

FILE CABINET

ASSEMBLY INSTRUCTION



Thank you for purchasing
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 .

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

We believe 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

We warrant this product to be free from defects in material and workmanship and 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.

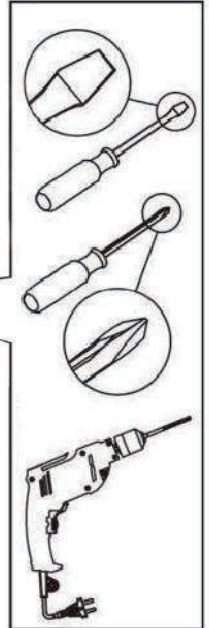
- Prepare a flat and Philips screwdriver (not included) A Power Screwdriver is recommended.



- 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:

104 × 35 × 66 cm (L x W x H)
40.9 × 13.8 × 26 inch (L x W x H)

FEATURES:

4 Drawers
Lockable
Rolling
For Letter Size Folders



Estimated Time for Assembly

2-3 Hours



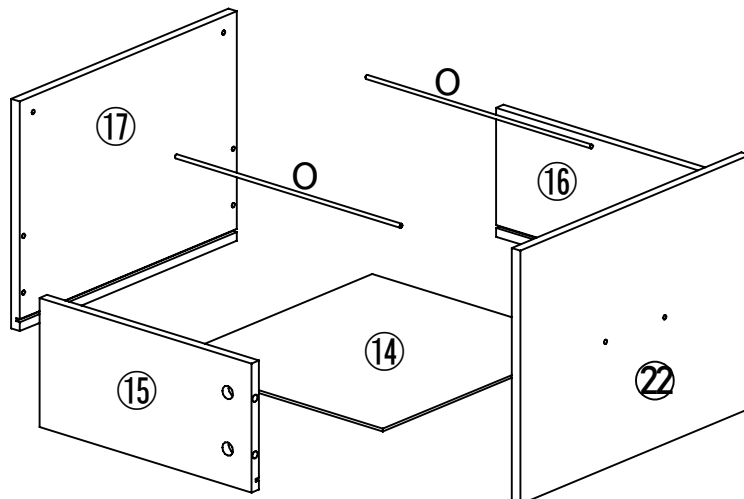
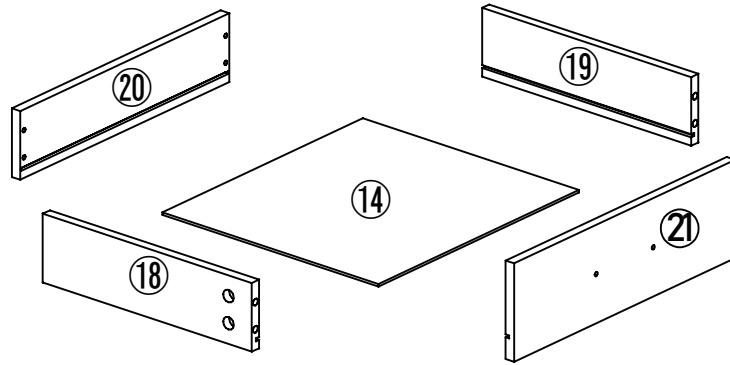
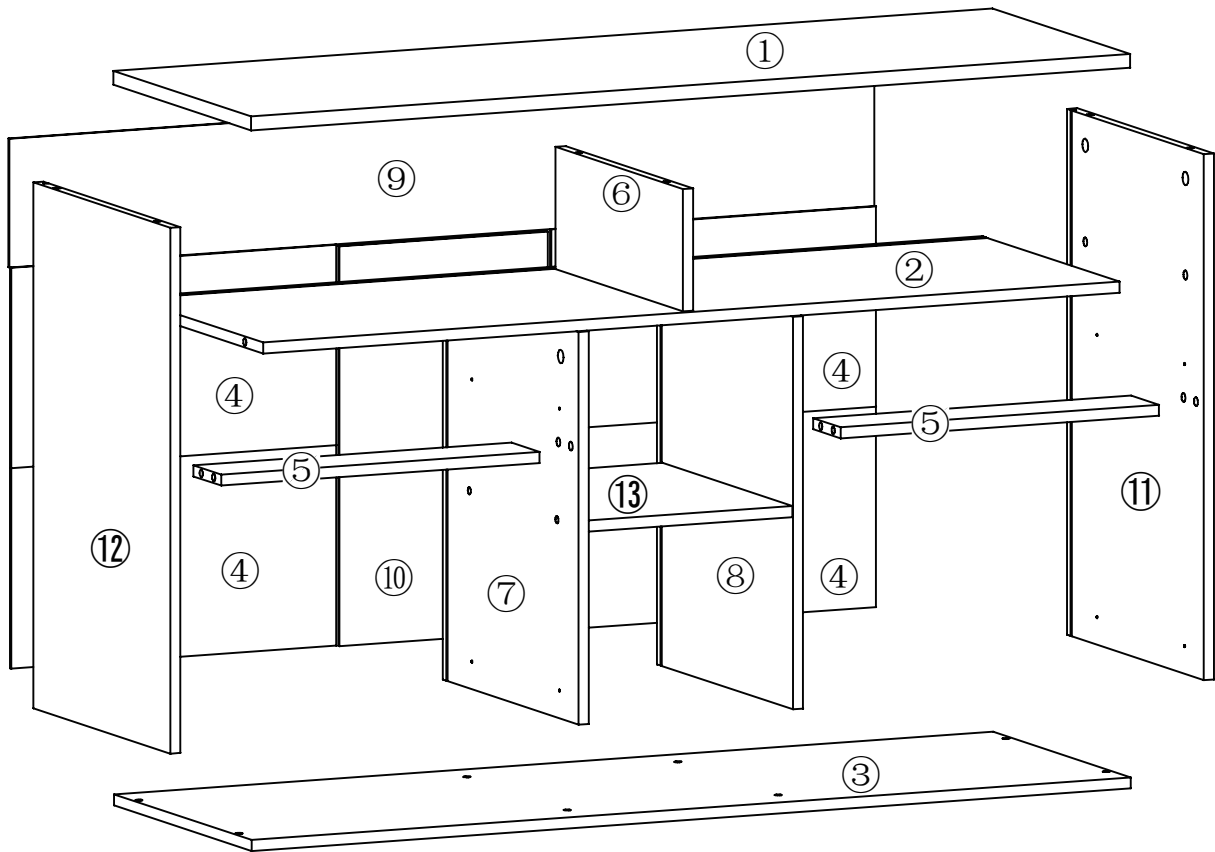
Estimated People For Assembly

2

Caution:

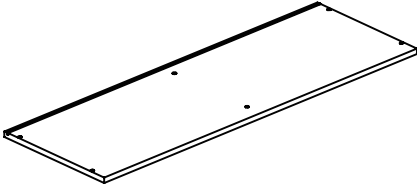
1. This product is designed for home use and not intended for commercial use.
2. This product contains small components. Please ensure that they are kept away from small children.
3. Be careful when using power tools to assemble your furniture. Power tools may strip or damage the parts.

IDENTIFY PARTS



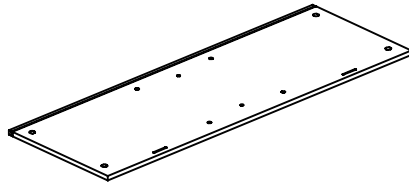
COMPONENTS

1



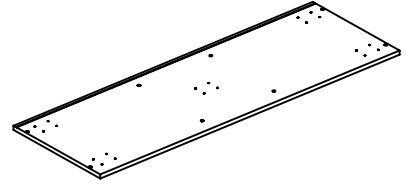
1040×350×15mm
Top Panel ×1

2



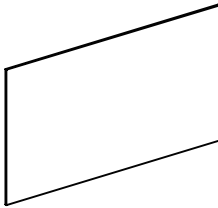
1015×350×12mm
Upper Shelf Panel ×1

3



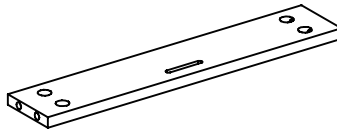
1040×350×12mm
Bottom Panel ×1

4



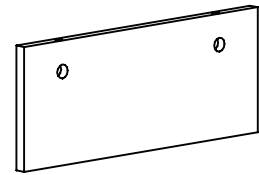
340×305×3mm
Lower Back Panel ×4

5



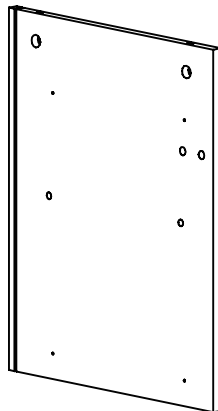
375×70×12mm
Front Brace Panel ×2

6



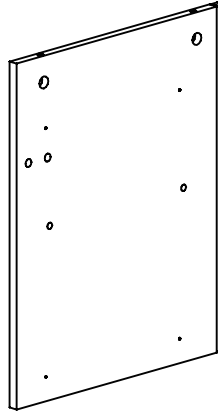
332×132×12mm
Middle Partition Panel ×1

7



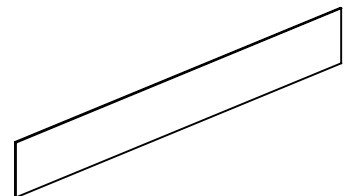
347×427×12mm
Left Partition Panel ×1

8



347×427×12mm
Right Partition Panel ×1

9



1025×141×3mm
Upper Back Panel ×1

COMPONENTS

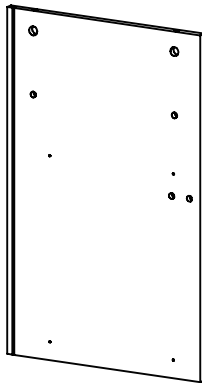
10



435×247×3mm

Middle Back Panel ×1

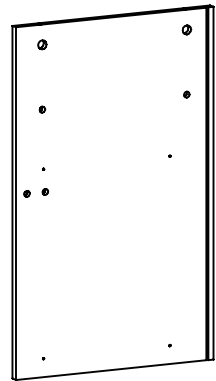
11



350×570×12mm

Right Side Panel ×1

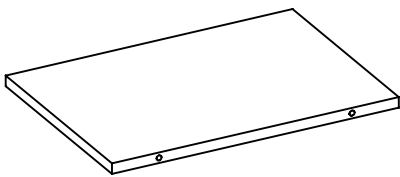
12



350×570×12mm

Left Side Panel ×1

13



340×261×12mm

Lower Shelf Panel ×1

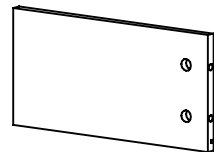
14



385×218×3mm

Drawer Bottom Panel ×4

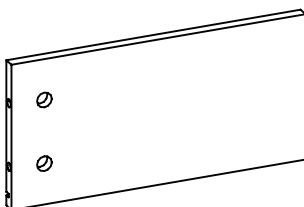
15



297×145×12mm

Large Drawer Left Panel ×2

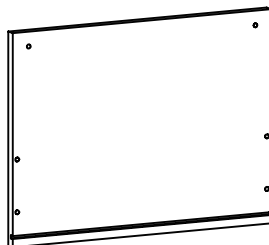
16



297×145×12mm

Large Drawer Right Panel ×2

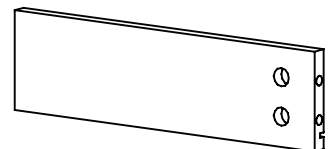
17



350×260×12mm

Large Drawer Back Panel ×2

18

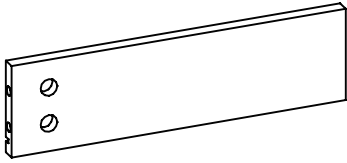


295×80×12mm

Small Drawer Left Panel ×2

COMPONENTS

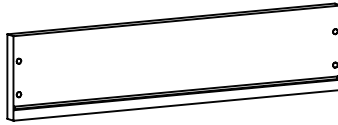
19



295×80×12mm

Small Drawer Right Panel ×2

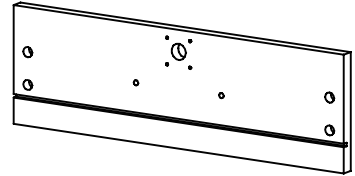
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350×80×12mm

Small Drawer Back Panel ×2

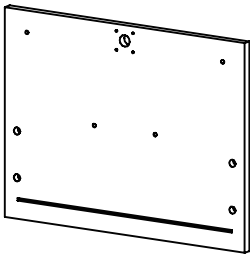
21



370×115×12mm

Small Drawer Front Panel ×2

22

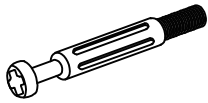


370×287×12mm

Large Drawer Front Panel ×2

COMPONENTS

A



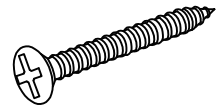
M7*40mm
Cam Bolt x38

B



φ15mm
Cam Lock x38

C



M4*35mm
Screw x16

D



96mm
Handle x4

E



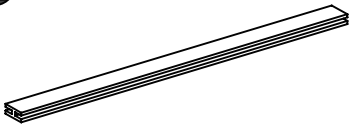
M4*16mm
Screw x8

F



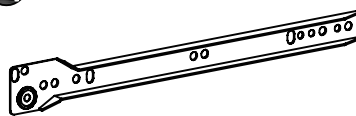
M3.5*12mm
Screw x60

G



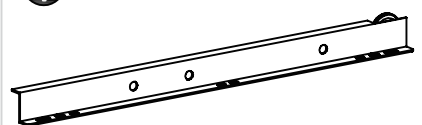
375mm
Plastic Strip x2

H



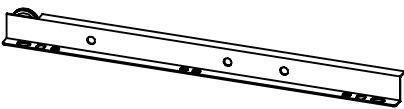
300mm
Left Drawer Slide x4

I



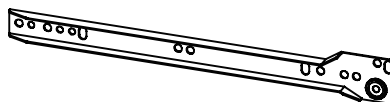
300mm
Right Drawer Slide x4

J



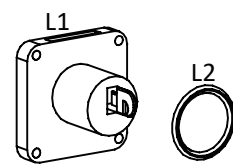
300mm
Left Drawer Slide x4

K



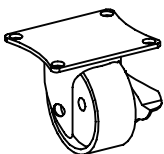
300mm
Right Drawer Slide x4

L



Lock & Keys x4

M



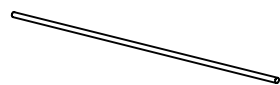
2"
Caster x5

N



M3.5*16mm
Screw x16

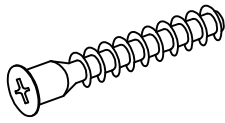
O



φ5*335mm
Hanging Rod x4

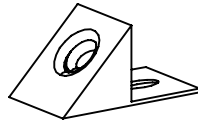
COMPONENTS

P



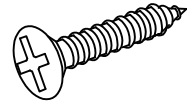
M5*40mm
Screw ×14

Q



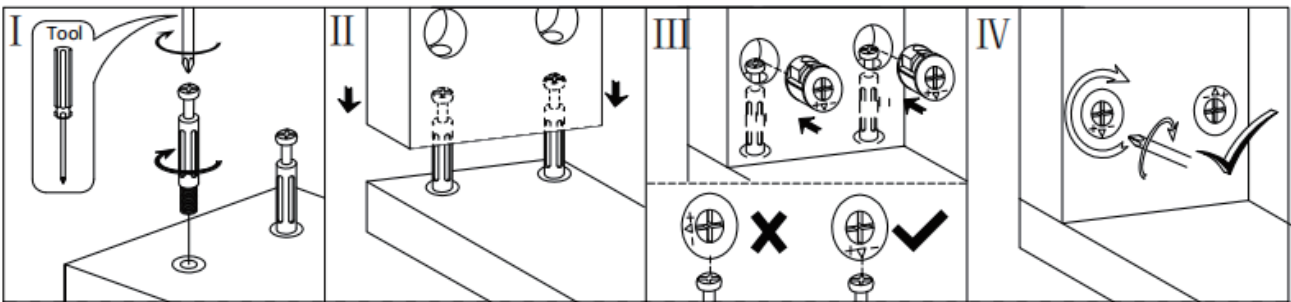
Back Panel Wedge ×28

R

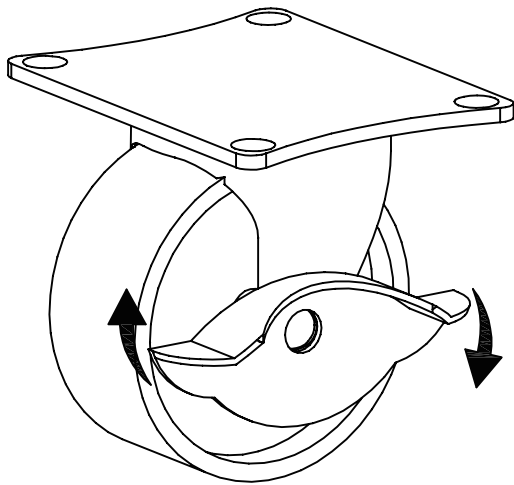


M3.5*14mm
Screw ×28

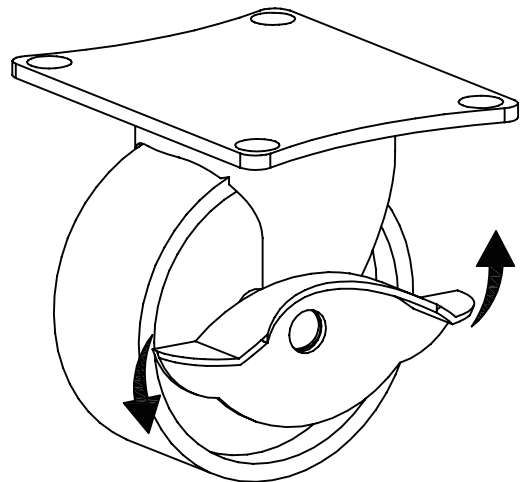
"A & B" Hardware installation example



"M" Instructions for Use



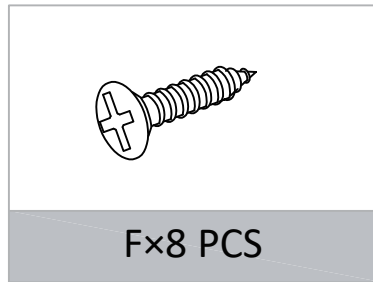
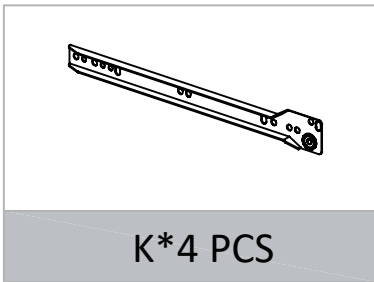
OPEN



