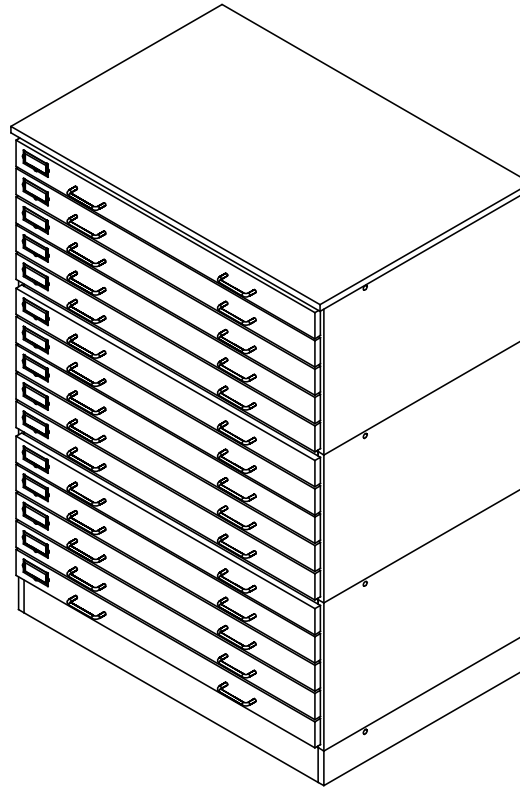


FLAT FILE STORAGE

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
 DECIMALS: $\frac{1}{8} = \pm .030$
 $\frac{1}{4} = \pm .020$
 $\frac{3}{8} = \pm .010$
 ANGLES: $\pm 1^\circ$
 CABINET SQUARENESS: $\pm .0625$

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TITLE:
 FLAT FILE STORAGE
 ASSEMBLY INSTRUCTIONS

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

DRAWING NUMBER:

FFS-3624

SCALE:

NTS

SHEET:

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REVISION:

REV A

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.

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DECIMALS: .XX = ± .030	APR BY:		DATE APR:	
.XXX = ± .020	APR BY:		DATE APR:	
ANGLES: = ± 1°	APR BY:		DATE APR:	
CABINET SQUARENESS: = ± .0625	APR BY:		DATE APR:	

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TITLE:
FLAT FILE STORAGE
TOOLS AND ASSEMBLY COMPONENTS

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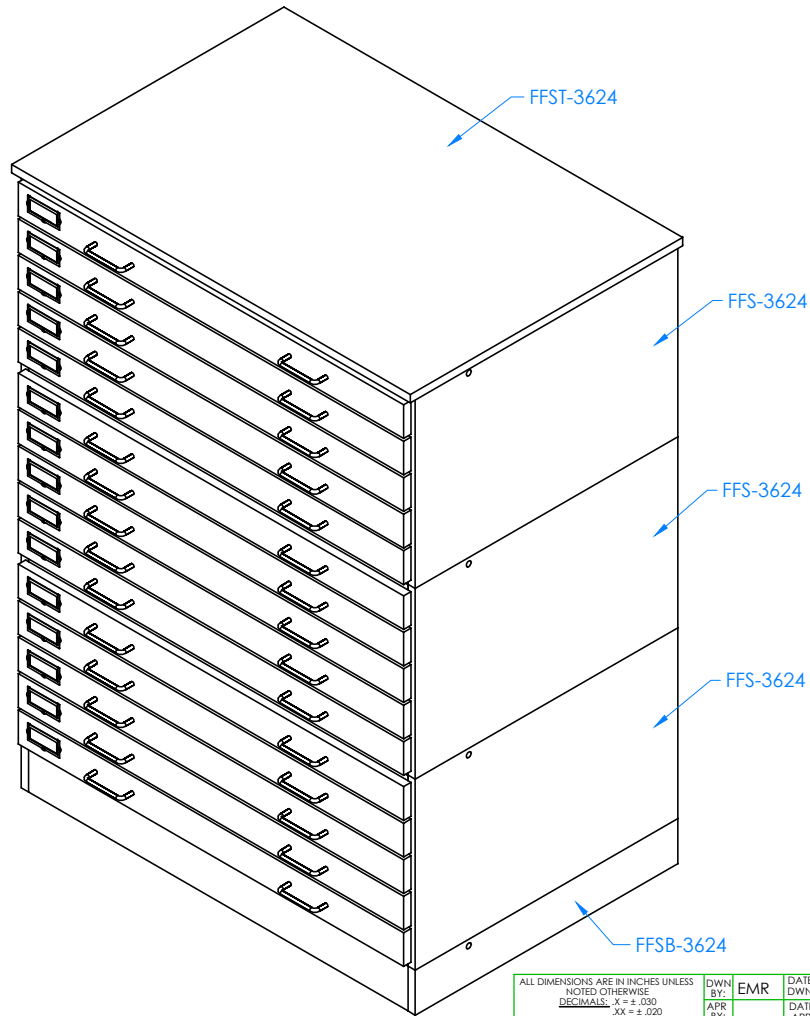
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REVISION:

