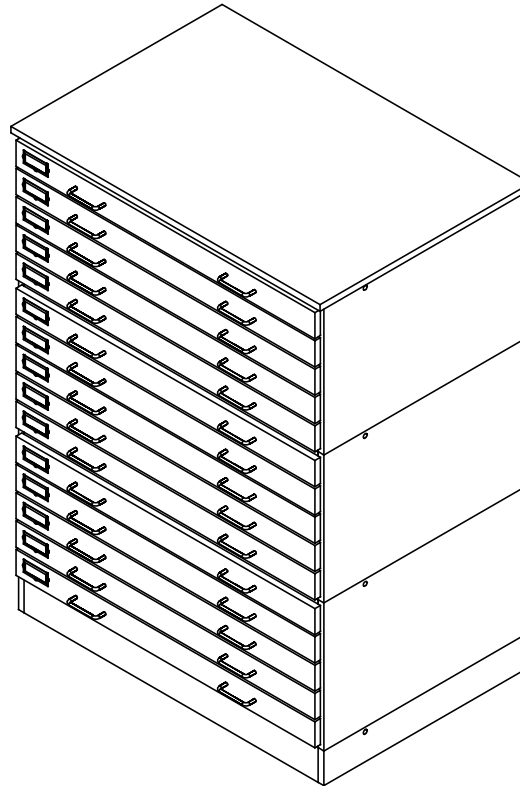


FLAT FILE STORAGE

FFS-3624 (OAK OR MAPLE)
ASSEMBLY INSTRUCTIONS




NOTE:

1. MODEL VIEWS MAY NOT REPRESENT EXACT MODEL PURCHASED

ALL DIMENSIONS ARE IN INCHES UNLESS NOTED OTHERWISE	DWN BY:	EMR	DATE DWN:	4/9/20
DECIMALS: X = ± .030 XX = ± .020 XXX = ± .010	APR BY:		DATE APR:	
ANGLES: = ± 1°	APR BY:		DATE APR:	
CABINET SQUARENESS: = ± .0625				

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TITLE:
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ASSEMBLY INSTRUCTIONS

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A	CREATED ASSEMBLY INSTRUCTIONS	4/9/20	EMR	-
REVISION LEVEL				

DRAWING NUMBER:	FFS-3624	SCALE:	NTS	SHEET:	1 OF 8	REVISION:	REV A
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TOOLS REQUIRED

ALLEN KEY, 7MM GIRO BOLT LOCK - SUPPLIED (PART # 212177)
DRILL
CONTACT CEMENT

ASSEMBLY COMPONENTS

ITEMS INCLUDED	PART #	PART DESCRIPTION	QTY
SCREWS - TOP	100478	SCREW, #8X1 1/4, PHILLIPS/SQ DRIVE, ROUND WASHER HEAD	9
RUBBER MOLDING	100283	RUBBER BASE MOLDING (SOLD BY FOOT)	11.25
BASE MOLDING CORNERS	100057	CORNERS-STAINLESS STEEL, BASE	4
SCREWS - STAINLESS STEEL CORNERS	100064	SCREW, #6X1/2 PTH SMS SS SCREW	16

NOTE:

1.