LOCK

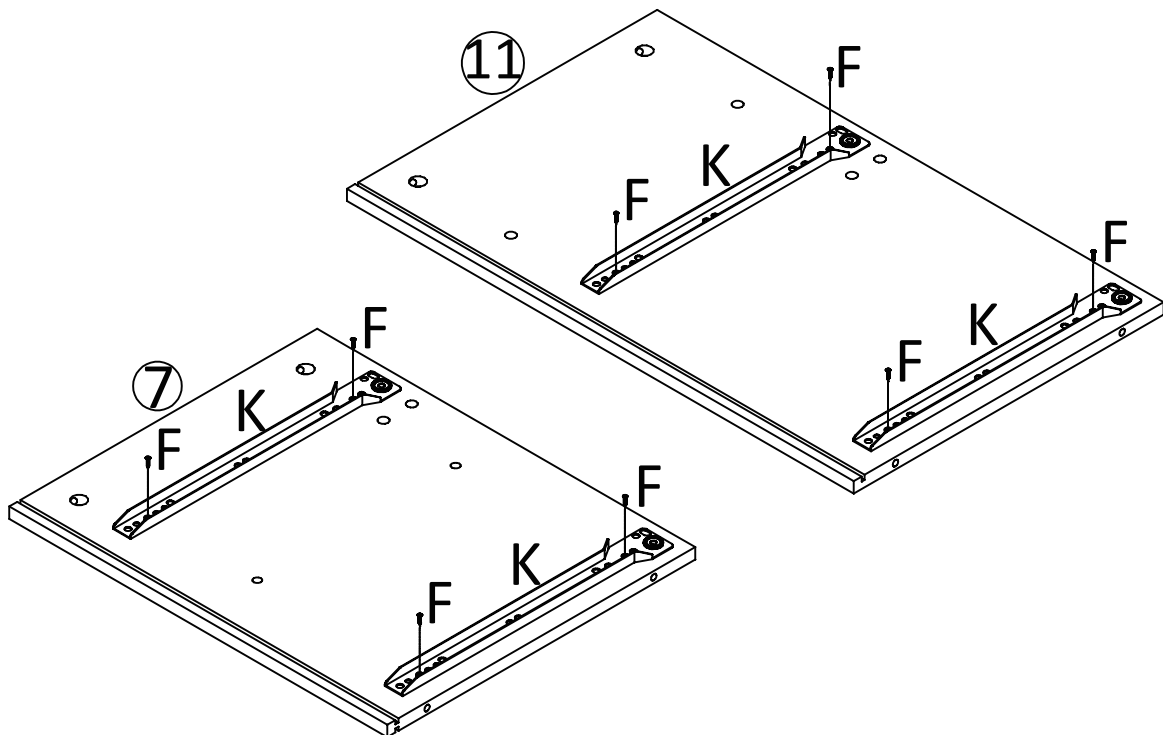
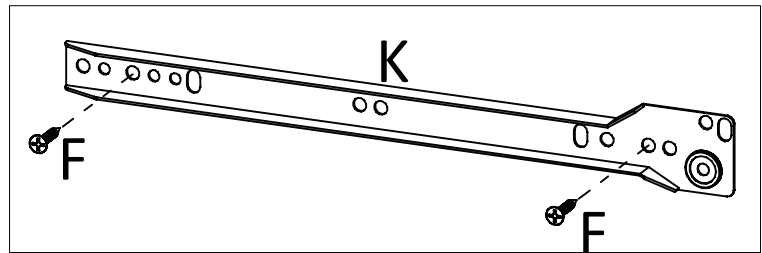
ASSEMBLY STEPS

Installation requirements and accessories



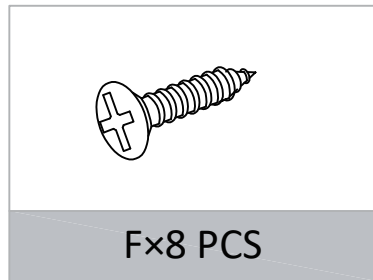
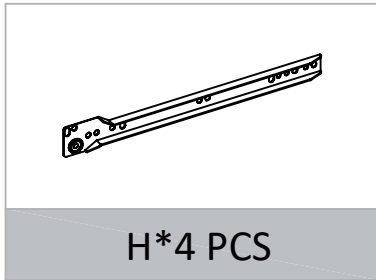
STEP 1

Secure screw (F) to fix drawer slide (K) on panel(7) and (11) respectively.



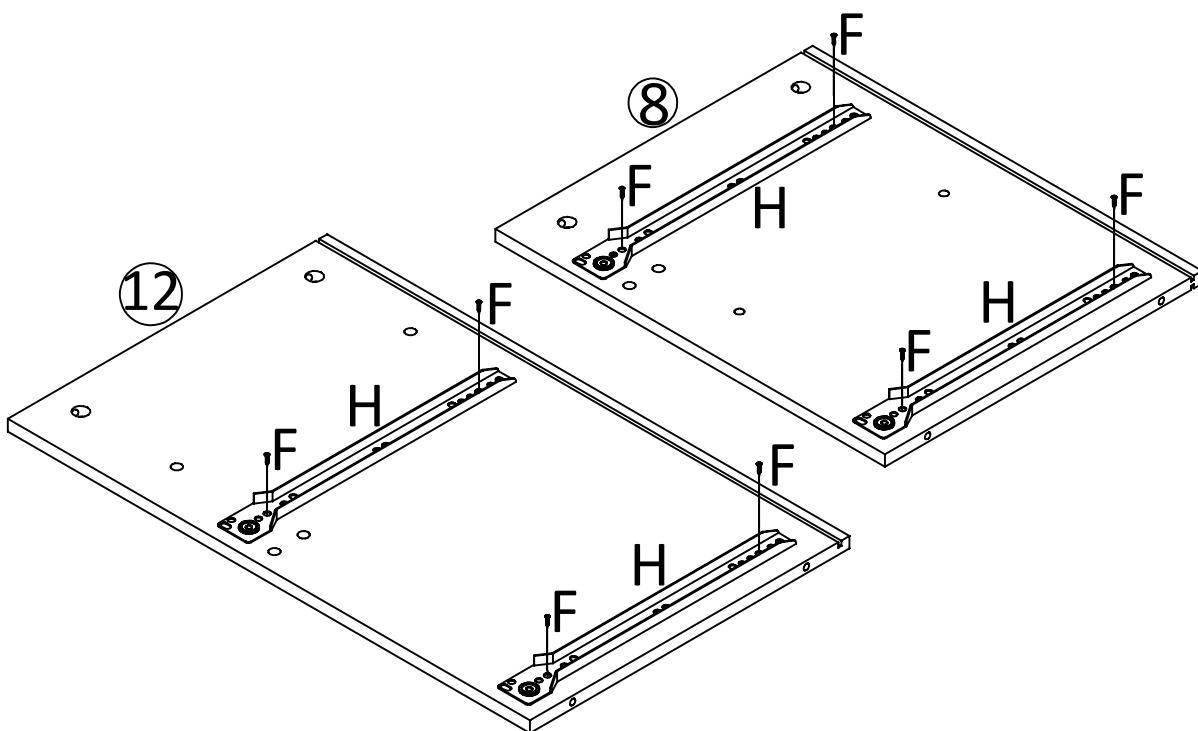
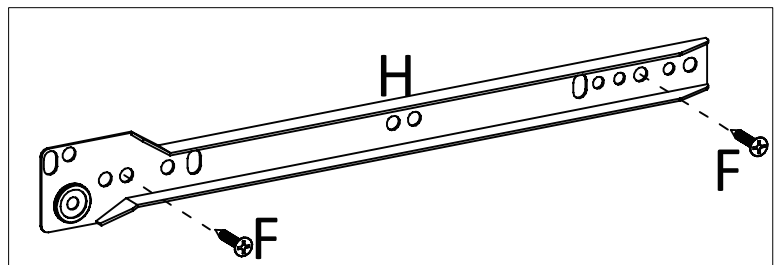
ASSEMBLY STEPS

Installation requirements and accessories



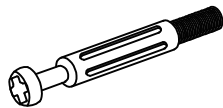
STEP 2

Secure screw (F) to fix drawer slide (H) on panel(8) and (12) respectively.



ASSEMBLY STEPS

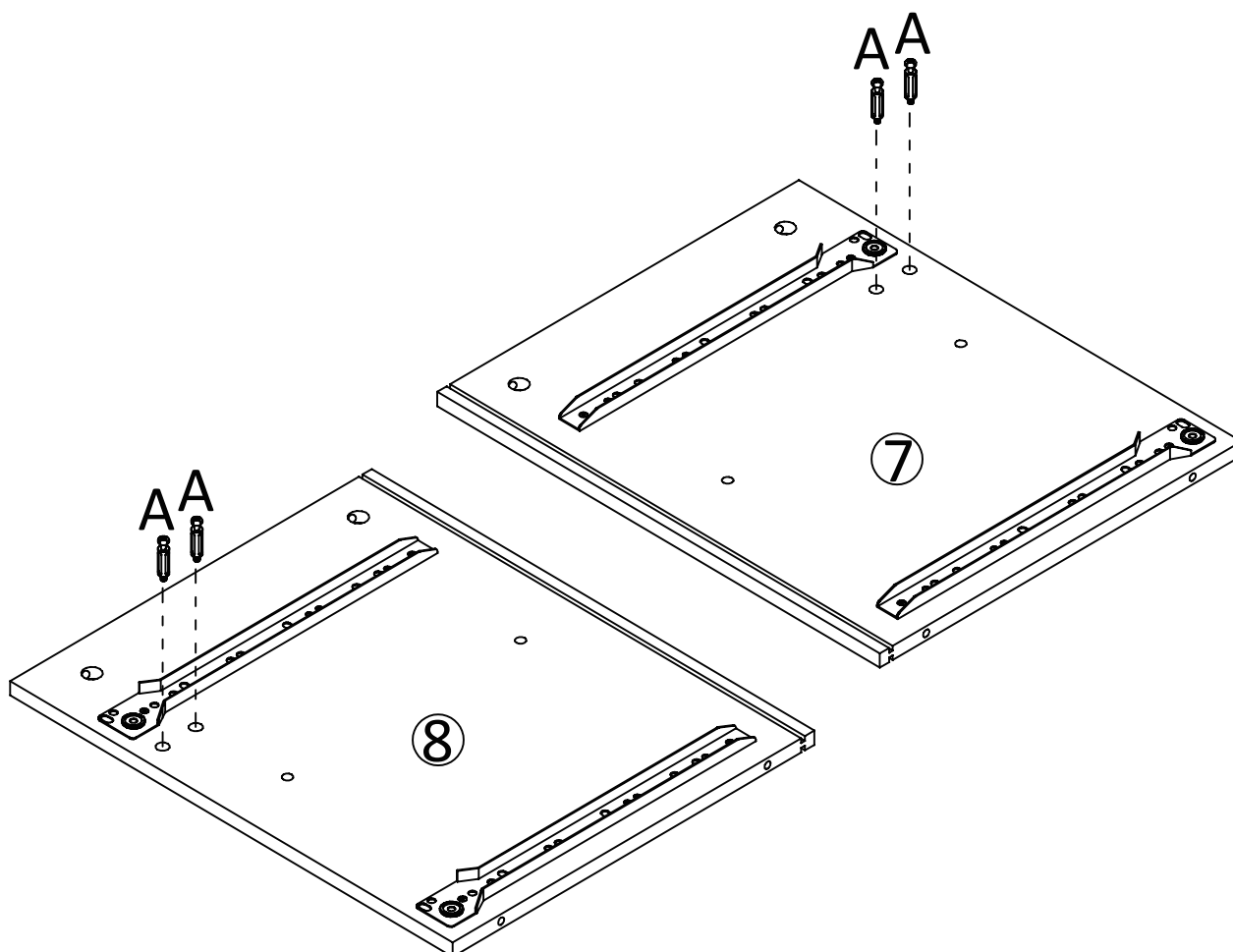
Installation requirements and accessories



A*4 PCS

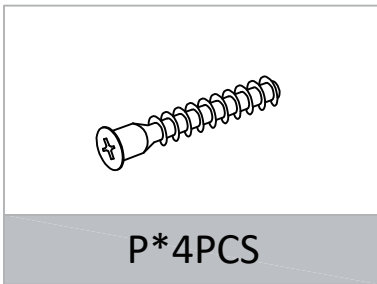
STEP 3

Fix the cam bolt(A) on panel(7) and (8) respectively.



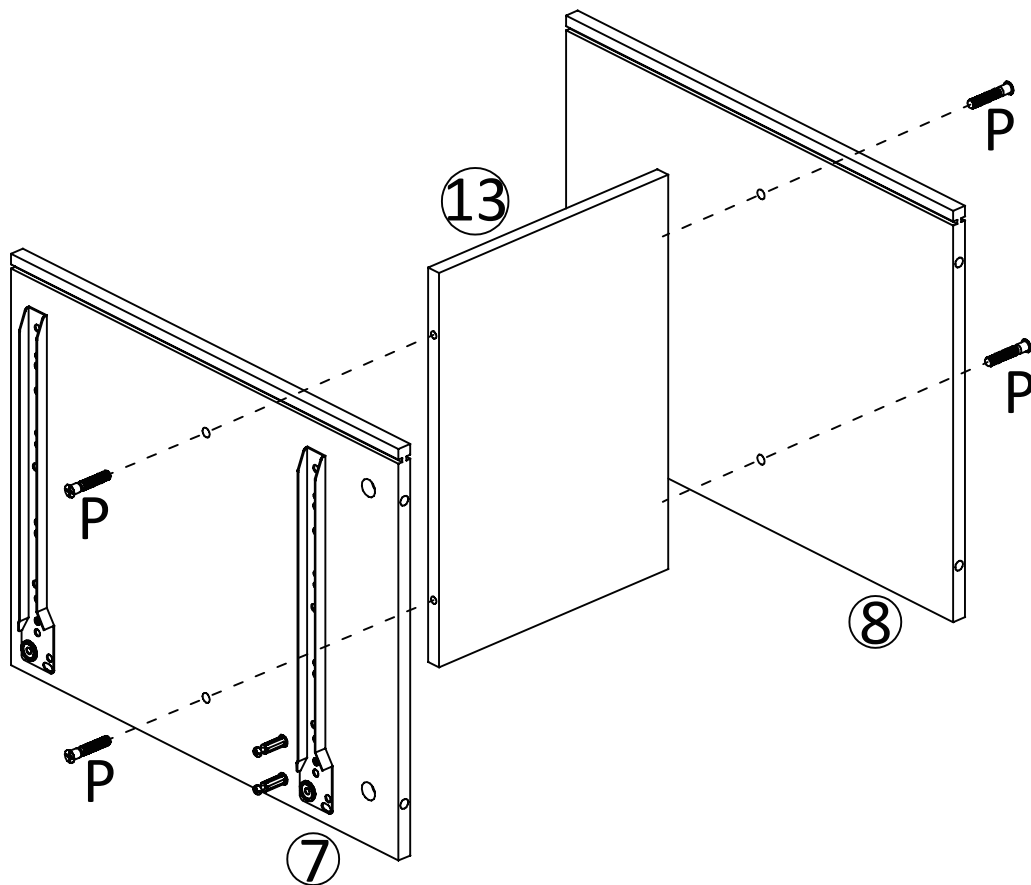
ASSEMBLY STEPS

Installation requirements and accessories



STEP 4

Connect panel(7)&(13)&(8) and tighten them with screw(P) .