REV A

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

REVISION LEVEL



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
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 ANGLES: = ± 1°
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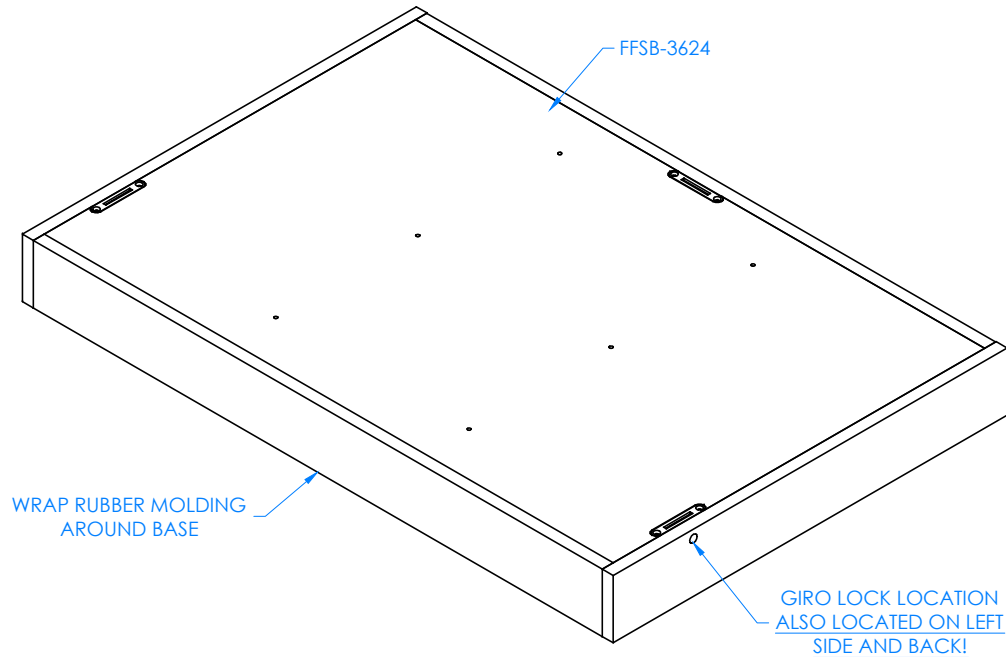


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TITLE:
 FLAT FILE STORAGE
 ASSEMBLY INSTRUCTIONS

A	CREATED ASSEMBLY INSTRUCTIONS	4/9/20	EMR	-
REV.	DESCRIPTION	DATE	NAME	ECN NO.
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FFS-3624	NTS	3 OF 8	REV A



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:

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

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.

