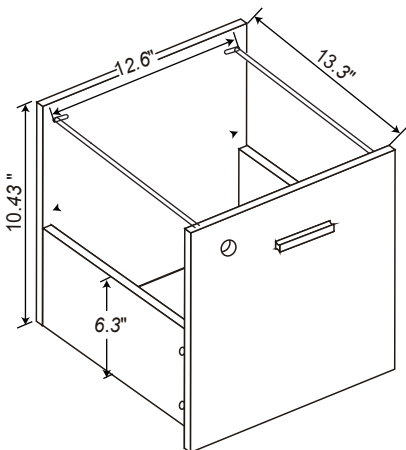




## File Cabinet

Total Product Dimensions:  
L 15.74" x D 15.74" x H 27.08"  
Drawer Inner Dimensions :



Assembly Instructions



Save these instructions.



A buddy is helpful for assembly.



40 minutes



Phillips Screwdriver needed. Not Included.

## Thank You for your Purchase

- This user manual contains important and useful information to accompany your purchase. This product is intended for indoor, household use only. Failure to follow the instructions outlined may result in personal injury or damage to the product which the manufacturer or vendor cannot be held responsible.
- Please ensure you keep the instruction manual in a safe place so you can refer to the instructions at any time in the future. Adult assembly required. During assembly, children should always be kept away due to possible risk of injury. Please use caution and care when lifting the product to avoid personal injury and/or damage. Please ensure that you have enough space and people to assemble your product safely. Do not stand on the product or use as a stepladder.
- For ease and speed of assembly, we recommend that you identify all parts required for that step before begin. All items are to be assembled near the area which they will be placed in use to avoid moving the product unnecessary once assembled.
- For the protection of your furniture, we recommend that the product be assembled on a protected surface to prevent any damage. During assembly please take care not to over-tighten any fittings, as this may damage the product. Always place the product on a flat and stable surface.

## Safety Precautions




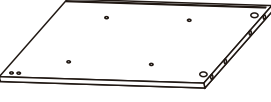
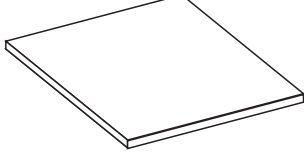
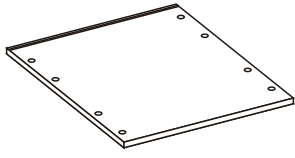

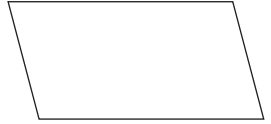
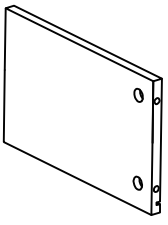
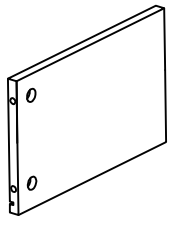
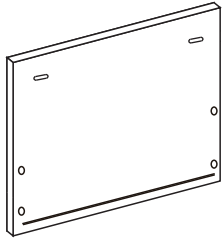
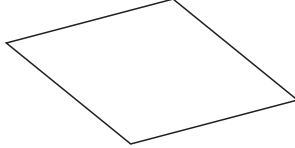
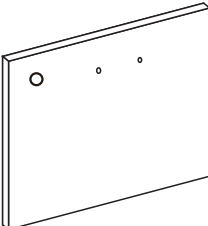
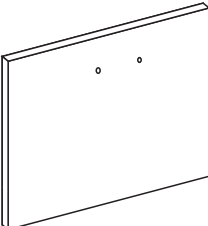
- **READ ALL INSTRUCTIONS BEFORE ASSEMBLING PRODUCT FOR INDOOR, RESIDENTIAL USE ONLY ADULT ASSEMBLY REQUIRED**
- **DO NOT** throw away packaging material before you finish assembling to ensure that parts are not thrown out by mistake
- **DO NOT** use accessories or attachments that are not provided or recommended by manufacturer.
- **NEVER** force any parts or hardware into place when assembling.
- **KEEP CHILDREN** well away from plastic bags and packing materials this item was shipped in.
- **SAVE** these instructions for future reference.
- **DO** anchor product on the wall with at least 1 anchor in contact with stud
- **DO** not place items, such as toys and remote controls on top of dressers, TVs and other large furniture. Also, make sure that all cords are out of the reach of children.



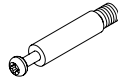


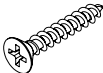










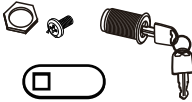


Save these instructions.

# Parts

Removing your File Cabinet from the carton is best accomplished with help from a friend. Gently lay the carton on its side, preferably on a carpeted floor. Remove all packaging material and set aside. Make sure all parts and hardware are present before assembly . 2 person assembly is recommended.

PART	NAME	Q'TY	PART IMAGE	PART	NAME	Q'TY	PART IMAGE
1	Left panel	1		2	Right panel	1	
3	Cabinet top	1		4	Cabinet bottom	1	
5	Drawer support bar	1		6	Back panel	1	
7	Drawer left panel	2		8	Drawer right panel	2	
9	Drawer back panel	2		10	Drawer bottom	2	
11	Upper drawer front panel	1		12	Lower drawer front panel	1	

# Hardware

PACKAGE	NAME	Q'TY	IMAGE
A	Cam bolt	12	
B	Cam lock	12	
C	Wooden dowel	12	
D	Screw M4x35mm	12	
E	Screw M3x12mm	16	
F	Brake casters	2	
G	Rear casters	2	
H	Knob	2	
CL	Cabinet left slider	2	
CR	Cabinet right slider	2	
DL	Drawer left slider	2	
DR	Drawer right slider	2	
J	Screw M4x12mm	4	
K	Screw M4x12mm	16	
M	Lock	1	
N	Back fastener	6	
O	File hanging wire	4	

We have included spare hardware

# Safety Precautions

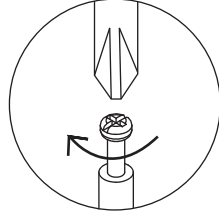
1 p e t S

2 p e t S

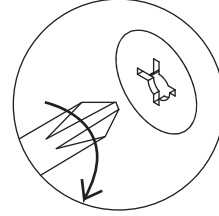
3 p e t S



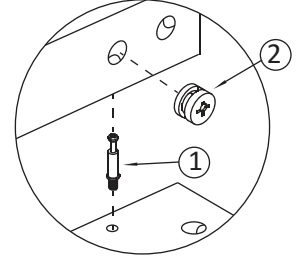
Risk of damage or injury. Cam Lock and Bolt system is a multisteps process. Please follow these directions closely. Hidden Cams must be completely tightened. Hidden Cams that are not completely tightened may loosen and parts may separate.