ASSEMBLY STEPS

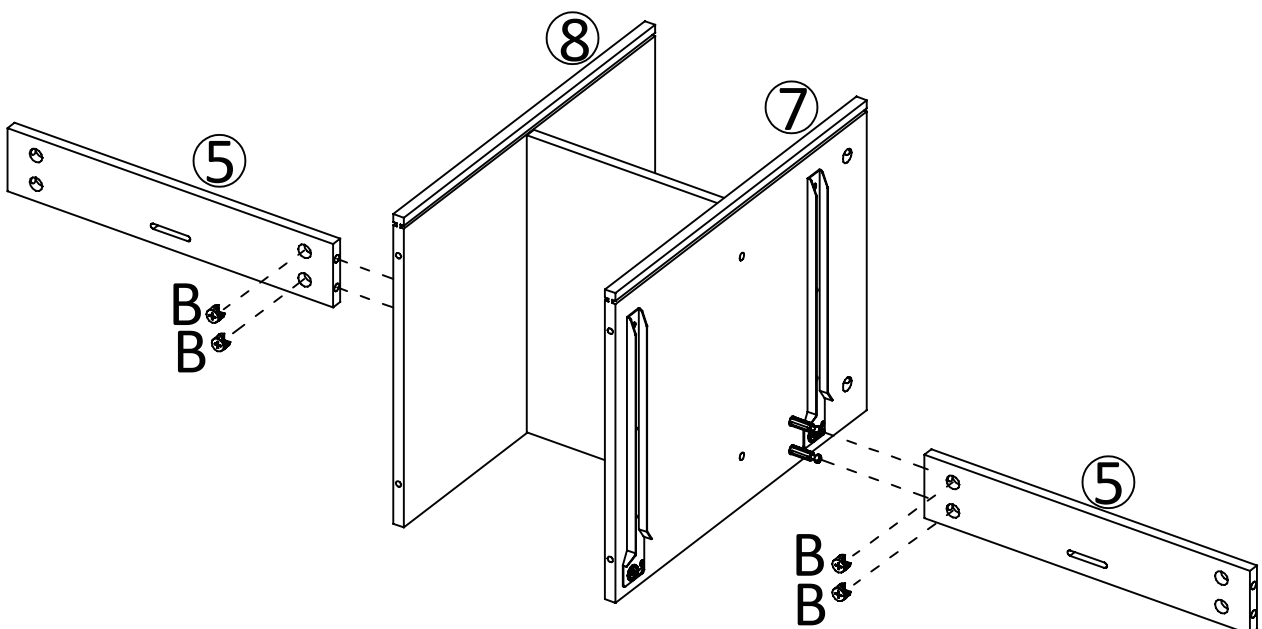
Installation requirements and accessories



B*4 PCS

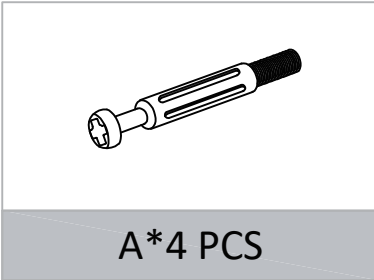
STEP 5

Attach panel(5) into the cam bolt (A) on the panel(7)&(8) and tighten them with cam lock(B).



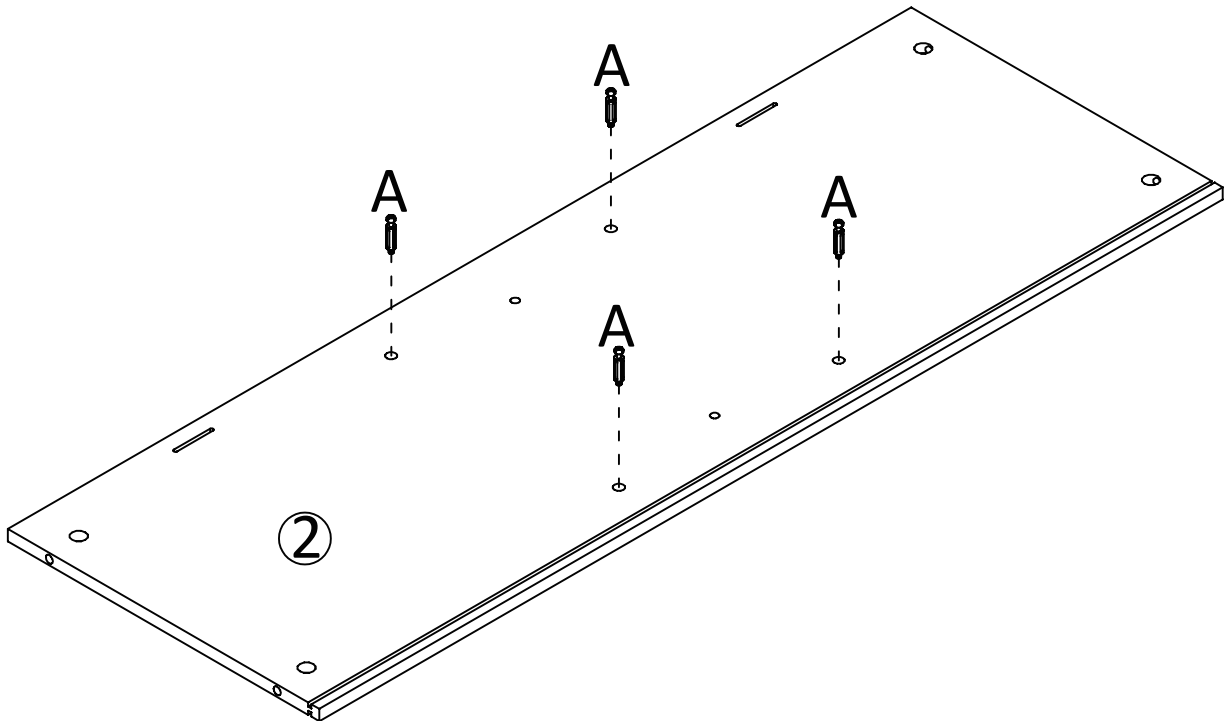
ASSEMBLY STEPS

Installation requirements and accessories



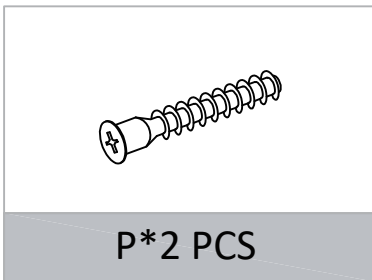
STEP 6

Fix the cam bolt (A) into the white hole of panel(2).



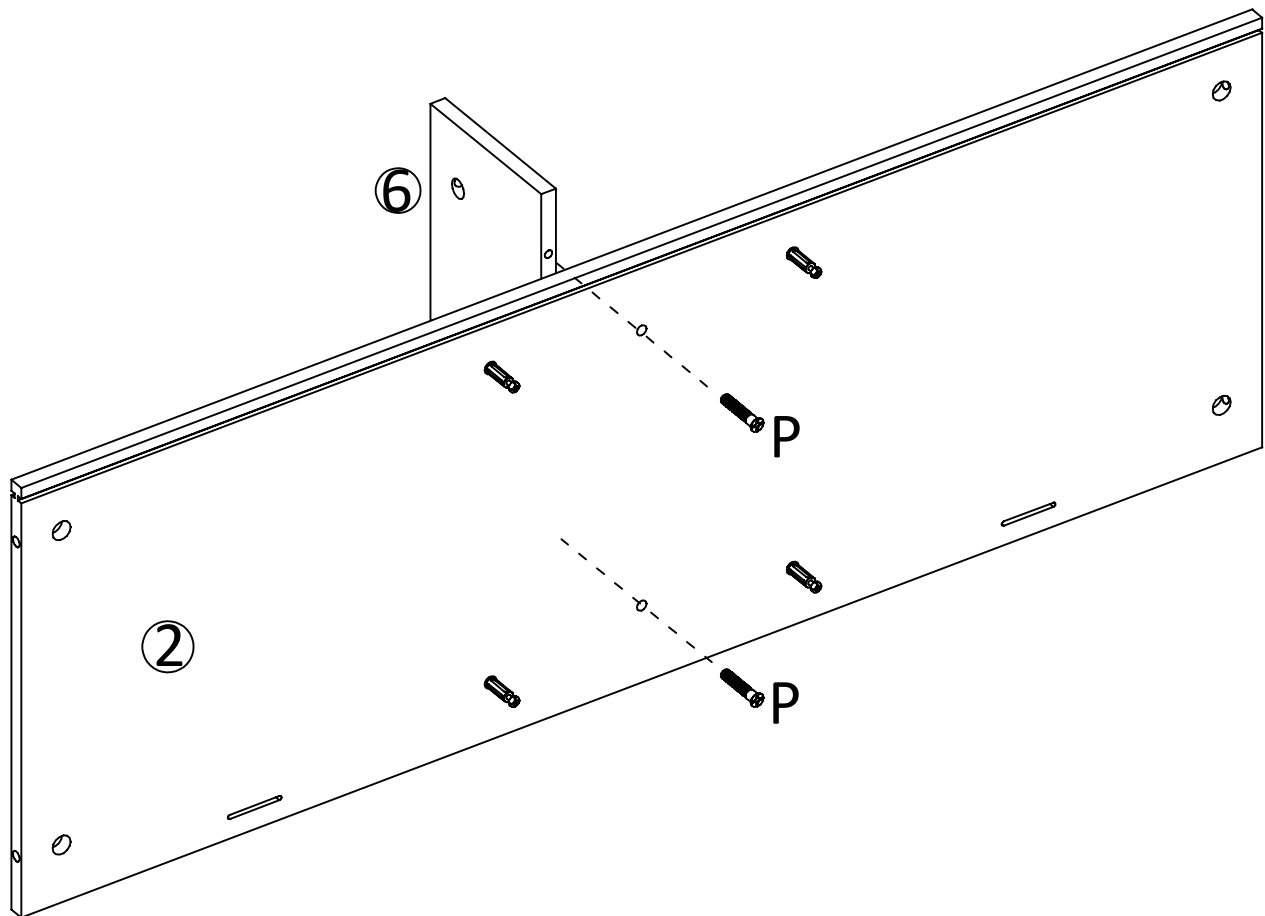
ASSEMBLY STEPS

Installation requirements and accessories



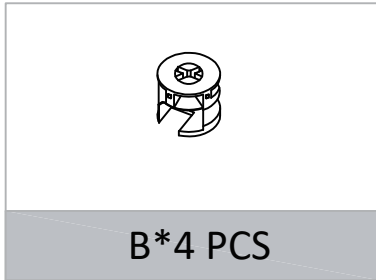
STEP 7

Secure panel (6) to panel(2) with screw(P).



ASSEMBLY STEPS

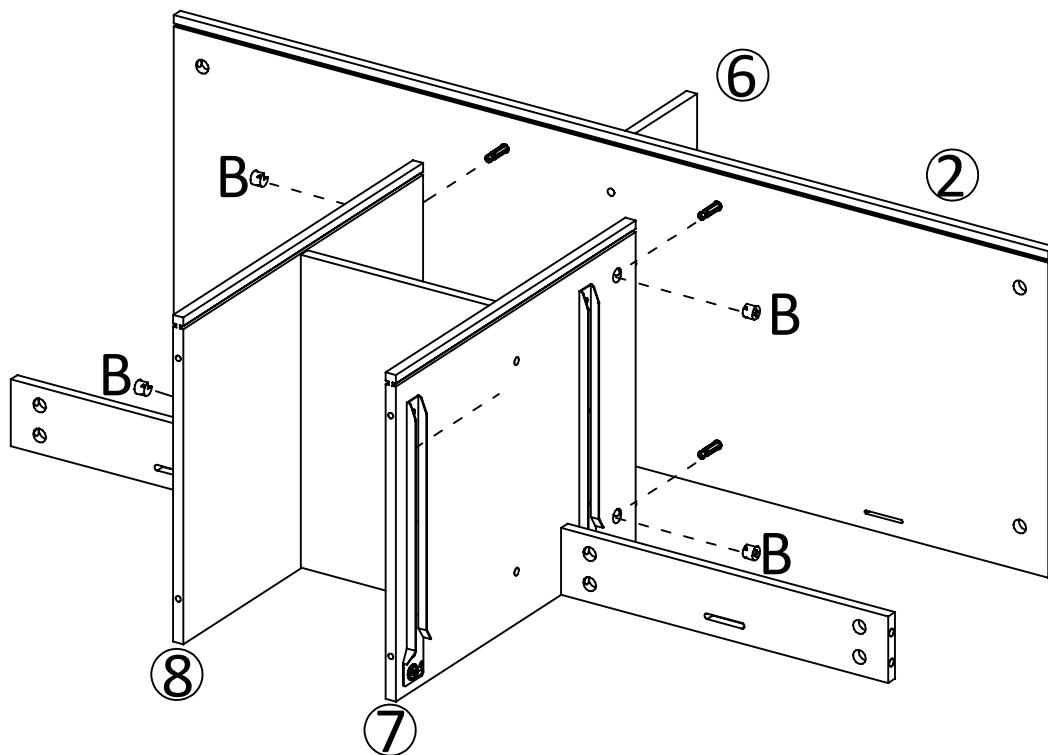
Installation requirements and accessories



STEP 8

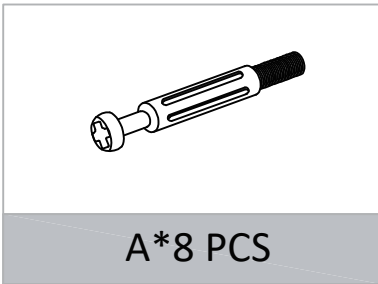
Attach panel(7)&(8) into the cam bolt (A) on the panel(2) and tighten them with cam lock(B).

*Pay attention to the direction of the slot.



