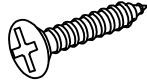


ASSEMBLY STEPS

Installation requirements and accessories



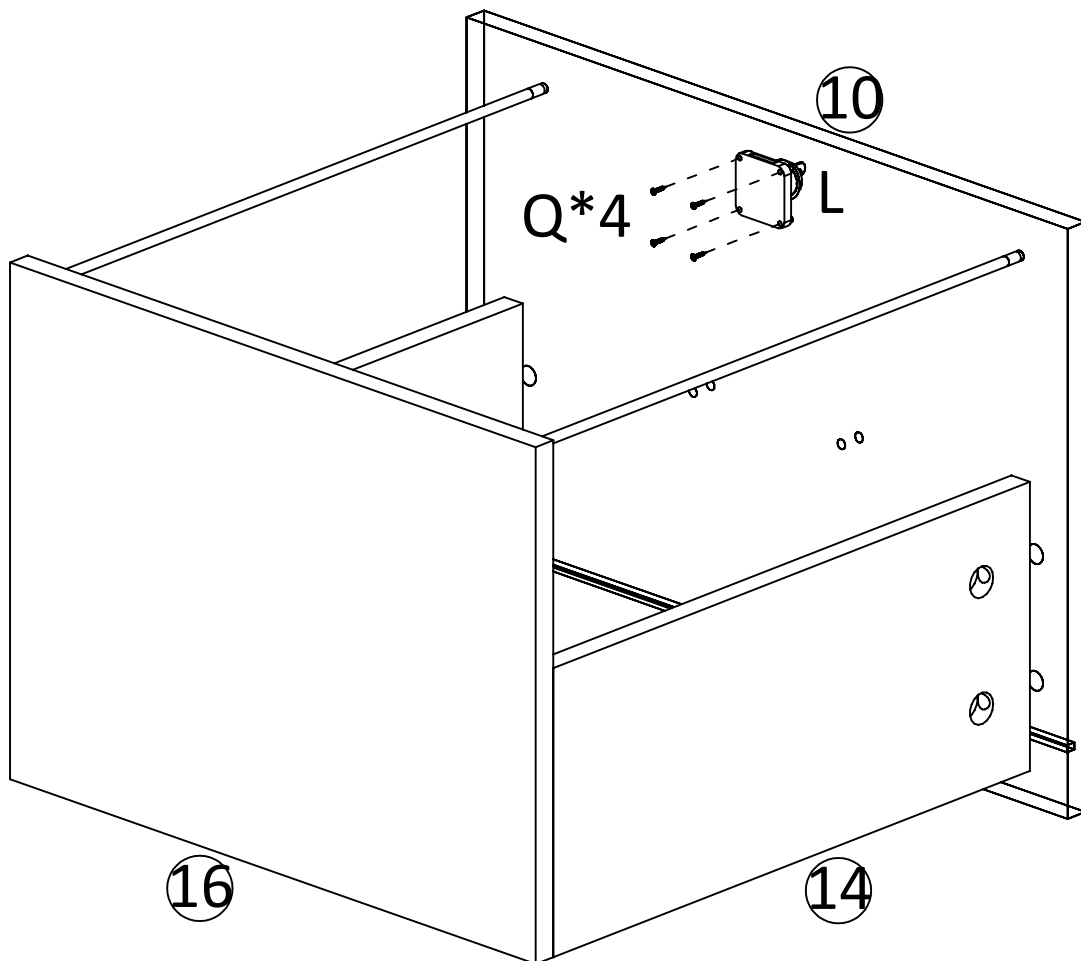
L×1 PC



Q×4 PCS

STEP 22

Remove the (L) circle, insert the lock into (10), fix the front with a circle, and fix the back with (Q).