Gently screw Cam Bolt into the threaded anchor at the specified location. Tighten with a Phillips screwdriver until threads are not visible



Gently insert Cam Lock in the pre-drill holes at the specified location with arrow pointing toward the receiving hole or toward the closest edge. Use a Phillips screwdriver to turn as needed. Make sure Cam Lock is flushed with the board



Insert Cam Bolt into the predrilled hole on the side of the Cam Lock board. Turn Cam Lock to engage the

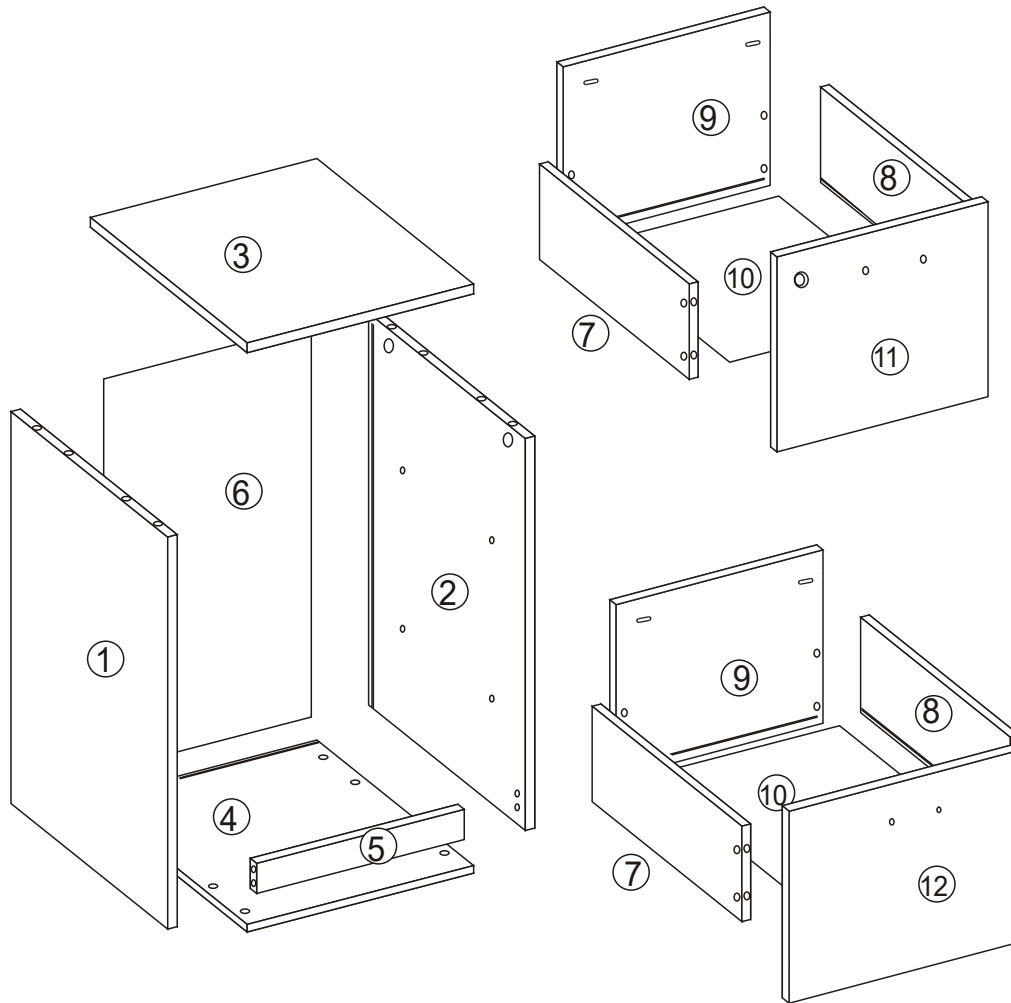
# Specifications



Maximum load capacity as follows:

PART	NAME	Maximum Weight Capacity
3	Cabinet top	50 lbs
10	Drawer bottom	30 lbs

## Parts



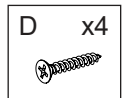
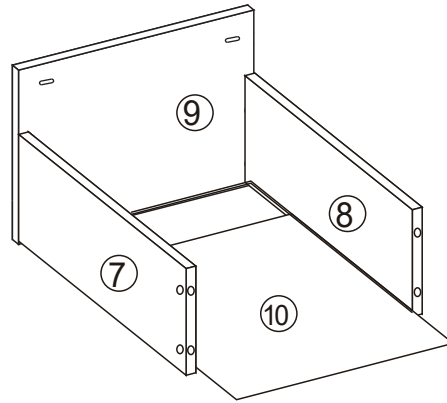
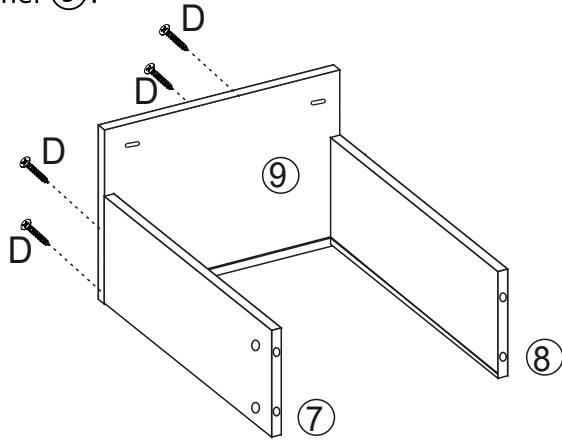
## Assembly Instructions

### ASSEMBLY TIPS:

1. Remove hardware from box and make sure all your parts are there, prior to assembly.
2. To avoid damage to parts and components, layout and assembly should be done on a flat surface.
3. Please check and distinguish each part before assembly.
4. This product is intended for home use only and not intended for commercial establishments.
5. **DO NOT** attempt to repair or modify parts that are broken or defective.