ALL DIMENSIONS ARE IN INCHES UNLESS NOTED OTHERWISE DECIMALS: X = ± .030 XX = ± .020 XXX = ± .010 ANGLES: = ± 1° CABINET SQUARENESS: = ± .0625	DWN BY: EMR	DATE DWN: 4/9/20
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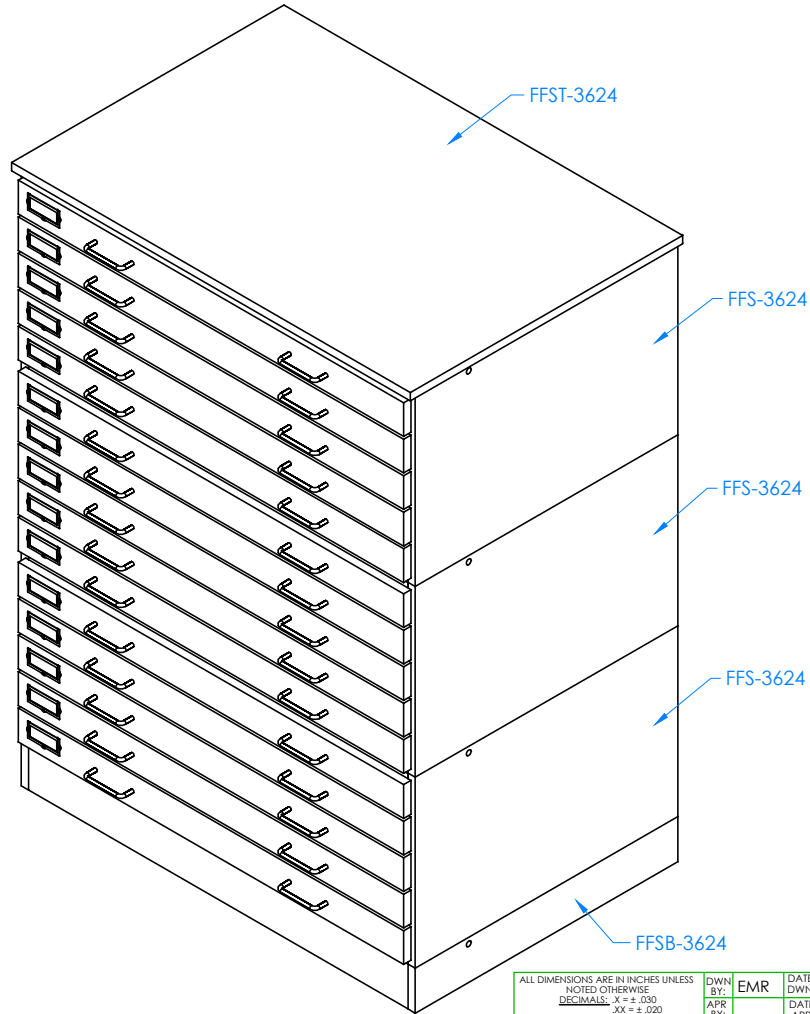
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TITLE:
FLAT FILE STORAGE
TOOLS AND ASSEMBLY COMPONENTS

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CABINET DESIGNATION

NOTE:

- BEFORE CABINET IS TO BE USED AND PUSHED AGAINST THE WALL, ALL LOCKS ON BOTH SIDES AND BACK MUST BE LATCHED. THE BACK LATCH IS THE MOST IMPORTANT TO PREVENT TIPPING.

ALL DIMENSIONS ARE IN INCHES UNLESS NOTED OTHERWISE			
DECIMALS:	X = ± .030	DWN BY:	EMR
	XX = ± .020	DATE DWN:	4/9/20
	XXX = ± .010	APR BY:	
ANGLES:	= ± 1°0	DATE APR:	
CABINET SQUARENESS:	= ± .0625	APR BY:	