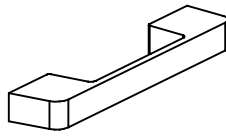


ASSEMBLY STEPS

Installation requirements and accessories



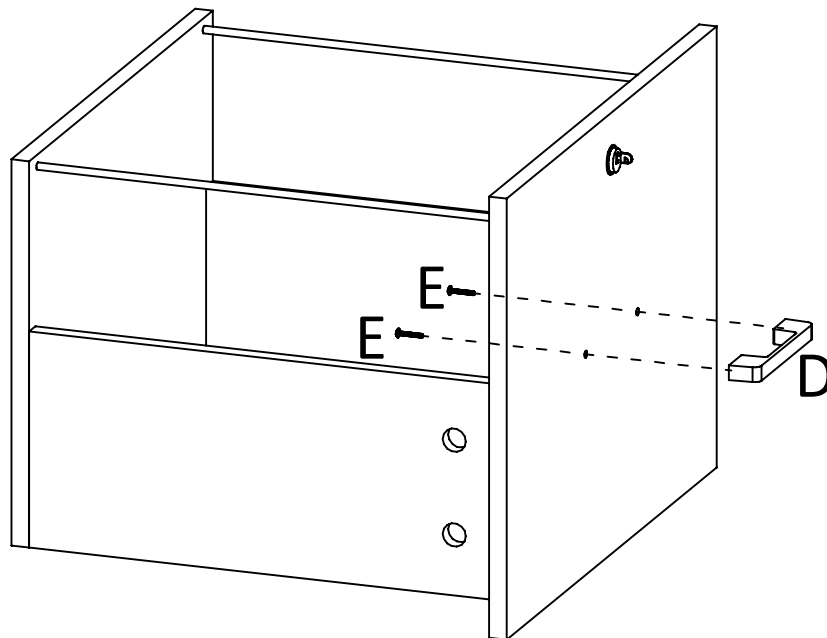
E×2 PCS



D×1 PC

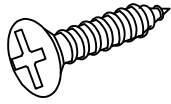
STEP 23

(E) passes through (10) from the back, and (D) is fixed on the front.

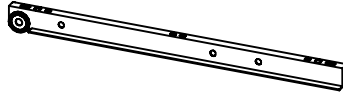


ASSEMBLY STEPS

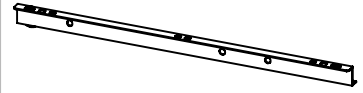
Installation requirements and accessories



