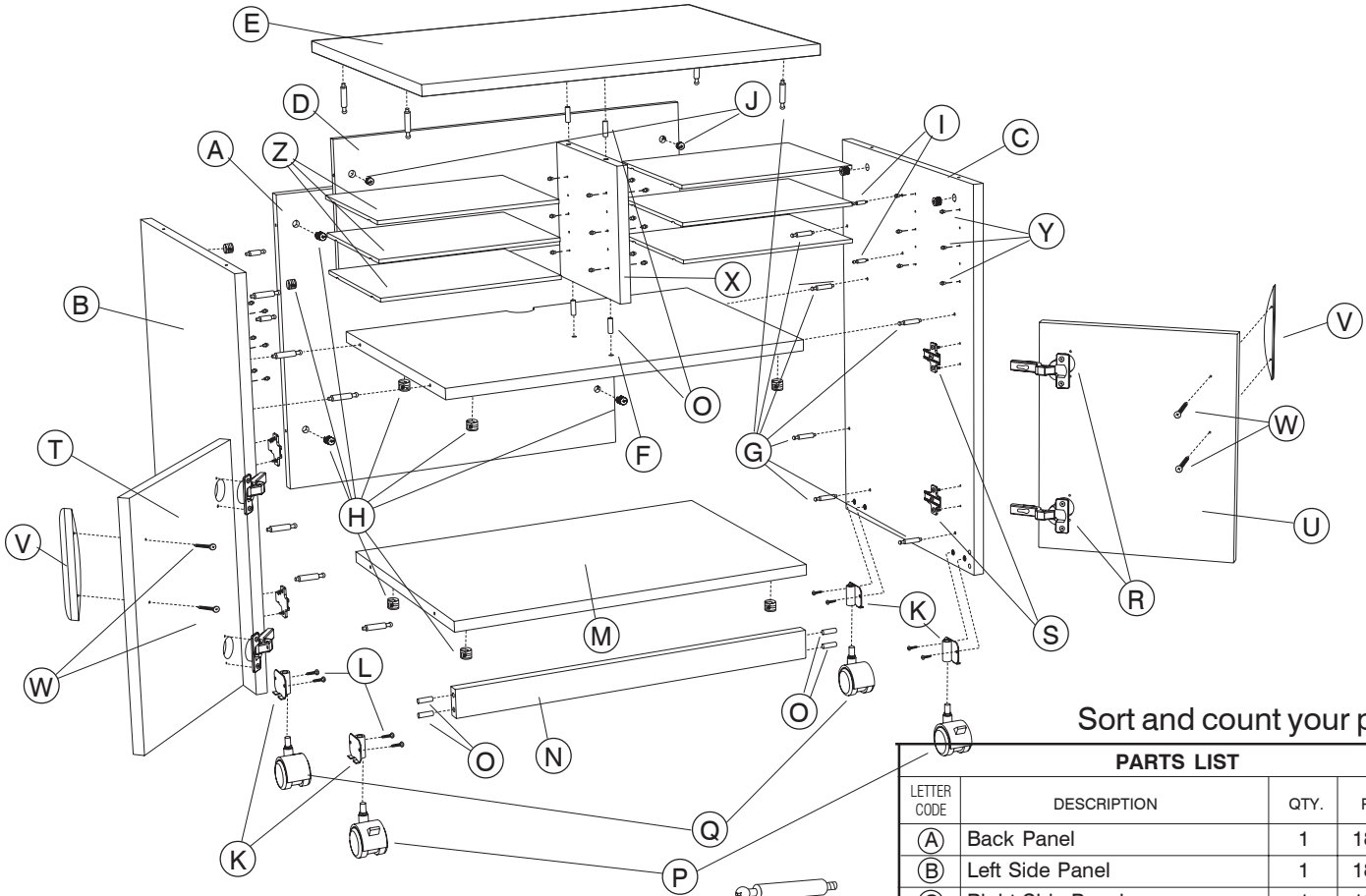


ASSEMBLY INSTRUCTIONS

TOOLS REQUIRED: Short Handled Phillips Screwdriver; Hammer or Mallet (Two People Recommended)
PRODUCT WARRANTY REGISTRATION is available online at: www.safcoproducts.com