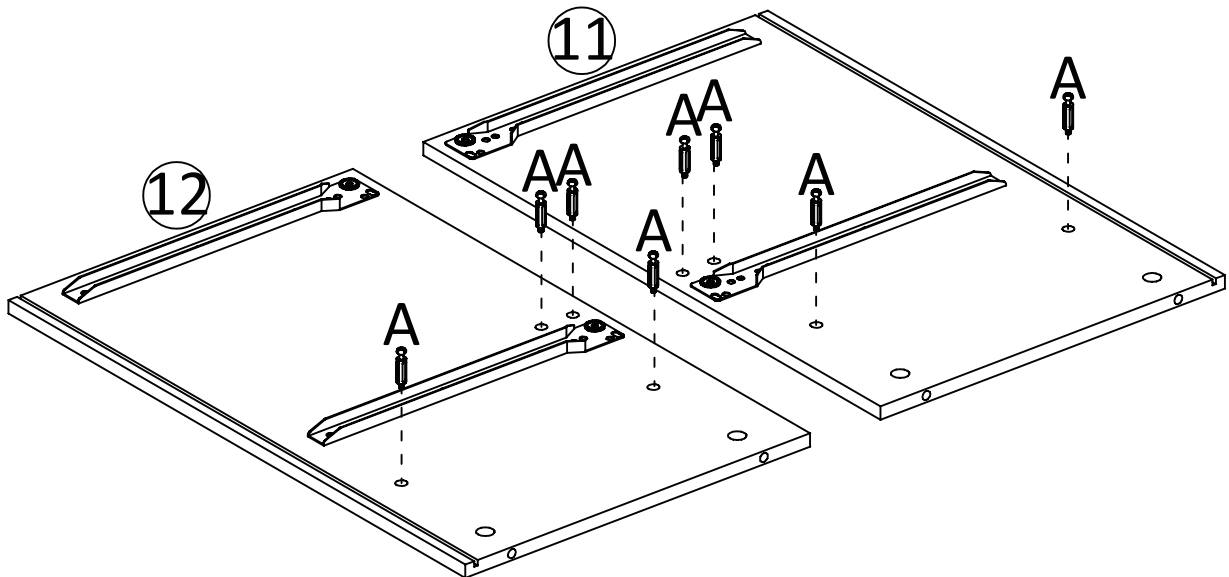
ASSEMBLY STEPS

Installation requirements and accessories



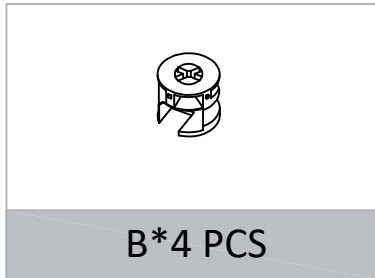
STEP 9

Fix the cam bolt(A) into the white hole of panel(11)&(12).



ASSEMBLY STEPS

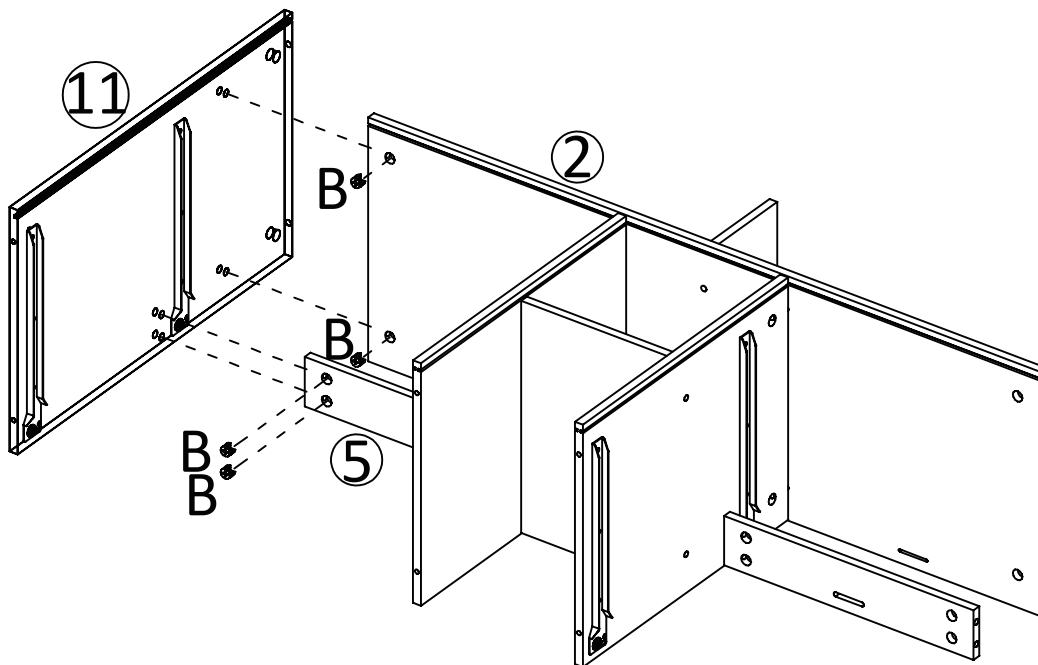
Installation requirements and accessories



STEP 10

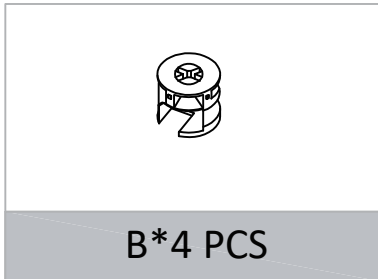
Attach panel(11) to the panel(2)&(5) and tighten them with cam lock(B).

*Pay attention to the direction of the slot.



ASSEMBLY STEPS

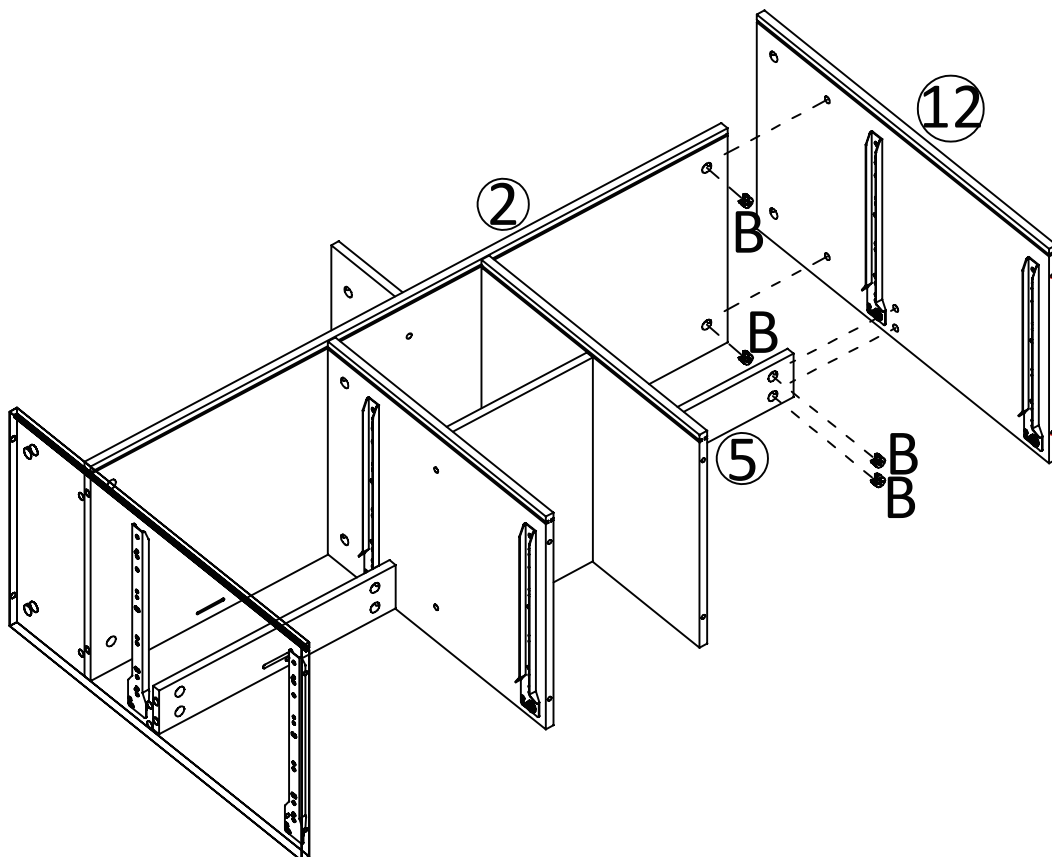
Installation requirements and accessories



STEP 11

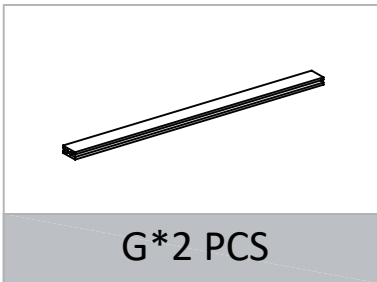
Attach panel(12) to the panel(2)&(5) and tighten them with cam lock(B).

*Pay attention to the direction of the slot.



ASSEMBLY STEPS

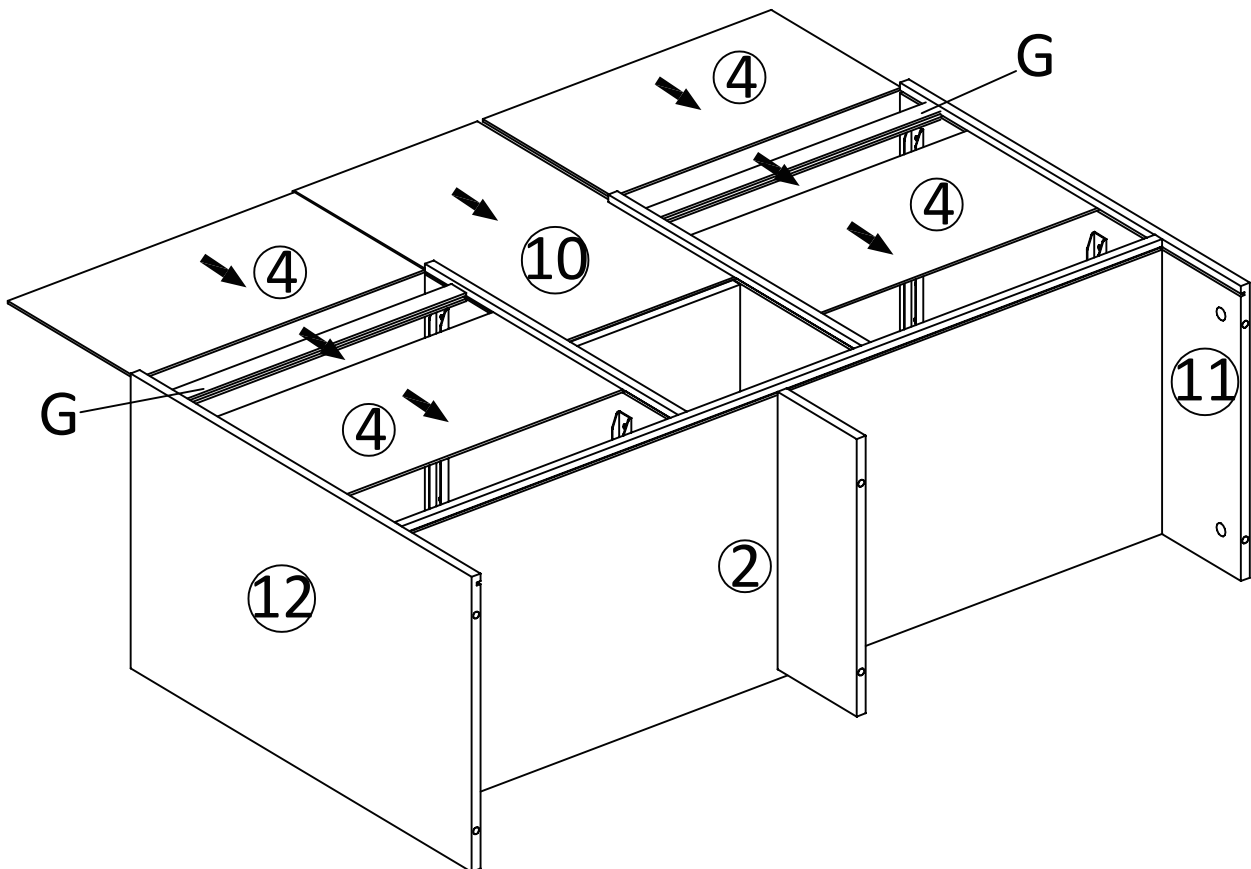
Installation requirements and accessories



STEP 12

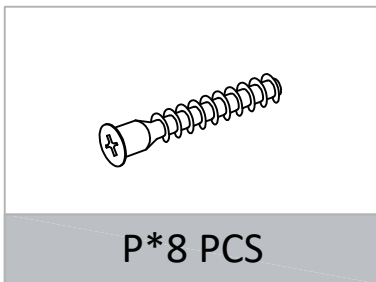
Insert panel(10) along the groove.

*Remember to fix the plastic strips(G) between two panel(4).



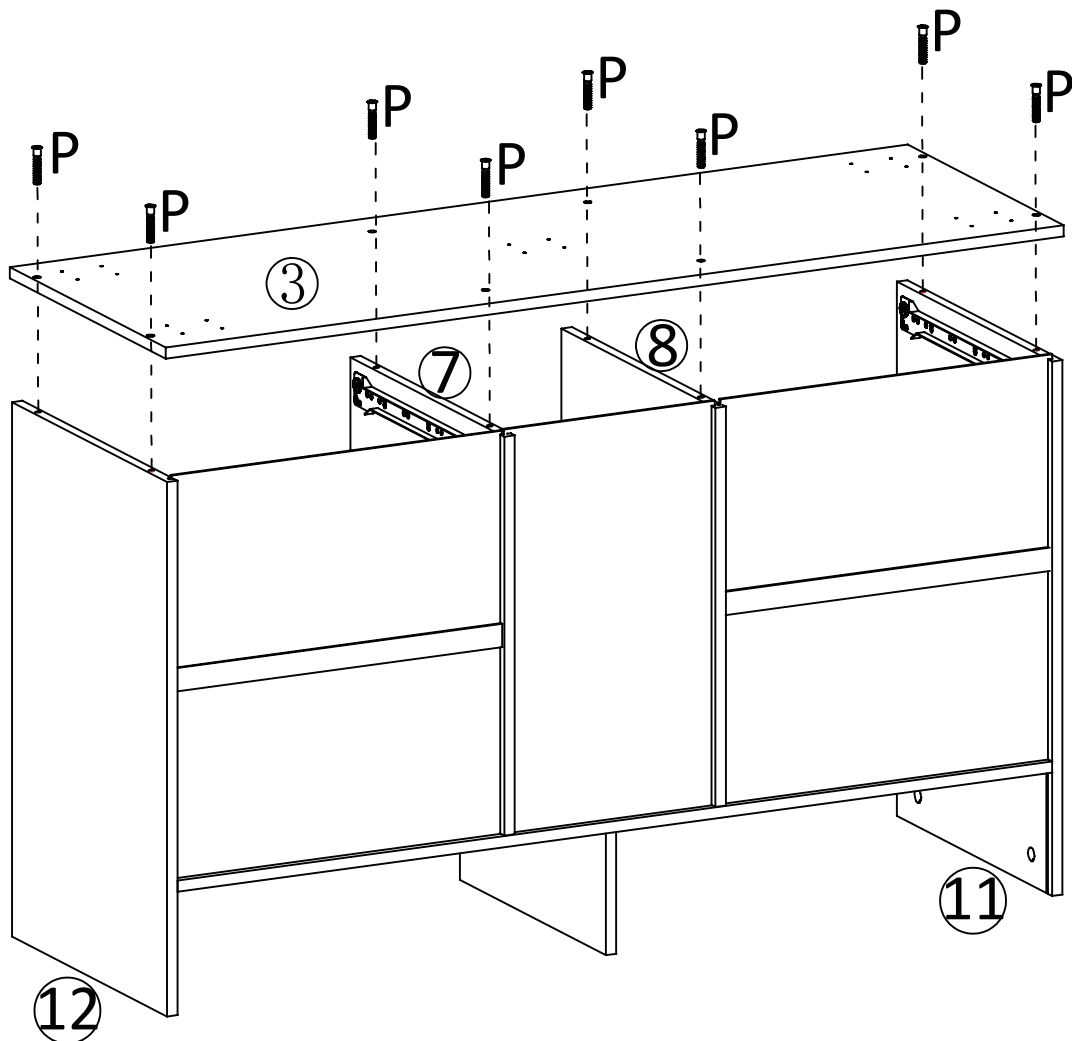
ASSEMBLY STEPS

Installation requirements and accessories



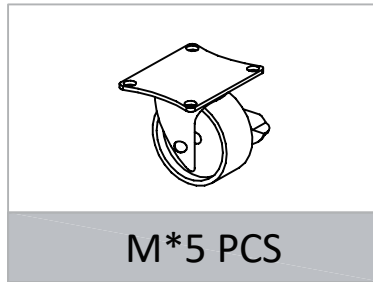
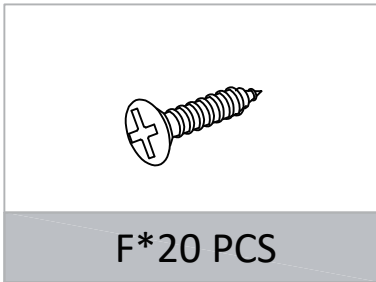
STEP 13

Place the bottom of the cabinet facing upwards, attach panel(3) to the panel(12)&(7)&(8)&(11) and tighten them with screw(P).