## Step 1 Assemble Upper Drawer

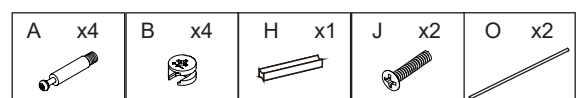
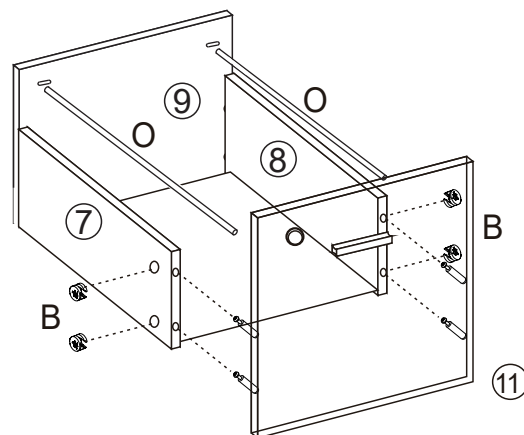
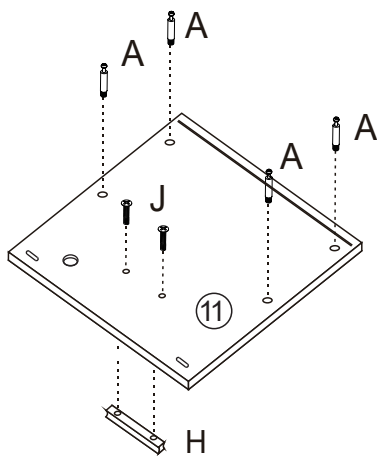
1. Fasten Drawer left panel (7) and Drawer right panel (8) to Drawer back panel (9) with 4x screws (D) and tighten with Phillips screwdriver.
2. Insert Drawer bottom (10) into the grooves at Drawer left panel (7), Drawer right panel (8) and Drawer back panel (9).



Phillips Screwdriver needed. Not Included.

## Step 2 Assemble Upper Drawer

1. Fasten Drawer knob (H) to Upper drawer front panel (11) with 2x Screw (J) and tighten with Phillips screwdriver.
2. Tighten 4x Cam bolt (A) to Upper drawer front panel (11) at specified locations with Phillips screwdriver.
3. Insert 4x Cam lock (B) to Drawer left panel (7) and Drawer right panel (8) at specified locations.
4. Insert 2x File hanging wire (O) into the holes on the Drawer back panel (9) and Upper drawer front panel (11), following below diagram.
5. Connect Upper drawer front panel (11) to Drawer left panel (7) and Drawer right panel (8) by turning all 4x Cam Lock (B) to engage. Following Cam Lock safety precautions.



Phillips Screwdriver needed. Not Included.