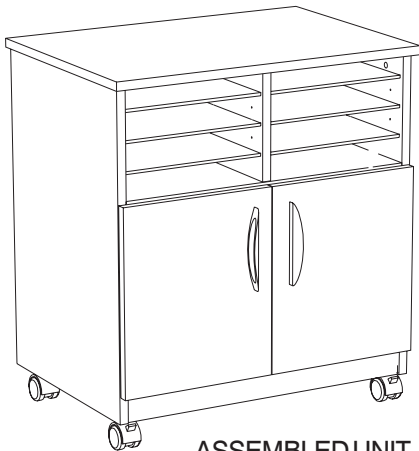


Sort and count your parts!

PARTS LIST

LETTER CODE	DESCRIPTION	QTY.	PART NO.
A	Back Panel	1	1850-01§
B	Left Side Panel	1	1851-03§
C	Right Side Panel	1	1851-04§
D	Short Back Panel	1	1851-01§
E	Top Panel	1	1850-05§
F	Fixed Shelf	1	1851-06§
G	Tall Screw Post	16	HFFMFB
H	Tall Cam	16	HFFMFC
I	Short Screw Post	4	HMF12B
J	Short Cam	4	HMF12
K	Caster Bracket	4	1854-10
L	Machine Screw, 5/8"L	8	1850-22
M	Bottom Panel	1	1850-02§
N	Kick Panel	1	1850-07§
O	Wood Dowel	8	H8MMDWL
P	Swivel Caster with Brake	2	8917-24
Q	Swivel Caster without Brake	2	8917-25
R	Hinge	4	8919-16
S	Hinge Mount Plate	4	8919-14
T	Left Door Panel	1	1850-08§
U	Right Door Panel	1	1850-09§
V	Handle	2	8962-31
W	Long Screw, 1"L	4	1850-23
X	Divider	1	1851-07§
Y	Shelf Peg	24	HSFBNZ
Z	Small Shelf	6	1851-08§

§ Note: When corresponding about parts, be sure to state color:
 Gray (GR), Mahogany (MH) or Medium Oak (MO).



ASSEMBLED UNIT
 MODEL 1851

For questions or concerns, please call

Safco Consumer Hot Line 1-800-664-0042

available Monday-Friday 8:00 AM to 4:30 PM (Central Time)
 (English-speaking operators)

IMPORTANT

- ◆ READ and FOLLOW these instructions carefully!
- ◆ CHECK ALL PACKAGING - there may be parts in it!
- ◆ SORT and COUNT your parts - compare with the parts list on page 1.

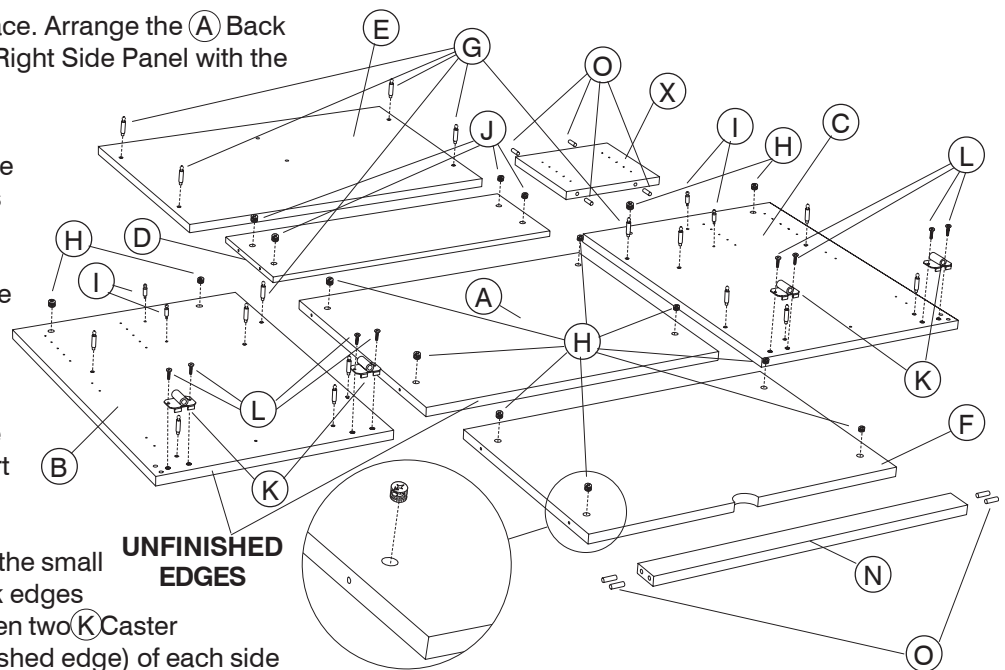
1 Work on a smooth and clean surface. Arrange the (A) Back Panel, (B) Left Side Panel and (C) Right Side Panel with the holes facing up as shown.