F×4 PCS



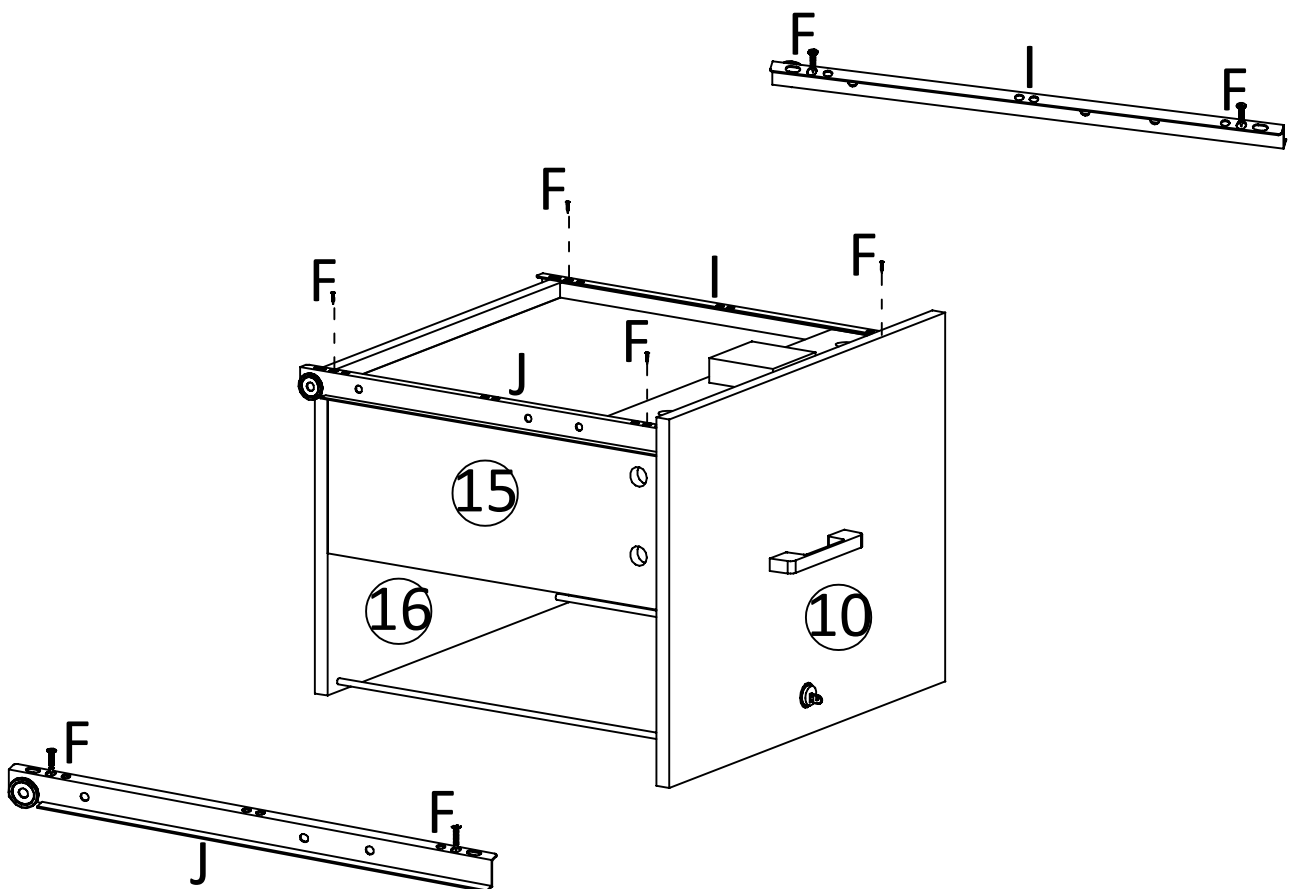
J×1 PC



I×1 PC

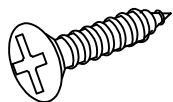
STEP 24

Flip the drawer over, (J) is at (15), (I) is at (14), and fix the holes with (F) according to the schematic diagram.