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TITLE:
FLAT FILE STORAGE
ASSEMBLY INSTRUCTIONS

REV.	DESCRIPTION	DATE	NAME	ECN NO.
A	CREATED ASSEMBLY INSTRUCTIONS	4/9/20	EMR	-

REVISION LEVEL

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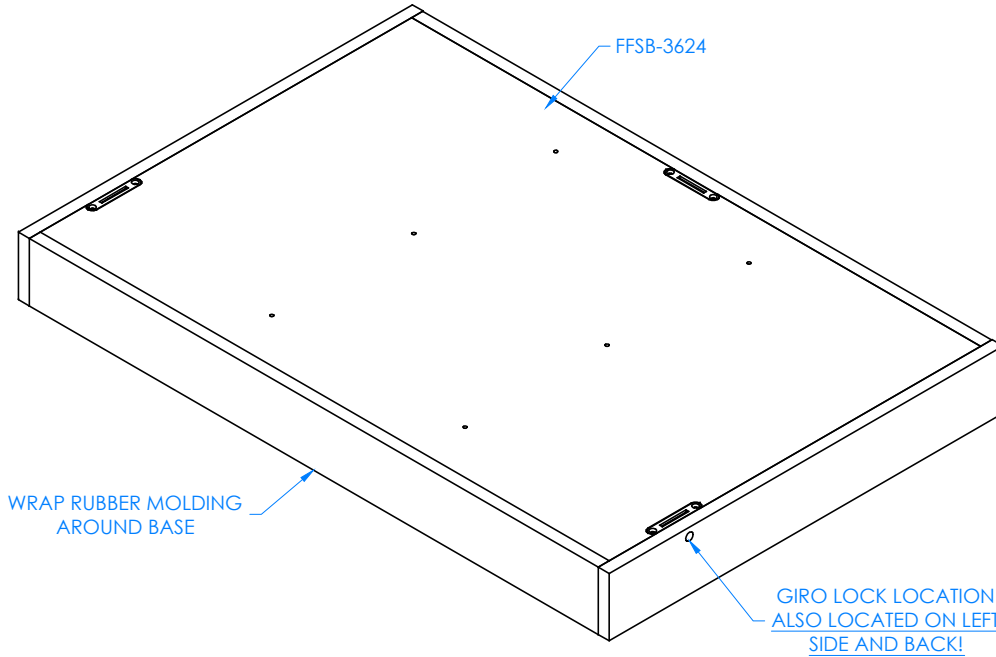
NTS

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HARDWARE REQUIRED FOR STEP		
QTY	DESCRIPTION	PART NUMBER
11.25	RUBBER MOLDING	100283
4	BASE MOLDING CORNERS	100057
16	SCREWS - STAINLESS STEEL CORNERS	100064

STEP 1:

- a. SET FFSB-3624 IN DESIRED LOCATION.
- b. WRAP RUBBER MOLDING AROUND BASE USING CONTACT CEMENT.
- c. SCREW STAINLESS STEEL CORNER BRACKETS ON EACH CORNER OVER BASE MOLDING WITH HARDWARE PROVIDED.
- d. ACCESS HOLE FOR GIRO LOCK NEEDS TO BE CUT INTO RUBBER MOLDING ONCE APPLIED TO BASE.

NOTE:

1. BEFORE CABINET IS TO BE USED AND PUSHED AGAINST THE WALL, ALL LOCKS ON BOTH SIDES AND BACK MUST BE LATCHED. THE BACK LATCH IS THE MOST IMPORTANT TO PREVENT TIPPING.

ALL DIMENSIONS ARE IN INCHES UNLESS NOTED OTHERWISE	DWN BY:	EMR	DATE DWN:	4/9/20
DECIMALS: .X = ± .030 .XX = ± .020 .XXX = ± .010	APR BY:		DATE APR:	
ANGLES: = ± 1°	APR BY:		DATE APR:	
CABINET SQUARENESS: = ± .0625				

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TITLE:
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ASSEMBLY INSTRUCTIONS

REV.	DESCRIPTION	DATE	NAME	ECN NO.
A	CREATED ASSEMBLY INSTRUCTIONS	4/9/20	EMR	-

REVISION LEVEL

DRAWING NUMBER:

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SCALE:

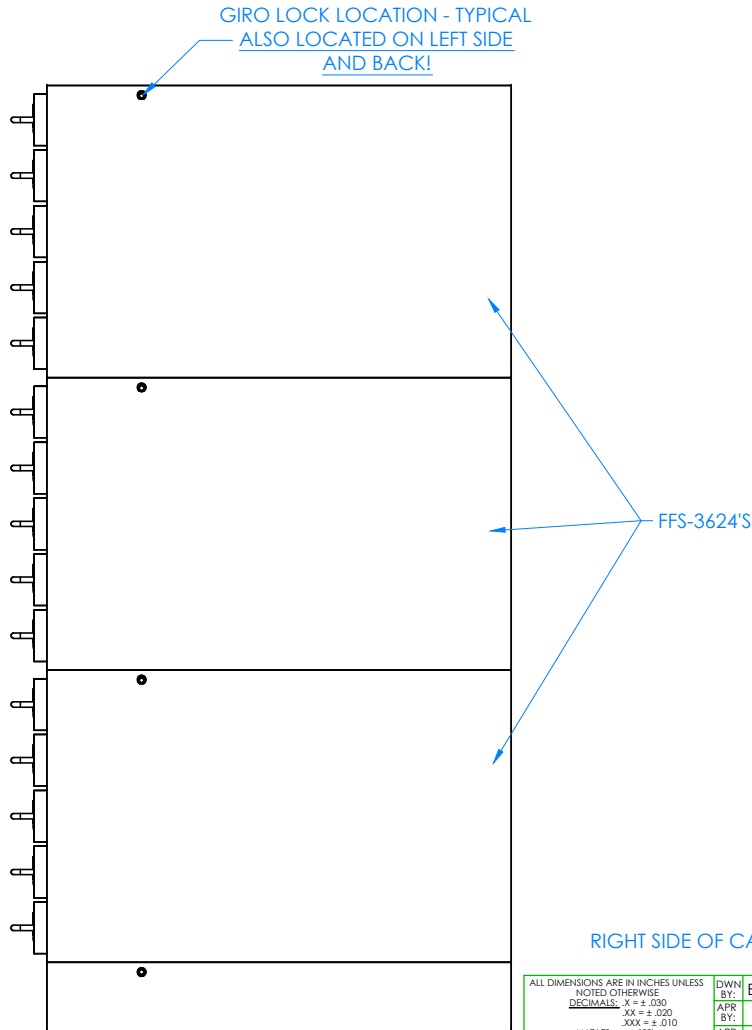
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STEP 2:

- a. STACK THE FFS-3624'S ON TOP OF THE FFSB-3624.
- b. MAKE SURE THEY ARE ALL ALIGNED EVENLY.
- c. WITH THE ALLEN KEY, TURN GIRO LOCK FOR EACH LOCK LOCATION ON RIGHT SIDE OF CABINET UNTIL IT LATCHES INTO PLACE.
- d. REPEAT PROCESS FOR THE LEFT SIDE AND BACK.
- e. IT IS VERY IMPORTANT THESE LOCKS ARE LATCHED, OTHERWISE THE CABINET WILL BECOME VERY UNSTABLE!

RIGHT SIDE OF CABINET SHOWN


NOTE:

1. BEFORE CABINET IS TO BE USED AND PUSHED AGAINST THE WALL, ALL LOCKS ON BOTH SIDES AND BACK MUST BE LATCHED. THE BACK LATCH IS THE MOST IMPORTANT TO PREVENT TIPPING.

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XX = $\pm .020$	APR BY:		DATE APR:	
XXX = $\pm .010$	APR BY:		DATE APR:	
ANGLES: $\pm 1^\circ$	APR BY:		DATE APR:	
CABINET SQUARENESS: $\pm .0625$	APR BY:		DATE APR:	