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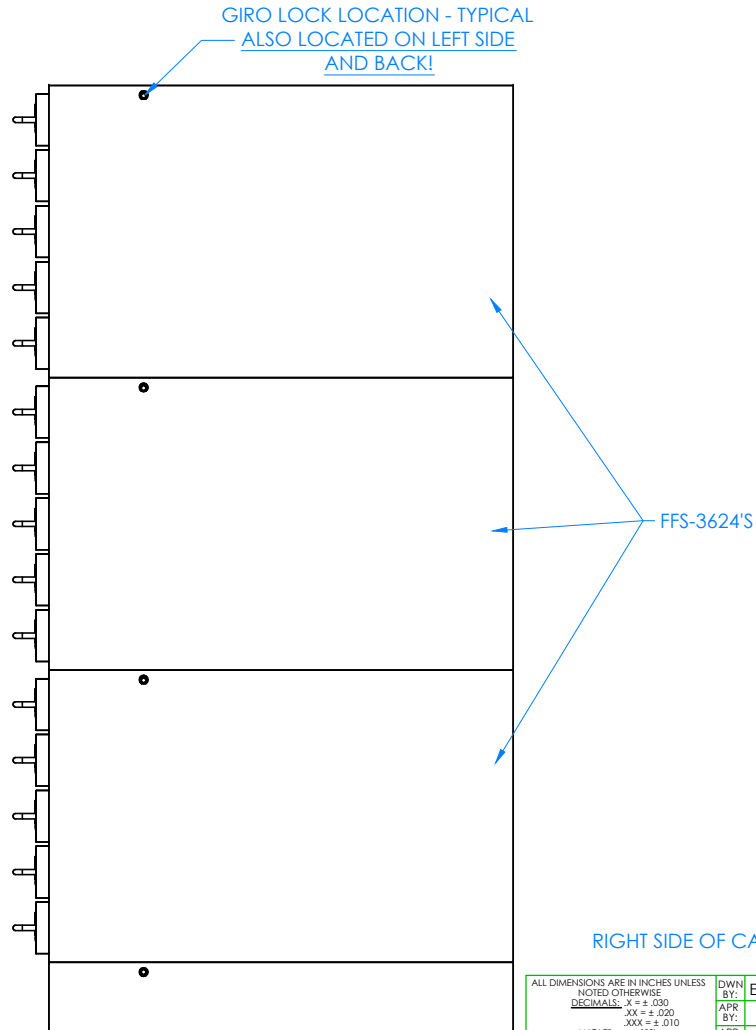
NTS

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STEP 2:

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

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.

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ANGLES: $\frac{1}{4} = \pm .010$	APR BY:		DATE APR:	
$\frac{1}{2} = \pm .025$	APR BY:		DATE APR:	

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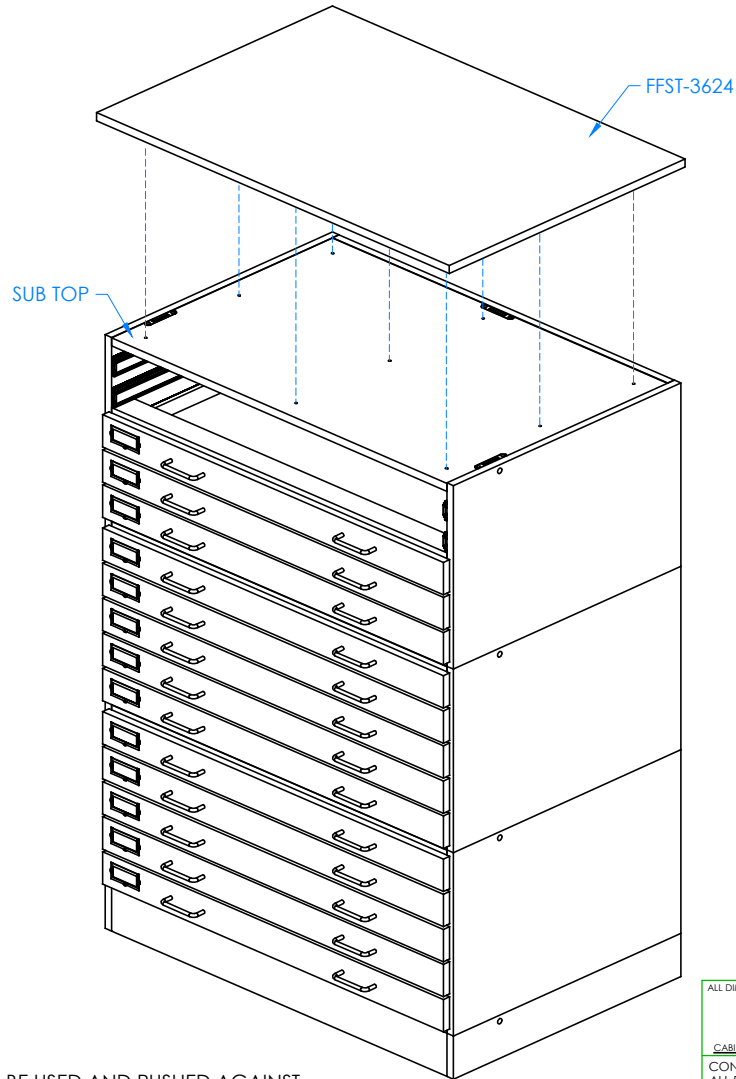
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TITLE:
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ASSEMBLY INSTRUCTIONS