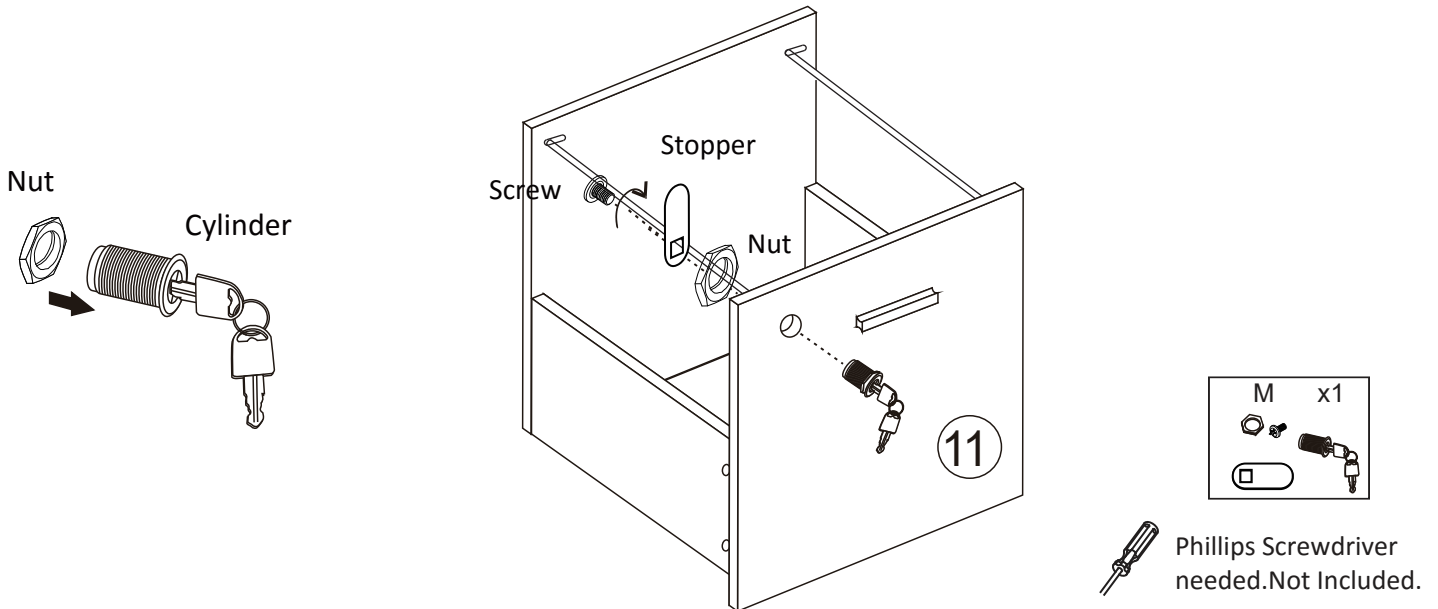


Follow the Cam Lock safety precautions

## Step 3

## Assemble Drawer Lock

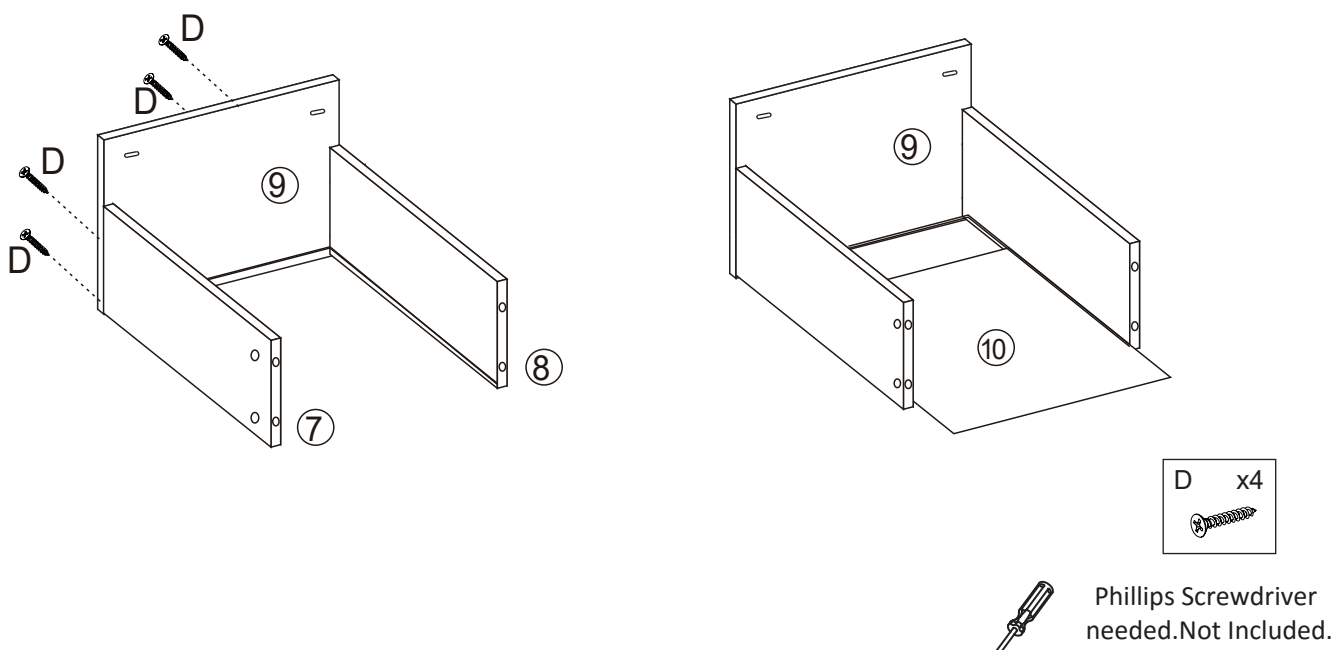
1. Insert Lock (M) Cylinder into hole of Upper drawer front panel (11), make sure the key turn to vertical, screw in lock nut and tighten.
2. Insert Lock stopper to the end of lock cylinder vertically align with key direction, Fasten the Lock stopper to Lock cylinder with Lock screw and tighten with Phillips screwdriver, follow below diagram.



## Step 4

## Assemble Lower Drawer

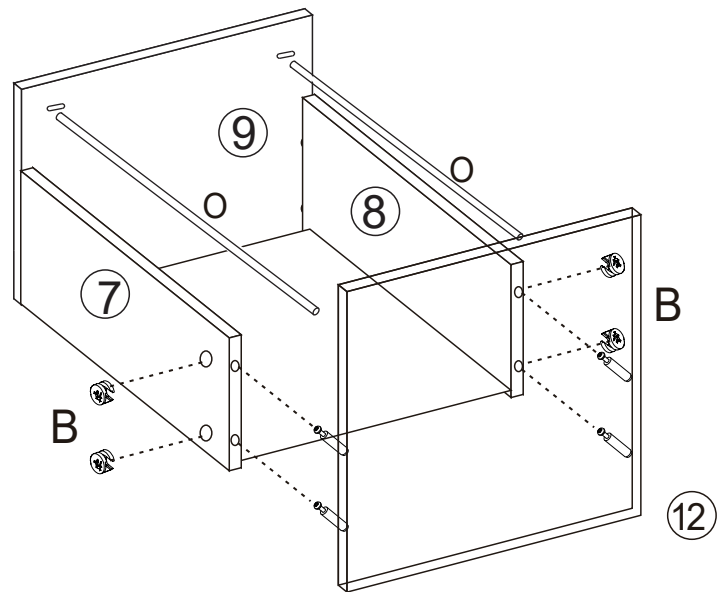
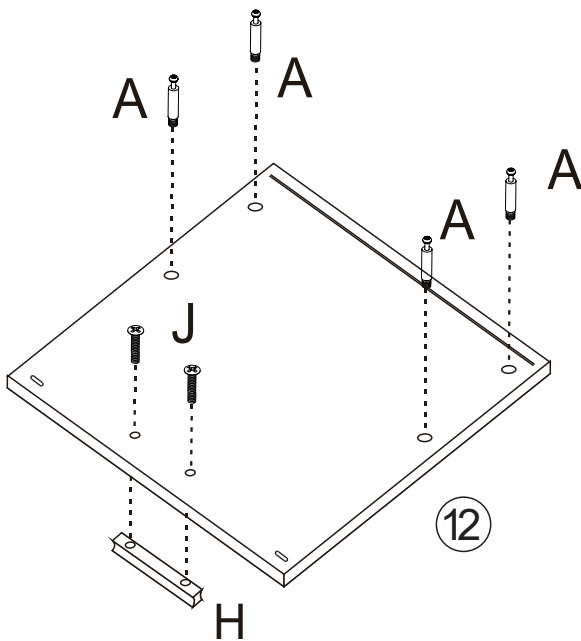
1. Fasten Drawer left panel (7) and Drawer right panel (8) to Drawer back panel (9) with 4x screws (D) and tighten with Phillips screwdriver.
2. Insert Drawer bottom (10) into the grooves at Drawer left panel (7), Drawer right panel (8) and Drawer back panel (9).



## Step 5

## Assemble Lower Drawer

1. Fasten Drawer knob (H) to Lower drawer front panel (12) with 2x Screw (J) and tighten with Phillips screwdriver.
2. Tighten 4x Cam bolt (A) to Lower drawer front panel (12) at specified locations with Phillips screwdriver.
3. Insert 4x Cam lock (B) to Drawer left panel (7) and Drawer right panel (8) at specified locations.
4. Insert 2x File hanging wire (O) into the holes on the Drawer back panel (9) and Lower drawer front panel (12), following below diagram.
5. Connect Lower drawer front panel (12) to Drawer left panel (7) and Drawer right panel (8) by turning all 4x Cam Lock (B) to engage. Following Cam Lock safety precautions.



A x4	B x4	H x1	J x2	O x2
------	------	------	------	------



Phillips Screwdriver  
needed. Not Included.