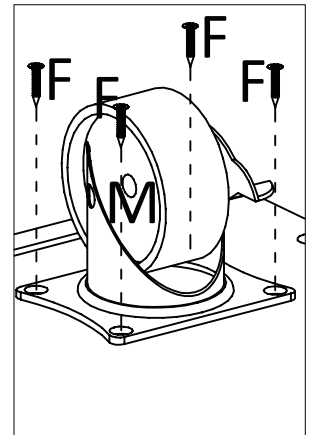
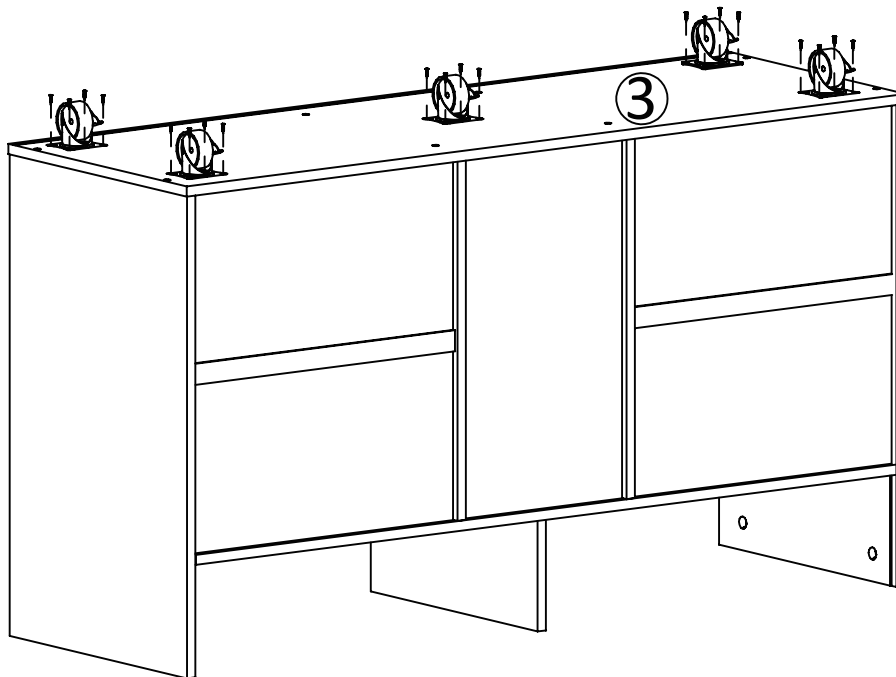
ASSEMBLY STEPS

Installation requirements and accessories



STEP 14

Align castor (M) to the pre-drilled hole on panel (3) and tighten it with screw (F).

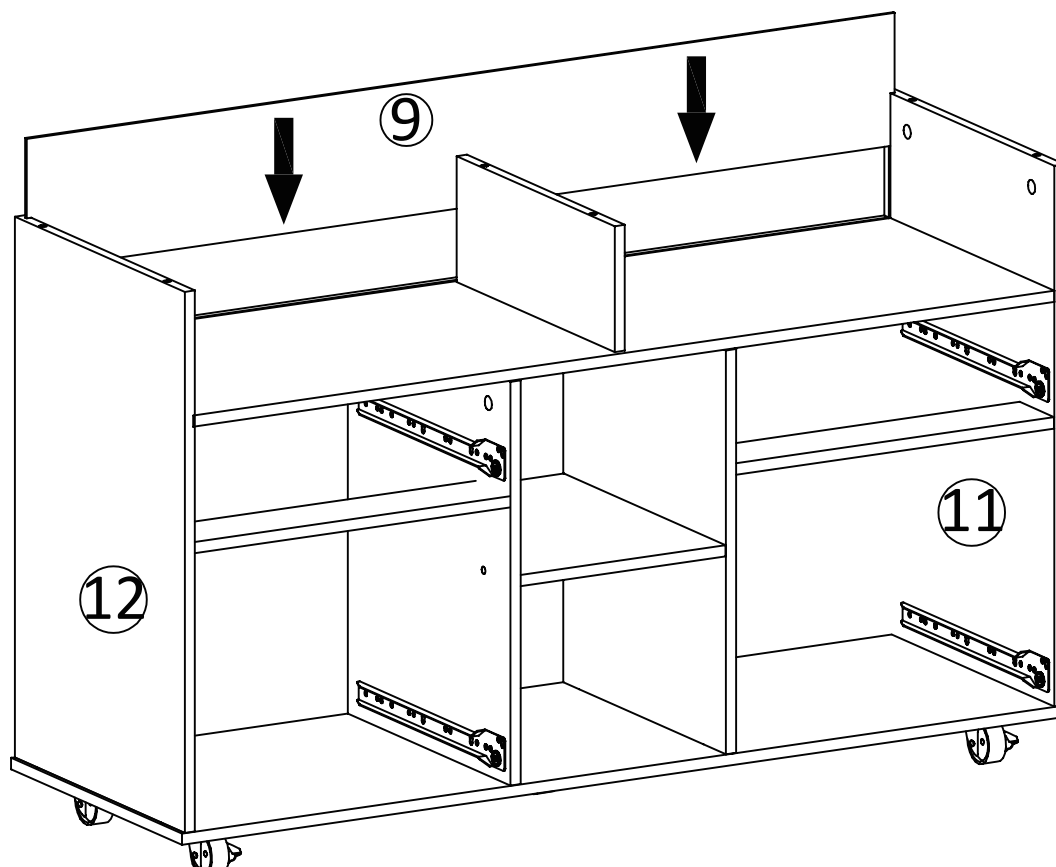


ASSEMBLY STEPS

Installation requirements and accessories

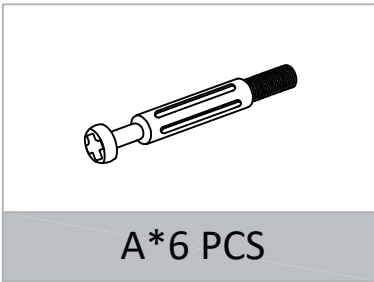
STEP 15

Flip the cabinet and insert panel(9) along the groove between panel(11)&(12).



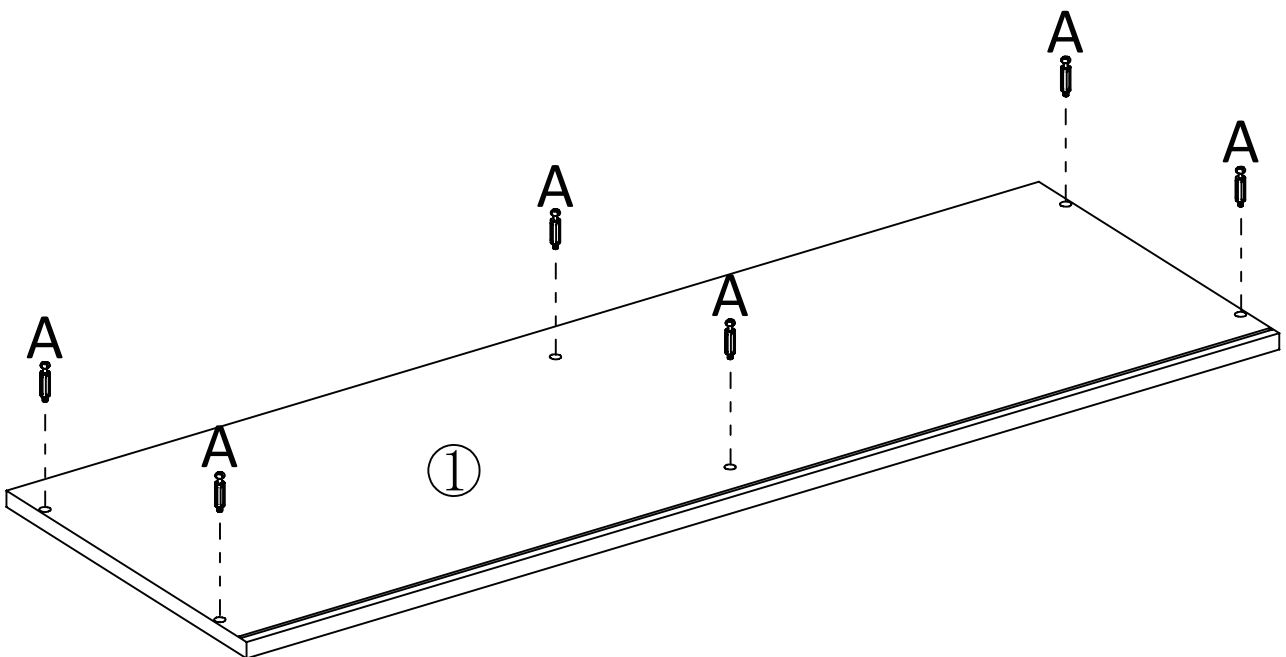
ASSEMBLY STEPS

Installation requirements and accessories



STEP 16

Fix the cam bolt(A) into the white hole of panel(1).



ASSEMBLY STEPS

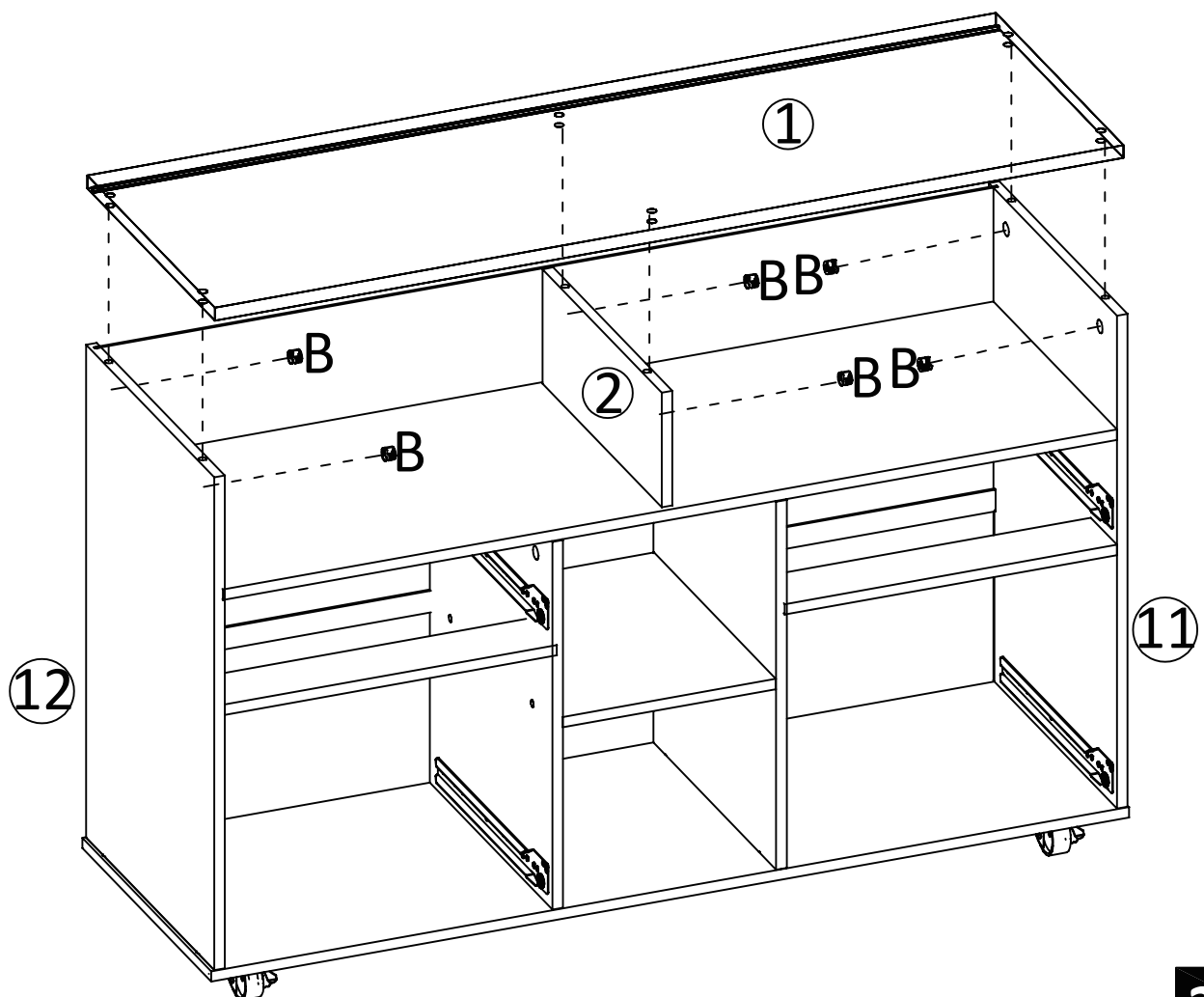
Installation requirements and accessories



B*6 PCS

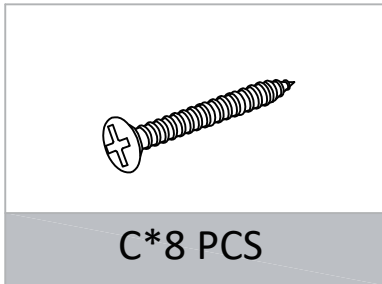
STEP 17

Attach panel(1) to panel(12)&(2)&(11) and tighten them with cam lock(B).



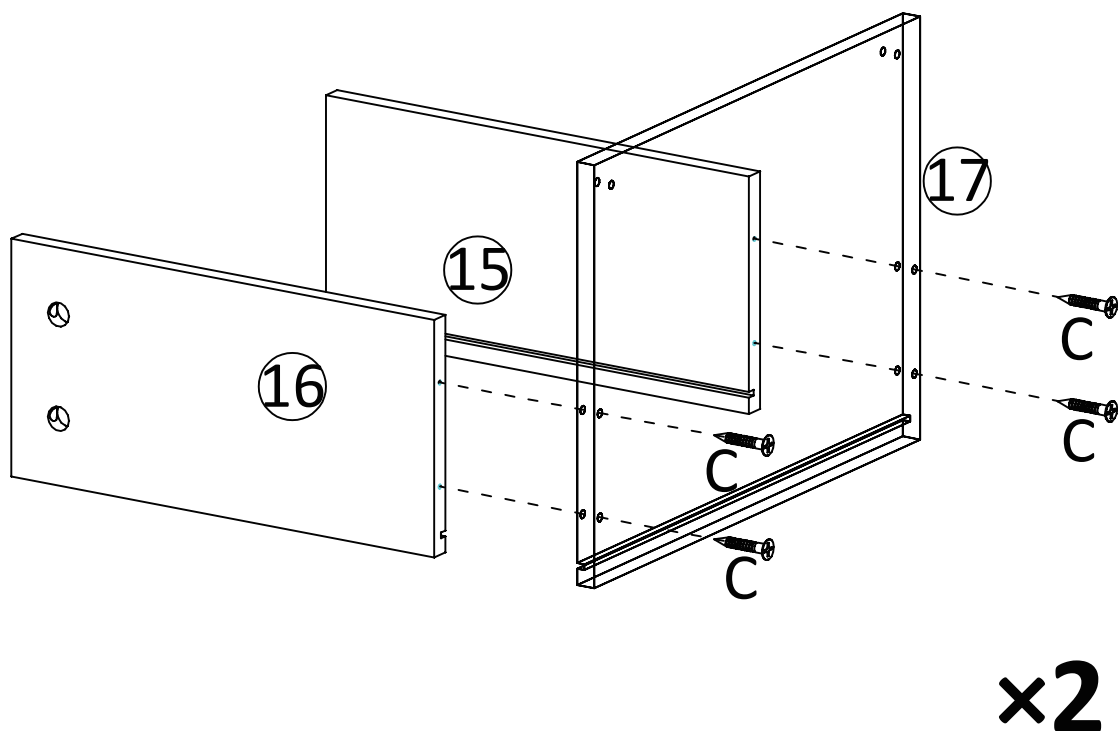
ASSEMBLY STEPS

Installation requirements and accessories



STEP 18

Connect panel(15)&(16)&(17) and tighten them with screw(C).

