



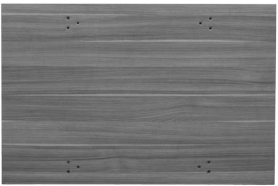

REGENCY

File File Lateral • ONLF3624 • INSTRUCTIONS
CARTONS: LT3624, PLF3624

Organize your parts and hardware. You will need (2) people, a Phillips head screwdriver and a rubber mallet.



Parts :

<p>PED-I: Lateral (35.5" x 23.5" x 24.5")</p>  <p>Quantity: 1</p>	<p>PED-J: Foot Bracket (23.5"D)</p>  <p>Quantity: 2</p>	<p>LT-A: Floating Top (35.5" x 23.5" x 1")</p>  <p>Quantity: 1</p>
	<p>PED-K: Top Bracket (23.5"D)</p>  <p>Quantity: 2</p>	

Hardware :

<p>E: Allen Key</p>  <p>Quantity: 1</p>	<p>F: Set of Keys</p>  <p>Quantity: 1</p>	<p>G: Glides</p>  <p>Quantity: 4</p>	<p>H: Washers</p>  <p>Quantity: 6</p>	<p>I: 3/4" Wood Screws (19mm)</p>  <p>Quantity: 6</p>
<p>J: 3/4" Short Bolts (19mm)</p>  <p>Quantity: 12</p>	<p>K: 1.5" Long Bolts (38mm)</p>  <p>Quantity: 12</p>	<p>L: Handles</p>  <p>Quantity: 4</p>		

IMPORTANT NOTICE:

- Place all wooden parts on a clean and smooth surface such as a rug or carpet to avoid the parts from being scratched.
- Check to be sure that you have all parts and hardware.
- Remove all wrapping materials, including staples & packing straps before you start to assemble.
- Do not tighten all screws/bolts until completely assembled.
- Keep all hardware parts out of reach of children.

Any problems or questions call Regency Office Furniture at 1-866-816-9822

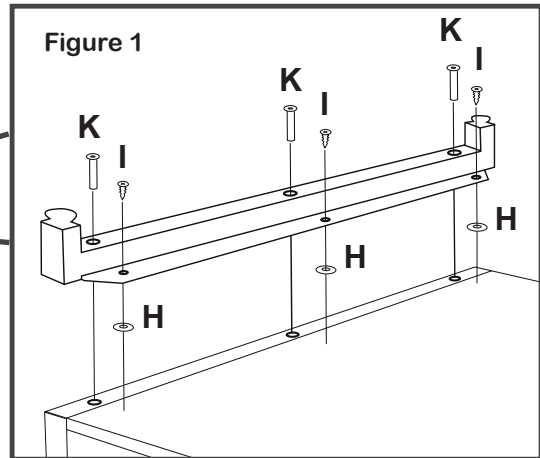
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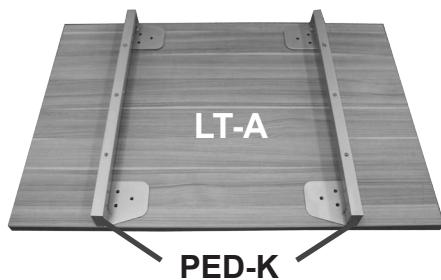
STEP 1A : Insert 2 Glides(G) into each Foot Bracket(PED-J).



STEP 1B : Attach each Foot Bracket(PED-J) to the Lateral(PED-I) by placing 1 Washer(H) between the base and each wood screw hole on the Foot Brackets(Figure 1). Then, insert 6 Long Bolts(K) and 6 Wood Screws(I) to attach to Lateral(PED-I).



STEP 2 : Attach Top Brackets(PED-K) to Floating Top(LT-A) using 6 Short Bolts(J) per Bracket.



STEP 3 : Pull out each drawer and find the black tabs at the end of the suspension. Lift one side up and press the other side down simultaneously and pull the drawer out. This will unlock the drawer and release it. Repeat this for all drawers.



STEP 4 : Attach Floating Top(LT-A) to Lateral(PED-I) using 6 Long Bolts(K). Replace File Drawers and attach Handles(L).