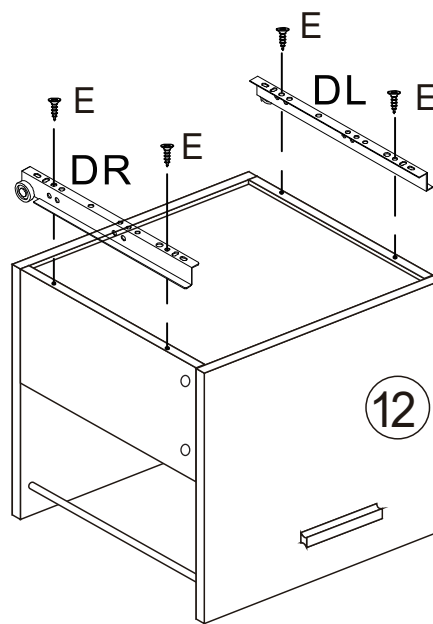
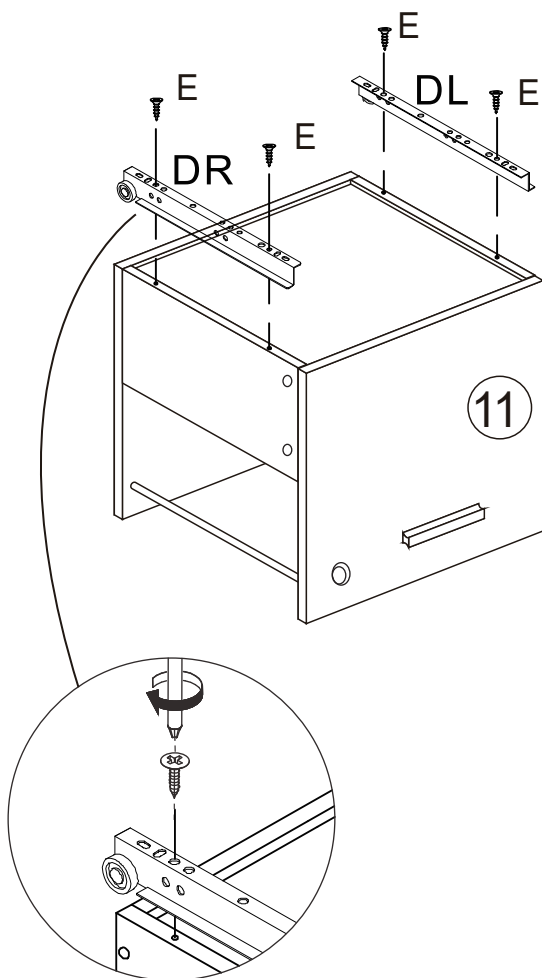
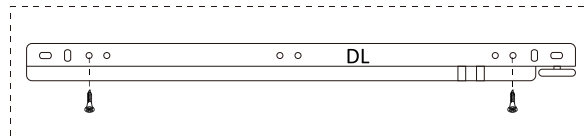
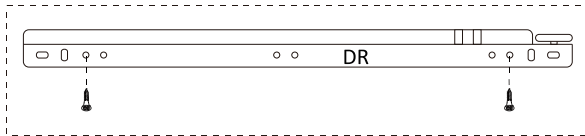





Follow the Cam Lock  
safety precautions

## Step 6

## Assemble Drawer sliders

1. Identify Drawer left slider (DL) and Drawer right slider (DR), flip over 2x drawers and place Drawer left slider (DL) and Drawer right slider (DR) on drawer side panels as per below diagram.
2. Identify the screw holes at drawer sliders as per below diagram.
3. Fasten the Drawer left slider (DL) and Drawer right slider (DR) to drawer side panels with 8x screws (E) and tighten with Phillips screw driver.



E x8	DL x2	DR x2
		



Phillips Screwdriver  
needed. Not Included.

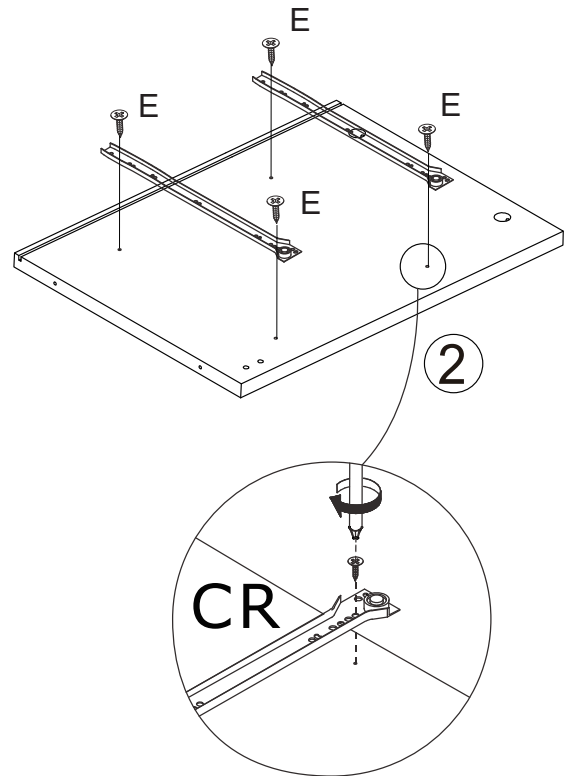
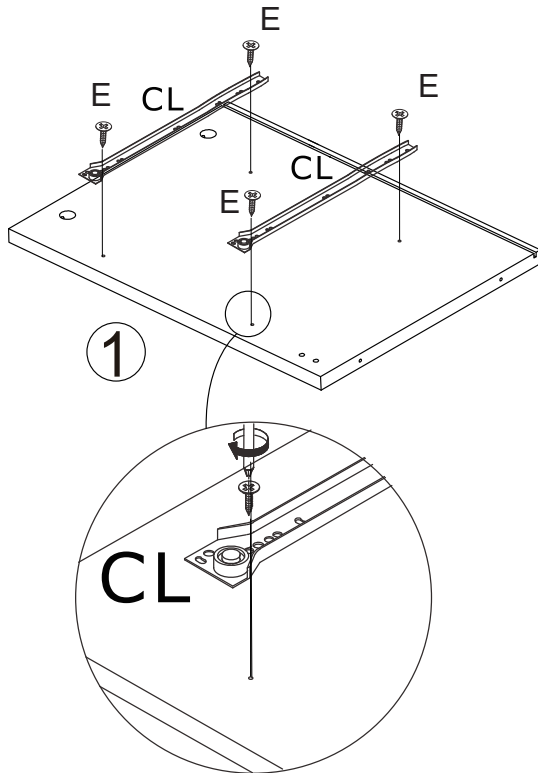
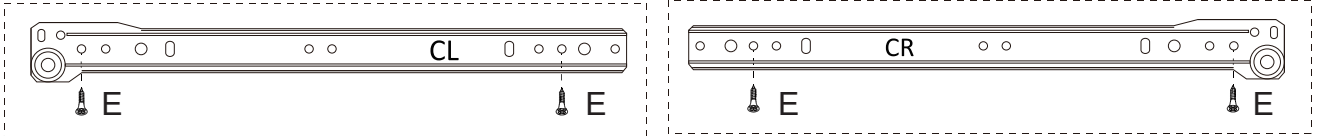


