





# ASSEMBLY INSTRUCTIONS







MNFD 3842-450 LATERAL FILE - SKU # 27438426

Manufactured by MNFD for Rooms To Go

Version 1.0 11-26-2024

THANK YOU FOR PURCHASING THIS QUALITY PRODUCT. BE SURE TO CHECK ALL PACKING MATERIALS CAREFULLY FOR SMALL HARDWARE WHICH MAY HAVE COME LOOSE INSIDE THE CARTON DURING SHIPMENT. IDENTIFY AND COUNT ALL HARDWARE AND COMPARE WITH THE HARDWARE LIST BELOW.

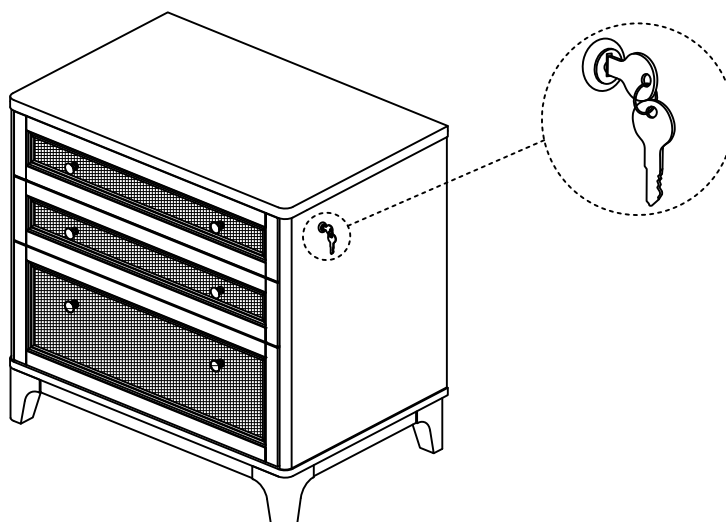
PARTS LIST			
NO.	Description	Sketch	Q' TY
A	Quincey Lateral File		1 pc.
B	Legs		4 pcs.

HARDWARE			
NO.	Description	Sketch	Q' TY
1	Furniture Tipping Restraint		1set
2	Bolt LG4*Ø13*5/16"*18*60mm)		8 pcs.
3	Lock washers Ø5/16"*13mm		8 pcs.
4	Plain washers Ø5/16"*19mm		8 pcs.
5	Allen key 4*59*25mm		1 pc.
6	Keys		2 pcs.

Tool required (not provided)



Philip Head Screwdriver



Hardware Pack Location: Anti-tip kit attached in the back panel  
KD leg inside cabinet  
Hardware pack are attached to the bottom corner block