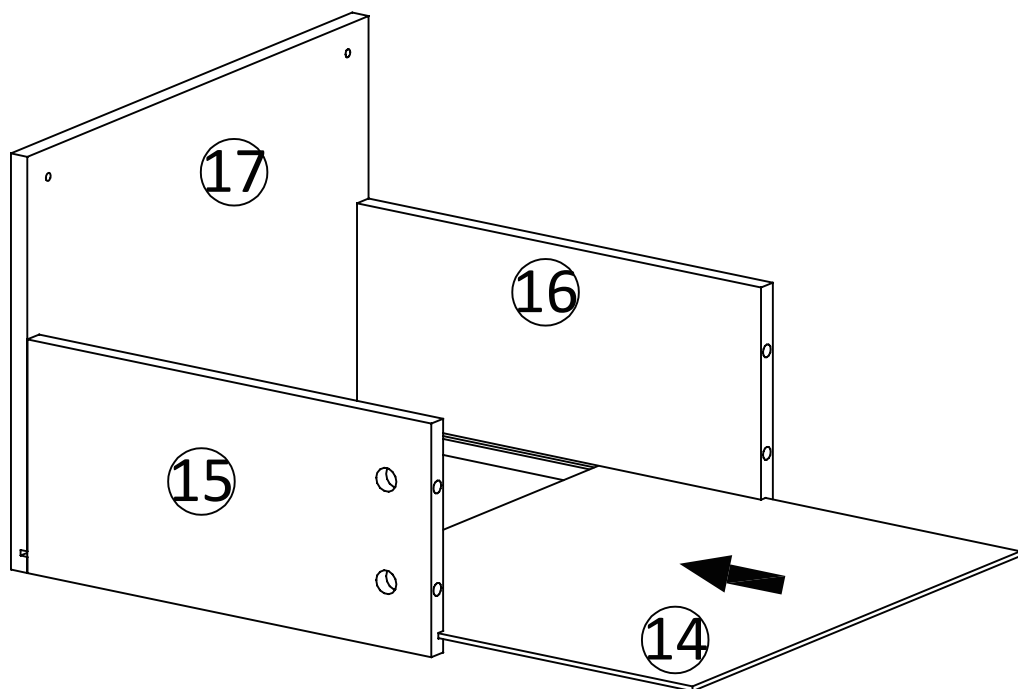


ASSEMBLY STEPS

Installation requirements and accessories

STEP 19

Insert panel(14) along the groove.



x2

ASSEMBLY STEPS

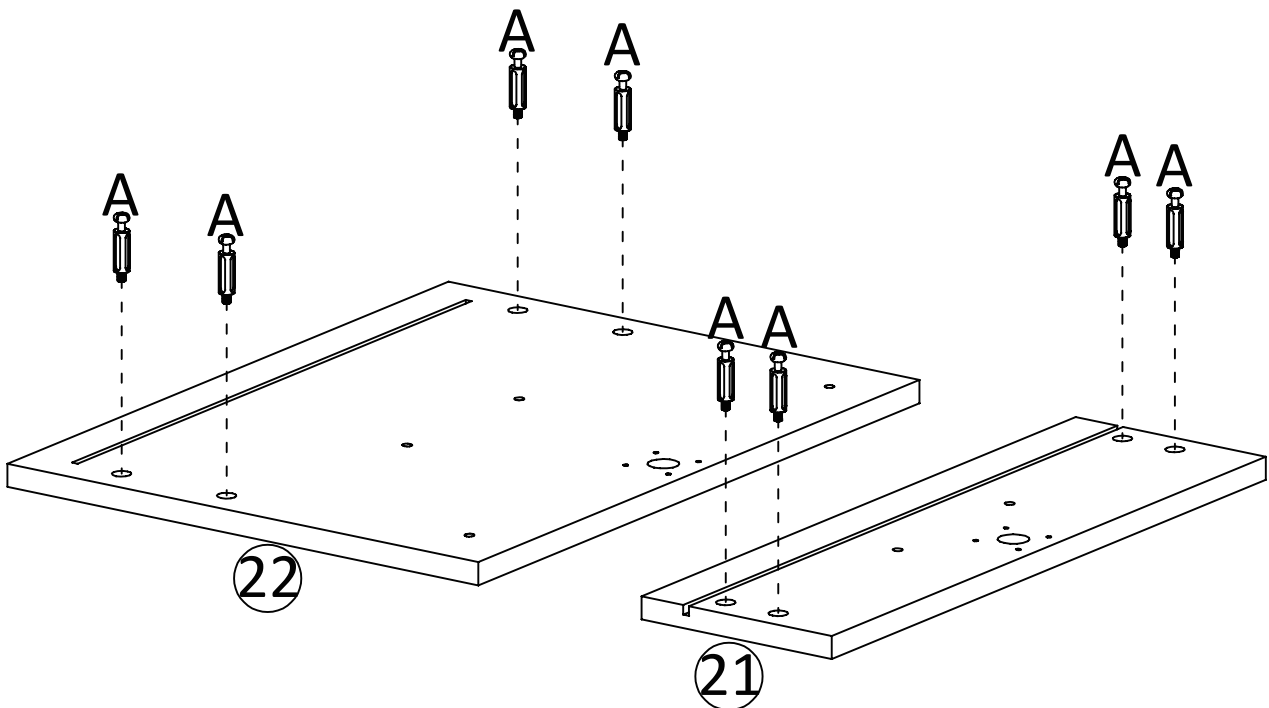
Installation requirements and accessories



A*16 PCS

STEP 20

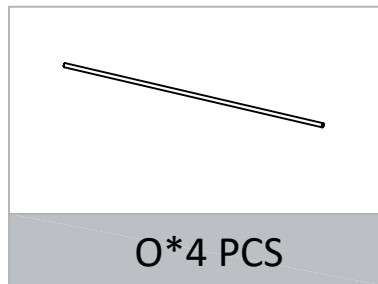
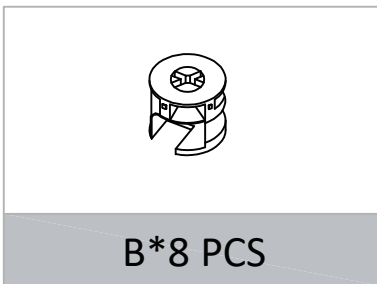
Fix the cam bolt(A) into the white hole of panel(21)&(22).



x2

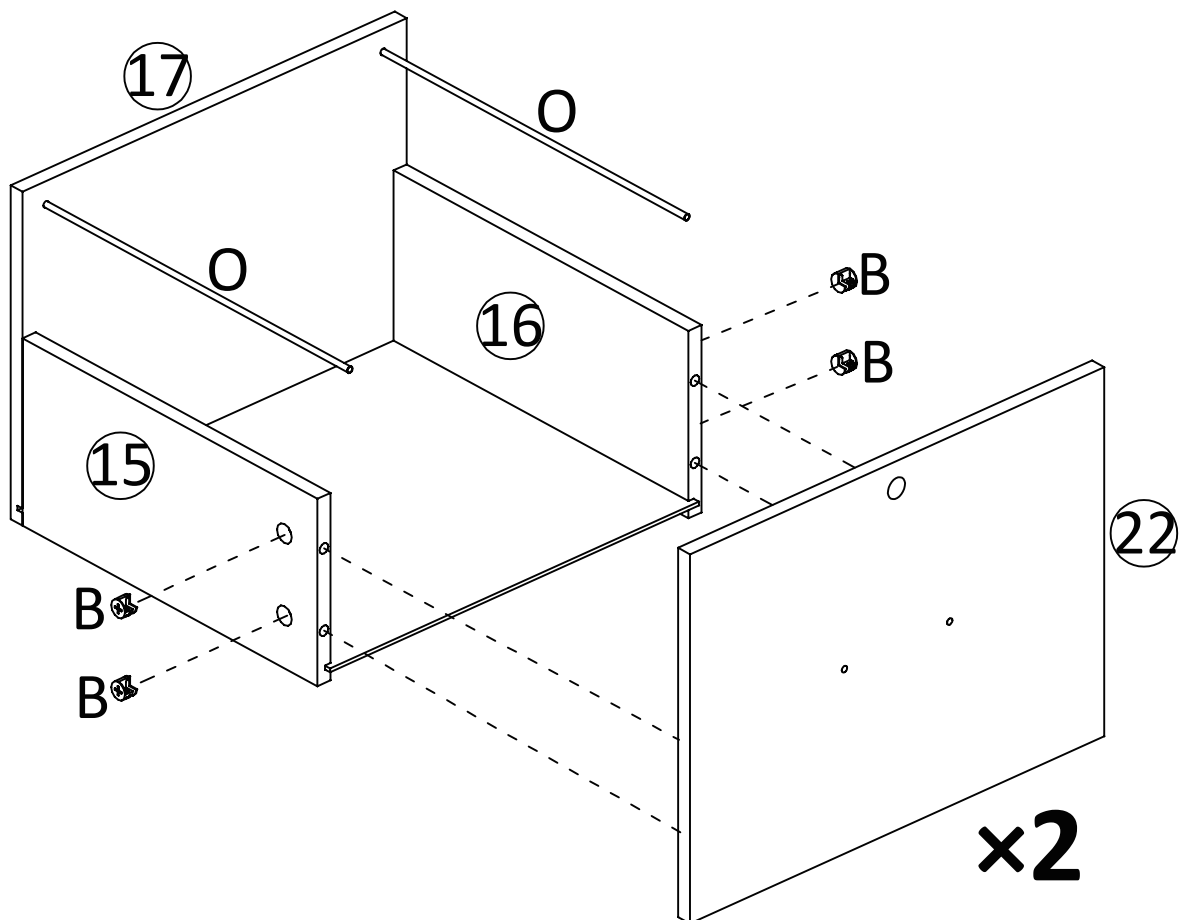
ASSEMBLY STEPS

Installation requirements and accessories



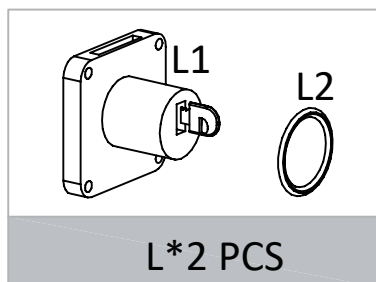
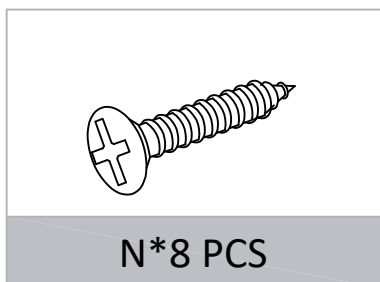
STEP 21

1. Insert hanging rod(O) into the hole.
2. Attach panel(22) to panel(15)&(16) and tighten them with cam lock(B).



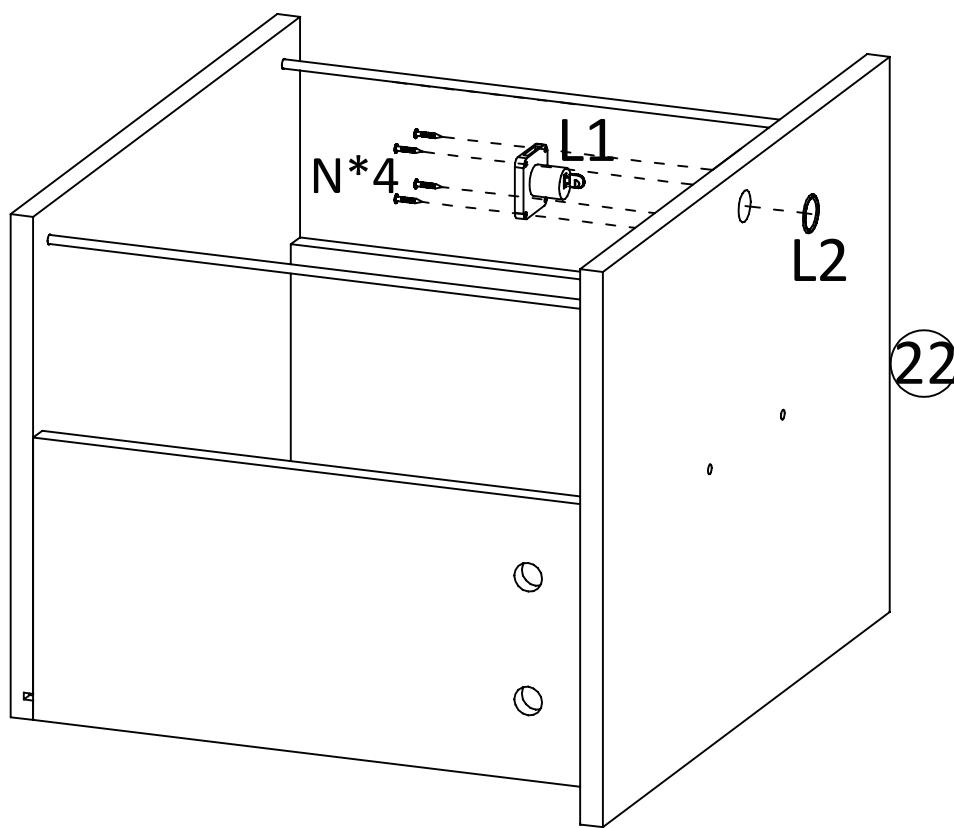
ASSEMBLY STEPS

Installation requirements and accessories



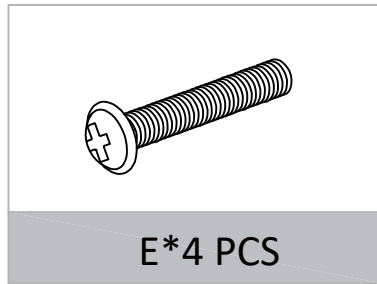
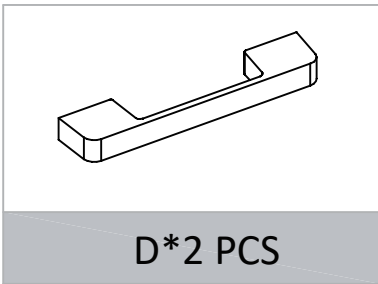
STEP 22

1. Separate the (L2) part and the (L1) part of the lock.
2. Then fit them into the pre-drilled holes on panel (22) from the front and the back respectively, and secure them with screws (N).



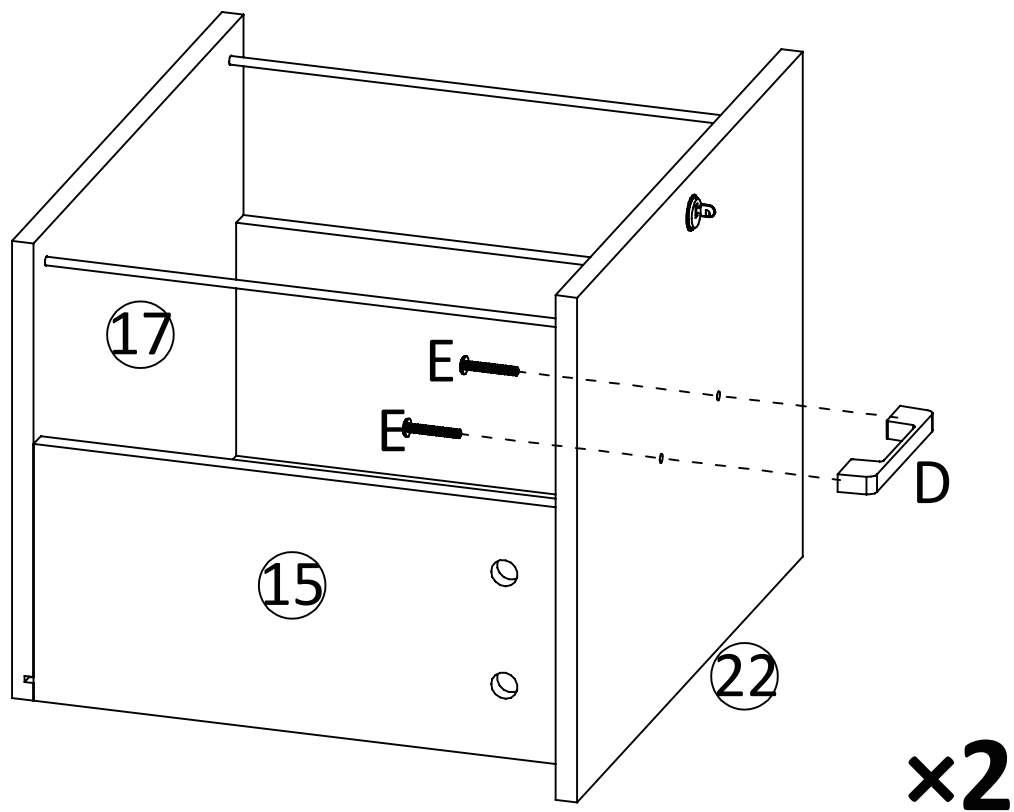
ASSEMBLY STEPS

Installation requirements and accessories



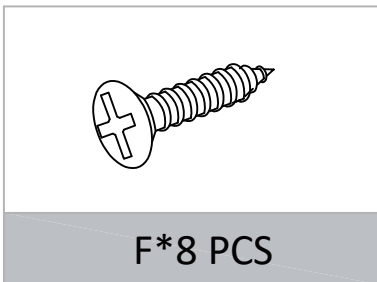
STEP 23

Use the screw(E) to secure handle(D) to panel(22).