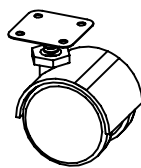


ASSEMBLY STEPS

Installation requirements and accessories



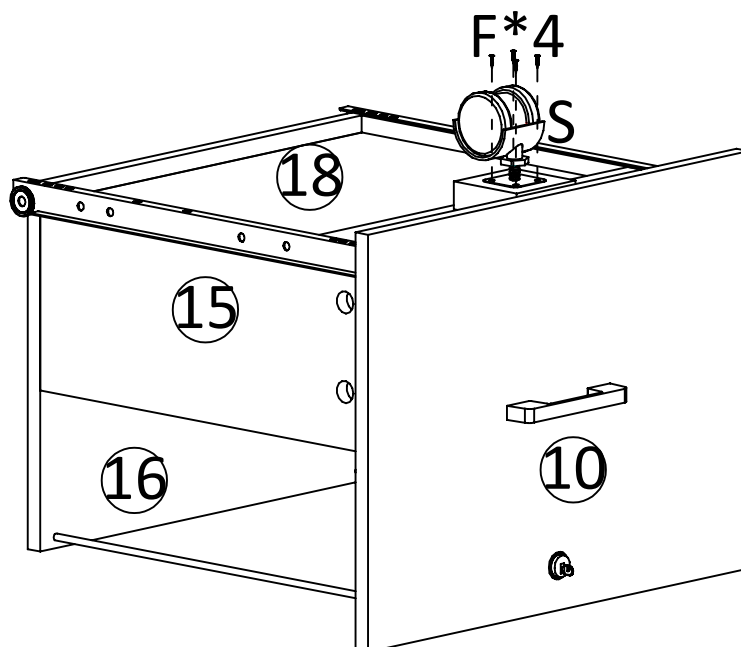
F×4 PCS



S×1 PC

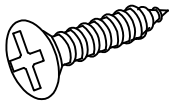
STEP 25

Align (S) with the positioning hole of the small wooden block and fix it with (F).

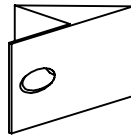


ASSEMBLY STEPS

Installation requirements and accessories



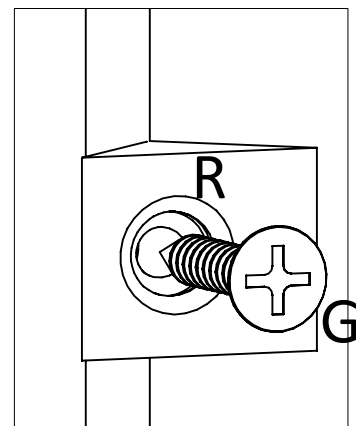
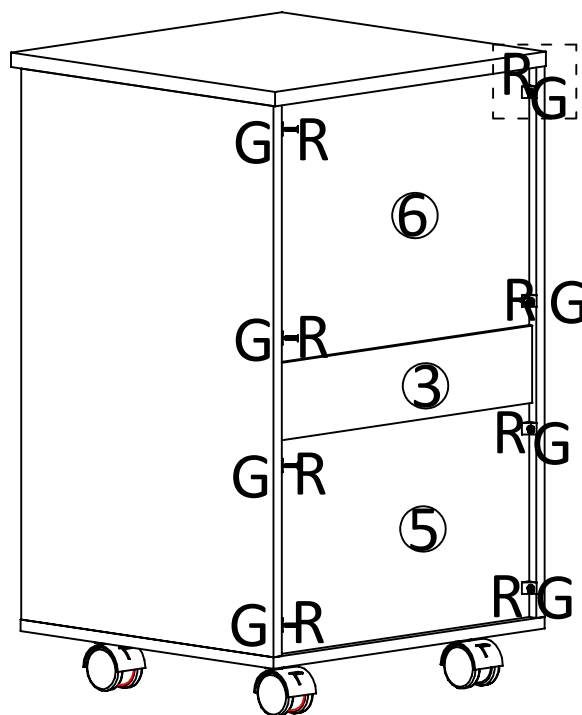
G×8 PCS



R×8 PC

STEP 26

Insert (G) into the gap of the backboard and fix it with (R).

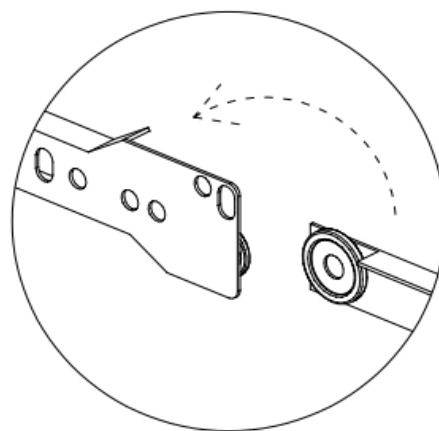
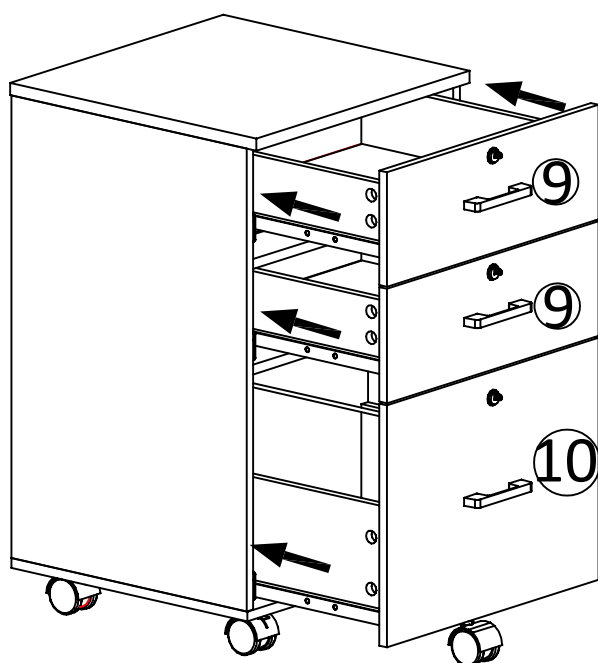