Place the (D) Short Back Panel above the (A) Back Panel with large holes up and insert (J) Short Cams in the Short Back Panel. Arrange the (F) Fixed Shelf below the Back Panel and insert (H) Tall Cams in the large corner holes of the Back Panel and Fixed Shelf.

Insert two (H) Tall Cams in the two large holes at the upper end of the side panels, and insert two (I) Short Screw Posts in the holes at the upper center of each side panel.

Screw six (G) Tall Screw Posts into the small holes in the upper, lower and back edges of each side panel as shown. Fasten two (K) Caster Brackets to the bottom end (unfinished edge) of each side panel using two (L) 5/8" Machine Screws each.

Place the (E) Top Panel above the Short Back Panel with the six small holes upward; screw four (G) Tall Screw Posts into the corner holes.

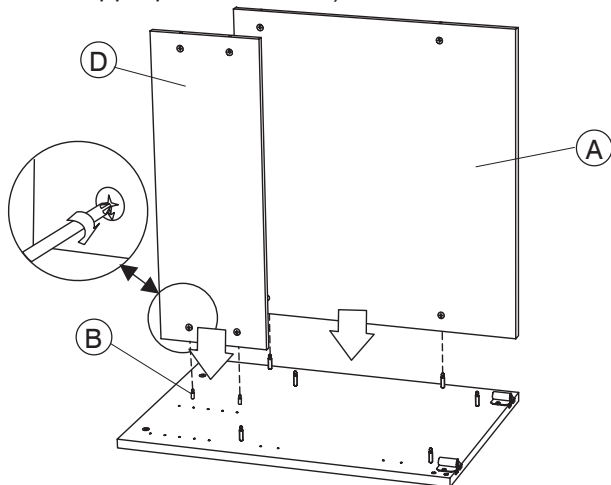


UNFINISHED EDGES

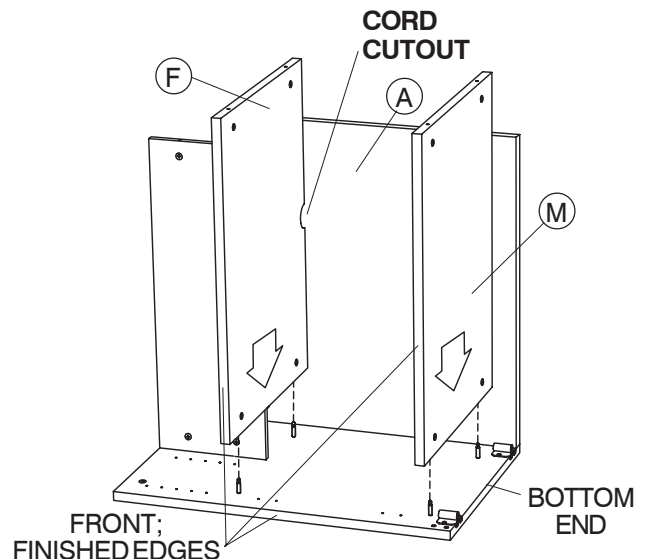
Insert two (O) Wood Dowels into both ends of the (N) Kick Panel and the (X) Divider.