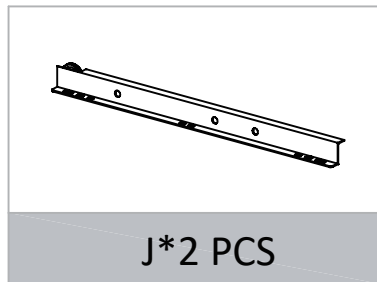


ASSEMBLY STEPS

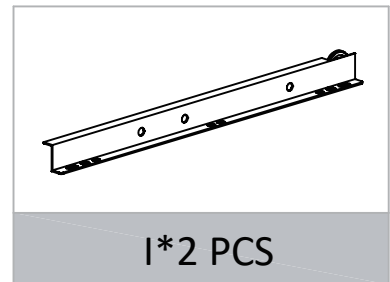
Installation requirements and accessories



F*8 PCS



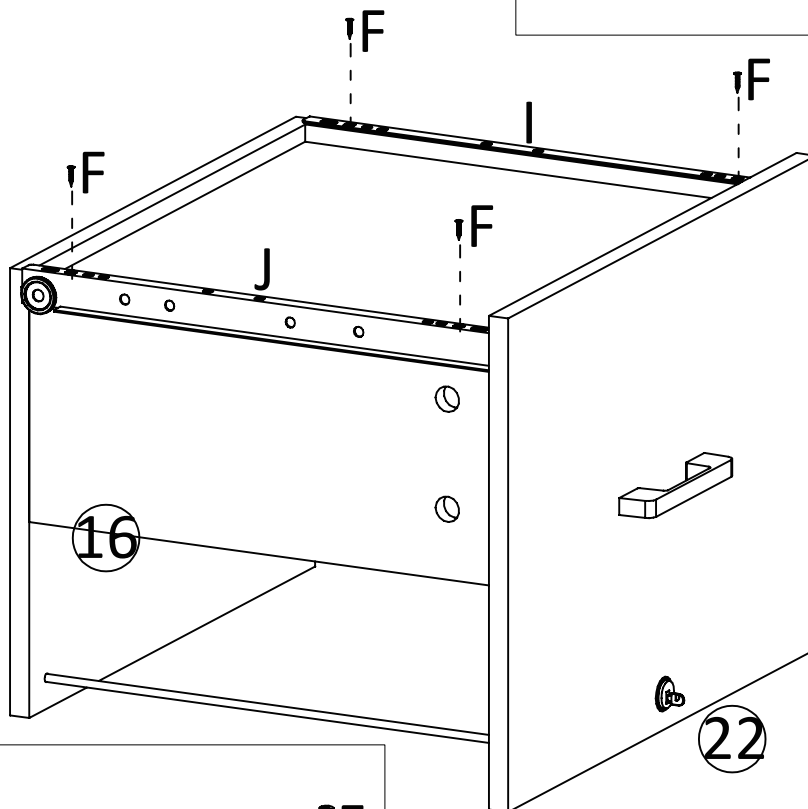
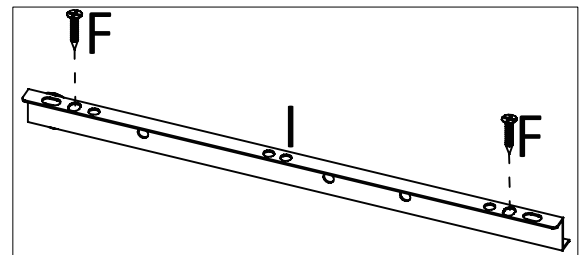
J*2 PCS



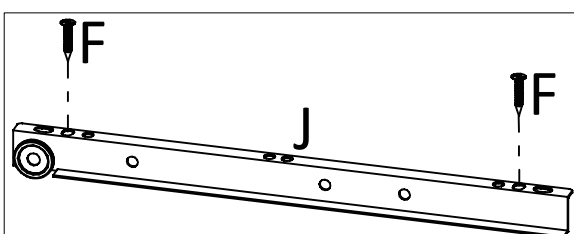
I*2 PCS

STEP 24

Flip the drawer over, place drawer slide(J) on the panel(16) and drawer slide(I) on the panel(15), and fix them with screw(F) according to the hole positions indicated in the picture.

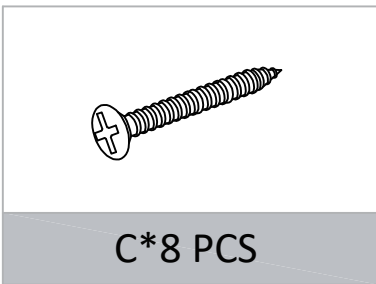


x2



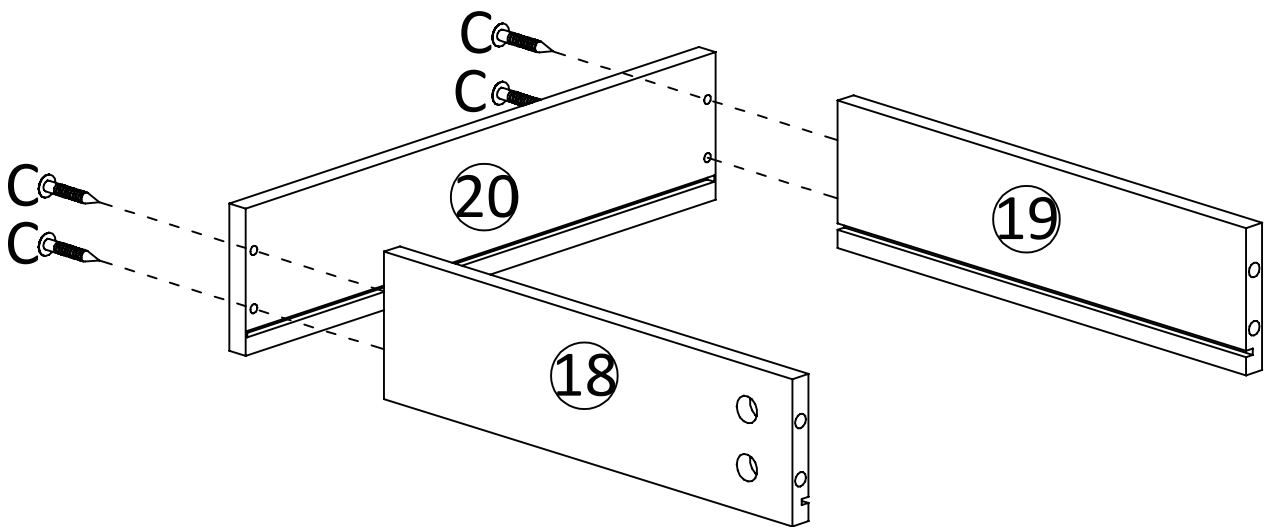
ASSEMBLY STEPS

Installation requirements and accessories



STEP 25

Connect panel(18)&(19)&(20) and tighten them with screw(C).



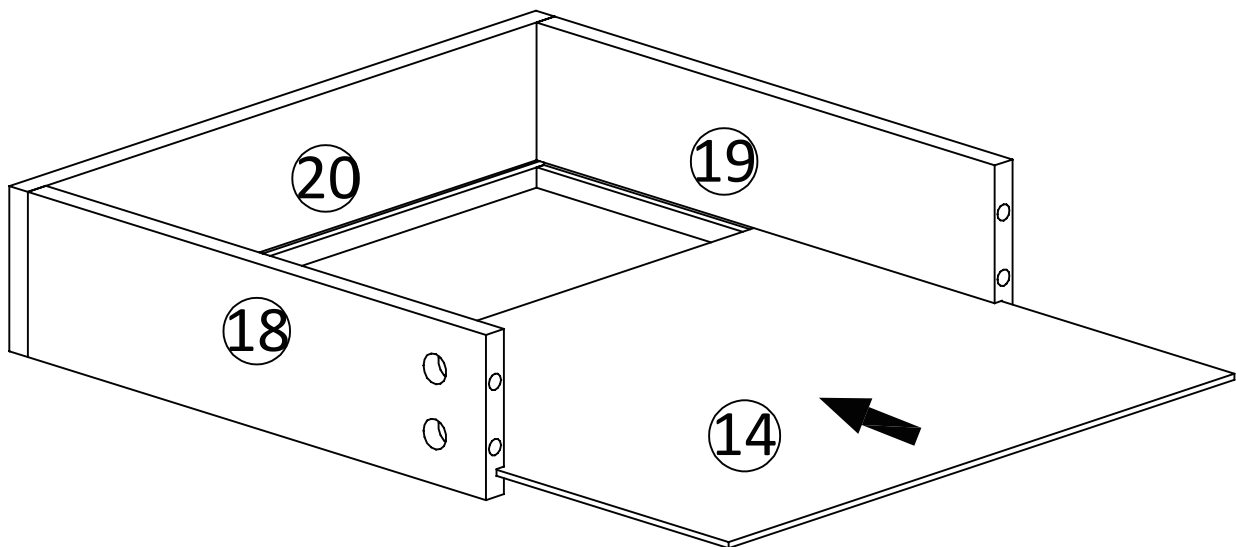
x2

ASSEMBLY STEPS

Installation requirements and accessories

STEP 26

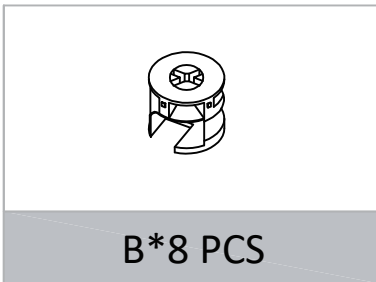
Insert panel(14) along the groove.



×2

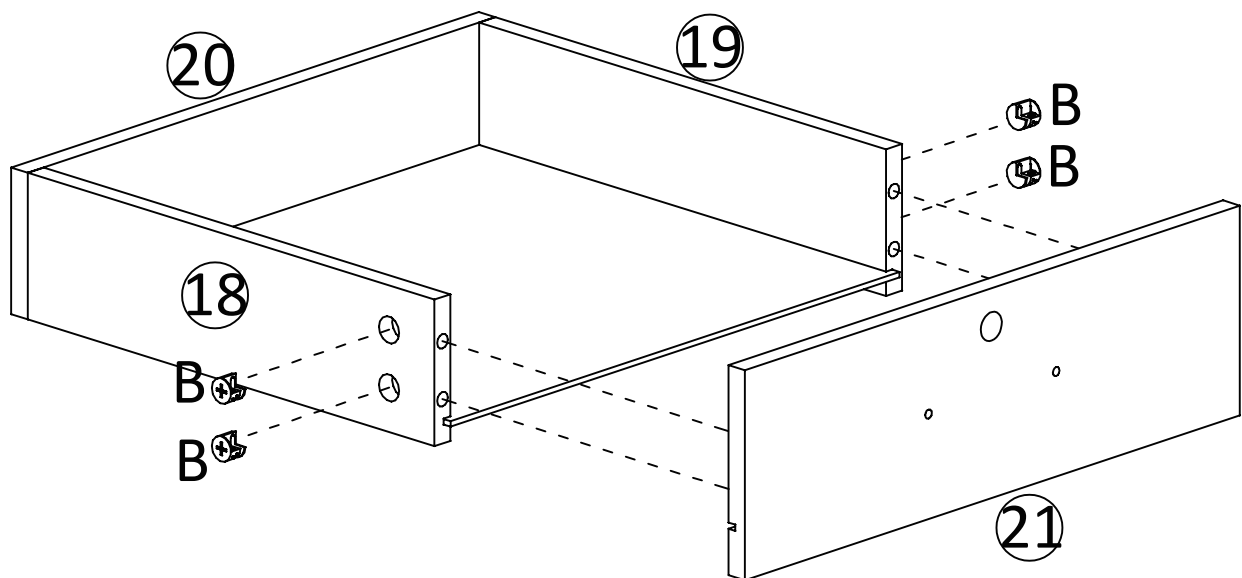
ASSEMBLY STEPS

Installation requirements and accessories



STEP 27

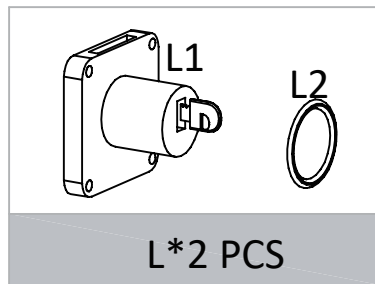
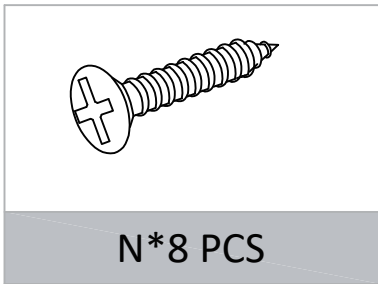
Attach panel(21) to panel(18)&(19) and tighten them with cam lock(B).



x2

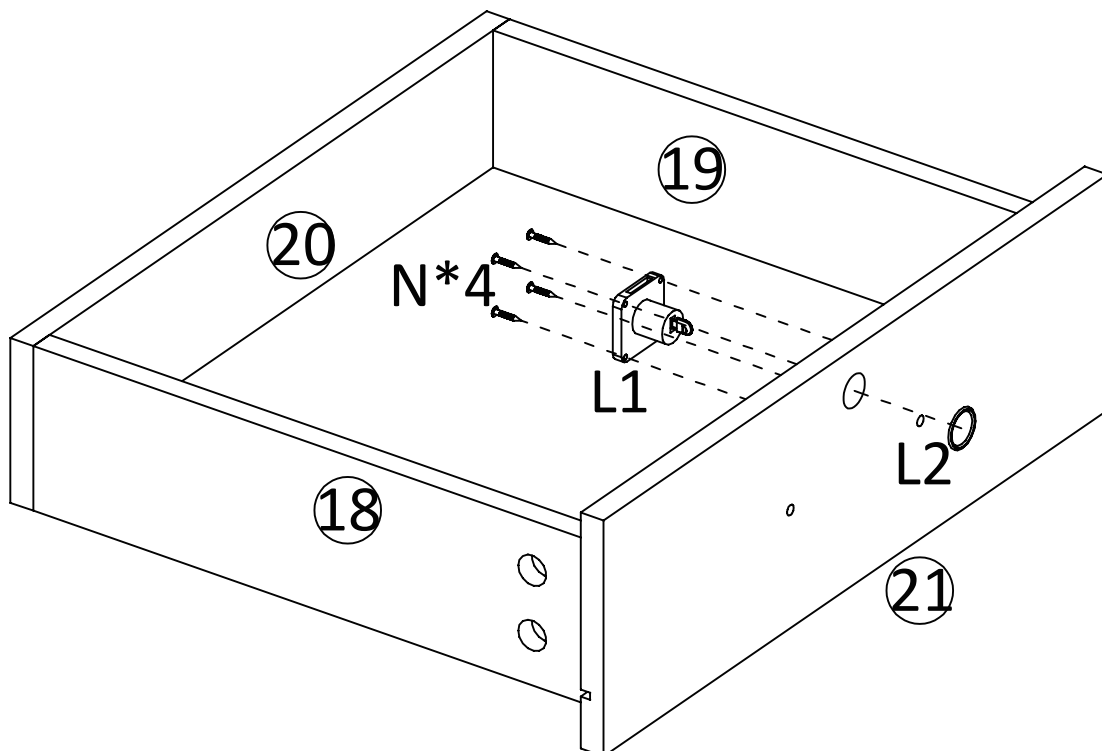
ASSEMBLY STEPS

Installation requirements and accessories



STEP 28

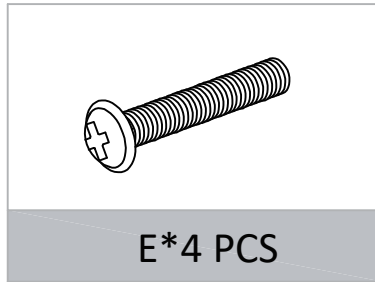
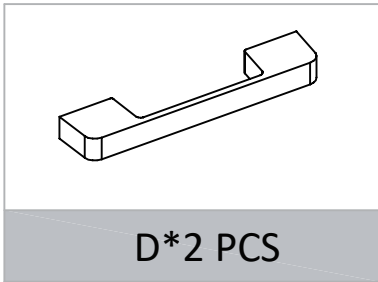
1. Separate the (L2) part and the (L1) part of the lock.
2. Then fit them into the pre-drilled holes on panel (21) from the front and the back respectively, and secure them with screws (N).