DRAWING NUMBER:	SCALE:	SHEET:	REVISION:
FFS-3624	NTS	5 OF 8	REV A

**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.

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

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

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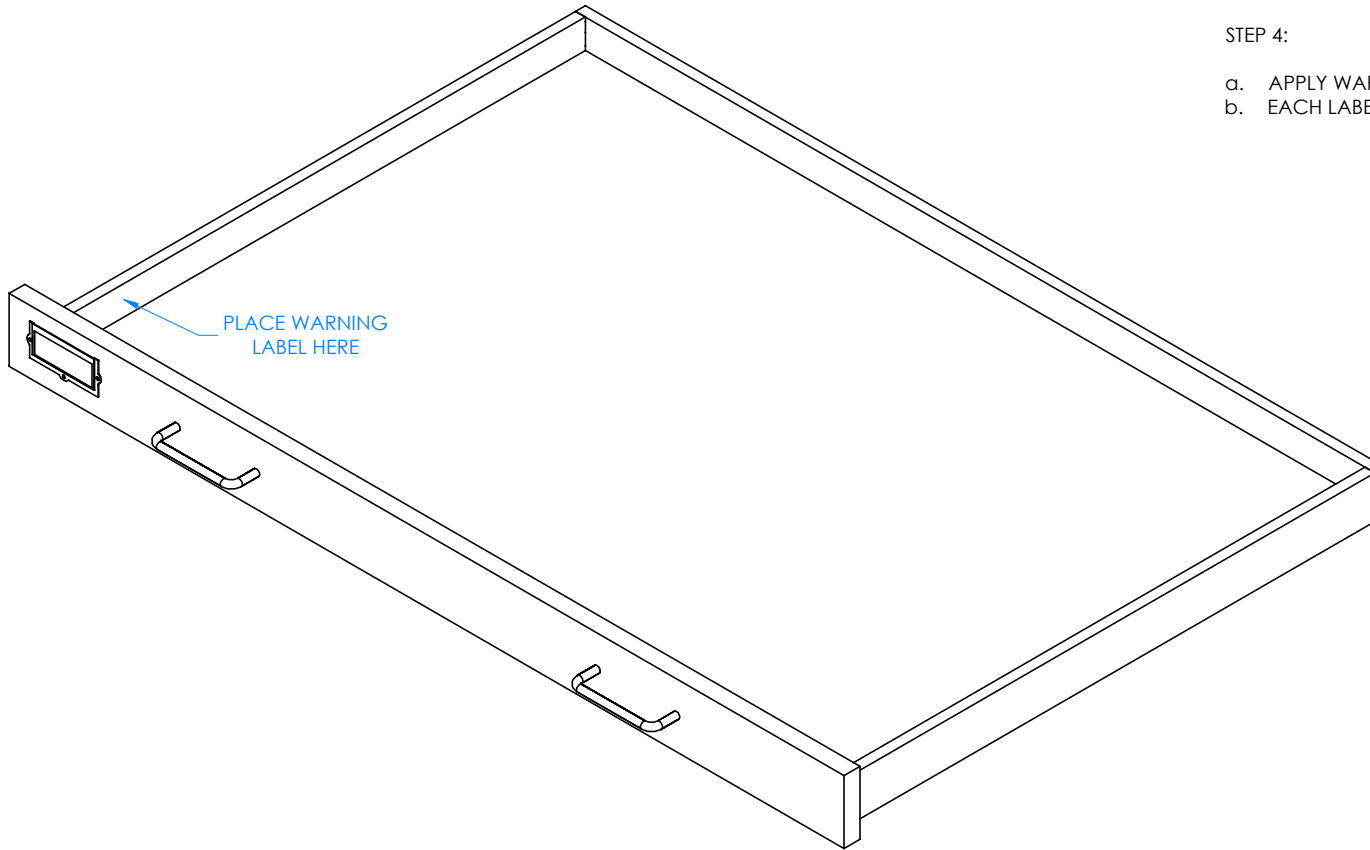
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ASSEMBLY INSTRUCTIONS

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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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COMPLETE UNIT SHOWN

NOTE:

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