2 Raise the (A) Back Panel so it is perpendicular to the (B) Left Side Panel. Align the two Screw Posts at the back end of the Side Panel with the corresponding holes on the Back Panel. With the arrows on the Cams pointing toward the Screw Posts, guide the holes over the Screw Posts and fasten by turning each of the engaged cams **CLOCKWISE** as far as they can turn. Install the (D) Short Back Panel in a similar manner.

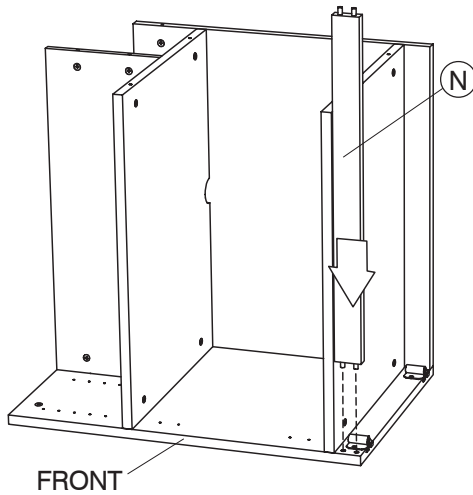
IMPORTANT: to prevent possible damage during assembly, a second person should help support the back panel in its upright position (or prop upright with appropriate materials).



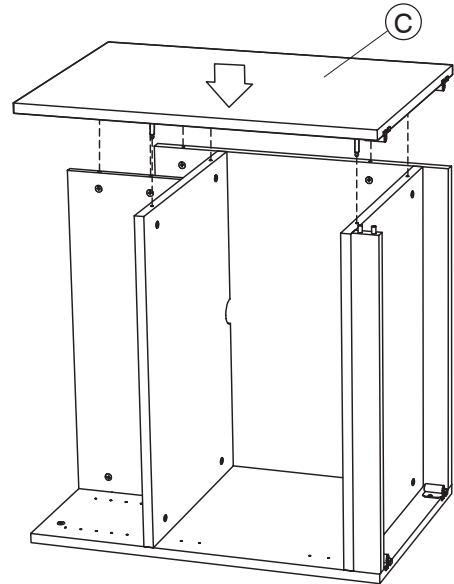
3 Position the (F) Fixed Shelf with the Cord Cutout next to the (A) Back Panel, and the side with cams toward the bottom end of the side panel. Align the two Screw Posts on the Left Side Panel with the corresponding holes on the edge of the Fixed Shelf. With the arrows on the Cams pointing toward the Screw Posts, insert the Screw Posts and fasten by turning each of the engaged cams **CLOCKWISE** as far as they can turn. Insert the screw posts on one end of the (M) Bottom Panel into the holes on the bottom end of the Left Side Panel and fasten the cams.



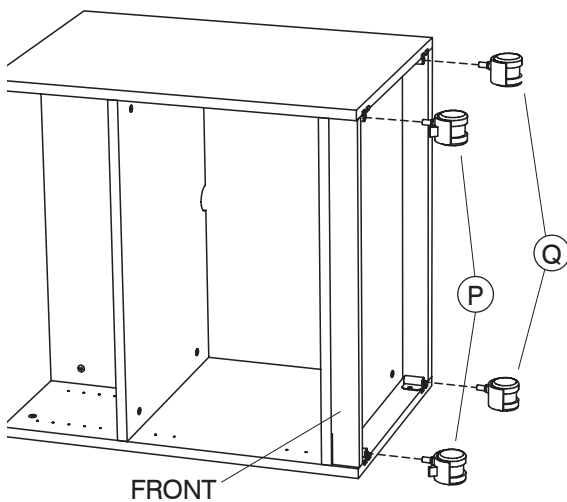
- 4** Insert one dowel end of the (N) Kick Panel into the Left Side Panel in the holes furthest from the Back Panel.