ASSEMBLY STEPS

Installation requirements and accessories

STEP 27

(9) on top, (10) on bottom, insert the assembled drawer into the cabinet.



1. What should I do when I received a defected item?

Please feel free to contact VINGLI customer service via the link where you purchased this item with your order ID, pictures of the defective areas to us. We are eager to help you to make it right.

2. Is it easy to put the screws to the panels?

Yes. As long as you follow the instruction and use the correct screws and put it in correct holes, it is easy to screw it into pre-drilled holes.

3. What should I do if I have a problem with the drawers not closing flush?

The problem with the drawers not closing flush is usually caused by the assembly of the drawer slides. Here are the solutions as below:

1) Please check whether the slide rail is damaged, for example, the ball of the slide rail has fallen out, if so, please ask us for replacements of the drawer slides;

2) Refer to the assembly manual to check if the holes for the slide rail are assembled correctly. If there is no problem with the assembly, but the slide rail is stuck in the process of pushing in, please release the entire drawer as you did the first time you removed the drawer slides, and then push it back in again.

Any query, please contact us directly.

Supplementary Instructions for Safe Use

English

WARNING



Children have died from furniture tipover. To reduce the risk of furniture tipover:

- ALWAYS install tipover restraint provided.
- NEVER put a TV on this product.
- NEVER allow children to stand, climb or hang on drawers, doors, or shelves.
- NEVER open more than one drawer at a time.
- Place heaviest items in the lowest drawers.
- Do not defeat or remove the drawer interlock system.

This is a permanent label.

Do not remove!

French

ATTENTION



Des enfants sont morts du basculement des meubles. Pour réduire le risque de basculement des meubles:

- TOUJOURS installer la retenue de basculement fournie.
- NE JAMAIS mettre de téléviseur sur ce produit.
- NE JAMAIS permettre aux enfants de se tenir debout, de grimper, ou de s'accrocher à des tiroirs, des portes ou des étagères.
- N'ouvrez JAMAIS plus d'un tiroir à la fois.
- Placez les objets les plus lourds dans les tiroirs les plus bas.
- Ne désactivez pas et ne retirez pas le système de verrouillage du tiroir.

Ceci est une étiquette permanente.

Ne pas enlever!

German

WARNUNG



Kinder sind an einem Möbelkippen gestorben. So verringern Sie das Risiko eines Umkippens von Möbeln:

- Installieren Sie IMMER die mitgelieferte Kipprückhaltevorrichtung.
- Stellen Sie NIEMALS einen Fernseher an dieses Produkt.
- Lassen Sie Kinder NIEMALS an Schubladen, Türen oder Regalen stehen klettern oder hängen.
- Öffnen Sie NIEMALS mehr als eine Schublade gleichzeitig.
- Legen Sie schwerste Gegenstände in die untersten Schubladen.
- Besiegen oder entfernen Sie das Schubladenverriegelungssystem nicht.

Dies ist ein dauerhaftes Etikett.

Nicht entfernen!