

REGENCY

YOUR COMPLETE OFFICE SOLUTION

MAIL SORTER • MS71 • INSTRUCTIONS

Organize your parts and hardware. You will need a Phillips head and flat head screw driver and rubber mallet.

Hardware :

A: Cam Pins(24) • B: Cam Covers(24) • C: Screws(6)

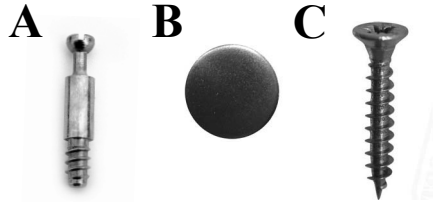
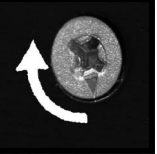
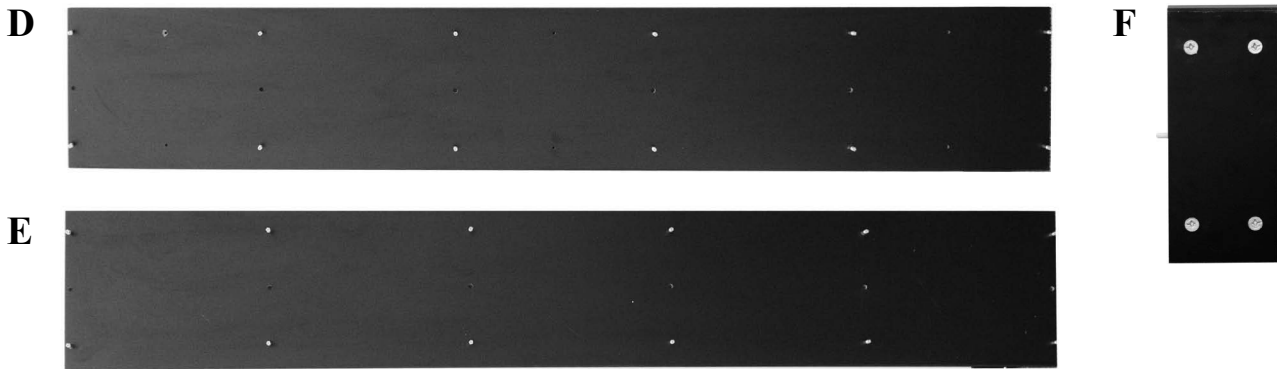


Figure 1: To open Cam, point arrow toward Cam Pin hole. To lock Cam, turn clockwise.



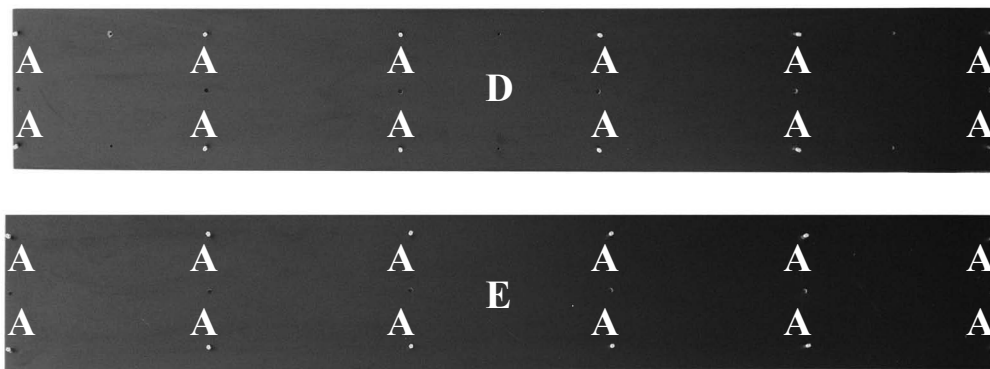
Parts :

D: Top • E: Bottom • F: Separators(6)



STEP 1 : Insert 12 Cam Pins(A) into Top(D) & Bottom(E) each.

NOTE: Top includes 6 Screw holes for mounting.



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.

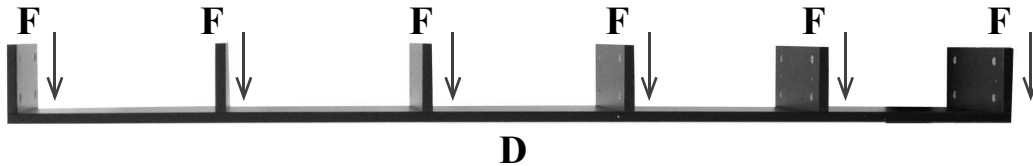
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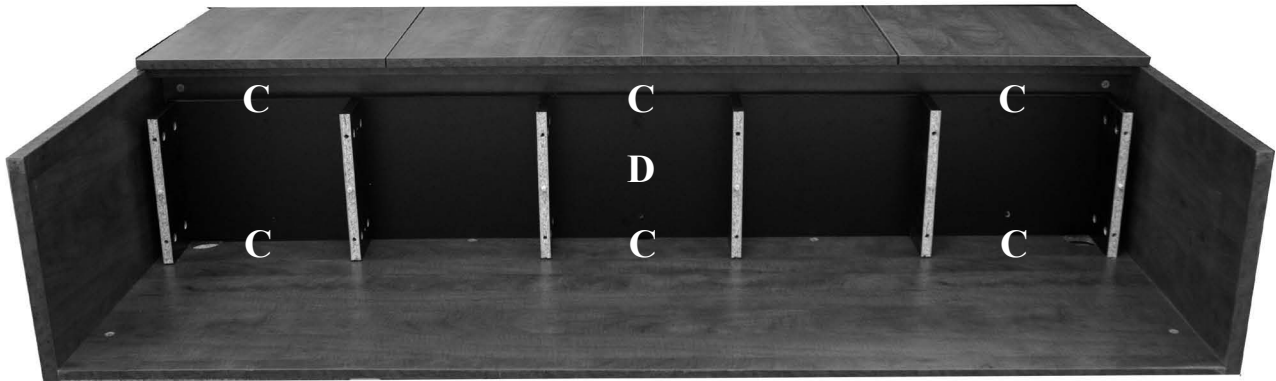
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STEP 2 : Attach 6 Separators(F) to Top(D) by inserting Cam Pins into Cam Locks. Lock Cams(Figure 1).

NOTE: All pieces have a PVC edge on **ONLY** the **FRONT** side.



STEP 3 : Mount Top(D) to Hutch/Reception Unit using 6 Screws(C).



STEP 4 : Attach Bottom(E) to Separators(F) by inserting Cam Pins into Cam Locks. Lock Cams(Figure 1). Finish by applying Cam Covers(B).

