TrendSpaces Desk Series
Y11130 - 36"W Open Storage Unit
Y11132 - TrendSpaces Small Stackable Open Storage Unit
Assembly Instructions

Special Note:
Location & number of cam pin, cam lock and dowel holes may vary.

PARTS LIST

<table>
<thead>
<tr>
<th>Part</th>
<th>Part</th>
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</thead>
<tbody>
<tr>
<td>Wood Dowel</td>
<td>Leveling Glide</td>
</tr>
<tr>
<td>Cam Pin</td>
<td>Shelf Pin</td>
</tr>
<tr>
<td>Cam Lock</td>
<td>Cap</td>
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</tbody>
</table>

Tools Needed:
- Phillips Screwdriver
- A helper!

1.) Screw in all camlock pins and insert all wooden dowels in both SIDE PANELS, BACK PANEL, TOP and BOTTOM.

2.) Assemble the bookcase on its side. Begin by attaching the BOTTOM and one SIDE PANEL by placing it over the cam pins and inserting the cam locks. DO NOT YET TIGHTEN.

3.) Assemble the bookcase on its side, begin by attaching the base with the trim piece by placing it over the cam pins and inserting the cam locks. DO NOT YET TIGHTEN.

4.) Connect BACK PANEL using same hardware method.

5.) Connect TOP and other SIDE PANEL. When done, TIGHTEN ALL CAM LOCKS.

6.) Turn unit right side up and place in area of intended use. Insert shelf pins and SHELF where desired.

7.) Cover the cam locks with the caps provided.

8.) Use the stickers provided to cover any top surface pre-drilled holes, that won't be used to attach a hutch or desk frame.

Questions? Please call 1-800-443-5117.
Customer Service available 8:30 - 5:00 Central Time, Monday - Friday
2, 3 & 4 Drawer Lateral File Assembly Instructions

Applies towards:
BK/FL/MJ/ML/WH2012
WH2012A
LF3622-MWAL
LF3622-WH
WH2012A-3DLF
FL/MJ/ML/WH2012B

List of Hardware:

<table>
<thead>
<tr>
<th>Part</th>
<th>Part</th>
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</thead>
<tbody>
<tr>
<td>Drawer Pull Screw</td>
<td>Drawer Pull</td>
</tr>
<tr>
<td>2 per drawer pull</td>
<td>1 per drawer</td>
</tr>
<tr>
<td></td>
<td>1 set of keys</td>
</tr>
<tr>
<td></td>
<td>4 Leveling Glides</td>
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1.) Install 4 leveling glides. Keep the front two leveling glides 1/4” taller than the back two, which means your file will be slightly tilted back. This is the proper way to level a lateral file cabinet. It keeps any unlocked file drawers from creeping open and distributes the weight more evenly.

2.) Use the screws to attach drawer pulls.

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1.) Assemble on carpet or cardboard to protect parts during assembly. Assembly will require 2 people for safety.

2.) Screw in leveling glides on all frames.

3.) Determine if your storage unit return will be on the left or right, to determine which side the half leg will be on.

4.) Next, assemble metal desk frame by attaching the cross beam to the left & right side legs. The bolts for the cross beam are already in the legs. Just back out, place beam and screw back in.

5.) Arrange your assembled box/lateral file and open storage unit side by side, in left or right hand return arrangement. The open storage unit will attach to the desk frame and will lie under the desk once assembled. With a helper, lift the assembled metal desk frame and set the half leg on top of the open storage unit.

6.) Next, attach frame to desk top using the pointed tip, self-threading wood screws included with the desk top. Align and connect frame one side at a time with the edge of the frame aligned to the edge of the desktop. Use a power screwdriver to screw in 2-1/2" screw with washer through the frame and securely attach to top. Proceed to opposite leg/side and attach in same manner.

7.) Insert grommets into desktop.

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