x2

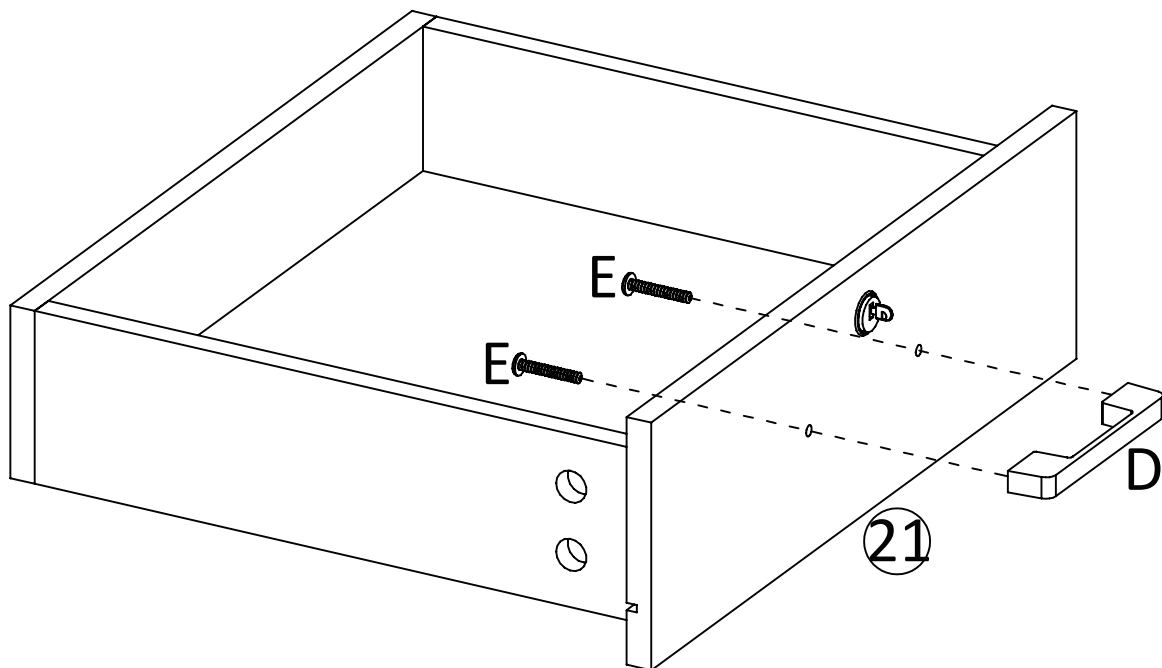
ASSEMBLY STEPS

Installation requirements and accessories



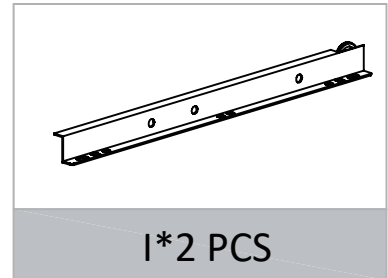
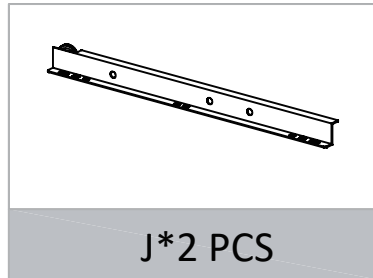
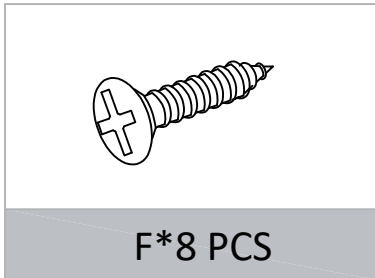
STEP 29

Use the screw(E) to secure handle(D) to panel(21).



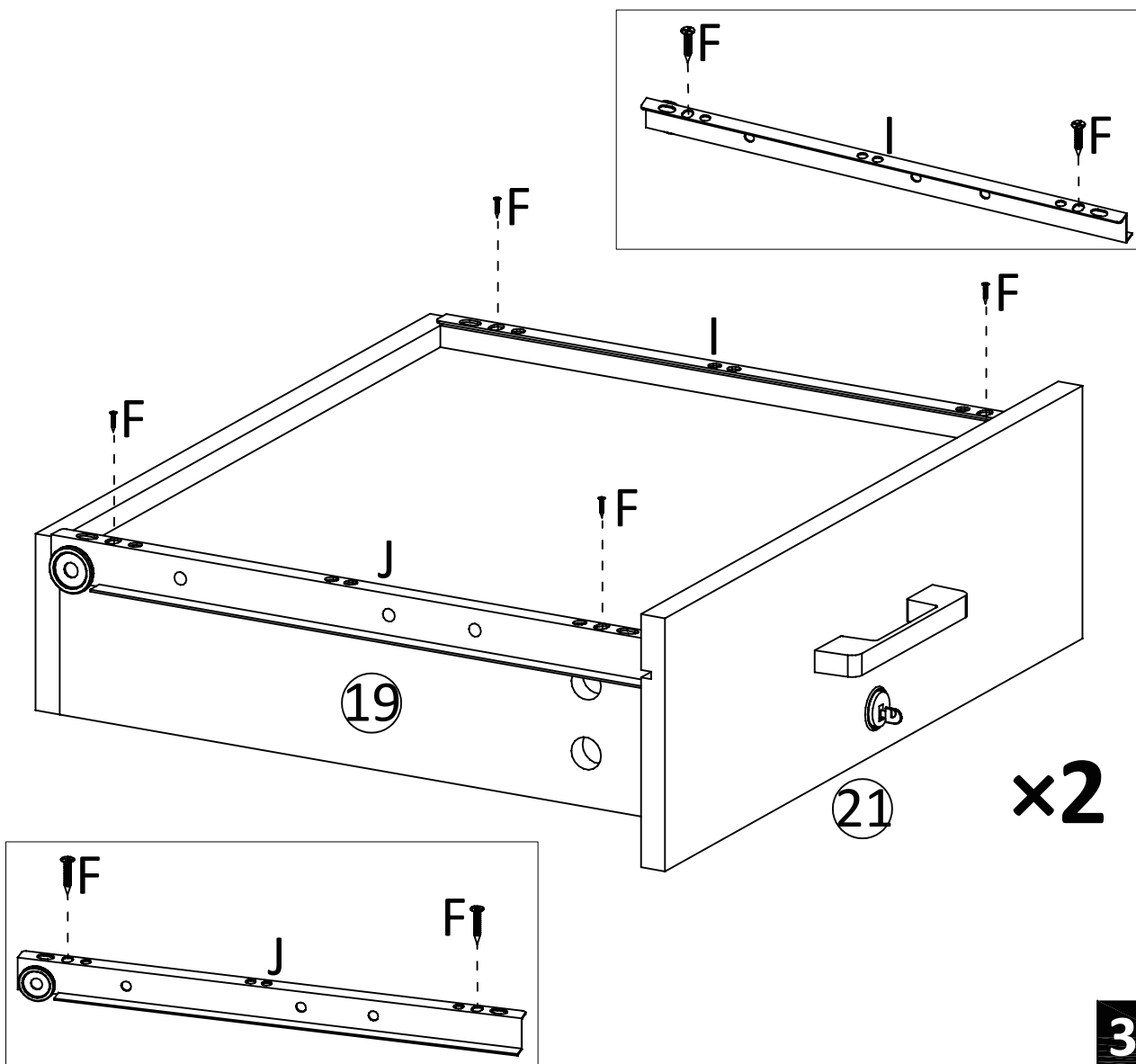
ASSEMBLY STEPS

Installation requirements and accessories



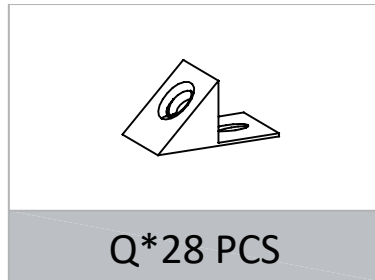
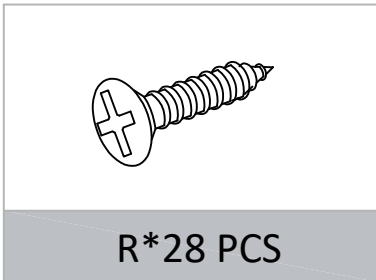
STEP 30

Flip the drawer over, place drawer slide(J) on the panel(19) and drawer slide(I) on the panel(18), and fix them with screw(F) according to the hole positions indicated in the picture.



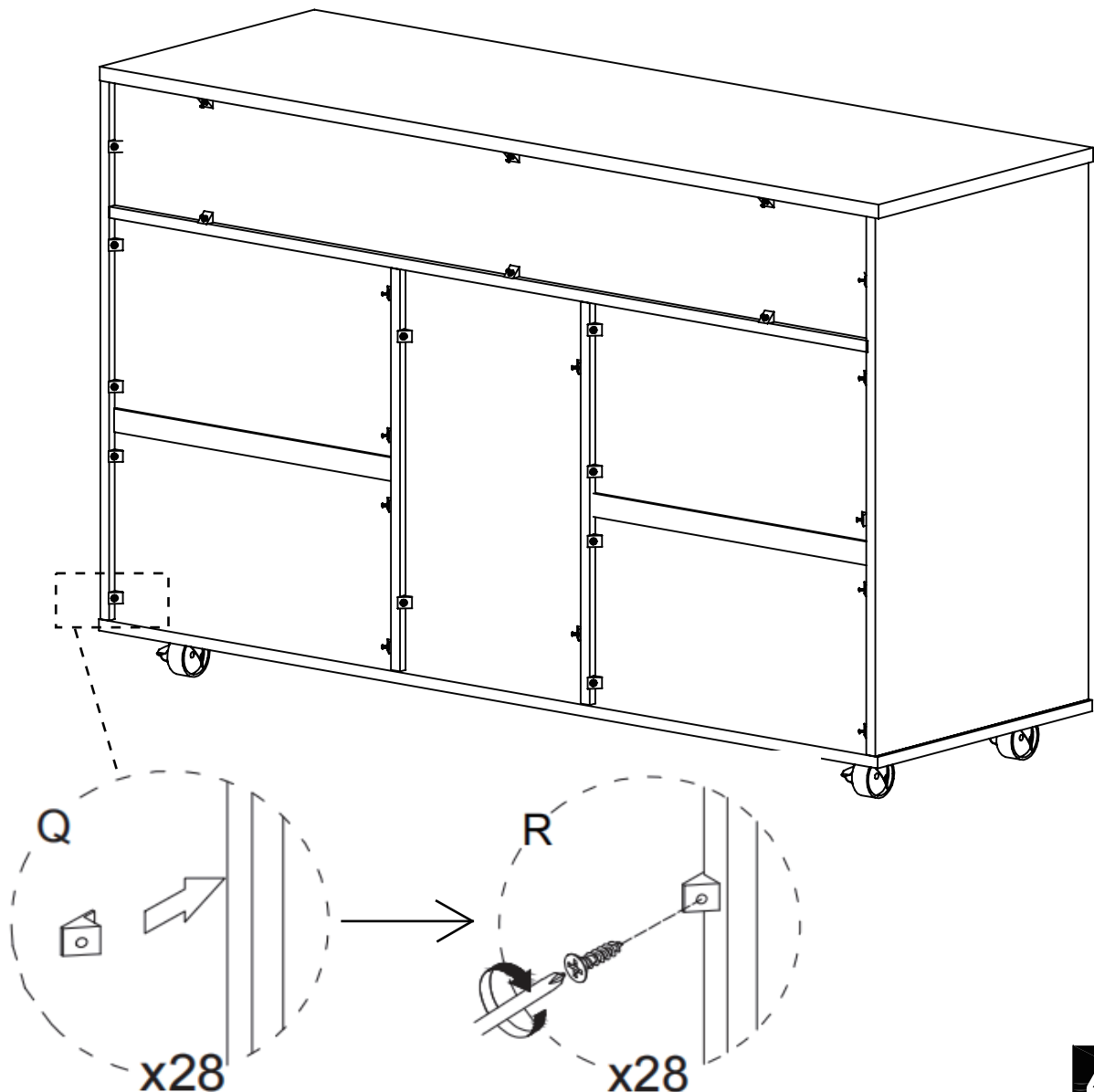
ASSEMBLY STEPS

Installation requirements and accessories



STEP 31

Insert the wedge(Q) into the gap of cabinet back panel and tighten them with screw(R).

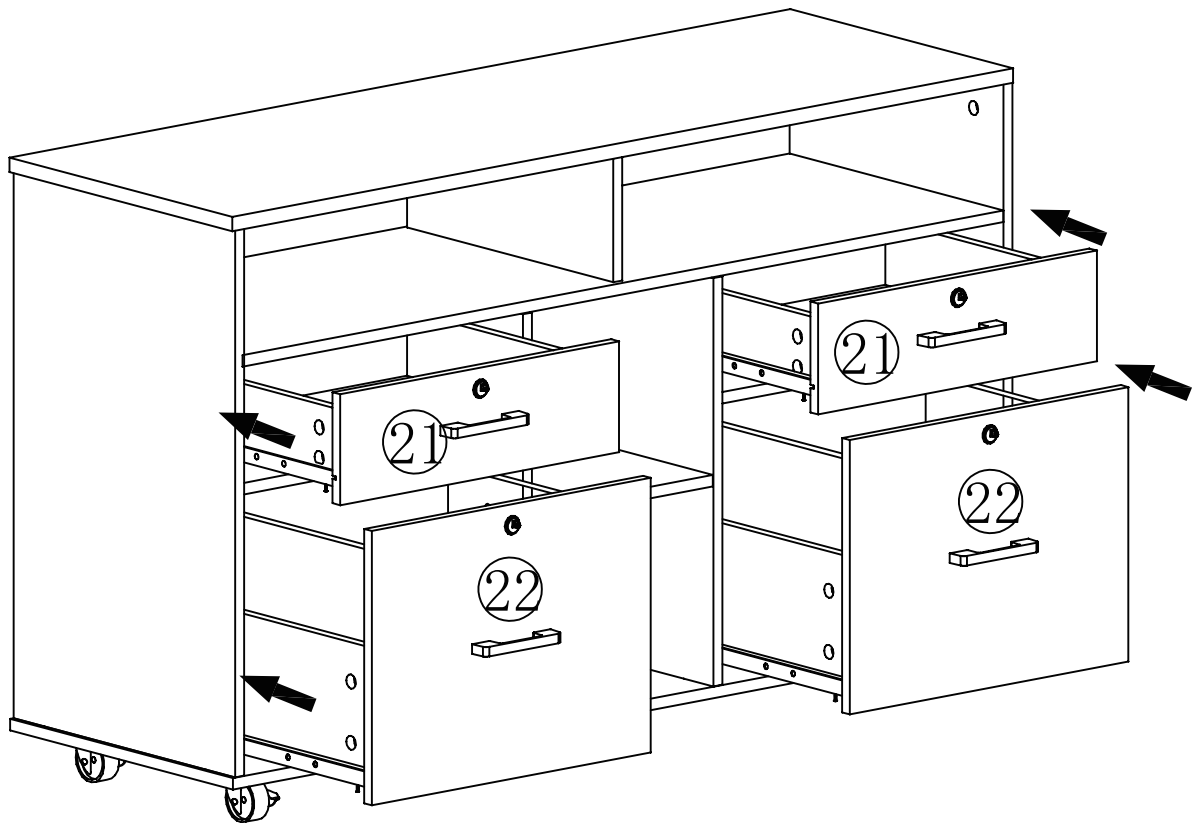


ASSEMBLY STEPS

Installation requirements and accessories

STEP 32

Align the drawer slides and push 4 drawers into the cabinet.



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

Please feel free to contact 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 Möbelkipp gestorben. So verringern Sie das Risiko eines Umkippen 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!