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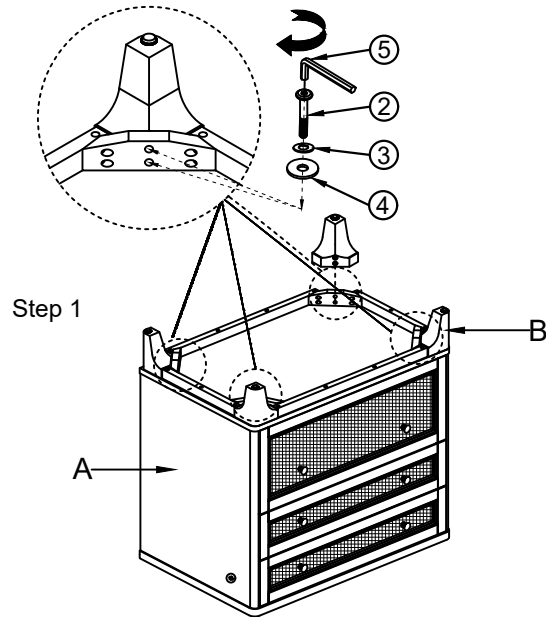
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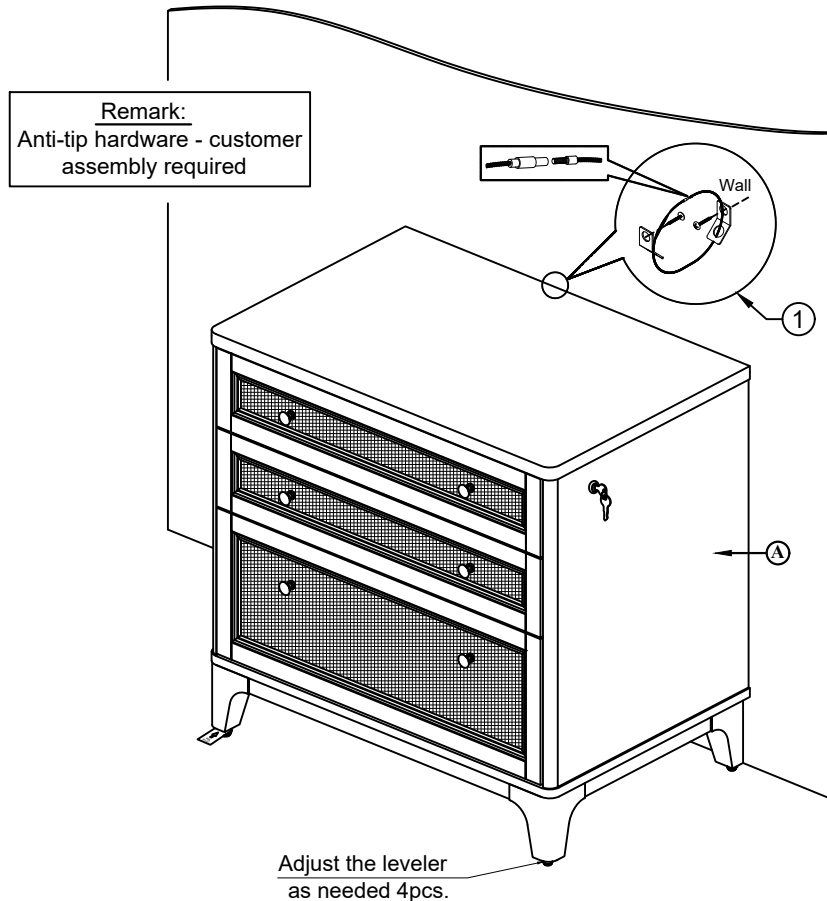
## Step 1:

Turn the case (A) upside down on a non abrasive working surface. Install the leg (B) secure in place by using bolts (2) lock washers (3) and flat washers (4) using allen key (5) as shown.



## Anti-Tip hardware instruction

Position Lateral file in its desired location. Refer to the assembly instruction of Anti tipping kit to fit **Lateral File** to the wall.



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## CARING FOR YOUR FURNITURE

Protect your investment

The beauty of furniture care is that it helps to protect your investment, as fine furniture is an important purchase. Proper care will help maintain your furniture's finish and ensure that it looks great year after year.

### Caring for furniture

Caring for furniture is easy. Following a few simple guidelines will help extend the life of your furniture.

- Always dust with a cloth moistened with polish. Polish cushions the cloth, eliminating the scratching that occurs with dry dusting. Dust will scratch furniture if not removed quickly. Use a soft clean cloth that won't scratch the surface. Avoid coarse or scratchy materials or fabrics.
- Avoid using soap and water on furniture. Water can penetrate the finish and raise the grain on wood. Causing damage.

### The Enemies of Furniture

Many common problems in furniture care are caused by elements. If you are aware of these troublemakers, the resulting damage can easily be avoided.

- Sunlight's ultraviolet rays can damage wood finishes. Arrange furniture out of direct sunlight use sun screening drapes during intense sunlight hours, rotate furniture in place and room arrangement.
- Liquid spills will damage furniture if not removed promptly. Use coaster under beverage glasses and saucers under cups and flowerpots. If a spill occurs, immediately blot it gently without rubbing the surface.
- Heat creates a chemical change in the furniture finish, which can result in a white spot. Use protective mats under hot dishes, utensils or cooking appliances.
- Cyclic changes in temperature can damage furniture. Placing furniture near to central heating radiators and air ducts should be avoided because this cause extreme localized drying of the wood.

### Tips for Better Dusting

- Be sure to use the same type of polish consistently. Your furniture will appear cloudy or streaky if oil base or wax based polishes are interchange.
- Always use a fine furniture polish when dusting. Never dry dust, as it could cause microscopic scratches on your furniture's surface. Remember to change dusting cloths frequently since a dirty cloth may scratch your furniture's surface.
- Spray your furniture surface evenly, but not too generously. Wipe in a circular motion with a soft clean cloth to clean and loosen old polish.
- Then buff until completely dry for a beautiful shine and smudge free finish. For wood trim spray polish on the cloth first, then dust.

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