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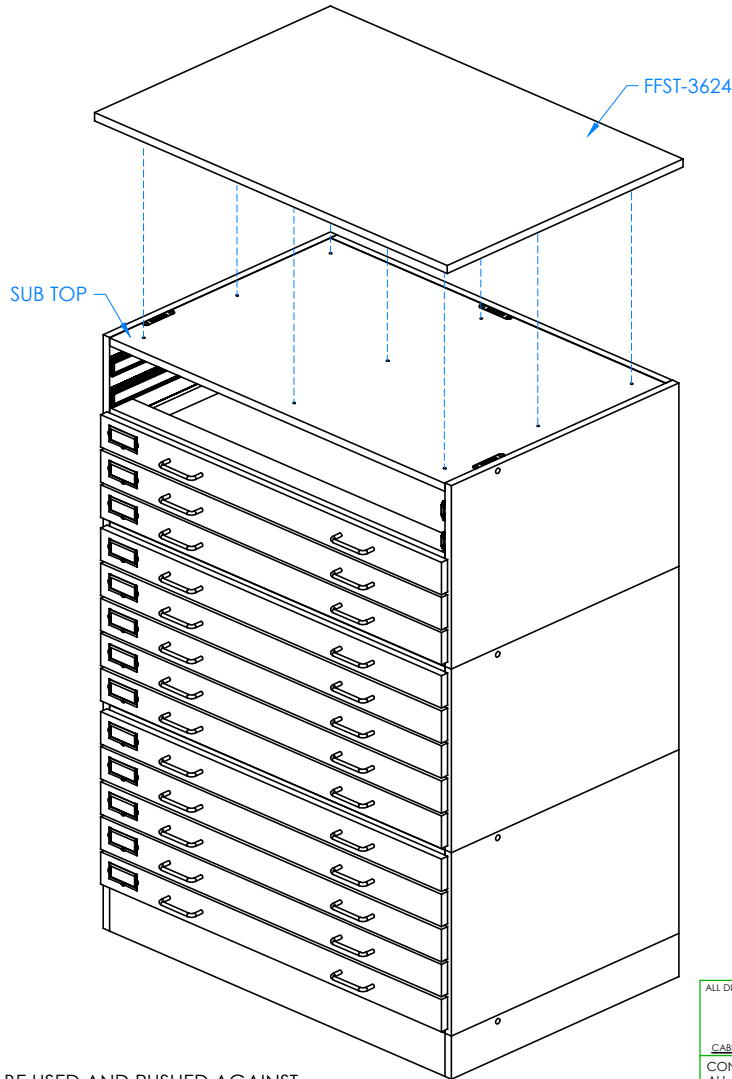


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ASSEMBLY INSTRUCTIONS**

REV.	DESCRIPTION	DATE	NAME	ECN NO.
A	CREATED ASSEMBLY INSTRUCTIONS	4/9/20	EMR	-
REVISION LEVEL				

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FFS-3624	NTS	5 OF 8	REV A



HARDWARE REQUIRED FOR STEP		
QTY	DESCRIPTION	PART NUMBER
1	FLAT FILE STORAGE TOP	FFST-3624
9	#8X1-1/4 WASHER HEAD SCREW	100478

STEP 3:

- a. TAKE TOP DRAWERS OUT.
- b. PLACE FFST-3624 ONTO CABINET WITH PROPER OVERHANG (CENTERED).
- c. PRE-DRILL HOLES INTO TOP BY GOING INSIDE OF CABINET AND DRILLING UP THROUGH SUB TOP.
- d. SCREW ON FFST-3624 WITH HARDWARE PROVIDED.

NOTE:

- 1. BEFORE CABINET IS TO BE USED AND PUSHED AGAINST THE WALL, ALL LOCKS ON BOTH SIDES AND BACK MUST BE LATCHED. THE BACK LATCH IS THE MOST IMPORTANT TO PREVENT TIPPING.