Follow the Cam Lock  
safety precautions

## Step 7

## Assemble sliders to cabinet wall

1. Identify Cabinet left sliders (CL) and Cabinet right sliders (CR) as per below diagram.
2. Place Cabinet left sliders (CL) and Cabinet right sliders (CR) on Left panel ① and Right panel ② (Place slider correctly as per diagram, the end of slider without wheels toward to the panel sides has groove).
3. Align the slider specified holes to the cabinet panels pre-drilled holes following below diagram.
4. Fasten the Cabinet left slider (CL) and Cabinet right slider (CR) to Left panel ① and Right panel ② with 8x screws (E) and tighten with Phillips screw driver.

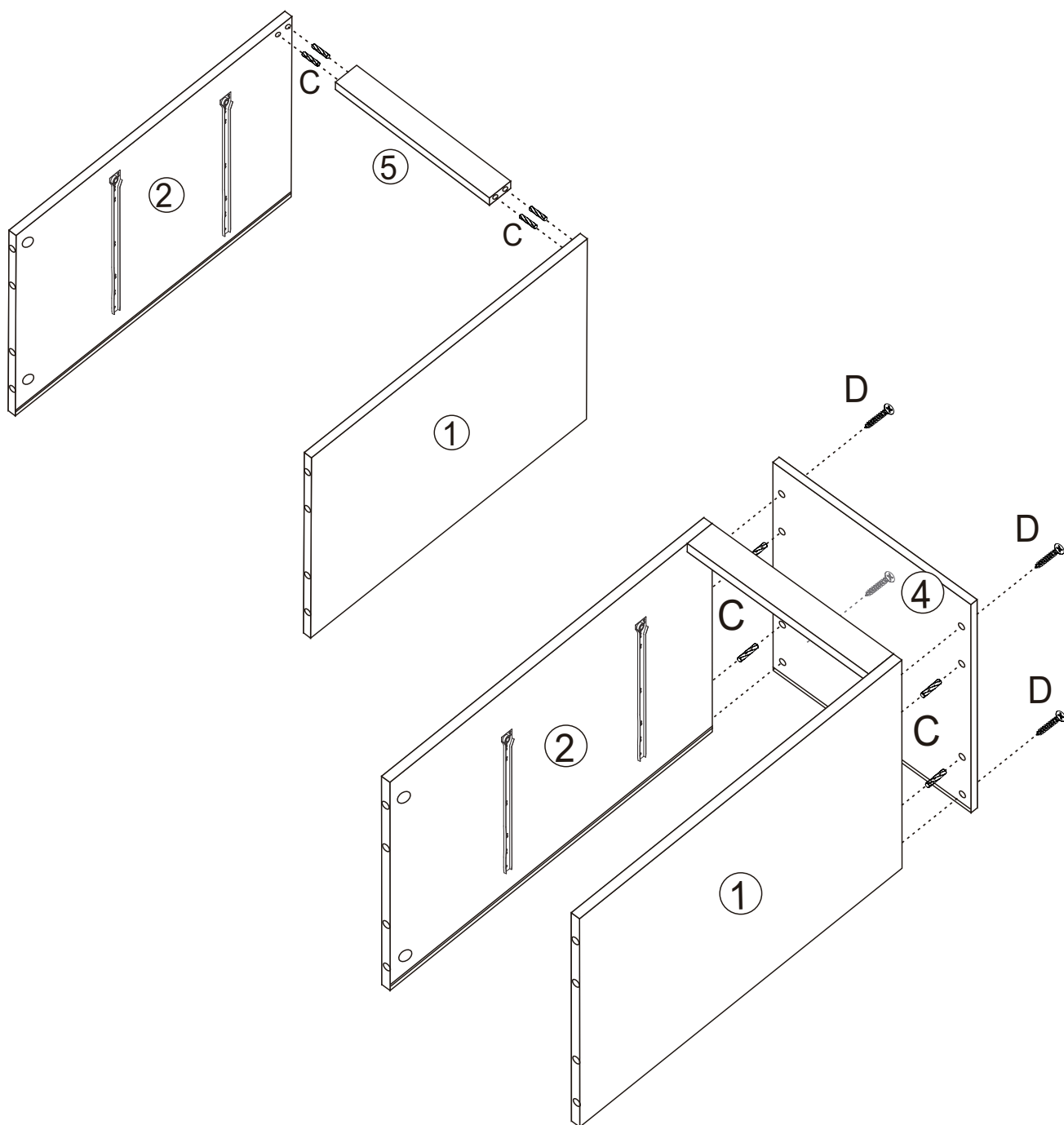




Phillips Screwdriver  
needed. Not Included.

E x8	CL x2	CR x2

## Step 8 Build Drawer Support Bar and Cabinet Bottom

1. Insert 4x Wooden dowel (C) to Drawer support bar (5) at specified locations
2. Carefully align wooden dowel (C) to pre-drilled holes on Left panel (1) and Right panel (2) and connect Drawer support bar (5) to Left panel (1) and Right panel (2).
3. Insert 4x Wooden dowel (C) to Left panel (1) and Right panel (2), attached Cabinet bottom (4) to Left panel (1) and Right panel (2) and tighten with 4x Screw (D) with Phillips screwdriver.