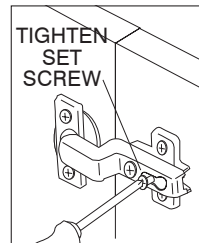
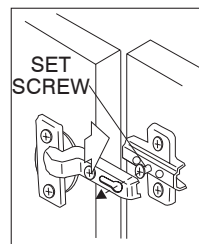
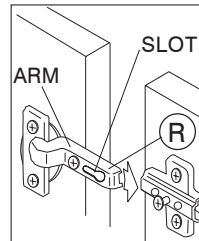
- 5** Lift the (C) Right Side Panel over the assembled panels. Align the Screw Posts with the corresponding holes on the Back Panel, Bottom Panel and Fixed Shelf (also guide the Wood Dowels on the Kick Panel into the holes in the side panel), then fasten by turning each of the eight cams CLOCKWISE as far as they can turn.



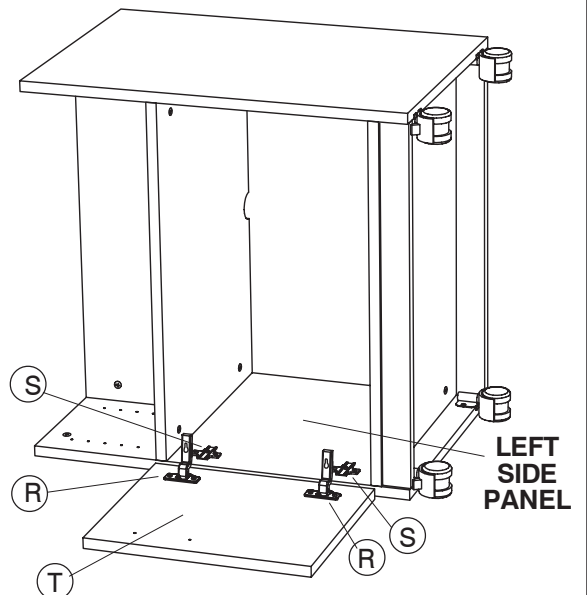
- 6** Push the two (P) Swivel Casters with Brakes into the sockets of the Caster Brackets at the front of the unit. Push the two (Q) Swivel Casters without Brakes into the Caster Brackets near the back side of the unit.



- 7** Use a soft hammer or mallet to tap the (R) Hinges into the recesses on the (T) Left Door Panel. Use the pre-installed screws to fasten the (S) Hinge Mount Plates into the pre-drilled holes on the Left Side Panel. If the Hinge and Mount came in separate pieces, bend the arms of the Hinges and insert the slots of the arms over the Hinge Mount Plate set screws. Adjust door position and tighten the set screws. Turn the unit onto its right side, and repeat with the (U) Right Door Panel.