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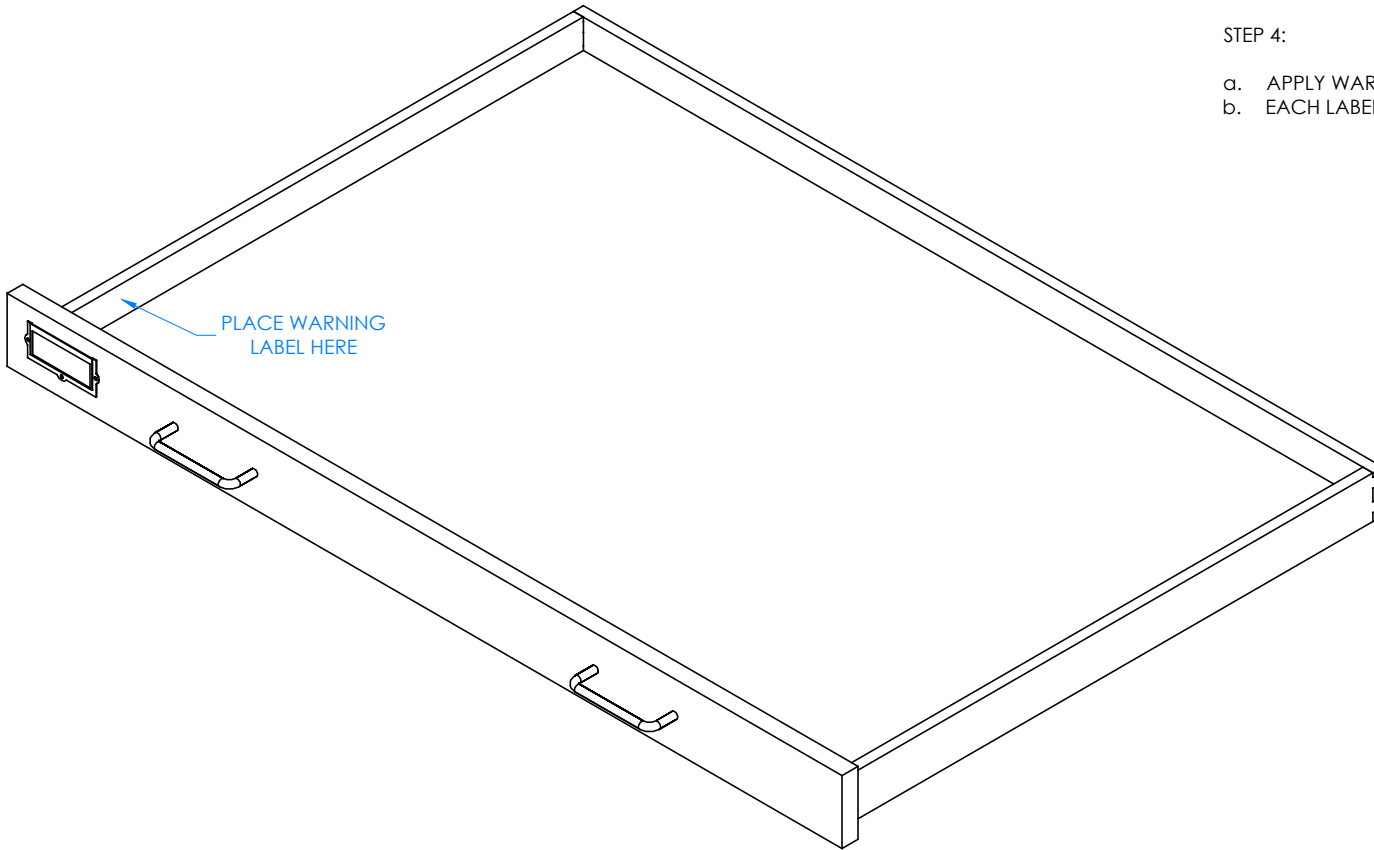
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 FLAT FILE STORAGE
 ASSEMBLY INSTRUCTIONS

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STEP 4:

- a. APPLY WARNING LABEL ON INSIDE OF EACH DRAWER.
- b. EACH LABEL SHOULD BE PLACED ON LEFT SIDE OF DRAWER.

NOTE:

- 1. BEFORE CABINET IS TO BE USED AND PUSHED AGAINST THE WALL, ALL LOCKS ON BOTH SIDES AND BACK MUST BE LATCHED. THE BACK LATCH IS THE MOST IMPORTANT TO PREVENT TIPPING.

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ANGLES: $\frac{XXX}{100} = \pm .010$		APR BY:		DATE APR:	
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TITLE:
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COMPLETE UNIT SHOWN


NOTE:

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ANGLES: = ± 1° CABINET SQUARENESS = ± .0625	APR BY:		DATE APR:	

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