D x4	C x8
	

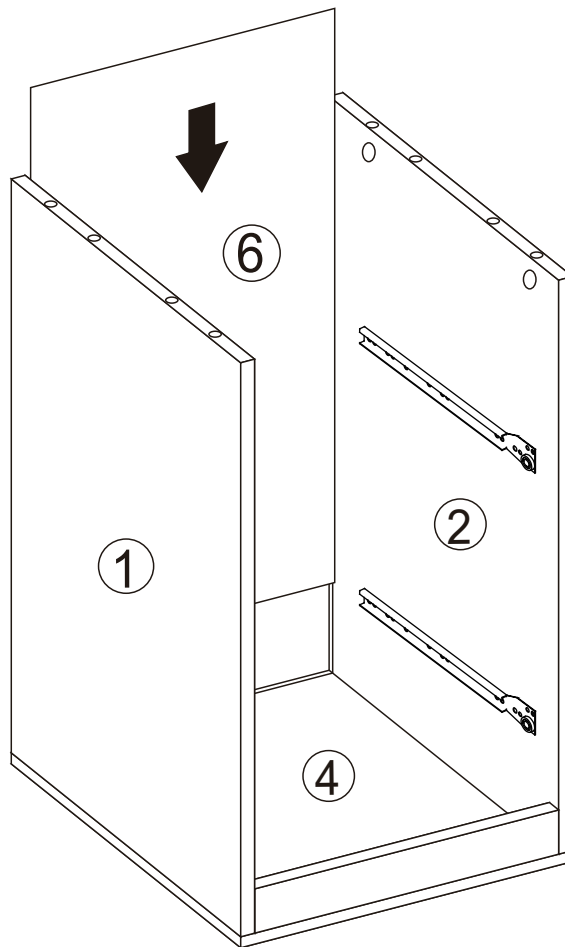


Phillips Screwdriver  
needed. Not Included.

## Step 9

## Assemble Back Panel

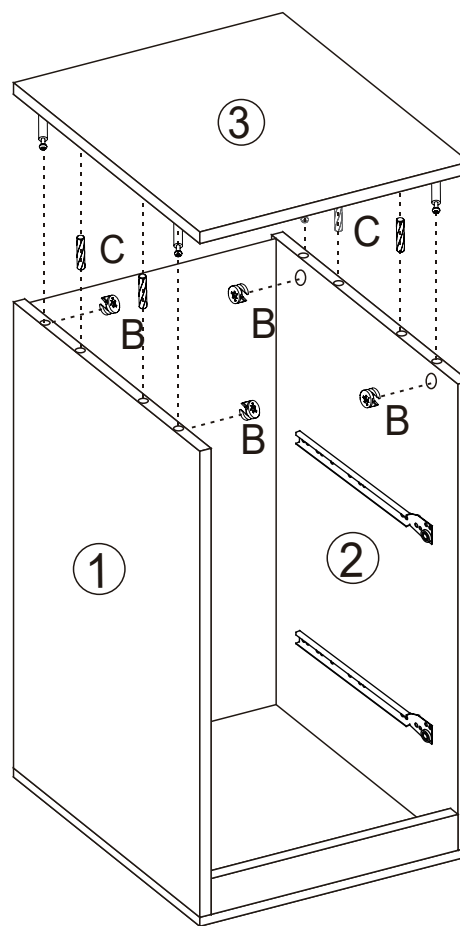
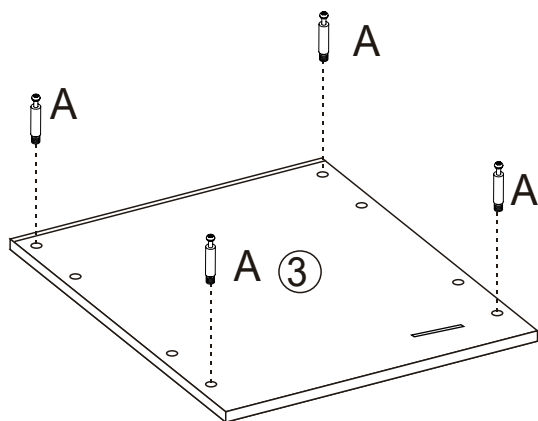
Insert Back panel into grooves at Left panel ①, Right panel ② and Cabinet bottom ④.






## Step 10

## Assemble Cabinet Top

1. Tighten 4x Cam bolt (A) to Cabinet top (3) at specified location.
2. Insert 4x Wooden dowel (C) to Left panel (1), Right panel (2) at specified location.
3. Insert 4x Cam lock (B) to Left panel (1), Right panel (2) at specified locations.
4. Carefully align Cam bolt (A) to Cam lock (B), wooden dowel (C) to pre-drilled hole.
5. Connect Cabinet top (3) to Left panel (1), Right panel (2) by turning Cam Lock (B) to engage. Following Cam Lock safety precautions.



A x4	B x4	C x4
		



Phillips Screwdriver  
needed. Not Included.