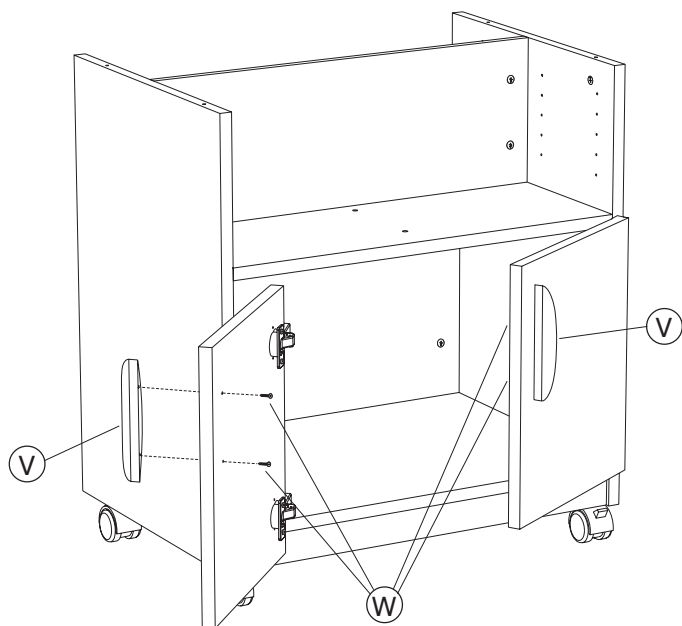


(U) RIGHT DOOR PANEL NOT SHOWN

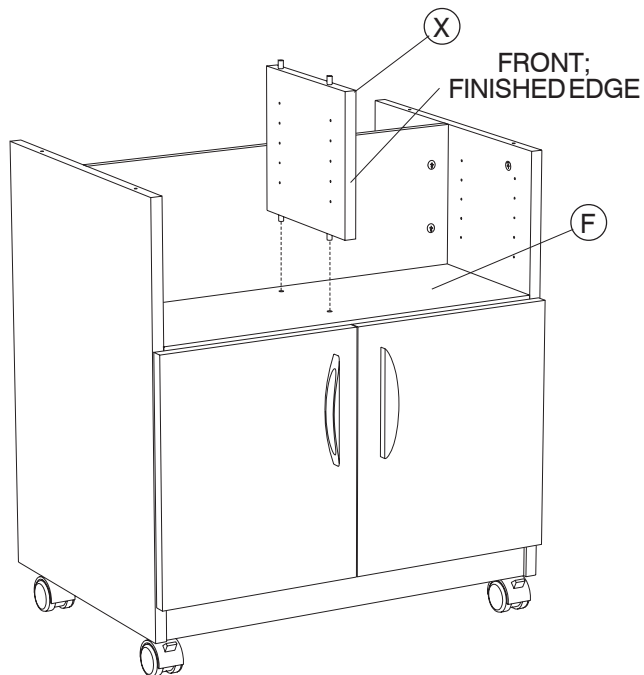


- 8** With two people, carefully stand the unit upright. Fasten one (V) Handle to the outer side of the Left Door Panel using two (W) Long Screws. Fasten the other Door Handle to the outer side of the Right Door Panel with two more Long Screws.

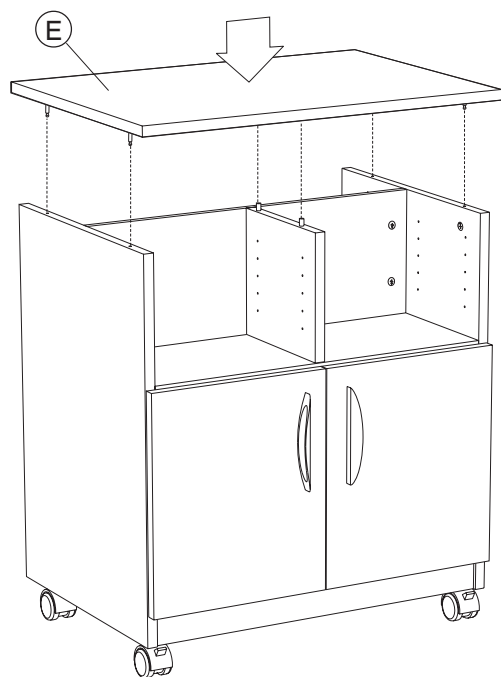
If necessary, center the Door Panels by adjusting the set screws on the Door Hinges as needed.



- 9** Position the (X) Divider with the finished edge toward the front of the unit, and insert the dowels into the holes in the center of the (F) Fixed Shelf.



- 10** Lower the (E) Top Panel down onto the side panels and divider. Guide the Dowels in the Divider into the center holes in the Top Panel, and guide the Screw Posts into the holes on the upper edges of the side panels. Fasten by turning each of the four cams CLOCKWISE until they stop.



- 11** Insert (Y) Shelf Pegs into the small holes in both compartments in the configuration you desire using four pegs per shelf. Place (Z) Small Shelves onto the Shelf Pegs.

Prevent the assembled unit from rolling by activating the brakes on the Swivel Casters with Brakes.