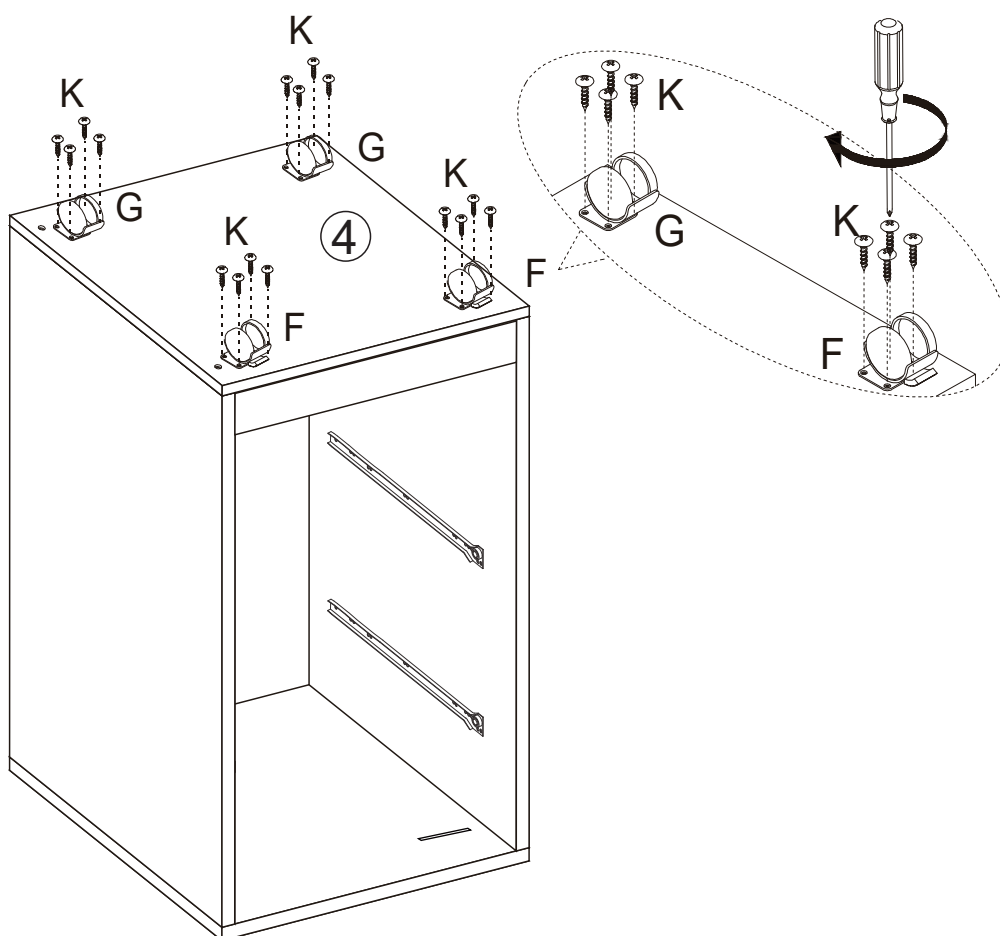





Follow the Cam Lock  
safety precautions


# Step 11

# Assemble Casters

1. Fasten 2x Brake casters (F) to Cabinet bottom (4) with 8x screws (K) and tighten with Phillips screw driver.
2. Fasten 2x Rear casters (G) to Cabinet bottom (4) with 8x screws (K) and tighten with Phillips screw driver.



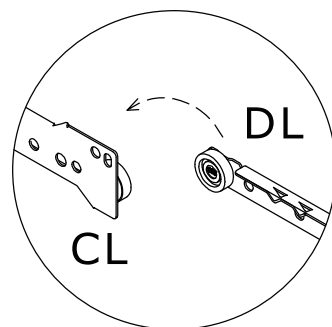
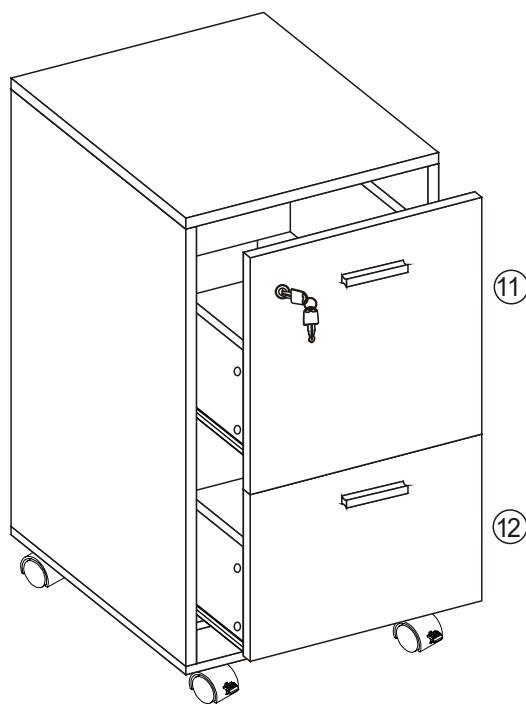
F x2	G x2	K x16
		

 Phillips Screwdriver needed. Not Included.

## Step 12

## Assemble Drawers to Cabinet

Align the Drawer sliders (DL & DR) to Cabinet sliders (CL & CR) as per below diagram, insert the drawers into the cabinet.

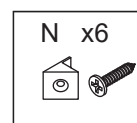
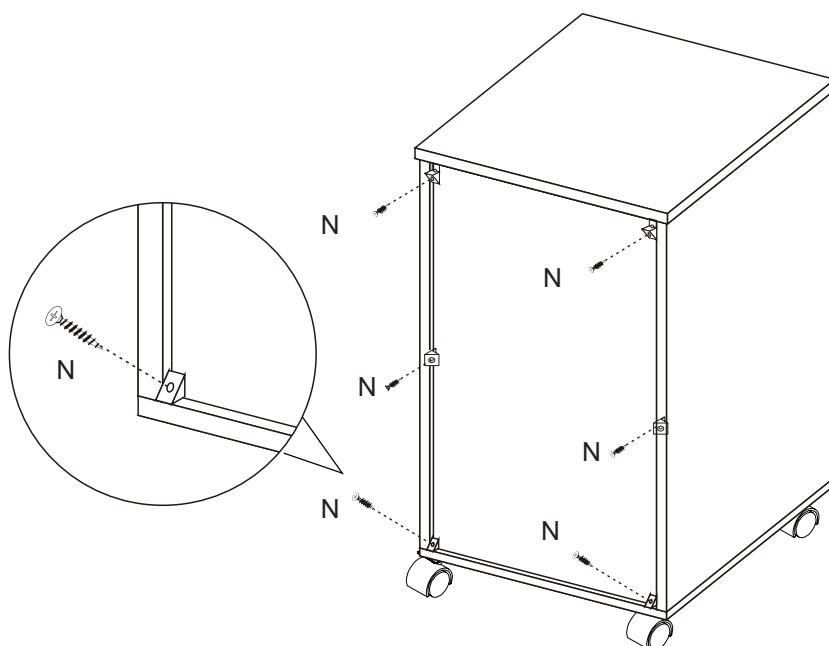


Phillips Screwdriver  
needed. Not Included.

## Step 13

## Assemble Back Fasteners

Fasten 6x Back fasteners (N) to back panel of cabinet with screws (N) and tighten with Phillips screw driver.



Phillips Screwdriver  
needed. Not Included.

# Care & Maintenance

- Regularly check all fastenings to ensure that they are properly tightened.
- Clean with a damp soft cloth, then use a soft lint free cloth to dry.
- Hot or wet items should not be placed directly on the furniture surface.
- Do not clean furniture with harsh cleaners or polish.
- Do not place furniture in direct sunlight or near heating/cooling vents.
- To protect the surface, use a pad when writing on top of the furniture.
- For indoor residential use, do not place furniture outside.
- Do not stand on the product or use as a step ladder.
- Children should not climb on furniture.